

Tuesday, August 8, 2023

7:00 PM

McFarland Municipal Center
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/81924903354>

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

Webinar ID: 819 2490 3354

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

1. CALL TO ORDER.
2. ROLL CALL.
3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.
4. CONSENT AGENDA.
 - a. All items listed under the Consent Agenda will be approved in one motion unless a Board member requests that the item be removed for individual discussion and action. Any item(s) removed for individual consideration shall be considered in the same order in which they were originally listed on the agenda under Business.
 - 1) Motion to approve the minutes of the July 25, 2023 meeting.
 - 2) Motion to approve checks in the amount of \$712,548.98
 - 3) Motion to approve appointing Ryli Brown to serve on the Diversity, Equity, and Inclusion Committee for a term ending April 30, 2024.
 - 4) Motion to approve appointing Alisa Leamy to serve on the Public Safety Committee for a term ending April 30, 2024.
 - 5) Motion to approve current and future disconnection procedures for unresponsive meter change-out customers as recommended by the Public Works & Utilities Committee.
 - 6) Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 106 LLC; D/B/A Handyspot 106 LLC, located at 4800 Larson Beach Road, with Bayarmaa Wey acting as agent for the period ending June 30, 2024 as recommended by the Public Safety Committee.
 - 7) Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 107 LLC; D/B/A Handyspot 107 LLC, located at 4701 Burma Rd, with Tammy Downing acting as agent for the period ending June 30, 2024 as recommended by the Public Safety Committee.
 - 8) Motion to approve entering into an agreement with Onbase for digitization of records software, including a cloud-based solution, with the final contract to be approved by the Village Attorney.

- 9) Motion to approve ordinance amendment 2023-07: an ordinance banning the sale of fireworks in the Village as recommended by the Public Safety Committee.
- 10) Motion to approve a Change Order for the Community Park Project to construct a new limestone trail within the Dog Park as recommended by the Parks and Recreation Committee.
- 11) Motion to approve a Community Grant Application from McFarland Community Festival as recommended by the Finance Committee.
- 12) Motion to approve the revised plat and relocation order for the 2024 Exchange Street Project from Sleepy Hollow Road to Farwell Street.

5. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Village Board for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. 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.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

6. BUSINESS.

- a. Public Works & Utilities Committee (Trustees Wreh & Brandt)
 - 1) Discussion and action regarding change order to the 2023 Paulson Road Project for the adjustment of and landscaping to the pedestrian path connection to Rustic Way.
- b. Update on progress on the construction of the Public Safety Center.
- c. Discussion regarding proposed Change Order #17 for the Public Safety Center project regarding additional sinkhole remediation.
- d. Diversity, Equity, and Inclusion Committee (Trustees Brassington and Wreh)
 - 1) Discussion and action on revisiting the approved "Religious Holidays and Government Meetings for 2023" document.
- e. Presentation and discussion regarding long term financial plan for facility improvements.

7. SCHEDULE NEXT MEETING DATE.

- a. Village Board - August 22, 2023 - 7:00 p.m.
- b. Committee of the Whole - August 22, 2023 - 5:30 p.m.

c. Village Board - September 12, 2023 - 7:00 p.m.

8. ADJOURNMENT.

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

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Consent Agenda

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

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, July 25, 2023 - 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 President Carolyn Clow, Village Trustee Luke Fessler, Village Trustee Edward Wreh, Village Trustee TJ Jerke, Village Trustee Stephanie Brassington (joined at 7:03 p.m.) and Village Trustee Michael Flaherty

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 Lee Igl, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

None.

4. CONSENT AGENDA.

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

1) Motion to approve the minutes of the June 27, 2023 meeting.

2) Motion to approve the minutes of the July 11, 2023 Village Board meeting.

3) Motion to approve the minutes of the special July 13, 2023 Village Board meeting.

4) Motion to approve checks in the amount of \$1,109,269.77.

5) Motion to approve an Event Permit and Temporary Class B license to sell fermented malt beverages and wine for the Bands by the Boardwalk event on August 24, 2023 from 5 p.m. to 9 p.m. including a variance to allow minors to be present where alcohol is served, with the conditions provided by the Public Works Director, Fire & Rescue Chief and Police Chief.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, 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 for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to

address the Board about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. 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.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

None.

6. BUSINESS.

- a. Discussion and action to rescind the decision to construct a one-floor option for the Municipal Center renovation as presented within the McFarland Municipal Center Master Plan project.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to rescind the decision to construct a one-floor option for the Municipal Center renovation as presented within the McFarland Municipal Center Master Plan project. Motion carries 5 - 2 - 0 by acclamation with Trustees Flaherty and Trustee Brassington voting nay.

- b. Discussion of the proposed McFarland 2024-2028 Capital Improvement Plan.

Village Administrator Schuenke provided an overview of the 2024-2028 Capital Improvement Plan. Board members provided feedback and questions regarding the proposed plan. Approval on the 2024-2028 Capital Improvement plan will be on a future meeting agenda.

- c. Presentation and discussion regarding Village operating projections for 2024-2028.

Village Administrator Schuenke provided an overview of the Village operating projections for 2024-2028.

- d. Discussion and action regarding the 2024 Budget Review/Adoption Schedule and Planning Memorandum.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve the 2024 Budget Review/Adoption Schedule and Planning Memorandum with the correction to the date.

Motion by Trustee Wreh to amend the motion to include the correction that trustees can bring forward a change for any reason without a Committee referral. Discussion became the second.

Motion By Trustee Wreh to withdraw his amendment.

Motion by President Clow to withdraw the original motion

Motion By President Clow, second by Trustee Wreh, to approve the 2024 Budget

Review/Adoption Schedule and Planning Memorandum with the corrections provided. Motion carries 7 - 0 - 0 by acclamation.

7. SCHEDULE NEXT MEETING DATE.

- a. Special Village Board (Strategic Planning) - August 2, 2023 - 5:30 p.m.
- b. Village Board - August 8, 2023 - 7:00 p.m.
- c. Village Board - August 22, 2023 - 7:00 p.m.

8. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, second by Village Trustee TJ Jerke, to adjourn at 8:46 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board 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
8	DOVER FLAG & MAP	INV_21_087	PW FLAGS	1	02/18/2022	89.00	.00	89.00	08/03/2023
		INV_21_176	PW FLAGS	1	02/14/2023	1,422.00	.00	1,422.00	08/03/2023
		Total 8:				1,511.00	.00	1,511.00	
10	ARAMARK	6140211628	MATS	1	07/14/2023	59.15	.00	59.15	08/03/2023
		6140215466	MATS	1	07/21/2023	59.15	.00	59.15	08/03/2023
		6140219352	MATS	1	07/28/2023	59.15	.00	59.15	08/03/2023
Total 10:					177.45	.00	177.45		
30	ALLIANT ENERGY/WP&L	071323	PW FACILITY	1	07/13/2023	160.84	.00	160.84	07/26/2023
		071323	MCDANIEL	2	07/13/2023	127.91	.00	127.91	07/26/2023
		071323	2860 HIDDEN FARM FLO	3	07/13/2023	57.38	.00	57.38	07/26/2023
		071323	DOG PARK/6300 ELVEHJ	4	07/13/2023	75.52	.00	75.52	07/26/2023
		072523	WATER TOWER BURMA	1	07/25/2023	72.23	.00	72.23	08/03/2023
		072523	WELL #1	2	07/25/2023	17.20	.00	17.20	08/03/2023
		072523	WELL #1	3	07/25/2023	747.12	.00	747.12	08/03/2023
		072523	TRAFFIC FLASHERS - FA	4	07/25/2023	17.38	.00	17.38	08/03/2023
		072523	TRAFFIC FLASHERS - FA	5	07/25/2023	16.97	.00	16.97	08/03/2023
		072523	TRAFFIC FLASHERS - BA	6	07/25/2023	18.19	.00	18.19	08/03/2023
		072523	STREET LIGHTING (2)	7	07/25/2023	237.77	.00	237.77	08/03/2023
		072523	CEDAR GLADE AERATOR	8	07/25/2023	14.73	.00	14.73	08/03/2023
		072523	GAZEBO	9	07/25/2023	27.83	.00	27.83	08/03/2023
		072523	TRAFFIC FLASHERS - CR	10	07/25/2023	17.10	.00	17.10	08/03/2023
		072523	FLOWER CORNER	11	07/25/2023	23.62	.00	23.62	08/03/2023
		072523	LIFT #5	12	07/25/2023	321.83	.00	321.83	08/03/2023
		072523	LIFT #3	13	07/25/2023	59.51	.00	59.51	08/03/2023
		072523	LIFT #2	14	07/25/2023	164.81	.00	164.81	08/03/2023
		072523	LIFT #1	15	07/25/2023	133.47	.00	133.47	08/03/2023
		072523	WELL #4	16	07/25/2023	13.75	.00	13.75	08/03/2023
		072523	WELL #3	17	07/25/2023	13.75	.00	13.75	08/03/2023
		072523	WELL #3	18	07/25/2023	2,140.00	.00	2,140.00	08/03/2023
		072523	BRANDT PARK	19	07/25/2023	244.68	.00	244.68	08/03/2023
		072523	LEWIS PARK	20	07/25/2023	89.09	.00	89.09	08/03/2023
		072523	WATER TOWER HOLSCH	21	07/25/2023	16.87	.00	16.87	08/03/2023
072523	SIRENS	22	07/25/2023	26.94	.00	26.94	08/03/2023		
072523	PUBLIC SAFETY CENTER	23	07/25/2023	1,202.86	.00	1,202.86	08/03/2023		
Total 30:						6,059.35	.00	6,059.35	
68	BADGER WELDING SUPP	3778394	BADGER WELDING - OXY	1	07/18/2023	58.99	.00	58.99	08/03/2023
Total 68:						58.99	.00	58.99	
78	BATTERIES PLUS LLC	P64375121	LEWIS PARK EXIT LIGHT	1	07/26/2023	31.90	.00	31.90	08/03/2023
Total 78:						31.90	.00	31.90	
79	BAYCOM INC	EQUIPINV_0	SQUAD RADIO EQUIPME	1	07/17/2023	294.80	.00	294.80	08/03/2023
Total 79:						294.80	.00	294.80	
157	CHAMPIONSHIP AWARD	70423	NAME PLATES	1	07/18/2023	84.69	.00	84.69	08/03/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 157:						84.69	.00	84.69	
166	CINTAS CORPORATION #	8406350811	FIRST AID SUPPLIES - RE	1	07/21/2023	9.64	.00	9.64	08/03/2023
		8406350811	FIRST AID SUPPLIES - RE	2	07/21/2023	9.64	.00	9.64	08/03/2023
		8406350811	FIRST AID SUPPLIES - RE	3	07/21/2023	9.64	.00	9.64	08/03/2023
		8406350811	FIRST AID SUPPLIES - RE	4	07/21/2023	35.36	.00	35.36	08/03/2023
Total 166:						64.28	.00	64.28	
172	CITY OF MADISON TREA	44989	MPD TRAINING	1	07/11/2023	950.00	.00	950.00	08/03/2023
Total 172:						950.00	.00	950.00	
196	CONNEY SAFETY PROD	06193976	CLIMBING GEAR	1	07/31/2023	218.00	.00	218.00	08/03/2023
Total 196:						218.00	.00	218.00	
267	DEMCO INC	7338373	LIBRARY SUPPLIES	1	07/25/2023	354.52	.00	354.52	08/03/2023
Total 267:						354.52	.00	354.52	
353	FERGUSON ENTERPRIS	7216347	WATER MAIN PARTS	1	05/04/2023	44.34	.00	44.34	08/03/2023
		7335779	EXCHANGE ST SERVICE	1	07/19/2023	32.68	.00	32.68	08/03/2023
		CM864022	WATER MAIN PARTS	1	05/08/2023	44.34	.00	44.34	08/03/2023
Total 353:						32.68	.00	32.68	
408	GRAINGER INC	978835232	PULL STATION GUARDS	1	07/31/2023	341.15	.00	341.15	08/03/2023
		9789194900	BARRICADE TAPE	1	08/02/2023	23.60	.00	23.60	08/03/2023
Total 408:						364.75	.00	364.75	
444	HOOPER CORPORATION	HV 5420127	MC FACILITY REPAIR FO	1	07/21/2023	470.50	.00	470.50	08/03/2023
Total 444:						470.50	.00	470.50	
476	JEFFERSON FIRE & SAF	IN304809	EXTINGUISHER RECHAR	1	07/13/2023	33.25	.00	33.25	08/03/2023
		IN304930	SUPER VAC & BATTERY	1	07/21/2023	415.00	.00	415.00	08/03/2023
Total 476:						448.25	.00	448.25	
492	KAYSER AUTOMOTIVE G	181015P	VEHICLE MAINTENANCE	1	07/31/2023	99.26	.00	99.26	08/03/2023
Total 492:						99.26	.00	99.26	
575	MADISON MET SEWERA	IN00018697	2ND QUARTER CHARGE	1	07/01/2023	240,250.02	.00	240,250.02	08/03/2023
Total 575:						240,250.02	.00	240,250.02	
634	MENARDS - MONONA	52221	PW SHOP SUPPLIES	1	07/20/2023	6.73	.00	6.73	08/03/2023
		52221	PW SHOP SUPPLIES	2	07/20/2023	6.73	.00	6.73	08/03/2023
		52221	PW SHOP SUPPLIES	3	07/20/2023	6.73	.00	6.73	08/03/2023
		52221	PW SHOP SUPPLIES	4	07/20/2023	24.69	.00	24.69	08/03/2023
		52237	STORM SEWER REPAIR	1	07/20/2023	36.60	.00	36.60	08/03/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
	Total 634:					81.48	.00	81.48	
640	MGE	1115413856-	BOCCE ELECTRICAL	1	07/27/2023	25.56	.00	25.56	08/03/2023
	Total 640:					25.56	.00	25.56	
727	OVERHEAD DOOR CO O	32812	F&R GARAGE DOOR REP	1	07/17/2023	2,500.00	.00	2,500.00	08/03/2023
	Total 727:					2,500.00	.00	2,500.00	
756	POMP'S TIRE SERVICE I	80292316	SQUAD TIRE	1	07/19/2023	168.08	.00	168.08	08/03/2023
		80292846	SQUAD TIRE MAINTENA	1	07/19/2023	82.65	.00	82.65	08/03/2023
		8029316	M3 TIRE	1	07/19/2023	168.08	.00	168.08	08/03/2023
	Total 756:					418.81	.00	418.81	
759	POSTMASTER	080223	UTILITY BILLS - ADD TO	1	08/02/2023	666.67	.00	666.67	08/02/2023
		080223	UTILITY BILLS - ADD TO	2	08/02/2023	666.67	.00	666.67	08/02/2023
		080223	UTILITY BILLS - ADD TO	3	08/02/2023	666.66	.00	666.66	08/02/2023
	Total 759:					2,000.00	.00	2,000.00	
836	SCHILLING SUPPLY COM	924704-00	OPERATING SUPPLIES	1	07/10/2023	160.19	.00	160.19	08/03/2023
	Total 836:					160.19	.00	160.19	
1015	VILLAGE OF MCFARLAN	8750	STORMWATER CLEANIN	1	07/20/2023	252.18	.00	252.18	08/03/2023
		8757	2023 ROAD PROJECTS	1	07/31/2023	37.76	.00	37.76	08/03/2023
		8757	SOCCER FIELD WATERIN	2	07/31/2023	406.16	.00	406.16	08/03/2023
	Total 1015:					696.10	.00	696.10	
1065	WI DNR - ENVIRONMENT	113341470-2	STW PERMIT FEE	1	07/21/2023	1,000.00	.00	1,000.00	08/03/2023
	Total 1065:					1,000.00	.00	1,000.00	
1210	PERSONNEL EVALUATIO	48363	JV PEP START KIT	1	06/30/2023	361.40	.00	361.40	08/03/2023
	Total 1210:					361.40	.00	361.40	
1245	PROFESSIONAL PEST C	632649	PARKS PEST CONTROL	1	07/25/2023	71.00	.00	71.00	08/03/2023
	Total 1245:					71.00	.00	71.00	
1256	BOUND TREE MEDICAL,	8500823	EMS - SUPPLIES	1	07/20/2023	30.01	.00	30.01	08/03/2023
		85030822	EMS - SUPPLIES	1	07/20/2023	206.35	.00	206.35	08/03/2023
	Total 1256:					236.36	.00	236.36	
1462	TASC	IN2807486	FSA ADMIN FEE	1	07/18/2023	159.20	.00	159.20	08/03/2023
	Total 1462:					159.20	.00	159.20	
1896	NAPA AUTO PARTS	900179	VEHICLE MAINTENANCE	1	07/20/2023	6.12	.00	6.12	08/03/2023
		900179	VEHICLE MAINTENANCE	2	07/20/2023	6.12	.00	6.12	08/03/2023
		900179	VEHICLE MAINTENANCE	3	07/20/2023	6.12	.00	6.12	08/03/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		900179	VEHICLE MAINTENANCE	4	07/20/2023	22.46	.00	22.46	08/03/2023
		900962	VEHICLE MAINTENANCE	1	07/26/2023	4.49	.00	4.49	08/03/2023
		900962	VEHICLE MAINTENANCE	2	07/26/2023	4.49	.00	4.49	08/03/2023
		900962	VEHICLE MAINTENANCE	3	07/26/2023	4.49	.00	4.49	08/03/2023
		900962	VEHICLE MAINTENANCE	4	07/26/2023	16.49	.00	16.49	08/03/2023
		901663	VEHICLE MAINTENANCE	1	07/31/2023	90.36	.00	90.36	08/03/2023
		901663	VEHICLE MAINTENANCE	2	07/31/2023	24.64	.00	24.64	08/03/2023
		901663	VEHICLE MAINTENANCE	3	07/31/2023	24.64	.00	24.64	08/03/2023
		901663	VEHICLE MAINTENANCE	4	07/31/2023	24.65	.00	24.65	08/03/2023
Total 1896:						235.07	.00	235.07	
1909	CATERPILLAR FINANCIA	34182874	LOADER LEASE	1	07/24/2023	759.66	.00	759.66	08/03/2023
		34182874	LOADER LEASE	2	07/24/2023	253.23	.00	253.23	08/03/2023
		34182874	LOADER LEASE	3	07/24/2023	253.23	.00	253.23	08/03/2023
		34182874	LOADER LEASE	4	07/24/2023	253.23	.00	253.23	08/03/2023
Total 1909:						1,519.35	.00	1,519.35	
1917	ULINE SHIPPING SUPPLY	165962076	PSC ITEMS	1	07/14/2023	858.85	.00	858.85	08/03/2023
Total 1917:						858.85	.00	858.85	
1921	FRONTIER	72223	LIBRARY PHONE	1	07/22/2023	109.50	.00	109.50	08/03/2023
Total 1921:						109.50	.00	109.50	
1941	MIDWEST TRAILER SALE	2930	VEHICLE MAINTENANCE	1	07/17/2023	19.50	.00	19.50	08/03/2023
Total 1941:						19.50	.00	19.50	
1948	MCFARLAND KWIK TRIP	17624 80223	OPERATOR'S LICENSE O	1	08/02/2023	85.00	.00	85.00	08/03/2023
Total 1948:						85.00	.00	85.00	
1975	MADISON PUBLIC LIBRA	100	REFUND FOR LOST MAT	1	07/21/2023	20.00	.00	20.00	08/03/2023
Total 1975:						20.00	.00	20.00	
1978	COX, HEIDI	HC062623	MEETING SUPPLIES	1	06/26/2023	9.99	.00	9.99	08/03/2023
		HC062623	TRAINING	2	06/26/2023	227.00	.00	227.00	08/03/2023
Total 1978:						236.99	.00	236.99	
1989	CORPORATE BUSINESS	344695	COPIER LEASE	1	08/02/2023	97.03	.00	97.03	08/03/2023
		34520674	COPIER LEASE	1	07/24/2023	72.55	.00	72.55	08/03/2023
		34520674	COPIER LEASE	2	07/24/2023	19.77	.00	19.77	08/03/2023
		34520674	COPIER LEASE	3	07/24/2023	19.77	.00	19.77	08/03/2023
		34520674	COPIER LEASE	4	07/24/2023	19.77	.00	19.77	08/03/2023
Total 1989:						228.89	.00	228.89	
2066	PELLITTERI WASTE SYS	651000	RECYCLING SERVICE	1	07/31/2023	15,360.00	.00	15,360.00	08/03/2023
		651000	TRASH SERVICE	2	07/31/2023	23,387.75	.00	23,387.75	08/03/2023
Total 2066:						38,747.75	.00	38,747.75	

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
2070	KKS PROPERTY	2023-8	COMMON AREA MAINT. F	1	08/01/2023	400.00	.00	400.00	08/03/2023
Total 2070:						400.00	.00	400.00	
2082	NASSCO INC	6318206	MC SUPPLIES	1	07/25/2023	310.03	.00	310.03	08/03/2023
Total 2082:						310.03	.00	310.03	
2089	MIDWEST METER INC	0157976-CM	METERS FOR CELLULAR	1	07/31/2023	345.00-	.00	345.00-	08/03/2023
		0157980-IN	METERS FOR CELLULAR	1	07/31/2023	1,578.88	.00	1,578.88	08/03/2023
		0158002-IN	BACKSTOCK METERS	1	07/31/2023	16,400.00	.00	16,400.00	08/03/2023
Total 2089:						17,633.88	.00	17,633.88	
2237	MADISON COLLEGE	CORP-00000	MADISON COLLEGE COU	1	07/21/2023	45.00	.00	45.00	08/03/2023
Total 2237:						45.00	.00	45.00	
2261	MIDDLETON POWER CE	320984	MOWER PARTS	1	07/19/2023	39.67	.00	39.67	08/03/2023
		320984	MOWER PARTS	2	07/19/2023	10.82	.00	10.82	08/03/2023
		320984	MOWER PARTS	3	07/19/2023	10.82	.00	10.82	08/03/2023
		320984	MOWER PARTS	4	07/19/2023	10.82	.00	10.82	08/03/2023
		321208	MOWER PARTS	1	07/21/2023	2.39	.00	2.39	08/03/2023
		321208	MOWER PARTS	2	07/21/2023	2.39	.00	2.39	08/03/2023
		321208	MOWER PARTS	3	07/21/2023	2.39	.00	2.39	08/03/2023
		321208	MOWER PARTS	4	07/21/2023	8.78	.00	8.78	08/03/2023
Total 2261:						88.08	.00	88.08	
9143	ORIENTAL TRADING CO	7254442550	PROGRAM SUPPLIES	1	07/14/2023	262.87	.00	262.87	08/03/2023
Total 9143:						262.87	.00	262.87	
16257	CORPORATE BUSINESS	343711	COPIER LEASE	1	07/17/2023	32.87	.00	32.87	07/26/2023
Total 16257:						32.87	.00	32.87	
16319	DANE CO TREASURER	43868	DANECOM COSTS JAN-J	1	07/31/2023	5,915.00	.00	5,915.00	08/03/2023
		43868	DANECOM COSTS JAN-J	2	07/31/2023	5,915.00	.00	5,915.00	08/03/2023
		43868	DANECOM COSTS JAN-J	3	07/31/2023	5,915.00	.00	5,915.00	08/03/2023
Total 16319:						17,745.00	.00	17,745.00	
16333	WI DEPT OF JUSTICE - TI	455TIME-000	TIME ACCESS	1	07/10/2023	384.00	.00	384.00	08/03/2023
Total 16333:						384.00	.00	384.00	
16393	WISCONSIN STATE JOUR	190-0010701	NEWSPAPER SUBSCRIP	1	06/13/2023	1,762.00	.00	1,762.00	08/03/2023
Total 16393:						1,762.00	.00	1,762.00	
16776	CIVICPLUS, LLC	265726	ANNUAL CIVICENGAGE F	1	07/30/2023	8,491.65	.00	8,491.65	08/03/2023
Total 16776:						8,491.65	.00	8,491.65	
16890	PIRTEK MADISON	MA-T000092	TRACTOR BACKHOE RE	1	06/27/2023	159.53	.00	159.53	08/03/2023
		MA-T000092	TRACTOR BACKHOE RE	2	06/27/2023	43.51	.00	43.51	08/03/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		MA-T000092	TRACTOR BACKHOE RE	3	06/27/2023	43.51	.00	43.51	08/03/2023
		MA-T000092	TRACTOR BACKHOE RE	4	06/27/2023	43.51	.00	43.51	08/03/2023
Total 16890:						290.06	.00	290.06	
16992	GLASSWORKS OF WISC	116233	WINDSHIELD LABOR/REP	1	07/25/2023	545.00	.00	545.00	08/03/2023
Total 16992:						545.00	.00	545.00	
17084	AMAZON CAPITAL SERVI	111C-RVXV-	DVDS & CDS	1	07/22/2023	41.80	.00	41.80	08/03/2023
		143N-74KP-	DVDS & CDS	1	07/16/2023	12.69	.00	12.69	08/03/2023
		163M-PJ4D-	DVDS & CDS	1	07/24/2023	.55-	.00	.55-	08/03/2023
		174V-9CXM-	OPERATING SUPPLIES	1	07/30/2023	64.71	.00	64.71	08/03/2023
		199J-FVJK-T	PW OFFICE SUPPLIES	1	07/22/2023	10.43	.00	10.43	08/03/2023
		199J-FVJK-T	PW OFFICE SUPPLIES	2	07/22/2023	2.84	.00	2.84	08/03/2023
		199J-FVJK-T	PW OFFICE SUPPLIES	3	07/22/2023	2.84	.00	2.84	08/03/2023
		199J-FVJK-T	PW OFFICE SUPPLIES	4	07/22/2023	2.84	.00	2.84	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	1	07/20/2023	16.25	.00	16.25	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	2	07/20/2023	16.00	.00	16.00	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	3	07/20/2023	.20	.00	.20	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	4	07/20/2023	.20	.00	.20	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	5	07/20/2023	.20	.00	.20	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	6	07/20/2023	2.34	.00	2.34	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	7	07/20/2023	2.34	.00	2.34	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	8	07/20/2023	2.34	.00	2.34	08/03/2023
		1CD4-739D-	CUSTODIAL SUPPLIES	9	07/20/2023	.15	.00	.15	08/03/2023
		1DVP-KV3H-	OPERATING SUPPLIES	1	07/30/2023	57.97	.00	57.97	08/03/2023
		1FCD-P66P-	DVDS & CDS	1	07/23/2023	62.42	.00	62.42	08/03/2023
		1FCD-P66P-	ADMIN OFFICE SUPPLIE	1	07/24/2023	39.97	.00	39.97	08/03/2023
		1FLG-LHG9-	DVDS & CDS	1	07/24/2023	1.50-	.00	1.50-	08/03/2023
		1FPQ-VR9G-	DVDS & CDS	1	07/17/2023	13.99	.00	13.99	08/03/2023
		1HJQ-6XPF-	WELL HOUSE SUPPLIES	1	07/20/2023	96.00	.00	96.00	08/03/2023
		1JN9-LQLN-	DVDS & CDS	1	07/16/2023	17.95	.00	17.95	08/03/2023
		1K7P-RNR7-	DVDS & CDS	1	08/01/2023	57.88	.00	57.88	08/03/2023
		1L67-N4VD-	CREDIT	1	07/16/2023	.70-	.00	.70-	08/03/2023
		1M9T-WPCK	LEAD & COPPER TESTIN	1	07/29/2023	23.98	.00	23.98	08/03/2023
		1M9T-WPCK	PARKS SUPPLIES	1	08/01/2023	43.98	.00	43.98	08/03/2023
		1MGX-LPVP-	PROGRAM SUPPLIES	1	07/28/2023	59.75	.00	59.75	08/03/2023
		1MJ7-L4QF-	DVDS & CDS	1	06/30/2023	34.63	.00	34.63	08/03/2023
		1PFG-3YWR	DVDS & CDS	1	07/17/2023	85.35	.00	85.35	08/03/2023
		1R41-VV3J-	DJI OSMO GIMBAL	1	07/23/2023	116.85	.00	116.85	08/03/2023
		1X7Y-YYG1-	ADMIN OFFICE SUPPLIE	1	07/22/2023	32.99	.00	32.99	08/03/2023
		1XG3-JC1J-	DVDS & CDS	1	07/23/2023	51.96	.00	51.96	08/03/2023
		1YJD-YCFW-	LIBRARY SUPPLIES	1	07/30/2023	40.74	.00	40.74	08/03/2023
		A268ZMQ8K	PROGRAM SUPPLIES	1	08/01/2023	28.60	.00	28.60	08/03/2023
Total 17084:						1,040.43	.00	1,040.43	
17187	B&H PHOTO	215320441	LAPTOP CASE	1	07/28/2023	23.33	.00	23.33	08/03/2023
Total 17187:						23.33	.00	23.33	
17318	TDS	072223-PW	PW INTERNET/TV/PHON	1	07/22/2023	349.45	.00	349.45	07/26/2023
		072223-PW	PW INTERNET/TV/PHON	2	07/22/2023	95.30	.00	95.30	07/26/2023
		072223-PW	PW INTERNET/TV/PHON	3	07/22/2023	95.30	.00	95.30	07/26/2023
		072223-PW	PW INTERNET/TV/PHON	4	07/22/2023	95.30	.00	95.30	07/26/2023
		72223-VOM	FACILITIES PHONE	1	07/22/2023	102.69	.00	102.69	07/26/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		72223-VOM	FIRE/EMS TV/INTERNET/	2	07/22/2023	537.79	.00	537.79	07/26/2023
		72223-VOM	COMM&TECH PHONE/TV	3	07/22/2023	168.20	.00	168.20	07/26/2023
		72223-VOM	COMMDEV PHONE/INTE	4	07/22/2023	166.87	.00	166.87	07/26/2023
		72223-VOM	COURT PHONE/INTERNE	5	07/22/2023	86.16	.00	86.16	07/26/2023
		72223-VOM	LIBRARY INTERNET/PHO	6	07/22/2023	282.16	.00	282.16	07/26/2023
		72223-VOM	OUTREACH INTERNET	7	07/22/2023	41.00	.00	41.00	07/26/2023
		72223-VOM	OUTREACH PHONE	8	07/22/2023	115.84	.00	115.84	07/26/2023
		72223-VOM	PD TV/INTERNET/PHONE	9	07/22/2023	660.71	.00	660.71	07/26/2023
		72223-VOM	ADMIN PHONE/INTERNE	10	07/22/2023	275.26	.00	275.26	07/26/2023
		72223-VOM	PSC ELEVATOR & RADIO	11	07/22/2023	61.60	.00	61.60	07/26/2023
Total 17318:						3,133.63	.00	3,133.63	
17415	LIBRARY FURNITURE INT	8618	PICTURE BOOK SHELVIN	1	08/03/2023	26,481.10	.00	26,481.10	08/03/2023
Total 17415:						26,481.10	.00	26,481.10	
17476	MED ALLIANCE GROUP, I	263514	CPAP	1	07/17/2023	298.94	.00	298.94	08/03/2023
Total 17476:						298.94	.00	298.94	
17569	MCFARLAND ACE HARD	009242/T	VELCRO	1	07/21/2023	36.99	.00	36.99	08/03/2023
		009243/T	BRANDT PARK FACILITY	1	07/22/2023	16.19	.00	16.19	08/03/2023
		009263/T	MC FACILITY MAINTENA	1	07/24/2023	8.99	.00	8.99	08/03/2023
		009265/T	PARKS SUPPLIES	1	07/24/2023	92.99	.00	92.99	08/03/2023
		009272/T	PW SUPPLIES	1	07/25/2023	12.85	.00	12.85	08/03/2023
		009272/T	PW SUPPLIES	2	07/25/2023	3.51	.00	3.51	08/03/2023
		009272/T	PW SUPPLIES	3	07/25/2023	3.51	.00	3.51	08/03/2023
		009272/T	PW SUPPLIES	4	07/25/2023	3.51	.00	3.51	08/03/2023
		009276/T	PW SUPPLIES	1	07/25/2023	4.66	.00	4.66	08/03/2023
		009276/T	PW SUPPLIES	2	07/25/2023	1.27	.00	1.27	08/03/2023
		009276/T	PW SUPPLIES	3	07/25/2023	1.27	.00	1.27	08/03/2023
		009276/T	PW SUPPLIES	4	07/25/2023	1.27	.00	1.27	08/03/2023
		009292/T	PARKS SUPPLIES	1	07/28/2023	35.98	.00	35.98	08/03/2023
		009315/T	PW SUPPLIES	1	08/01/2023	1.55	.00	1.55	08/03/2023
		009315/T	PW SUPPLIES	2	08/01/2023	1.55	.00	1.55	08/03/2023
		009315/T	PW SUPPLIES	3	08/01/2023	1.55	.00	1.55	08/03/2023
		009315/T	PW SUPPLIES	4	08/01/2023	5.67	.00	5.67	08/03/2023
		9266/T	PARKS SUPPLIES REFUN	1	07/24/2023	18.00-	.00	18.00-	08/03/2023
Total 17569:						215.31	.00	215.31	
17661	RACE FORWARD	INV-04171	GARE MEMBERSHIP	1	07/17/2023	1,000.00	.00	1,000.00	08/03/2023
Total 17661:						1,000.00	.00	1,000.00	
17685	INGRAM LIBRARY SERVI	62945494	BOOKS	1	07/12/2023	120.48	.00	120.48	08/03/2023
		62946938	BOOKS	1	07/17/2023	873.20	.00	873.20	08/03/2023
		62947163	BOOKS	1	07/18/2023	53.02	.00	53.02	08/03/2023
		62948955	BOOKS	1	07/21/2023	646.87	.00	646.87	08/03/2023
		62949186	BOOKS	1	07/24/2023	80.99	.00	80.99	08/03/2023
		62949811	BOOKS	1	07/25/2023	152.76	.00	152.76	08/03/2023
		62951618	BOOKS	1	07/28/2023	230.97	.00	230.97	08/03/2023
		67625432	BOOKS	1	07/24/2023	214.83	.00	214.83	08/03/2023
		67625636	BOOKS	1	07/20/2023	380.74	.00	380.74	08/03/2023

