VILLAGE OF MCFARLAND *NOTICE OF PUBLIC MEETING*

VILLAGE BOARD

Monday, January 25, 2016 **7:00 P.M.** **McFarland Municipal Center Community Room**

AGENDA

1. CALL TO ORDER.

2. ATTENDANCE ROLL CALL.

3. PUBLIC APPERANCE.

4. PUBLIC HEARING.
   a. On the proposed 2016 Water Utility budget.
   b. On the proposed 2016 Sewer Utility budget.
   c. On the proposed 2016 Stormwater Utility budget.

5. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
   a. Public Announcements
      (1) Listening Session with Representative Robb Kahl – February 2nd 6:00 pm – 6:45 pm.
   b. Public Communications
      (1) Property Tax Bills - First Installment due by January 31st.
      (2) Spring Primary Election – February 16, 2016 (Voter ID Required)

6. PROCLAMATIONS.
   a. Designating April 9, 2016 as International Migratory Bird Day in McFarland.
   b. Designating April 23, 2016 as Arbor Day in McFarland.

7. CONSENT AGENDA.
   a. Motion to approve the Village Board minutes of January 11, 2016.
   b. Motion to approve pre-paid checks # 65333-65350 in the amount of $6,180,322.36 and current checks #65351-65602 in the amount of $313,732.17.
   c. Motion to appoint RuthAnn Burns and Jan Rothamer as Election Inspectors for the 2016-2017 election cycle.
   d. Motion to approve the recommendation from Police Chief Sherven that the Alcohol Beverage Operator's License application submitted by Janet Johnson (Parkside Pub) be approved and the license be issued.
   e. Motion to appoint Mike Dunn to the Communications and Technology Committee for the term to end April 30, 2016.

8. BUSINESS.
   a. PARKS, RECRATION, AND NATURAL RESOURCES COMMITTEE (Trustees Kolk and Utter).
      (1) Recommendation to the Village Board to approve renewal of a 5 year Community Garden agreement, accept the help of Public Works staff, and approve a sign for the Community Garden.
   b. PUBLIC UTILITIES COMMITTEE (Trustees Lytle and Brassington) Recommendation to approve the following Utility Budgets for 2016:
      (1) Discussion and possible action on proposed 2016 Water Utility budget.

(2) Discussion and possible action on proposed 2016 Sewer Utility budget.
(3) Discussion and possible action on proposed 2016 Stormwater Utility budget.

c. Discussion and possible action on proposed Ordinance #2016-01 to Amend Season, Hours, and Fencing Requirements of Outdoor Sports Activities at Establishments Licensed to Serve Alcohol.
d. 2015 Village Departments Year in Review – Library, Senior Outreach, and Fire & Rescue Departments.
e. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

9. ADJOURNMENT.

NOTES:
1) Persons needing special accommodations should call 838-3153 at least 24 hours prior to the meeting.
2) More specific information about agenda items may be obtained by calling 838-3153.

This agenda was posted, or caused to be posted, by my hand on the 22nd day of January, 2016 the following three (3) posting places in the Village of McFarland, to wit: McFarland Municipal Center, 5915 Milwaukee Street; E.D. Locke Public Library, 5920 Milwaukee Street; and McFarland State Bank, 5990 Hwy 51.

Tracey Berman, Clerk/Deputy Treasurer

VILLAGE BOARD
January 25, 2016

Administrator Background

Agenda Item #6a – Parks, Recreation, & Natural Resources Committee

Katie Gletty-Syoen, the Garden Coordinator for the McFarland Community Garden, presented her annual report to the Committee. This report is included in your packet. Also included are the three-party agreements signed in March of 2013; one between the Village and the Friends of McFarland Parks, and one between the Village and the McFarland UCC, upon whose land the garden is located. The agreement is originally for three growing seasons which ended in 2015. However, upon "mutual consent" the agreement can be renewed for an additional period of up to five years. The church is willing to extend the agreement for up to five years, as is the Friends. The request from the committee is to grant consent to continue the existing agreements for an additional period of up to five years.

Agenda Item #6b – Public Utilities Committee

The Public Utilities Committee met in December, 2015 to review the 2016 budget proposals and recommends approval of the proposed 2016 Stormwater, Water, and Sewer Utility budgets 2016. These budgets include the approved 5% increase in the Stormwter ERU and the 8.64% increase in Sewer rates; these were approved by the Village Board at the first meeting in January.

