

Tuesday, August 27, 2024

7:00 PM

McFarland Municipal Center
5915 Milwaukee St, McFarland
Community Room

AGENDA

The public may attend in-person or remotely through the Zoom webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/89324344738>

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

Webinar ID: 893 2434 4738

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 checks in the amount of \$532,166.25
 - 2) Motion to approve appointing Diane Coville and Lori Whitman to serve as Election Inspectors for the 2024-2025 term.
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. Personnel Committee (Trustees Leamy, Fessler & Prill)

- 1) Discussion and action on creation of a Facilities Maintenance Manager and update of the organizational chart for the Public Works Department.
 - b. Discussion and action regarding a proposal from T.E. Brennan Company for risk management consulting services to conduct a Request for Proposals process for Village insurance services.
 - c. Discussion and action to consider the proposed goals and objectives with action plan to be accepted as the 2024-2025 McFarland Strategic Implementation Plan.
 - d. Discussion and action to accept the McFarland 2025-2029 Capital Improvement Plan.
7. REQUESTS FOR REFERRAL OF NEW ITEMS.
- a. Discussion and action on a referral from Trustee Brassington to create an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced.
8. SCHEDULE NEXT MEETING DATE.
- a. Village Board - Tuesday, September 10, 2024 at 7:00 pm (Regular Meeting)
 - b. Village Board - Tuesday, September 24, 2024 at 5:30 pm (Special Joint Meeting with Library Board)
 - c. Village Board - Tuesday, September 24, 2024 at 7:00 pm (Regular Meeting)
 - d. Village Board - Monday, September 30, 2024 at 6:00 pm (Special Meeting, Budget Review #1)
9. ADJOURNMENT.

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

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 27, 2024

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.

Report Criteria:
Detail report type printed

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
30	ALLIANT ENERGY/WP&L	081124	3234 CTY RD AB	1	08/11/2024	160.61	.00	160.61	08/15/2024
		081124	DOG PARK 6300 ELVEHJ	2	08/11/2024	95.68	.00	95.68	08/15/2024
		081124	FLOOD LIGHT 2860 HIDD	3	08/11/2024	35.50	.00	35.50	08/15/2024
		081124	SOCCER BLDG 4820 MA	4	08/11/2024	14.22	.00	14.22	08/15/2024
		081124	4806 MCDANIEL LN	5	08/11/2024	211.22	.00	211.22	08/15/2024
		081124	WELL 4 ELECTRIC	6	08/11/2024	2,028.19	.00	2,028.19	08/15/2024
		081124	MUNICIPAL CENTER 591	7	08/11/2024	2,917.23	.00	2,917.23	08/15/2024
		081124	LIBRARY 5920	8	08/11/2024	3,912.19	.00	3,912.19	08/15/2024
		081124	5307 HOUGH ST	9	08/11/2024	18.42	.00	18.42	08/15/2024
		081124	5802 MAIN ST	10	08/11/2024	274.05	.00	274.05	08/15/2024
		081124	PSC 6001 BROADHEAD	11	08/11/2024	1,309.36	.00	1,309.36	08/15/2024
		081124	CEDAR GLADE BATHRO	12	08/11/2024	18.48	.00	18.48	08/15/2024
		081124	5115 TERMINAL DPW	13	08/11/2024	118.23	.00	118.23	08/15/2024
Total 30:						11,113.38	.00	11,113.38	
68	BADGER WELDING SUPP	3840267	BADGER WELDING - OXY	1	08/06/2024	88.08	.00	88.08	08/22/2024
Total 68:						88.08	.00	88.08	
172	CITY OF MADISON TREA	52545	LERMS FEE	1	08/08/2024	9,989.11	.00	9,989.11	08/22/2024
Total 172:						9,989.11	.00	9,989.11	
345	JFTCO INC	PIMS036038	BACKHOE PARTS	1	08/06/2024	4.28	.00	4.28	08/22/2024
		PIMS036038	BACKHOE PARTS	2	08/06/2024	4.28	.00	4.28	08/22/2024
		PIMS036038	BACKHOE PARTS	3	08/06/2024	4.28	.00	4.28	08/22/2024
		PIMS036038	BACKHOE PARTS	4	08/06/2024	15.71	.00	15.71	08/22/2024
		PIMS036145	BACKHOE GLASS	1	08/12/2024	38.32	.00	38.32	08/22/2024
		PIMS036145	BACKHOE GLASS	2	08/12/2024	38.32	.00	38.32	08/22/2024
		PIMS036145	BACKHOE GLASS	3	08/12/2024	38.32	.00	38.32	08/22/2024
		PIMS036145	BACKHOE GLASS	4	08/12/2024	140.53	.00	140.53	08/22/2024
Total 345:						284.04	.00	284.04	
395	GENERAL COMMUNICATI	335519	GEN COMM - INTERCOM	1	08/14/2024	1,297.47	.00	1,297.47	08/22/2024
Total 395:						1,297.47	.00	1,297.47	
408	GRAINGER INC	9206067986	GRAINGER DOOR STOP	1	08/06/2024	11.85	.00	11.85	08/22/2024
Total 408:						11.85	.00	11.85	
416	HACH COMPANY	14141178	WATER TESTING SUPPLI	1	08/08/2024	509.20	.00	509.20	08/22/2024
Total 416:						509.20	.00	509.20	
444	HOOPER CORPORATION	HV 5420442	MC FACILITY REPAIR	1	08/16/2024	1,250.00	.00	1,250.00	08/22/2024
		HV 5420443	MC FACILITY REPAIR	1	08/16/2024	1,363.39	.00	1,363.39	08/22/2024
Total 444:						2,613.39	.00	2,613.39	
476	JEFFERSON FIRE & SAF	IN317363	CHROME HANDLE & PLA	1	08/13/2024	112.66	.00	112.66	08/22/2024
		IN317469	STREAMLIGHT REPAIR	1	08/15/2024	13.01	.00	13.01	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 476:						125.67	.00	125.67	
603	MCFARLAND CHAMBER	082124	ROOM TAX DISBURSEME	1	08/21/2024	677.97	.00	677.97	08/22/2024
Total 603:						677.97	.00	677.97	
613	MCFARLAND SCHOOL DI	1298	CRITICAL RESPONSE GR	1	06/19/2024	1,300.00	.00	1,300.00	08/22/2024
Total 613:						1,300.00	.00	1,300.00	
634	MENARDS - MONONA	70213	MILWAUKEE FACILITY M	1	08/09/2024	207.17	.00	207.17	08/22/2024
		70213	ELECTION SUPPLIES	2	08/09/2024	19.98	.00	19.98	08/22/2024
		70213	PW SUPPLIES	3	08/09/2024	105.50	.00	105.50	08/22/2024
		70213	PW SUPPLIES	4	08/09/2024	28.78	.00	28.78	08/22/2024
		70213	PW SUPPLIES	5	08/09/2024	28.78	.00	28.78	08/22/2024
		70213	PW SUPPLIES	6	08/09/2024	28.78	.00	28.78	08/22/2024
		70381	BURMA TOWER MAINT	1	08/12/2024	99.56	.00	99.56	08/22/2024
		70382	COMMUNITY FEST ELEC	1	08/12/2024	130.60	.00	130.60	08/22/2024
		70383	MILWAUKEE RENTAL FA	1	08/12/2024	11.98	.00	11.98	08/22/2024
		70484	PW SUPPLIES	1	08/14/2024	2.15	.00	2.15	08/22/2024
		70484	PW SUPPLIES	2	08/14/2024	.58	.00	.58	08/22/2024
		70484	PW SUPPLIES	3	08/14/2024	.58	.00	.58	08/22/2024
		70484	PW SUPPLIES	4	08/14/2024	.58	.00	.58	08/22/2024
		Total 634:						665.02	.00
756	POMP'S TIRE SERVICE I	80315871	M4 TIRES	1	08/20/2024	660.32	.00	660.32	08/22/2024
Total 756:						660.32	.00	660.32	
765	LEGAL SHIELD	108629-0815	LEGAL SHIELD	1	08/15/2024	131.60	.00	131.60	08/22/2024
Total 765:						131.60	.00	131.60	
802	RENNERT'S FIRE EQUIP	2818	RENNERTS E1 MAINTEN	1	08/13/2024	1,265.36	.00	1,265.36	08/22/2024
Total 802:						1,265.36	.00	1,265.36	
818	ROTO ROOTER SEWER	221738	SANITARY SEWER MAIN	1	07/30/2024	675.00	.00	675.00	08/22/2024
Total 818:						675.00	.00	675.00	
836	SCHILLING SUPPLY COM	973257-00	OPERATING SUPPLIES	1	08/13/2024	406.25	.00	406.25	08/22/2024
Total 836:						406.25	.00	406.25	
879	SOUTH CENTRAL LIBRA	24-511	TECHNOLOGY FEES	1	07/31/2024	805.00	.00	805.00	08/22/2024
Total 879:						805.00	.00	805.00	
957	TOM'S AUTO CENTER IN	0063755	TRUCK REPAIR TRUCK 1	1	08/09/2024	260.41	.00	260.41	08/22/2024
		0063755	TRUCK REPAIR TRUCK 1	2	08/09/2024	260.41	.00	260.41	08/22/2024
		0063755	TRUCK REPAIR TRUCK 1	3	08/09/2024	260.41	.00	260.41	08/22/2024
		0063755	TRUCK REPAIR TRUCK 1	4	08/09/2024	954.86	.00	954.86	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 957:						1,736.09	.00	1,736.09	
992	US CELLULAR	0669676094	LIBRARY PHONE	1	07/28/2024	43.75	.00	43.75	08/15/2024
Total 992:						43.75	.00	43.75	
1245	PROFESSIONAL PEST C	813343	MC PEST CONTROL	1	08/08/2024	48.00	.00	48.00	08/22/2024
		813614	PW PEST CONTROL	1	08/09/2024	22.55	.00	22.55	08/22/2024
		813614	PW PEST CONTROL	2	08/09/2024	6.15	.00	6.15	08/22/2024
		813614	PW PEST CONTROL	3	08/09/2024	6.15	.00	6.15	08/22/2024
		813614	PW PEST CONTROL	4	08/09/2024	6.15	.00	6.15	08/22/2024
Total 1245:						89.00	.00	89.00	
1256	BOUND TREE MEDICAL L	85442261	EMS - SUPPLIES	1	08/06/2024	540.24	.00	540.24	08/22/2024
		85450145	EMS - SUPPLIES	1	08/13/2024	384.41	.00	384.41	08/22/2024
Total 1256:						924.65	.00	924.65	
1264	BARNES INC	188632	MOWING/MITA/PEDERSON	1	07/31/2024	1,920.00	.00	1,920.00	08/22/2024
		188633	YARDWASTE CURBSIDE	1	07/31/2024	255.66	.00	255.66	08/22/2024
		188633	YARDWASTE CURBSIDE	2	07/31/2024	255.66	.00	255.66	08/22/2024
		188633	BRUSH CURBSIDE ZONE	3	07/31/2024	5,581.91	.00	5,581.91	08/22/2024
		188633	BRUSH CURBSIDE ZONE	4	07/31/2024	5,581.91	.00	5,581.91	08/22/2024
Total 1264:						13,595.14	.00	13,595.14	
1709	VON BRIESEN & ROPER	467953	PERSONNEL ISSUES	1	08/19/2024	2,242.50	.00	2,242.50	08/22/2024
		467954	PERSONNEL ISSUES	1	08/19/2024	15,007.70	.00	15,007.70	08/22/2024
		467954	PERSONNEL ISSUES	2	08/19/2024	15,007.70	.00	15,007.70	08/22/2024
Total 1709:						32,257.90	.00	32,257.90	
1759	MANDT SANDFILL TRUC	81999	LIMESTONE WITH FINES	1	07/18/2024	601.68	.00	601.68	08/22/2024
		82226	GRAVEL	1	07/25/2024	401.03	.00	401.03	08/22/2024
		82479	SPOILS	1	07/31/2024	130.00	.00	130.00	08/22/2024
		82492	GRAVEL	1	07/31/2024	277.93	.00	277.93	08/22/2024
		82586	SPOILS	1	07/10/2024	55.00	.00	55.00	08/22/2024
		82593	SPOILS	1	07/25/2024	390.00	.00	390.00	08/22/2024
		82593	TOP SOIL FOR STUMP G	2	07/25/2024	297.00	.00	297.00	08/22/2024
Total 1759:						2,152.64	.00	2,152.64	
1896	NAPA AUTO PARTS	954811	PW VEHICLE MAINTENA	1	08/14/2024	16.52	.00	16.52	08/22/2024
		954811	PW VEHICLE MAINTENA	2	08/14/2024	16.52	.00	16.52	08/22/2024
		954811	PW VEHICLE MAINTENA	3	08/14/2024	16.52	.00	16.52	08/22/2024
		954811	PW VEHICLE MAINTENA	4	08/14/2024	60.60	.00	60.60	08/22/2024
		954820	TRAILER MAINTENANCE	1	08/14/2024	90.81	.00	90.81	08/22/2024
		954820	TRAILER MAINTENANCE	2	08/14/2024	24.77	.00	24.77	08/22/2024
		954820	TRAILER MAINTENANCE	3	08/14/2024	24.77	.00	24.77	08/22/2024
		954820	TRAILER MAINTENANCE	4	08/14/2024	24.77	.00	24.77	08/22/2024
		954888	VEHICLE MAINTENANCE	1	08/14/2024	24.40-	.00	24.40-	08/22/2024
		954888	VEHICLE MAINTENANCE	2	08/14/2024	6.66-	.00	6.66-	08/22/2024
		954888	VEHICLE MAINTENANCE	3	08/14/2024	6.66-	.00	6.66-	08/22/2024
		954888	VEHICLE MAINTENANCE	4	08/14/2024	6.66-	.00	6.66-	08/22/2024
		955229	VEHICLE MAINTENANCE	1	08/16/2024	36.28	.00	36.28	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		955229	VEHICLE MAINTENANCE	2	08/16/2024	36.28	.00	36.28	08/22/2024
		955229	VEHICLE MAINTENANCE	3	08/16/2024	36.28	.00	36.28	08/22/2024
		955229	VEHICLE MAINTENANCE	4	08/16/2024	133.05	.00	133.05	08/22/2024
Total 1896:						472.79	.00	472.79	
1989	CORPORATE BUSINESS	37170827	ADMIN COPIERS - SOS	1	08/07/2024	47.50	.00	47.50	08/22/2024
		37170827	ADMIN COPIERS	2	08/07/2024	142.50	.00	142.50	08/22/2024
Total 1989:						190.00	.00	190.00	
2008	THE HOMESTEADER'S S	106023/DUP	MOWER PARTS/MAINT	1	06/18/2024	.48	.00	.48	08/22/2024
		106023/DUP	MOWER PARTS/MAINT	2	06/18/2024	.48	.00	.48	08/22/2024
		106023/DUP	MOWER PARTS/MAINT	3	06/18/2024	.48	.00	.48	08/22/2024
		106023/DUP	MOWER PARTS/MAINT	4	06/18/2024	1.76	.00	1.76	08/22/2024
Total 2008:						3.20	.00	3.20	
2032	TEN-41	926	HOLSTER	1	08/15/2024	160.00	.00	160.00	08/22/2024
Total 2032:						160.00	.00	160.00	
2058	MICROMARKETING LLC	515238	AUDIO BOOKS	1	08/06/2024	34.99	.00	34.99	08/22/2024
		960720	ADULT AUDIO BOOKS	1	08/13/2024	55.99	.00	55.99	08/22/2024
Total 2058:						90.98	.00	90.98	
2121	LAKESIDE INTERNATION	8296768P	VEHICLE MAINTENANCE	1	08/16/2024	66.66	.00	66.66	08/22/2024
		8296768P	VEHICLE MAINTENANCE	2	08/16/2024	66.66	.00	66.66	08/22/2024
		8296768P	VEHICLE MAINTENANCE	3	08/16/2024	66.66	.00	66.66	08/22/2024
		8296768P	VEHICLE MAINTENANCE	4	08/16/2024	244.44	.00	244.44	08/22/2024
Total 2121:						444.42	.00	444.42	
2185	MSA PROFESSIONAL SE	007476	TERMINAL/TRIANGLE, D	1	08/14/2024	16,913.43	.00	16,913.43	08/22/2024
Total 2185:						16,913.43	.00	16,913.43	
2230	WI DNR	WU112079	WATER USE FEES	1	05/21/2024	125.00	.00	125.00	08/22/2024
Total 2230:						125.00	.00	125.00	
2290	MPIC	48-10142-25-	4903 TERMINAL DRIVE	1	08/06/2024	100.00	.00	100.00	08/22/2024
Total 2290:						100.00	.00	100.00	
16247	CITY TREASURER	1689048	STORMWATER CHARGE	1	08/07/2024	31.46	.00	31.46	08/22/2024
Total 16247:						31.46	.00	31.46	
16257	CORPORATE BUSINESS	365260	PW COLOR COPY OVER	1	08/13/2024	14.70	.00	14.70	08/15/2024
		365260	PW COLOR COPY OVER	2	08/13/2024	14.70	.00	14.70	08/15/2024
		365260	PW COLOR COPY OVER	3	08/13/2024	14.70	.00	14.70	08/15/2024
		365260	PW COLOR COPY OVER	4	08/13/2024	53.87	.00	53.87	08/15/2024
		365262	LIBRARY COPIER	1	08/13/2024	73.50	.00	73.50	08/15/2024
		365273	F&R COPIER LEASE	1	08/13/2024	38.21	.00	38.21	08/15/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 16257:						209.68	.00	209.68	
16296	DANE CO DEPT OF HUM	AUGUST 202	MEALSITE DONATION - M	1	08/01/2024	2,966.50	.00	2,966.50	08/22/2024
		AUGUST 202	MEALSITE DONATION - C	2	08/01/2024	1,134.50	.00	1,134.50	08/22/2024
Total 16296:						4,101.00	.00	4,101.00	
16385	THE PSYCHOLOGY CEN	306393	BASIC-PRE EMPLOYMEN	1	08/02/2024	475.00	.00	475.00	08/22/2024
Total 16385:						475.00	.00	475.00	
16393	WISCONSIN STATE JOUR	190-0010701	NEWSPAPER SUBSCRIP	1	06/18/2024	1,762.00	.00	.00	Multiple
		190-0010701	NEWSPAPER SUBSCRIP	2	06/18/2024	1,762.00-			
Total 16393:						.00	.00	.00	
16564	RAY O'HERRON CO INC	2358581	FIREARMS	1	08/08/2024	1,118.78	.00	1,118.78	08/22/2024
Total 16564:						1,118.78	.00	1,118.78	
16567	HASTINGS AIR ENERGY	PS-I0008520	HASTINGS FLEET KIT	1	08/19/2024	596.02	.00	596.02	08/22/2024
Total 16567:						596.02	.00	596.02	
16640	TOP PACK DEFENSE LLC	13898	UNIFORM ALLOWANCE T	1	08/10/2024	384.96	.00	384.96	08/22/2024
		13921	CROSSING GUARD HIGH	1	08/15/2024	450.00	.00	450.00	08/22/2024
		13927	UNIFORM ALLOWANCE K	1	08/14/2024	106.18	.00	106.18	08/22/2024
Total 16640:						941.14	.00	941.14	
16655	WI DEPT OF TRANSPORT	395-0000362	EXCHANGE STREET PR	1	08/01/2024	209,962.48	.00	209,962.48	08/22/2024
		395-0000362	EXCHANGE STREET PR	1	08/01/2024	123,427.41	.00	123,427.41	08/22/2024
Total 16655:						333,389.89	.00	333,389.89	
16776	CIVICPLUS LLC	299633	ARCHIVE SOCIAL	1	06/16/2024	4,397.40	.00	4,397.40	08/16/2024
Total 16776:						4,397.40	.00	4,397.40	
16944	CUTTINGEDGE SIGNS &	335406	M8 GRAPHIC REMOVAL	1	08/12/2024	125.00	.00	125.00	08/22/2024
Total 16944:						125.00	.00	125.00	
16980	BOLDTRONICS INC	20240137	ACCESS CONTROL IMPR	1	08/01/2024	4,518.65	.00	4,518.65	08/22/2024
		20240137	ACCESS CONTROL IMPR	2	08/01/2024	2,958.94	.00	2,958.94	08/22/2024
		20240137	ACCESS CONTROL IMPR	3	08/01/2024	3,976.94	.00	3,976.94	08/22/2024
		20240137	ACCESS CONTROL IMPR	4	08/01/2024	9,550.45	.00	9,550.45	08/22/2024
Total 16980:						21,004.98	.00	21,004.98	
17084	AMAZON CAPITAL SERVI	11J9-WHWQ	AMAZON FF BOOKS	1	08/15/2024	237.40	.00	237.40	08/22/2024
		11J9-WHWQ	AMAZON BACKPACK CR	1	08/16/2024	28.78-	.00	28.78-	08/22/2024
		13G4-X34R-	DVDS & CDS	1	08/12/2024	93.13	.00	93.13	08/22/2024
		13HN-JGDx-	PARKS FACILITY SUPPLI	1	08/15/2024	51.66	.00	51.66	08/22/2024
		14PN-KVLY-	AV COLLECTION	1	08/21/2024	45.84	.00	45.84	08/22/2024
		179F-WQKP-	AMAZON MUSIC CD CRE	1	08/21/2024	.21-	.00	.21-	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
		196M-TD3P-	AMAZON SURGE PROTE	1	08/03/2024	32.98-	.00	32.98-	08/22/2024
		1CQY-T7N4-	PROGRAMMING SUPPLI	1	08/19/2024	36.49	.00	36.49	08/22/2024
		1F1T-FX93-D	AMAZON FACE MASKS	1	08/09/2024	89.09	.00	89.09	08/22/2024
		1GMP-66XV-	OFFICE SUPPLIES	1	08/11/2024	39.99	.00	39.99	08/22/2024
		1JHN-Q6PK-	AMAZON MISC	1	08/10/2024	139.19	.00	139.19	08/22/2024
		1K6H-LPFT-	PW SHOP SUPPLIES	1	08/08/2024	57.54	.00	57.54	08/22/2024
		1K6H-LPFT-	PW SHOP SUPPLIES	2	08/08/2024	15.70	.00	15.70	08/22/2024
		1K6H-LPFT-	PW SHOP SUPPLIES	3	08/08/2024	15.70	.00	15.70	08/22/2024
		1K6H-LPFT-	PW SHOP SUPPLIES	4	08/08/2024	15.70	.00	15.70	08/22/2024
		1KC9-4PHW-	PROGRAM SUPPLIES	1	08/08/2024	28.73	.00	28.73	08/22/2024
		1M3V-VXV4-	AV COLLECTION	1	08/16/2024	157.65	.00	157.65	08/22/2024
		1M3V-VXV4-	OFFICE SUPPLIES	1	08/17/2024	48.36	.00	48.36	08/22/2024
		1MY6-K3JN-	VEHICLE MAINTENANCE	1	08/19/2024	42.84	.00	42.84	08/22/2024
		1MY6-K3JN-	VEHICLE MAINTENANCE	2	08/19/2024	11.68	.00	11.68	08/22/2024
		1MY6-K3JN-	VEHICLE MAINTENANCE	3	08/19/2024	11.68	.00	11.68	08/22/2024
		1MY6-K3JN-	VEHICLE MAINTENANCE	4	08/19/2024	11.68	.00	11.68	08/22/2024
		1N4W-63K3-	MOWER MAINTENANCE	1	08/19/2024	6.57	.00	6.57	08/22/2024
		1N4W-63K3-	MOWER MAINTENANCE	2	08/19/2024	1.79	.00	1.79	08/22/2024
		1N4W-63K3-	MOWER MAINTENANCE	3	08/19/2024	1.79	.00	1.79	08/22/2024
		1N4W-63K3-	MOWER MAINTENANCE	4	08/19/2024	1.79	.00	1.79	08/22/2024
		1RCK-76LH-	VEHICLE MAINTENANCE	1	08/19/2024	64.85	.00	64.85	08/22/2024
		1RCK-76LH-	VEHICLE MAINTENANCE	2	08/19/2024	17.69	.00	17.69	08/22/2024
		1RCK-76LH-	VEHICLE MAINTENANCE	3	08/19/2024	17.69	.00	17.69	08/22/2024
		1RCK-76LH-	VEHICLE MAINTENANCE	4	08/19/2024	17.69	.00	17.69	08/22/2024
		1V36-94DK-3	DVDS & CDS	1	08/12/2024	18.27	.00	18.27	08/22/2024
		1YJ9-TNYL-3	AMAZON FF & FI BOOKS	1	08/14/2024	1,105.36	.00	1,105.36	08/22/2024
Total 17084:						2,341.57	.00	2,341.57	
17092	GENERAL ENGINEERING	66	BUILDING INSPECTION S	1	08/15/2024	5,812.50	.00	5,812.50	08/22/2024
Total 17092:						5,812.50	.00	5,812.50	
17117	LARSON, RON	205	PROGRAMMING	1	08/12/2024	300.00	.00	300.00	08/22/2024
Total 17117:						300.00	.00	300.00	
17140	US BANK VOYAGER FLE	8694160992	PD FUEL	1	08/01/2024	2,455.37	.00	2,455.37	08/15/2024
		8694160992	PARKS FUEL	2	08/01/2024	641.37	.00	641.37	08/15/2024
		8694160992	FIRE/EMS FUEL	3	08/01/2024	1,471.58	.00	1,471.58	08/15/2024
		8694160992	PW FUEL	4	08/01/2024	1,574.95	.00	1,574.95	08/15/2024
		8694160992	PW FUEL	5	08/01/2024	143.18	.00	143.18	08/15/2024
		8694160992	PW FUEL	6	08/01/2024	286.36	.00	286.36	08/15/2024
		8694160992	PW FUEL	7	08/01/2024	286.36	.00	286.36	08/15/2024
		8694160992	PW FUEL	8	08/01/2024	143.18	.00	143.18	08/15/2024
		8694160992	PW FUEL	9	08/01/2024	429.53	.00	429.53	08/15/2024
		8694160992	CAR4 FUEL	10	08/01/2024	36.35	.00	36.35	08/15/2024
Total 17140:						7,468.23	.00	7,468.23	
17195	GRADY, BRUCE	BG081524	UNIFORM ALLOWANCE G	1	08/15/2024	146.65	.00	146.65	08/22/2024
Total 17195:						146.65	.00	146.65	
17196	ASSOCIATED TRUST CO	081524	TID5 INTEREST PAYMEN	1	08/15/2024	11,965.00	.00	11,965.00	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 17196:						11,965.00	.00	11,965.00	
17205	HERALD IND & MCFARLA	MNA-192100	THISTLE SUBSCRIPTION	1	08/16/2024	98.00	.00	98.00	08/22/2024
Total 17205:						98.00	.00	98.00	
17232	APG OF SOUTHERN WIS	28886-0724	ELECTION NOTICE	1	07/31/2024	116.19	.00	116.19	08/22/2024
		28886-0724	PUBLICATIONS	2	07/31/2024	421.93	.00	421.93	08/22/2024
Total 17232:						538.12	.00	538.12	
17394	MID-WISCONSIN SECURI	91773	PANIC BUTTON MONITO	1	08/01/2024	310.00	.00	310.00	08/22/2024
		91774	CENTRAL STATION MONI	1	08/01/2024	310.00	.00	310.00	08/22/2024
Total 17394:						620.00	.00	620.00	
17569	MCFARLAND ACE HARD	011858/T	LIBRARY REPAIRS	1	08/06/2024	7.19	.00	7.19	08/22/2024
		011877/T	5810 MILWAUKEE ST	1	08/09/2024	27.14	.00	27.14	08/22/2024
		011878/T	5810 MILWAUKEE ST	1	08/09/2024	17.62-	.00	17.62-	08/22/2024
		011879/T	PARKS SUPPLIES	1	08/09/2024	15.29	.00	15.29	08/22/2024
		011895/T	HIGHLAND OAKS PARK B	1	08/12/2024	7.19	.00	7.19	08/22/2024
		011899/T	PARKS SUPPLIES	1	08/13/2024	12.22	.00	12.22	08/22/2024
		011914/T	PARKS SUPPLIES	1	08/14/2024	6.29	.00	6.29	08/22/2024
		011929/T	MOWER MAINTENANCE	1	08/16/2024	2.48	.00	2.48	08/22/2024
		011929/T	MOWER MAINTENANCE	2	08/16/2024	.67	.00	.67	08/22/2024
		011929/T	MOWER MAINTENANCE	3	08/16/2024	.67	.00	.67	08/22/2024
		011929/T	MOWER MAINTENANCE	4	08/16/2024	.67	.00	.67	08/22/2024
		011949/T	STRING TRIMMER MAINT	1	08/19/2024	4.68	.00	4.68	08/22/2024
		011949/T	STRING TRIMMER MAINT	2	08/19/2024	1.27	.00	1.27	08/22/2024
		011949/T	STRING TRIMMER MAINT	3	08/19/2024	1.27	.00	1.27	08/22/2024
		011949/T	STRING TRIMMER MAINT	4	08/19/2024	1.27	.00	1.27	08/22/2024
		011950/T	YOUTH CENTER FACILIT	1	08/19/2024	8.99	.00	8.99	08/22/2024
		011953/T	HIGHLAND OAKS PARK B	1	08/20/2024	14.02	.00	14.02	08/22/2024
		011969/T	PICTURE HANGING KIT	1	08/21/2024	20.32	.00	20.32	08/22/2024
Total 17569:						114.01	.00	114.01	
17596	AMERICAN AWARDS & P	20949	ACCOUNTABILITY TAGS	1	08/07/2024	217.40	.00	217.40	08/22/2024
Total 17596:						217.40	.00	217.40	
17599	QUADIENT LEASING USA	Q1467452	POSTAGE MACHINE LEA	1	08/22/2024	458.10	.00	458.10	08/22/2024
Total 17599:						458.10	.00	458.10	
17671	UW HEALTH	2123124	HEARTSAVER CARDS PU	1	08/20/2024	34.00	.00	34.00	08/22/2024
Total 17671:						34.00	.00	34.00	
17685	INGRAM LIBRARY SERVI	63091313	BOOKS	1	08/05/2024	189.43	.00	189.43	08/22/2024
		63092015	BOOKS	1	08/06/2024	330.53	.00	330.53	08/22/2024
		63092248	BOOKS	1	08/07/2024	1,095.07	.00	1,095.07	08/22/2024
		63092697	BOOKS	1	08/08/2024	292.08	.00	292.08	08/22/2024
		63093718	BOOKS	1	08/13/2024	199.94	.00	199.94	08/22/2024
		63094466	ADULT BOOKS	1	08/14/2024	41.48	.00	41.48	08/22/2024
		67735284	BOOKS	1	08/08/2024	298.20	.00	298.20	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 17685:						2,446.73	.00	2,446.73	
17747	POSTAL SOURCE INC	63240	POSTAGE METER SUPPL	1	08/12/2024	35.00	.00	35.00	08/22/2024
Total 17747:						35.00	.00	35.00	
17921	DINGES FIRE COMPANY	53830	DINGES SHIPPING CHAR	1	05/21/2024	29.29	.00	29.29	08/22/2024
Total 17921:						29.29	.00	29.29	
18018	MALY, DEAN	10359000	REFUND ON FINAL BILL	1	08/14/2024	191.45	.00	191.45	08/22/2024
Total 18018:						191.45	.00	191.45	
18068	SIMPLE NETWORK CON	31895	HARDWARE EQUIPMENT	1	08/07/2024	29.00	.00	29.00	08/22/2024
Total 18068:						29.00	.00	29.00	
18187	NATURESCAPE	070324	PUBLIC SAFETY CENTER	1	07/03/2024	116.00	.00	116.00	08/22/2024
Total 18187:						116.00	.00	116.00	
18289	E.H. WOLF & SONS INC	905292	PUBLIC WORKS FUEL	1	08/14/2024	185.32	.00	185.32	08/22/2024
		905293	DYED DIESEL FUEL	1	08/14/2024	660.70	.00	660.70	08/22/2024
Total 18289:						846.02	.00	846.02	
18318	SEWAH STUDIOS INC	45950	HISTORICAL MARKER	1	07/26/2024	1,720.00	.00	1,720.00	08/22/2024
		45951	HISTORICAL MARKER	1	07/26/2024	1,720.00	.00	1,720.00	08/22/2024
		45952	HISTORICAL MARKER	1	07/26/2024	1,720.00	.00	1,720.00	08/22/2024
		45953	HISTORICAL MARKER	1	08/02/2024	1,720.00	.00	1,720.00	08/22/2024
		45954	HISTORICAL MARKER	1	08/02/2024	1,720.00	.00	1,720.00	08/22/2024
		45955	HISTORICAL MARKER	1	08/07/2024	1,720.00	.00	1,720.00	08/22/2024
Total 18318:						10,320.00	.00	10,320.00	
18319	AWOGS	4123	SCBA FACE MASK IDS	1	08/01/2024	164.00	.00	164.00	08/22/2024
Total 18319:						164.00	.00	164.00	
18377	VESTIS LLC	6140431100	MAT RENTAL	1	08/09/2024	60.33	.00	60.33	08/22/2024
		6140435003	MAT RENTAL	1	08/16/2024	60.33	.00	60.33	08/22/2024
Total 18377:						120.66	.00	120.66	
18380	SECURIAN FINANCIAL G	76038 AUGU	ACCIDENT PLAN	1	08/16/2024	149.80	.00	149.80	08/22/2024
Total 18380:						149.80	.00	149.80	
18398	ELEMECH	19457	BULK FILL STATION	1	08/13/2024	11,765.00	.00	11,765.00	08/22/2024
Total 18398:						11,765.00	.00	11,765.00	
18405	EMS MANAGEMENT & C	EMS-006768	EMS MC	1	07/31/2024	3,847.58	.00	3,847.58	08/22/2024