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Total 17685:						2,753.86	.00	2,753.86	
17770	SJE	CD99489724	WELL MAINTENANCE	1	07/24/2023	1,959.82	.00	1,959.82	08/03/2023
Total 17770:						1,959.82	.00	1,959.82	
17776	RELIABLE FLOOR CARE	25234	CARPET CLEANING	1	07/27/2023	62.79	.00	62.79	08/03/2023
		25234	CARPET CLEANING	2	07/27/2023	62.79	.00	62.79	08/03/2023
		25234	CARPET CLEANING	3	07/27/2023	62.79	.00	62.79	08/03/2023
		25234	CARPET CLEANING	4	07/27/2023	230.23	.00	230.23	08/03/2023
Total 17776:						418.60	.00	418.60	
17869	WALLACE, DAWN	DW070623	FOOD FOR EVENT	1	07/06/2023	31.82	.00	31.82	08/03/2023
Total 17869:						31.82	.00	31.82	
17901	HYDROCORP	0073630-IN	METER INSTALLATION	1	08/01/2023	40,105.00	.00	40,105.00	08/03/2023
Total 17901:						40,105.00	.00	40,105.00	
17913	LIBERTY TOWING SERVI	236395	TOWING OF MOWER	1	07/21/2023	82.50	.00	82.50	08/03/2023
		236395	TOWING OF MOWER	2	07/21/2023	22.50	.00	22.50	08/03/2023
		236395	TOWING OF MOWER	3	07/21/2023	22.50	.00	22.50	08/03/2023
		236395	TOWING OF MOWER	4	07/21/2023	22.50	.00	22.50	08/03/2023
Total 17913:						150.00	.00	150.00	
18068	SIMPLE NETWORK CON	30102	COMPUTER REPLACEME	1	08/27/2023	395.00	.00	395.00	08/03/2023
		30180	SW	1	08/01/2023	18.53	.00	18.53	08/03/2023
		30180	EM MGT	2	08/01/2023	3.03	.00	3.03	08/03/2023
		30180	STW	3	08/01/2023	66.70	.00	66.70	08/03/2023
		30180	SEWER	4	08/01/2023	66.71	.00	66.71	08/03/2023
		30180	WATER	5	08/01/2023	66.67	.00	66.67	08/03/2023
		30180	PUBLIC WORKS	6	08/01/2023	12.38	.00	12.38	08/03/2023
		30180	COMMDEV	7	08/01/2023	9.08	.00	9.08	08/03/2023
		30180	OUTREACH	8	08/01/2023	12.11	.00	12.11	08/03/2023
		30180	FIRE/EMS	9	08/01/2023	39.79	.00	39.79	08/03/2023
		30180	POLICE	10	08/01/2023	93.36	.00	93.36	08/03/2023
		30180	GEN ADMIN	11	08/01/2023	203.03	.00	203.03	08/03/2023
		30180	FAMILY FESTIVAL	12	08/01/2023	3.03	.00	3.03	08/03/2023
		30180	COURT	13	08/01/2023	9.08	.00	9.08	08/03/2023
		30181	COURT	1	08/01/2023	21.62	.00	21.62	08/03/2023
		30181	GEN ADMIN	2	08/01/2023	483.61	.00	483.61	08/03/2023
		30181	POLICE	3	08/01/2023	222.35	.00	222.35	08/03/2023
		30181	FIRE/EMS	4	08/01/2023	94.78	.00	94.78	08/03/2023
		30181	OUTREACH	5	08/01/2023	28.86	.00	28.86	08/03/2023
		30181	COMM DEV	6	08/01/2023	21.62	.00	21.62	08/03/2023
		30181	PUBLIC WORKS	7	08/01/2023	29.49	.00	29.49	08/03/2023
		30181	WATER	8	08/01/2023	158.80	.00	158.80	08/03/2023
		30181	SEWER	9	08/01/2023	158.89	.00	158.89	08/03/2023
		30181	STORMWATER	10	08/01/2023	158.86	.00	158.86	08/03/2023
		30181	EMMGT	11	08/01/2023	7.21	.00	7.21	08/03/2023
		30181	FAMILY FESTIVAL	12	08/01/2023	7.21	.00	7.21	08/03/2023
		30181	SW ALLOCATION	13	08/01/2023	44.12	.00	44.12	08/03/2023
		30182	COURT - CLOUD BACKU	1	08/01/2023	1.56	.00	1.56	08/03/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		30182	GEN ADMIN - CLOUD BA	2	08/01/2023	34.97	.00	34.97	08/03/2023
		30182	POLICE - CLOUD BACKU	3	08/01/2023	16.08	.00	16.08	08/03/2023
		30182	FIRE/EMS - CLOUD BACK	4	08/01/2023	6.85	.00	6.85	08/03/2023
		30182	OUTREACH - CLOUD BA	5	08/01/2023	2.09	.00	2.09	08/03/2023
		30182	COMMDEV - CLOUD BAC	6	08/01/2023	1.56	.00	1.56	08/03/2023
		30182	PUBLIC WORKS - CLOUD	7	08/01/2023	2.13	.00	2.13	08/03/2023
		30182	WATER - CLOUD BACKU	8	08/01/2023	11.48	.00	11.48	08/03/2023
		30182	SEWER - CLOUD BACKU	9	08/01/2023	11.50	.00	11.50	08/03/2023
		30182	STORMWATER - CLOUD	10	08/01/2023	11.50	.00	11.50	08/03/2023
		30182	EMMG T - CLOUD BACKU	11	08/01/2023	.52	.00	.52	08/03/2023
		30182	FAMILY FESTIVAL - CLOU	12	08/01/2023	.52	.00	.52	08/03/2023
		30182	SW ALLOCATION - CLOU	13	08/01/2023	3.19	.00	3.19	08/03/2023
		CR-29983	TABLET REFUND	1	08/01/2023	1,440.00-	.00	1,440.00-	08/03/2023
		MSP-30179	COURT	1	08/01/2023	43.79	.00	43.79	08/03/2023
		MSP-30179	GEN ADMIN	2	08/01/2023	979.37	.00	979.37	08/03/2023
		MSP-30179	POLICE	3	08/01/2023	450.30	.00	450.30	08/03/2023
		MSP-30179	FIRE/EMS	4	08/01/2023	191.94	.00	191.94	08/03/2023
		MSP-30179	OUTREACH	5	08/01/2023	58.44	.00	58.44	08/03/2023
		MSP-30179	COMM DEV	6	08/01/2023	43.79	.00	43.79	08/03/2023
		MSP-30179	PUBLIC WORKS	7	08/01/2023	59.71	.00	59.71	08/03/2023
		MSP-30179	WATER	8	08/01/2023	321.60	.00	321.60	08/03/2023
		MSP-30179	SEWER	9	08/01/2023	321.78	.00	321.78	08/03/2023
		MSP-30179	STORMWATER	10	08/01/2023	321.72	.00	321.72	08/03/2023
		MSP-30179	EMMG T	11	08/01/2023	14.60	.00	14.60	08/03/2023
		MSP-30179	FAMILY FESTIVAL	12	08/01/2023	14.60	.00	14.60	08/03/2023
		MSP-30179	SW ALLOCATION	13	08/01/2023	89.36	.00	89.36	08/03/2023
		Total 18068:				4,010.87	.00	4,010.87	
18112	BADGERLAND COMPLIA	2500059	PRE EMPLOYMENT DRU	1	08/01/2023	80.00	.00	80.00	08/03/2023
		Total 18112:				80.00	.00	80.00	
18125	T MOBILE	953955087	TIMING ADVANCE--T-MO	1	07/19/2023	25.00	.00	25.00	08/03/2023
		Total 18125:				25.00	.00	25.00	
18144	ELAN FINANCIAL SERVIC	MSB-071923	ANDERSEN	1	07/19/2023	122.75	.00	122.75	07/26/2023
		MSB-071923	SUETTINGER	2	07/19/2023	731.22	.00	731.22	07/26/2023
		MSB-071923	J REITER	3	07/19/2023	2,342.14	.00	2,342.14	07/26/2023
		Total 18144:				3,196.11	.00	3,196.11	
18164	REVELATION PR, ADVER	1356	COMMUNICATIONS AND	1	06/02/2023	3,400.00	.00	3,400.00	08/03/2023
		1375	COMMUNICATIONS AND	1	07/03/2023	1,700.00	.00	1,700.00	08/03/2023
		1381	COMMUNICATIONS AND	1	08/01/2023	1,946.37	.00	1,946.37	08/03/2023
		Total 18164:				7,046.37	.00	7,046.37	
18175	BUCKY'S DUMPSTERS &	93922	PORTABLE RESTROOMS	1	07/28/2023	150.00	.00	150.00	08/03/2023
		Total 18175:				150.00	.00	150.00	
18186	ADVANCE AUTO PARTS	1732-524682	TRACTOR AC MAINTENA	1	08/28/2023	20.44	.00	20.44	08/03/2023
		1732-524682	TRACTOR AC MAINTENA	2	08/28/2023	5.58	.00	5.58	08/03/2023
		1732-524682	TRACTOR AC MAINTENA	3	08/28/2023	5.58	.00	5.58	08/03/2023
		1732-524682	TRACTOR AC MAINTENA	4	08/28/2023	5.57	.00	5.57	08/03/2023

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 18186:						37.17	.00	37.17	
18222	MUNICIPAL CAPTIONING	101701	CLOSED CAPTIONING	1	07/19/2023	18,703.62	.00	18,703.62	08/03/2023
Total 18222:						18,703.62	.00	18,703.62	
18227	KULA YOGA AND WELLN	0	PROGRAMMING FEE	1	07/20/2023	250.00	.00	250.00	08/03/2023
Total 18227:						250.00	.00	250.00	
18228	VERIZON WIRELESS SER	902239574	SEARCH WARRANT REC	1	07/26/2023	50.00	.00	50.00	08/03/2023
Total 18228:						50.00	.00	50.00	
18229	DANE CO TREASURER	43825	MEDICATION	1	07/27/2023	441.86	.00	441.86	08/03/2023
Total 18229:						441.86	.00	441.86	
18231	CHOCOLATE SHOPPE IC	S75697	PROGRAM SUPPLIES	1	08/01/2023	93.54	.00	93.54	08/03/2023
Total 18231:						93.54	.00	93.54	
18232	CLANCY, HEATHER L & P	080323	2024 EXCHANGE STREE	1	08/03/2023	1,440.00	.00	1,440.00	08/03/2023
Total 18232:						1,440.00	.00	1,440.00	
Grand Totals:						462,368.26	.00	462,368.26	

Report Criteria:
Detail report type printed

Pay Period Date	Journal Code	Check Issue Date	Payee	Payee ID	Amount
07/29/2023	PC	08/04/2023	MORRIS, AUSTIN	404	721.38
07/29/2023	CDPT	08/04/2023	FIRE FIGHTERS LOCAL 31	8	155.16
07/29/2023	CDPT	08/04/2023	WPPA TREASURER	6	604.00
Total					\$1480.54



Board, Committee, Commission Application

First Name	Ryli
Last Name	Brown
E-mail Address	
Phone Number	
Address	
City	McFarland
State	WI
Zip Code	53558
Job/Profession	Full-time High school student
Education	Sophmore



What Board, Committee, or Commission are you interested in being appointed to?	- Diversity, Equity, and Inclusion Committee - Community Development Authority - Plan Commission
Have you attended or watched a meeting of the Board, Committee, or Commission that you selected above?	Yes
Why are you interested in serving?	I am looking for more ways to get involved in our community to represent the teenagers of Mcfarland.
What else would you like to tell us about yourself and/or your interest in serving on the Board, Committee, or Commission that you selected above?	I think it would be amazing to see the behinds the scenes of what goes into our village.



Board, Committee, Commission Application

First Name	Alisa
Last Name	Leamy
E-mail Address	
Phone Number	
Address	
City	MC FARLAND
State	WI
Zip Code	53558
Job/Profession	Senior Consultant
Education	BA - History, University of Montana



What Board, Committee, or Commission are you interested in being appointed to?	• Board of Zoning Appeals • Public Safety Committee • Community Development Authority
Have you attended or watched a meeting of the Board, Committee, or Commission that you selected above?	Yes
Why are you interested in serving?	I would like to provide public service for the community I love very much.
What else would you like to tell us about yourself and/or your interest in serving on the Board, Committee, or Commission that you selected above?	I would like to learn more about the operations of the village, and help the village make decisions about how we move forward as a community. Please reach out and let me know if you have any questions. Thank you!

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Lee Igl, Public Works Director

AGENDA ITEM: Motion to approve current and future disconnection procedures for unresponsive meter change-out customers as recommended by the Public Works & Utilities Committee.

PREVIOUS ACTION:

The Public Works & Utilities Committee recommended approval of the enclosed procedure at their July 24, 2023 meeting.

ISSUE SUMMARY:

Staff is proposing current and future procedures to follow when a resident is non-responsive or non-compliant with service or upgrade requests by the Water Utility, up to and including disconnection of water service at the curb stop. This procedure is not for the non-payment of utility charges. A memo is included, which lays out the current procedure with meter change-outs occurring with HydroCorp and the future procedures the Water Utility will follow once the meter changes are completed.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended motion:

Motion, second to approve the presented disconnection procedure for unresponsive meter change-out customers.

ATTACHMENTS:

1. 50W certified mailing SAMPLE
2. Water disconnection memo to Committee 7-24-23



www.mcfarland.wi.us | 5115 Terminal Drive, McFarland, WI 53558 |
608.838.7287

(insert date)

Customer Name
Customer Address
McFarland, WI 53558

Regarding: **Required meter change-out**

Dear Customer,

The utility needs to gain access to your property in order to change-out the meter within your home. All meters within the village are being changed over to a new reading platform and in order to do this, we are required to change out the meter. Also, the meter in your home is required to be changed out per the Wisconsin Public Service Commission (PSC) which regulates the utility. The meter at your property is over 20 years old and therefore is required to be retired.

Your property has received three mailings from HydroCorp back in 2022. These mailings were sent June 9th, July 21st and August 18th. Your property also received additional mailings from the utility regarding the urgency of this matter with the last mailing occurring around December 30th.

We urge you to please contact the utility as soon as possible to schedule this meter change-out. Failure to comply with this requirement could lead to possible disconnection of services until the meter change out is complete. The appointment will only take 30-45 minutes to complete. We appreciate your time and attention to this matter. If you have any questions, please do not hesitate to contact the utility via email at public.works@mcfarland.wi.us or contact our office at 608-838-7287.

Sincerely,

Aimee Irwin
Assistant to the Public Works Director
608-838-7287

TO: Matt Schuenke, Village Administrator

FROM: Lee Igl, Director of Public Works

DATE: July 13, 2023

RE: Procedures for correspondence and water shut-off process for Water Utility Non-compliance.

The Water Utility, occasionally will have residents or property owners who do not respond to requests for utility compliance, for things such as, meter change outs, updates, or repairs of plumbing, etc. The following are the suggested procedures the Public Works department will follow, for notification of the residents, for requested services and the process leading up to the disconnection of their water service for non-compliance.

With the meter change outs that are being conducted by HydroCorp throughout the village, there are currently 6 residents non-responsive to the request to schedule a meter change out. The process below are the steps Public Works is following and requests approval to follow for future meter change outs.

1. HydroCorp will send out a series of three letters, via US Mail to residents.
2. The Village will send out a series of two letters, via US Mail, to non-responsive or non-complaint residents.
3. The Village will send one additional letter, certified US Mail, to non-responsive or non-complaint residents.
4. If the resident does not schedule and keep an appointment to have the meter changed out within 14 days (PSC requires 10 days), on the 15th day, Village staff will shut off the water at the curb stop.
5. Disconnections will only occur between Monday to Thursday, not on weekends.
6. The reconnection fee is \$35 during normal work hours and \$45 after hours.

For any future non-responsive or non-compliant service or update requests, the Water Utility requests approval to follow the below process.

1. Village sends two certified letters, via US Mail then,
2. The village sends 14-day notice of disconnection if appointment is not made and kept, via certified US Mail and a door hanger at the residents.
3. The village disconnects the resident's water, at the curb stop, on the 15th day.
4. Disconnections will only occur between Monday to Thursday, not on weekends.
5. The reconnection fee is \$35 during normal work hours and \$45 after hours.

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk, Aaron Chapin,
Police Chief

AGENDA ITEM: Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 106 LLC; D/B/A Handyspot 106 LLC, located at 4800 Larson Beach Road, with Bayarmaa Wey acting as agent for the period ending June 30, 2024 as recommended by the Public Safety Committee.

PREVIOUS ACTION:

ISSUE SUMMARY:

The BP store at 4800 Larson Beach has changed ownership. Handspot 106 LLC is currently operating the BP location at Larson Beach Road through a provisional "Class A" and Class "A" license. This item and application would provide them approval for the full licensing.

FINANCIAL/BUDGET IMPACT:

Permitting revenue

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Chapter 11 - Article 11 - II Alcohol Beverages](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The Public Safety Committee unanimously recommended approval.

Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 106 LLC: D/B/A/ Handyspot 106 LLC, located at 4800 Larson Beach Road with Bayarmaa Wey acting as agent for the period ending June 30, 2024.

ATTACHMENTS:

1. Handyspot 106 LLC_Redacted

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY

Municipality

License Period

License(s) Requested

- ☒ Class "A" Beer \$ ☒ "Class A" Liquor \$
☒ Class "B" Beer \$ ☐ "Class B" Liquor \$
☐ "Class C" Wine \$ ☐ "Class A" Liquor (Cider Only) \$ 0
☐ Reserve "Class B" Liquor \$ ☐ "Class B" (Wine Only) Winery \$

License Fees	\$
Publication Fee	\$
Background Check	\$
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

HANDYSPOT 106 LLC

2. Trade Name or DBA

HANDYSPOT 106 LLC

3. Premises Address

4800 LARSON BEACH RD, MCFARLAND WI 53558

4. County

DANE

5. Municipality

6. Aldermanic District

7. Mailing Address (if different from premises address)

8. [REDACTED]

9. Wisconsin Seller's Permit Number [REDACTED]

10. Premises Phone

608-838-4915

11. Premises Email

[REDACTED]

12. Entity Type (check one)

- ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.

~~Single Room~~ Walk in Cooler, Sales Area and Backroom at 4800 Larson Beach Rd, McFarland WI

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration WISCONSIN		2. Date of Registration 04/28/2023	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ☐ Yes ☒ No			
Name of Parent Company		FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No If yes, please explain using the space below. Attach additional sheets if necessary.			
5. Agent's Last Name GMOTRA		Agent's First Name PARMINDER SINGH	

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

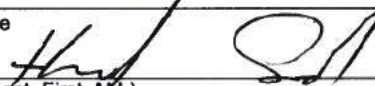
Last Name	First Name	Title
SINGH	HARVINDER	PARTNER
SINGH	KULJIT PAUL	PARTNER

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 06/28/2023
Name (Last, First, M.I.) SINGH HARVINDER	
Title BUSINESS OWNER	

Part F: For Clerk Use Only

Date application was filed with clerk	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☐ City of McFarland County of DANE

The undersigned duly authorized officer/member/manager of HANDYSPOT 106 LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

HANDYSPOT 106 LLC
located at [REDACTED] 4800 LARSON BEACH RD
McFARLAND WI 53551

appoints BAYARMAA WEY
(Name of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? [REDACTED]

Place of residence last year [REDACTED]

For: HANDYSPOT 106 LLC
(Name of Corporation / Organization / Limited Liability Company)

By: [Signature]
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, BAYARMAA WEY, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Bayarmaa Wey 06/28/2023
(Signature of Agent) (Date)
[REDACTED] Agent's age [REDACTED]
Date of birth [REDACTED]
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 06/29/2023 by [Signature] Title CHIEF OF POLICE
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk, Aaron Chapin,
Police Chief

AGENDA ITEM: Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 107 LLC; D/B/A Handyspot 107 LLC, located at 4701 Burma Rd, with Tammy Downing acting as agent for the period ending June 30, 2024 as recommended by the Public Safety Committee.

PREVIOUS ACTION:

ISSUE SUMMARY:

The BP store at 4701 Burma Road has changed ownership. Handspot 107 LLC is currently operating the BP location at Burma Road through a provisional "Class A" and Class "A" license. This item and application would provide them approval for the full licensing.

FINANCIAL/BUDGET IMPACT:

Permitting Revenue

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Chapter 11 - Article 11 - II Alcohol Beverages](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The Public Safety Committee unanimously recommended approval.

Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 107 LLC; D/B/A Handyspot 107 LLC, located at 4701 Burma Rd, with Tammy Downing acting as agent for the period ending June 30, 2024.

ATTACHMENTS:

1. Handyspot 107 LLC_Redacted

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY

Municipality

License Period

License(s) Requested

- ☒ Class "A" Beer \$ ☒ "Class A" Liquor \$
☐ Class "B" Beer \$ ☐ "Class B" Liquor \$
☐ "Class C" Wine \$ ☐ "Class A" Liquor (Cider Only) \$ 0
☐ Reserve "Class B" Liquor \$ ☐ "Class B" (Wine Only) Winery \$

License Fees	\$
Publication Fee	\$
Background Check	\$
Total Fees	\$

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship)

HANDYSPOT 107 LLC

2. Trade Name or DBA

~~HANDYSPOT~~ HANDYSPOT 107 LLC

3. Premises Address

4701 BURMA RD

4. County

DANE

5. Municipality

6. Aldermanic District

7. Mailing Address (if different from premises address)

8. FEIN

[REDACTED]

9. Wisconsin Seller's Permit Number

[REDACTED]

10. Premises Phone

608-838-4322

11. Premises Email

[REDACTED]

12. Entity Type (check one)

- ☐ Sole Proprietor ☐ Partnership ☒ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary.

Walk in cooler, sales area and backroom at
4701 Burma Road, McFarland WI

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate ☒ Yes ☐ No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No
If yes, please explain using the space below. Attach additional sheets if necessary.

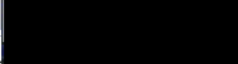
Part C: For Corporate/LLC Applicants Only

1. State of Registration WISCONSIN		2. Date of Registration 04/28/2023
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors ☐ Yes ☒ No		
Name of Parent Company	FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? ☐ Yes ☒ No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name GHOTRA	Agent's First Name PARMINDER SINGH	Phone 

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

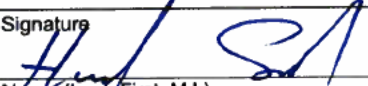
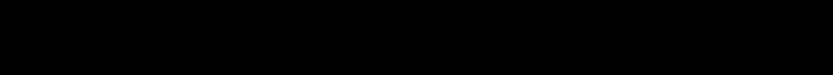
Last Name	First Name	Title	Phone
SINGH	HARVINDER	PARTNER	
SINGH	KULJIT PAUL	PARTNER	

Part E: Attestation

Who must sign this application?

- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 06/28/2023
Name (Last, First, M.I.) SINGH HARVINDER	
Title BUSINESS OWNER	

Part F: For Clerk Use Only

Date application was filed with clerk	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☒ Village of McFARLAND County of DANE
☐ City

The undersigned duly authorized officer/member/manager of HANDYSPOT 107 LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as

HANDYSPOT 107 LLC
(Trade Name)

located at 4701 BURMA RD

appoints DOWNING TAMMY L

[Redacted Address]

(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? [Redacted]

Place of residence last year [Redacted]

For: HANDYSPOT 107 LLC
(Name of Corporation / Organization / Limited Liability Company)

By: [Signature]
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, DOWNING TAMMY L, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 06/28/2023 Agent's age [Redacted]
[Redacted Address] Date of birth [Redacted]
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 06/29/2023 by [Signature] Title CHIEF OF POLICE
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk, Stephanie Miller,
Comm & Technology Director

AGENDA ITEM: Motion to approve entering into an agreement with Onbase for digitization of records software, including a cloud-based solution, with the final contract to be approved by the Village Attorney.

PREVIOUS ACTION:

ISSUE SUMMARY:

The Village has been exploring moving forward a project to digitize its processes and records. The goal of the project would be to digitize current and existing archives, as well as digitize Village records moving forward. The Village Board budgeted \$100,000 for the project. Attached is a proposal from Naviant to provide these services. Naviant has helped several communities engage in similar projects. Those communities include the City of Middleton, Village of Mount Horeb, Village of DeForest, City of Sun Prairie, City of Fitchburg, and Village of Waunakee.

As part of preparation and putting together the recommendation, Village staff contacted other Dane County communities to ascertain their experience. As part of these discussions, the Village received a lot of great feedback on how to proceed with the project to ensure success. Overall, the recommendations were positive to utilize Hyland for digitization services.

It is also of note, the Village's IT Consultant Simple Network Consulting has participated in several meetings with Hyland to learn about the specifics of the technical specifications required for the project. Simple Network Consulting has reviewed and approved the proposal from Naviant, as well as supports including a cloud storage component for the project based on the Village's current servers and technical infrastructure.

It is anticipated a project of this size will take some time to move through, but Hyland is very experienced in providing these services to municipalities with our size and needs.

FINANCIAL/BUDGET IMPACT:

Naviant offers state contract pricing and because of this the Village is recommending selecting them as our vendor as opposed to going to RFP. The statement of work proposes two portions:

1. Software Subscription & Support - The total annual cost of subscriptions, support and storage is \$29,240.
2. Professional & Project support - The second portion of the contract is for professional services to assist the Village in all aspects of the project. The estimates are provided at \$28,040



up to \$38, 280. It is important to note, these services are billed per hour as they are utilized. Naviant noted most communities land in the lower threshold of the cost estimate.

VILLAGE PLAN REFERENCE:

2022/2023 McFarland Strategic Implementation Plan action step.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Motion to approve entering into an agreement with Onbase for digitization of records software, including a cloud-based solution, with the final contract to be approved by the Village Attorney.

ATTACHMENTS:

1. 08.08.2023 Village of McFarland Hyland OnBase Cloud SOW



Statement of Work

Planning & Implementation Phase

OnBase Enterprise Content Services Platform

Prepared For

Cassandra Suettinger, Deputy Administrator/Clerk
Village of McFarland

Prepared By

Trevor Graham, Sales Executive
Nela Khalaf, Sales Engineer
Jeremy Hettinger, Sales Engineer
Naviant, Inc.

31 July 2023



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@NaviantInc



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PROJECT SCOPE

Introduction

Naviant, Inc. (“Naviant”) has engaged in preliminary discussions with Village of McFarland (“Customer”) to discuss options and best practices for optimizing Customer’s processes via Content Services such as content management, case management, process management, records management, and/or other automation technologies.

As a result of these discussions, Village of McFarland has requested that Naviant provide solution planning, implementation and/or support services as defined by this Statement of Work (sometimes referred to as “SOW” or “Agreement”).

Solution planning for this project will be provided through a Planning Phase to define initial requirements, identify design options, and provide a Planning Phase Report. Planning will validate business process options, software licensing, and professional services required to deliver and implement the solution.

Based on preliminary requirements provided by Customer to date, this SOW provides software licenses, related maintenance/support, and professional services estimates for the Customer-requested solution at this time. Upon completion of the Planning Phase, Future State software and professional services will be validated and a mutually-executed upon Change Order may be executed as appropriate.

An overview of the Naviant Methodology is provided in Appendix A of this Statement of Work.

Project Background

The Village of McFarland (“Customer”) is currently using a lot of paper and utilizing network shared drives to store documents. Because of this, the Village of McFarland is experiencing difficulties in storing, organizing and retrieving documents easily. Over the last few months Customer and Naviant have engaged in several discussions, including an OnBase demonstration, and have reviewed high-level processes and objectives for digitizing documents and standardizing on a modern, sophisticated enterprise document management platform. As these issues effect the entire organization, Customer’s goal is to configure core OnBase scan, store and retrieve capabilities for the Human Resources department initially, and then slowly introduce these capabilities to various departments throughout the organization. This OnBase deployment will be hosted in the Hyland Cloud.