To clarify why the Water and Sewer budget is presented twice: technically, the Village has two utility funds – the Stormwater Fund and the Utility Fund. These are presented separately in the packet and balance. However, the Utility Fund contains the budgets for both the Water Utility and the Sewer Utility; therefore we also added a separate breakdown for each.

Agenda Item #6c – Ordinance #2016-01

Ordinance #2016-01 is the updated amendment to current ordinance that would allow for a longer season, extended hours, and netting around a volleyball court instead of a four foot fence for outdoor sports activities at establishments licensed to serve alcohol. This was originally reviewed by the Village Board in December, but referred to staff to clarify the language. In the ordinance any wording with a strike-through is being removed and language underlined is being added. I believe this language meets the directives given to staff by the Board.

PROCLAMATION

DESIGNATING APRIL 9, 2016 AS INTERNATIONAL MIGRATORY BIRD DAY IN MCFARLAND

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, migratory birds and their habitats are declining throughout the Americas and are facing growing threats on their migration routes and to both their summer and winter homes; and

WHEREAS, birds, natural areas, trees, and landscapes provide not only community beautification but also economic and environmental benefits; and

WHEREAS, planting trees and maintaining natural areas provides an opportunity for bird reproduction and community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, our efforts to improve the natural environment benefit present and future bird populations; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations.

NOW, THEREFORE, BE IT PROCLAIMED BY THE MCFARLAND VILLAGE BOARD:

THAT, April 9, 2016 be designated International Migratory Bird Day in McFarland; and

FURTHERMORE, THAT, all citizens be encouraged to participate in appropriate activities on that day and to take advantage of the benefits provided by the parks and other natural areas in our community to help promote healthy and strong bird habitat in McFarland, WI

Proclaimed at a regular meeting of the McFarland Village Board this 25th day of January, 2016.

ATTEST: APPROVED:

Tracey Berman, Village Clerk

Brad Czebotar, Village President

PROCLAMATION

DESIGNATING APRIL 23, 2016 AS ARBOR DAY IN MCFARLAND

WHEREAS, Arbor Day began in Nebraska in 1872 and is now observed throughout the nation and the world; and

WHEREAS, natural areas, trees, and landscapes increase property values, enhance the economic vitality of business areas and beautify our community; and

WHEREAS, trees provide many benefits to the community, including air purification, reducing erosion of topsoil, windbreaks, noise reduction, shade, energy savings, and habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, planting trees and maintaining older trees provides an opportunity for community interaction, volunteerism, economic development, and environmental conservation; and

WHEREAS, actions to diversify our urban forest and improve the environment will benefit present and future generations; and

NOW, THEREFORE, BE IT PROCLAIMED BY THE MCFARLAND VILLAGE BOARD:

THAT, April 23, 2016 be designated as Arbor Day in McFarland; and

THAT, all citizens be encouraged to participate in appropriate activities and to support efforts to protect our trees and woodlands.

Proclaimed at a regular meeting of the McFarland Village Board this 25th day of January, 2016.

ATTEST: APPROVED:

Tracey Berman, Village Clerk

Brad Czebotar, Village President

WISCONSIN STATE LEGISLATURE

47TH ASSEMBLY DISTRICT

ROBB KAHL
STATE REPRESENTATIVE

Rep. Robb Kahl Holds Listening Sessions in Dunn & McFarland

State Representative Robb Kahl (D-Monona) will be holding several listening sessions in the area at the following dates and times:

Tuesday, February 2nd:

Town of Dunn
5:00 p.m. – 5:45 p.m.
Dunn Town Hall
4156 County Rd. B
McFarland, WI 53558

Village of McFarland
6:00 p.m. – 6:45 p.m.
McFarland Municipal Center
5915 Milwaukee Street
McFarland, WI 53558

If you are unable to attend one of these listening sessions and would like to speak to Rep. Kahl, please feel free to contact him:

E-mail: Rep.Kahl@legis.wisconsin.gov
Phone: (608)-266-8570
Mail: State Capitol, P.O. Box 8952, Madison, WI 53708

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OFFICE: State Capitol, P.O. Box 8952, Madison, WI 53708 ★ PHONE: (608) 266-8570
TOLL-FREE: (888) 302-0047 ★ E-MAIL: rep.kahl@legis.wi.gov ★ WEBSITE: http://kahl.assembly.wi.gov ★ FAX: (608) 282-3647