Vendor Number	Name	Invoice Number	Description	Seq	Invoice Date	Invoice Amount	Discount Amount	Check Amount	Check Issue Date
Total 18405:						3,847.58	.00	3,847.58	
18421	MONROY, LIESL	061924	INTERPRETER SERVICE	1	06/19/2024	120.00	.00	120.00	08/22/2024
Total 18421:						120.00	.00	120.00	
18428	AMERIPRINT APPAREL	080824	AMERIPRINT APPARREL	1	08/08/2024	1,781.70	.00	1,781.70	08/15/2024
Total 18428:						1,781.70	.00	1,781.70	
18429	HORWATH, KIM	10220008	REFUND ON FINAL BILL	1	08/14/2024	99.11	.00	99.11	08/22/2024
Total 18429:						99.11	.00	99.11	
18430	MALECKI, COREY	11618001	REFUND ON FINAL BILL	1	08/14/2024	171.25	.00	171.25	08/22/2024
Total 18430:						171.25	.00	171.25	
18431	COUTURE, KYLE	25251001	REFUND ON FINAL BILL	1	08/14/2024	166.03	.00	166.03	08/22/2024
Total 18431:						166.03	.00	166.03	
18432	JOSWIAK, ROBERT	25500000	REFUND ON FINAL BILL	1	08/14/2024	96.87	.00	96.87	08/22/2024
Total 18432:						96.87	.00	96.87	
18433	SLE WI REAL ESTATE LL	25992003	REFUND ON FINAL BILL	1	08/14/2024	29.71	.00	29.71	08/22/2024
Total 18433:						29.71	.00	29.71	
18434	PERRY, JASON	27026201	REFUND ON FINAL BILL	1	08/14/2024	115.56	.00	115.56	08/22/2024
Total 18434:						115.56	.00	115.56	
Grand Totals:						531,062.39	.00	531,062.39	

Report Criteria:

Detail report type printed

VILLAGE OF MCFARLAND

Check Register - Board Packet

Page: 1

Pay Period Dates: 07/28/2024 - 08/24/2024

Aug 22, 2024 3:04PM

Pay Period Date	Journal Code	Check Issue Date	Payee	Payee ID	Amount
08/10/2024	PC	08/16/2024	MILLER, AUSTIN	411	578.15
08/10/2024	CDPT	08/16/2024	FIRE FIGHTERS LOCAL 31	8	207.01
08/10/2024	CDPT	08/16/2024	DOBBERSTEIN LAW FIRM	9	318.70

PAYROLL RELATED: \$1,103.86

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 27, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk, Andrea Anderson, HR Generalist, Lee Igl, Public Works Director

AGENDA ITEM: Discussion and action on creation of a Facilities Maintenance Manager and update of the organizational chart for the Public Works Department.

PREVIOUS ACTION:

The Personnel Committee met on July 15, 2024 and unanimously recommended approval of the position and changes to the organizational chart.

The Village Board reviewed the position on July 23, 2024 and postponed action until this meeting.

ISSUE SUMMARY:

As part of the approved 2024 Annual Budget, funding was allocated for the addition of a new Facilities Management position within the Public Works Department with a targeted start date in the fourth quarter of 2024. With the addition of the Public Safety Center combined with existing facility maintenance needs there remains a need to allocate staffing resources to proactively lead the care for and improved management of all of our buildings.

Enclosed within the packet is the recommended new position of Facilities Maintenance Manager whom would report to the Streets and Utilities Superintendent within the Public Works Department organizational structure. Presently, the Superintendent is responsible for oversight of the facility needs and this would be delegated to this position to specialize in his work. As such, they would be primarily responsible to perform preventative maintenance and repairs on Village buildings, mechanical, plumbing, and electrical equipment and utility systems, and streetlights. The facilities that would fall under the purview of the Facilities Maintenance Manager would include the Public Safety Center (1), Municipal Center (1), Library (1), Public Works (1), well houses/lift stations (5), park shelters (7), and Village-owned rental properties (6). In the last year, there has been about 400 hours of the Superintendent's time spent between facility needs at the Municipal Center and Public Safety Center since it came online a year ago. There would also be additional responsibilities for the other facilities listed outside of those hours to keep up on needs throughout the Village. This position would also provide direct supervision to the full-time and part-time Custodians whom assist in facility maintenance presently where applicable.

Attached is a proposed job description and scoring. Staff is recommending the new Facilities



Maintenance Manager position be classified within Grade 7 of the pay range schedule, which has a salary range of \$59,735 to \$75,698. Grade 7 currently includes the Public Works Mechanic and Utilities Maintenance Worker. In addition, the creation of the Facilities Maintenance Manager position necessitates a change to the Public Works organizational chart. The new proposed organizational chart for the Public Works department is attached for the committee's review and recommendation to the Village Board.

There is a need for this position. Currently the facility issues are managed by the Superintendent whom delegates tasks within the Public Works Crew as available but mostly relies on private contractors within a decentralized format. Creating the position allows for the management of the work load across at least 22 different structures to be centralized within the position becoming less reliant on private contractors leading to some cost savings as indicated in the packet. If we just add to the general pool of existing crew positions, the same overload to oversee and manage facilities will persist as those responsibilities are mixed with above ground public works responsibilities (i.e. snow plowing, road repair, sidewalks, etc.) and below ground work in three utilities (water, sanitary sewer, and storm water). We have spent considerable funds to develop the network for facilities currently in use, and we are very thankful for the public's support to pay for these improvements. Our maintenance of these facilities should be no less important to ensure their longevity and functionality for their intended life span which would be accomplished by the creation of this position as approved in the 2024 Budget. Public Works Staff will be present to discuss the need for the position as well as current work responsibilities both above and below ground.

FINANCIAL/BUDGET IMPACT:

Funding was included as part of the approved 2024 budget. The estimated annual cost of the position is a base wage of \$59,735 to \$75,698 with benefits ranging from \$7,479 to \$27,579 for a total estimated cost of \$67,214 to \$103,277. Costs will be allocated across several funds depending on the work that is completed.

VILLAGE PLAN REFERENCE:

The 2021 Compensation and Classification study outlined the system for classifying new positions. The attached worksheet follows the procedure and metrics outlined by the study.

ORDINANCE REFERENCE:

N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to approve creation of a Facilities Maintenance Manager and update the organizational charge for the Public Works Department.

ATTACHMENTS:

1. Facilities Maintenance Manager - Job Description 07.15.2024
2. Scoring Worksheet - Facilities Maintenance Mgr 7.2024
3. Public Works Organizational Chart 07.15.2024



4. Facility Maintenance Technician expenses

JOB OVERVIEW	
Job Title	Facilities Maintenance Manager
Department	Public Works
Grade	7
Employment Status	☒ Full-time ☐ Part-time ☐ Limited Term Employment (LTE)
FLSA Status	☐ Exempt ☒ Non-exempt

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

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

SCOPE OF WORK	
This position performs routine, complex, and extensive preventative maintenance and repair procedures on Village buildings, mechanical, plumbing, and electrical equipment and utility systems, and streetlights. Village facilities include the Public Safety Center, Municipal Center, Library, Public Works, well houses, park shelters and rental properties. The Facilities Maintenance Manager troubleshoots alterations and repairs involving heating and cooling systems, plumbing systems, electrical systems, mechanical systems, carpentry, doors, keys and locks, and other duties as assigned. This position also oversees the custodial operations and staff. In emergencies or during adverse weather conditions, this position may be required to perform all above duties and assist with snow and ice control duties or other severe weather maintenance operations.	
SUPERVISION	
Received	Performs under the general direction and supervision of the Streets and Utilities Superintendent and Public Works Director, but is expected to exercise a considerable degree of independent judgment in setting work priorities, determining work procedures, and managing the day-to-day operations of the facilities management and custodial workloads and staff.
Exercised	Provides direct supervision to FT and PT Custodian(s). May provide indirect supervision to seasonal employees when assigned to work within the division.

ESSENTIAL JOB FUNCTIONS
- Installs, maintains, troubleshoots, and repairs plumbing systems, including piping, sinks, and lavatories, along with all supporting components. - Maintains, troubleshoots, and repairs HVAC systems in the Village buildings, performs routine HVAC system preventative maintenance work, determines HVAC system problems and makes recommendations for repair by using test meters, owner's manuals, blueprints, schematics, and reference manuals. - Installs, maintains, troubleshoots, and repairs centrifugal pumps and valves associated with various building heating and cooling systems, including, but not limited to, hot water boiler systems, chillers, heating pumps, bearings, air handlers, exhaust fans, roof top units, split systems, unit heaters, etc.

- Maintains, troubleshoots, and repairs building electrical distribution systems and equipment, including fuses, circuit breakers, light fixtures, relays, electric motors, electric controls, receptacles, switches, and fire alarm systems.
- Installs, maintains, troubleshoots, and repairs lockable hardware such as doors, automatic electric doors, and magnetic keying systems to ensure safety of facilities.
- Performs building maintenance at Village buildings, including, but not limited to, moving furniture, carpentry, light fixture repair, plumbing fixture repair and painting.
- Researches needed parts and supplies; locates suppliers and best prices; prepares and maintains inventory of parts, supplies, tools, and equipment; prepares related reports and maintains updated lists of vendors and contractors. Provides supplies to various facilities.
- Supervises and oversees the work of the full-time and part-time custodial staff.
- Responds to emergency and non-emergency calls 24 hours a day, seven days a week when needed.
- Recommends and specifies new and improved equipment, materials, and work methods for consideration by the Streets and Utilities Superintendent, Parks Superintendent and the Public Works Director.
- Develops long term plans for maintenance, operational, and capital needs to buildings and facilities for incorporation into the capital improvement plans.
- Assists with snow removal from facilities' parking lots, sidewalks, entryways, and other areas as directed.
- Follows safe work practices.

OTHER JOB FUNCTIONS

- Performs related duties and special projects as assigned, during regular and non-business hours, including providing support as part of any Village response to essential or emergency operations.

REQUIREMENTS OF WORK

- High school diploma or equivalency required.
- Minimum of two years of responsible hands-on experience in plumbing, electrical, HVAC, building, and/or mechanical equipment maintenance and repair is required.
- Any combination of education and experience which in the sole discretion of the Village would demonstrate the Employee's ability to meet the required knowledge, skills, and abilities for the position may also be considered.

KNOWLEDGE, ABILITY, AND SKILL

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

Knowledge of

- Principles, practices, methods, and procedures as applied to HVAC, building, plumbing, electrical, and mechanical maintenance and repair.
- Equipment, facilities, materials, methods, and procedures used in maintenance, troubleshooting, and repair activities
- Heating, ventilation, and air conditioning systems.
- Electrical and mechanical systems.
- Materials, tools, equipment, and procedures used in floor cleaning, repair of cleaning equipment, carpentry, and locks.
- Facility operations and maintenance.
- Occupational hazards, safety measures, and precautions of the plumbing, mechanical, and electrical trade.
- The use of standard office equipment, including computers and relevant software programs.

	• The cultural context of interactions with individuals of diverse backgrounds that includes sex, race, religion, creed, color, national origin, age, disability, sexual orientation, ancestry, marital status, arrest or conviction record, military service, or any other legally protected status.
Ability to	• Understand blueprints, drawings, diagrams, manuals, specifications, codes, and ordinances. • Troubleshoot defects in electrical, HVAC, mechanical and plumbing systems, devices, data network connections, and equipment. • Determine the origin of malfunctions and take appropriate action. • Add, subtract, multiply, divide, and perform math calculations needed in determining minimum code-required electrical wiring and conduit size, estimate time required to perform typical repair and maintenance projects, etc. • Solve practical problems and deal with a variety of variables in situations where only limited standardization exists. • Perform strenuous labor for extended periods of time under varying weather conditions in a safe manner. • Operate personal computer and utilize Microsoft Office applications. • Keep daily records of completed tasks. • Work extended and non-standard hours, including participation in snow and ice control and other severe weather operations and other Public Works operations, when needed. • Communicate effectively, both verbally and in written form, with supervisors, vendors, fellow employees, the general public, and Village officials. • Work independently with a minimal amount of supervision and within the boundaries of responsibility. • Prioritize and schedule a variety of tasks in a diversified and fast-paced environment. • Establish and maintain effective working relationships with elected officials, supervisors, coworkers, retirees, contractors, vendors, and the general public. • Learn and apply new technology. • Maintain confidential information, possess a high level of integrity, and adopt a professional work ethic. • Maintain a positive attitude and professional demeanor at all times, and address resident and customer concerns in a helpful, courteous manner. • Be reliable, timely, and proactive in completion of duties. • Work effectively as part of a team. • Analyze technical data, identify patterns, draw logical conclusions, and effectively solve problems. • Work nights and weekends when emergency situations arise.
Skill in	• Safely operating a variety of maintenance tools, equipment, and machinery, including HVAC equipment, plumbing, mechanical, and electrical equipment, snowplow, common hand and power tools, computer, and cell phones. • The use of standard tools, equipment, and testing devices. • The repair and installation of mechanical, electrical, plumbing, or building service equipment.