Project Objectives

The following business objectives were defined:

- Standardize on a modern, best-in-class Enterprise Content Services Platform
- Provide an enterprise content services framework to reduce paper and centralize content throughout the organization.
- Improve data integrity and standardize procedures and controls, including improved visibility and reporting on a real-time basis.
- Improve searchability and ease of obtaining related documents for future use.

Scope of Work

Customer and Naviant have identified the following high-level Future State objectives for the Implementation Phase of this project within the Human Resources department, which may include an applicable Change Order Authorization based on the findings from the Planning Phase.

The following capabilities will be **considered within the scope** of this project, subject to Planning Phase design validation activities:

Planning Phase

- Review current state documentation and processes related to Human Resources
 - Types of documents and data that are being received.

- Source of content and data for document Ingestion
 - User access, interactions, and security with documents
 - Applications utilized within HR.
 - Network infrastructure and technical architecture
- Conduct Joint Application Design (JAD) sessions to validate the future state solution design.
 - Review future state vision considering content services best practices.
 - Review future state configuration and design objectives.
 - Capture (scanning)
 - Retrieval (custom queries, keywords)
 - Storage (document type groups, document types, keywords, user groups)
- Future state solution design
- Validate future state hardware/software requirements based on the Planning Phase
- Prepare Planning Report
- Deliver Planning Report and update with Client feedback.

Implementation Phase

- Capture
 - Up to two (2) Document Import Processor process for migrating data on network shared drives.
 - Customer to provide required DIP formatted index file including pointer to file to be imported by the DIP process.
 - One (1) Scan Queue for all Document Types
- Storage
 - One (1) Production & one (1) Non-Production Environment
 - Document Types – up to twenty (20) in one HR Document Type Group
 - Keywords – up to ten (10) per Document Type
 - User Groups and Security - Configuration of up to three (3) user groups for appropriate access to documents and workflow processes
- Search & Retrieval
 - OnBase Unity Client, Web Client and Custom Queries (up to 2 initially)
- Reporting
 - Configuration of up to one (1) Reporting Dashboards

The following items are **considered out of the scope** of this project:

- No Workflow will be configured in the initial phase.
- No WorkView Applications will be configured in the initial phase.
- No 3rd part integration is considered within scope for the initial phase.
- Other than the initial deployment for Human Resources department, no other departments are included within the initial scope.

Project Deliverables

The following are project deliverables that are provided to the Customer during the phases outlined below:

Planning Phase

- Agenda for Kickoff Meeting
- Planning Phase Project Plan
- Planning Phase Report

Implementation Phase

- Agenda for Kickoff Meeting
- Implementation Phase Project Plan
- Functional Specifications
- Solution Demonstration

- Train-the-trainer materials & training
- Go-Live Plan

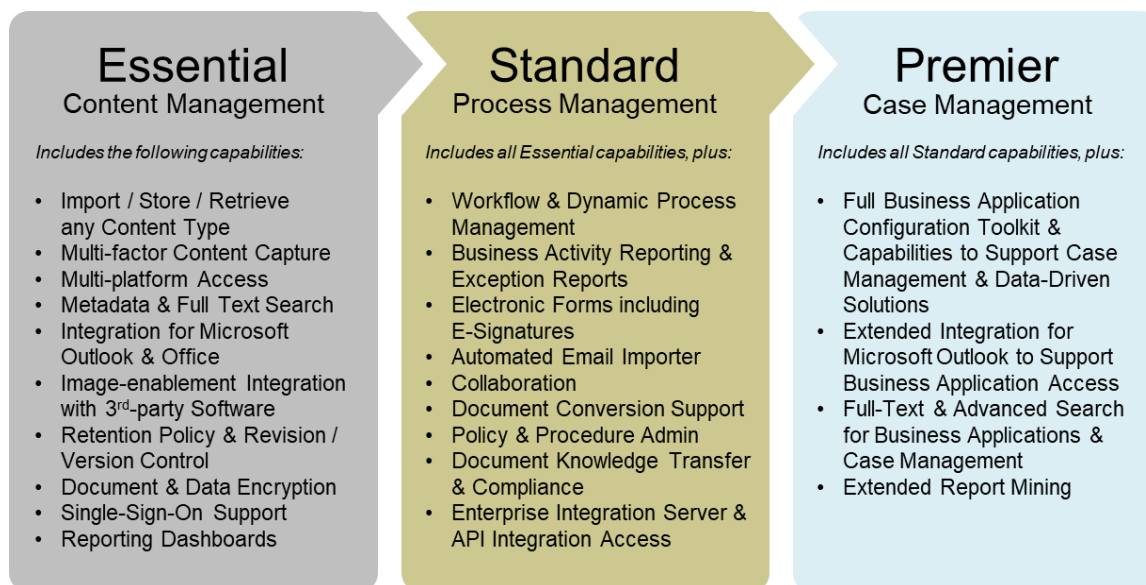
OnBase Simplified Subscription Licensing

The OnBase Simplified Subscription Licensing option provides Simplified Base Packages (Essential, Standard, and Premier) which contain universal licenses to align with industry-leading solutions and to serve as a foundation of this platform. As an annual subscription model, these Packages are tiered functionally in a “good, better, best” structure, and Customers are entitled to purchase the quantity of users they need from any combination of the Package tiers.

- **Essential** provides all of the essential content management capabilities, perfect for anyone interacting with content as part of their daily work
- **Standard** provides everything in Essential, plus workflow and other process management capabilities
- **Premier** provides everything in Standard, plus business applications and case management capabilities

In addition to Full-Time Named User licenses, Concurrent User licenses are available for users that will access the platform on a less frequent or shared basis. Concurrent Users maintain full Package functionality and provide use of the platform through a pool of licenses shared across a group of potential users.

In addition to the Simplified Base Packages, Add-On Packages are available for common Horizontal and Industry-Specific capabilities such as Advanced Capture, Document Composition, and Agenda Management, including Purpose-Built, certified integration capabilities such as SAP, Oracle, Workday, DocuSign, Esri, and others.



Hyland Cloud

The Hyland Cloud (<https://www.hyland.com/en/innovation/hyland-cloud>) a secure, privately managed cloud platform that is custom-designed to host Hyland content services solutions. Leveraging a sophisticated multi-cloud architecture, the Hyland Cloud delivers multi-instance and/or multi-tenant SaaS solutions that are administered, governed, and supported by expert Hyland engineers and available globally. Through strategic collaboration with Amazon Web Services (AWS), Hyland Cloud customers receive enhanced infrastructure backed by innovative technologies and industry-leading security-driven policies to environments in North America on the appropriate AWS region.

Hyland delivers Hyland Cloud solutions through co-located data centers or accredited public data centers, which both meet the highest security standards. Data is protected at every stage – at rest, in use, and in transit ensuring security in every phase of data usage. The Hyland Cloud aligns to leading compliance and security standards including SOC 2, ISO 27001, PCI DSS, and NIST 800-53 ensuring organizations meet their compliance requirements.

The Hyland Cloud offering includes one (1) User Test Lite environment and one (1) Disaster Recovery environment at no additional cost. Customers may purchase additional User Test Lite environments if required. One (1) TB of storage is the initial allocation for new customers, reported off the Production environment only. Additional storage allocation is purchased as an annual subscription. Please reference the Service Classes Manual for information regarding the three (3) service class options (Gold, Platinum, and Double-Platinum).

Change Orders

This SOW has been prepared in accordance with Naviant's understanding of Customer requirements and the "Project Scope" based on the information provided by Customer to Naviant at this time. Although Naviant makes reasonable attempts to provide accurate estimates, estimates may change as further details of the solution are identified and the final Solution Design is developed. In the event that additional products and/or services beyond those outlined in this SOW are required, a "Change Order Authorization" will be generated outlining the details, as well as time and cost estimates, of the modifications to this SOW. A Change Order Authorization must be authorized, approved, and executed by Naviant and Customer in order for the modifications to be incorporated into the SOW.

In order to ensure that assignments are carried out in a timely manner so as not to impact the project schedule, Customer is responsible for directing the work assigned to its staff and 3rd party service providers. In the event that the SOW project schedule is delayed or needs to be extended due to a failure of Customer's staff and/or 3rd party service providers to complete assigned work in a timely manner, Naviant shall be entitled to an extension of time and/or cost impact as set forth in a Change Order Authorization.

PROJECT PRICING

Software Subscription & Support				
Description	Part # / Notes	Qty	Unit Price	Total
OnBase Simplified Essential, Gold Cloud	ONB-SAAS-LGV-DW-GL	25	\$980	\$24,500
Software Support Level Agreement	SLA Tier 1			\$2,940
Hyland Cloud Storage	1 TB			\$1,800
Subtotal – Annual Recurring				\$29,240

Professional Services			
Description	Days Low	Days High	Total
Professional Services	15	21	\$26,440 - \$36,680
Post-Production Monitoring & Assistance	1	1	\$1,600 - \$1,600
Subtotal			\$28,040 - \$38,280

- Professional services will be billed on a monthly basis. Travel time will be billed to Customer at the rate of \$110 per hour. Related expenses (mileage, transportation, lodging, meals, etc.) will be billed on a monthly basis at the actual cost incurred.
- Software Subscription & Support will be invoiced upon receipt of Customer-executed SOW, and if applicable, Customer-required Purchase Order, with payment terms consistent with the Master Terms & Agreement.

For new Customers, the Software Subscription & Support term will start upon receipt of Customer-executed SOW and End User License Agreement ("EULA"), and if applicable, Customer-required Purchase Order. New Software Subscriptions require a

minimum three (3) year term commitment, invoiced annually, and execution of the applicable EULA for Subscription Software or Subscription Software Cloud Services.

3. Please note, subtotals do not include applicable sales tax. If applicable, sales tax will be assessed during the course of the project and/or on the final invoice.
4. Customer agrees to abide by the provisions set forth in the Software Support Level Agreement (SLA Provisions). These provisions are available at www.naviant.com/customer-support
5. Customer agrees to cooperate with Naviant's marketing efforts, as shall be reasonably requested which may include: (i) providing in-person or phone references to prospective customers; (ii) working to prepare a Customer-success story and/or press release documenting the relationship of the parties; and (iii) allowing Naviant to use of Customer's logo, subject to Customer's standard guidelines, on Naviant's website and in presentations under Naviant's customer section and as part of marketing and pre-sales materials used by Naviant.

SIGNATURE PAGE

CUSTOMER NAME Village of McFarland	
PROJECT CONTACT Cassandra Suettinger	
BILLING ADDRESS (only required for New Customers)	SHIPPING ADDRESS
ATTENTION	ATTENTION
SPECIAL INSTRUCTIONS	
PURCHASE ORDER (PO) REQUIREMENT Is a PO Required by Customer? ☐ Yes ☐ No Purchase Order #	

This Agreement is entered into pursuant to and incorporates the foregoing, including Appendices, Exhibits and Schedules, if any, and the Master Terms & Conditions ("Terms") dated _____. This Agreement represents the final description and scope of the Agreement between the parties. Any previous drafts of this Agreement or previous documents used to evaluate this project are not part of this Agreement. Naviant will not be obligated to accept any agreement which has not been signed and returned by Customer to Naviant within thirty (30) days from the date on this Agreement.

This Agreement has been prepared in accordance with Naviant's understanding of Customer requirements based on the information provided by Customer to Naviant. Therefore, it is understood and agreed that any additional hardware, software, professional services, and maintenance requests above and beyond the original scope of this Agreement will be billed in addition to those listed in this Agreement.

If a PO is required, the PO number must be inserted above upon Customer's execution of this Agreement. Any terms and conditions appearing in any PO shall have no effect unless agreed to in writing by both parties hereof.

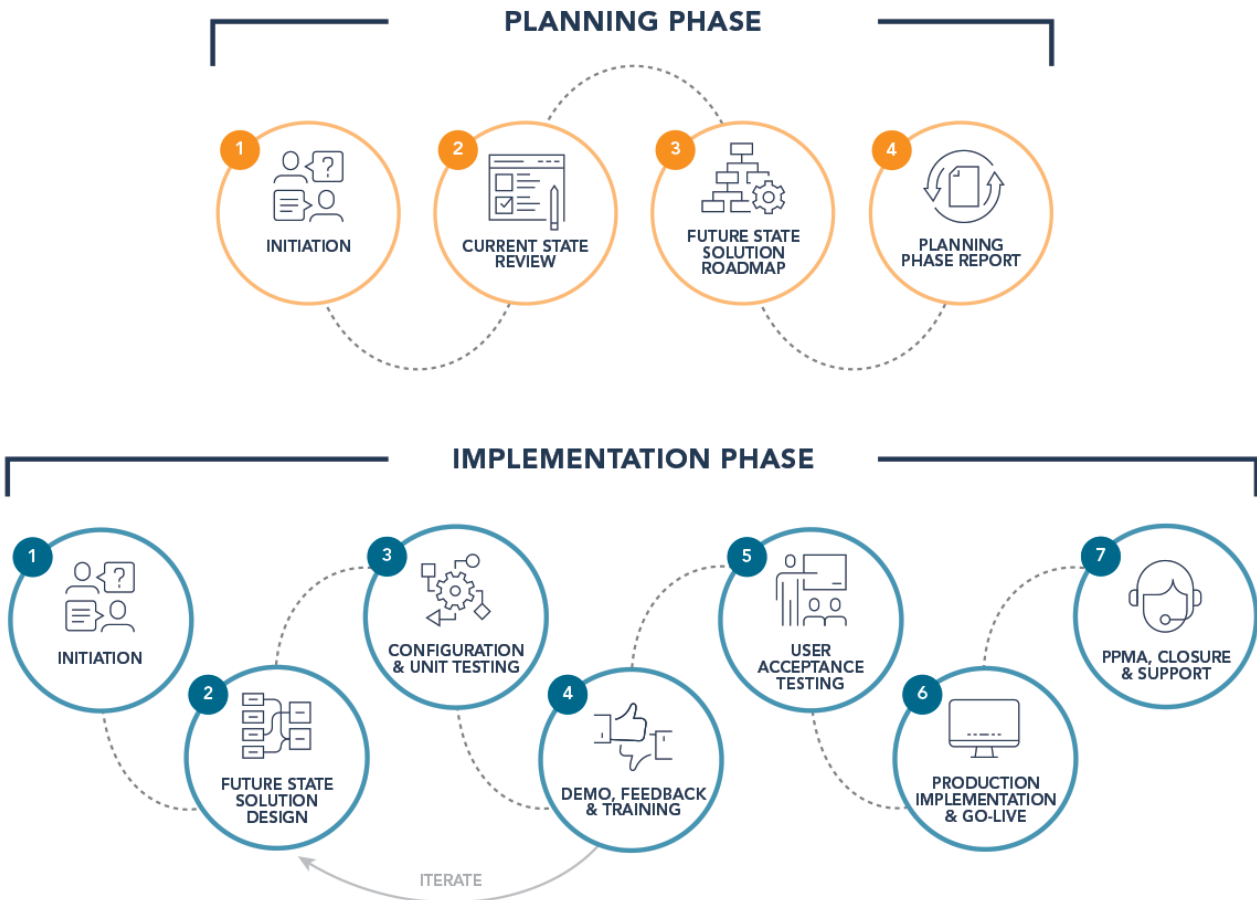
Upon signed acceptance, please return the entire document to "Attention: Naviant Sales Support" via email or fax at purchasing@naviant.com or 608-848-0901. Acceptance creates a binding contract.

CUSTOMER	NAVIANT, INC.
NAME:	NAME:
TITLE:	TITLE:
SIGNATURE:	SIGNATURE:
DATE:	DATE:

APPENDIX A – NAVIANT PROJECT METHODOLOGY

Naviant Methodology Overview

The Naviant Methodology consists of two phases, the Planning Phase and the Implementation Phase. It is designed to ensure timely and effective delivery of Content Services solutions that meet our Customer's requirements and are aligned with their strategy, vision, and objectives.



Planning Phase



The Planning Phase (sometimes referred to as “Discovery”) is generally a relatively short engagement consisting of four (4) primary steps designed to gain a high-level understanding of the project objectives, requirements, and costs. This information is documented in a Planning Phase Report deliverable to present a common vision of the final project to all stakeholders and also serves both as a financial decision point as well as the primary input into the Implementation Phase.

Overall Planning Phase Responsibilities

Naviant

- Identify Naviant Planning Phase Team and commit resources.
- Work with the Customer Project Manager to develop the Planning Phase Project Plan.
- Prepare the Planning-Phase Onsite Agenda and deliver to Customer in advance of the Kickoff Meeting.

Customer

- **Identify the Project Sponsor** - The Project Sponsor is the individual that has ultimate authority over the project, is involved in the project, and is the final escalation point for all issues, scope changes, and decisions. The Project Sponsor also provides project funding, approves major deliverables, and provides high-level direction. This person will champion the project with internal and external stakeholders and ensure that the appropriate personnel are made available to execute the project successfully.
- **Identify the Project Lead** - The Project Lead is the individual that is responsible for project management activities including:
 - Working with Naviant’s Project Manager to develop the Planning Phase Project Plan.
 - Coordinating project activities with the Naviant Project Manager and/or the Lead Naviant Consultant.
 - Ensuring Customer resource availability.
 - Tracking of Customer-assigned tasks.
 - Managing of Customer communication and status reporting.
 - Coordinate logistics for Naviant and other non-Customer team members (meeting rooms, remote access, etc.).
 - Create all Customer required documentation and ensure timely internal signoffs.
 - Commit and confirm that Project Team resources (Project Sponsor, Project Lead, Subject Matter Experts (SMEs), IT resources) will be available as needed for project sessions and activities.
- Secure meeting rooms for all onsite Planning Phase activities. Meeting rooms should be large enough for all onsite attendees and include the following:
 - Available telecommunications equipment as needed for remote attendees.
 - A projector or television monitor.
 - A whiteboard that may be used in addition to any projection equipment.



Initiation

Pre-Engagement Questionnaire

Prior to the Project Kickoff Meeting, Naviant may provide Customer with a Pre-Engagement Questionnaire. This questionnaire may be used to establish an understanding of the current work environment prior to onsite sessions and may include the following areas of focus:

- Processes & Procedures
- Business Challenges & Risks
- Key Process Measures & Metrics
- Relevant Organizational Charts
- User Population & Distribution
- IT Infrastructure
- Test Environment Requirements
- Other, TBD

Note: The Pre-Engagement Questionnaire is only used for certain projects. The Naviant Project Manager will advise if a questionnaire is required.

Pre-Engagement Questionnaire Responsibilities (if utilized)

Naviant

- Prepare and provide the questionnaire to the Customer.
- Review completed questionnaire in advance of the Kickoff Meeting.

Customer

- Assign responsibility, complete the questionnaire, and return to Naviant prior to the Kickoff Meeting.

Planning Phase Kickoff Meeting

A formal Planning Phase Kickoff Meeting will be held and usually takes anywhere between thirty (30) minutes to two (2) hours, depending on the project complexity. The topics for the meeting may vary but typically include the following:

- Project Team Member Introductions & Roles
- Review of the Statement of Work
- Confirmation of Project Objectives & Timelines
- Communication Planning
- Planning Phase Logistics

Planning Phase Kickoff Meeting Responsibilities

Naviant

- Ensure that relevant Naviant team members attend the Kickoff Meeting.
- Facilitate the meeting.

Customer

- Ensure that the Project Sponsor, Project Lead, and all other relevant Customer Project Team Members attend the Kickoff Meeting.



Current State Review

In order to design a Future State solution based on each Customer's needs and objectives, it is necessary to gain a thorough understanding of the Current State environment. This is accomplished through a series of working sessions with various Subject Matter Experts (SMEs) including process owners and knowledge workers. Various techniques may be utilized to gather information including verbal descriptions, Customer-generated documentation, and/or live walk-throughs. Information on Current State systems' architecture/infrastructure will also be collected in this step, as appropriate.

Current State Review Responsibilities

Naviant

- Review any Current State process documentation prepared and/or submitted by Customer in advance of the onsite activities.
- Facilitate the Current State Review session(s).
- Capture relevant Current State details for inclusion in the Planning Phase Report.
- Capture thoughts and ideas for consideration in the Future State Solution Roadmap

Customer

- Provide relevant Current State process documentation.
- Assign appropriate SMEs to attend and present relevant Current State information.
- Be prepared to discuss any business challenges and opportunities for consideration in the Future State Solution Roadmap.



Future State Solution Roadmap

Future State Solution Roadmap is accomplished through Naviant-facilitated Joint Application Design (JAD) sessions with relevant project team participants including the Project Sponsor, Project Lead, Subject Matter Experts, Process Managers, IT Resources, and/or other resources as appropriate.

The primary objectives of this step include:

- Providing the Customer with an overview and understanding of the technology platforms that may be included as part of the solution.
- Identifying process automation opportunities and documenting the solution scope.
- Defining a list of Use Cases (both Primary and Alternate) to be included in the solution scope.
- Discussing and capturing sufficient requirements detail to estimate the Implementation Phase work effort as accurately as possible. *Note: A detailed solution design may be deferred until the Implementation Phase.*

Future State Solution Roadmap Responsibilities

Naviant

- Facilitate the Future State Solution Roadmap session(s).
- Provide technology overviews and/or demos, as appropriate.

- Capture identified Future State Use Cases, Requirements, Risks, Action Items, and other notes during the session(s).

Customer

- Ensure appropriate Customer resources are available to participate in the session(s) with minimal interruptions.
- Ensure Customer attendees individually or collectively have Future State decision making authority.
- Provide any additional information/documentation as requested/required for Future State needs.



Planning Phase Report

The final step of the Planning Phase is the creation, delivery, review, and finalization of the Planning Phase Report. A draft of the report will be delivered to the Customer in PDF format. After an appropriate review period, a review meeting will be conducted (normally via remote web conference) to review any Customer feedback and/or questions. Naviant will then update the report with any required changes and deliver a final copy of the Planning Phase Report to the Customer.

While the content may vary based on the project scope and requirements, a typical Planning Phase Report may include the following:

- An overview of the project, scope, and Planning Phase participants.
- A summary of the Current State information relevant to the Future State solution.
- A high-level Future State Solution Roadmap containing the defined Use Cases as well as any requirements gathered during the Planning Phase.
- A list of the software/modules required for the Future State solution.
- Estimated project pricing including professional services and any required software and/or hardware.
- A Work Breakdown Structure (WBS) identifying the tasks required to successfully implement the project (as applicable)

Planning Phase Report Responsibilities

Naviant

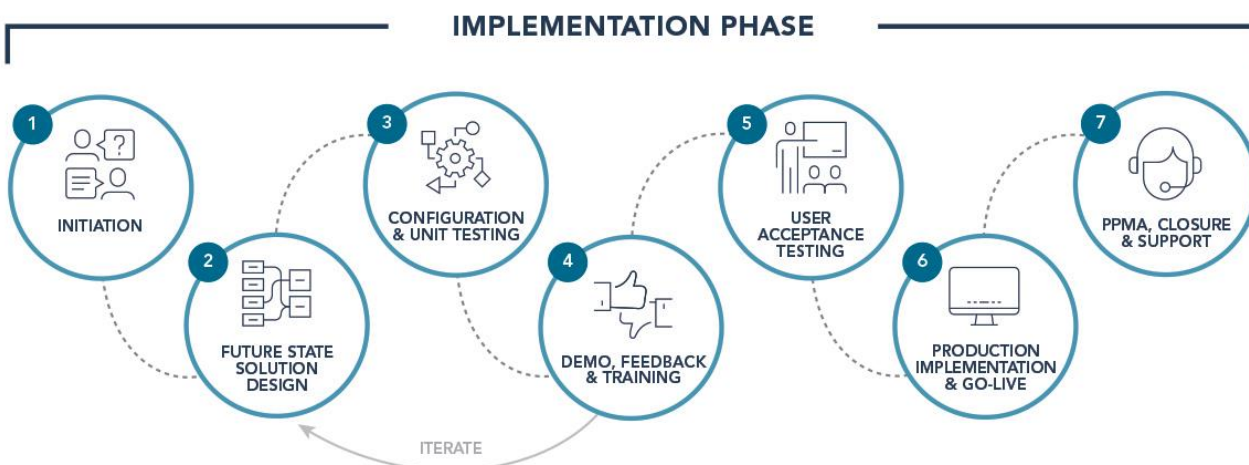
- Create and deliver to Customer a draft copy of the Planning Phase Report.
- Work with Customer to schedule the Planning Phase Report Review Meeting.
- Facilitate the Planning Phase Report Review Meeting.
- Update the Planning Phase Report as appropriate based on the outcomes of the Planning Phase Report Review Meeting.
- Deliver a final copy of the Planning Phase Report.

Customer

- Work with Naviant to schedule the Planning Phase Report Review Meeting.
- Review the draft copy of the Planning Phase Report and be prepared to discuss any questions/feedback in the Planning Phase Report Review Meeting.
- Sign-off on the Planning Phase Report.

Delivery of the final copy of the Planning Phase Report by Naviant to the Customer marks the formal end of the Planning Phase.

Implementation Phase



The Implementation Phase consists of seven (7) primary steps with multiple Iterations of design, configuration, and feedback (steps I2 through I4). This iterative model provides the stakeholders an understanding of the project deliverables and gives them an opportunity to provide feedback and request changes prior to User Acceptance Testing.

Overall Implementation Phase Responsibilities

Naviant

- Assign the Naviant Project Manager serving as the primary Customer contact with responsibilities:
 - Overall project management and execution.
 - Managing project budget, tasks, issues, and risks.
 - Coordinating meetings and status reports with Customer Project Lead.
 - Managing Naviant resources and schedules.
- Identify Naviant Implementation Phase Team and commit resources.
- Work with Customer Project Manager to develop the Implementation Phase Project Plan.
- Prepare the agenda(s) and deliver to Customer in advance of the Meetings.

Customer

- **Identify the Project Sponsor** - The Project Sponsor is the individual that has ultimate authority over the project, is involved in the project, and is the final escalation point for all issues, scope changes, and decisions. The Project Sponsor also provides project funding, approves major deliverables, and provides high-level direction. This person will champion the project with internal and external stakeholders and ensure that the appropriate personnel are made available to execute the project successfully.
- **Identify the Project Lead** - The Project Lead is the individual that is responsible for project management activities including:
 - Working with Naviant Project Manager to develop Implementation Phase Project Plan.
 - Coordinating project activities with the Naviant Project Manager and/or the Lead Naviant Consultant.
 - Ensuring Customer resource availability.
 - Tracking of Customer-assigned tasks.
 - Managing Customer communication and status reporting.
 - Coordinate logistics for Naviant and other non-Customer team members (meeting rooms, remote access, etc.).
 - Create all Customer required documentation and ensure timely internal signoffs.
 - Commit and confirm that Project Team resources (Project Sponsor, Project Lead, Subject Matter Experts (SMEs), IT resources) will be available as needed for project sessions and activities.

- **Identify the Project Champion** - The Project Champion is an advocate for the project that has direct lines of communication to the Project Sponsor and/or key stakeholders. This position provides oversight on the project by removing blockers and ensuring the Customer is in a position to take overall ownership of the solution. This resource would know the decisions made during the JAD sessions, and stays engaged during the entire project.
- **Identify the Integration Lead** - As needed, projects with multiple integrations benefit from a dedicated coordinator who manages development, unit testing and support during the project lifecycle.
- As part of the planning and initiative, review the Naviant Roles and Responsibility Matrix and identify additional lead roles as appropriate.
 - Testing Lead
 - Training Lead
 - Infrastructure Lead (network and workstation)
- Verify compliance with minimum server specifications for Development/Test Environments (if required) and Production Environment
- Secure meeting rooms for all onsite Implementation Phase activities. Meeting rooms should be large enough for all onsite attendees and include the following:
 - Available telecommunications equipment as needed for remote attendees.
 - A projector or television monitor.
 - A whiteboard that may be used in addition to any projection equipment.



Initiation

Implementation Phase Kickoff Meeting

A formal Implementation Phase Kickoff Meeting will be held and usually takes anywhere between thirty (30) minutes to two (2) hours, depending on the project complexity. The topics for the meeting may vary but typically include the following:

- Project Team Member Introductions & Roles
- Review of the Statement of Work
- Review of the Planning Phase Report, as appropriate
- Confirmation of Project Objectives & Timelines
- Communication Planning
- Implementation Phase Logistics

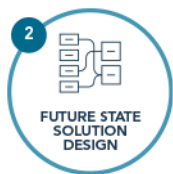
Implementation Phase Kickoff Meeting Responsibilities

Naviant

- Ensure relevant Naviant team members attend the Kickoff Meeting.
- Facilitate the meeting.

Customer

- Ensure the Project Sponsor, Project Lead, and all other relevant Customer Project Team Members attend the Kickoff Meeting.



Future State Solution Design

Future State Solution Design is accomplished through Naviant-facilitated Joint Application Design (JAD) sessions with relevant project team participants including the Project Sponsor, Project Lead, Subject Matter Experts, Process Managers, IT Resources, and/or other resources as appropriate. This typically occurs onsite at the Customer location.

Similar to the JAD session(s) held in the Planning Phase, the Implementation Phase JAD sessions will focus on defining and documenting all remaining use case and requirements detail.

Primary Objectives

1. Finalizing the complete list of Use Cases (both Primary and Alternate) included in the solution scope for the current Iteration.
2. Finalizing and capturing all detailed and necessary requirements included in the solution scope for the current Iteration.
3. Creating and/or updating the Functional Specifications.

Future State Solution Design Responsibilities

Naviant

- Facilitate the Future State Solution Design session(s).
- Capture identified Future State Use Cases, Requirements, Risks, Action Items, and other notes during the session(s).
- Create and/or update the Functional Specifications.

Customer

- Ensure appropriate Customer resources are available to participate in the session(s) with minimal interruptions.
- Ensure that Customer attendees individually or collectively have Future State decision making authority.
- Provide any additional information/documentation as requested/required for Future State needs.



Configuration & Unit Testing

In this step, the Functional Specifications are used as input to architect and complete the technical design of the solution, as well as complete any configuration, development, and unit testing within scope for the current Iteration. Activities in this step are typically completed remote; however, resources may need to be onsite at Naviant's discretion.

Configuration & Unit Testing Responsibilities

Naviant

- Architect and complete the technical design of the solution based on the Functional Specifications.
- Configure, develop, and unit test solution components in scope for the current Iteration.

Customer

- Verify that basic equipment needs for deployment into Customer's environment (development, test, and production) have been provided to Naviant (database server, file server with ample storage, web server if applicable, security, network's ability to handle incoming traffic, Customer machines, etc.).
- Ensure that Naviant has remote access to the Customer development, test, and production environments, as appropriate.
- Ensure that SMEs are available to answer questions in a timely manner.
- Conduct, coordinate, and unit test any additional development efforts not being conducted by Naviant. This may include Integrations.

**Demo, Feedback & Training**

Upon the completion of each Iteration (steps I2 through I4), Naviant will facilitate a demonstration of the solution components configured in the current Iteration. This session is critical to ensuring that stakeholders have a thorough understanding of the solution as well as an opportunity to provide feedback and request changes prior to User Acceptance Testing.