VILLAGE OF MCFARLAND

VILLAGE BOARD

Monday, January 11, 2016

1. CALL TO ORDER. Village Board President Brad Czebotar called the regular meeting of the McFarland Village Board to order at 7:00 p.m. in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE ROLL CALL. Village Board members present: Trustees Jerry Adrian, Stephanie Brassington, Brad Czebotar, Dan Kolk, Mary Pat Lytle and Clair Utter.
Absent: Trustee Tom Mooney
Staff Present: Interim Senior Outreach Director Lori Anderson, Village Clerk/Deputy Treasurer Tracey Berman, Community Development Director Pauline Boness, Senior Accountant/Budget Manager Kelsy Boyd, Fire/EMS Chief Chris Dennis, Cable Manager Eric Redding, Administrator Eric Rindfleisch, and Police Chief Craig Sherven.
Others Present: Tom Alesia.

3. PUBLIC APPERANCE.
a. Welcome McFarland Fire Rescue Chief, Christopher Dennis. President Czebotar welcomed new McFarland Fire Rescue Chief Chris Dennis to the Village staff, noting Chief Dennis's credentials. President Czebotar thanked Tom Reiter for his work during the transition period.

4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
   a. Public Announcements
      (1) Village offices closed January 18th.
   b. Public Communications
      (1) Recognition of Diane Reinstad for retirement after 6 years of service to the Village.
      (2) Property Tax Bills - First Installment due by January 31st.
      (3) Condolences for the passing of Patricia Davey Struck, the spouse of Village Attorney Lawrence Bechler.

5. CONSENT AGENDA. **Motion** by President Czebotar, second by Trustee Lytle and carried 6-0 by acclamation to approve consent agenda items.
   a. Motion to approve the Village Board minutes of October 26, 2015, October 29, 2015, and November 9, 2015 as amended.
   b. Motion to approve pre-paid checks #65233-65258 in the amount of $47,848.25 (Note: checks 65235-65238 were voided) and current checks #65259-65332 in the amount of $329,753.47.
   c. Motion to appoint Zachary Keller to the Volunteer Committee with the term ending April 30, 2016.

6. BUSINESS.
   a. PERSONNEL COMMITTEE (President Czebotar and Trustee Kolk) Discussion and action on approving organization charts and position descriptions for Senior Outreach Services, Communications & Technology, and Administration and Finance Departments. The Senior Outreach Services – **Motion** by President Czebotar, second by Trustee Utter and carried 5-1 (Trustee Utter voting nay) by acclamation to approve the proposed Senior Outreach Services organizational chart. **Motion** by President Czebotar, second by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve the Communications and Technology organization chart. **Motion** by President Czebotar, second by Trustee Kolk, and carried 5-1 (Trustee Utter voting nay) by acclamation to approve the Administration and Finance organizational chart.
   b. Discussion and action on filling vacant EMT position, new Communications Specialist position, and existing Case Manager Position. **Motion** by President Czebotar, second by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve filling a vacant EMT position, new Communications Specialist position and existing Case Manager Position.
   c. Discussion and action on adding Finance Director/Treasurer to list of Board-recognized Department Heads in the Personnel Policy Manual. This change makes the Finance Director and Clerk positions equals under the new organizational chart. **Motion** by President Czebotar, second

by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve adding Finance Director/Treasurer to list of Board-recognized Department Heads in the Personnel Policy Manual.

d. Discussion and action on appointing Kelsy Boyd to Finance Director/Treasurer position. **Motion** by President Czebotar, second by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve appointing Kelsy Boyd to Finance Director/Treasurer position. The position has been approved and budgeted for.

e. Discussion and action on appointing Lori Andersen as Senior Outreach Services Director position. **Motion** by President Czebotar, second by Trustee Adrian and carried 5-1 (Trustee Utter voting nay) by acclamation to appoint Lori Andersen as Senior Outreach Services Director.

f. Discussion and action on Resolution #01-2016 approving and adopting the form of amended 457 Plan and Trust effective January 1, 2016 with Security Benefit. **Motion** by Trustee Utter, second by President Czebotar, and carried 6-0 by acclamation to approve Resolution #01-2016 approving and adopting the form of amended 457 Plan and Trust effective January 1, 2016 with Security Benefit. These changes are a result of Internal Revenue Service changes.

g. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

7. ADJOURNMENT. **Motion** by Trustee Adrian, second by Trustee Lytle and carried 6-0 by acclamation to adjourn the Village Board meeting at 7:51 pm.