NECESSARY SPECIAL REQUIREMENTS

- Must possess or be able to obtain a valid Wisconsin drivers' license.
- Must be available for overtime work when required, including periodic night and weekend work. Subject to 24-hour emergency call-in and may be required to work extended periods at a time.
- Able to respond to emergency call outs within 30 minutes in all weather conditions.

PHYSICAL DEMANDS

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

- The employee is regularly required to use hands and fingers to handle, feel or operate tools, equipment, and controls.
- The employee is frequently required to stand, talk, walk, sit, climb or balance, stoop, kneel, crouch or crawl, bend, and smell.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- The employee regularly works outside in all weather conditions.
- The employee is occasionally exposed to wet and slippery surfaces and humid conditions, fumes, or airborne particles, toxic or caustic chemicals and elements, noise, and vibrations.
- The employee occasionally works near moving mechanical parts, in precarious places, and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, and vibration.
- The use of Personal Protective Equipment is required.

Notes:

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

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

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The Village is an equal employment opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age,

national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law.

Employee signature below indicates the employee's understanding of the requirements, essential functions and duties of the position.

Employee Signature _____

Date_____

Print Name _____

JOB EVALUATION INSTRUMENT SCORING SHEET

Factor 1: Education		Factor 2: Work Experience		Factor 3: Level of Discretion				
1	20	1	25		Minor	Moderate	Serious	Critical
2	40	2	50	Little	10	20	35	55
3	50	3	75	Some	15	25	45	70
4	60	4	100	Often	25	45	55	80
5	80	5	125	High	45	55	75	100
6	90			Very High	50	60	90	115
7	100							
License/ Certificate	+10							

Factor 4: Policy Development		Factor 5: Planning		Factor 6: Contact with Others		Factor 7: Work of Others	
1	15	1	35	1	15	No Supv	0
2	30	2	50	2	30	1	10
3	40	3	65	3	45	2	25
4	60	4	80	4	60	3	40
5	75	5	95	5	75	4	65
6	85	6*	110	6	85	5	80
7*	100			7	100	6	85
						7	95
						8	105*

Factor 8: Working Conditions			Factor 9: Technology	
1	Office work only. Good working conditions with almost complete absence of physically demanding, unpleasant, strenuous, and/or hazardous elements.	15	1	0
2	Minimal external work or occasional exposure to physically demanding, unpleasant, strenuous, and/or hazardous situations.	30	2	10
3	Frequent exposure to physically demanding, unpleasant, strenuous, and/or hazardous elements.	45	3	30
4	Regular exposure to particularly physically demanding, unpleasant, strenuous, and/or hazardous elements, such as, dealing with inclement weather, operating heavy equipment, etc.	60	4	50
5	Continuous exposure to life threatening public safety situations which could jeopardize personal safety.	75	5A	65
			5B	65
			6	75
			7	85

TOTAL - 460

* These responses reserved for the highest-level of organization-wide authority, i.e. the Administrator/Manager



JOB EVALUATION INSTRUMENT
FACTOR 1: EDUCATION

This factor measures the minimum level of education required by the job that is normally acquired through formal instruction.

Level	Definition	Point Value
1	Level of knowledge that is below what is normally attained through high school graduation.	20
2	High school degree or equivalent (GED).	40
3	High school, plus elementary technical training, acquired on the job or through one year or less of technical or business school.	50
4	Extensive technical or specialized training such as that which would be acquired by an Associates Degree or two years of technical or business school.	60
5	Completion of four-year college degree program.	80
6	Additional professional level of education beyond a four-year college program, such as a CPA or Professional Engineer (P.E.) training.	90
7	Completion of graduate coursework equal to a Master's Degree or higher.	100
Add on to any level as needed	License or certificate required to perform job duties	10

JOB EVALUATION INSTRUMENT

FACTOR 2: WORK EXPERIENCE

This factor measures the amount of work experience an employee would need to possess before assuming full responsibility for the position and performing the work effectively.

Level	Definition	Point Value
1	Less than one year experience is required.	25
2	Between one year and three years experience is required.	50
3	Between four to six years experience is required.	75
4	Between seven to ten years experience is required.	100
5	More than ten years experience is required.	125

JOB EVALUATION INSTRUMENT

FACTOR 3: INDEPENDENT JUDGMENT & DECISION MAKING

This factor measures the level of discretion or judgment the individual exercises in making decisions and the potential impact of such decisions or judgments on the overall success of the organization and impact on the community.

Level of Discretion	Potential Impact of Erroneous Decisions or Judgment			
	<u>Minor:</u> Some inconvenience and delays but minor costs in terms of time, money, or public/employee good will.	<u>Moderate:</u> Moderate costs in time, money, or public/employee good will would be incurred. Delays in important projects/schedules likely	<u>Serious:</u> Important goals would not be achieved and the financial, employee, or public relations posture of the Organization would be seriously affected	<u>Critical:</u> Critical goals and objectives of the Organization would be adversely and very seriously affected. Error could likely result in critical financial loss, property damage, or bodily harm/loss of life
<u>LITTLE:</u> Little discretion or independent judgment exercised	10	20	35	55
<u>SOME:</u> Some discretion or judgment exercised, but supervisor is normally available	15	25	45	70
<u>OFTEN:</u> Job often requires making decisions in absence of specific policies and/or guidance from supervisors, but some direct guidance is received from supervisors	25	45	55	80
<u>HIGH:</u> High level of discretion with decisions restricted only by Departmental policies and little direct guidance from supervisors	45	55	75	100
<u>VERY HIGH:</u> Very high level of discretion with decisions only restricted by the broadest policies of the Organization	50	60	90	115

JOB EVALUATION INSTRUMENT

FACTOR 4: RESPONSIBILITY FOR POLICY DEVELOPMENT

This factor is a measure of the extent to which the position requires the employee to participate in the development of policies and procedures both within the department and between departments in the organization.

Level	Definition	Point Value
1	Position involves only the execution of policies or existing standard operating procedures.	15
2	May provide some input to supervisor when policies or standard operating procedures are updated.	30
3	Position involves some development of policies/procedures for the Department and/or the interpretation or explanation of departmental policies for others in the organization or residents.	40
4	Position involves significant or primary responsibility for the development of policies and procedures for a division or organizational component of a department, as well as the interpretation, execution and recommendation of changes to department policies.	60
5	Position involves significant or primary responsibility for the development of policies and procedures for an entire department, plus occasional participation in the development of policies which affect other departments in the organization.	75
6	Position involves the primary responsibility for the development of departmental policies and procedures and regular participation in the development of policies that affect other departments and occasionally involves participation in the development of organization-wide policies.	85
7	Position involves primary responsibility for the overall development of organization-wide policies.	100

JOB EVALUATION INSTRUMENT

FACTOR 5: PLANNING

This factor measures the degree to which the incumbent plans, either their own daily work or for the use of resources (manpower, equipment, supplies, etc.) in the attainment of departmental objectives and organization-wide goals.

Level	Definition	Point Value
1	Position requires that my daily work load and activities are assigned to me by my supervisor.	35
2	Position requires that I plan my own daily work load and work independently according to established procedures or standards.	50
3	Position requires that I plan my own daily work load and those of others in the department (first-level supervision).	65
4	Position requires an above average ability to analyze data and develop departmental plans, including plans where a number of difficult, technical and/or administrative problems must be addressed (Manager/Division level planning).	80
5	Position requires a high level of analytical ability to develop plans for a department or complex situation, including plans that involve integrating/involving/impacting other departments (Department Head level planning).	95
6	An extremely high level of planning and analysis is required for the entire organization. Work at this level often includes strategic planning for the organization, long range (five years or more) plans, etc (City Manager/Administrator level).	110

JOB EVALUATION INSTRUMENT

FACTOR 6: CONTACT WITH OTHERS

This factor considers the extent to which the employee requires meeting and dealing with the public and influencing other persons, as well as the level of authority the employee has to make commitments on behalf of the organization.

Level	Definition	Point Value
1	Position involves interaction with fellow workers on routine matters with relatively little public contact.	15
2	Position involves frequent internal and external contact, but generally on routine matters such as furnishing or obtaining information.	30
3	Position involves frequent internal contact and regular contact with outsiders generally on routine matters, including contacts with irate outsiders which require some public relations skill for taking complaints for others to follow up upon.	45
4	Position involves frequent internal and external contacts which require public relations skills in handling complaints. Contacts involve non-routine problems and require in-depth discussion and/or persuasion in order to resolve the problem. Handles more difficult contacts that are referred by front line employees.	60
5	Position involves frequent internal and external contacts which require skill in dealing with, and influencing others, and initiating changes in policy/procedures to address the issue so as to avoid having to deal with the issue again in the future.	75
6	Position involves frequent internal and external contacts in which position acts as the spokesperson for the department and is authorized to make commitments of significant resources on behalf of the department.	85
7	Position involves frequent internal and external contacts where position represents the entire organization and is authorized to make commitments in matters of broad or critical interest to the entire organization.	100

JOB EVALUATION INSTRUMENT

FACTOR 7: WORK OF OTHERS

This factor measures the extent to which the employee is responsible for determining work levels and work content for other employees.

Level	Size of Group	Point Value
0	No responsibility for the work of others.	0
1	Responsible for assigning work to an employee or employees, without acting in a supervisory role.	10
2	Responsible for the supervision of one full time or several part time employees.	25
3	Responsible for the supervision of two to five full time (or full time equivalent) employees.	40
4	Responsible for the supervision of six to 15 full time (or full time equivalent) employees.	65
5	Responsible for direct and/or indirect supervision of 16 to 29 full time (or full time equivalent) employees.	80
6	Responsible for direct and/or indirect supervision of 30 to 50 full time (or full time equivalent) employees.	85
7	Responsible for direct and/or indirect supervision of more than 51 full time (or full time equivalent) employees.	95
8	Responsible for direct and indirect supervision of the entire organization.	105

JOB EVALUATION INSTRUMENT

FACTOR 8: WORKING CONDITIONS

This factor considers the physical conditions surrounding the job that are beyond the employee's control, but which may be physically demanding, unpleasant, strenuous, and/or hazardous, and may impact the employee's physical well-being.

Level	Definition	Point Value
1	Office work only. Good working conditions with almost complete absence of physically demanding, unpleasant, strenuous, and/or hazardous elements.	15
2	Minimal external work or occasional exposure to physically demanding, unpleasant, strenuous, and/or hazardous situations.	30
3	Frequent exposure to physically demanding, unpleasant, strenuous, and/or hazardous elements.	45
4	Regular exposure to particularly physically demanding, unpleasant, strenuous, and/or hazardous elements such as dealing with inclement weather, operating heavy equipment, etc.	60
5	Continuous exposure to life threatening public safety situations which could jeopardize personal safety.	75

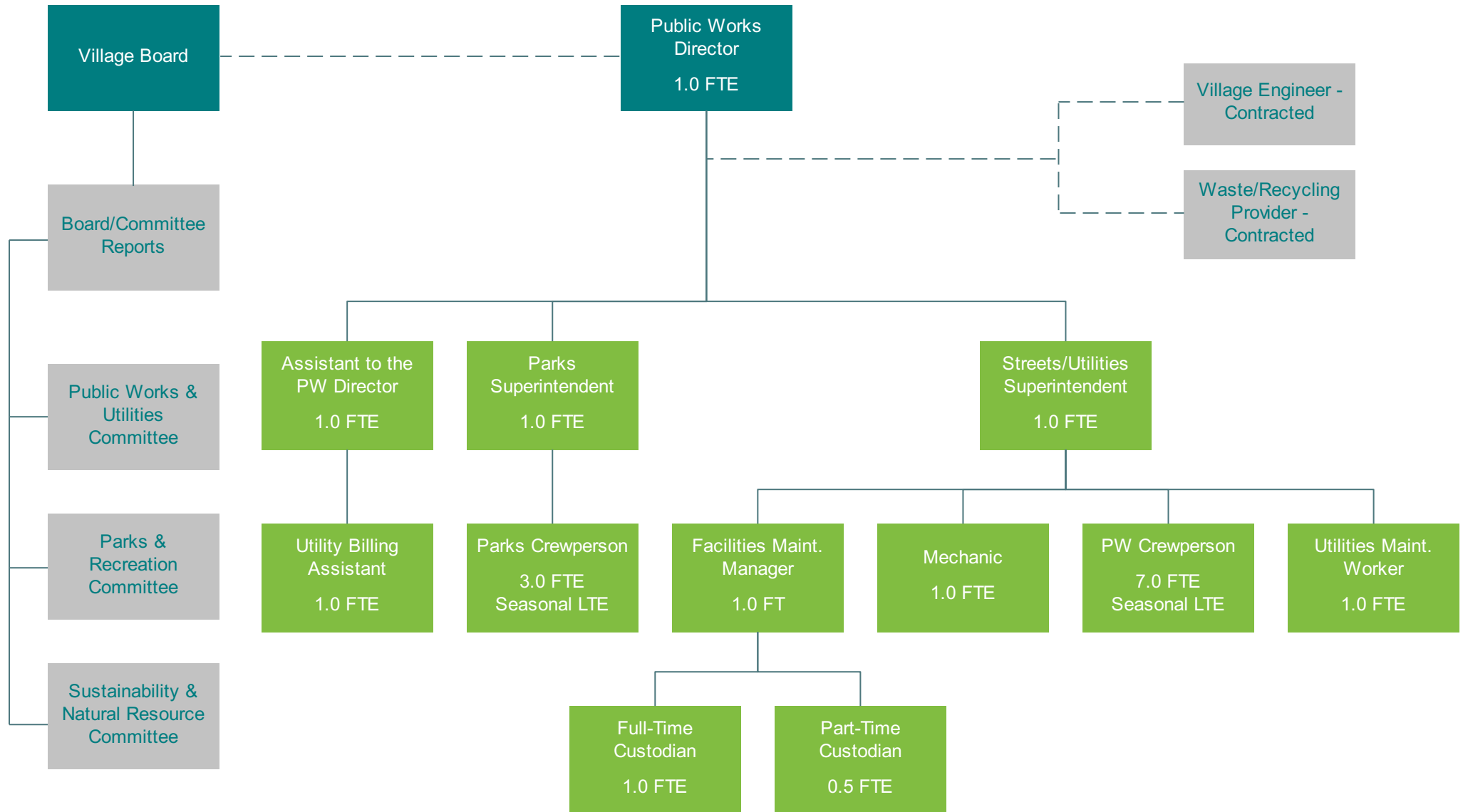
JOB EVALUATION INSTRUMENT

FACTOR 9: USE OF TECHNOLOGY/SPECIALIZED EQUIPMENT

This factor considers the extent to which the employee utilizes and supports technology, enhancing the efficiency and communication on behalf of the organization.

Level	Definition	Point Value
1	Position has no responsibility for, or use of, technology.	0
2	Position has some basic use of computers for data entry, and some use of the telephone, copier, etc.	10
3	Position has daily use of computers for data entry and use of the telephone, radios, fax machine, copier, etc. Position has daily use of light equipment such as push mowers, weed whackers, pole saws, custodial equipment, etc.	30
4	Position has daily use of computers, the Internet, Smartphones, etc. to create databases, spreadsheets, or reports. Position designs and creates customized reports, presentations, and/or documents using advanced software skills.	50
5A	Position provides routine consultation and technology support for everyday computer programming and/or software requests/questions to others in the organization; is an applications super user; or uses specialized software such as GIS, SCADA or telecommunications software.	65
5B	Position uses, repairs, and/or troubleshoots specialized equipment such as HVAC, lighting, gas flares, blowers, engines, heavy equipment, diagnostic equipment, large vehicles (vacuum trucks, street sweepers, fire apparatus) and/or medical or public safety equipment.	65
6	Position is responsible for advanced computer programming, system security, maintenance, training, and purchasing of items such as computers, printers, scanners, etc., for the computer system for the organization (IT personnel).	75
7	Position is responsible for the overall direction and supervision of the staff that are responsible for the computer and technology needs of the organization, including responsibility for developing technology policies for the organization (IT personnel).	85

Public Works Department



Date: July 18, 2024

To: Village Board

From: Lee Igl, Director of Public Works

Re: Facility Maintenance expenses – regarding Facility Maintenance
Manager position

The personnel committee requested potential cost savings with the creation of the new facility maintenance manager position. Below are the costs for 2023 and 2024. Not all expenses will be avoided with the addition of the position. The percentage column represents estimated potential savings.

	Invoice Totals (2023 to current)	Potential Savings %
Heating/Cooling	\$ 61,457.73	35%
Pest Control	\$ 2,612.00	50%
Electric	\$ 3,629.29	35%
Roto Rooter	\$ 20,414.81	35%
Overhead Door	\$ 4,277.00	35%

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 27, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT: Cassandra Suettinger, Deputy Administrator/Clerk, Matt Schuenke,
Village Administrator

AGENDA ITEM: Discussion and action regarding a proposal from T.E. Brennan
Company for risk management consulting services to conduct a
Request for Proposals process for Village insurance services.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Please find enclosed within your packet a proposal to assist the Village in conducting a Request for Proposal process to solicit for insurance services. The Village has been a member of the League of Wisconsin Mutual Insurance Company (LWMIC) for its insurance needs for more than 10 years with exception for property insurance which is provided by the Municipal Property Insurance Company (MPIC). MPIC was created in 2015 as a partnership between several municipal insurers in Wisconsin including LWMIC when the State discontinued this service at that time. The LWMIC and MPIC will be invited and encouraged to participate in this process while we seek to evaluate competitive proposals possibly also from other providers.

The enclosed Consultant will assist in reviewing our policies, ensuring coverage is appropriate, engaging with prospective providers, and helping to evaluate proposals as received. Village Staff manages this process now in house, but are not insurance experts in this field to objectively weigh the differences in coverages as proposed through a process such as this.

Ultimately if the Village were to select a new provider, we can remain with the League of Wisconsin Municipalities as they are two different entities providing different services.

FINANCIAL/BUDGET IMPACT:

The total estimated cost for 2024 is \$269,431 and allocated across several different funds to mitigate against unexpected losses. The total cost of this proposal is between \$15,000 to \$20,000, and will be paid through the Capital Projects Fund.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



Recommended Action:

Motion, second to approve a proposal from T.E. Brennan Company for risk management consulting services to conduct a Request for Proposals process for Village insurance services.

ATTACHMENTS:

1. Insurance RFP Consulting Services - TE Brennan

VILLAGE OF MCFARLAND

PROPOSAL

FOR

**RISK MANAGEMENT
CONSULTING SERVICES**

Prepared by:

**T.E. Brennan Company
330 South Executive Drive, Suite 301
Brookfield, WI 53005-4275
Telephone – (888) 271-2232**

Table of Contents

Executive Summary	1
Project Description and Fees	2
Consultant	4
References.....	5
T.E. Brennan Company Organizational Background	6
T.E. Brennan Company History.....	8
Value Statement	9
Risk Management Consulting.....	10
Project Fee Information and Acceptance/Authorization.....	11

Executive Summary

T.E. Brennan Company is pleased to submit this proposal to the Village of McFarland in response to its request for same.

The proposed project focuses on the Village of McFarland's property and casualty insurance program. Time will be devoted to attempting to ensure that all of the organization's insurable exposures are included within the scope of the proposals provided by various agents/brokers, and an overall comparison with industry standards as respects insurance coverages. However, only an in-depth review of the Village of McFarland's operations will allow an affirmative statement that all of the organization's exposures have been addressed.

T.E. Brennan Company would be pleased to have the opportunity to work with the Village of McFarland on this project, which will ultimately provide the organization with the unique expertise of the oldest, independently held risk management consulting firm in the United States. Thank you.

Project Description and Fees

Noted below is a description of the activities that would be undertaken on behalf of the Village of McFarland for this project.

Our philosophy is to assist clients to the extent desired by same. As such, should an activity or aspect of a project typically fall within the purview of the Organization's personnel, we can accommodate such teamwork.

T.E. Brennan Company is pleased to offer its proposal for the Village of McFarland's consideration. The project is outlined below.

Assist the Village of McFarland with obtaining and reviewing competitive property and casualty insurance proposals.

T.E. Brennan will assist the Organization with obtaining and reviewing competitive property and casualty insurance proposals. The following is a list of activities that would be undertaken on the Organization's behalf for this project:

- ◆ Submit data request to the Organization and review material relative to the Organization's insurance program over the last few years.
- ◆ Obtain and review loss data, insurance policies and other relevant material.
- ◆ Conduct telephone interviews with various agents and brokers.
- ◆ Make recommendations with regard to the choice of agents and brokers.
- ◆ Assign markets to interested agents, brokers and insurers.
- ◆ Prepare a "Request for Proposal" bidding document which includes underwriting information, loss experience, coverage specifications and vendor/carrier service guidelines.
- ◆ Provide the RFP to appropriate agents, brokers and carriers.
- ◆ Coordinate the activity of all participants and assure they stay focused on the Organization's timetable for proposals.
- ◆ Answer questions from agents, brokers and insurers.
- ◆ Assist in the completion of any required applications as needed.
- ◆ Qualify all participating insurance companies for stability and financial rating.
- ◆ Review all proposals.

Project Description and Fees (cont'd)

- ◆ Provide the Organization with an analysis of the proposals with respect to coverage, service and price, and discuss recommendations.
- ◆ Finalize instructions to successful agents/carriers and review insurance binders for accuracy.

The estimated fee presumes obtaining and reviewing up to three proposals. If additional proposals are desired and received for review, T.E. Brennan reserves the right to adjust its project cost with the Organization.

Project Cost: \$15,000 to \$20,000

Hourly Basis: \$290 per hour

Administrative support services are provided at \$90 per hour over and above the project or hourly fees.

In addition to our fees for consulting services, we may also charge separately for certain costs and expense disbursements, including but not limited to travel and expenses associated with travel (i.e., lodging, meals, mileage, etc.); messenger, courier and other communication costs; long-distance telephone (over \$5.00); postage; facsimile charges; document reproduction; administrative overtime when required by pending matters; and research facilities.

Certain services and expenses that may involve payments made to third parties include an additional charge based upon the internal cost with respect to those services and expenses. Large disbursement billings, if any, may be forwarded to you for direct payment by you to the third party.

Consultant - Arlene Petersen, CPCU, AU



Specialty: Risk Management Consulting

E-mail: petersen@tebrennan.com

Phone: 262-754-1160

Cell Phone: 414-510-4418

Website: www.tebrennan.com

Arlene received her Chartered Property and Casualty Underwriter designation in 1985 and also holds the designation of Associate in Underwriting. She has more than 40 years in the property and casualty field. Before joining T.E. Brennan Company in 2000, she was a senior account underwriter with a major insurance company for 12 years. Prior to that, she was a master production underwriter at an insurance carrier involved in all lines of coverage. Arlene does expert witness work for attorneys and is a property and casualty risk management consultant. She is the owner and President of the firm and has served in that capacity since 2005.

Arlene served on the local CPCU Board of Directors and has served in the positions of Chapter Secretary, Treasurer, Vice President and President. She has also served on the CPCU National Board of Governors as well as the CPCU National Publications Committee. She is a member of the Society of Risk Management Consultants.