Naviant utilizes a train-the-trainer methodology to facilitate end user training. Once the Customer has identified the lead trainer and lead testers that will participate in the training session, Naviant will align expectations regarding the training materials and the audience for the train-the-trainer sessions. Prior to the scheduled training sessions, Naviant will provide training documentation for common functionality in addition to documentation created specifically for the Customer. Naviant will then lead a training session with the customer's pre-identified team. This session will provide the Customer with hands on experience working through specific use cases and the opportunity to leverage training materials and ask questions. The training documentation can then be adapted and used by the Customer to train their end-users.

Prior to the training, an environment strategy should be finalized. Typically, multiple OnBase environments are utilized prior to production to allow for testing and training activities.

Demo, Feedback & Training Responsibilities**Naviant**

- Prepare the demonstration script.
- Prepare the non-production environment for the demonstration.
- Facilitate the demonstration and Feedback Session.
- Capture any outcomes and update the Functional Specifications as appropriate.
- Prepare training materials for Customer lead trainers and testers.
- Conduct train-the-trainer session for Customer lead trainers and testers to Kickoff testing.

Customer

- Ensure that all appropriate Customer resources attend and participate in the demonstration and Feedback Session.
- Complete any follow-ups and/or action items that come out of the session in a timely manner.
- Define participants (Customer lead trainers and testers) for Naviant-led train-the-trainer sessions.
- Customer will be responsible for end-user training after User Acceptance Testing (Step I5).
- Customer will be responsible for the review, update, and distribution of training documentation.



User Acceptance Testing

User Acceptance Testing (UAT) is the responsibility of the Customer. During UAT, the Customer will fully test the system using defined Test Scripts with the objective of accepting the solution as ready for production implementation. Naviant and Customer will work together to facilitate testing and address any open issues.

Customer Training for end-users will take place towards the end of this phase. The Customer is responsible for delivering end-user training to their staff. The Customer is also responsible for updating and distributing training documentation provided by Naviant during the Demo, Feedback & Training (Step I4) for actual use within their environment during training.

User Acceptance Testing Responsibilities

Naviant

- Work with Customer to establish a Test Plan.
- Work with Customer to establish Issue Management Plan including:
 - Method of tracking and reporting on issues
 - Establish agreed upon timeline and method to track progress for Customer questions and issues
- Resolve issues identified as needing resolution prior to production implementation.

Customer

- Assign test team members.
- Develop a Test Plan to ensure proper end-to-end testing of the solution.
- Work with Naviant to:
 - Determine method of tracking and reporting on issues.
 - Establish agree upon timeline and method to track progress.
- Complete Quality Assurance and User Acceptance Testing (UAT) activities in a timely fashion and within the agreed-to timeline as indicated in the Project Plan.
- Report and document any issues found during testing.
- Work with Naviant to review issues and determine resolution.
- Provide solution acceptance (sign-off) indicating readiness for production.
- Customer will be responsible for end-user training prior to starting Production Implementation & Go-Live.
- Customer will be responsible for review, update, and distribution of training documentation from Demo, Feedback & Training.
- Customer will be responsible for reviewing Appendix B Training Resources for additional training opportunities.

Note: Issues are an inevitable part of implementing any solution, and typically, not all issues must be resolved before solution acceptance. Naviant and Customer will work together to review, categorize, and prioritize all issues to determine those that must be fixed before production vs. those that can be resolved in the future.



Production Implementation & Go-Live

Production Implementation encompasses the activities to deploy the solution and make it production-ready

before Go-Live. Activities in this step include defining and executing a production migration plan, ensuring desktop software is deployed on end-user workstations, and basic testing in the production environment to confirm that the migration was successful, and that the solution is fully functional.

Production Implementation Responsibilities

Naviant

- Work with Customer to create and review the Go-Live Plan.
- Migrate the solution from the previous environment into production.
- Work with Customer to validate production environment functionality.

Customer

- Work with Naviant to create and approve the Go-Live Plan.
- Ensure desktop software is deployed to all end-user workstations.
- Work with Naviant to validate production environment functionality.
- Coordinate the migration of any development not delivered by Naviant.

Production Go-Live

Production Go-Live is the point during which the solution is first utilized in a production capacity. The Naviant Project Team will provide a period of Go-Live Support during this phase. Naviant Go-Live Support is the stabilization period right before and immediately after project Go-Live which focuses on customer support, best practices, and system availability. The Naviant project team will provide technical and process support to the Customer's Go-Live project team. The team will leverage Business Process Management (BPM) and technical knowledge and experience from the Naviant deployment and support teams to answer all questions and resolve all issues in a timely and effective manner. Go-Live Support will aid the Customer's project team in technical issue resolution and system use.

The Implementation Plan will specify the timing of Go-Live activities, and how Go-Live is executed. Naviant and the Customer will work together to determine the best method for Go-Live, including the following considerations:

- Stages/phases of rollout (i.e. whether the entire solution Go-Live at one time, or implemented over time by process, user group, etc.)
- How in-process work/transactions will be managed (i.e. converted into the new solution or completed via the old process/solution.)

Production Go-Live Responsibilities

Naviant

- Naviant provide Go-Live support.

Customer

- Ensure that personnel are trained and ready to use the new solution.
- Execute any procedures to manage work-in-process (if Customer-responsibility).



PPMA, Closure & Support

Post Production Maintenance Assistance ("PPMA") affords dedicated project hours that may be utilized to provide process enhancement and design changes that are requested by the Customer after Go-Live. Naviant will provide process, development and technical support to the Customer's project team. The overall objective of PPMA is to

work with each Customer, onsite or remote as applicable, to provide an opportunity for continuous process improvement and to ensure that the solution will be utilized efficiently.

PPMA Responsibilities

Naviant

- Assign Project Team resources to work with Customer on any enhancements and design changes needed for effective use of the solution.

Customer

- Execute/utilize the full scope of the solution as timely as possible/appropriate.
- Provide feedback on the solution to Naviant, including aspects that may need enhancement during the PPMA period.

Closure & Support

Once the production environment is fully functional and stabilized, closure activities will occur, including the transition of the solution from the Project Team to the Naviant Support Team.

The Support Phase begins with a Support Kickoff Meeting facilitated by Naviant's Customer Success Team (CST) to review how Customer would engage Naviant for support-related issues. CST will review the different methods for contacting CST, support programs, review authorized support contacts approved by Customer, share issue tracking methodology, training, and learning opportunities.

Software Support Level Agreement (SLA)

Naviant's experienced support team maintains a dedicated help desk to provide the first line of support for all Content Service solution implementations. Naviant Customers are provided with a toll-free number to use when calling in for support and will be connected directly with the help desk technician and the call will be logged into the Naviant support service system. By utilizing this streamlined approach to support, each issue will be responded to and tracked in a timely and efficient way to minimize disruption to both system operation and work processes. Naviant is an industry leader in solutions support and is recognized by Hyland Software as a "Diamond Level Support" provider with a 95%+ customer retention rate for annual support renewals. The SLA provisions are available at www.naviant.com/customer-support.

Closure & Support Responsibilities

Naviant

- Project Team conduct a handoff meeting with the Support Team to review the overall solution and ensure support readiness.
- Accept the solution into support according to the Customer's SLA. Please reference Appendix C Naviant Support.
- Conduct the Support Kickoff Meeting.

Customer

- Provide final sign-off and solution acceptance, indicating readiness for the transition to support.
- Define and provide list of staff authorized to contact Naviant CST for support (Authorized Support Contacts).
- Participate in the Support Kickoff Meeting.

APPENDIX B – TRAINING RESOURCES

Naviant is committed to providing your team updates, information, and training in your Content Services solution. In addition to the training provided by the Naviant Implementation Phase team, Naviant recommends Customers to leverage the following additional Training Resources to promote self-sufficiency and encourage continued business and technical advancement. Customers will also receive a Naviant Welcome Guide which highlights the training opportunities provided by Naviant and Hyland Software.

Naviant Trainers

In addition to the train-the-trainer methodology outlined in “Demo, Feedback & Training”, Naviant offers enhanced implementation and configuration-specific training and testing support to help Customers kickstart the training and testing process for additional fees.

Hyland System Administrator Training

One element critical to the success of any solution is the users’ ability to effectively and efficiently work in the software on a daily basis. Hyland offers a wide array of Training courses designed to introduce end users to the basic features and technical resources to support the advanced functionality of a solution. Naviant recommends that at least one individual participate in the Hyland System Administration training class (typically \$3,000 per attendee) prior to the system being installed or within six months of installation. The course is designed to introduce new and existing system administrators to the use, maintenance, and administration of Hyland software and provide in-depth, hands-on experience using actual business scenarios. The class also investigates technical support process, effective maintenance strategies, online documentation, and other resources available to Hyland system administrators.

Hyland CommunityLIVE Conference

Hyland's CommunityLIVE Conference (typically \$3,000 per attendee for 5 days) will stretch your imagination to the limits as Hyland experts and users from around the globe demonstrate how to achieve more with your current system and how you can be the technology leader in your industry with the latest and greatest Hyland upgrades and enhancements. Innovation, collaboration, and learning opportunities abound within Hyland's platform portfolio including OnBase, Brainware, ShareBase, Enterprise Search, Medical Imaging, and more! CommunityLIVE offers the following benefits:

- Industry expert led discussions focused on best practices & areas of concern
- 200+ educational sessions & training courses offered
- Over 2,500 attendees to share best practices
- Compelling keynote speakers & networking events

Naviant Summit

Naviant Customers are eligible for complimentary attendance at Naviant's annual Summit (educational user conference). Naviant's nationally recognized Summit brings together customers, end-users, vendor partners, invited prospects, and Naviant resources to discuss industry trends, learn about new solution offerings, and recognize how to best leverage current investments in content management technologies. The annual Summit focuses on critical business issues, case studies, and solution/industry-focused educational sessions designed to bring increased value to your organization by improving the effectiveness and efficiency of your operations.

Hyland Community

As a Naviant Customer, the Hyland Community site (community.hyland.com) provides access to the global network of other customers, partners, and employees to share points of view, ask questions of subject matter experts, and research business and technical best practices. Resources include detailed product information,

industry solutions & special interests, technical & administration content, user interest groups & member events, and more!

Hyland Online Training

As a Naviant Customer, the Hyland Training site (training.hyland.com) provides access to Hyland's Classroom and Online Training Schedules, plus an extensive collection of the industries-best training topics for end-users to explore including:

- New Courses – Latest & greatest training courses
- OnBase End Users – Learn the basics of OnBase customers
- Workflow – Workflow courses for new users & experts
- Brainware – Install & create Brainware projects
- Healthcare – Courses for healthcare solutions
- System Administration – Courses for new & existing system administrators
- WorkView – Case management courses for new users & experts
- Tech Support – Learn techniques for troubleshooting
- Forms – Design, create & manage forms
- Development – Courses for IS & API developers
- Installation – Design & implement Hyland solutions
- Premium Subscription – Optional fee-based online premium subscription to 200+ hours of technical training for your entire team including end users, support, new employees, and experts

APPENDIX C – NAVIANT SUPPORT

Support Level Agreement

Support Overview

Naviant's Customer Success Team (CST) provides our customers with a structured Support Level Agreement (SLA) to meet our customers' system and business needs. These provisions are available at www.naviant.com/customer-support.

During normal business hours, Naviant's response time protocol is not to exceed three business hours for either a callback phone support, remote access or onsite support to resolve the issue; however, Naviant's standard response time objective is to respond to customer support inquiries within one hour.

Support Hours

Standard Business Hours:	7:00 AM – 7:00 PM CT Monday through Friday
Weekly Evening Hours:	7:00 PM – 7:00 AM CT Monday Evening through Friday Morning
Weekend Hours:	7:00 PM – 7:00 AM CT Friday Evening through Monday Morning

Naviant SLA Overview

Phone, Live Chat & Email Support	Unlimited Support During Standard Business Hours
Standard System Upgrades	Upgrade requests to standard OnBase & ABBYY solutions every 12 months (35 hours)
24/7 Emergency Phone Support	Access to Team of Support Experts During Non-Standard Business Hours (\$205/hr)
Discounted Professional Services	Reduced Support Professional Services Rates for Time & Materials (\$175/hr during Regular Business Hours & \$205/hr during Evenings and Weekends)

Included Services

Issue Review Check-Ins	Regular check-ins to review issues, projects and discuss topics regarding your solution
Wellness Checks	Proactive wellness checks performed on your solution
Naviant Live Chat Support	Unlimited chat support during normal business hours
Access to Webinars	Access to our monthly educational webinars to increase your solution knowledge
Comprehensive Audit	A detailed audit of the current technical state of your system regarding efficiency/areas of improvement, and provides recommendations to ensure the future health of your system (40-60 hours total)
Remote License Certificate Activation	Installation and activation of licenses
OnBase SQL Settings Verifications	Regular review of your database settings to ensure optimal performance
Custom Report & Dashboard Bundle	75+ custom dashboards and reports to monitor your solution and assist with its use
Hyland Recertification	Complimentary System Admin & Workflow Recertifications at Naviant's annual Summit

APPENDIX D – OBLIGATIONS & KEY ASSUMPTIONS

The following are key assumptions that impact the success of the solution, and are applicable for all Project Areas within this proposal:

1. Naviant's project implementation methodology will be executed by the project resources.
2. Services will be provided both onsite at one (1) End User location and remotely from Naviant offices.
3. To maintain anticipated timeframes, Customer will review deliverables in accordance to the agreed upon plan. Failure to respond where needed within the designated timelines may result in project delays, loss of resources, and the execution of a Change Order Authorization.
4. Naviant and Customer will review remaining work effort throughout the project. If at any time the number of hours required to complete a project phase exceeds the number of hours estimated by the project teams for that phase, then Naviant will execute a Change Order Authorization.
5. Customer will provide appropriate access to facilities and office space for all onsite or remote work. This includes, but is not limited to, work desks, networked computers, team meeting rooms, conference phones, whiteboards, the internet and VPN connection as dictated by Customer's reasonable security measures.
6. Customer will provide Subject Matter Experts (SMEs) who are thoroughly knowledgeable about the current business practices in their respective areas and who are capable of performing their assigned project roles.
7. Customer will make commercially reasonable efforts to maintain consistent project resources throughout the project.
8. Each deliverable created will use Naviant's standard deliverable templates. Customer requested changes to the deliverable template may increase project costs or introduce timeline delays.
9. Customer will include third-party vendors or subject matter/technical experts as required.
10. Customer will assign a Project Sponsor, who will be actively involved in the project and is the final escalation point for all issues and decisions. The project sponsor will also ensure that the appropriate personnel are made available to execute the project successfully.
11. Each project is intended to be implemented in a specified timeframe. Scheduling delays that impact the project timeline will result in changes to project cost.
12. While onsite, the Naviant personnel will work during normal operating hours generally between 8:00 AM and 5:00 PM, Monday through Friday in the Customer's local time zone. When providing remote services, Naviant and Customer will discuss generally acceptable working hours and take into consideration time zone differences. Issues deemed as non-critical will only be addressed during normal business hours.
13. The installation of this solution may require assistance from the Customer's IT staff to obtain access to the servers and network devices the solution may reside on; and thus, it is required that the Customer schedule their IT resource and customer personnel assigned to this project to be available within 30 minutes of Naviant being onsite for installation. If Naviant personnel need to wait for longer than 30 minutes for an IT resource to be available for assistance with the installation, the Customer will be charged in ¼ hour increments at the prevailing rate for the time lost. Customer will be responsible for additional equipment cabling, except as specifically set forth to be provided by Naviant. In the event Customer will be required to provide specific additional equipment prior to installation, it is the responsibility of Customer to provide the necessary versions of network OS, server software, database, hardware, browsers, and desktop OS to work with the proposed solutions prior to the scheduled Project milestone or task requiring additional equipment, or costs may be incurred by the Customer. Customer will be responsible for the actual results with hardware operations (including among other aspects, network, server or scanner speeds; personnel requirements; and costs) and results may vary from those indicated due to overall network environment, volume estimates, personnel and other factors.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk, Aaron Chapin, Police Chief, Chris Dennis, Fire/Rescue Chief

AGENDA ITEM: Motion to approve ordinance amendment 2023-07: an ordinance banning the sale of fireworks in the Village as recommended by the Public Safety Committee.

PREVIOUS ACTION:

The Village received a request from a Village resident to consider a ban on the sale of fireworks. Based on this request, on July 11th the Village Board referred review of the Village's fireworks ordinance to include a ban on the sale of fireworks to the Public Safety Committee.

ISSUE SUMMARY:

Village Ordinance Chapter 11 - Article VI addresses the regulation of fireworks in the Village of McFarland. The Village's ordinance on fireworks(as does state law), prohibits the use or possession of fireworks in the Village, unless a permit is issued by the Village President or staff representative (designated by the Board). The following entities are eligible to apply for a permit to discharge/use fireworks: (1) public authority, (2) fair association. (3) an amusement park (4) a park board. (5) a civic organization and (6) an agricultural producer for the protection of crops from predatory birds or animals. This is a fairly limited eligibility list. The current ordinance provides restrictions on the possession and use of fireworks. However, if the Village wishes to entertain a ban on the sale of fireworks, it should ban the sale of fireworks in the Village in their entirety. Attached is an ordinance amendment for review that would ban the sale of fireworks.

FINANCIAL/BUDGET IMPACT:

Limited reduction in permitting fees. Currently, only one seller obtains a direct seller's permit annually o sell fireworks in the Village. Revenue reduction estimated at \$20.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

Chapter 11 - Article VI - Fireworks

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

The Public Safety Committee unanimously recommended approval.

Motion to approve ordinance amendment 202-23-07: an ordinance banning the sale of fireworks in the Village.



ATTACHMENTS:

1. 2023-07 Banning the Sale of Fireworks

**VILLAGE OF MCFARLAND
ORDINANCE 2023-07**

AN ORDINANCE BANNING THE SALE OF FIREWORKS IN THE VILLAGE.

PURPOSE: To ban the sale of fireworks in the Village of McFarland.

SPONSOR: Fire & Rescue Chief Chris Dennis, Police Chief Aaron Chapin and Deputy Administrator/Clerk Cassandra Suettinger.

RECOMMENDED REFERRAL: Public Safety Committee.

PUBLIC HEARING, None Required

WHEREAS, the Village of McFarland recognizes the unauthorized use of fireworks increases the danger of fire, personal harm and generally disturbing the peace;

WHEREAS, many communities have already banned the sale of fireworks;

NOW THEREFORE, be it ordained by the Village Board of the Village of McFarland, in the State of Wisconsin, as follows:

SECTION 1: **AMENDMENT** “11-186 Sale” of the Village of McFarland Municipal Code is hereby *amended* as follows:

A M E N D M E N T

11-186 Sale of Fireworks Prohibited

No person may sell, or possess with intent to sell, fireworks within the Village, ~~except: To a person holding a permit under Section 11-189; To a municipality; or For a purpose specified under Section 11-188(a)(1) — (6).~~

(Code 1998, § 7-6-1(b))

State law reference(s)—Similar provision, Wis. Stats. § 167.10(2).

SECTION 2: **AMENDMENT** “11-191 Required Information For Permit” of the Village of McFarland Municipal Code is hereby *amended* as follows:

A M E N D M E N T

11-191 Required Information For Permit

A permit under this Article shall specify all of the following:

- (a) The name and address of the permit holder.
- ~~(b) The date on and after which fireworks may be purchased.~~
- ~~(e) The kind and quantity of fireworks which may be purchased.~~
- ~~(d)~~ (b) The date and location of permitted use.
- ~~(e)~~ (c) Other special conditions prescribed by ordinance.

(Code 1998, § 7-6-1(c)(6))

State law reference(s)—Similar provisions, Wis. Stats. § 167.10(3)(f).

SECTION 3: AMENDMENT “38-27 Sale And Discharge Of Fireworks Restricted” of the Village of McFarland Municipal Code is hereby *amended* as follows:

AMENDMENT

38-27 ~~Sale And~~ Discharge Of Fireworks Restricted

No person ~~shall~~ may ~~sell, expose or offer for sale,~~ use, keep, discharge or explode any fireworks ~~except toy pistol paper caps, sparklers and toy snakes within the limits of~~ within the Village unless ~~such person shall be~~ authorized by ~~a fireworks~~ a permit as provided in Chapter 11, Article VH of this Code. The term "fireworks" as used in this Section ~~shall be defined as provided in Wis. Stats. § 167.10(1), and shall be deemed to include all rockets or similar missiles containing explosive fuel~~ is as defined in Section 11-185 of this Code.

(Code 1998, § 11-2-6)

State law reference(s)—Fireworks regulations, Wis. Stats. § 167.10.

SECTION 4: AMENDMENT “11-192 Copy Of Permit” of the Village of McFarland Municipal Code is hereby *amended* as follows:

AMENDMENT

11-192 Copy Of Permit; Revocation of Permit

A copy of a permit under this Article shall be given to the Fire/EMS Chief and Police Department at least two days before the date of authorized use. Any permit issued under this Article may be suspended by the Fire Chief in the event the Fire Chief determines that the use and display of fireworks on the proposed date of use would create an unreasonable risk of fire.

(Code 1998, § 7-6-1(c)(7); Ord. No. 2013-14, § 10, 11-11-2013)

State law reference(s)—Similar provisions, Wis. Stats. § 167.10(3)(g).

PASSED AND ADOPTED BY THE VILLAGE OF MCFARLAND VILLAGE BOARD

	AYE	NAY	ABSENT	ABSTAIN
Brandt	_____	_____	_____	_____
Brassington	_____	_____	_____	_____
Clow	_____	_____	_____	_____
Fessler	_____	_____	_____	_____
Flaherty	_____	_____	_____	_____
Jerke	_____	_____	_____	_____
Wreh	_____	_____	_____	_____

Presiding Officer

Attest

Carolyn Clow, Village President,
Village of McFarland

Cassandra Suettinger, Deputy
Administrator/Clerk, Village of
McFarland

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Motion to approve a Change Order for the Community Park Project to construct a new limestone trail within the Dog Park as recommended by the Parks and Recreation Committee.

PREVIOUS ACTION:

The Parks and Recreation Committee recommended approval of the change order at its meeting on August 1, 2023.

ISSUE SUMMARY:

The installation of a new lime stone path at the dog park was included in the 2023 CIP to help improve access/use within the dog park through a more established trail. Attached is the proposal for the installation by Meise Construction Inc. whom is also constructing the first phase of the Community Park. The path will help to address some of the water issues that have been brought forward by park users and provide a more solid platform for access. The route of the trail within both the small and large dog areas is enclosed within your packet. The base bid and alternate are recommended to dig the trail into the surface a bit more for stability versus simply placing on the ground.

FINANCIAL/BUDGET IMPACT:

The dog park path is included in the 2023 CIP, budgeted at \$75,000. The cost proposed for the change order including alternate is \$59,930.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to approve a Change Order for the Community Park Project to construct a new limestone trail within the Dog Park.

ATTACHMENTS:

1. Mcfarland Dog Park Trail proposal
2. Large Dog Park



3. Small Dog Park

Meise Construction, Inc.
P.O. Box 118, Sauk City, WI 53583

Mcfarland Dog Park
Trail Screenings placed

Date: 7/26/2023
Attention: Sayer Larson
To: City of Mcfarland
Address: 5115 Terminal Drive Mcfarland, WI 53558
Phone #:
Fax #:

Bid Date: 7/25/2023
Job Name: Dog Park Screenings Trail
Job No.:
Job Location: Mcfarland, WI
Owner: City of Mcfarland
Date of Plans: As Walked by Sayer Larson

We hereby submit specifications and estimates for:

Proposal Clarifications:

Base Bid is to place screenings on top of existing grade
Alternate is to undercut existing grade 6" so that screenings are only 2" above existing
Limestone Screenings Placed 8" Thick -10' wide
Seeding and topsoil as needed- do not anticipate needing seeding unless leaving undercut material onsite
Job to be paid for by units installed
Excess Material Hauled to Mcfarland Community Park or closer site.

CONSTRUCTION LIEN NOTICE

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND ON BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID. (SECTIN 779.02(2), WIS, STATS.)

PAYMENT TERM AND FINANCE CHARGE

PURCHASER, WHETHER OWNER OR GENERAL CONTRACTOR, SHALL MAKE PAYMENT TO MEISE CONSTRUCTION, INC. WITHIN TEN (10) DAYS OF INVOICE DATE. ALL LABOR AND MATERIAL CHARGES ARE SUBJECT TO A FINANCE CHARGE WHERE PAYMENT IN FULL OF THE ACCOUNT BALANCE IS NOT RECEIVED WITHIN 30 DAYS OF THE INVOICE OR BILLING STATEMENT. THE FINANCE CHARGE IS CALCULATED AT THE DAILY PERIODIC RATE OF .049315% (AN ANNUAL PERCENTAGE RATE OF 18%) ON THE AMOUNT SUBJECT TO INTEREST (THE PREVIOUS BALANCE AS REDUCED BY PAYMENTS, CREDITS AND REFUNDS MADE DURING THE BILLING CYCLE).

Prepared By:

Dan Meise
Project Manager

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

CONSTRUCTION LIEN NOTICE

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND ON BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID. (SECTIN 779.02(2), WIS, STATS.)

PAYMENT TERM AND FINANCE CHARGE

PURCHASER, WHETHER OWNER OR GENERAL CONTRACTOR, SHALL MAKE PAYMENT TO MEISE CONSTRUCTION, INC. WITHIN TEN (10) DAYS OF INVOICE DATE. ALL LABOR AND MATERIAL CHARGES ARE SUBJECT TO A FINANCE CHARGE WHERE PAYMENT IN FULL OF THE ACCOUNT BALANCE IS NOT RECEIVED WITHIN 30 DAYS OF THE INVOICE OR BILLING STATEMENT. THE FINANCE CHARGE IS CALCULATED AT THE DAILY PERIODIC RATE OF .049315% (AN ANNUAL PERCENTAGE RATE OF 18%) ON THE AMOUNT SUBJECT TO INTEREST (THE PREVIOUS BALANCE AS REDUCED BY PAYMENTS, CREDITS AND REFUNDS





McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Motion to approve a Community Grant Application from McFarland Community Festival as recommended by the Finance Committee.

PREVIOUS ACTION:

The Finance Committee met on August 1, 2023 to review and recommended approval to the Village Board.

ISSUE SUMMARY:

Please find enclosed for review an application to the Community Grant Program from McFarland Community Festival. Staff conducted its review for completeness and completed a form also outlining our findings. The Finance Committee has also reviewed and recommended its approval.

FINANCIAL/BUDGET IMPACT:

The request from the grant program is for \$5,000. The Committee has discretion in how much it wishes to recommend within its approval to the Village Board.

The total allocation unspent from within this program is presently \$20,000.

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

Chapter 13 - Community Grant Policy

Enclosed within this item. This policy outlines the parameters by which the funds allocated for Community Grants can be expended. The Committee should review applications while considering the Program Objectives in Section 13.04 and the evaluation criteria outlined in Section 13.08 under Application Evaluation.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action

Motion, second to approve a Community Grant Application from the McFarland Community Festival in the amount of \$5,000.

ATTACHMENTS:

1. Mcfarland Community Festival Community Grant Application



2. Community Grant Application Review - McFarland Community Festival 07282023
3. Chapter 13 - Community Grant Program 05232023 FINAL



Community Grant Program Application

Program Description

The Village of McFarland recognizes that support within the Community exists and develops in many different facets. In order to foster programs and ideas to create a healthier and more equitable environment within our Community, this Community Grant Program is created to catalyze projects that improve our local quality of life within eligible activities.

For more information, please review [Chapter 13 of the Village's Fiscal Policy Manual](#) or contact [Village Administrator Matt Schuenke](#).

Eligibility Information

Community organizations that are an active group or organization that regularly meets within the Village of McFarland that is tax exempt pursuant to Section 501(c)(3) of the Internal Revenue Code or that provide charitable services, sponsorships, or donations within the Community without discrimination on the basis of sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military status, or any other legally protected status.

Organization/Group Information

Organization/Group Name	Mcfarland Community Festival
Organization/Group Address	po box 110, mcfarland
Organization/Group Website, if applicable	mcfarlandcommunityfestival.org
Please describe mission/purpose/goals of Organization/Group	Community Festival

Main Contact Information

Main Contact First Name	Stephanie Brassington, Heidi Cox, Leah Hawley, Don Peterson
Main Contact Last Name	Brassington
Main Contact Address, Including City, State, Zip	5412 Broadhead St
Main Contact Phone Number	6083478707

Main Contact E-mail Address	mcfarlandfestival@gmail.com
Main Contact Role within Organization/Group	President
Main Contact Role within the Project	President
Describe Main Contact's Experience with Organization/Group and/or Similar Projects	my 2nd year as president of the festival



Community Grant Program Application

Key Personnel

In addition to the main contact identified on the previous page, please identify all key personnel within organization/group and/or involved in the project.

i.

First Name

Leah

Last Name

Hawley

Role within Organization/Group and/or Project

Vice President

Describe Experience within Organization/Group and/or Similar Projects

2nd year

Please select plus sign below to add additional personnel.



Community Grant Program Application

Grant Request Information

The Organization/Group is requesting funding for: (Check all that apply)

- Enhancement of community/neighborhood engagement, special event development, and/or public education

Amount of funding being requested

5000

Describe funding request

cover expenses associated with the festival, tent/equipment rental etc

Describe goals/objectives of project

Community gathering

Describe budget of project

Est - 25k

Describe timeline of project

September 22,23,24,25 2023



Community Grant Program Application

References

Please provide references

i. **Organization/Group Name, if applicable**

Lions Club

Contact Person's First Name

Bruce

Contact Person's Last Name

Voight

Contact Person's Phone Number

608-838-9626

Contact Person's E-mail Address

bfvoight@charter.net

Please describe the nature of the relationship with this reference, including any experience of working with your Organization/Group on a similar project

beer tent

Please select the plus sign below to add additional references.



Community Grant Program Application

Cover Letter

Please submit a Cover Letter summarizing your request.

File(s) attached:



MCF Sponsor list 2023.pdf

Additional Attachments

Please attach any other supplementary information supporting the funding request. This area could also include letters of support for the funding request.



Community Grant Program Application

Acknowledgements

The Organization/Group submitting this application acknowledges the following:

- The Organization/Group meets the eligibility requirements identified in Chapter 13 the Village of McFarland Fiscal Policy Manual.
- Funding may be granted at the discretion of the Village of McFarland and subject to the availability of funds.
- The Organization/Group is expected to seek additional resources to accomplish project goals.
- At the completion of the project, the Organization/Group will submit to the Village of McFarland a Project Summary outlining how the funds were used within the proposal awarded.

Name of Person Submitting Application

Stephanie Brassington

Role within Organization/Group

President

As the person submitting this application, I certify that:

- I am authorized by the Organization/Group to submit this application on behalf of the Organization/Group.
- To the best of my knowledge and belief with regard to the foregoing application and any attachments thereto, I have read and made complete answers to each question and that my answers in each instance are true and correct.