Respectfully Submitted by,
Tracey Berman, Clerk

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
01/09/2016	PC	01/15/2016	65333	SCHMIDT, JULIE L	341	174.65
01/09/2016	PC	01/15/2016	65334	DAY, ANDREW CHARLE	860	466.71
01/09/2016	PC	01/15/2016	65335	JANNESS, JUSTIN R	868	286.16

927.52

Prepaid checks

Report Criteria:
Report type: GL detail
Check.Check Number = 65336-65339

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/15/2016	65336	247	DANE CO TREASURER	MEAL SITE NUT DONATION - CAMBRIDGE	123015	1	100-2435	386.00
01/16	01/15/2016	65336	247	DANE CO TREASURER	MEAL SITE NUT DONATION-mcfarland	123015	2	100-2435	1,103.25
01/16	01/15/2016	65336	247	DANE CO TREASURER	MEAL SITE DONATION	123015	3	100-55-5520-336	200.00
Total 65336:									1,689.25
01/16	01/15/2016	65337	247	DANE CO TREASURER	JANUARY TAX SETTLEMENT	011516	1	100-2421	68,632.76
01/16	01/15/2016	65337	247	DANE CO TREASURER	JANUARY TAX SETTLEMENT - COUNTY	011516	2	100-2431	1,218,622.71
Total 65337:									1,287,255.47
01/16	01/15/2016	65338	2237	MADISON COLLEGE	JANUARY TAX SETTLEMENT	011516	1	100-2470	359,278.46
Total 65338:									359,278.46
01/16	01/15/2016	65339	613	MCFARLAND SCHOOL DISTRIC	JANUARY TAX SETTLEMENT	011516	1	100-2460	4,530,414.11
Total 65339:									4,530,414.11
Grand Totals:									6,178,637.29

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-2120	.00	6,178,637.29-	6,178,637.29-
100-2421	68,632.76	.00	68,632.76
100-2431	1,218,622.71	.00	1,218,622.71
100-2435	1,489.25	.00	1,489.25
100-2460	4,530,414.11	.00	4,530,414.11
100-2470	359,278.46	.00	359,278.46
100-55-5520-336	200.00	.00	200.00

M = Manual Check, V = Void Check

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/19/2016	65340	2237	MADISON COLLEGE	ADV EMT REFRESHER INNES	3927327	1	100-52-4040-348	149.52
Total 65340:									149.52
01/16	01/19/2016	65341	16001	MEIS, KARLA A	EMS REFUND DUE TO INS PMT	011916	1	100-4523	206.84
Total 65341:									206.84
01/16	01/19/2016	65342	667	MINNESOTA LIFE INS CO	2/16 LIFE INS EE	0119201	1	100-2157	559.30
01/16	01/19/2016	65342	667	MINNESOTA LIFE INS CO	2/16 LIFE INS ER	0119201	2	100-2157	520.56
Total 65342:									1,079.86
01/16	01/19/2016	65343	1307	WI COUNCIL 40	AFSCME DUES	011916	1	100-2161	85.77
Total 65343:									85.77
01/16	01/19/2016	65344	1086	WI SCTF	PIN	011916	1	100-2159	334.63
Total 65344:									334.63
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	RINDFLEISCH VEBA	011916	1	100-51-4131-110	897.12
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	BERMAN VEBA	011916	2	100-51-4141-110	278.51
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	COVILLE VEBA	011916	3	100-53-3030-110	1,910.48
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	WEBER VEBA	011916	4	100-53-3030-110	819.18
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	KARNITZ VEBA	011916	5	100-52-2020-110	69.44
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	BONESS VEBA	011916	6	100-51-7272-110	103.84
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	PILGER VEBA	011916	7	100-52-7230-110	136.90
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	JOB VEBA	011916	8	100-52-1010-110	103.08
01/16	01/19/2016	65345	1461	SECURITY BENEFIT	SCHROEKENTHALER VEBA	011916	9	100-52-1010-110	282.95
Total 65345:									4,601.50
Grand Totals:									6,458.12