From 2004 to 2014, Arlene was a guest lecturer on insurance for the School District Administrators' MBA class at Cardinal Stritch University. She has also published articles on risk management in several magazines as well as teaching other classes and participating in various panel discussions.

Her #1 best selling book, *Are You Protected? Risk Management For Your Business* is available on [Amazon](https://www.amazon.com).

References

Available upon request.

T.E. Brennan Company – Organizational Background

T.E. Brennan Company is a management consulting firm specializing in risk management, employee benefit and claims management consulting. Since 1895 we have provided objective, high-quality advice to a clientele that includes public and private sector employers, Fortune 1000 corporations and nonprofit organizations. Our services include program design and evaluation, feasibility studies for strategic and alternative funding mechanism and claims evaluation and management.

In addition, we provide the industry with strategic advice and product development services. These services are particularly valuable and are based on our intensive and ongoing examination of the management marketplace.

Objectivity

T.E. Brennan is a pure consulting firm unaffiliated with any insurance company, agency or brokerage. We do not sell insurance and do not benefit from “profit sharing” arrangements with any insurance carrier or service provider. Our pledge to provide objective counsel affords us the independence needed to recommend the best possible programs including non-insurance alternatives.

Expertise

Our highly experienced consultants are dedicated to assisting clients to establish, implement and maintain the most aggressive, cost effective and comprehensive programs available. In addition, our clients benefit from our ceaseless commitment to updating and developing progressive strategic plans required by changes in operations and exposures as well as the management field. Because of our constant presence in the marketplace, we can give all our clients a broader range of expertise – keeping them apprised of legislative changes, industry trends and availability of new products and services.

Value Added

The T.E. Brennan philosophy emphasizes valued added risk management. By using effective methods of measuring and monitoring the actual benefit of advanced programs, techniques and procedures, we help our clients control their costs. What’s more, every client can be certain that the quality of its risk management program is unparalleled.

T.E. Brennan Company – Organizational Background (cont.)

Our ability to deliver high-quality, objective advice ensures that our clients have cost efficient programs in place – extensive protection against catastrophic loss at an economical cost. It also ensures that our clients have efficient, focused management strategies in place to avoid – or respond to – crisis.

The benefit of the services to our client is to:

- ◆ Identify those risks that should be transferred or retained,
- ◆ Determine the appropriate funding,
- ◆ Communicate the specifics to the involved parties.

The technical knowledge of our consultants and the areas in which they counsel requires that we hire only individuals who truly know the industry. They have broad and varied backgrounds, enabling them to understand the far-reaching requirements and expectations of the clients they serve.

T.E. Brennan Company is headquartered in Brookfield, Wisconsin. Its 100 plus clients are concentrated in Wisconsin and the Midwest, and the firm services organizations across the country as well. The firm's objective is to increase employee productivity and organizational profitability through effective programs.

For further information about our firm, we invite you to visit our website at www.tebrennan.com.

T.E. Brennan Company – Company History

Mr. Thomas Edward Brennan established the company in 1895 to help those who suffered a catastrophe, fire or other type of loss, and to prepare and negotiate claims for damages. In 1904, the firm was incorporated under Wisconsin Law as a Public Adjusting Company.

In the early 1920's, after Brennan suffered a serious illness, his stepson, James E. Hoff, an attorney, stepped in to run the company. It was Hoff who realized that while the company was providing a worthwhile service for those who had suffered a loss, it would be more important to identify exposures and design an insurance program to fit the needs of an individual risk and thus minimize problems should a loss occur. Risk management consulting services became the primary focus.

Over the decades, T.E. Brennan Company executives developed an excellent reputation among top-level insurance people. As a result, the company relied entirely on referrals for its growth. Jim Hoff, known as "Mr. Insurance," continued to direct the company, becoming majority owner in 1963.

In 1955, John Hayes, his son-in-law, joined the firm, and it was Hayes who took over direction of the firm in 1966 when Hoff passed away. Hayes was widely respected in the Midwest for his reputation as a fair, impartial and skillful negotiator in the settlement of business interruption claims. During this period, the firm's expert witness practice was developed as a result of our reputation as knowledgeable and experienced insurance professionals in both property and casualty insurance lines of coverage.

Hayes continued to run the firm until 1996, when it was acquired by Arvid (Dick) Tillmar, a native of Milwaukee, who was an employee benefits consultant, returning from the West Coast. At that time, employee benefits consulting was added as a valuable client service to the firm's repertoire.

In October of 2005, the firm was acquired by four of the Risk Management staff of T.E. Brennan and the firm's emphasis was once again returned to the practice of risk management and expert witness work. At the beginning of 2015, Arlene Petersen became sole owner of the firm.

For additional information on T.E. Brennan Company, please go to our website at www.tebrennan.com.

Our Values

- ◆ We always work in the best interest of our clients.
- ◆ We conduct ourselves with the highest levels of ethics and professionalism.
- ◆ We exercise independence, objectivity and integrity in all professional engagements.
- ◆ We maintain admirable, long-term relationships that are founded on trust, dependability and confidentiality.
- ◆ We consistently provide innovative, timely and cost-effective services to our clients to improve their efficiency, marketability, productivity and profitability.
- ◆ We do not accept any remuneration from any source other than our clients – our impartiality will not be compromised.
- ◆ We continuously improve our competencies, professional skills and knowledge.
- ◆ We uphold the honor and dignity of the profession and T.E. Brennan Company.

Risk Management Consulting

Services Available

Property/Casualty

- ◆ Audit Risk Management Programs
- ◆ Program Monitoring
- ◆ Claims Preparation and Negotiation
- ◆ Special Services
 - * Marketing of Coverages
 - * Claim Management
 - * Pre-Merger/Acquisition Review
 - * Feasibility Studies for Self-Insurance
 - * Workers Compensation Programs
 - * Communications

Exposure Analysis

- ◆ Protection of Assets and Earnings
- ◆ Loss Potential
- ◆ Coverage Evaluations

Recommendations

- ◆ Coverage Improvements
- ◆ Administration
- ◆ Loss Control
- ◆ Financing Mechanisms

Marketing and Selection Management

- ◆ Develop Specifications
- ◆ Manage the Marketing Process
- ◆ Evaluate Submissions
- ◆ Make Recommendations
- ◆ Recommend Carriers and Service Providers

Specialized Services

- ◆ Claim Audits
- ◆ Safety Program Discussions
- ◆ Resource to Bankers, Attorneys and Accountants on Potential Risk and Losses
- ◆ Service as Outsourced Risk Manager
- ◆ Expert Witness Testimony
- ◆ Continuing Counsel

Project Fee Information & Acceptance/Authorization

This document confirms the Village of McFarland's acceptance and authorization of this Project as outlined in the proposal presented in this document.

The quoted project fee is dependent upon the continued development of the scope of the project. If the scope of the project as outlined changes during the course of the project or we encounter a situation that will significantly increase or decrease the quoted project fee, it is subject to change upon discussion between the Village of McFarland and T.E. Brennan Company.

Value

We are compensated on a fee-for-service basis. We do not accept remuneration of any type from any source other than our clients. We do not accept any contingency fees from any source as our impartiality will not be compromised.

We, therefore, certify that neither the company nor any employee will directly or indirectly receive any outside compensation or remuneration as a result of a consulting agreement between T.E. Brennan Company and the Village of McFarland.

Fees are based upon the ethical rules covering our profession. The amount of our statement will be the fair value of the services provided, taking into account the time spent by the consultants involved, the type of service we are being asked to perform, any special level of expertise required, the size and scope of the matter, performance and other relative considerations.

Expenses

It is our policy to provide you with the most effective support system available, while at the same time allocating the costs of such services and systems in accordance with your usage of the services. In addition to our fees for consulting services, we may also charge separately for certain costs and expense disbursements, including but not limited to travel and expenses associated with travel (i.e., lodging, meals, mileage, etc.); messenger, courier and other communication costs; long-distance telephone (over \$5.00); postage; facsimile charges; document reproduction; administrative staff time; administrative overtime when required by pending matters; and research facilities.

Certain services and expenses that may involve payments made to third parties include an additional charge based upon the internal cost with respect to those services and expenses. Large disbursement billings, if any, may be forwarded to you for direct payment by you to the third party.

Project Fee Information & Acceptance/Authorization (cont.)

Invoicing

As the project progresses, invoices will be generated at the end of each month for that portion of the project fee for the services incurred during that month. Our billing statement ordinarily will be rendered on a monthly basis and is due and payable upon receipt. Invoices that are not paid within 30 days may be subject to a charge of 1% per month thereafter.

Disbursements are included in the statement for the month in which the disbursements are incurred. However, some disbursements may not be available to us until the following month, in which case a supplemental statement will be rendered for those additional charges, or they will be included on a future month's bill.

The signature below indicates acceptance of this project and its terms and forms an agreement between T.E. Brennan Company and the Village of McFarland.

For T.E. Brennan Company:

Arlene Petersen, CPCU

Date

For the Village of McFarland:

Signature

Date

Printed Name and Title

Upon completion, please mail or email to:

Arlene Petersen, CPCU
T.E. Brennan Company
330 South Executive Drive, Suite 301
Brookfield, WI 53005-4275
petersen@tebrennan.com

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 27, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to consider the proposed goals and objectives with action plan to be accepted as the 2024-2025 McFarland Strategic Implementation Plan.

PREVIOUS ACTION:

The Village Board met on June 5, 2024 to review the former year's progress on the 2023/2024 Goals and Objectives and begin review process on the next year's goals.

The Village Board met on June 25 and July 9, 2024 to discuss possible revisions to the next year's Goals and Objectives.

The Village Board met with Staff on August 7, 2024 to review the Action Plan along with the updated Goals and Objectives from their prior review.

ISSUE SUMMARY:

We have been reviewing the next year's draft Goals and Objectives over the course of the last several months. Most recently we reviewed the Goals and Objectives with the proposed Action Plan prepared by Village Staff. All of this was reviewed and advanced to the Village Board to consider acceptance in order to finalize the planning process for the coming year. The version of the plan included in your packet is marked up showing the changes since we last reviewed this on August 7th. Additionally, this final draft did not include the current mission and vision as the Village Board continues that work as part of a separate process. This work will align with capital planning and development of the next year's budget which will begin review next month. This will serve as the 2024-2025 McFarland Strategic Implementation Plan once accepted by the Village Board.

FINANCIAL/BUDGET IMPACT:

Cost implications related to specific action plan steps are included within the plan. Those items highlighted in green are new costs to be considered within the 2025 Budget process.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:



Recommended Action:

Motion, second to accept the goals and objectives with action plan to serve as the 2024-2025 McFarland Strategic Implementation Plan.

ATTACHMENTS:

1. 2024-2025 McFarland Strategic Impl. Plan 08222024 DRAFT



2024-2025

McFarland Strategic Implementation Plan

DRAFT

August 27, 2024

Village Board Review and Acceptance

Introduction

Welcome to the 2024-2025 Strategic Implementation Plan for the Village of McFarland. In 2020, the Village created a strategic plan to help provide a road map for the Village to follow in order to bring to life different initiatives within the Community. In addition to that process, the Village Board undertakes a process annually to review the strategic plan while also establishing goals and objectives to implement these initiatives through an action plan. This plan from year to year address the long-term vision within capital improvement planning and also short-term vision incorporating elements from the action plan into the annual budget. Each of the goals presented in the plan are not presented in order of priority and each holds the same weight to address from year to year.

2020-2030 McFarland Strategic Plan ([Click on this link to view](#))

Key Plan Elements

Goal – General aspiration, concept, or ambition we are looking to achieve.

Objective – More specific task, project, or effort needed to achieve the goals.

Action Plan – Detailed steps outlining the work, cost, timeline, and assignment to be completed in order to meet the objective.

Retreat Schedule

June 5, 2024

- Discussion and review of 2023-2024 McFarland Strategic Implementation Plan.
- Discussion regarding Village's Mission, Vision, and Value Statements.
- Discussion regarding 2024-2025 McFarland Strategic Implementation Plan as the Village Board goals and objectives for the coming year:
 - Goal A: McFarland Municipal Center Campus
 - Goal B: Public Infrastructure

June 25, 2024

- Discussion regarding 2024-2025 McFarland Strategic Implementation Plan as the Village Board goals and objectives for the coming year:
 - Goal C: Housing and Economic Development
 - Goal D: Village Government
 - Goal E: Community

July 9, 2024

- Discussion regarding 2024-2025 McFarland Strategic Implementation Plan as the Village Board goals and objectives for the coming year:
 - Goal F: Transportation
 - Goal G: Park/Conservancy System
 - Goal H: Diversity, Equity, and Inclusion

August 7,. 2024

- Discussion regarding draft goals and objectives to be included within the 2024-2025 McFarland Strategic Implementation Plan.
 - Includes Action Plan.
 - Review conducted with Department Heads.

August 27,. 2024

- Discussion and action to consider the proposed goals and objectives with action plan to be accepted as the 2024-2025 McFarland Strategic Implementation Plan.

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

Highlight notes items where new funding is required within the budget and not previously approved.

A. McFarland Municipal Center Campus

Continued consideration of recommendations from ~~Develop~~ of the Master Plan to include development ~~implementation~~ of a multi-generational community center that creates functional space for , ~~planned~~ expansion of the library, senior services, youth services, remaining Departments, ~~connecting Village plaza~~, and adjoining outdoor public spaces (i.e. - McFarland Municipal Campus) including the development of programs to serve seniors, youth, and families.

Objectives:

- (1) Determine future space needs and design features for the development of indoor and outdoor public spaces to support programming to be determined.
- (2) Identify and engage a broad spectrum of residents, including seniors, youth, adults, and community partners in all aspects of the planning process and operations/utilization.

Action Steps: Cost Timeline Assignment

Objectives Completed.

McFarland Municipal Center Master Plan Accepted by Village Board on May 23, 2023.

- (3) Identify operational issues, challenges, and fiscal impacts associated with the design of recommendations from the McFarland Municipal Campus Master Plan and the construction of desired improvements thereof.

Action Steps: Cost Timeline Assignment

Update and review long term financial plan (10 years) as appendix to 5 year CIP	None	Aug 24	Administrator
i. that depicts implementation of all improvements for Municipal Center, Library, and surrounding spaces.			Library Village Board

Review master plan, conceptual design work, and space needs to revisit planning assumptions.	None	May 25	Administrator Departments Village Board
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Complete review and additional planning work to consider next steps for project.	None	Nov 25	Administrator Departments Village Board
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Continue operational planning for Community Center with elements for the Library, Youth Center, and Senior Services. Build recommendations into Future Staffing Plan.	TBD	Duration	Administrator Library Senior Outreach Village Board
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- (4) Build accepted and recommended improvements for public infrastructure in accordance with the McFarland Municipal Center Campus Master Plan.

Action Steps: Cost Timeline Assignment

Objective on hold pending additional planning work and Village Board authorization to proceed.

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

B. Public Infrastructure <i>Plan for and align physical facilities and open space to support future service delivery, quality of life and infrastructure needs.</i>				
Objectives				
(1) Complete construction and transition affected Departments to a standalone public safety facility for fire, EMS, police, and court services.				
<u>Action Steps:</u>		<u>Cost</u>	<u>Timeline</u>	<u>Assignment</u>
Objective Completed, Public Safety Center completed on August 31, 2023.				
(2) Improve current Village facilities, including maintenance enhancements, and identify new systems to promote sustainability.				
<u>Action Steps:</u>		<u>Cost</u>	<u>Timeline</u>	<u>Assignment</u>
i.	Develop plan for addressing Waubesa lagoon/channel waterways as rec.	TBD	Feb 25	Administrator Public Works
ii.	Develop long term facilities plan for all facilities through hiring of new Facility Manager position.	N/A	Jun 25	Public Works
iii.	Begin implementation of 2023 Stormwater Management Plan following first year recommendations.	\$450,000	Nov 25	Public Works
iv.	Continue responding to design and permitting needs for solar array.	TBD	Dec 25	Community Development
(3) Develop capital improvement plans to support infrastructure needs aligned with future growth to forecast cost implications and implementation schedule.				
<u>Action Steps:</u>		<u>Cost</u>	<u>Timeline</u>	<u>Assignment</u>
i.	Complete planning and evaluation of Library system to implement rec. on surge suppression.	\$35,000	Apr 25	Library Public Works
ii.	Develop long term plan for hardware/technology replacements to include within CIP.	N/A	May 25	Administrator
iii.	Prepare inventory and assess public restrooms to identify opportunities for accessible and gender neutral facilities.	\$15,000	Jun 25	Administrator Public Works
iv.	Develop design and implement recommendation to repair and/or replace roof at Library.	\$150,000	Aug 25	Library Public Works
v.	Begin design process for new Well #5 for construction in 2026.	\$200,000	Dec 25	Public Works
vi.	Finish design process for Phase 2 of the Eastside Interceptor from Rosewood Fields to north of CTH MN.	\$30,000	Dec 25	Public Works

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

C. Housing & Economic Development

Promote responsible growth, affordable housing, increase economic development, and grow/retain existing businesses.

Objectives

- (1) Attract and enhance new and existing ~~commercial~~, restaurants, retail, ~~light industrial~~, office, mixed-use, and civic uses in the downtown area, USH 51/Farwell corridor, East Side Growth Area, and surrounding areas.
- (2) Develop incentives for business growth such as incubator programs, tax increment financing districts, and recruitment/retention.

Action Steps:		Cost	Timeline	Assignment
i.	Complete Redevelopment District #1 Plan (Terminal & Triangle District), including new TID #6 Overlay.	\$75,000	Dec 24	CDA, PC, and VB Comm Devel Joint Review Board
ii.	Complete updated Redevelopment District #2 Plan (Downtown District).	\$75,000	Dec 24	Community Development
iii.	Consider Project Plan for the creation of TID #7 in line with recommendations of the East Side Plan.	N/A	Dec 24	CDA, PC, and VB Comm Devel Joint Review Board
iv.	Develop RFP, bid, hire, and complete process to recodify the Subdivision and Zoning Codes as they impact planning decisions, density, zoning, diversity, and commercial uses.	\$110,000	Dec 25	Administrator Community Development Plan Commission Village Board
v.	Prepare a Business Retention and Expansion Survey to guide economic development efforts.	\$12,500	Dec 25	Community Development
vi.	Consider property acquisition where appropriate including funding.	Case by Case	Duration	Administrator Comm Devel
vii.	Advance East Side Plan through consideration of its , pursue recommendations, associated engineering for additional analysis, partnership with applicable municipalities, and continued public engagements as and consider projects are proposed as applicable .	Case by Case	Duration	Community Devel Authority Community Development Joint Review Board Plan Commission Village Board

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

C. Housing & Economic Development (continued) <i>Promote responsible growth, affordable housing, increase economic development, and grow/retain existing businesses.</i>			
Objectives			
(3) Improve mix of housing within the Village, including consideration for affordable housing units within new development.			
Action Steps:	<u>Cost</u>	<u>Timeline</u>	<u>Assignment</u>
i. Evaluate opportunities to build Affordable Housing Fund through General Fund, TIF extensions, County funding, CDBG programs, etc.	TBD	Duration	Administrator Community Development
ii. Evaluate opportunities to build Affordable Housing Fund through WHEDA, State, and Federal programs.	TBD	Duration	Administrator Community Development
iii. Encourage affordable housing through recs. from housing studies including Comp Plan, Redevelop Districts, and Dane County Housing Strategy.	Case by Case	Duration	Community Development

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

D. Village Government

Creation of a dynamic work place that is inclusive and diverse in our ability to demonstrate our commitment to employee growth and development for the betterment of the Community.

Objectives:

- (1) Evaluate staffing models and organization structure to meet future service delivery needs.

Action Steps:	Cost	Timeline	Assignment
i. Finalize plan/proposal for implementation to absorb ongoing operations of the Youth Center.	TBD	Jan 25	Administrator Library
ii. Study and report on recommendations to implement curbside yard waste/leaf collection program.	TBD	Sep 25	Administrator Public Works
iii. Continue planning operational adjustments to service delivery needs of the Community Center.	TBD	Dec 25	Administration Administrator Library Senior Outreach

- (2) Prioritized community-based best practices in public safety service delivery including ~~policing practices~~ and identify areas ~~initiatives~~ for diversity initiatives, outreach, education, and program development.

Action Steps:	Cost	Timeline	Assignment
i. Complete policy updates and finish WILEAG Accreditation.	None.	Mar 25	Police
ii. Develop policy/ord for use and installation of a Safe Haven Box at the Public Safety Center in line Statutes.	\$30,000	Dec 25	Fire and Rescue Police
iii. Design and implement new Records Management System for more efficient and accurate data collection.	\$150,000	Dec 25	Police
iv. Review opportunities to advance emergency management including ongoing preparedness, engagement, and crisis communications.	TBD	Duration	Administration Administrator Fire and Rescue Police

- (3) Enhance public engagement and presence within the Community through the use of a broad range of media.

Action Steps:	Cost	Timeline	Assignment
i. Continue to implement strategies and recommendations from the Communications and Engagement Plan.	Case by Case	Duration	Administration Administrator Village Board

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

D. Village Government (CONTINUED)

Creation of a dynamic work place that is inclusive and diverse in our ability to demonstrate our commitment to employee growth and development for the betterment of the Community.

Objectives:

- (4) Continue discussions with School District on partnerships with the Village to share and expand services for the benefit of the Community.

Action Steps:	Cost	Timeline	Assignment
i. Communications shared between District and Village Staff for inclusion in the Outlook, Lookout, Social Media, Website, and other media.	N/A	Monthly	Administration School District
ii. Hold regular internal and external meetings between School and Village Boards as well as Staff to discuss shared initiatives, fiscal/tax impact of service delivery, and opportunities to collaborate.	N/A	Monthly	Administrator School District Village Board
iii. Explore opportunities with the School District to connect with students and faculty for program development, BCC participation, internship, and other forms of outreach as applicable.	Case by Case	Duration	Administrator Departments Village Board

- (5) Plan for and implement the inclusion of the operations for the McFarland Youth Center.

Action Steps:	Cost	Timeline	Assignment
Objective 5 transitioned as an Action Step within Objective 1 of this Goal.			