Signature



Date

07/13/2023



July 28, 2023

McFarland Community Grant Committee

To whom it may concern:

The McFarland Community Festival committee has applied for a community grant to help with the costs of our 2023 McFarland Community Festival to be held in September. This festival brings the community together for a weekend of celebration with a carnival, food, community vendors, a parade and beer tent with various activities, just to name a few. We hope you will be able to support this community event.

Thank you for your consideration.

McFarland Community Festival Committee



Sponsorship Levels

Festival Amount	Optional Festival Sponsor Benefits Include:
Friends of the Festival \$250+	• Recognition as Festival Friend on web site.
Silver \$500	• Recognition as event sponsor in print, web, and social media promotion. • Recognition on sponsor board at the event Sponsor name printed on festival t-shirts
Gold \$1000	• Recognition as event sponsor in print, web, and social media promotion. • Recognition on sponsor board at the event Sponsor name printed on festival t-shirts • Link to your website on festival website
Platinum \$2500	• Recognition as event sponsor in print, web, and social media promotion. • Recognition on sponsor board at the event • Link to your website on festival website • Large logo printed on festival shirts • Recognition on parade banner (closing)
Premier Platinum \$5000	• Recognition as event sponsor in print, web, and social media promotion. • Recognition on sponsor board at the event • Link to your website on festival website • Large logo printed on festival shirts • Recognition on parade banner (closing) • Six tickets to the library 5K run/race

Community Grant Application

Staff Review

Applicant	McFarland Community Festival				Submittal	July 13, 2023		
Cover Letter	Yes	No	Application	Yes	No	Supplemental	Yes	No
	"MCF Sponsor list 2023"							
Eligible	Yes	No						
Reason	Active Not for Profit							

Fundable Requests – Applicant Selected:

- (a) Enhancement of community/neighborhood engagement, special event development, and/or public education.
- (b) Youth mentoring and education.
- (c) New, small capital projects and/or equipment.
- (d) Promotion of health, wellness, food security, and natural care.
- (e) Advancement of sustainable ideas for the better of the local environment.
- (f) Adult education and workforce development.
- (g) Other funding may be considered if in the sole discretion of the Village it is determined the request enhances the quality of life within the Community.

Application Complete Yes No

Staff Comments

None.

Reviewer	Matt Schuenke	Review Date	July 28, 2023
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Committee Review August 1, 2023

Village Board Review August 8, 2023

CHAPTER 13 Community Grant Program

SECTION 13.01 Program Description

The Village of McFarland recognizes that support within the Community exists and develops in many different facets. In order to foster programs and ideas to create a healthier and more equitable environment within our Community, this Community Grant Program is created to catalyze projects that improve our local quality of life within the eligible activities.

SECTION 13.02 Purpose

The purpose of this policy is to provide uniform guidelines to:

- (a) Provide a framework for the fair and transparent disbursement of public funds in support of this program;
- (b) Ensure that all applicants to the program are treated fairly and equitably;
- (c) Minimize administrative oversight and encourage consistency in the application process; and
- (d) Provide Village Board and Staff with guidance on appropriate expenditures, record keeping, and reporting expenses related to this program.

SECTION 13.03 Eligibility

- (a) Community organizations that are an active group or organization that regularly meets within the Village of McFarland that is tax exempt pursuant to Section 501(c)(3) of the Internal Revenue Code or that provide charitable services, sponsorships, or donations within the Community without discrimination on the basis of sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military status, or any other legally protected status.

- (b) The following entities are not eligible to apply for the grant program:
 - (1) Individual Applicant.
 - (2) Organizations awarded one (1) grant within the same calendar year.
 - (3) K-12 education institutions (unless said institution has an incorporated, non-profit element that submits an application).
 - (4) Post-secondary educational institutions.
 - (5) Religious organizations seeking to use grant proceeds for religious purposes, whether directly or indirectly, as determined by the Village.
 - (6) Foundations or other organizations utilizing funds exclusively for personal expenses.

SECTION 13.04 Program Objectives

- (a) Enhances the vibrancy and livability of the Village.
- (b) Demonstrates creativity, innovation, and addresses Community needs.
- (c) Aligns with the goals and objectives of the Village to partner in improving the local quality of life.
- (d) Provides realistic vision on Community impact and outreach.
- (e) Aligns with diversity, equity, and inclusion initiatives of the Village.

SECTION 13.05 Fundable Requests

Funding requests with a strong and realistic plan for success as follows:

- (a) Enhancement of community/neighborhood engagement, special event development, and/or public education.

- (b) Youth mentoring and education.
- (c) New, small capital projects and/or equipment.
- (d) Promotion of health, wellness, food security, and natural care.
- (e) Advancement of sustainable ideas for the better of the local environment.
- (f) Adult education and workforce development.
- (g) Other funding may be considered if in the sole discretion of the Village it is determined the request enhances the quality of life within the Community.

SECTION 13.06 Non-Fundable Requests

The following requests may not be funded in accordance with this policy:

- (a) Annual and/or ongoing capital campaigns including support for debt service or endowment funds.
- (b) Building projects either new construction or remodeling.
- (c) Land acquisition.
- (d) Ongoing maintenance and operational support including personnel expenses.
- (e) Services otherwise supported through the health care system.
- (f) Lobbying.
- (g) Scholarships.
- (h) Sports and recreation events.
- (i) Personal expenses.

SECTION 13.07 Application Submittal

Each request to be submitted to the Village for consideration shall provide the following:

- (a) **Cover Letter.** Included within a separate heading summarizing the request.
- (b) **Application.** Included within Appendix A of this policy. The Application will bring together the relevant information outlining the request proposal the applicant is looking to see funded. This will include but not limited to identifying the organization, funding request, goals/objectives, experience, identifying key personnel, budget, timeline, references, and submittal requirements.
- (c) **Attachments.** Any other supplementary information needing to be attached to the application in order to support the funding request as filed. This area could also include letters of support for the funding request as provided.

SECTION 13.08 Application Evaluation

The following criteria will be applied to the review of applications for funding:

- (a) Request produces meaningful, reasonable, and sustainable outcomes.
- (b) Strengthens and enhances neighborhood/community assets.
- (c) Promotes self-sufficiency of individuals and/or organizations.
- (d) As part of the application evaluation process, the Village shall conduct a criminal background check on representatives responsible for the applicant organization. The following will be among the factors considered in determining whether or not the applicant will be eligible for a funding award based on the results of the background check:
 - (i) The nature and gravity of the offense(s).
 - (ii) The time that has passed since the conviction and/or completion of the sentence.

- (iii) The nature of the position held by the individual and/or principal member.
- (iv) Procedures and policies in place to ensure the appropriate handling and use of monies.
- (e) Encourages coordination/collaboration with other relevant Community partners.
- (f) Fosters innovation and entrepreneurship.
- (g) Experience of the organization and the individuals responsible for administering the funds.
- (h) Timeline and the realistic nature of implementation.
- (i) Aligned with Village Goals and Objectives through the annual Strategic Implementation Plan.
- (j) **Review Process.** Each application submitted shall be reviewed as follows:
 - (i) **Staff Review.** All applications shall be filed with the Administration Department to ensure completeness of the information provided. Completed applications will be forwarded to the Finance Committee for consideration at their next available meeting scheduled at the discretion of the Village.
 - (ii) **Committee Review.** The Finance Committee shall review all applications submitted following Staff determination of completeness. They will review and provide a recommendation as to whether it should be awarded to the Village Board to ensure applications are complete. This recommendation may include to award as requested, award with conditions/modifications, or to not award.
 - (iii) **Board Action.** The Village Board shall receive the recommendation from the Finance Committee and in its sole discretion take action on the request.

SECTION 13.09 Funding Awards

- (a) Grant applications may be requested subject to the availability of funds and within the discretion of the Village. Program funding through this grant may or may not be the sole financial supporter of projects, as applicants are expected to seek additional resources to accomplish project goals.
- (b) The grant program may provide payment upon award of funding.
- (c) All funding awards subject to the availability of funds as authorized within the Annual Budget by the Village Board for the Village of McFarland.

SECTION 13.10 Final Report

- (a) **Project Summary.** Included within Appendix B of this policy. A Project Summary will bring together the relevant information outlining how the funds were used within the proposal awarded. This will include but not limited to identifying the organization, providing the summary, detailing conclusions, outlining a final budget, and other relevant information needed as applicable.

* * *

Appendix A Application

Appendix B Final Report

Adopted: May 23, 2023

Revised: None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator, Lee Igl, Public Works Director

AGENDA ITEM: Motion to approve the revised plat and relocation order for the 2024 Exchange Street Project from Sleepy Hollow Road to Farwell Street.

PREVIOUS ACTION:

The Village Board approved the original plat and relocation order at its meeting on December 13, 2022. Since that time the design has advanced with the changes noted requiring these two documents to be amended accordingly.

ISSUE SUMMARY:

The Village is working towards the reconstruction of Exchange Street from Farwell Street to Sleepy Hollow Road in 2024. We previously approved the plat of right of way that is required for the project. This requirement comes from the funding provided by WisDO. This document outlines the specific space that is needed in order to build the improvement. When the project then intersects with private property, a relocation order is established to begin the process to provide notice to homeowners on the project's impact, appraise property's value, and address the real estate components of a project based on the level of impact. All of that work has taken place now and the design has advanced where changes to these documents are needed. Our project only requires temporary limited easements to help blend between the public right of way and private property.

The enclosed plats updated to remove parcels 1-3 on the north side of the street between Sleepy Hollow and Jaeger Road. This is due to the removal of sidewalk within this area and not longer a need to blend between the property lines. Additionally, Parcel 47 and 63 are added after additional review adjusted their ownership information from what was previously presented.

While it is titled "Relocation Order", no one is being relocated through this process. This is simply the name of the form and its process. No one is losing their land or homes as a result of this project. Through the temporary limited easements, we will be temporarily occupying private property to properly construct the road and restore its former condition.

This revised plat and relocation order is being presented to the Board for their approval.

WisDOT requires Board approval and recording with the Deed of Records on these documents in order to maintain project compliance with regulations. Additionally, TLE acquisition on new parcels 66 and 67 cannot be started until the Board has approved the revised plat. More than 75% of the acquisitions are completed to date with the remainder in process for completion this Fall.



FINANCIAL/BUDGET IMPACT:

This project is accepted within 2024 Program Year of the 2023-2027 Capital Improvement Plan. It will be included within the 2024 Budget cycle to begin in the Fall of 2023. Total project cost is estimated at \$5,439,000 with approximately \$1.2 million funded through the State.

Additional funding is provided through the respective utilities and capital projects fund. There are no special assessments associated with this project. It is 100% supported by the Village through the funding sources referenced recognizing that all residents pay a proportionate share of the project whether you are within the corridor or not.

VILLAGE PLAN REFERENCE:

[2023-2027 Capital Improvement Plan](#)

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to approve the revised right of way plat and relocation order for the 2024 Exchange Street Project from Sleepy Hollow Road to Farwell Street.

ATTACHMENTS:

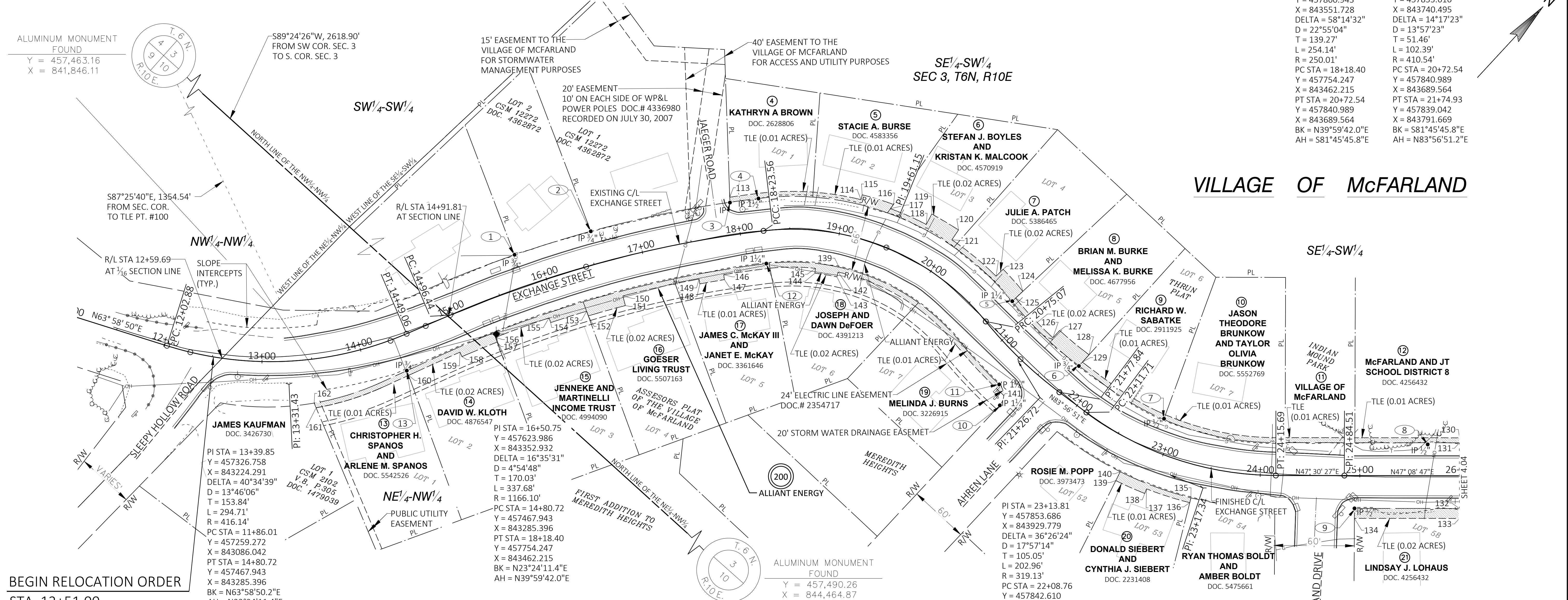
1. EXCHANGE STREET PLAT
2. Relocation Order_REVISED 7-27-23

SCHEDULE OF LANDS & INTERESTS REQUIRED							
PARCEL NUMBER	SHEET NUMBER	OWNER (S)	INTEREST REQUIRED	R/W ACRES REQUIRED			TLE ACRES REQUIRED
				NEW	EXISTING	TOTAL	
4	4.03	KATHRYN A. BROWN	TLE	0	0	0	0.010
5	4.03	STACIE A. BURSE	TLE	0	0	0	0.010
6	4.03	STEFAN J. BOYLES AND KRISTAN K. MALCOOK	TLE	0	0	0	0.020
7	4.03	JULIE A. PATCH	TLE	0	0	0	0.020
8	4.03	BRIAN M. BURKE AND MELISSA K. BURKE	TLE	0	0	0	0.020
9	4.03	RICHARD W. SABATKE	TLE	0	0	0	0.010
10	4.03	JASON THEODORE BRUNKOW AND TAYLOR OLIVIA BRUNKOW	TLE	0	0	0	0.010
11	4.03	VILLAGE OF MCFARLAND	TLE	0	0	0	0.010
12	4.03 & 4.04	McFARLAND AND JT SCHOOL DISTRICT 8	TLE	0	0	0	0.050
13	4.03	CHRISTOPHER SPANOS AND ARLENE M. SPANOS	TLE	0	0	0	0.010
14	4.03	DAVID W. KLOTH	TLE	0	0	0	0.020
15	4.03	JENNEKE AND MARTINELLI INCOME TRUST	TLE	0	0	0	0.020
16	4.03	GOESER LIVING TRUST	TLE	0	0	0	0.020
17	4.03	JAMES C. McKAY III AND JANET E. McKAY	TLE	0	0	0	0.010
18	4.03	JOSEPH AND DAWN DeFOER	TLE	0	0	0	0.020
19	4.03	MEINDA J. BURNS	TLE	0	0	0	0.010
20	4.03	DONALD SIEBERT AND CYNTHIA SIEBERT	TLE	0	0	0	0.010
21	4.03 & 4.04	LINDSAY J. LOHAUS	TLE	0	0	0	0.023
22	4.04	NANCY DERANICK	TLE	0	0	0	0.020
23	4.04	PAUL R. WEBBER	TLE	0	0	0	0.010
24	4.04	JOSEPH A. TORBLEAU	TLE	0	0	0	0.010
25	4.04	PATRICK J. SKEFFINGTON AND JANET M. SKEFFINGTON	TLE	0	0	0	0.010
26	4.04	RICHARD N. DOMENGET AND JUDITH A. DOMENGET	TLE	0	0	0	0.010
27	4.04	MARY ANN RIEGRT	TLE	0	0	0	0.010
28	4.04	RALPH W. JENSEN	TLE	0	0	0	0.010
29	4.04	KENNETH E. BROST AND EILEEN BROST	TLE	0	0	0	0.030
30	4.04	JEFFERY E. SCHRAML AND MONICA SCHRAML	TLE	0	0	0	0.030
31	4.04	DEBORAH A. NYGAARD	TLE	0	0	0	0.010
32	4.04	DOUGLAS B. WAGNER	TLE	0	0	0	0.010
33	4.04	CRAIG D. DARTSCH AND LISA L. DARTSCH	TLE	0	0	0	0.020
34	4.04	BRADLEY C. HARRISON AND JULIE L. HARRISON	TLE	0	0	0	0.020
35	4.04	MICHAEL S. DREWES AND LORI A. DREWES	TLE	0	0	0	0.020
36	4.04	RYAN J. PETERSEN AND KATHERINE E. RYDER	TLE	0	0	0	0.020
37	4.04	SCOTT A. EDWARDS	TLE	0	0	0	0.010
38	4.04 & 4.05	CHARLES B. DEADMAN AND JACQUEYN L. DEADMAN	TLE	0	0	0	0.012
39	4.04 & 4.05	ERIC J. DAHL	TLE	0	0	0	0.012
40	4.05	ADAM KNUTSON AND ELIZABETH J. HANSON	TLE	0	0	0	0.010
41	4.05	JANICE E. HANSON	TLE	0	0	0	0.020
42	4.05	McFARLAND HIGH SCHOOL	TLE	0	0	0	0.033
43	4.05	DOWNING 6142 EXCHANGE ST LLC	TLE	0	0	0	0.020
44	4.05	JACOB TISUE AND KORRENA TISUE	TLE	0	0	0	0.010
45	4.05	FORWARD INVESTMENT PROPERTIES LLC	TLE	0	0	0	0.010
46	4.05	DOMINI LIVING TRUST	TLE	0	0	0	0.010
47	4.05	JEFFERY G. LONG	TLE	0	0	0	0.010
48	4.05	ROBERTL. BOLLE REVOCABLE TRUST ROBERT L. AND MONICA R. BOLLE	TLE	0	0	0	0.010
49	4.05	ROMEL SANTINI AND NATALIE R. SANTINI	TLE	0	0	0	0.010
50	4.05	EGNER LIVING TRUST , JEANETTE I	TLE	0	0	0	0.010
51	4.05	URSO PROPERTIES, INC	TLE	0	0	0	0.010
52	4.05 & 4.06	ANN M. FORD	TLE	0	0	0	0.027
53	4.05	JAMES D. GARDNER AND MOLLY M. PECHMANN	TLE	0	0	0	0.020
54	4.05	MICHAEL A. POQUETTE AND CAROL POQUETTE	TLE	0	0	0	0.010
55	4.05	LORI A. SPATOLA AND LESLEE K. RINEHART	TLE	0	0	0	0.020
56	4.05	STEPHANIE F. ANDERSON	TLE	0	0	0	0.010
57	4.05	AUSTIN LIPINSKI AND JESSICA KLABAK	TLE	0	0	0	0.010
58	4.05	KAREN ENGLE	TLE	0	0	0	0.010
59	4.05	ERICH W. RICHARDSON	TLE	0	0	0	0.010
60	4.05	JOHN W. CHERAMY AND TERESA E. CHEREMY	TLE	0	0	0	0.010
61	4.05	ALAN R. ZELLER AND NANCY C. ZELLER	TLE	0	0	0	0.010
62	4.05	BRENDA M. BERLOWSKI-ZIER AND GREGORY B. ZIER	TLE	0	0	0	0.010
63	4.05	LARSON FAMILY TRUST, LYLE L. LARSON REVOCABLE TRUST , ELSIE M.	TLE	0	0	0	0.010
64	4.06	TIMOTHY FIOCCHI	TLE	0	0	0	0.010
65	4.06	DALE W. BECK	TLE	0	0	0	0.020
66	4.05	HEATHER L. CLANCY & JACQUELINE L. PAULY	TLE	0	0	0	0.010
67	4.05 & 4.06	DREW MATHER & ALECIA MATHER	TLE	0	0	0	0.008
200	4.03	ALLIANT ENERGY	TEMPORARY CONTRUCTION EASEMENT				
201	4.03	VILLAGE OF MCFARLAND	TEMPORARY CONTRUCTION EASEMENT				

NOTE: OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO VILLAGE OF McFarland.

REVISION DATE 7-27-2023 ----- ----- -----	DATE July 27, 2023		SCALE, FEET 050100	HWY: EXCHANGE STREET	STATE R/W PROJECT NUMBER 5685-00-04/05	PLAT SHEET 4.02	E
				COUNTY: DANE	CONSTRUCTION PROJECT NUMBER -----	PS&E SHEET -----	

NOTE: OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO VILLAGE OF MCFARLAND.



BEGIN RELOCATION ORDER

STA. 12+51.00
1298.11' EAST AND 175.22' SOUTH OF
THE NORTHWEST CORNER OF
SECTION 10, T.6N., R.10E., VILLAGE OF
McFARLAND, DANE COUNTY, WI
Y = 457287.948
X = 843144.221

FOUND MONUMENTS				
PT#	STATION	OFFSET	Y	X
1	15+77.64	33.08 L	457568.660	843296.330
2	16+55.53	32.98 L	457638.020	843336.440
3	17+94.32	32.64 L	457754.133	843419.336
4	18+22.39	32.91 L	457776.573	843437.516
5	20+76.08	33.51 L	457874.113	843694.646
6	21+77.76	32.85 L	457871.793	843787.936
7	22+86.49	33.79 L	457891.053	843886.606
8	25+68.15	31.31 L	458052.023	844098.406
9	24+94.66	32.99 R	457954.920	844088.110
10	21+41.96	48.07 R	457788.860	843756.520
11	21+28.59	33.07 R	457803.830	843741.810
12	18+22.40	32.97 R	457734.013	843487.796
13	14+35.89	34.36 R	457409.781	843295.973

TLE POINTS STATION OFFSET TABLE				
PT#	STATION	OFFSET	Y	X
113	17+94.90	38.03 L	457757.987	843415.514
114	19+13.00	38.00 L	457845.692	843513.909
115	19+13.00	43.00 L	457850.068	843511.490
116	19+41.08	43.00 L	457864.353	843541.129
117	19+39.91	38.00 L	457859.213	843541.794
118	19+74.00	38.00 L	457871.907	843578.937
119	19+74.00	50.00 L	457883.500	843575.840
120	20+00.00	50.00 L	457889.971	843606.354
121	20+00.00	38.00 L	457878.119	843608.229
122	20+50.00	38.00 L	457881.383	843665.648

TLE POINTS STATION OFFSET TABLE				
PT#	STATION	OFFSET	Y	X
123	20+50.00	48.00 L	457891.374	843666.085
124	20+74.95	48.00 L	457888.604	843695.683
125	20+75.74	38.00 L	457878.605	843694.964
126	21+36.00	38.00 L	457874.855	843749.527
127	21+36.00	48.00 L	457884.855	843749.488
128	21+79.20	48.00 L	457887.008	843787.739
129	21+78.27	38.00 L	457876.964	843787.865
130	26+00.00	38.00 L	458078.557	844117.253
131	26+00.00	33.00 L	458074.889	844120.645
132	22+97.00	33.03 R	457832.118	843919.780
133	22+97.00	43.00 R	457822.833	843923.418
134	22+68.98	43.00 R	457812.548	843893.335
135	22+69.00	33.02 R	457822.127	843890.544
136	21+38.58	38.00 R	457798.876	843752.651
137	20+07.65	38.00 R	457803.968	843626.525
138	20+08.41	33.00 R	457809.024	843626.551
139	19+07.00	33.03 R	457780.972	843543.776
140	19+07.00	43.00 R	457772.360	843548.806
141	18+80.00	43.00 R	457760.055	843530.165
142	18+80.00	33.03 R	457768.068	843524.230

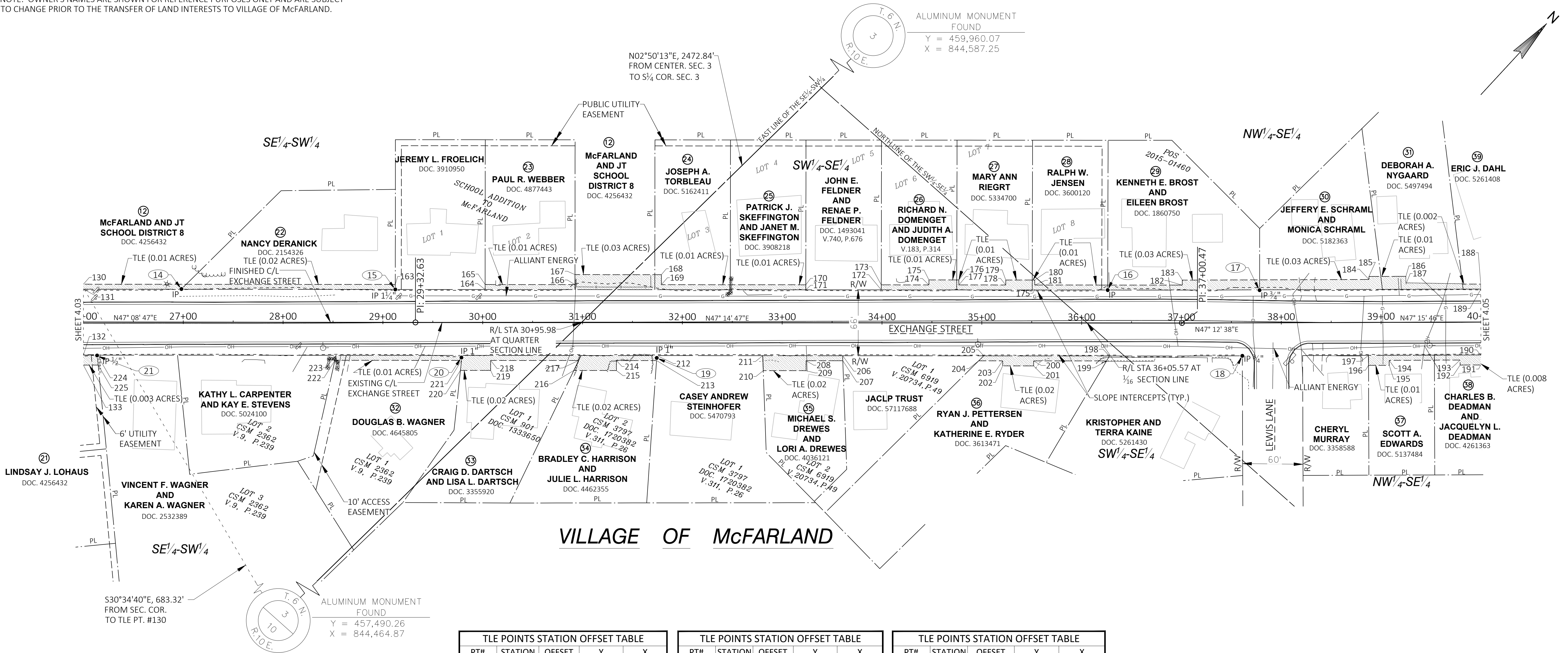
TLE POINTS STATION OFFSET TABLE				
PT#	STATION	OFFSET	Y	X
143	17+77.00	33.01 R	457699.774	843460.010
144	17+77.00	43.00 R	457693.627	843467.880
145	17+51.00	43.00 R	457673.732	843452.704
146	17+51.00	38.00 R	457676.718	843448.694
147	16+70.00	38.00 R	457612.317	843404.162
148	16+70.00	48.00 R	457606.923	843412.583
149	16+29.65	48.00 R	457574.004	843392.306
150	16+29.33	43.00 R	457576.286	843387.846
151	15+90.00	43.00 R	457543.380	843369.135
152	15+90.00	38.00 R	457545.776	843364.747
153	15+30.71	38.00 R	457494.779	843338.583
154	15+30.58	43.00 R	457492.501	843343.035
155	14+91.00	43.00 R	457457.712	843327.036
156	14+91.00	38.00 R	457459.743	843322.467
157	14+35.90	38.00 R	457408.191	843299.248
158	14+35.83	43.00 R	457405.913	843303.700
159	14+09.00	43.00 R	457379.382	843289.371
160	14+09.00	37.36 R	457382.250	843284.519
161	13+48.83	48.89 R	457320.601	843254.549
162	13+47.56	43.96 R	457322.721	843249.878

NOTE: EXISTING C/L OF EXCHANGE STREET
BASED ON THE LOCATION OF THE EXISTING
PAVEMENT.

EXISTING RIGHT-OF-WAY FOR EXCHANGE
STREET BASED ON THE LOCATION OF THE
C/L OF THE EXISTING PAVEMENT, COUNTY
RECORDS, ASSOCIATED FOUND SURVEY
MONUMENTATION, AND WS. STATUTE 82.31(2).

REVISION DATE 7-27-2023	DATE July 27, 2023	SCALE, FEET 0 50 100	HWY: EXCHANGE STREET	STATE R/W PROJECT NUMBER 5685-00-04/05	PLAT SHEET 4.03	
			COUNTY: DANE	CONSTRUCTION PROJECT NUMBER	PS&E SHEET	E

NOTE: OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO VILLAGE OF McFARLAND.