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
01/22/2016	PC	01/28/2016	65346	DOSTALEK, JEFFREY J	600	328.31
01/22/2016	PC	01/28/2016	65347	GRENAWALT, MAUREEN	601	120.52
01/22/2016	PC	01/28/2016	65348	SIEGMANN, SAMUEL	603	233.69
01/22/2016	PC	01/28/2016	65349	LICHT, TRAVIS	1019	46.46
01/22/2016	PC	01/28/2016	65350	HELLER, TYNAN COLE	1029	28.57

757.55

CK#65351-#65602

Report Criteria:
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65351	1	5 ALARM FIRE & SAFETY	GAS CYLINDER	153461-1	1	600-56-0030-831	293.52
01/16	01/27/2016	65351	1	5 ALARM FIRE & SAFETY	LADDER 8 MONITOR	153776-1	1	100-52-2020-395	9.49
Total 65351:									303.01
01/16	01/27/2016	65352	16005	AEHL, JAMES & KAREN	PROP TAX OVERPMT	123115	1	100-2364	56.24
Total 65352:									56.24
01/16	01/27/2016	65353	20	AG SYSTEMS INC	RESRUFACER VALVE	C09845	1	100-53-3030-352	95.90
Total 65353:									95.90
01/16	01/27/2016	65354	16087	ALBERS, JASON & JESSICA	PROP TAX OVERPMT	123115	1	100-2364	40.06
Total 65354:									40.06
01/16	01/27/2016	65355	1397	ALL COMFORT SERVICES	MC HVAC REPAIR	542136	1	100-51-8081-240	467.25
01/16	01/27/2016	65355	1397	ALL COMFORT SERVICES	MC BOILER REPAIR	543666	1	100-51-8081-240	420.64
01/16	01/27/2016	65355	1397	ALL COMFORT SERVICES	MC HVAC REPAIR	543913	1	100-51-8081-240	891.37
01/16	01/27/2016	65355	1397	ALL COMFORT SERVICES	MC HVAC REPAIR	544149	1	100-51-8081-240	291.30
Total 65355:									2,070.56
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	ALLIANT THRU 01/04/16	010416	1	600-57-0030-622	851.63
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	ALLIANT THRU 01/04/16	010416	2	600-57-0030-623	13.26
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	ALLIANT THRU 01/04/16	010416	3	100-55-6050-222	14.63
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	ALLIANT THRU 01/04/16-GAZEBO	010416	4	100-55-6050-222	146.38
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	ALLIANT THRU 01/04/16	010416	5	100-53-3030-222	7.77
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	LIBRARY	011116	1	900-55-0011-220	2,113.67
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	WELL #4	011116	2	600-57-0030-622	230.67
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	WELL #4 GAS	122915A	1	600-57-0030-623	42.51
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	LIFT #3 ELEC	122915A	2	600-56-0020-821	74.65
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	LEWIS PARK	122915A	3	100-55-6050-221	47.56
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	STREET LIGHTING	122915A	4	100-53-3030-222	7,393.58
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	TRAFFIC FLASHERS	122915A	5	100-53-3030-222	9.06

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65356	30	ALLIANT ENERGY/WP&L	ELEC-5524 N COOK ST	157650000-1	1	650-53-3040-260	31.53
Total 65356:									10,976.90
01/16	01/27/2016	65357	14211	ALPIRE, KRISTINA	PROP TAX OVERPMT	123115	1	100-2364	8.45
Total 65357:									8.45
01/16	01/27/2016	65358	16170	ALTSTADT & ASSOCIATES, LLC	FIRE CHIEF BACKGROUND CHECK	010516	1	100-51-4141-300	2,688.60
Total 65358:									2,688.60
01/16	01/27/2016	65359	16172	AMERICAN LIBRARY ASSOCIAT	BUDGETING WEBINAR	180325	1	900-55-0011-330	59.00
Total 65359:									59.00
01/16	01/27/2016	65360	2216	ANDRES MEDICAL	DEC-2015 FEES	136925	1	100-4523	1,382.97
Total 65360:									1,382.97
01/16	01/27/2016	65361	2238	ANGUS YOUNG	LEWIS SHELTER DESIGN	56900-8	1	500-55-0050-857	6,707.43
Total 65361:									6,707.43
01/16	01/27/2016	65362	2154	API OUTSOURCING	3172 TAX BILLS	SI.39639	1	100-51-4151-310	300.00
01/16	01/27/2016	65362	2154	API OUTSOURCING	3172 TAX BILLS	SI.39639	2	100-51-4141-310	607.93
Total 65362:									907.93
01/16	01/27/2016	65363	49	APWA REGISTRATION	APWA MEMBERSHIP - ALLAN COVILLE	126555-2016	1	100-53-3030-320	340.00
Total 65363:									340.00
01/16	01/27/2016	65364	16022	ATKINSON, BRYAN & KENDRA	PROP TAX OVERPMT	123115	1	100-2364	49.89
Total 65364:									49.89
01/16	01/27/2016	65365	16030	AVESTRUZ, AISSA L	PROP TAX OVERPMT	123115	1	100-2364	1,433.89