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

E. Community <i>Improve the Community experience for residents, businesses, and visitors through its services, safety, history, and overall desired quality of life.</i>			
Objectives			
(1) Evaluate opportunities for the development of public art, promotion of events/programming that enriches the community and enhances the local quality of life. using statues, murals, music, special programming, etc. (2) Create a public art program that enriches the community and enhances the local quality of life.			
Action Steps:	Cost	Timeline	Assignment
i. Finish implementation of signage program implemented by the Landmarks Commission to note locally historic properties.	\$20,000	Dec 24	Community Development Landmarks Commission
ii. Apply for grant from the Wisconsin Historical Society to complete a historic property survey.	N/A	Dec 25	Community Development
ii. Pursue locally initiated public art and design opportunities.	Case by Case.	Duration	Community Development
(3) Promote the concept of a safe and healthy community in an integrated way including diversity, equity, and inclusion initiatives; from policy to planning and development.			
Action Steps:	Cost	Timeline	Assignment
i. Explore inclusion within the Dane County and City of Madison C.A.R.E.S. program, encourage continued funding and support.	TBD	Jun 25	Administrator Fire and Rescue Police Village Board
ii. Cross develop outreach/risk reduction training to develop strategies for medical and wellness risk reduction.	\$10,000	2025	Fire and Rescue Senior Outreach
iii. Participate in the Trust Building Campaign by the IACP to ensure positive partnerships and improve general well being.	Varies	Duration	Police
(4) Conduct process to update mission, vision, and value statements including solicitation of public input into their development.			
Action Steps:	Cost	Timeline	Assignment
i. Conduct background and review history behind existing statements. Develop process and communications plan.	N/A	Aug 24	DEI Strategist
ii. Public engagement to inform process and help shape updates to existing statements.	TBD	Nov 24	DEI Strategist Departments Village Board
iii. Review feedback received, prepare proposed changes, and present to the Community.	N/A	Feb 25	DEI Strategist Departments Village Board

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

F. Transportation				
Improve Community connectivity along pedestrian and vehicular corridors.				
Objectives				
(1)	Improve, maintain, and enhance bike/walking path connections throughout the Village and in cooperation with neighboring municipalities and government agencies.			
Action Steps:		Cost	Timeline	Assignment
i.	Plan reconstruction of Siggelkow Road corridor to include off street trail expansion from Juniper Ridge to Community Park on CTH AB.	TBD	Duration	Administrator Comm Devel Public Works
ii.	Work with Dane County on planning for connection of Lower Yahara Trail from Fish Camp Park (County) to Urso/Schuetz Park (Village).	TBD	Duration	Administrator Community Development Public Works
iii.	Work with WisDOT and Town of Dunn regarding Exchange Street, USH 51 trail extensions.	TBD	Duration	Administrator Community Development
(2)	Review opportunities to provide all forms of public transportation within and outside of the Village.			
Action Steps:		Cost	Timeline	Assignment
i.	Explore municipal and/or regional partnerships to develop localized public transportation as funds are available.	TBD	Duration	Administrator Community Development
(3)	Enhance pedestrian safety for walkers and bicyclists throughout the community, including areas of Highway 51 that go through the Village.			
Action Steps:		Cost	Timeline	Assignment
i.	Construct streetscaping improvements within WisDOT Segment 7 project.	\$250,000	Oct 2025	Community Development
ii.	Continued partnership with WisDOT and Dane County on Segment 7 as applicable, emphasis on Siggelkow round-a-bouts, pedestrian connectivity.	TBD	Duration 2024/2025	Administrator Community Development Village Board
iii.	Continued partnership with WisDOT and Dane County on Segment 6 as applicable, emphasis on adding sidewalk, safe crossing, speed limit, round-a-bout, and bridge underpass.	TBD	Duration 2026/2027	Administrator Community Development Village Board
iv.	Plan streetscaping improvements for inclusion within Segment 6 project.	N/A	Oct 2025	Community Development

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

G. Park/Conservancy System

Support the development of active and passive park amenities that appeal to all.

Objectives

- (1) Develop new and diverse park system amenities for indoor and outdoor use that are not currently offered in our Community.

Action Steps:	Cost	Timeline	Assignment
i. Complete Design for Community Park Phase 2 with phased implementation.	\$140,000	Mar 25	Public Works
ii. Consider implementation of Community Park Phase 2 as a whole project or in parts.	\$2,500,000	Sep 25	Public Works
iii. Consider land acquisitions where applicable to expand and/or create new opportunities in parks including lake access and recreational trails.	Case by Case.	Duration	Community Development

- (2) Dedicate resources to enhance and maintain existing parks and green spaces throughout the Village.

Action Steps:	Cost	Timeline	Assignment
i. Renovate Brandt Park Shelter to address fixtures, security, access, and add gender neutral restroom.	\$110,000	Jun 25	Public Works
ii. Consider addition of playground equipment at Prairie Place Park.	\$160,000	Sep 25	Parks/Rec Committee Public Works

- (3) Evaluate the costs and benefits of an outdoor aquatic facility, including construction and operation.

Action Steps:	Cost	Timeline	Assignment
i. Discuss future capital/operating costs, gather public input, economic impact, determine fund raising parameters, create community partners as needed.	None	Duration	Administrator Parks and Recreation Committee Village Board

- (4) Develop and implement park master plans that prioritize future developments.

Action Steps:	Cost	Timeline	Assignment
i. Drafting and adoption of 2025-2029 Comp Outdoor Recreation Plan.	\$10,000	Dec 24	Comm Devel Public Works
ii. Begin implementation of recommendations from 2023 Conservancy Management Plan.	\$20,000	Dec 25	Public Works

- (5) Expand, enhance, and develop programs to increase access and promote greater use of the lakefront, wetland conservancy, and waterways.

Action Steps:	Cost	Timeline	Assignment
i. Complete construction of lake access improvements at Lewis Park.	\$250,000	Dec 24	Public Works

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

H. Diversity, Equity, and Inclusion <i>Create opportunities to advance initiatives that support the growth of diversity, equity, and inclusion within the Community and organization.</i>				
Objectives				
(1) Provide support for the ongoing development and utilization of the Diversity, Equity, and Inclusion Committee.				
Action Steps:		<u>Cost</u>	<u>Timeline</u>	<u>Assignment</u>
i. Develop a Language Access Plan, Policy and/or Program to set standards, resources, and training for enhanced accessibility, aligning with equity goals through plain language.		TBD	May 25	All Departments DEI Strategist
ii. Developing a comprehensive data collection policy to delineate parameters, limitations, and objectives to determine ongoing utilization.		N/A	Jul 25	Administration Administrator DEI Strategist Departments
iii. Forming community engagement groups to enhance community buy-in through fostering togetherness, diversity, equity and inclusion.		N/A	Duration	Administration DEI Strategist
iv. Implementing education, awareness, and action across the Village Board, committees, departments, and staff using a comprehensive Village-wide equity framework and guidance.		TBD	Duration	Administration DEI Strategist
(2) Continued implementation of the Diversity, Equity, and Inclusion (DEI) Report.				
Action Steps:		<u>Cost</u>	<u>Timeline</u>	<u>Assignment</u>
i. Creating the VOM DEI Annual Report to transparently showcase progress to the community, departments, Board, committees, and staff.		TBD	Aug 25	DEI Strategist
ii. Establishing a comprehensive framework and definition for event planning and execution led by the Village in collaboration with community organizations.		N/A	Duration	DEI Strategist
iii. Leveraging the DEI report to integrate climate, culture, diversity, equity, and inclusion into departments, projects, and programs that align with specific departmental/organizational goals.		N/A	Duration	All Departments DEI Strategist
iv. Aide Library as needed with establishment of DEI criteria for collections, programs, services, displays, and book rec.		N/A	Duration	DEI Strategist

2024/2025 - McFarland Strategic Implementation Plan

Village Board Goals, Objectives, and Action Plan

H. Diversity, Equity, and Inclusion (CONTINUED)

Create opportunities to advance initiatives that support the growth of diversity, equity, and inclusion within the Community and organization.

Objectives

(3) Work with Community Partners on the creation of a lasting land acknowledgement.

Action Steps:	Cost	Timeline	Assignment
i. Continuing collaboration with the school district on the land acknowledgement plaque initiative.	\$6,000	Jan 25	Community Development DEI Strategist
ii. Researching and analyzing the feasibility of implementing land acknowledgements during meetings to determine their potential inclusion.	N/A	Jun 25	DEI Strategist

(4) Continue discussions with School District on partnerships with the Village for the advancement of diversity, equity, and inclusion within the Community.

Action Steps:	Cost	Timeline	Assignment
i. Engage and network with School District via DEIB Coordinator position.	None.	Duration	DEI Strategist
ii. Continued network development on inclusion of students within boards, commissions, and committees.	None.	Duration	DEI Strategist

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 27, 2024

SECTION: Business

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action to accept the McFarland 2025-2029 Capital Improvement Plan.

PREVIOUS ACTION:

Please note the following schedule that was applied to prepare this plan and the review anticipated:

- May 16 – Begin Staff Process
- June 7 – Staff Submittal Deadline
- June 13 – Financial Advisor Report
- June 20 – Draft Plan Complete, transmitted to Village Board
- June 24 – Public Works and Utilities Committee: Intro draft plan for items related to streets, utilities, vehicles, and equipment within the Public Works Department.
- June 25 – Village Board: Intro the entire draft plan
- July 2 – Parks and Recreation Committee: Intro draft plan for items related to park amenities within the Public Works Department.
- July 22 - Public Works and Utilities Committee: Continue Review (ACTION TAKEN TO RECOMMEND ACCEPTANCE)
- July 23 - Village Board: Continue review
- July 31 - Village Board: Continue review
- August 6 - Parks and Recreation Committee: Continue Review (ACTION TAKEN TO RECOMMEND ACCEPTANCE)
- **August 27 – Village Board: Accept and finalize the next 5 year plan**

ISSUE SUMMARY:

Enclosed is the draft 2025-2029 Capital Improvement Plan helping to plan out a multitude of projects, plans, designs, equipment, and various capital needs. Commitment to capital within this plan remains strong and in line with Village Board goals and objectives established for these purposes. This plan has previously been reviewed by the Village Board as well as within Committees with the objective for this upcoming meeting to consider acceptance of this final draft. The 2025 plan year once accepted will then be used to build the 2025 Budget for the Capital Projects Fund for your consideration to adopt this Fall.

The plan continues to forecast what is needed for our note issuances from year to year while also accounting for bonding needs of the Community Center addition to the Municipal Center.



Based on the review though and action by the Village Board to pause design, the project is presented for continued planning 2025, design in 2026, and construction in 2027/2028. Existing borrowed funds will be utilized in 2025 and 2026 with consideration for a new borrowing towards the project in 2027 to support implementation of the design. The funding outlined in this plan provides for the level of funding last adopted for the project, and will need to be adjusted in the future following additional planning work to adjust the scope as might be desired.

Please remember these are projections taking into account a lot of assumptions on what may or may not happen in the next 5 years and longer regarding the presented variables. The true testament as to whether or not any implementation happens within this plan is through the annual budget process. As a plan, the use of assumptions is appropriate to be able to forecast certain impacts and attempt to avoid funding pitfalls. As we progress through the years, how elements are incorporated into the budget is the final say as to whether or not they may move forward.

FINANCIAL/BUDGET IMPACT:

On average over the 5 year life of this plan, the average tax rate increase is \$0.21 per thousand dollars of value. The median home value as of January 1, 2023 is estimated at \$390,600 and an individual with that level of value would expect to pay approximately \$81.46 more per year on average under this plan. By comparison, last year's plan was accepted at an average tax rate increase of \$0.35 per thousand dollars of value which the average homeowner would have expected to pay on average \$135.28 more per year.

On average over the 5 year life of this plan, the average tax rate increase was presented at \$0.35 per thousand dollars of value with the draft that was provided in June. The median home value as of January 1, 2023 is estimated at \$390,600 and an individual with that level of value would expect to pay approximately \$137.56 more per year on average under this plan. However, the enclosed draft is updated with the changes reviewed in July which makes significant reductions that in turn greatly reduce expected impact on the tax rate. Again these are only estimates based on the variables presented but are at least key indicators of trends we might expect at the time a budget may be adopted. The changes noted in the revised plan would lower the expected tax rate to \$0.21 per thousand of value where someone would expect to pay on average of \$81.46 per year on the median home. A few other key factors of note:

- **Use of Other Revenue Debt Service Column** - Annually the budget provides for other revenue sources that reduce the need for the levy to fund 100% of the debt service need. This comes in the form of impact fee collection, interest earnings, reoffering premiums, and fund balance. The CIP now also reflects which helps to show how it keeps the levy and rate lower than they could be.
- **Total Debt** - As an example to the previous item, the total debt for the updated plan is projected at \$7.14 million but the maximum amount we would levy would be \$6.70 million. This was as high as \$8.23 million under the former plan.
- **Tax Rate** - The total tax rate maxes out at \$3.48 benefiting from the debt reductions and other revenues. Previously this was projected as high as \$4.23.
- **Tax Increase** - The average for each of the five years stays under \$100 per year with a



high point of \$99.92 in 2029 which would be the last year of the current plan in which the final debt payments for the Community Center begin to be levied.

- Some other debt indicators of note that we track:
 - Debt Support - Overall, note issuances are planned to be significantly less over the next 5 years. Total note issuances accepted last year was \$22,225,250 at an average of \$4,45,050 per year within the plan. The latest plan proposes a total note issuance of \$13,355,500 which yields an average of \$2,671,100.
 - Interest Rates - The plan accepted last year recognized rising interest rates and accounted for that within its forecasting. Interest rates on the municipal bond market have been trending up a bit but still projected less than 4% in the current outlook.
 - Debt Utilization - With the changes to this plan, our debt utilization will greatly decrease as the larger borrowings are pushed out further. It is expected to peak in 2029 at 60.11% before starting to fall thereafter. Previously that percentage projected a max at around 80% in 2025 centered around increases from the larger facility projects. With increases in value and reductions in the total debt support is why we are seeing that now fall within the policy recommendation of 67.77%. A margin of nearly 40% would yield about \$32 million in GO obligations that could still be borrowed if desired or needed for things not presently identified.

VILLAGE PLAN REFERENCE:

Chapter 3 - Debt Management Policy

Last updated in 2020, this policy provides guidance on the utilization of debt to support capital project needs. Our planned borrowing past and present have conformed to the standards outlined within this document. By State law, our debt limit is 5% of our equalized value which as part of the 2023 Audit was \$80,893,280 with \$42,845,000 outstanding. By policy the limit locally is set at not to exceed 67% of our legal debt limit which would be approximately \$54,198,498. Again, as of the end of 2023 we were below this threshold at \$42.85 million ultimately demonstrating a slightly above average utilization of debt (approximately 53%).

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to accept the McFarland 2025-2029 Capital Improvement Plan.

ATTACHMENTS:

1. 2025-2029 McFarland CIP - DRAFT - 08222024



5 Year
Capital Improvement Program

2025-2029

August 27, 2024
Village Board Review and Approval

DRAFT

2025-2029 McFarland Capital Improvement Plan

Funding Summary

By Department...	2025	2026	2027	2028	2029	Total
Administration	27,500	2,500	2,500	32,500	2,500	67,500
Facilities	484,500	1,486,000	11,738,000	11,738,000	238,000	25,684,500
Communications/Technology	0	0	0	0	0	0
Police	200,000	155,000	35,000	155,000	35,000	580,000
Fire and Rescue	1,006,750	114,000	1,515,000	669,750	109,000	3,414,500
Public Works	5,382,500	11,367,000	5,661,000	8,880,750	4,270,000	35,561,250
Senior Outreach	3,000	0	0	0	0	3,000
Library	203,000	8,000	8,000	8,000	8,000	235,000
Parks	2,823,500	680,000	460,000	2,185,000	450,000	6,598,500
Community Development	20,500	66,000	66,250	281,250	6,250	440,250
Total	10,151,250	13,878,500	19,485,750	23,950,250	5,118,750	72,584,500

By Fund...	2025	2026	2027	2028	2029	Total
General - Fund 100	4,500	4,500	4,500	4,500	4,500	22,500
Comm/Tech - Fund 200	-	-	-	-	-	-
TID #3 - Fund 305	-	-	-	3,070,750	1,686,500	4,757,250
TID #4 - Fund 310	-	-	-	-	-	-
TID #5 - Fund 315	-	-	750,000	125,000	-	875,000
TID #6 - Fund 320	250,000	-	-	125,000	-	375,000
TID #7 - Fund 325	250,000	3,750,000	250,000	3,750,000	-	8,000,000
Capital Projects - Fund 400	5,627,000	3,928,750	16,081,250	14,154,000	1,752,500	41,543,500
Parks - Fund 405	700,000	190,000	185,000	190,000	195,000	1,460,000
Utility - Fund 600	2,619,000	5,110,500	1,348,250	2,117,750	1,027,000	12,222,500
Stormwater - Fund 605	700,750	894,750	866,750	413,250	453,250	3,328,750
Total	10,151,250	13,878,500	19,485,750	23,950,250	5,118,750	72,584,500

Within Fund 400...	2025	2026	2027	2028	2029	Total
General Revenue	275,000	300,000	325,000	350,000	375,000	1,625,000
Grants	6,250	405,000	686,500	340,250	-	1,438,000
Intergovernmental	-	-	-	-	-	-
Borrowing	4,724,500	1,906,250	15,005,250	13,400,000	1,319,500	36,355,500
Reserves	621,250	1,317,500	64,500	63,750	58,000	2,125,000
Total	5,627,000	3,928,750	16,081,250	14,154,000	1,752,500	41,543,500

Within Borrowing...	2025	2026	2027	2028	2029	Total
Bonds	-	-	11,500,000	11,500,000	-	23,000,000
Notes	4,724,500	1,906,250	3,505,250	1,900,000	1,319,500	13,355,500
Total	4,724,500	1,906,250	15,005,250	13,400,000	1,319,500	36,355,500

Within Fund 600 and 605...	2025	2026	2027	2028	2029	Total
Water	2,365,750	3,942,250	1,127,750	1,974,000	843,250	10,253,000
Sanitary Sewer	253,250	1,168,250	220,500	143,750	183,750	1,969,500
Storm Sewer	700,750	894,750	866,750	413,250	453,250	3,328,750
Total	3,319,750	6,005,250	2,215,000	2,531,000	1,480,250	15,551,250

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2022 2023 2024 2025 2026 2027 2028 2029

Program Year: 2025

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	TID #6 Fund 320	TID #7 Fund 325	Capital Projects - Fund 400					Total	Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
									General	Grants	Intergov	Borrow	Reserve			Water	Sewer		
Badger Book Replacement	Admin								25,000			-		25,000					25,000
Digital Records Mgmt	Admin								-					-					-
Equipment/Furniture	Admin	2,500												-					2,500
Community Center (Plan)	Facilities											-	250,000	250,000					250,000
Facility Improvement	Facilities												50,000	50,000					50,000
General Tech Equipment	Facilities											30,000		30,000					30,000
Land Acquisition	Facilities								40,000					40,000					40,000
Network Equip	Facilities								4,000					4,000		3,500	3,500	3,500	14,500
Sinking Fund	Facilities								100,000					100,000					100,000
									€#					-					-
Equipment Upgrade	€#		-											-					-
	€#													-					-
Equipment	Police								14,750			15,250	-	30,000					30,000
RMS System	Police								20,000			130,000		150,000					150,000
Traffic Safety	Police								-			15,000	5,000	20,000					20,000
Ambulance (x 2)	Fire/EMS											713,500	125,000	838,500					838,500
Car 1 Sinking Fund	Fire/EMS								8,500					8,500					8,500
Chief Vehicle	Fire/EMS											-		-					-
EMS Equipment	Fire/EMS								6,500					6,500					6,500
Fire Equipment	Fire/EMS									6,250		58,750		65,000					65,000
Ice/Water Rescue	Fire/EMS								5,000			-	250	5,250					5,250
Safe Haven Box	Fire/EMS											30,000		30,000					30,000
Technology	Fire/EMS								-			53,000		53,000					53,000
E. Interceptor II (Design)	DPW													-			30,000		30,000
Facility Equipment	DPW											16,000		16,000		15,500		7,000	38,500
Leased Equipment	DPW								9,000					9,000		8,000	8,000	8,000	33,000
Mowers x 2	DPW											36,000		36,000				36,000	72,000
Patrol Truck	DPW											80,000		80,000		80,000	80,000	80,000	320,000
Paving and Utility Plan	DPW											885,500		885,500		2,027,000		78,500	2,991,000
Pickup Truck	DPW											26,500		26,500		26,500	26,500		79,500
San. Sewer TV and Cleaning	DPW													-			100,000		100,000
Sidewalk Replace	DPW											100,000		100,000					100,000
Siggelkow Phase 1 (Design)	DPW							250,000						-					250,000
Sinking Fund	DPW								2,750					2,750		2,750	2,750	2,750	11,000
Small Capital	DPW													-				2,500	2,500
Stormwater Maintenance	DPW													-				450,000	450,000
Street Maintenance	DPW											150,000		150,000					150,000
Street Sweeper	DPW													-				30,000	30,000
Street Tree Planting	DPW											30,000		30,000					30,000
Tool Cat Machine	DPW											85,000		85,000					85,000
Trailer	DPW											-	2,500	2,500		2,500	2,500	2,500	10,000
USH 51 Seg 7 (Build)	DPW							250,000				-		-					250,000
Vehicle Lift	DPW											150,000		150,000					150,000
Well #5 (Design)	DPW													-		200,000			200,000
Well Mechanicals	DPW													-		-			-
														-					-
Equipment	Outreach								3,000					3,000					3,000
	Outreach													-					-
	Library													-					-
Comp - Workstation	Library								8,000					8,000					8,000
Pre-Built Study Room	Library								10,000					10,000					10,000
Roof Maintenance	Library											-	150,000	150,000					150,000
Surge Suppression	Library												35,000	35,000					35,000
	Library													-					-
Arnold Larson Park	Parks											-		-					-
Bathroom (Design/Build)	Parks													-					-
Brandt Park (Batting Cage)	Parks													-	15,000				15,000
CP Phase 2 (Build)	Parks											2,000,000		2,000,000	500,000				2,500,000
McDaniel Park (Build)	Parks													-					-
McF Park Ph 3.1 (Design)	Parks											-		-					-
McF Park (Facility)	Parks											-		-					-
Mower	Parks											-		-					-
Park Equipment	Parks												3,500	3,500	25,000				28,500
Pedestrian Ways (Trails)	Parks											100,000		100,000					100,000
Planning (Conservancy)	Parks											20,000		20,000					20,000
Playground Const. (Prairie Pla.)	Parks													-	160,000				160,000
Property Acquisition	Parks													-					-
Siggelkow Trail (Design)	Parks											-		-					-
Parks PF Needs Assessment	CD								15,000					15,000					15,000
Property Acquisition	CD													-					-
Small Capital	CD	2,000												-					2,000
Sinking Fund	CD								3,500					3,500					3,500
Total Projects		4,500	-	-	-	-	250,000	250,000	275,000	6,250	-	4,724,500	621,250	5,627,000	700,000	2,365,750	253,250	700,750	10,151,250