FOUND MONUMENTS					
PT#	STATION	OFFSET	Y	X	
14	26+98.17	33.24 L	458141.713	844192.556	
15	29+12.43	33.00 L	458287.003	844350.036	
16	36+26.09	32.95 L	458771.470	844874.060	
17	37+78.39	32.70 L	458874.830	844985.720	
18	37+60.86	33.05 R	458814.798	845017.747	
19	31+74.41	35.37 R	458414.668	844588.807	
20	29+78.75	35.15 R	458281.991	844444.992	
21	26+13.76	33.38 R	458035.490	844175.820	

TLE POINTS STATION OFFSET TABLE					
PT#	STATION	OFFSET	Y	X	
130	26+00.00	38.00 L	458078.557	844117.253	
131	26+00.00	33.00 L	458074.889	844120.645	
132	26+00.00	33.00 R	458026.431	844165.455	
133	26+00.00	43.00 R	458019.086	844172.246	
163	29+12.42	38.00 L	458290.670	844346.637	
164	30+02.42	32.99 L	458348.095	844416.116	
165	30+02.42	38.00 L	458351.771	844412.717	
166	30+92.42	38.00 L	458412.871	844478.799	
167	30+92.42	48.00 L	458420.214	844472.010	
168	31+79.00	48.00 L	458478.991	844535.578	
169	31+79.00	38.00 L	458471.649	844542.367	
170	33+23.65	38.00 L	458569.848	844648.571	
171	33+23.64	33.00 L	458566.172	844651.965	
172	33+99.25	33.00 L	458617.505	844707.480	
173	33+99.26	38.00 L	458621.179	844704.089	
174	34+47.00	38.00 L	458653.589	844739.140	
175	34+47.00	43.00 L	458657.262	844735.744	
176	34+77.00	43.00 L	458677.629	844757.771	
177	34+76.99	38.00 L	458673.955	844761.166	
178	35+24.00	38.00 L	458705.870	844795.682	
179	35+24.00	43.00 L	458709.542	844792.286	
180	35+53.00	43.00 L	458729.225	844813.573	

TLE POINTS STATION OFFSET TABLE					
PT#	STATION	OFFSET	Y	X	
182	37+01.00	38.00 L	458825.920	844925.512	
183	37+01.00	43.00 L	458829.577	844922.102	
184	38+88.00	43.00 L	458957.126	845058.851	
185	38+88.00	46.00 L	458959.319	845056.805	
186	39+25.00	46.00 L	458984.556	845083.861	
187	39+25.00	38.00 L	458978.708	845089.321	
188	40+00.00	37.95 L	459029.828	845144.200	
189	40+00.00	33.00 L	459026.208	845147.577	
190	40+00.00	33.00 R	458977.943	845192.594	
191	40+00.00	43.00 R	458970.631	845199.415	
192	39+79.00	43.00 R	458956.304	845184.055	
193	39+79.00	38.00 R	458959.960	845180.644	
194	39+08.00	38.00 R	458911.536	845128.727	
195	39+08.00	43.00 R	458907.879	845132.137	
196	38+87.26	43.00 R	458893.735	845116.973	
197	38+87.26	33.00 R	458901.048	845110.153	
198	36+27.96	33.00 R	458724.318	844920.214	
199	36+24.99	38.00 R	458718.632	844921.427	
200	35+52.00	38.00 R	458669.073	844867.832	
201	35+52.00	43.00 R	458665.403	844871.225	
202	35+21.00	43.00 R	458644.363	844848.468	
203	35+21.00	38.00 R	458648.031	844845.075	

TLE POINTS STATION OFFSET TABLE					
PT#	STATION	OFFSET	Y	X	
204	34+96.90	38.00 R	458631.667	844827.377	
205	35+01.95	33.00 R	458638.768	844827.692	
206	33+60.63	33.00 R	458542.821	844723.926	
207	33+60.81	38.00 R	458539.276	844727.452	
208	33+24.01	38.00 R	458514.289	844700.433	
209	33+24.00	48.00 R	458506.945	844707.216	
210	32+81.11	48.00 R	458477.825	844675.723	
211	32+80.56	33.00 R	458488.462	844665.137	
212	31+74.57	33.00 R	458416.506	844587.317	
213	31+74.22	38.00 R	458412.601	844590.459	
214	31+34.00	38.01 R	458385.295	844560.928	
215	31+34.00	48.00 R	458377.956	844567.713	
216	30+91.33	48.00 R	458348.985	844536.380	
217	30+96.14	38.01 R	458359.589	844533.127	
218	30+08.00	38.00 R	458299.757	844468.410	
219	30+08.00	48.00 R	458292.415	844475.199	
220	29+77.76	48.00 R	458271.887	844452.998	
221	29+78.83	38.00 R	458279.952	844446.991	
222	28+52.03	38.00 R	458193.867	844353.894	
223	28+53.15	33.00 R	458198.298	844351.327	
224	26+13.88	33.00 R	458035.852	844175.643	
225	26+14.86	43.00 R	458029.172	844183.153	

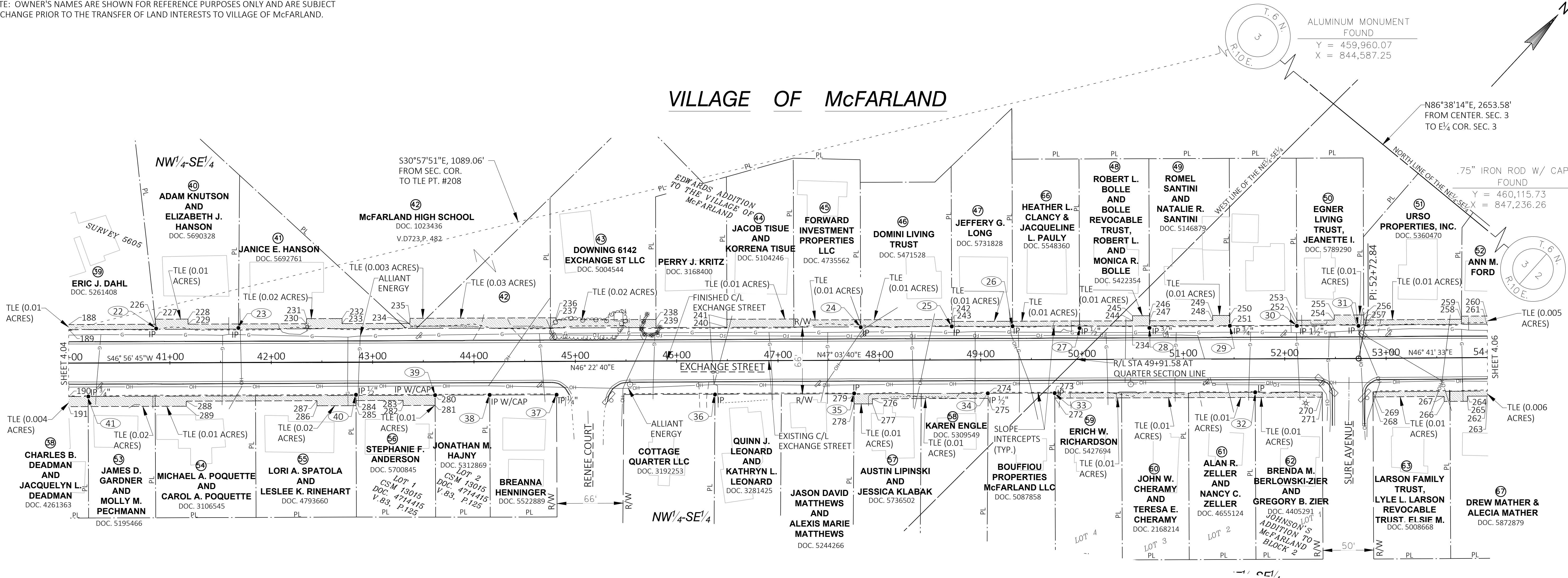
NOTE: EXISTING C/L OF EXCHANGE STREET BASED ON THE LOCATION OF THE EXISTING PAVEMENT.

EXISTING RIGHT-OF-WAY FOR EXCHANGE STREET BASED ON THE LOCATION OF THE C/L OF THE EXISTING PAVEMENT, COUNTY RECORDS, ASSOCIATED FOUND SURVEY MONUMENTATION, AND WS. STATUTE 82.31(2).

REVISION DATE 7-27-2023 N.C.	DATE July 27, 2023	SCALE, FEET 0 50 100	HWY: EXCHANGE STREET	STATE R/W PROJECT NUMBER 5685-00-04/05	PLAT SHEET 4.04	
			COUNTY: DANE	CONSTRUCTION PROJECT NUMBER	PS&E SHEET	E

NOTE: OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO VILLAGE OF MCFARLAND.

VILLAGE OF MCFARLAND



FOUND MONUMENTS				
PT#	STATION	OFFSET	Y	X
22	40+86.58	33.76	L 459085.820	845210.370
23	41+67.71	34.04	L 459141.360	845269.510
24	47+81.76	32.63	L 459559.160	845719.510
25	48+71.53	33.16	L 459620.774	845784.801
26	49+31.60	33.12	L 459661.720	845828.750
27	49+97.66	31.04	L 459705.260	845878.480
28	50+66.60	30.99	L 459752.250	845928.930
29	51+45.93	32.76	L 459807.650	845985.730
30	52+12.06	32.48	L 459852.550	846034.280
31	52+73.01	32.24	R 459893.850	846078.920
32	51+70.72	32.97	R 459576.490	846048.690
33	49+72.91	33.13	R 459641.450	845904.150
34	49+06.88	33.05	R 459596.470	845855.810
35	47+75.04	32.72	R 459506.786	845759.169
36	46+37.76	33.29	R 459412.736	845659.169
37	44+81.41	32.93	R 459306.354	845544.591
38	44+15.41	32.87	R 459261.384	845496.281
39	43+61.56	32.95	R 459224.594	845456.961
40	42+83.51	32.30	R 459171.829	845399.442
41	40+19.43	33.06	R 458991.155	845206.841

TLE POINTS STATION OFFSET TABLE				
PT#	STATION	OFFSET	Y	X
188	40+00.00	37.95	L 459029.828	845144.200
189	40+00.00	33.00	L 459026.208	845147.577
190	40+00.00	33.00	R 458977.943	845192.594
191	40+00.00	43.00	R 458970.631	845199.415
226	40+86.66	33.01	L 459085.324	845210.944
227	40+85.59	43.00	L 459091.897	845203.343
228	41+18.00	43.00	L 459114.004	845227.045
229	41+18.00	38.00	L 459110.347	845230.455
230	42+35.00	38.00	L 459190.156	845316.020
231	42+35.00	43.00	L 459193.813	845312.610
232	42+70.00	43.02	L 459217.701	845338.188
233	42+70.00	38.00	L 459214.028	845341.614
234	43+37.00	38.00	L 459259.723	845390.605
235	43+37.00	43.00	L 459263.379	845387.194
236	44+81.00	43.00	L 459361.602	845492.502
237	44+81.00	41.00	L 459360.139	845493.866
238	45+79.76	41.00	L 459427.499	845566.084
239	45+79.76	33.00	L 459421.649	845571.541
240	46+49.76	33.00	L 459469.395	845622.730
241	46+49.76	41.00	L 459475.245	845617.274
242	48+71.53	40.00	L 459625.781	845780.136
243	48+71.53	38.00	L 459624.320	845781.499
244	50+50.00	38.00	L 459746.051	845912.011
245	50+50.00	42.98	L 459749.691	845908.616
246	50+66.60	42.98	L 459761.014	845920.756
247	50+66.60	38.00	L 459757.374	845924.150
248	51+29.00	38.00	L 459799.931	845969.778
249	51+29.00	43.00	L 459803.588	845966.367

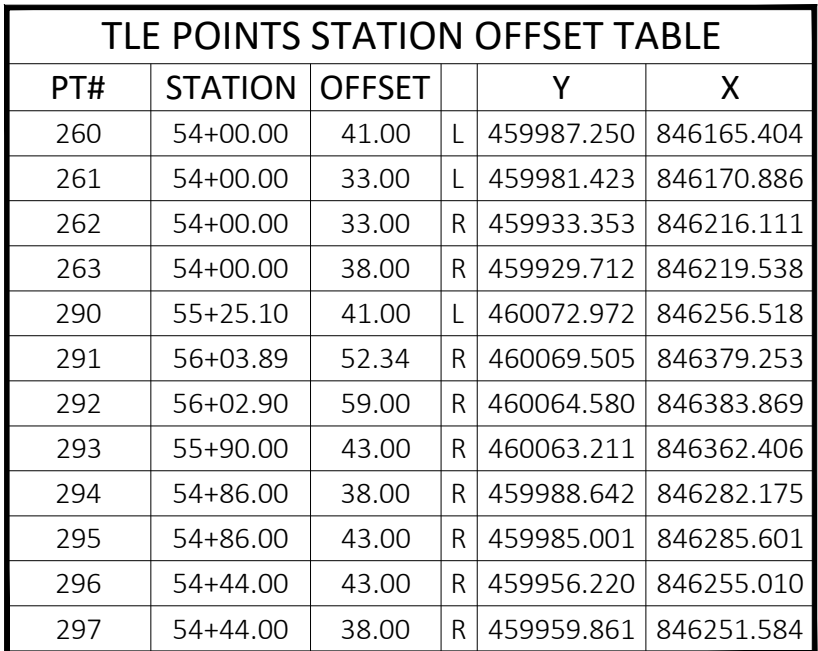
TLE POINTS STATION OFFSET TABLE				
PT#	STATION	OFFSET	Y	X
249	51+29.00	43.00	L 459803.588	845966.367
250	51+45.96	43.02	L 459815.173	845978.755
251	51+45.93	33.00	L 459807.823	845985.569
252	52+12.06	33.00	L 459852.928	846033.927
253	52+12.06	38.00	L 459856.584	846030.517
254	52+49.00	38.00	L 459881.783	846057.533
255	52+49.00	43.00	L 459885.439	846054.122
256	52+78.24	43.00	L 459905.275	846075.355
257	52+78.22	38.00	L 459901.618	846078.766
258	53+74.64	38.00	L 459967.691	846148.993
259	53+74.69	41.00	L 459969.904	846146.968
260	54+00.00	41.00	L 459987.250	846165.404
261	54+00.00	33.00	L 459981.423	846170.886
262	54+00.00	33.00	R 459933.353	846216.111
263	54+00.00	38.00	R 459929.712	846219.538
264	53+80.00	38.00	R 459916.010	846204.974
265	53+80.00	43.00	R 459912.368	846208.400
266	53+57.00	43.00	R 459896.605	846191.645
267	53+57.00	38.00	R 459900.249	846188.222
268	52+86.75	38.00	R 459852.110	846137.055
269	52+86.77	33.00	R 459855.763	846133.641
270	52+36.91	33.00	R 459821.615	846097.118
271	52+36.91	38.00	R 459817.962	846100.533
272	49+72.91	38.00	R 459637.893	845907.475
273	49+72.90	33.00	R 459641.542	845904.058
274	49+07.26	33.00	R 459596.768	845856.053

TLE POINTS STATION OFFSET TABLE				
PT#	STATION	OFFSET	Y	X
275	49+07.21	38.00	R 459593.076	845859.426
276	47+93.00	38.00	R 459515.178	845775.909
277	47+93.00	43.00	R 459511.521	845779.319
278	47+74.92	43.00	R 459499.192	845766.099
279	47+75.03	33.00	R 459506.577	845759.358
280	43+61.56	33.00	R 459224.560	845456.998
281	43+61.58	43.00	R 459217.255	845463.828
282	43+30.00	43.00	R 459195.718	845440.737
283	43+30.00	38.00	R 459199.374	845437.327
284	42+83.50	38.00	R 459167.658	845403.324
285	42+83.50	43.00	R 459164.002	845406.734
286	42+45.00	43.00	R 459137.738	845378.575
287	42+45.00	38.00	R 459141.394	845375.165
288	41+16.00	38.00	R 459053.407	845280.831
289	41+16.00	43.00	R 459049.751	845284.242

NOTE: EXISTING C/L OF EXCHANGE STREET BASED ON THE LOCATION OF THE EXISTING PAVEMENT.

EXISTING RIGHT-OF-WAY FOR EXCHANGE STREET BASED ON THE LOCATION OF THE C/L OF THE EXISTING PAVEMENT, COUNTY RECORDS, ASSOCIATED FOUND SURVEY MONUMENTATION, AND WS. STATUTE 82.31(2).

REVISION DATE 7-27-2023	DATE July 27, 2023	SCALE, FEET 0 50 100	HWY: EXCHANGE STREET	STATE R/W PROJECT NUMBER 5685-00-04/05	PLAT SHEET 4.05	
			COUNTY: DANE	CONSTRUCTION PROJECT NUMBER	PS&E SHEET	E



VILLAGE OF McFARLAND

EXISTING RIGHT-OF-WAY FOR EXCHANGE
STREET BASED ON THE LOCATION OF THE
C/L OF THE EXISTING PAVEMENT, COUNTY
RECORDS, ASSOCIATED FOUND SURVEY
MONUMENTATION, AND WIS. STATUTE 82.31(2).

REVISION DATE 7-27-2023	DATE July 27, 2023	SCALE, FEET 0 50 100	HWY: EXCHANGE STREET	STATE R/W PROJECT NUMBER 5685-00-04/05	PLAT SHEET 4.06	E
			COUNTY: DANE	CONSTRUCTION PROJECT NUMBER	PS&E SHEET	

RELOCATION ORDER

LPA1708 08/2011 (Replaces LPA3006)

Project 5685-00-04/05	Road name Exchange Street (Sleepy Hollow Road – Farwell Street)	Highway N/A	County Dane
Right of way plat date July 27, 2023	Plat sheet number(s) 4.01 through 4.06	Previously approved Relocation Order date December 13, 2022	

Description of termini of project:

Beginning at a point (Station 12+51.00) that is 1298.11 feet East and 175.22 feet South of the Northwest Corner of Section 10, T. 6 N., R. 10 E., Village of McFarland, Dane County, Wisconsin, thence Easterly and Northerly along the centerline of Exchange Street, 4,399.00 feet (0.833 miles), more or less, to a point (Station 56+50.00) that is 872.60 feet West and 23.57 feet North of the East Quarter Corner of Section 3, T. 6 N., R. 10 E., Village of McFarland, Dane County, Wisconsin, as shown on the Plat or a copy thereof marked:

Project Number 5685-00-04/05
Village of McFarland
(Sleepy Hollow Road to Farwell Street)
Exchange Street
Dane County

The same being sheet 4.01 through 4.06 of said plat.

To properly establish, lay out, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the roadway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 83.07 & 83.08, Wisconsin Statutes, The Village of McFarland orders that:

1. The said road is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by: Village of McFarland
3. This order supersedes and amends any previous order issued by: Village of McFarland

Name and Title

Date

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Lee Igl, Public Works Director, Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action regarding change order to the 2023 Paulson Road Project for the adjustment of and landscaping to the pedestrian path connection to Rustic Way.

PREVIOUS ACTION:

The Public Works and Utilities Committee received feedback at their June 26, 2023 meeting from residents regarding development of landscaping and other improvements along the proposed pathway from Paulson Road to Rustic Way.

The Public Works and Utilities Committee reviewed the enclosed landscaping plan at their meeting on July 24, 2023 in order to unanimously make a recommendation of approval to the Village Board. One of the comments in the meeting from Residents and at least one Committee member was trying to better understand what was proposed and why. It was requested that a separate meeting be held at the location with the landscaping architect to review the plan as proposed.

A group of Residents, President Clow, Trustee Wreh (Committee Chair), Staff, and applicable Consultants met at the project to discuss concerns with residents and better review contents of the plans. This meeting took place on August 1, 2023. Additional feedback and comments were shared about what was proposed as well as answers provided to questions that were posed. A revised plan was distributed for review by Residents on August 2, 2023 noting the changes from Committee following that meeting. This is the same plan in your packet. If any additional changes need to be considered, we will bring those forward in the meeting.

ISSUE SUMMARY:

With the Paulson Road reconstruction project that is being completed this year (2023), there is the addition of a paved path from Paulson Road to Rustic Way. The path is for accessible pedestrian connectivity and to provide access to underground utilities for maintenance and repairs. The area was cleared of invasive and non-desirable plants, shrubs and trees prior to grading for the path. The cleared area is approximately 80 feet wide between the two roads within the existing road right of way platted many years ago.

The Village Engineer worked with a landscape architect to prepare the enclosed landscaping plan included within the packet. An additional rendering and plant pictures is provided for perspective on what it could look like once fully matured. The actual path was shifted to provide additional ability to screen along its edges while attempting to meet three objectives



based on the feedback thus far provided: 1) provide screening; 2) select plantings that mature within a shorter duration; and 3) select plantings that prosper within wet conditions. This plan has been distributed via mail to neighboring property owners as well as directly emailed to a group of individuals that inquired about its progress. Some feedback has been provided and incorporated within the attached document that is included as part of your review. The enclosed email was provided prior to the review by Committee and to date we have attempted to account for the comments made as we are able.

The plan for the meeting is to address any final comments, review the final plan provided, and consider action on the change order as presented from the contractor to implement this plan.

FINANCIAL/BUDGET IMPACT:

The Paulson Road construction project was approved with the 2023 CIP and the enclosed costs are in addition to what has previously been approved.

Paulson Road Project Budget			
	Budget at Award	Actual Update	
Project Costs	March 14, 2023	July 18, 2023	Difference
Base Contract	1,834,731	1,837,306	2,575
Other Contract Items	83,058	49,537	(33,521)
Alternate	0	0	0
Supplemental	99,749	48,688	(51,061)
Design	54,381	54,381	0
Bid/Construct Admin	130,000	130,000	0
Inspection	67,000	67,000	0
Contingency	100,877	0	(100,877)
Rounding	204	0	(204)
Project Total	2,370,000	2,186,912	(183,088)
Rustic Way C/O			69,770
		Over (Under)	(113,318)

The progress of construction has proceeded without the need for the use of contingency thus far.

The weather has cooperated which has been good for the construction season without a lot of major hiccups encountered. The project presently is trending under budget by about \$183,088 at the present and with the expense of these funds within the Change Order we would still expect a surplus around \$113,318 for the project. We do not need to seek additional funds for this additional work and the project allocation can pay for the change order as presented.

VILLAGE PLAN REFERENCE:

None.



ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Motion:

Motion, second to approve a change order to the 2023 Paulson Road Project for the adjustment of and landscaping to the pedestrian path connection to Rustic Way.

ATTACHMENTS:

1. 23_0801 Rustic Way Path Landscape
2. Change Order 3 - MC 197 Signed
3. Rustic Way Path Rendering 07182023
4. 23_0731 Plant Images Labeled
5. RE_ Rustic Way _ Paulson Road Improvements _ Drainage Issue REVIEWED AT COMMITTEE



NORTHWEST OF PATH PLANTING TREATMENT EXAMPLE



SOUTHEAST OF PATH PLANTING TREATMENT EXAMPLE

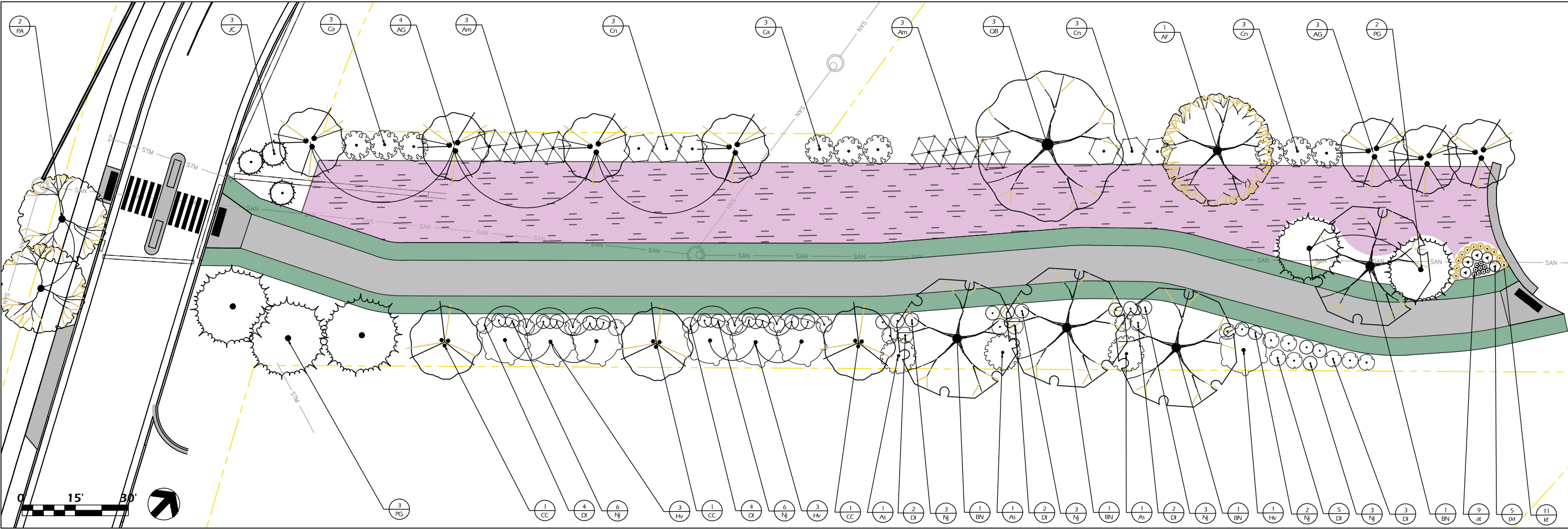
RESTORATION MIXES

SEED MIXES			
DESIGNATION	SEED MIX	RATE (LBS/ACRE)	RATE (LBS/1000 SF)
LAWN RESTORATION	WISDOT MIX #40	130.68	3.0
	SWALE ENHANCEMENT (AGRECOL)	1.00	
ANNUAL SEED MIX ADDITIVE (USE ONE TYPE)			
DESIGNATION	SEED MIX	RATE (LBS/1000 SF)	USAGE DATES
ANNUAL SEEDING		2.0	GROWING SEASON
COOL WEATHER COVER CROP	OATS	2.0	AFTER SEPTEMBER 15
DORMANT COVER CROP	WINTER WHEAT	2.0	AFTER OCTOBER 15
ADDITIONAL ADDITIVES			
DESIGNATION	TYPE	RATE (LBS/1000 SF)	USAGE DATES
FERTILIZER	PER SOIL TEST	2.0	ALL SEASONS
SOIL STABILIZER	POLYACRYLAMIDE	PER MANUFACTURER	AFTER NOVEMBER 15

PLANT SCHEDULE

SYMB	BOTANICAL NAME	COMMON NAME	SIZE (MIN)	QTY	NOTES
DECIDUOUS TREES					
AF	Acer x freemanii 'Sienna'	Sienna Glen Maple	2.5" - 3" Cal.	1	
BN	Betula nigra	River Birch	1.75" - 2" Cal.	4	
PA	Platanus x acerfolia 'Morton Circle'	Exclamation™ London Planetree	1.75" - 2" Cal.	2	
QB	Quercus bicolor	Swamp White Oak	2.5" - 3" Cal.	1	
EVERGREEN TREES					
PG	Picea glauca	White Spruce	5' Ht	5	
JC	Juniperus Chinensis 'Iowa'	Iowa Juniper	5' Ht	3	
DECIDUOUS ORNAMENTAL TREES					
AG	Amelanchier x grandiflora 'Autumn Brilliance'	Autumn Brilliance Apple Serviceberry	5' SHRUB FORM TREE	7	Multi-Stem
CC	Carpinus caroliniana 'J.N. Select A'	FIRE KING™ Muscledwood	5' SHRUB FORM TREE	3	Multi-Stem
DECIDUOUS SHRUBS					
As	Amelanchier stolonifera	Running Serviceberry	#2 Cont.	3	
Am	Aronia melanocarpa var elata	Glossy Black Chokeberry	#5 Cont.	6	
Nj	Ceanothus americanus	New Jersey-tea	#3 Cont.	26	
Ca	Cornus amomum	Silky Dogwood	#5 Cont.	8	
DI	Diervilla lonicera 'Kodiak Orange'	Kodiak Orange Dwarf Bush Honeysuckle	#2 Cont.	22	
Hv	Hamamelis virginiana	Common Witchhazel	#5 Cont.	7	
Cn	Physocarpus oppulifolus	Common Ninebark	#5 Cont.	6	
PERENNIALS & GRASSES					
at	Asclepias tuberosa	Butterfly weed	#1 Cont.	9	
kf	Calamagrostis x acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass	#1 Cont.	11	
pa	Perovskia atriplicifolia 'little spire'	Little Spire Russian Sage	#1 Cont.	5	

- LANDSCAPE AND RESTORATION NOTES
1. FINAL PLANT MATERIAL LOCATIONS SHALL BE FIELD ADJUSTED AS NEEDED TO AVOID CONFLICT WITH OTHER OBSTACLES.
 2. PLANT MATERIAL SHALL BE REVIEWED BY OWNER OR A/E PRIOR TO INSTALLATION FOR QUALITY AND UNIFORMITY.
 3. ALL LANDSCAPE BEDS AND TREE RINGS SHALL HAVE A MINIMUM OF 6" DEPTH SHREDDED HARDWOOD MULCH.
 4. TREES AND SHRUBS SHALL BE INSTALLED PER DETAILS AND SPECIFICATIONS.
 5. CONTRACTOR SHALL MEET EXISTING GRADE AT GRADING LIMITS WITH A SMOOTH AND CONTINUOUS TRANSITION.
 6. ALL DISTURBED AREAS SHALL BE RESTORED WITH SEED & MULCH PER SPECIFICATIONS.
 7. SEED/SOIL PLACEMENT SHALL EXTEND TO THE LIMITS OF CONSTRUCTION DISTURBANCE.
 8. RESTORE ALL DISTURBED AREAS WITH A MINIMUM 6" TOPSOIL DEPTH. SEED MIXES SHALL BE AS SHOWN. CONTRACTOR MAY NEED TO WATER RESTORED AREAS TO ENSURE A SUBSTANTIAL CATCH OF TURF GRASS. WATERING SHALL BE INCIDENTAL.
 9. ALL SLOPES GREATER THAN 1:3 TO RECEIVE EROSION CONTROL MATTING PER DETAILS.
 10. TREES SHALL NOT BE PLANTED WITHIN THE DRAINAGEWAYS.



Date of Issuance:	8/2/2023	Effective Date:	8/2/2023
Owner:	Village of McFarland	Engineer's Project No.:	MC 197
Contractor:	Speedway Sand & Gravel, Inc.		
Engineer:	Town & Country Engineering, Inc.		
Project:	2023 Street and Utility Improvements		

The Contract is modified as follows upon execution of this Change Order:
This change order is to account for additional project planting work to be installed along the Rustic Way Path corridor.