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65365:									1,433.89
01/16	01/27/2016	65366	16123	BABCOCK,AARON & KIM	PROP TAX OVERPMT	123115	1	100-2364	32.47
Total 65366:									32.47
01/16	01/27/2016	65367	68	BADGER WELDING SUPP INC	OXYGEN	3319494	1	100-52-4040-345	15.50
Total 65367:									15.50
01/16	01/27/2016	65368	2173	BAER INSURANCE SERVICES L	2016 LIABILITY INSURANCE	59509	1	100-1624	51,536.00
Total 65368:									51,536.00
01/16	01/27/2016	65369	1019	BAKER TILLY VIRCHOW KRAUS	2015 GF AUDIT	BT911948	1	100-51-4152-210	2,606.00
01/16	01/27/2016	65369	1019	BAKER TILLY VIRCHOW KRAUS	2015 DEBT ENTRIES	BT911948	2	100-51-4152-210	608.00
Total 65369:									3,214.00
01/16	01/27/2016	65370	1241	BARNIER, JOSHUA	MILEAGE FOR TRAINING	JB-012016	1	100-52-1010-330	92.88
Total 65370:									92.88
01/16	01/27/2016	65371	16092	BARR, STEPHEN & ISABEL	PROP TAX OVERPMT	123115	1	100-2364	173.71
Total 65371:									173.71
01/16	01/27/2016	65372	14093	BATTUELLO SCOTT	PROP TAX OVERPMT	123115	1	100-2364	40.39
Total 65372:									40.39
01/16	01/27/2016	65373	16137	BAUMGARTEN, JEFFREY & RE	PROP TAX OVERPMT	123115	1	100-2364	48.91
Total 65373:									48.91
01/16	01/27/2016	65374	14068	BAYNARD COLLEEN	PROP TAX OVERPMT	123115	1	100-2364	45.06

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65374:									45.06
01/16	01/27/2016	65375	13182	BECK, KAREN AND THOMAS	PROP TAX REFUND	123115	1	100-2364	32.69
Total 65375:									32.69
01/16	01/27/2016	65376	16105	BERGEN, BRAD & RACHAEL	PROP TAX OVERPMT	123115	1	100-2364	47.51
Total 65376:									47.51
01/16	01/27/2016	65377	16152	BERRY, ZANE D	PROP TAX OVERPMT	123115	1	100-2364	97.46
Total 65377:									97.46
01/16	01/27/2016	65378	16140	BLASER, DAVID &	PROP TAX OVERPMT	123115	1	100-2364	1.20
Total 65378:									1.20
01/16	01/27/2016	65379	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82013159	1	100-52-4040-345	672.07
01/16	01/27/2016	65379	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82016920	1	100-52-4040-345	9.70
01/16	01/27/2016	65379	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82019694	1	100-52-4040-345	733.49
Total 65379:									1,415.26
01/16	01/27/2016	65380	2277	BRANDT, STEVE	PROP TAX OVERPMT	123115	1	100-2364	136.69
Total 65380:									136.69
01/16	01/27/2016	65381	16002	BRENNAN, MICHAEL & MICHEL	PROP TAX OVERPMT	123115	1	100-2364	31.70
Total 65381:									31.70
01/16	01/27/2016	65382	16025	BRERETON, RICHARD, & LINDA	PROP TAX OVERPMT	123115	1	100-2364	56.92
Total 65382:									56.92
01/16	01/27/2016	65383	14088	BRUMM DONALD MARY	PROP TAX OVERPMT	123115	1	100-2364	58.44