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2022

2023

2024

2025

2026

2027

2028

2029

Program Year: 2026

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	TID #6 Fund 320	TID #7 Fund 325	Capital Projects - Fund 400						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
									General	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Digital Records Mgmt Equipment/Furniture	Admin Admin	2,500							-					-					-
Community Center (Design)	Facilities											-	1,250,000	1,250,000					1,250,000
Facility Improvement	Facilities												50,000	50,000					50,000
General Tech Equipment	Facilities								25,000			-	5,000	30,000					30,000
Land Acquisition	Facilities								40,000					40,000					40,000
Network Equip	Facilities								4,000					4,000		4,000	4,000	4,000	16,000
Sinking Fund	Facilities								100,000					100,000					100,000
Equipment Upgrade	CF													-					-
	CF													-					-
	CF													-					-
Equipment	Police								15,000					15,000					15,000
Patrol Vehicles	Police											120,000		120,000					120,000
Traffic Safety	Police								20,000					20,000					20,000
USH 51 Cameras	Police											-		-					-
Car 1 Sinking Fund	Fire/EMS								9,250					9,250					9,250
EMS Equipment	Fire/EMS								6,750					6,750					6,750
Fire Equipment	Fire/EMS								-	5,000		70,750	1,500	77,250					77,250
Ice/Water Rescue	Fire/EMS								4,500			-		4,500					4,500
Technology	Fire/EMS								8,250				8,000	16,250					16,250
CTH MN 5 (Design)	DPW											50,000		50,000					50,000
E. Interceptor II (Build)	DPW													-			1,000,000		1,000,000
Leased Equipment	DPW								9,000					9,000		8,000	8,000	8,000	33,000
Lift	DPW											17,500		17,500					17,500
Paving and Utility Plan	DPW									400,000		475,000		875,000		49,500		347,000	1,271,500
Pickup Truck	DPW											15,000		15,000		15,000	15,000	15,000	60,000
Plate Compactor	DPW													-		4,000	4,000	4,000	12,000
Property Acquisition	DPW											350,000		350,000					350,000
San. Sewer TV and Cleaning	DPW													-			100,000		100,000
Sidewalk Replace	DPW											100,000		100,000					100,000
Siggelkow Phase 1 (Build)	DPW							3,750,000						-					3,750,000
Sinking Fund	DPW								3,000					3,000		3,000	3,000	3,000	12,000
Small Capital	DPW													-				2,500	2,500
Stormwater Maintenance	DPW													-				450,000	450,000
Street Maintenance	DPW											150,000		150,000					150,000
Street Sweeper	DPW													-				30,000	30,000
Street Tree Planting	DPW											30,000		30,000					30,000
Tool Cat	DPW											21,250		21,250		21,250	21,250	21,250	85,000
Tower Paint (Holscher)	DPW													-		500,000			500,000
Trailer	DPW											-	3,000	3,000		3,000	3,000		9,000
Truck Crane	DPW													-		10,000	10,000	10,000	30,000
USH 51 Seg 6 (Build)	DPW													-		204,500			204,500
USH 51 Seg 7 (Build)	DPW											-		-					-
Well #5 (Build)	DPW													-		3,120,000			3,120,000
Well #4 (Design)	DPW													-					-
Outreach	Outreach													-					-
Outreach	Outreach													-					-
Outreach	Outreach													-					-
Comp - Workstation	Library								8,000					8,000					8,000
	Library													-					-
	Library													-					-
CP Phase 3 (Design)	Parks											-		-					-
Egner Park Facility (Design)	Parks											-		-					-
Lake Access Study	Parks											-		-					-
McF Park Ph 3.1 (Build)	Parks											-		-					-
McF Park (Facility)	Parks											250,000		250,000					250,000
Mower	Parks											140,000		140,000					140,000
Park Equipment	Parks													-	40,000				40,000
Pedestrian Ways (Trails)	Parks								43,250			56,750		100,000					100,000
Playground (Cedar Ridge)	Parks													-	150,000				150,000
Property Acquisition	Parks													-					-
Soccer Goals	Parks													-					-
Siggelkow Trail (Build)	Parks											-		-					-
Comprehensive Plan	CD											60,000		60,000					60,000
Property Acquisition	CD													-					-
Small Capital	CD	2,000												-					2,000
Sinking Fund	CD								4,000					4,000					4,000
Total Projects		4,500	-	-	-	-	-	3,750,000	300,000	405,000	-	1,906,250	1,317,500	3,928,750	190,000	3,942,250	1,168,250	894,750	13,878,500

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2022

2023

2024

2025

2026

2027

2028

2029

Program Year: 2027

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	TID #6 Fund 320	TID #7 Fund 325	Capital Projects - Fund 400						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
									General	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Digital Records Mgmt Equipment/Furniture	Admin Admin	2,500							-					-					-
Community Center (Build)	Facilities											11,500,000		11,500,000					11,500,000
Facility Improvement	Facilities												50,000	50,000					50,000
General Tech Equipment	Facilities								25,000			-	5,000	30,000					30,000
Land Acquisition	Facilities								40,000					40,000					40,000
Network Equip	Facilities								4,500					4,500		4,500	4,500	4,500	18,000
Sinking Fund	Facilities								100,000					100,000					100,000
Equipment Upgrade	CF													-					-
	CF		-											-					-
	CF													-					-
Equipment	Police								15,000					15,000					15,000
	Police											-		-					-
Traffic Safety	Police								20,000					20,000					20,000
Car 1 Sinking Fund	Fire/EMS								10,000					10,000					10,000
CPR Compressors	Fire/EMS											55,500		55,500					55,500
EMS Equipment	Fire/EMS								7,000					7,000					7,000
Fire Equipment	Fire/EMS								36,500	750		-	6,500	43,750					43,750
Pumper/Engine	Fire/EMS										1,281,750			1,281,750					1,281,750
Staff Vehicle	Fire/EMS										100,000			100,000					100,000
Technology	Fire/EMS								17,000					17,000					17,000
CTH MN 5 (Build)	DPW									685,750		319,000		1,004,750		882,250		366,750	2,253,750
Facility (Plan)	DPW											100,000		100,000					100,000
Leased Equipment	DPW								9,000					9,000		8,000	8,000	8,000	33,000
Patrol Truck	DPW											82,500		82,500		82,500	82,500	82,500	330,000
Paving and Utility Plan	DPW											-		-		-		-	-
Pickup Truck	DPW								500			16,500		17,000		16,000	16,000	16,000	65,000
San. Sewer TV and Cleaning	DPW															100,000			100,000
Sidewalk Replace	DPW											100,000		100,000					100,000
Siggelkow Phase 2 (Design)	DPW							250,000						-					250,000
Sinking Fund	DPW								3,250					3,250		3,250	3,250	3,250	13,000
Small Capital	DPW													-				2,500	2,500
Stormwater Maintenance	DPW													-				350,000	350,000
Street Maintenance	DPW											150,000		150,000					150,000
Street Sweeper	DPW													-			30,000		30,000
Street Tree Planting	DPW											30,000		30,000					30,000
Tractor	DPW											85,000		85,000					85,000
Trailer	DPW											-	3,000	3,000		3,000	3,000		9,000
Trench Box	DPW													-		3,250	3,250	3,250	9,750
USH 51 Seg 6 (Build)	DPW					750,000						1,000,000		1,000,000		-			1,750,000
Well #3 (Design)	DPW													-		-			-
Well #4 (Build)	DPW											-		-		-			-
	Outreach													-					-
	Outreach													-					-
	Outreach													-					-
Comp - Workstation	Library								8,000					8,000					-
	Library													-					-
	Library													-					-
Aquatics (Design)	Parks											-		-					-
Bathroom (Design/Build)	Parks													-	170,000				170,000
CP Phase 2.2 (Build)	Parks											-		-					-
CP Phase 3 (Build)	Parks											-		-					-
Egner/Well #4 (Design)	Parks											50,000		50,000		125,000			175,000
Lower Yahara (Design)	Parks											-		-					-
McF Park Ph 3.2 (Build)	Parks											-		-					-
Park Equipment	Parks													-					-
Pedestrian Ways (Trails)	Parks											100,000		100,000	15,000				15,000
Property Acquisition	Parks													-					100,000
														-					-
Comprehensie Plan	CD								25,000			35,000		60,000					60,000
Property Acquisition	CD													-					-
Small Capital	CD	2,000												-					2,000
Sinking Fund	CD								4,250					4,250					4,250
Total Projects		4,500	-	-	-	750,000	-	250,000	325,000	686,500	-	15,005,250	64,500	16,081,250	185,000	1,127,750	220,500	866,750	19,485,750

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2022

2023

2024

2025

2026

2027

2028

2029

Program Year: 2028

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	TID #6 Fund 320	TID #7 Fund 325	Capital Projects - Fund 400						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
									General	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Digital Records Mgmt	Admin								-					-					-
Equipment/Furniture	Admin	2,500							-					-					2,500
Voting Equipment	Admin								25,000			-	5,000	30,000					30,000
Community Center (Build)	Facilities											11,500,000		11,500,000					11,500,000
Facility Improvement	Facilities												50,000	50,000					50,000
General Tech Equipment	Facilities								30,000					30,000					30,000
Land Acquisition	Facilities								40,000					40,000					40,000
Network Equip	Facilities								4,500					4,500		4,500	4,500	4,500	18,000
Sinking Fund	Facilities								100,000					100,000					100,000
Equipment Upgrade	C/F													-					-
	C/F													-					-
	C/F													-					-
Equipment	Police								15,000					15,000					15,000
Patrol Vehicles	Police											120,000		120,000					120,000
Traffic Safety	Police								20,000					20,000					20,000
AED Machines	Fire/EMS											39,500		39,500					39,500
Brush Truck	Fire/EMS											95,000		95,000					95,000
Car 1 Sinking Fund	Fire/EMS								10,250					10,250					10,250
EMS Equipment	Fire/EMS								7,500					7,500					7,500
Fire Equipment	Fire/EMS								39,500			-	5,750	45,250					45,250
SCBA Replacements	Fire/EMS									340,250		113,250		453,500					453,500
Technology	Fire/EMS								18,750					18,750					18,750
Facility (Design)	DPW													-					-
Leased Equipment	DPW								9,000					9,000		8,000	8,000	8,000	33,000
Paving and Utility Plan	DPW			3,070,750								777,250		777,250		395,250		-	4,243,250
Pickup Truck	DPW								15,000					15,000		15,000	15,000	15,000	60,000
San. Sewer TV and Cleaning	DPW																110,000		110,000
Sidewalk Replace	DPW											100,000		100,000					100,000
Siggelkow Phase 2 (Build)	DPW							3,750,000						-					3,750,000
Sinking Fund	DPW								3,250					3,250		3,250	3,250	3,250	13,000
Small Capital	DPW													-				2,500	2,500
Stormwater Maintenance	DPW													-				350,000	350,000
Street Maintenance	DPW											150,000		150,000					150,000
Street Sweeper	DPW													-				30,000	30,000
Street Tree Planting	DPW											30,000		30,000					30,000
Trailer	DPW											-	3,000	3,000		3,000	3,000		9,000
Well #3 (Build)	DPW													-					-
	Outreach													-					-
	Outreach													-					-
	Outreach													-					-
Comp - Workstation	Library								8,000					8,000					8,000
	Library													-					-
	Library													-					-
Aquatics (Build)	Parks													-					-
Arnold Larson (Plan/Design)	Parks								-			-		-					-
Brandt Parking Lot (Design/Build)	Parks											-		-					-
Dredging (Design)	Parks											-		-					-
Egner/Well #4 (Build)	DPW											350,000		350,000		1,545,000			1,895,000
Lower Yahara (Build)	Parks											-		-					-
Park Equipment	Parks													-	15,000				15,000
Pedestrian Ways (Trails)	Parks											100,000		100,000					100,000
Playground (???)	Parks													-	175,000				175,000
Property Acquisition	Parks													-					-
Downtown TID	CD											25,000		25,000					25,000
Property Acquisition	CD													-					-
Small Capital	CD	2,000												-					2,000
Sinking Fund	CD								4,250					4,250					4,250
Gateway/Wayfinding Signage	CD							125,000				-		-					250,000
Total Projects		4,500	-	3,070,750	-	125,000	125,000	3,750,000	350,000	340,250	-	13,400,000	63,750	14,154,000	190,000	1,974,000	143,750	413,250	23,950,250

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2022

2023

2024

2025

2026

2027

2028

2029

Program Year: 2029

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	TID #3 Fund 305	TID #4 Fund 310	TID #5 Fund 315	TID #6 Fund 320	TID #7 Fund 325	Capital Projects - Fund 400						Parks Fund 405	Utility - 600		Stormwater Fund 605	Total
									General	Grants	Intergov	Borrow	Reserve	Total		Water	Sewer		
Digital Records Mgmt	Admin								-					-					-
Equipment/Furniture	Admin	2,500												-					2,500
	Admin													-					-
Facility Improvement	Facilities												50,000	50,000					50,000
General Tech Equipment	Facilities								30,000					30,000					30,000
Land Acquisition	Facilities								40,000					40,000					40,000
Network Equip	Facilities								4,500					4,500		4,500	4,500	4,500	18,000
Sinking Fund	Facilities								100,000					100,000					100,000
Equipment Upgrade	CF													-					-
	CF													-					-
	CF													-					-
Equipment	Police								15,000					15,000					15,000
Traffic Safety	Police								20,000					20,000					20,000
Car 1 Sinking Fund	Fire/EMS													-					-
EMS Equipment	Fire/EMS								11,250					11,250					11,250
Fire Equipment	Fire/EMS								7,750					7,750					7,750
Radios	Fire/EMS								63,000		8,000			71,000					71,000
Technology	Fire/EMS										-			-					-
	Fire/EMS								19,000					19,000					19,000
Leased Equipment	DPW								9,000					9,000		8,000	8,000	8,000	33,000
Mower	DPW								25,000		-	5,000		30,000		30,000	30,000	30,000	120,000
Paving and Utility Plan	DPW			1,686,500							766,500			766,500		769,500			3,222,500
Pickup Truck x 2	DPW								15,000		10,000			25,000		25,000	25,000	25,000	100,000
San. Sewer TV and Cleaning	DPW																110,000		110,000
Sidewalk Replace	DPW										100,000			100,000					100,000
Sinking Fund	DPW								3,250					3,250		3,250	3,250	3,250	13,000
Small Capital	DPW													-				2,500	2,500
Stormwater Maintenance	DPW													-				350,000	350,000
Street Maintenance	DPW										150,000			150,000					150,000
Street Sweeper	DPW													-				30,000	30,000
Street Tree Planting	DPW								-		30,000			30,000					30,000
Trailer	DPW										-	3,000		3,000		3,000	3,000		9,000
Well #3 (Build)	DPW													-		-			-
	Outreach													-					-
	Outreach													-					-
	Outreach													-					-
Comp - Workstation	Library								8,000					8,000					8,000
	Library													-					-
	Library													-					-
Bathroom (???)	Parks													-	180,000				180,000
CP Phase 2.3 (Build)	Parks										-			-					-
CP Phase 4 (Plan)	Parks										-			-					-
Dredging (Build)	Parks										-			-					-
Mower	Parks										155,000			155,000					155,000
Park Equipment	Parks													-	15,000				15,000
Pedestrian Ways (Trails)	Parks										100,000			100,000					100,000
Property Acquisition	Parks													-					-
Property Acquisition	CD													-					-
Small Capital	CD	2,000												-					2,000
Sinking Fund	CD								4,250					4,250					4,250
Total Projects		4,500	-	1,686,500	-	-	-	-	375,000	-	-	1,319,500	58,000	1,752,500	195,000	843,250	183,750	453,250	5,118,750

2025-2029 CAPITAL IMPROVEMENT PLAN (CIP)

Appendix A

Financial Analysis

Appendix B

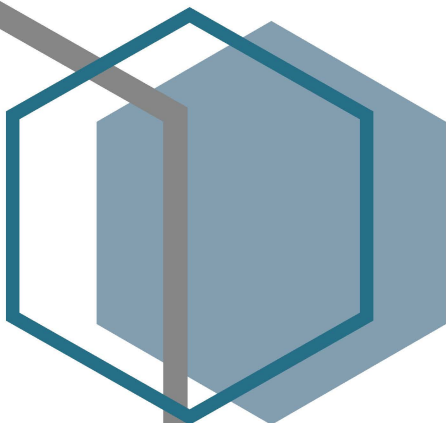
Project Summaries

Appendix C

Paving and Utility Plan 2025-2034

Appendix D

Park System Capital Improvements 2025 - 2034



**2025-2029
CAPITAL
IMPROVEMENT
PLAN (CIP)**

Appendix A

Financial
Analysis

**2025-2029
CAPITAL
IMPROVEMENT
PLAN (CIP)**

Appendix B

**Project
Summaries**

McFarland Capital Improvement Program (CIP)

2025 – 2029

Administration

Planned Projects:

Badger Book Replacement

- *Description* – The first round of Badger Books (digital poll book equipment) used for voting is scheduled for its first replacement. This is needed equipment to help digitize and improve the voting experience.
- *Years* – 2025
- *Funding* – General revenue within Capital Projects Fund (400).

Equipment/Furniture

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

Voting Equipment

- *Description* – The DS200 voting machines were certified in the early 2010's and will likely be reaching the end of their useful life as a voting device. They are included in the CIP for replacement; however, their replacement will need to be tied to a County wide initiative to switch machines uniformly amongst all municipalities.
- *Years* – 2028
- *Funding* – General revenue within Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2025 – 2029

Facilities

Planned Projects:

Community Center

- *Description* – The Village completed a Master Plan in 2023 to help guide improvements for the Municipal Center Campus including the implementation of a Community Center. Design work began in 2024 regarding Option #2; however, the Village Board took action to pause the project in order to study the totality of the Community Center concept further in 2025. Funds were borrowed in 2024 for the design aspect of the project that can be reused for this purpose or other related tasks for the project.
- *Year(s)* – 2025 (Plan), 2026 (Design), and 2027/2028 (Build).
- *Funding* – Borrowed money, other general revenues, and reserves within the Capital Projects Fund (400).

Facility Improvement

- *Description* – The Village has an assigned fund balance to address facility maintenance needs. This line item is used to address unforeseen items drawing from that fund balance to respond to needs when present.
- *Year(s)* – All.
- *Funding* – Assigned fund balance within the Capital Projects Fund (400).

General Tech Equipment

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

Land Acquisition

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

Facilities (continued)

Network Equipment

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

Sinking Fund

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

McFarland Capital Improvement Program (CIP)

2025 – 2029

Communications and Technology

Planned Projects:

The former Communications and Technology Department was reorganized within the Administration Department in late 2023. Capital needs for those uses would be built into other Departmental spaces going forward.

McFarland Capital Improvement Program (CIP)

2025 – 2029

Police Department

Planned Projects:

Equipment

- *Description* – Several small equipment items are included annually to replace handheld tools, small items, safety equipment, and various other needs to outfit officers.
- *Years* – All.
- *Funding* – Combination of borrowed money and general revenue within Capital Projects Fund (400).

Records Management Software (RMS) System

- *Description* – Currently the Village contracts with Madison for this service which is not uncommon for smaller Departments. This has worked, but as we have grown we continue to have more needs from this system than the City platform can offer. Planning for the implementation of a new system that is direct sourced would be more efficient for Staff's utilization and give us more flexibility in overseeing our records.
- *Years* – 2025.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Patrol Vehicles

- *Description* – The enclosed plan anticipates ordering 2 cars every other year. We used to order 3 cars every three years, but with delays, supply chain issues, and direct cancellations it has become increasing difficult to rely on delivery times. The last replacement order in accordance with the former cycle was completed in 2023, and only one of those cars is presently in service today.
- *Years* – 2026 and 2028.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Traffic Safety

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

McFarland Capital Improvement Program (CIP)

2025 – 2029

Fire and Rescue

Planned Projects:

AED Replacement

- *Description* – Each of the emergency response vehicles have an Automatic External Defibrillator (AED) and the larger facilities Municipal Center, Library, Public Safety Center, and Public Works Center. The machines will be 10 years old by this point necessitating replacement and the need for proper support.
- *Year(s)* – 2028.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Ambulance Replacement

- *Description* – In the fall of 2023, the Village Board approved the purchase of two replacement ambulances. The ambulances are expected to be completed in the middle of 2025. Included in the project is replacing the power loaders (lifts and secures the stretcher within the ambulance) which both will be at the end of their service life. Additionally, included is the installation of dual-band radios to allow communication on the Madison Fire radio channels in addition to Dane County radio channels. The Madison Fire radio channels have become necessary as we have increased our level of service to paramedic and county paramedic agreements require the channels.
- *Year(s)* – 2025.
- *Funding* – Borrowed Money and surplus equipment proceeds within the Capital Projects Fund (400).

Brush Truck

- *Description* – Includes the replacement of truck and moving the pump skid unit into the new truck. The truck is used to respond to brush fires in the coverage area and perform prescribed burns to maintain the Village's conservancy spaces. The Current truck was acquired in 2008 and spent its first 10 years of service as a pickup with the Fire & Rescue fleet. A similar rotation is planned where a 2018 F350 pickup will be utilized as the Brush Truck and the new pickup will be utilized as the pickup with the Fire & Rescue fleet. The pickup is used for tasks that the other vehicles are unable to perform such as hauling equipment and towing the variety of trailers we utilize.
- *Year(s)* – 2028.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Fire and Rescue (continued)

Command Car Sinking Fund

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

CPR Compressors

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

Dorm Furniture

- *Description* – Provides annual funding for replacement and adding furniture within the dorm space of the Fire & Rescue Department. The Department has set up 8 out of 12 dorm bedrooms with furniture. The project is planned to add one bedroom per year and replace one bed per year.
- *Years* – All
- *Funding* – Fund balance within Capital Projects Fund (400).

EMS Equipment

- *Description* – Provides annual funding for small equipment needs, turnout gear as is needed from year to year, and other general items needed to support this service. The shift to more career cross-trained staff has reduced the need for EMS-only turnout gear which is worn at car accidents and during inclement weather.
- *Years* – All.
- *Funding* – Combination of borrowed money and general revenue within Capital Projects Fund (400).

Fire Equipment Replacement

- *Description* – Provides annual funding for small equipment needs, turnout gear, and other general items needed to support this service. The equipment costs are expected to increase due to inflation, especially for fire equipment and PPE. Additionally, in 2025 will finish the replacement of wildland firefighting PPE that is expected to be 50% funded by DNR grant. In years 2025 and 2026 is included the replacement of the supply hose for the engines due to age and increased pressure requirements.
- *Years* – All.
- *Funding* – General revenue and borrowed money within Capital Projects Fund (400).

Fire and Rescue (continued)

Ice/Water Rescue Equipment

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

Pumper/Engine

- *Description* – The Department maintains two Engines (pumpers) with a service life of 20 years with 10 years primary and 10 years secondary. The Department utilizes a unique foam system referred to as Compressed Air Foam (CAFS) which increases the capabilities of water to extinguish fires. The CAFS allowed the Department to reduce the fleet by reducing to one Tender (water tanker) from two. Additionally, included in the project is providing idle reduction technology for the truck. The Village Board approved purchase of the truck in 2024 with a down payment to save on overall costs that are expected in the year it will be delivered.
- *Years* – 2027.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Safe Haven Box

- *Description* – Provides funding for a Safe Haven Box which has been recently allowed per state statute, but we are monitoring the administrative code for all the requirements. The device allows a parent to leave their unharmed newborn (under 72 hours old) anonymously and without fear of prosecution. There are multiple requirements to comply with and we are monitoring the final requirements to ensure compliance. The statute does have a requirement on the location to be in a 24-hour staffed fire or police station and the location to be conspicuous and visible to the employees.
- *Years* – 2025.
- *Funding* – Borrowed money within Capital Projects Fund (400).

SCBA Replacements

- *Description* – These are the Self-Contained Breathing Apparatus used by the Fire and Rescue Staff to enter a burning/smoking building where possible. These are a necessary component of providing this emergency service and scheduled for replacement within the Department due to their age and present use. The units will be 15 years old at that time and the tanks will no longer be serviceable or usable.
- *Years* – 2028.
- *Funding* – Borrowed money within Capital Projects Fund (400).