Description:	Quant.	Unit	Unit Price	Amount
CO3.1 Rustic Way Plantings	1	lump sum	\$69,770.40	\$69,770.40

TOTAL CHANGE ORDER

\$69,770.40

Attachments: Rustic Way Restoration Plan

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$2,017,538.45	Original Contract Times: Substantial Completion: September 15, 2023 Ready for Final Payment: September 15, 2023 days or dates
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 2: \$217,166.64	[Increase] [Decrease] from previously approved Change Orders No. N/A to No. N/A: Substantial Completion: Ready for Final Payment: days
Contract Price prior to this Change Order: \$2,234,705.09	Contract Times prior to this Change Order: Substantial Completion: September 15, 2023 Ready for Final Payment: September 15, 2023 days or dates
[Increase] [Decrease] of this Change Order: \$69,770.40	[Increase] [Decrease] of this Change Order: Substantial Completion: none Ready for Final Payment: September 15, 2023 days or dates
Contract Price incorporating this Change Order: \$2,304,475.49	Contract Times with all approved Change Orders: Substantial Completion: September 15, 2023 Ready for Final Payment: September 15, 2023 days or dates

RECOMMENDED:

By: _____
Engineer (Authorized Sign.)
Title: Project Engineer
Date: 8/3/2023

By: _____
Title: _____
Date: _____

ACCEPTED:

By: _____
Owner (Authorized Sign.)
Title: _____
Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Sign.)
Title: _____
Date: _____

File: V:\23.036 McFarland Rustic Way Path\CAD\P-Landscape Layout: C801 User: parki Plotted: Jul 18, 2023 - 3:40pm



PARKITECTURE + PLANNING Parkitecture 901 Deming Way, Suite 102 Madison, WI 53717 608.886.6808	
Project Name: RUSTIC WAY PATH IMPROVEMENTS Rustic Way McFarland, WI 53558	
Sheet Title: LANDSCAPE PLAN RENDERING	
Revisions:	
Project #: Issued For: Date:	
23.036 Review 7/18/2023	
Sheet Number C801	

SIENNA GLEN
MAPLE



RIVER BIRCH



SWAMP WHITE
OAK



LONDON PLANE
TREE





WHITE
SPRUCE



IOWA
JUNIPER



AUTUMN
BRILLIANCE
SERVICE BERRY



MUSCLE
WOOD





DWARF
HONEYSUCKLE



WITCHHAZEL



COMMON
NINEBARK

2003 © Peter M. Dziuk



BUTTERFLY WEED



From: [Matt Schuenke](#)
To: [Mary Winter](#)
Cc: [Mark Daspit](#); [Kelly Maly](#); [dan@danchinhomes.com](#); [Mathew & Jessica Karls \(Will's parents\)](#); [Dick Southern \(dir.dick@gmail.com\)](#); [Miller Family](#); [Tomm@wcha.com](#); [kvoeck@gmail.com](#); [Lori Koffarnus](#); [Edward Wreh](#); [Lee Igl](#); [Aimee Irwin](#); [Tim Stieve](#)
Subject: RE: Rustic Way / Paulson Road Improvements / Drainage Issue
Date: Wednesday, July 19, 2023 1:06:00 PM
Attachments: [23_0718 Rustic Way Path.pdf](#)

Good afternoon,

Please see the updated drawing trying to adjust for the comments we've seen. We need to include in the packet tomorrow but if any final comments, please let us know and we'll document with the Committee in the meeting. Whatever changes come out of the meeting, we can still adjust further adjustments if feasible.

As a summary, the path configuration generally remains the same but the hackberry is replaced with red maple. Oaks are fine trees but they will not provide for the desired screening within a shorter time frame. There are also a few more evergreens on each end to create some additional buffer with the viewshed in the openings.

Again, I noted some of our objectives below. We are also getting this costed out and might have to further review our approach depending on how that develops.

Please let us know if you have any further questions.

Thanks,
Matt

From: Matt Schuenke
Sent: Tuesday, July 18, 2023 1:56 PM
To: Mary Winter <mjwinter@charter.net>
Cc: Mark Daspit <mark.daspit@gmail.com>; Kelly Maly <kelly@kellymaly.com>; dan@danchinhomes.com; Mathew & Jessica Karls (Will's parents) <mkarls2@charter.net>; Dick Southern (dir.dick@gmail.com) <dir.dick@gmail.com>; Miller Family <millers53558@gmail.com>; Tomm@wcha.com; kvoeck@gmail.com; Lori Koffarnus <lorikoff@yahoo.com>; Edward Wreh <Edward.Wreh@mcfarland.wi.us>; Lee Igl <Lee.Igl@Mcfarland.wi.us>; Aimee Irwin <aimee.irwin@mcfarland.wi.us>; Tim Stieve <tstieve@tcengineers.net>
Subject: RE: Rustic Way / Paulson Road Improvements / Drainage Issue

Thank you Mary, we will take this into account. A lot of what is proposed thus far as plantings are meant to provide screening, mature within a shorter duration, and prosper within wet conditions. Adjusting the layout of the path helps to vary the screening and they are looking to see if it can be further maneuvered. The types of plantings that mature quicker are proposed as opposed to oaks as Mark D. suggested. If we went with an oak type of tree, it would take longer before that benefit was provided. Lastly, the plants suggested are put forth as a means to soak up more water than others that are typical in drier conditions.

We will share this with the landscape architect and see what they might recommend as a result.

From: Mary Winter <mjwinter@charter.net>

Sent: Monday, July 17, 2023 4:35 PM

To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>

Cc: Mark Daspit <mark.daspit@gmail.com>; Kelly Maly <kelly@kellymaly.com>;
dan@danchinhomes.com; Mathew & Jessica Karls (Will's parents) <mkarls2@charter.net>; Dick
Southern (dir.dick@gmail.com) <dir.dick@gmail.com>; Miller Family <millers53558@gmail.com>;
Tomm@wcha.com; kvoeck@gmail.com; Lori Koffarnus <lorikoff@yahoo.com>; Edward Wreh
<Edward.Wreh@mcfarland.wi.us>; Lee Igl <Lee.Igl@mcfarland.wi.us>; Aimee Irwin
<aimee.irwin@mcfarland.wi.us>; Tim Stieve <tstieve@tcengineers.net>

Subject: Re: Rustic Way / Paulson Road Improvements / Drainage Issue

Thank you for the first plan to remedy what has been done to create this bike path from a dead end street into a commercial area.

We were very disappointed when we saw the straight bike path, as that leaves very little room for trees to be placed to screen the obvious Vet Contractors building. The path basically leads right up the driveway and into that commercial property garage door.

Has anyone stood in my drive way and looked that direction? 5205 Rustic Way. I will insist that you do that before the second plan is made.

I can now clearly hear the noise of a metal saw, sawing what must be metal, as that is what it sounds like. Their garage door remains open almost all day. And of course that is all combined with the new traffic noise from highway 51. The traffic is not new. The buffer has been removed.

The larger tree in your first plan that is closest to Paulson seems to be totally out of our eyesight. I would suggest moving something large, more to the center of the cleared area, next to Paulson Road. This possibly might screen the garage door from my front walk.

What has been done already makes it very difficult to landscape. I understand the dilemma that this landscaper faces. Also the fact that the wash area, even with very little rain this year, will most likely always be somewhat wet.

While I hope that I will find some relief from the anxiety that this process has caused, I find that living with this sight and noise is overwhelming.

That's how I feel.

You've already told me that you feel sorry.

Mary Winter
5205 Rustic Way
608-217-6999

Sent from my iPhone

On Jul 17, 2023, at 9:32 AM, Matt Schuenke <Matt.Schuenke@mcfarland.wi.us> wrote:

Thank you Mark.

Tim – Please share with Blake and see what can adjust based on these comments.

I would also say there is some limitation in how much the path can vary within the corridor. There is Village water and sewer main as well as an MMSD interceptor underground. They have to take all of that into account with what is suggested but we'll see what he can come up with.

From: Mark Daspit <mark.daspit@gmail.com>

Sent: Monday, July 17, 2023 8:53 AM

To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>

Cc: Mary Winter <mjwinter@charter.net>; Kelly Maly <kelly@kellymaly.com>;
dan@danchinhomes.com; Mathew & Jessica Karls (Will's parents)
<mkarls2@charter.net>; Dick Southern (dir.dick@gmail.com) <dir.dick@gmail.com>;
Miller Family <millers53558@gmail.com>; Tomm@wcha.com; kvoeck@gmail.com; Lori
Koffarnus <lorikoff@yahoo.com>; Edward Wreh <Edward.Wreh@mcfarland.wi.us>;
Lee Igl <Lee.Igl@Mcfarland.wi.us>; Aimee Irwin <aimee.irwin@mcfarland.wi.us>; Tim
Stieve <tstieve@tcengineers.net>

Subject: Re: Rustic Way / Paulson Road Improvements / Drainage Issue

Matt,

Thank you for providing this. I would have liked to see more contour to the path to provide for additional opportunities for large trees to block the view. It is still just a corridor. In the absence of that taking place (which I strongly encourage), there needs to be more shrubs on the south end to create more of a buffer for noise and view coming from Paulson Road. I think the other northern side could use more shrubs on the east/west line as well, for sight issues, noise issues, and to detract from the attractiveness of people attempting to drive small vehicles through the path. Perhaps a couple of well placed bollards on each end would help that issue.

I note that the plan only includes one Oak tree. If you drive up and down Rustic Way, you will note that many of the homes are adorned by oak trees. In replanting this area, it would be a shame not to re-introduce more than one Oak tree to help tie the path into the neighborhood in a manner that honors the neighborhood. Many of our Oak trees are centenarians. It would be preferable to have that look ultimately extended into the pathway. I'm not suggesting a full on Oak Savanna, but more Oaks in the mix

would be preferred.

I also notice that the plan includes a Common Hackberry tree. As a homeowner with a mature Common Hackberry, I would discourage this. The Common Hackberry will become host to the Hackberry Psyllid. During the fall, thousands of Psyllids emerge from galls on the leaves and attempt to find the nearest source of warmth. They are small enough to get through most common sized window screens. I've included pictures of what the gall looks like and what a Psyllid looks like (with a pencil tip for size comparison purposes). While they are not harmful, they are an extreme annoyance in the fall should someone want to open their windows. In addition, it does give the appearance of a "diseased tree"... which it isn't and most wouldn't understand that. To keep the maintenance less complicated, I would urge you to have your landscape architect find a suitable replacement for this tree.

<image001.png>

<image002.png>

I apologize I did not have the chance to call you last week. My work schedule did not allow for a lot of time. Hopefully this feedback is what you are looking for.

Thanks,

Mark

On Thu, Jul 13, 2023 at 5:10 PM Matt Schuenke <Matt.Schuenke@mcfarland.wi.us> wrote:

Mark Daspit, Mark Winter, and fellow neighbors,

As promised, please see attached the proposed landscaping plan surrounding the Rustic Way path. There are two drawings provided to help give perspective of what is intended to be installed. The first is a site plan providing an aerial view of the path in question and the specifics of what is recommended to be installed. The second is a rendering to help provide a visual of what it could look like according to this plan while standing in the cul-de-sac on Rustic Way looking southwest. Of course that varies depending on vantage point, growth patterns over time, etc.

If anyone has any comments or questions, please share here and Aimee/Lee will compile with Tim as we get ready for the Committee meeting. I am going to be out of the office tomorrow and Monday, if we need to connect yet then we can do so as soon as Tuesday. Others can coordinate responses though in my absence as they are able.

Our schedule to advance this is as follows:

1. July 13th – Submitted draft plan to adjoining residents for feedback.
2. July 20th – Draft plan submitted to Committee.
3. July 24th – Committee considers plan for review/recommendation.
4. August 8th – Village Board considers recommendation from Committee regarding approval of draft plan and related change order to the project.
5. August/September – Path install along with associated landscaping from the approved plan. This date will become more clear as we get further into this timeframe. We should know that by the time the board takes the final action.

Remember that this is a draft and will likely evolve through the process with changes being made as we go where applicable.

Hope this all provides some clearer perspectives on next steps. Let us know if you have any further comments. If we don't hear from you, have a nice weekend and we can catch up next week as needed.

Thanks,
Matt

From: Mark Daspit <mark.daspit@gmail.com>

Sent: Friday, July 7, 2023 9:56 AM

To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>

Cc: Mary Winter <mjwinter@charter.net>; Kelly Maly <kelly@kellymaly.com>;
dan@danchinhomes.com; Mathew & Jessica Karls (Will's parents)
<mkarls2@charter.net>; Dick Southern (dir.dick@gmail.com) <dir.dick@gmail.com>;
Miller Family <millers53558@gmail.com>; Tomm@wcha.com; kvoeck@gmail.com;
Lori Koffarnus <lorikoff@yahoo.com>; Edward Wreh
<Edward.Wreh@mcfarland.wi.us>; Lee Igl <Lee.Igl@Mcfarland.wi.us>

Subject: Re: Rustic Way / Paulson Road Improvements / Drainage Issue

Matt,

Thank you for the response. I am out of the office today traveling. Will connect next week.

Thank you.

Mark

On Fri, Jul 7, 2023, 9:42 AM Matt Schuenke <Matt.Schuenke@mcfarland.wi.us> wrote:

Mark D.,

Thank you for your email. I had actually talked to Mark W. the morning after the meeting, where we reviewed some of these points. I'm happy to share the contents of that discussion here for everyone's benefit as I think it helps address some of the points you raised. Additionally, I would suggest we connect on the phone to discuss further. Happy to talk with you further or talk with anyone else on this email that has additional questions, comments, or concerns.

As I said, Mark W. called me the morning after the meeting to discuss what had transpired the previous evening. He shared a similar level of discontent with the process and wanted to clarify next steps to address the concerns raised in the meeting. We discussed the Village preparing a landscaping plan that we would share with neighbors for input and ultimately present to the Committee to gain approval to move forward with. The Village Engineer is taking the lead on this through the project with the Contractor but there are a few ways it can be addressed as Lee has previously explained. I am not going to predetermine an outcome as to what sort of elements they recommend for inclusion within the plan (i.e. – trees, berms, grasses, path configuration, etc.), but they are aware of the concerns presented that their plan will attempt to address. We all recognize that it is a draft and we look forward to getting input back on what is prepared with the objective of reaching a successful outcome for all involved. Further work on the path elements of the project will be on hold to we figure out what the plan is, but the Paulson Road project as a whole will continue. Mark W., if I missed anything here or want me to add something from our conversation please let me know.

I do need to clarify that the property in question is not an easement as you reference below. The property in question was dedicated to the public as right of way via a CSM in the 1970's. This is a similar process to how subdivisions are created and land is platted for public purposes like roads, utilities, parks, etc under the ownership/jurisdiction of the Village. If the land in question had an easement on it, then the property would be owned by someone and the easement would grant someone else rights to use it for the purpose defined in the easement. I just wanted to clarify the land dedication issue from your message.

We are hoping to distribute that plan to you all next week to start to gather feedback. The Committee meeting is on July 24th for their review and input on what is presented. Packet materials are distributed to Committee on July 20th. That will be another opportunity for public input on this as well if people are interested. This is likely accomplished through a change order to the project

which then goes to the Village Board for approval as a recommendation. They would meet on August 8th to consider that recommendation if one is made and then the contractor likely gets to work on it later next month.

It rained Wednesday (finally), on one hand what a relief to the dry conditions. On the other, it certainly does create a mess of things especially in the middle of a construction project. Construction runoff in the middle of the project like we are seeing here is unfortunately common. During construction it is not setup to function like it was pre-construction or like it will post-construction regarding runoff. They should have gone through and reinforced things by now to adjust from the storms. We attempt to mitigate these effects with the stone, silt fence, other diversions, etc. but intense storms such as that one are tricky for any open construction project to contain while they are working to put the new improvements in. With or without the path, we would have expected to see the same effect as what your video demonstrated.

The grading for the path and the topography created is not vastly different than what was there before either. The Village Engineer commented to this effect at the meeting that the run off from this area would be more or less very similar. The path and this work is not intended to improve this condition. Another factor to keep in mind is that Rustic Way was not constructed with storm sewer. In fact, a vast majority of the Autumn Grove Subdivision was not constructed with storm sewer with the streets intended to convey run off much like you witnessed yesterday. This is not an uncommon thing to see for subdivisions platted in the 1970's. If it were conveyed underground, it would function much differently but the streets within this subdivision were intended to fulfill that dual purpose. The fix for this of course is to install more modern storm sewers underground for water conveyance which would be accomplished through a reconstruction not unlike what Paulson Road is going through. Given that most of the subdivision is without it, it's a complicated question but something we would continue to review within our planning process for stormwater improvements. Run off though post-construction continues in some fashion depending on the intensity of the storms similar to how it has since the inception of the subdivision. The difference being the discoloring of the water since the improvements will be complete and proper landscaping installed.

We as a Staff and Village are sorry for not providing advanced notice on the path's inclusion in the Paulson Road project. Lee and Ed have addressed this in the public meeting and if we need to do so again, we can. I realize that may not be accepted or good enough as we sit here today, but it is all I can offer today along with the information in this email. I hope that through these additional efforts described here that will help to back up that apology. That is what Mark W. and I talked about as well as something he was at least a little hopeful going forward but reserved judgement until that could be demonstrated. I respect that and we will follow through. We do appreciate the additional input that individuals

have stepped up to provide, I know that's not easy but we do appreciate you reaching out to provide this additional input. It makes projects better and that's good for all involved, we will continue to improve this process and again sorry to everyone that was negatively affected by this.

I would also say that Lee took ownership for the action of not providing advance notice, but we at the Village are all part of the consideration of notice for large capital projects such as these. Myself included as well as the Committee, Village Board, and Engineers for the project. We all have a role in bringing these projects forward and attempting to cast as wide a net as possible, for this aspect of the project it was missed here and that will be corrected going forward. We will review our process for putting together public notices, distribution zones, and public information meetings so that we are creating enough space for engagement in the future. Again, the changes sought will only serve to make the process better and we appreciate people reaching out to provide that input.

As requested, we will share this email with the Committee within their packet for the next meeting. That way everyone including the public will have access to the points you've raised. They'll be able to consider that in context of reviewing the landscaping plan as well as for this aspect of the project. I also requested Staff to put together a timeline review of events on how the Paulson Road project came to be. We have discussed this verbally but I think it would help to outline what transpired as you requested to better understand.

I think it would be helpful to connect on the phone today if you are able. I'm free all day, otherwise we could find a time next week. Let me know what works for you and I can give you a call. I am remote today, but able to stop out in person next week if that is preferred too.

Please review and let me know if you or anyone has any questions. Have a nice weekend!

Thanks,
Matt

From: Mark Daspit <mark.daspit@gmail.com>

Sent: Wednesday, July 5, 2023 11:08 PM

To: Edward Wreh <Edward.Wreh@mcfarland.wi.us>; Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>; Lee Igl <Lee.Igl@Mcfarland.wi.us>

Cc: Mary Winter <mjwinter@charter.net>; Kelly Maly <kelly@kellymaly.com>; dan@danchinhomes.com; Mathew & Jessica Karls (Will's parents) <mkarls2@charter.net>; Dick Southern (dir.dick@gmail.com) <dir.dick@gmail.com>; millers53558@gmail.com; Tomm@wcha.com; kvoeck@gmail.com; Lori Koffarnus <lorikoff@yahoo.com>

Subject: Rustic Way / Paulson Road Improvements / Drainage Issue

Ed, Matt & Lee,

I was in attendance at the recent McFarland Public Works Committee Meeting.

First, let me reiterate my disappointment in the handling of the easement between Rustic Way and Paulson Road. It is unconscionable that the project affecting the easement went through without notice and public comment from the residents of Rustic Way. Although I recognize that the easement exists, the planning and work has been haphazard and in complete disregard to the secluded nature of Rustic Way and its residents. If I'm being brutally honest, the failure to notify the impacted residents and the taking of action before comment on the plans (as it was admitted by Lee Igr that he simply just included them) is likely in violation of McFarland procedures, and likely other laws and regulations governing such matters. As Dan Chin mentioned during the Meeting, the value of the properties on Rustic Way have likely been affected. It remains to be seen whether the action taken by McFarland Public Works amounts to a violation of the Fifth Amendment. I have not discounted whether I, or any other members of Rustic Way if they wish, should explore this further. Lee Igr's apology is most definitely not accepted. Ed's apology is not accepted either. Neither seemed sincere or cognizant of all the facts. Lee was caught in an instance of gross negligence in executing his job function. At best, Lee needs to be suspended without pay for a period of time. However, that is simply not satisfactory. I am demanding that an investigation be commenced forthwith into his gross negligence and insist that he be relieved of his duties. The level of liability he has created from this singular instance is intolerable. The Village of McFarland MUST do better.

Second, it became painfully obvious to the Rustic Way residents in attendance that the Committee itself had no idea of the scope of impact on Rustic Way. During the subsequent discussion, it was embarrassing that members of Rustic Way were shut down from expressing further opinion based on new information being discussed. Mark Winters is owed an apology, and certainly one that is more sincere than the apologies we received for not being notified in the first place.

Third, we were assured that the drainage issues would be better. That the work already completed would alleviate the issues. That assuredly did NOT happen today. I have lived on Rustic Way for over 8 years. During that time, we have had storms of more intense nature and duration come through and NEVER have I seen the impact that this 15 minute storm produced. Removal of the vegetation from edge to edge of the easement has made the situation worse. Runoff from the properties to the east flowed straight down and drained into Rustic Way. Runoff from Paulson flowed directly down towards rustic. As you will see from the linked video, it created a waterfall effect, and the subsequent flow stretched further towards the center of the street than we have ever seen before. And indeed, it was much higher than it has ever been. The "rock pile" has done nothing, and in

fact appears to already be eroded. If a picture is worth a Thousand words, this video is worth much, much more! [**YouTube video link of Water Runoff dated 07/05/2023:** <https://youtu.be/oiX64C9nfqY>]

Fourth, the fact that this project went through without oversight and subsequent budget to ACTUALLY deal with the runoff is infuriating. It is clear that it was not executed with any foresight to both environmental and aesthetic impacts to the neighborhood. The residents who spoke, spoke well for the neighborhood. A curved path would allow for the sightline from Rustic to Paulson to be obstructed. But instead, the "easy" straight path was installed. A few curves with trees planted at the curves would alleviate this. Another consequence of the clear-cutting is the noise from Highway 51 that now reaches Rustic Way. I've resided the last 8 years in relative peace and quiet from the traffic noise, but now it funnels right through the clear cut area. This process needs to be expedited and budget money needs to be found to implement it now. If we receive any measurable amount of snow this winter, the runoff will destroy the unfinished project.

I am requesting several action items:

1. Lee Igr's actions need to be reviewed and appropriate action needs to take place. He's already admitted his negligence, so this should be fairly simple for you to just determine how he needs to be punished.
2. Multiple landscaping plans must be shared with the residents of Rustic Way for actual input BEFORE further work takes place. One of these plans should express a redesign with berms and trees at curves so as to obscure the view to Paulson and adequately abate the noise. Input from the residents of Rustic Way is critical. You would know this if you had allowed us to respond to the subsequent discussion held by the Committee.
3. I expect that this e-mail, along with the photos and videos, will be shared with all members of the Committee and support staff. Please copy myself and Mark Winters on this e-mail.

I look forward to a more thoughtful and detailed response.

Mark Daspit
5202 Rustic Way

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McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

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:

Please see enclosed monthly report for August. Much of our progress is tied to punch list items and addressing the sinkhole as we work towards finishing the project at the end of August, which continue to advance. The Owner's Representative (Huffman Facility Development) will be present to provide a brief overview of the work completed to date and an update on what has transpired since this update was provided.

FINANCIAL/BUDGET IMPACT:

Financial progress is included in the report.

We will go over the reconciliation of the revenues and expenses for the project in the meeting based on current progress presented in this report.

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 2023 07



Project Status Report for

Village of McFarland Public Safety Center

July 2023

Jordan Schulz, HKP
Your Partner in Development

Project Status

1. SCHEDULE: On track for Aug 31 Substantial Completion
2. SUBSTANTIAL COMPLETION is pending the following:
 1. Structural confirmation that building is ready for occupancy (currently evaluating)
 2. Roofing Inspection final report (inspection complete, awaiting report)
 3. Load Performance Test for Emergency Generator (scheduled for Aug 03)
3. SINKHOLE: see next slide
4. PUNCHLIST: Few interior items, mostly exterior/site which will be completed after sinkhole work
5. COMMISSIONING: Most pressing work aside from sinkhole. 45% complete, 40% items pending, 15% items open
6. COSTS: final cost reconciliation, including change orders and allowances ETA August
7. OWNER TRAINING: being scheduled, includes all major systems and operational needs

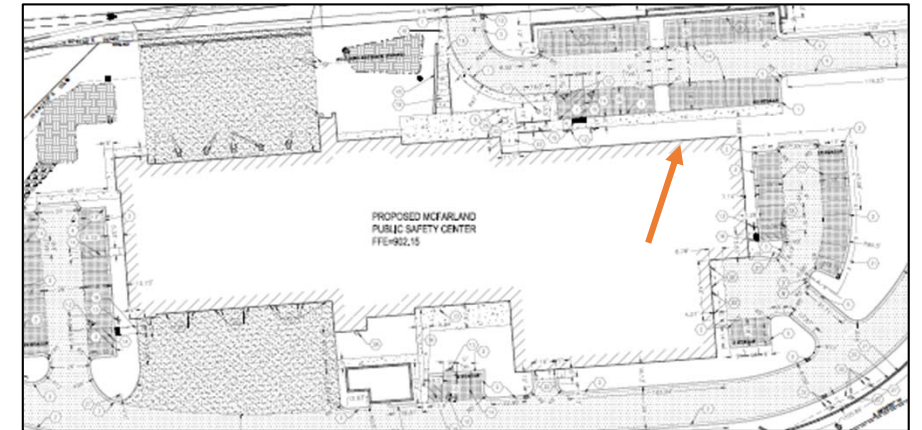
Sinkhole Update

1. SOLUTION:

1. SLURRY: Immediate measure was slurry to support the foundation
2. URETHANE: Installed under slab June 08-09
3. PRESSURIZED GROUT: Install began June 26. To date (07/31), 218 yards of grout have been placed, more than double what was initially anticipated.
4. MICROPILES: Install depends on grout install outcomes. Being further discussed by the team Aug 4th

2. IMPACT:

1. Currently on track for completing the soils work prior to the Board-approved Aug 31 date.
2. Discussions with insurer and insurer's engineer are ongoing
3. Current cost impact estimate: \$1.7 - 1.8M



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	1,295,946	1,268,935	98%
Owner Direct <i>Furniture, Equipment, etc.</i>	858,515	952,165	910,910	96%
Construction	18,834,443	21,378,834	19,456,621	91%
Other Project Expense	85,000	107,419	84,109	78%
Income	(32,000)	(32,000)	0	0%
Owner Contingency	1,003,700	(1,351,132)	0	235%
TOTAL	22,027,565	22,414,070	21,783,412	97%
FINAL PROJECTED COST *		23,765,202		
Balance - Under / (Over)		(1,351,132)		

*BUDGET UPDATE
INCLUDES \$1.7M IN
ADDED COSTS DUE TO
SINKHOLE*

Budget Updates

PCO*	CO	SCOPE	SUBMITTED	PENDING	STATUS	RECOMMENDED	APPROVED
	01	PCOs 4r2.2	55,295		Approved		28,000
	02	PCOs 004r2.1, 015	167,312		Approved		136,492
	03	PCOs 010, 016r1, 019r1, 023, 025	198,838		Approved		172,833
	04	PCOs 028, 030r1, 031r2	109,305		Approved		82,757
	05	PCOs 018r1, 029r1, 033r2, 043r2, 045r2, 046	152,252		Approved		102,888
	06	PCO 066 Door Hdwr Change	5,982		Approved		5,982
	07	PCOs 049r2, 056.2	38,802		Approved		18,479
	08	PCOs 057, 061r1, 062r1, 063, 069, 072r1, 075	87,277		Approved		65,121
	09	PCO 059.1 Weather Delays	94,521		Approved		68,000
	10	PCO 059.2 Switchgear Delay	163,905		Approved		95,867
	11	PCOs 080r1, 082, 093r1	60,218		Approved		46,741
	12	PCOs 091, 097, 101	33,989		Approved		33,989
	13	Final Switchgear Delay (date change, no cost)	-		Approved		-
	14	PCOs 079r1, 105, 114r1, 115r1, 119, 121	161,405		Approved		84,593
	15	<i>PCO 111s Soil Impacts (initial approval)</i>	<i>1,137,945</i>		Approved		<i>1,137,945</i>
	16	<i>PCO 111.05 for 100 CY additional grout</i>	<i>456,015</i>		Approved		<i>456,015</i>
	17	PCOs 133, 136, 145			Approved		23,205
148		Handrail at main entrance	10,449		Declined		-
TOTAL				-		-	2,558,907

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



Project Update Photos



Sinkhole Grouting Operation

Project Update Photos



Main Entrance

Project Update Photos



Courts and Training

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding proposed Change Order #17 for the Public Safety Center project regarding additional sinkhole remediation.

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.

Change Order #07 was approved by the Village Board at its meeting on November 10, 2022.

Change Order #08, #09, and #10 were approved by the Village Board at their meeting on December 13, 2022.

Change Order #11 was approved by the Village Board at their meeting on February 14, 2023.

Change Order #12 was approved by the Village Board at their meeting on March 14, 2023.

Change Order #13 was approved by the Village Board at their meeting on April 25, 2023.

Change Order #14 was approved by the Village Board at their meeting on May 23, 2023.

Change Order #15 was approved by the Village Board at their meeting on May 31, 2023.

Change Order #16 was approved by the Village Board at their meeting on July 11, 2023.

Change Order #17 was approved by the Village Administrator on July 20, 2023.

ISSUE SUMMARY:



Please find enclosed Change Order #17 that addresses continued remediation of the sinkhole, specifically the grouting operation to fill the sinkhole deep underground within the area that had collapsed. The Village Board previously approved the use of up to 200 cubic yards of grouting within Change Order #15 back in May with the need for additional material subject to approval by the Village Administrator. This latest approval granted provided the use for up to another 100 cubic yards. The cost for this work is up to \$456,015. This information is provided for discussion so the board is aware related the update in the previous item and ask questions as might be applicable.

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

FINANCIAL/BUDGET IMPACT:

Project funds and their utilization is accounted for within the adjoining monthly report. Costs are further outlined within the attachments.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action needed for this item. Provided for discussion only.

ATTACHMENTS:

1. 230719 AIA CO-017 JPC Signed

AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*
Village of McFarland Public Safety Center
5915 Milwaukee Street
McFarland, WI 53558

CONTRACT INFORMATION:
Contract For: General Construction
Date: September 08, 2021

CHANGE ORDER INFORMATION:
Change Order Number: 016
Date: July 19, 2023

OWNER: *(Name and address)*
Village of McFarland
5915 Milwaukee Street
McFarland, WI 53558

ARCHITECT: *(Name and address)*
Bray Associates Architects, Inc.
1227 N. 8th Street
Sheboygan, WI 53081

CONTRACTOR: *(Name and address)*
J.P. Cullen & Sons, Inc.
330 E. Delavan Drive
PO Box 5957
Janesville, WI 53547-5957

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO 111.05 per attached.

The original Contract Sum was	\$ 18,782,943.00
The net change by previously authorized Change Orders	\$ 2,079,687.00
The Contract Sum prior to this Change Order was	\$ 20,862,630.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 456,015.00
The new Contract Sum including this Change Order will be	\$ 21,318,645.00

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be 8/31/2023.

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bray Associates Architects, Inc.

ARCHITECT *(Firm name)*

SIGNATURE

Andrew Kerr, AIA

PRINTED NAME AND TITLE

July 20, 2023

DATE

J.P. Cullen & Sons, Inc.