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65383:									58.44
01/16	01/27/2016	65384	16132	BRUSSOCK JT REV TR, JAMES	PROP TAX OVERPMT	123115	1	100-2364	630.31
Total 65384:									630.31
01/16	01/27/2016	65385	14104	BULA KATHERINE	PROP TAX OVERPMT	123115	1	100-2364	38.27
Total 65385:									38.27
01/16	01/27/2016	65386	14163	BUSS DAVID KROES ALYSSA	PROP TAX OVERPMT	123115	1	100-2364	25.64
Total 65386:									25.64
01/16	01/27/2016	65387	16130	BUTZ, KATHLEEN A	PROP TAX OVERPMT	123115	1	100-2364	837.87
Total 65387:									837.87
01/16	01/27/2016	65388	138	CAPITAL CITY TREE EXPERTS I	MCDANIEL TREE REMOVAL	4636	1	100-55-6060-340	3,400.00
Total 65388:									3,400.00
01/16	01/27/2016	65389	1909	CATERPILLAR FINANCIAL SER	JAN LOADER LEASE	16827216	1	100-53-3030-805	965.30
01/16	01/27/2016	65389	1909	CATERPILLAR FINANCIAL SER	JAN LOADER LEASE	16827216	2	600-56-0020-828	321.77
01/16	01/27/2016	65389	1909	CATERPILLAR FINANCIAL SER	JAN LOADER LEASE	16827216	3	600-57-0070-923	321.77
01/16	01/27/2016	65389	1909	CATERPILLAR FINANCIAL SER	JAN LOADER LEASE	16827216	4	650-53-3040-810	321.76
Total 65389:									1,930.60
01/16	01/27/2016	65390	16009	CHAMBERS, CURTIS & SHERI	PROP TAX OVERPMT	123115	1	100-2364	74.88
Total 65390:									74.88
01/16	01/27/2016	65391	16156	CHAPIN, AARON & AMY	PROP TAX OVERPMT	123115	1	100-2364	7.12
Total 65391:									7.12
01/16	01/27/2016	65392	161	CHASE LUMBER AND FUEL INC	LEWIS HOCKEY SUPPORTS	351060	1	100-55-6050-341	49.99