Fire and Rescue (continued)

Staff Car

- *Description* – The Department’s 2016 Ford SUV Inceptor (and former Chief’s Vehicle) will be 11 years old and due for replacement. The project includes funding for a Plug-in Hybrid pickup (expected to be available in the coming years) to allow for more equipment while still providing space for four passengers. The full EV will continue to be monitored but current models have struggle with fire emergency response and electronic utilization needs.
- *Years* – 2027
- *Funding* – Borrowed money within Capital Projects Fund (400).

Technology

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

McFarland Capital Improvement Program (CIP)

2025 – 2029

Department of Public Works

Planned Projects:

County MN – Phase 5

- *Description* – A fifth phase of this project is planned in the future to pace with future development. This would be from N. Peninsula Way through the County Highway AB intersection. Finalizing design and further study of the CTH AB intersection would also be considered.
- *Years* – 2026 (Design) and 2027 (Build).
- *Funding* – Road construction costs split with Dane County and Village share paid for through Borrowed Money within the Capital Projects Fund (400). Adjoining property owners on the two developed sites will also contribute to the project. Construction costs also spread to various utility funds as applicable.

East Side Interceptor – Phase 2

- *Description* – The second phase will carry the pipe from the northern end of the Rosewood Fields Subdivision to the north side of County Highway MN (Broadhead). The progression of this pipe will likely flow with the progression of development that it is meant to serve. Tentatively it is scheduled to finalize design in 2025 and construction shortly thereafter as is appropriate. This will also be paid back through the special assessment process through new development.
- *Year(s)* – 2025 (Design) and 2026 (Build).
- *Funding* – Borrowed money within the Utilities Fund (600).

Facility (Plan/Design)

- *Description* – The Public Works Facility was last remodeled in 2020/2021 addressing offices, mechanicals, paving, roof, solar, storage, and other general maintenance. Next phase of improvements would study expansion of the garage area and other ancillary buildings to continue facility support needs. This is not a commitment for facility expansion but a study to plan for what is needed for one when it is decided in the future that it could move forward.
- *Years* – 2027 and 2028.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Department of Public Works (continued)

Facility Equipment

- *Description* – A few different facility replacements are included for the next year at the main facility and also within the existing wells. This includes a carpet cleaner specific to the Public Safety Center, camera replacements at the Public Works Center/Well Houses, and replacement of eye washes and AC wells.
- *Years* – 2025
- *Funding* – Combination of funds within Capital Projects Fund (400), Utility Fund (600), and Stormwater Utility Fund (605).

Leased Equipment

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

Lift

- *Description* – A lift to be used at the Public Safety Center (PSC). The lift is needed to complete mechanical service and change lighting and ceiling tiles. The lift that the Village owns that is used at Public Works, the Municipal Center and the Library, does not fit into all the areas needed at the PSC. We will evaluate the needs for the PSC and see if they could meet the needs at the other locations, to potentially trade our current unit.
- *Years* – 2026
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Mowers

- *Description* – This includes two smaller format mowers in 2025 to take care of basic lawn care needs around facilities and within stormwater areas that are not filled with water. The 2029 replacement is the main larger mower in a wide format that is used in various areas for larger scale mowing operations.
- *Years* – 2025 and 2029.
- *Funding* – Combination of funds within Capital Projects Fund (400) and Stormwater Utility Fund (605).

Patrol Truck Replacement

- *Description* – Includes the full replacement with trade in of a Patrol Truck (Snowplow) with associated equipment for both listed years.
- *Year(s)* – 2025 and 2027.
- *Funding* – Trade-in value deducted from gross cost of the vehicle. Remaining expense split equally between Capital Projects Fund (400), Utility Fund (600), and Stormwater Utility Fund (605).

Department of Public Works (continued)

Paving and Utility Plan

- *Description* – In 2021, the Village Board upon recommendation of the Public Works and Utilities Committee(s) accepted a 10 year Paving and Utility Plan. This plan outlined paving needs in accordance with State pavement condition ratings and condition of underground utilities. Each of the next 5 years is included within this CIP and can be updated based upon shifting priorities where applicable.
- *Year(s)* – 2025, 2026, 2028, and 2029.
- *Funding* – Borrowed Money within the Capital Projects Fund (400) with corresponding contribution from the Utility Fund (600).

Pickup Truck Replacement

- *Description* – Replacement of various levels of pickup trucks for general service responsibilities. The vehicle purchase for 2025 will be dedicated and outfitted to support what is needed for facility maintenance more aligned for tool transport and other materials.
- *Year(s)* – All.
- *Funding* – Cost split equally between the Capital Projects Fund (400), Utilities Fund (600), and Stormwater Utility Fund (605).

Plate Compactor

- *Description* – Compacts material as holes are filled, during water main breaks and construction projects, to ensure proper compaction. Without proper compaction, sink holes can occur and cause an unnecessary reopening of surfaces. Currently, a bucket is used and does not allow vibration of materials to create proper compaction.
- *Years* – 2026
- *Funding* – Combination of funds within Utility Fund (600), and Stormwater Utility Fund (605).

Property Acquisition

- *Description* – At some point in the future neighboring properties to the existing Public Works Center are likely to come up for sale. This placeholder is included to pursue those options if that does happen or we desire to pursue such an opportunity.
- *Year(s)* – 2026.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Sanitary Sewer Television and Cleaning

- *Description* – Annually the Village cleans a portion of its sanitary sewers and then runs a camera through them to check for deficiencies. This process helps to identify weak spots or failures in the system that allow for inflow and infiltration.
- *Years* – All
- *Funding* – Charges for sanitary sewer services collected within the Utility Fund (600).

Department of Public Works (continued)

Sidewalk Replacement

- *Description* – Annually, funds are set aside for the replacement of sidewalk slabs that are not able to be ground or ramped. These present a trip hazard and replacing the squares is a safety consideration.
- *Year(s)* – All.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Siggelkow Road Phased Reconstruction

- *Description* – Siggelkow Road from Catalina Parkway to County Highway AB is currently a rural cross section and at sometime in its life will need to be reconstructed as a urban street. This includes curb, gutter, sidewalks, stormwater, and the road itself. Tax Increment District #7 is currently proposed with this project in its entirety to be funded from the yet to be formed district. Should it be created, it would avoid the Village from having to fund that through the tax levy and rate payers to improve the road if its still desired to move forward. This project also incorporates the construction of an off-street bike trail picking up from Juniper Ridge and connecting to County Highway AB and the new Community Park. This is another benefit of the project as it was previously considered as a separate project under Parks. Should the district not be formed, the Village can decide how and when it might want to move forward through other funding mechanisms. The plan for construction is presented in phases with the project in one effort could be considered too within the design process.
- *Years* – 2025, 2026, 2027, and 2028
- *Funding* – Increment created through Tax Increment District #7 Fund (325).

Sinking Fund

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

Small Capital

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

Stormwater Maintenance

- *Description* – Funding is expanded within the CIP to all years following the recommendations of the Stormwater Management Plan that was adopted by the Village in 2023. Each year the Village sets aside funds from the Stormwater Utility to pursue capital maintenance recommendations from the plan.
- *Year(s)* – All.
- *Funding* – Charges for Public Services collected within the Stormwater Utility Fund (605).

Department of Public Works (continued)

Street Maintenance

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

Street Sweeper – Sinking Fund

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

Street Tree Planting

- *Description* – Annual program for street/public tree installation and replacement.
- *Year(s)* – All.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Tool Cat Machine

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

Tower Clean/Paint

- *Description* – Consideration for cleaning and repainting the water towers to keep up with their exterior maintenance requirements. Burma Road tower was completed in 2023 and Holscher Road tower will be completed in 2026.
- *Year(s)* – 2026.
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

Tractor

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

Department of Public Works (continued)

Trailer

- *Description* – Trailers used to haul mowers and other Public Work's equipment, have never been included in a replacement plan. They have been added to the Fleet replacement plan, starting in 2025. Of the seven trailers, five are scheduled for replacement or upgrade over the next five years. Trailers will have a 15-year useful life.
- *Years* – All
- *Funding* – Combination of funds within Capital Projects Fund (400), Utility Fund (600), and Stormwater Utility Fund (605).

Trench Box

- *Description* – A trench box is used during excavation to fix underground utilities. As you dig deep into the group, it is placed in the hole that is created to hold the sides up from caving in. We presently only have one available for use and a second one would make response to underground issues more flexible.
- *Years* – 2027
- *Funding* – Combination of funds within Utility Fund (600) and Stormwater Utility Fund (605).

Truck Crane

- *Description* – A crane for the back of the Utility vehicle to lift manhole covers, storm grates and water and sewer pipes. This is to prevent injuries to staff and to assist in loading supplies. The crane has a 25-year life and can be moved to new vehicles.
- *Years* – 2026
- *Funding* – Combination of funds within Utility Fund (600) and Stormwater Utility Fund (605).

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

- *Description* – WisDOT has informed the Village they intend to repave and reconstruct the northern phase of US Highway 51 in 2025. This would be from Larson Beach to Voges Road. The southern phase would be programmed for 2027 which is from Larson Beach Road to southern Village limits. Most of this cost will be born by WisDOT through the Federal Government; however, the Village may incur some cost sharing items on sidewalks, street lighting, aesthetics, and other related expenses. Planning is underway presently for these efforts and will continue now through its construction.
- *Year(s)* – 2025, 2026, and 2027.
- *Funding* – Borrowed money within the Capital Projects Fund (400) and tax increment districts.

Department of Public Works (continued)

Vehicle Lift

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

Well #5

- *Description* – Planning for the construction of a new well on Prairie Wood Drive where the utility owns land for this service. It would expand our current capacity and allow for additional growth to the East.
- *Year(s)* – 2025 (Design) and 2025/2026 (Construction).
- *Funding* – Cost is paid for by water funding within the Utilities Fund (600).

McFarland Capital Improvement Program (CIP)

2025 – 2029

Senior Outreach

Planned Projects:

Equipment

- *Description* – The Department proposes to replace the steam table used to support the meal program as well as some tables, chairs, and other equipment used to support their operations.
- *Year(s)* – 2025.
- *Funding* – General revenue within Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2025 – 2029

Library

Planned Projects:

Computer – Workstation(s)

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

Pre-Built Study Room

- *Description* – This type of structure can be constructed within the library creating a private enclosure within the existing space. It is done through a pre-fabricated model without having to alter the physical structure of the building. Creates a quiet space for study within the facility that can be used flexibly within the facility.
- *Year(s)* – 2025.
- *Funding* – General revenue within the Capital Projects Fund (400).

Roof Replacement

- *Description* – Providing enhanced maintenance and repair to the roof structure as is needed.
- *Year(s)* – 2025.
- *Funding* – Assigned fund balance within the Capital Projects Fund (400).

Surge Suppression

- *Description* – The Library has become increasingly susceptible to power surges and is currently studying recommendations to better protect its infrastructure. These funds will be used to implement the recommendations of that report.
- *Year(s)* – 2025.
- *Funding* – Assigned fund balance within the Capital Projects Fund (400).

McFarland Capital Improvement Program (CIP)

2025 – 2029

Parks

Planned Projects:

Bathroom (Design/Build)

- *Description* – The Committee has desired to induce more public restroom opportunities within the system. These are standalone bathroom facilities meant to fill in gaps where portable restrooms are presently utilized. Highland Oaks was completed in 2025 and Egner Park is being studied in conjunction with a larger project to rehab the adjacent well facility.
- *Year(s)* – 2027 and 2029.
- *Funding* – Impact Fees collected within Parks Fund (405).

Brandt Park

- *Description* – The facility is being studied for improvements to upgrade and add to the restrooms presently offered. Additionally it is desired to offer a batting cage for baseball and softball users.
- *Year(s)* – 2025
- *Funding* – Impact Fees collected within Parks Fund (405) and possible private in-kind contributions.

Community Park

- *Description* – The Village purchased the property for the Community Park in 2019 and completed a Master Plan in 2021. Phase 1 for the park was completed in 2023 to conduct mass grading and install an irrigation system. Design work for Phase 2 began in 2024 for implementation to begin in 2025. The second phase will include construction of the parking lot, shelter, maintenance shed, playground, and surrounding restoration. Future phases beyond this are not included within the current 5 year plan. The park likely becomes operational for use in 2026 with this work.
- *Year(s)* – 2025.
- *Funding* – Borrowed money and impact fees collected within Parks Fund (405).

Parks (continued)

Egner Park Facility (Well #4)

- *Description* – Egner Park is currently supported by a playground structure, basketball court, and green space with some covered shelter associated with well maintained by the water utility. This facility is envisioned for replaced in partnership between parks and the water utility to continue to provide for the shelter but also add restrooms. A new facility would be designed for this purpose as a shared expense between both funds helping to modernize the well and also improve park amenities.
- *Year(s)* – 2027 (Design) and 2028 (Build).
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

McFarland Park

- *Description* – A new master plan for McFarland Park was accepted in 2021. These plans recommended transitioning soccer to the new Community Park and repurposing fields they vacated for new uses. Prior to this point, pickleball and a new skate park have been implemented. Future phases of this work envision additional amenities for basketball, baseball, playground, aquatics, trails, and more. The current 5 year Capital Improvement Plan presents a scenario where improvements at the Community Park will be completed in 2029 allowing a transition for soccer as soon as 2027 as one example, could be sooner or later depending on amenity need and implementation progression. Funding in the current 5 year plan accounts for remaining financial obligations within the existing park shelter with remaining improvements after 2029 until soccer has fully transitioned.
- *Year(s)* – 2025 (Design), 2026 (Build), and 2027 (Build).
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Mower

- *Description* – This would be a wide format mower that would be dedicated for use at the Community Park. The Village will be in need of it on a regular basis within this park as a majority of it is grass and green space for soccer fields. The 2026 purchase is for an additional mower and the 2029 purchase is a replacement of an existing parks specific mower.
- *Year(s)* – 2026 and 2029.
- *Funding* – Borrowed Money within the Capital Projects Fund (400).

Park Equipment

- *Description* – Money set aside annually to be used for general park improvements through the use of fees collected within new developments. Additional soccer goals are planned in 2026 leading to additional use of new Community Park.
- *Year(s)* – All.
- *Funding* – Impact Fees collected within Parks Fund (405).

Parks (continued)

Pedestrian Ways (Trails)

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

Planning (Conservancy)

- *Description* – The Village completed a new conservancy plan in early 2024 that provided recommendations to improve the maintenance within these natural areas as well as their functionality. The funding provided in the first year is to help move forward some of the higher priority recommendations listed within the plan.
- *Year(s)* – 2025.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Playground (Construction)

- *Description* – Every other year, the Village looks to replace and/or repair certain park amenities and play structures as well as park signage as needed. We are planning for a new playground in Prairie Place in 2025, Cedar Ridge would be considered for 2026, and would need to identify a new location in 2028. The Parks and Recreation Committee will continue to review these locations and make recommendations to the Village Board regarding their implementation.
- *Year(s)* – 2025, 2026, and 2028.
- *Funding* – Impact Fees collected within Parks Fund (405).

Property Acquisition

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

McFarland Capital Improvement Program (CIP)

2025 – 2029

Community Development

Planned Projects:

Comprehensive Plan

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

Downtown TID Overlay District

- *Description* – Adopt new TID #7 Project Plan as an overlay to existing TID #4 to extend the number of years this financial redevelopment tool is available to assist with redevelopment of underutilized property within and adjacent to the Downtown.
- *Years* – 2028.
- *Funding* – Borrowed money within the Capital Projects Fund (400).

Gateway/Wayfinding Signage

- *Description* – Working on a plan to update the layout, mapping, design, and finalize installation of new wayfinding signs throughout the Village. Finalize the bid documents and install two US 51 gateway sign replacements. Conceptual designs were completed and accepted by the Village Board in 2022 for replacing the two existing US 51 gateway signs. Final bid documents and installation were postponed to align with WisDOT reconstruction of US 51.
- *Years* – 2028.
- *Funding* – Costs allocated to TID #5 Fund (315) and proposed TID #6 Fund (320).

Outdoor Recreation and Open Space Plan

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

Community Development (continued)

Parks Public Facilities Needs Assessment

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

Property Acquisition

- *Description* – From year to year there are likely opportunities that we will consider for property acquisition in order to advance economic development objectives of the Village. These items will be on a case by case basis likely for properties on and off the market.
- *Years* – All.
- *Funding* – Likely borrowed money within the Capital Projects Fund (400).

Small Capital

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

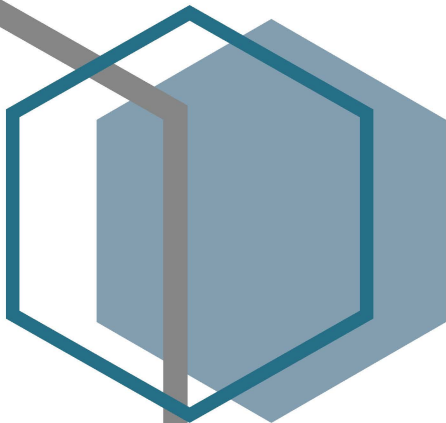
Sinking Fund

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

**2025-2029
CAPITAL
IMPROVEMENT
PLAN (CIP)**

Appendix C

Paving and
Utility Plan
2025-2034



Notes:
1. Costs shown assumed entire scope described, and will need adjustment if scope is changed.
2. PR= Pavement Rehabilitation, SSR= Storm Sewer Rehabilitation, PUR= Pavement and Utility Rehabilitation, WR= Water Main Replacement, W= New Watermain, RC= Rural Conversion
3. Project costs assume that 35% of street replacement costs for projects that include water main replacement will be funded by the Water Utility.
4. Project costs assume 25% curb replacement.
5. Previous iterations of this document have been accepted by the Village Board. This is a living document and as such is continually updated as additional project details become known.
6. All costs shown are in current date dollars. No inflation has been applied.

								PROJECT COSTS												
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm			Total
2025	Larson St	Erling Ave	Termini	751	28	2	PUR	\$108,000			\$223,500								\$331,500	Pair with Glen
2025	Glen Rd	Larson St	Wisconsin Ave	850	21	3	PUR	\$94,200			\$322,100								\$416,300	Pair with Larson
2025	Badger St	Dale St	Farwell St	350	32	5	PUR	\$63,000			\$165,972								\$229,000	Pair with Dale St
2025	Dale St	Lexington St	Termini	850	32	4	PUR	\$122,241			\$286,755								\$409,000	Pair with Badger St
2025	McFarland Ct	Terminal Dr	Termini	634	32	4	PR	\$90,700											\$90,700	
2025	Lakeview Ave	Bremer Rd	Termini	686	22	3	PUR	\$99,295			\$286,953								\$386,300	
2025	Siggelkow Rd	CTH AB / Siggelkow Rd plus 601 ft	Pierce Rd / Siggelkow Rd	676	20	5	PR	\$66,000											\$66,000	
2025	Severson Rd	Lake Edge Rd	Farwell St	650	32	5	PUR	\$101,250			\$116,109								\$217,400	
2025	Yahara Dr	USH 51	Indian Mound Drive	1003	32	5	PUR	\$140,885			\$427,952	\$78,360							\$647,200	
2025	South Ct	Overlook Dr plus 600 ft	Yahara Drive	550			W				\$137,500								\$137,500	Pair with South Ct PUR
2025	Various						Hydrant Replacement				\$60,000								\$60,000	This work involves the removal of existing aged hydrants within the Village system and the replacement of those hydrants with new or salvaged hydrants.
2025		Glenway	Running Deer	256	8	N/A	Path Resurfacing							\$21,200					\$21,200	
2025		Cedar Ridge Park	Gazebo Loop	604	8	N/A	Path Resurfacing							\$49,900					\$49,900	
2025	Various					N/A	Path Resurfacing							\$28,900					\$28,900	
2025	Various					N/A	Sidewalk Replacements							\$100,000					\$100,000	
2025	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$450,000		\$450,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
2025	Off-Street					N/A	Well 5- Preliminary Design									\$200,000			\$200,000	The Village completed a Water System Needs Assessment in 2023. This study projected that water usage rates would require the construction of a new well and house in 2024-2026.
Year Total								\$885,572	\$0	\$0	\$2,026,841	\$78,360	\$0	\$200,000	\$0	\$200,000	\$450,000	\$3,840,900		

								PROJECT COSTS										General Comments	
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm		Total
2026	Siggelkow Road	Catalina Parkway	CTH AB				RC	\$3,886,700			\$2,569,500	\$407,000		\$1,098,000				\$7,961,200	Reconstruction with Boulevard Section. Includes the addition of a new shared-use trail.
2026	Creamery/Elvehjem Road	Milwaukee Street	Country Walk Lane	3200	36	5	RC	\$474,600			\$49,500	\$346,900						\$871,000	This project is partially funded by a LRIP Supplemental Grant of \$400,000. The amount shown in the table reflects Village obligations.
2026	USH 51 WM Crossing	Dale Rd Xing & along USH 51					WR				\$204,500							\$204,500	Pair with Dale Curtian and Dale Rd
2026	Dale Curtian Rd	USH 51	Termini	600	32	5	PR	\$85,900										\$85,900	Pair with WM Crossing
2026	Dale Rd	Lake Edge Rd	USH 51	375	37	4	PUR	\$57,000			\$160,100							\$217,100	Pair with WM Crossing
2026		Black Walnut Ct	Wild Cherry Ln	370	8	N/A	Path Resurfacing							\$30,600				\$30,600	
2026	Various					N/A	Path Resurfacing							\$69,400				\$69,400	
2026	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2026	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$450,000	\$450,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
2026	Off-Street					N/A	Well 5- New Construction									\$3,120,000		\$3,120,000	The Village completed a Water System Needs Assessment in 2023. This study projected that water usage rates would require the construction of a new well and house in 2024-2026.
2026	Off-Street						Well 4 Rehabilitation- Preliminary Design									\$175,000		\$175,000	The wells were reviewed in 2019 with WNDR staff. Several items were identified during the inspection, including: the pumps need to be pulled and inspected, piping needs painting as a means of protection from sweating, entry point sample taps are needed, A/C as a means of climate and humidity control is perferred, separate checmical room needs to be constructed, the vent is undersized and needs to be replaced, and significant electrical upgrades are required. The scope of this project is to address all of these issues, replace most of the well house itself to provide room for a generator and working space, replace all corrodede electrical/controls, and remove the right-angle backup engine.
2026	Off-Street						Holscher Water Tower									\$500,000		\$500,000	An inspection of the tower was performed in June of 2020 by Lane Tank Company. The results of the inspection included maintenance and painting recommendations with cost estimates. The total cost in this item includes addressing all maintenance and code items identified in the inspection as well as a full repainting of the interior and exterior of the tank. The exterior painting work would include provisions for full containment of overspray as well as the addition of a "McFarland" logo.
Year Total								\$4,504,200	\$0	\$0	\$2,983,600	\$753,900	\$0	\$1,298,000	\$0	\$3,795,000	\$450,000	\$13,784,700	