CONTRACTOR *(Firm name)*

SIGNATURE

Justin Buchholz, Operations Manager

PRINTED NAME AND TITLE

July 19, 2023

DATE

Village of McFarland

OWNER *(Firm name)*

SIGNATURE

Matthew G. Schuenke, Village Administrator

PRINTED NAME AND TITLE

July 20, 2023

DATE

REQUEST FOR QUOTATION

Project:	McFarland Public Safety Center	18 July 2023
----------	--------------------------------	--------------

JPC PCO #: 111.05

Description: Proposal includes an additional 100cy of grout and 12 working days needed for soil stablization at the sinkhole location. Total cost is based on unit rates provided by ECI: \$15,000/day crew cost and \$2,400/cy of grout. Projected breakdown for grout and workings days is based on an average of 40cy per hole, 6 working days for grouting and 6 working days for TAM holes.

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			
SUBCONTRACTORS		Services	TOTAL
			\$0.00
ECI		Pressure Grouting	\$420,000.00
			\$0.00
		Subtotal	\$420,000.00
		Subcontractor OH&P @ 7.5%	\$31,500.00
		Subcontract Total	\$451,500.00
		Bond @ 1%	\$4,515.00
		TOTAL	\$456,015

Proposal

To: Tayler Blake

From: Robb Johnson

JP Cullen

Fax: VIA E-Mail

Pages: 1

Phone:

Date: 6/9/2023

Re: McFarland PSC Soil Collapse – Grouting

CC:

T&M Proposal

A brief description of the proposed work scope, as well as inclusions and exclusions, is provided below:

Inclusions:

- Mobilization
 - o Mobilization/Demobilization (1 time) of equipment and personnel for the grout hole drilling and injection work in accordance with ECI's approved grouting plan. Cost \$15,000 (LS)
- Site Work Drilling/Grouting
 - o Crew and equipment to drill and place the grout in accordance with ECI's approved grouting plan. Cost \$15,000 (Per Day)
- Type I/II Cement Grout
 - o Furnish & site mix grout in accordance with ECI's approved grouting plan. Cost \$2,400 (CY)

Exclusions/By Others:

- Protection of the existing building, landscaping, sidewalk, parking lot and other finished features of the site adjacent to the drilling/grouting work area by others.
- Survey/Lay-out/As-built by others.
- Private location, potholing, relocation will be others.
- Additional geotechnical investigation if required is by others.
- Access to work area is by others. ECI requires adequate working areas along the wall face and adjacent flat, stable areas for equipment, materials and cement storage facilities.
- Obstruction, utility and existing structure protection or relocation is by others.
- No winter conditions included.
- Vibration monitoring/instrumentation/existing facilities monitoring by others.
- Drill spoil containment and disposal by others.
- Potable water for grout mixing by others.
- Permits, Erosion Control, SWPPP compliance, Street Sweeping, Facility Restoration, Final As-Built Drawings, by others.
-

***Pricing Notes as Follows**

- Payment/Performance bond is not included. Please add 1.25% if bid bond is required.
- Standby rate is \$1,250 per hour for crew and will be charged for any delays not caused by ECI.
- Assumes ECI standard insurance coverage.
- Pricing is valid for 30 days based on current market volatility and may be subject to repricing if not accepted.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Communications & Technology

CONTACT: Stephanie Miller, Comm & Technology Director

AGENDA ITEM: Discussion and action on revisiting the approved "Religious Holidays and Government Meetings for 2023" document.

PREVIOUS ACTION:

Village Board, January 10, 2023 – Motion by Village Trustee Stephanie Brassington, seconded by Village Trustee Edward Wreh, to avoid scheduling any board, committee, commission, and authority meetings on the provided religious holidays in 2023. President Clow amended the motion to add 'and direct staff to reschedule meetings that conflict with the attached list.' Amendment accepted by Trustee Brassington and Wreh. Amended motion carried 7 - 0 - 0 by acclamation.

ISSUE SUMMARY:

On January 10, 2023, the Village Board approved the recommendation to recognize the religious holidays list provided by the DEI Committee. This list is to facilitate employee and public participation and inclusion. It was recommended that Village meetings be considered for rescheduling on the following religious holidays in 2023.

Since then, some discussion on including Village events should be considered in conjunction with Village meetings. Trustee and DEI Chair, Stephanie Brassington, asked the DEI Committee to discuss this matter at their July 17, 2023 meeting.

The committee made a unanimous recommendation to include the words: "and events" within the top description of the document. This amendment can be found in red enclosed within the packet.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommendation to include "and events" within the Religious Holidays and Government Meetings for 2023 (PDF) document for the remainder of the year.

ATTACHMENTS:

1. Religious Holidays 2023-July Amendment

To facilitate employee and public participation and inclusion, it is recommended that Village meetings **and events** be considered for rescheduling on the following religious holidays in 2023:

Ash Wednesday (Christian) – Wednesday, February 22nd

- Currently, no meeting(s) scheduled; no conflicts

Purim (Jewish) – Begins at sunset of Monday, March 6th to nightfall of Tuesday, March 7th. Meetings are acceptable to schedule, but keep in mind that the holiday is celebrated during this time.

- Regularly scheduled Village meetings that occur during this holiday:
 - Monday, March 6th – Public Safety Committee
 - Tuesday, March 7th – Parks and Recreation Committee

Maundy Thursday (Christian) – Thursday, April 6th

- Currently, no meeting(s) scheduled; no conflicts

Good Friday (Christian) – Friday, April 7th

- Currently, no meeting(s) scheduled; no conflicts

Passover (Jewish) – Begins at sunset of Wednesday, April 5th to nightfall Thursday, April 13th. Avoid meetings April 5th through 7th and April 11th through 13th. Meetings are acceptable April 8th through 10th.

- Regularly scheduled Village meetings that occur during this holiday:
 - Tuesday, April 11th – Village Board
 - Wednesday, April 12th – CDA

Eid-al-Fitr (End of Ramadan) (Muslim) – Begins at sunset of Friday, April 21st to Saturday, April 22nd. Avoid meetings April 21st and 22nd.

- Currently, no meeting(s) scheduled; no conflicts

Shavuot (Jewish) – Begins at sunset of Thursday, May 25th to nightfall Saturday, May 27th. Avoid meetings May 25th through 27th.

- Currently, no meeting(s) scheduled; no conflicts

Eid-al-Adha (Muslim) – Begins at sunset of Wednesday, June 28th to Thursday, June 29th. Avoid meetings June 28th and 29th.

- Currently, no meeting(s) scheduled; no conflicts

Rosh Hashanah (Jewish) – Begins at sunset of Friday, September 15th to nightfall Sunday, September 17th. Avoid meetings September 15th through 17th.

- Currently, no meeting(s) scheduled; no conflicts

Yom Kippur (Jewish) – Begins at sunset of Sunday, September 24th to nightfall Monday, September 25th. Avoid meetings September 24th through 25th.

- Regularly scheduled Village meetings that occur during this holiday:
 - Monday, September 25th – Public Works & Utilities Committee

Sukkot (Jewish) – Begins at sunset of Friday, September 29th to nightfall of Friday, October 6th. Avoid meetings September 29th to October 1st. Meetings are acceptable October 2nd through 5th, but keep in mind that the holiday is celebrated during this time.

- Regularly scheduled Village meetings that occur during this holiday:
 - Monday, October 2nd – Public Safety Committee
 - Tuesday, October 3rd – Parks & Recreation Committee

Shmini Atzeret & Simchat Torah (Jewish) – Begins at sunset of Friday, October 6th to nightfall Sunday, October 8th. Avoid meetings October 6th through 8th.

- Currently, no meeting(s) scheduled; no conflicts

Hanukkah (Jewish) – Begins at sunset of Thursday, December 7th to Friday, December 15th. Meetings are acceptable to schedule, but keep in mind that the holiday is celebrated during this time.

- Regularly scheduled Village meetings that occur during this holiday:
 - Monday, December 11th – Sustainability & Natural Resources Committee
 - Tuesday, December 12th – Village Board
 - Wednesday, December 13th – CDA

If you, any Village employee, board, committee, or commission member believe there are other religious holidays that need to be addressed, please contact McFarland DEI Committee staff member, Stephanie Miller. The Village strives to be respectful, inclusive, cautious, and not leave anyone in an uncompromising position with meeting responsibilities at work and the most serious religious responsibilities.

Note: these are dates where the Village may be open for business.

This list was approved by the Village Board on Tuesday, January 10, 2023.

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 8, 2023

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Presentation and discussion regarding long term financial plan for facility improvements.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Village Board has previously studied the future of the Municipal Center and its surrounding campus areas through a recent master plan. [That document can be viewed here.](#)

Adjoining that area is a similar space needs study for the E.D. Locke Public Library which provides options for growth of that facility. [That document can be viewed here.](#)

All of these projects are good projects and highly coveted within the Community. Only so much can be accomplished at one time though from a resource allocation stand point of things such as time, money, service delivery, etc. One of the key aspects within the planning is attempting to prepare a financial roadmap to follow that is conducive to bringing forth the implementation of each project in a methodical manner within a longterm vision. It is customary that we include such a project within our 5 year Capital Improvement Plan. Each year it lists the capital needs of each department and year by year the projects progress through the plan. Since the outset of the Public Safety Center began we have been working that project through the process while also entering the Community Center project at the Municipal Center to follow. The result is that the present 2024-2028 CIP includes funding for the Municipal Center project within the next five years but what's not shown in that analysis is how a project at the Library would follow in the second 5 years of that plan.

As part of our next meeting, we want to be able to show a 10 year outlook that does account for both facility projects so we can accept a progression towards both projects that is meaningful and impactful in accomplishing our shared vision.

To do this we need to think about how we build such an analysis. There are many variables to consider against the two options at the Municipal Center. Option #1 being the one story project and Option #2 being the two story project. The Library project presents an upward and outward expansion which are accounted for within their analysis. Two analysis' to be presented recognize the difference between Option 1 and 2 at the Municipal Center. Some assumptions to these documents were provided as follows:



- **Bonds** - These are borrowings in excess of 10 years. We typically have only applied these to larger facility projects. In Option #1, there are \$12.5 million planned in 2024 and \$4.5 million in planned in 2025 for a total project of \$17 million. In Option #2, the same amount is planned in 2024 but in 2025 it increases to \$12.5 million for a \$25 million project. The Library bond is estimated at \$20 million. In order to elongate principal, some 15 year bonds are proposed where we would normally do 10 year bonds. In either option that is necessary but affordable to build both projects into the plan.
- **Notes** - These are borrowings that are typically over a 10 year period. We typically use notes from year to year to fund things like roads, vehicles, equipment, studies, etc. The assumption is that we want to continue to do this to take advantage of the rapid repayment of principal which we have benefited from before to continually fund our revolving capital needs. In years 2024-2028, those are direct borrowing estimates projected by Staff through our normal 5 year CIP process that is currently under review by the Village Board. They average about \$4.5 million per year in that first five years. For the purposes of this analysis a flat \$5 million per year was used essentially as a placeholder accounting for some debt service needs in later years. The normal five year process will update this as we progress through the year.
- **Assessed Value** - The projected Assessed Value as set by the Board of Review this Summer is \$1.55 billion. This is about a 13.5% increase from the prior year and will be finalized by the State in October during the budget process. The analysis uses a 6% growth rate in the first year thereafter and then goes down by 1% each year until it gets to 2% each of the next years within the projection. We are trying to recognize that some amount of growth is to occur from year to year but likely over a 10+ year period there are going to be good years and bad. For historical perspective, the growth of our assessed value has been an increase of about 764% from 1991 to 2022. When you look at this analysis, the growth projected from 2022 to 2053 is measured around 114%. This number affects the tax rate paid to support debt service.
- **Equalized Value** - As of August 1, 2023, the State has set the estimated equalized value for the Village at \$1.62 billion which is about 13% higher than the previous year. We are allowed to borrow 5% of this amount which sets a limit at \$80.89 million. This will be finalized by August 15th and not expected to change. This number affects our debt utilization ratio.
- **Tax Levy** - A portion of the tax levy goes towards paying back the debt service. The current 5 year plan between the options shows the tax levy support maxing out around \$8.1 million with the inclusion of Option 2 for the Municipal Center. Option 1, that amount peaks around \$7.4 million. The assumption for the 10 year plan for either option is stay within these thresholds for the balance of the plan. We are already expecting increases in that level within the 5 year plan, when we go to 10 years and another large project then the assumption is we want to be consistent with those limits. What this also accomplishes for either option selected is that it adds the Library project to our long term financial plans within the funding levels of the Municipal Center regardless of option selected.

Both tables are included in your packet depict a 10 year capital outlook to plan our debt



utilization and also program the Library within this schedule. Each generally maintain our utilization of notes in the next 5 years as is customary and both plan for a Library project within 10 years. There is different volumes of debt use within this format then for each option that we will discuss.

There are some observations of this that we will discuss in the meeting:

- Project Timing - Looking at the effect of the assumptions listed and what that allows for scheduling of projects.
- Tax Rate - Paying close attention to the effect on the rate over time. This is tied to how much is levied and can be impacted by other revenue sources. Current rates for 2022 payable in 2023 is \$6.30 of which debt service accounted for \$2.03 or 32% of that total.
- Debt Utilization - By policy, we are looking to not exceed 67% of our total allocation under State law. Our present trajectory without new projects has us maxing out at around 68.88% in 2024. This is not a mandate but a guide in how we manage our debt use.
- Total Cost - This is going to fluctuate between properties based on value and different over the years as that changes. However, we can look at the short and long term impacts to understand better how that might affect the median home.

FINANCIAL/BUDGET IMPACT:

Please see the enclosed 10 year financial forecasts including Option #1 of the McFarland Municipal Center and Option #2.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

There is no action on this item. Presented for discussion only.

ATTACHMENTS:

1. 2024-2033 Long Term Capital Improvement Debt Forecase - Option 1 08042023 mgs
2. 2024-2033 Long Term Capital Improvement Debt Forecase - Option 2 08042023 mgs

Village of McFarland
2024 - 2033 Capital Improvement Program - Municipal Center Option 1
Estimated Debt Service - Village Purposes Notes & Bonds - With Growth

Year Due	2029 \$5,000,000 Bonds (15 Yr)		2030 \$5,000,000 Bonds (15 Yr)		2031 \$5,000,000 Bonds (15 Yr)		2032 \$5,000,000 Bonds (15 Yr)		2033 \$20,000,000 Bonds (20 Yr) dated 9/01		2033 \$5,000,000 Bonds (15 Yr)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2023												
2024												
2025												
2026												
2027												
2028												
2029												
2030		296,875										
2031	200,000	232,750		296,875								
2032	200,000	223,250	200,000	232,750		296,875						
2033	200,000	213,750	200,000	223,250	200,000	232,750		296,875				
2034	100,000	206,625	100,000	216,125	100,000	225,625		237,500		1,000,000		296,875
2035	225,000	198,906	200,000	209,000	200,000	218,500	200,000	232,750		1,000,000	100,000	235,125
2036	225,000	188,219	225,000	198,906	200,000	209,000	200,000	223,250		1,000,000	200,000	228,000
2037	225,000	177,531	225,000	188,219	225,000	198,906	200,000	213,750	500,000	987,500	200,000	218,500
2038	400,000	162,688	225,000	177,531	225,000	188,219	225,000	203,656	750,000	956,250	200,000	209,000
2039	250,000	147,250	225,000	166,844	225,000	177,531	225,000	192,969	1,100,000	910,000	225,000	198,906
2040	250,000	135,375	250,000	155,562	300,000	165,063	225,000	182,281	1,200,000	852,500	225,000	188,219
2041	500,000	117,562	250,000	143,687	275,000	151,406	225,000	171,594	1,200,000	792,500	225,000	177,531
2042	625,000	90,844	600,000	123,500	400,000	135,375	350,000	157,938	1,200,000	732,500	250,000	166,250
2043	800,000	57,000	750,000	91,438	500,000	114,000	500,000	137,750	1,200,000	672,500	250,000	154,375
2044	800,000	19,000	750,000	55,813	650,000	86,687	500,000	114,000	1,200,000	612,500	300,000	141,312
2045			800,000	19,000	700,000	54,625	650,000	86,687	1,250,000	551,250	650,000	118,750
2046					800,000	19,000	700,000	54,625	1,300,000	487,500	700,000	86,688
2047							800,000	19,000	1,300,000	422,500	725,000	52,844
2048									1,300,000	357,500	750,000	17,812
2049									1,300,000	292,500		
2050									1,300,000	227,500		
2051									1,300,000	162,500		
2052									1,300,000	97,500		
2053									1,300,000	32,500		
	\$5,000,000	\$2,467,625	\$5,000,000	\$2,498,500	\$5,000,000	\$2,473,562	\$5,000,000	\$2,524,625	\$20,000,000	\$12,147,500	\$5,000,000	\$2,490,187
	4.75%		4.75%		4.75%		4.75%		5.00%		4.75%	

Village of McFarland
2024 - 2033 Capital Improvement Program - Municipal Center Option 1
Estimated Debt Service - Village Purposes Notes & Bonds - With Growth

Year Due	Combined Debt Service	Tax Rate	Est. Tax Rate Increase *	Est. Tax Increase ****	Est. Tax Cumulative Inc. Total	Percentage of Legal Debt Limit Used	Year Due
2023	3,376,990	\$2.47				52.96%	2023
2024	4,069,773	\$2.63	\$0.15	\$58.96	\$58.96	65.16%	2024
2025	5,352,237	\$3.26	\$0.63	\$246.78	\$305.75	67.69%	2025
2026	6,297,958	\$3.65	\$0.39	\$153.50	\$459.25	63.76%	2026
2027	6,937,211	\$3.87	\$0.22	\$84.31	\$543.56	60.68%	2027
2028	7,332,891	\$3.97	\$0.10	\$39.64	\$583.19	58.45%	2028
2029	7,596,127	\$4.03	\$0.06	\$24.15	\$607.34	56.44%	2029
2030	7,578,930	\$3.94	(\$0.09)	(\$34.35)	\$572.99	54.63%	2030
2031	7,549,187	\$3.85	(\$0.09)	(\$36.11)	\$536.89	52.24%	2031
2032	7,560,554	\$3.78	(\$0.07)	(\$27.26)	\$509.63	49.30%	2032
2033	7,608,945	\$3.73	(\$0.05)	(\$19.68)	\$489.95	68.36%	2033
2034	7,646,256	\$3.67	(\$0.06)	(\$21.55)	\$468.39	62.94%	2034
2035	7,644,686	\$3.60	(\$0.07)	(\$28.42)	\$439.97	57.51%	2035
2036	7,658,442	\$3.54	(\$0.06)	(\$25.09)	\$414.88	52.09%	2036
2037	7,621,449	\$3.45	(\$0.09)	(\$33.63)	\$381.25	46.73%	2037
2038	7,250,591	\$3.22	(\$0.23)	(\$90.72)	\$290.54	41.71%	2038
2039	7,274,820	\$3.17	(\$0.05)	(\$20.53)	\$270.01	36.74%	2039
2040	7,262,858	\$3.10	(\$0.07)	(\$26.24)	\$243.77	31.78%	2040
2041	7,265,677	\$3.04	(\$0.06)	(\$23.27)	\$220.50	26.84%	2041
2042	6,360,762	\$2.61	(\$0.43)	(\$168.20)	\$52.30	22.59%	2042
2043	6,281,168	\$2.52	(\$0.08)	(\$32.47)	\$19.83	18.39%	2043
2044	6,239,544	\$2.46	(\$0.07)	(\$25.75)	(\$5.91)	14.20%	2044
2045	5,137,982	\$1.99	(\$0.47)	(\$185.08)	(\$190.99)	10.80%	2045
2046	4,149,859	\$1.57	(\$0.41)	(\$161.41)	(\$352.40)	8.10%	2046
2047	3,321,391	\$1.23	(\$0.34)	(\$132.21)	(\$484.61)	5.97%	2047
2048	2,427,360	\$0.88	(\$0.35)	(\$136.59)	(\$621.20)	4.45%	2048
2049	1,594,549	\$0.57	(\$0.31)	(\$122.88)	(\$744.09)	3.49%	2049
2050	1,529,550	\$0.54	(\$0.03)	(\$13.24)	(\$757.33)	2.56%	2050
2051	1,464,551	\$0.50	(\$0.03)	(\$12.81)	(\$770.14)	1.68%	2051
2052	1,399,552	\$0.47	(\$0.03)	(\$12.39)	(\$782.53)	0.82%	2052
2053	1,334,553	\$0.44	(\$0.03)	(\$11.98)	(\$794.50)	0.00%	2053
	\$172,126,403	30	\$0.30	\$116.64	\$583.19	68.36%	2033
	\$5,737,547	Years	5 Year Average				
			\$0.13	\$48.99	\$489.95	68.36%	2033
			10 Year Average				

Village of McFarland
2024 - 2033 Capital Improvement Program - Municipal Center Option 2
Estimated Debt Service - Village Purposes Notes & Bonds - With Growth

Year Due	Existing Debt Service	2024 \$12,500,000 Bonds		2024 \$4,750,000 Notes		2025 \$12,500,000 Bonds		2025 \$4,930,000 Notes		2026 \$3,770,000 Notes		2027 \$4,505,000 Notes		2028 \$4,695,000 Bonds (13 Yr)	
		Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2023	3,374,967														
2024	4,067,749														
2025	3,910,869	425,000	693,562	100,000	220,781										
2026	4,173,244	425,000	533,813	300,000	168,750	-	703,125	130,000	243,900						
2027	4,021,628	475,000	513,562	400,000	155,625	375,000	554,063	400,000	184,000	170,000	196,669				
2028	3,499,647	500,000	491,625	450,000	139,688	300,000	538,875	400,000	168,000	400,000	144,500	525,000	228,172		
2029	3,400,822	525,000	468,563	500,000	121,875	225,000	527,062	400,000	152,000	400,000	127,500	480,000	158,950	200,000	259,594
2030	2,990,019	550,000	444,375	525,000	102,656	275,000	515,813	600,000	132,000	400,000	110,500	550,000	137,063	250,000	196,650
2031	2,506,869	625,000	417,937	550,000	82,500	300,000	502,875	600,000	108,000	400,000	93,500	600,000	112,625	250,000	185,400
2032	2,564,928	650,000	389,250	625,000	60,469	350,000	488,250	600,000	84,000	400,000	76,500	100,000	97,750	250,000	174,150
2033	2,199,325	650,000	360,000	650,000	36,562	400,000	471,375	600,000	60,000	400,000	59,500	100,000	93,500	250,000	162,900
2034	1,491,509	650,000	330,750	650,000	12,188	375,000	453,938	600,000	36,000	400,000	42,500	100,000	89,250	200,000	152,775
2035	1,466,469	650,000	301,500			450,000	435,375	600,000	12,000	400,000	25,500	250,000	81,813	250,000	142,650
2036	1,440,894	600,000	273,375			450,000	415,125			400,000	8,500	900,000	57,375	320,000	129,825
2037	1,415,319	600,000	246,375			500,000	393,750					900,000	19,125	325,000	115,312
2038	1,389,209	600,000	219,375			650,000	367,875							600,000	94,500
2039	1,362,031	600,000	192,375			650,000	338,625							600,000	67,500
2040	1,334,318	600,000	165,375			675,000	308,813							600,000	40,500
2041	1,306,606	600,000	138,375			700,000	277,875							600,000	13,500
2042	431,375	925,000	104,063			1,200,000	235,125								
2043		925,000	62,437			1,300,000	178,875								
2044		925,000	20,813			1,325,000	119,813								
2045						2,000,000	45,000								
2046															
2047															
2048															
2049															
2050															
2051															
2052															
2053															
\$48,347,797		\$12,500,000	\$6,367,500	\$4,750,000	\$1,101,094	\$12,500,000	\$7,871,627	\$4,930,000	\$1,179,900	\$3,770,000	\$885,169	\$4,505,000	\$1,075,623	\$4,695,000	\$1,735,256
Est. Int. Rate		4.50%		3.75%		4.50%		4.00%		4.25%		4.25%		4.50%	

* Based on Villages 2023 Est. Assessed Value -

\$1,550,326,800

\$1,364,907,000

22 Actual

\$1,550,326,800

23 Est.

** Calculation based on All General Obligations, 5% of Equalized

\$1,643,346,408

^ 6%

Value using same growth assumptions as above.

\$1,725,513,728

^ 5%

\$1,794,534,278

^ 4%

\$1,848,370,306

^ 3%

*** Median Home Value as of 1/1/2023

\$ 390,600

\$1,885,337,712

^2% and thereafter

Village of McFarland
2024 - 2033 Capital Improvement Program - Municipal Center Option 2
Estimated Debt Service - Village Purposes Notes & Bonds - With Growth

Year Due	2029 \$5,000,000 Bonds (15 Yr)		2030 \$5,000,000 Bonds (15 Yr)		2031 \$5,000,000 Bonds (15 Yr)		2032 \$5,000,000 Bonds (15 Yr)		2033 \$20,000,000 Bonds (20 Yr) dated 9/01		2033 \$5,000,000 Bonds (15 Yr)	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2023												
2024												
2025												
2026												
2027												
2028												
2029												
2030		296,875										
2031	200,000	232,750		296,875								
2032	200,000	223,250	200,000	232,750		296,875						
2033	200,000	213,750	200,000	223,250	200,000	232,750		296,875				
2034	100,000	206,625	100,000	216,125	100,000	225,625		237,500		1,000,000		296,875
2035	225,000	198,906	200,000	209,000	200,000	218,500	200,000	232,750		1,000,000	100,000	235,125
2036	225,000	188,219	225,000	198,906	200,000	209,000	200,000	223,250		1,000,000	200,000	228,000
2037	225,000	177,531	225,000	188,219	225,000	198,906	200,000	213,750	500,000	987,500	200,000	218,500
2038	400,000	162,688	225,000	177,531	225,000	188,219	225,000	203,656	750,000	956,250	200,000	209,000
2039	250,000	147,250	225,000	166,844	225,000	177,531	225,000	192,969	1,100,000	910,000	225,000	198,906
2040	250,000	135,375	250,000	155,562	300,000	165,063	225,000	182,281	1,200,000	852,500	225,000	188,219
2041	500,000	117,562	250,000	143,687	275,000	151,406	225,000	171,594	1,200,000	792,500	225,000	177,531
2042	625,000	90,844	600,000	123,500	400,000	135,375	350,000	157,938	1,200,000	732,500	250,000	166,250
2043	800,000	57,000	750,000	91,438	500,000	114,000	500,000	137,750	1,200,000	672,500	250,000	154,375
2044	800,000	19,000	750,000	55,813	650,000	86,687	500,000	114,000	1,200,000	612,500	300,000	141,312
2045			800,000	19,000	700,000	54,625	650,000	86,687	1,250,000	551,250	650,000	118,750
2046					800,000	19,000	700,000	54,625	1,300,000	487,500	700,000	86,688
2047							800,000	19,000	1,300,000	422,500	725,000	52,844
2048									1,300,000	357,500	750,000	17,812
2049									1,300,000	292,500		
2050									1,300,000	227,500		
2051									1,300,000	162,500		
2052									1,300,000	97,500		
2053									1,300,000	32,500		
	\$5,000,000	\$2,467,625	\$5,000,000	\$2,498,500	\$5,000,000	\$2,473,562	\$5,000,000	\$2,524,625	\$20,000,000	\$12,147,500	\$5,000,000	\$2,490,187
	4.75%		4.75%		4.75%		4.75%		5.00%		4.75%	

Village of McFarland
2024 - 2033 Capital Improvement Program - Municipal Center Option 2
Estimated Debt Service - Village Purposes Notes & Bonds - With Growth

Year Due	Combined Debt Service	Tax Rate	Est. Tax Rate Increase *	Est. Tax Increase ****	Est. Tax Cumulative Inc. Total	Percentage of Legal Debt Limit Used	Year Due
2023	3,376,990	\$2.47				52.96%	2023
2024	4,069,773	\$2.63	\$0.15	\$58.96	\$58.96	65.16%	2024
2025	5,352,237	\$3.26	\$0.63	\$246.78	\$305.75	76.57%	2025
2026	6,679,858	\$3.87	\$0.61	\$239.95	\$545.70	72.38%	2026
2027	7,447,574	\$4.15	\$0.28	\$108.94	\$654.64	68.89%	2027
2028	7,787,535	\$4.21	\$0.06	\$24.63	\$679.27	66.39%	2028
2029	7,948,395	\$4.22	\$0.00	\$1.06	\$680.33	64.24%	2029
2030	8,077,981	\$4.20	(\$0.02)	(\$5.97)	\$674.36	62.12%	2030
2031	8,066,362	\$4.11	(\$0.09)	(\$34.49)	\$639.87	59.42%	2031
2032	8,065,204	\$4.03	(\$0.08)	(\$31.72)	\$608.15	56.18%	2032
2033	8,061,820	\$3.95	(\$0.08)	(\$31.52)	\$576.63	74.99%	2033
2034	8,068,694	\$3.88	(\$0.07)	(\$28.97)	\$547.66	69.35%	2034
2035	8,086,623	\$3.81	(\$0.07)	(\$26.39)	\$521.27	63.68%	2035
2036	8,094,505	\$3.74	(\$0.07)	(\$27.75)	\$493.53	58.03%	2036
2037	8,076,324	\$3.66	(\$0.08)	(\$31.84)	\$461.69	52.43%	2037
2038	7,845,341	\$3.48	(\$0.17)	(\$68.04)	\$393.64	47.05%	2038
2039	7,856,070	\$3.42	(\$0.06)	(\$24.84)	\$368.80	41.72%	2039
2040	7,855,046	\$3.35	(\$0.07)	(\$26.35)	\$342.45	36.41%	2040
2041	7,867,677	\$3.29	(\$0.06)	(\$23.60)	\$318.85	31.10%	2041
2042	7,729,012	\$3.17	(\$0.12)	(\$47.41)	\$271.44	25.89%	2042
2043	7,695,418	\$3.09	(\$0.08)	(\$29.55)	\$241.89	20.68%	2043
2044	7,621,982	\$3.00	(\$0.09)	(\$35.00)	\$206.89	15.49%	2044
2045	6,927,357	\$2.68	(\$0.33)	(\$127.84)	\$79.06	10.80%	2045
2046	4,149,859	\$1.57	(\$1.10)	(\$431.45)	(\$352.40)	8.10%	2046
2047	3,321,391	\$1.23	(\$0.34)	(\$132.21)	(\$484.61)	5.97%	2047
2048	2,427,360	\$0.88	(\$0.35)	(\$136.59)	(\$621.20)	4.45%	2048
2049	1,594,549	\$0.57	(\$0.31)	(\$122.88)	(\$744.09)	3.49%	2049
2050	1,529,550	\$0.54	(\$0.03)	(\$13.24)	(\$757.33)	2.56%	2050
2051	1,464,551	\$0.50	(\$0.03)	(\$12.81)	(\$770.14)	1.68%	2051
2052	1,399,552	\$0.47	(\$0.03)	(\$12.39)	(\$782.53)	0.82%	2052
2053	1,334,553	\$0.44	(\$0.03)	(\$11.98)	(\$794.50)	0.00%	2053
	\$185,879,143	30	\$0.35	\$135.85	\$679.27	76.57%	2025
	6,195,971	Years	5 Year Average				
			\$0.15	\$57.66	\$576.63	76.57%	2025
			10 Year Average				