								PROJECT COSTS										General Comments	
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm		
2027	Broadhead Street/CTH MN Phase 4B	North Peninsula Way	CTH AB	1958	36	6	RC	\$318,900			\$882,300	\$366,800						\$1,568,000	Partially paid for by Dane County. Amounts represent Village expenditures.
2027	N Terminal Drive	Lift Station 4	USH 51	3500	32	5	RC		\$2,412,686				\$657,987					\$3,070,700	
2027		Osborn Drive	Milwaukee St	640	8	N/A	Path Resurfacing							\$52,900				\$52,900	
2027	Various					N/A	Path Resurfacing							\$47,100				\$47,100	
2027	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2027	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
Year Total								\$318,900	\$2,412,686	\$0	\$882,300	\$366,800	\$657,987	\$200,000	\$0	\$0	\$350,000	\$5,188,700	
2028	South Ct	Burma Rd	Overlook Dr plus 600 ft	1200	18	3	PUR	\$186,842			\$395,155							\$582,000	This budget includes the addition of curb and gutter from Overlook Drive to the end
2028	Marsh Rd	Red Oak Trl / Wellington Cir	Siggelkow Rd	739	44	5	PR	\$228,500										\$228,500	This estimate includes concrete pavement replacement at the intersection with Siggelkow
2028	Marsh Rd	Eighmy Rd	Red Oak Trl / Wellington Cir	2000	42	5	PR	\$361,900										\$361,900	
2028		Soccer Parking Lot				4	Parking Lot	\$108,600										\$108,600	
2028	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2028	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2028	Off-Street						Well 4 Rehabilitation									\$1,445,000		\$1,445,000	The wells were reviewed in 2019 with WNDR staff. Several items were identified during the inspection, including: the pumps need to be pulled and inspected, piping needs painting as a means of protection from sweating, entry point sample taps are needed, A/C as a means of climate and humidity control is perferred, separate checmical room needs to be constructed, the vent is undersized and needs to be replaced, and significant electrical upgrades are required. The scope of this project is to address all of these issues, replace most of the well house itself to provide room for a generator and working space, replace all corrodede electrical/controls, and remove the right-angle backup engine.
2028	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
Year Total								\$885,842	\$0	\$0	\$395,155	\$0	\$0	\$200,000	\$0	\$1,445,000	\$350,000	\$3,276,000	

								PROJECT COSTS											
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm	Total	General Comments
2029	Triangle Street	Siggelkow Rd plus 2700 feet	Voges	2609	40	6	RC		\$1,267,300				\$419,100					\$1,686,400	This estimate amount includes the installation of a new path from Siggelkow to Voges.
2029	Wisconsin Ave	Bremer Rd / Norma Rd	Termini	318	20	3	PUR	\$58,796			\$104,019							\$162,900	
2029	Field Ave	Erling Ave	Card Ave	650	42	4	PUR	\$117,700			\$183,801							\$301,600	
2029	Wild Flower Ct	Country Walk / Forest Ridge Ct	Termini	264	32	5	PR	\$37,800										\$37,800	
2029	Lake Edge Dr	South Ct	loop	400	35	6	PUR	\$48,413			\$117,245							\$165,700	
2029	Beckler	Card Ave	Erling Ave	264	26	5	PR	\$31,800										\$31,800	
2029	Bird Song Ct	Morning Dove Dr	Termini	158	32	5	PR	\$22,600										\$22,600	
2029	Morning Dove Dr	Hidden Farm Rd plus 422 ft	Country Walk / Spring Pond Ct	423	32	5	PR	\$60,500										\$60,500	
2029	Morning Dove Dr	Hidden Farm Rd	Bird Song Ct	320	32	5	PR	\$45,800										\$45,800	
2029	Burma Rd	Overlook Dr / South Ct	USH51	640	32	4	PR	\$91,600										\$91,600	
2029	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2029	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2029	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
Year Total								\$515,009	\$1,267,300	\$0	\$405,065	\$0	\$419,100	\$200,000	\$0	\$0	\$350,000	\$3,156,700	
2030	Creamery/Elvehjem Road	Elvehjem	CTH AB	7132	36	5	RC	\$894,300			\$411,300	\$346,900						\$1,652,500	
2030	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2030	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2030	Off-Street						Well 3 Rehabilitation Preliminary Design									\$175,000		\$175,000	The wells were reviewed in 2019 with WNDR staff. Several items were identified during the inspection, including: the pumps need to be pulled and inspected, piping needs painting as a means of protection from sweating, entry point sample taps are needed, A/C as a means of climate and humidity control is preferred, separate checmical room needs to be constructed, the vent is undersized and needs to be replaced, and significant electrical upgrades are required. The scope of this project is to address these issues, replace all corroded electrical/controls, update the backup generator, and remove the right-angle backup engine.
2030	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
2030	Off-Street						Lift Station 2 Force Main								\$450,000			\$450,000	The Lift Station #2 Force Main is approaching 40 years of age and is a cast iron force main. Capacity improvments to this force main will need to be constructed in coordination with any reconstruction and capacity increases of lift station 2.
Year Total								\$894,300	\$0	\$0	\$411,300	\$346,900	\$0	\$200,000	\$450,000	\$175,000	\$350,000	\$2,827,500	

								PROJECT COSTS											
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm	Total	General Comments
2031	Black Walnut Dr	Wild Cherry Ln	Smith Ridge Rd	1267	36	6	PR	\$200,500										\$200,500	
2031	Black Walnut Dr	Smith Ridge Rd	Siggelkow Rd / Carncross Dr	1900	36	6	PR	\$300,600										\$300,600	
2031	Black Walnut Dr	Black Walnut Ct / Leanne Ln plus 316 ft	Wild Cherry Ln	106	36	5	PR	\$16,800										\$16,800	
2031	Off-Street						Well 3 Rehabilitation									\$1,545,000		\$1,545,000	The wells were reviewed in 2019 with WNDR staff. Several items were identified during the inspection, including: the pumps need to be pulled and inspected, piping needs painting as a means of protection from sweating, entry point sample taps are needed, A/C as a means of climate and humidity control is preferred, separate checmical room needs to be constructed, the vent is undersized and needs to be replaced, and significant electrical upgrades are required. The scope of this project is to address these issues, replace all corroded electrical/controls, update the backup generator, and remove the right-angle backup engine.
2031	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2031	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2031	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
							Year Total	\$517,900	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$1,545,000	\$350,000	\$2,612,900	
2032	N Bremer Road	Erling Ave	Bellevue Ct	1000	32	6	PUR	\$184,584			\$385,082							\$569,700	
2032	Ahren Ln	Meredith Way	Exchange St	528	32	7	PR	\$75,600										\$75,600	
2032	S Bremer Road	Larson Beach Rd plus 200 ft	Bellevue Ct	1200	32	7	PUR	\$234,231			\$642,200							\$876,500	
2032	Brendan Ct	Termini	Meredith Way	211	32	7	PR	\$30,200										\$30,200	
2032	Cardinal Dr	Curtis St	Sauk Ln	739	36	6	PR	\$116,900										\$116,900	
2032	Calico Ct	Marsh Rd / Calico Dr	Termini	580	32	5	PR	\$83,000										\$83,000	
2032	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2032	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2032	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
							Year Total	\$724,515	\$0	\$0	\$1,027,282	\$0	\$0	\$200,000	\$0	\$0	\$350,000	\$2,301,900	
2033	Valley Drive	Siggelkow Road	Ridge Road	2600	42	6	p	\$843,406										\$843,500	Includes new sidewalk, one side. Sidewalk is not in capital improvement plan.
2033	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2033	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
2033	Off-Street					N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
							Year Total	\$843,406	\$0	\$0	\$0	\$0	\$0	\$200,000	\$0	\$0	\$350,000	\$1,393,500	

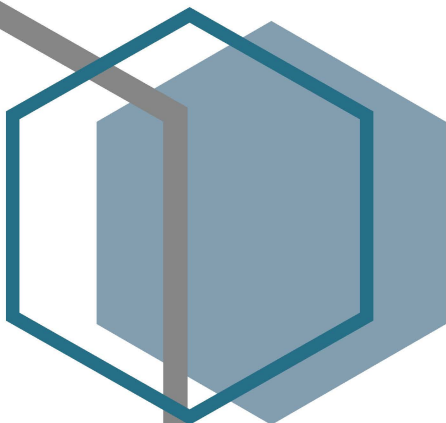
								PROJECT COSTS											
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm	Total	General Comments
10	2034	Overlook Dr	Burma Rd / South Ct	South Ct	1373	18	8	PUR	\$181,072		\$444,533							\$625,700	
10	2034	Erling Ave	Bremer Rd	Terminal Dr	700	36	8	PUR	\$89,100		\$200,000							\$289,100	
10	2034	Norma Rd	Termini	Bremer Rd / Wisconsin Ave	898	36	8	PUR	\$130,100		\$363,600							\$493,700	
10	2034	Renee Ct	Lewis Lane	Exchange St	1676	32	4	PUR	\$238,359		\$492,896							\$731,300	
10	2034	Various				N/A	Path Resurfacing							\$100,000				\$100,000	
10	2034	Various				N/A	Sidewalk Replacements							\$100,000				\$100,000	
10	2034	Off-Street				N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
Year Total								\$638,631	\$0	\$0	\$1,501,029	\$0	\$0	\$200,000	\$0	\$0	\$350,000	\$2,689,800	
11	2035	Main St	Eighmy Rd	Broadhead St	1000	32	5	PUR	\$229,377		\$489,479							\$718,900	
11	2035	Sighting Road	Johnson St	Marsh Woods Drive	720	32	4	PUR	\$106,501		\$235,714							\$342,300	
11	2035	Everglade Ct	Termini	Marsh Woods Drive	142	38	4	PR	\$23,600									\$23,600	
11	2035	Forest Lawn Cir	Summer Trail Rd	Termini	463	36	4	PUR	\$106,501		\$235,714							\$342,300	
11	2035	Hough St	Main St	Milwaukee St	397	32	4	PR	\$56,800									\$56,800	
11	2035	Hillside Ct	Termini	Pheasant Run	196	36	4	PUR	\$40,339		\$99,417							\$139,800	
11	2035	Jager Rd	Termini	Exchange Street	670	16	4	PUR	\$54,403		\$103,761							\$158,200	
11	2035	Various				N/A	Path Resurfacing							\$100,000				\$100,000	
11	2035	Various				N/A	Sidewalk Replacements							\$100,000				\$100,000	
11	2035	Off-Street				N/A	Stormwater Treatment Device Maintenance										\$350,000	\$350,000	As part of the Village's ongoing MS4 permit responsibilities, storm water management areas require regular investiagion and cleaning. This effort will involve dredging of accumulated sediment and removal of unwanted vegetation/woody growth.
Year Total								\$617,521	\$0	\$0	\$1,164,086	\$0	\$0	\$200,000	\$0	\$0	\$350,000	\$2,331,900	

							PROJECT COSTS											General Comments	
Year	Street	From	To	Length	Width	Pvmt Rating	Action	Street	TIF/TID Street	Sewer Utility	Water Utility	Storm Utility	TIF/TID Non-Street	Pedestrian	Off-Street Sewer	Off-Street Water	Off-Street Storm		Total
2036	Broadhead Street/(Wisconsin St		Main St	376	38	9	PUR	\$69,364			\$137,262							\$206,700	
2036	Leanne Ln	Scott St	Broadhead St	782	32	7	PUR	\$117,651			\$260,199							\$377,900	
2036	Rivercrest Dr	Burma Rd	Yahara Drive	1200	28	4	PR	\$153,400										\$153,400	
2036	Various					N/A	Path Resurfacing							\$100,000				\$100,000	
2036	Various					N/A	Sidewalk Replacements							\$100,000				\$100,000	
Year Total								\$340,415	\$0	\$0	\$397,461	\$0	\$0	\$200,000	\$0	\$0	\$0	\$938,000	
TOTAL FOR YEARS 1-12								\$11,686,210	\$3,679,986	\$0	\$11,194,119	\$1,545,960	\$1,077,087	\$3,498,000	\$450,000	\$7,160,000	\$4,050,000	\$44,342,500	

**2025-2029
CAPITAL
IMPROVEMENT
PLAN (CIP)**

Appendix D

**Park System
Capital
Improvements
2025-2034**



McFarland Parks Capital Improvement Plan

Project/Amenity	Location	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Notes
Small Projects, Furniture, Equipment	Varies	28,500	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	General application on the replacement of items and new small amenities.
Equipment	Varies		165,000			155,000			165,000			Annually Parks considers various equipment needs to support operations.
Planning	Varies	20,000										Conservancy Recommendations (2025).
Playground, Park Amenities	Case by Case	160,000	150,000		175,000		180,000		185,000		195,000	Update old playground equipment. Locations to be determined in CIP.
Bathrooms	Case by Case			170,000		180,000		190,000		200,000		New bathroom facilities within system. Locations to be determined in CIP.
Pedestrian Path (Trails)	Case by Case	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	Continued maintenance from year to year of existing trail system.
Property Acquisition	Case by Case		TBD		TBD		TBD		TBD		TBD	Review available opportunities, could happen sooner or later.
Parking Lot, Shelter, Playground (Phase 2)	Community Park	2,500,000										Part 1 (2025) - Initial Parking Lot...Part 2 (2027) - Shelter...Part 3 (2029) - Finish
Trails, Pump Track, Prairie Restoration (Phase 3)	Community Park						50,000	500,000				Design 2030 and Construct 2031. All remaining items but for new facility.
Indoor Athletic Complex (Phase 4)	Community Park								50,000	250,000	5,000,000	Plan (Operations) 2032, Design 2033, & Construct 2034. Year round complex.
McFarland Park Facility Purchase	McFarland Park		250,000									Village paid for a portion when constructed, would need to payoff remaining debt.
Fitness Court, Trails, Baseball, Playground (Phase 3)	McFarland Park						90,000	425,000	425,000			Design 2030 and Construct 2031/2032. Fill in support elements, new amenities.
Aquatics (Phase 4)	McFarland Park								750,000	8,500,000		Plan/Design 2031-2032 and Construct 2033.
Improvements	Brandt Park	15,000					250,000					Batting Cages (2025) and Parking Lot (2030).
Band Shelter, Event Space	Arnold Larson Park						150,000		850,000			Plan/Design 2030 and Construct 2031/2032.
Shelter/Bathroom Facility	Egner Park			175,000	1,895,000							Design 2027 and Construct 2028. Shared with water utility and pump house.
Lower Yahara River Trail (Phase 1)	Urso/Schuetz Park						50,000	250,000				Design/Grant Application 2030 and Construct 2031. Southern entrance thru park.
Disc Golf Facility/Trailhead (Phase 2)	Urso/Schuetz Park						100,000	750,000				Design 2030 and Construct 2031. Second facility to support east park, trail.
		2,823,500	680,000	460,000	2,185,000	450,000	985,000	2,230,000	2,540,000	9,065,000	5,310,000	
Parks Fund		700,000	190,000	185,000	190,000	195,000	285,000	230,000	290,000	200,000	100,000	
General Capital Revenue		3,500	43,250									
Fundraising												
Grants												
Intergovernmental												
Other Funds				125,000	1,545,000							
Private Funding									750,000	8,500,000	5,000,000	
Borrowing		2,120,000	446,750	150,000	450,000	255,000	700,000	2,000,000	1,500,000	365,000	210,000	

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, August 27, 2024

SECTION: Staff Reports

DEPARTMENT: Administration

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion and action on a referral from Trustee Brassington to create an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced.

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Please find enclosed a referral request from Trustee Brassington with associated documents also provided as background. Again, the purpose of a referral request is to decide whether or not the matter should be transmitted to another group for review. The Village Board has the following options to discuss and take action on:

1. Action to deny the request for referral. Means no additional discussion.
2. Action to refer the matter to another Village board, commission, or committee. Means that group would review the request and make a recommendation back to the Village Board for it to make a final decision on. This option could include also Committee of the Whole.
3. Action to refer the matter to the next Village Board meeting for consideration. Means that the Village Board will discuss and act on the matter at their next meeting.

The referral request has been made, the next meeting is to decide what to do with it. The requester may provide background on why they made the request, but discussion should center around reasoning to consider the options presented. Based on the option selected, additional review and discussion will take place at future meetings to address the substance of the request.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Action:

Motion, second to approve/deny referral from Trustee Brassington to create an ordinance



requiring a referendum vote of the electors before certain public construction projects can be commenced. [If approved, please note where the matter will be referred to for additional review and consideration.]

ATTACHMENTS:

1. Trustee Brassington 08162024 259 PM (CDT)
2. 2018-14
3. 2022-09 Charter Ordinance Repealing Section 23-94 of the McFarland Municipal Code Relateding to Public Construction Projects

Village Board Trustee Referral Form

Requested By	Trustee Brassington
Item/Issue Referral	Possible referendum requirement
Action/Referral Request	I would like the Village Board to review the history of the referendum requirement and to discuss the possibility of adding it back.
Request Referral to (Please select all that apply)	Village Board
Background Information	the residents have lost some confidence in the village board as it relates to our fiscal responsibility. I think we need to discuss some sort of checks/balances
Attachments	 2022-09 Charter Ordinance Repealing Section 23-94 of the McFarland Municipal Code Relateding to Public Constructi  2018-14.pdf

ORDINANCE 2018-14

A CHARTER ORDINANCE AMENDING SECTION 23-94 OF THE MCFARLAND MUNICIPAL CODE RELATING TO PUBLIC CONSTRUCTION PROJECTS.

WHEREAS, the Village Board previously enacted Ordinance No. 2014-11, a charter ordinance amending §23-94 of the McFarland Municipal Code which required a binding referendum vote of the electors before certain public construction projects could be commenced; and

WHEREAS, the Village Board desires to modify the restrictions to apply only to larger construction projects;

NOW, THEREFORE, the Village Board of McFarland, Wisconsin, does ordain as follows:

Section 1. Section 23-94 of the McFarland Municipal Code is amended to read as follows:

23-94 - Referendum requirement for large capital construction projects.

- a) Except as provided in par. (b), prior to the start of any physical construction on any Village-financed project involving a net cost to the Village exceeding 1% of the Village's equalized value as most recently determined by the Wisconsin Department of Revenue, the Village Board shall submit to the electorate a binding referendum for approval of the project. Failure of the binding referendum shall preclude the Village from proceeding with the project. The wording of any referendum shall provide the specific purpose, location, and cost of the project. Nothing in this provision shall be construed to preclude the Village from exercising its role in the planning or design of such publicly financed projects. As used in this section, the term "net cost" means the total amount paid or to be paid by the Village less any amounts received or to be received in connection with the project in the form of governmental grants, private donations, developer contributions or other third-party funding sources.
- b) Subsection (a) shall not apply to the following:
 - (1) public street projects;
 - (2) public projects funded by a Village Utility (water, sewer and/or stormwater);
 - (3) projects qualifying as project costs in an approved tax incremental district project plan;
 - (4) Projects required by any Federal, State or County statute, regulation, rule or ordinance, any court order or any previously approved agreement;
 - (5) Projects undertaken jointly with another unit of government;
 - (6) Public safety facilities, limited to fire, police, EMS and municipal court;
 - (7) Projects undertaken to address emergency conditions as determined by the Village Board.

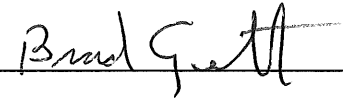
c) The following provisions shall apply to the determination of a single project for purposes of establishing the applicability of this section:

- (1) Demolition of an existing structure to facilitate the construction of a designated new building or structure shall be considered part of the construction cost of the approved building.
- (2) All public construction included in a single solicitation for bids or covered under the same general contract shall be deemed part of a single project.
- (3) A contract for construction, remodeling, additions or alterations to a single building or structure awarded prior to, or within 6 months after, the substantial completion of any other such work on the same building or structure shall be deemed part of the initial project.
- (4) Any number of contracts with individual trades for interrelated work on an integrated construction, remodeling or building addition project shall be deemed part of the same project.
- (5) Construction of two or more buildings or structures on the same building lot shall be considered a single project if construction on the second building or structure is commenced prior to, or within 6 months of, substantial completion of the first building.
- (6) Periodic repairs, replacement or resurfacing of parking lots, driveways, roofs, exterior lighting fixtures or similar improvements shall not be deemed part of the cost of construction activities within an existing building if all of the following conditions are met:
 - a. The repair, replacement or resurfacing is necessitated by damage or normal wear unrelated to the construction on the same site;
 - b. The improvement is not materially altered in any dimension or in location;
 - c. The repair, replacement or resurfacing neither necessitates, nor is necessitated by, the construction occurring on the site.
 - d. The repair, replacement or resurfacing is accomplished with substantially the same materials and quality as the existing improvement.

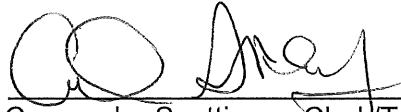
Section 2. Effective Date.

This is a charter ordinance and shall take effect 60 days after its passage and publication, unless within such 60-day period a referendum petition as provided by Wis. Stats. § 66.0101 shall be filed, in which case this ordinance shall not take effect until it shall have been submitted to a referendum vote of the electors and approved by a majority of the electors voting thereon.

Adopted at a regular meeting of the McFarland Village Board this 8th day of October, 2018



Brad Czebotar, Village President

Attest: 
Cassandra Suettinger, Clerk/Treasurer

ORDINANCE 2018 – 12	
MOTION	SECOND
Czebotar	Kolk
ACTION	DATE
Adopted	10/08/2018
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL	
VOTING RECORD	
Adrian – Aye	Kolk – Aye
Brassington – Aye	Lytle– Aye
Clow - Nay	O'Hearn - Nay
Czebotar– Aye	
VOTING	
RESULTS	
Motion Carried:	5-2
Motion Defeated:	

ORDINANCE 2022-09

A CHARTER ORDINANCE REPEALING SECTION 23-94 OF THE MCFARLAND MUNICIPAL CODE RELATING TO PUBLIC CONSTRUCTION PROJECTS.

Purpose: To repeal §23-94 of the McFarland Municipal Code which requires a binding referendum vote of the electors before certain public construction projects can be commenced.

Sponsor: Village President Carolyn Clow

Recommended Referral: None.

Public Hearing: None required.

WHEREAS, Charter Ordinance 2005-09 was enacted by direct legislation on April 5, 2005 requiring a referendum vote prior to commencement of certain public construction projects, the provisions of which have since been codified as §23-94 of the McFarland Municipal Code; and

WHEREAS, the Village Board previously adopted Ordinances No. 2014-11 and No. 2018-14 as charter ordinances that further amended the provisions of §23-94; and

WHEREAS, the Village Board desires to repeal §23-94 as a matter of public interest maintaining their ability to govern the capital needs of the Village without the need for a binding referendum.

NOW, THEREFORE, the Village Board of McFarland, Wisconsin, does ordain as follows:

Section 1. Section 23-94 of the McFarland Municipal Code is repealed in its entirety.

Section 2. Effective Date.

This is a charter ordinance and shall take effect 60 days after its passage and publication, unless within such 60-day period a referendum petition as provided by Wis. Stats. § 66.0101 shall be filed, in which case this ordinance shall not take effect until it shall have been submitted to a referendum vote of the electors and approved by a majority of the electors voting thereon.

Adopted at a regular meeting of the McFarland Village Board this 12th day of July, 2022.

ORDINANCE 2022 –09	
MOTION	SECOND
Clow	Wreh
ACTION	DATE
Adopted	07/12/2022
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Clow – Aye	Wreh - Aye
Brassington – Aye	Flaherty – Aye
Nelson – Aye	Jerke-Aye
Vacant –	
VOTING RESULTS	
Motion Carried	6 – 0 – 0
Motion Defeated:	

APPROVED:


Carolyn A. Clow, Village President

ATTEST:


Cassandra Suettinger, Village Clerk/Treasurer