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65392:									49.99
01/16	01/27/2016	65393	166	CINTAS CORPORATION	FIRST AID SUPPLIES	8402556847	1	600-57-0070-930	33.46
Total 65393:									33.46
01/16	01/27/2016	65394	172	CITY OF MADISON TREASURE	KLEMENTZ-ADV STRANGULATION	2945	1	100-52-1010-330	75.00
Total 65394:									75.00
01/16	01/27/2016	65395	175	CIVIC SYSTEMS LLC	JAN-JUNE2016 SUPPORT	CVC13788	1	100-51-4141-210	3,293.51
01/16	01/27/2016	65395	175	CIVIC SYSTEMS LLC	JAN-JUNE2016 SUPPORT	CVC13788	2	600-56-0050-852	1,097.83
01/16	01/27/2016	65395	175	CIVIC SYSTEMS LLC	JAN-JUNE2016 SUPPORT	CVC13788	3	600-57-0070-923	1,097.83
01/16	01/27/2016	65395	175	CIVIC SYSTEMS LLC	JAN-JUNE2016 SUPPORT	CVC13788	4	650-53-3040-325	1,097.83
Total 65395:									6,587.00
01/16	01/27/2016	65396	16066	COAN, MATTHEW	PROP TAX OVERPMT	123115	1	100-2364	62.86
Total 65396:									62.86
01/16	01/27/2016	65397	16075	COLE III, ALBERT P	PROP TAX OVERPMT	123115	1	100-2364	43.02
Total 65397:									43.02
01/16	01/27/2016	65398	16085	COLLINS, TIMOTHY & DIANA	PROP TAX OVERPMT	123115	1	100-2364	71.64
Total 65398:									71.64
01/16	01/27/2016	65399	184	COMMUNICATION CONCEPTS	FEB NEWSLETTER	011116	1	100-51-1175-210	649.00
01/16	01/27/2016	65399	184	COMMUNICATION CONCEPTS	FEB NEWSLETTER	011116	2	300-57-0010-289	324.50
01/16	01/27/2016	65399	184	COMMUNICATION CONCEPTS	FEB NEWSLETTER	011116	3	600-57-0070-930	65.00
01/16	01/27/2016	65399	184	COMMUNICATION CONCEPTS	FEB NEWSLETTER	011116	4	600-56-0050-851	65.00
01/16	01/27/2016	65399	184	COMMUNICATION CONCEPTS	FEB NEWSLETTER	011116	5	650-53-3040-255	194.50
Total 65399:									1,298.00
01/16	01/27/2016	65400	193	COMPUTER MAGIC INC	NETWORK CARD	20142223	1	100-51-4141-310	145.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65400:									145.00
01/16	01/27/2016	65401	194	CONCENTRA	WEBER-RANDOM TEST	102464126	1	100-51-4141-300	74.50
Total 65401:									74.50
01/16	01/27/2016	65402	16164	CORNELL, KEVIN & BROOKE	PROP TAX OVERPMT	123115	1	100-2364	8.11
Total 65402:									8.11
01/16	01/27/2016	65403	1989	CORPORATE BUSINESS SYSTE	COPIER LEASE	18120544	1	100-51-4141-240	194.62
01/16	01/27/2016	65403	1989	CORPORATE BUSINESS SYSTE	COPIER LEASE	18135020	1	900-55-0011-241	250.04
Total 65403:									444.66
01/16	01/27/2016	65404	14115	COSTELLO JOHN SUSAN	PROP TAX OVERPMT	123115	1	100-2364	31.99
Total 65404:									31.99
01/16	01/27/2016	65405	212	CREATIVE SIGNS	#10 TRUCK DECALS	012016	1	100-53-3030-352	120.00
Total 65405:									120.00
01/16	01/27/2016	65406	16117	CROCKETT, KENNETH & ROMO	PROP TAX OVERPMT	123115	1	100-2364	36.71
Total 65406:									36.71
01/16	01/27/2016	65407	236	DANE CO FIRE CHIEFS ASSN	DCFCA DUES	DCFCA DUE	1	100-52-2020-320	450.00
Total 65407:									450.00
01/16	01/27/2016	65408	16024	DAVIS, BRIAN	PROP TAX OVERPMT	123115	1	100-2364	180.37
Total 65408:									180.37
01/16	01/27/2016	65409	1819	DEAN CLINIC	PW NEW HIRE TESTING	551563792-0	1	100-51-4141-300	223.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65409:									223.00
01/16	01/27/2016	65410	14079	DENSON DANIEL WILLIAMS SE	PROP TAX OVERPMT	123115	1	100-2364	17.17
Total 65410:									17.17
01/16	01/27/2016	65411	274	DEPT OF ADMINISTRATION	WJ AD-ADMIN CLERK 3	505-0000002	1	100-51-4141-300	140.00
Total 65411:									140.00
01/16	01/27/2016	65412	16062	DETTMERS, DANIEL & LAVONN	PROP TAX OVERPMT	123115	1	100-2364	49.79
Total 65412:									49.79
01/16	01/27/2016	65413	281	DIGGERS HOTLINE INC	LOCATES	151237601	1	600-56-0050-852	26.10
01/16	01/27/2016	65413	281	DIGGERS HOTLINE INC	LOCATES	151237601	2	600-57-0070-923	26.10
Total 65413:									52.20
01/16	01/27/2016	65414	16174	DNR ACCOUNTS RECEIVABLE	DNR GRANT TOOLS	370-0000000	1	100-52-2020-395	1,773.17
Total 65414:									1,773.17
01/16	01/27/2016	65415	2288	DON MILLER	BOTTLE	502311X1	1	100-52-1010-350	60.90
Total 65415:									60.90
01/16	01/27/2016	65416	16018	DUERST, DONALD	PROP TAX OVERPMT	123115	1	100-2364	710.90
Total 65416:									710.90
01/16	01/27/2016	65417	303	DWD-UI	JUSTESEN-WK ENDING11/28/15	7400413	1	100-55-6050-110	219.72
Total 65417:									219.72
01/16	01/27/2016	65418	14120	ELMER JOSEPH/SUSAN	PROP TAX OVERPMT	123115	1	100-2364	114.56

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65418:									114.56
01/16	01/27/2016	65419	14129	EVERIX EMIL/PAULINE	PROP TAX OVERPMT	123115	1	100-2364	121.69
Total 65419:									121.69
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	200045	1	600-56-0050-851	47.60
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	1	100-51-4141-310	255.63
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	2	100-51-4151-310	48.65
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	3	100-52-4040-310	36.61
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	4	100-51-4142-300	25.58
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	5	100-51-4141-300	69.80
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	6	100-52-4040-310	15.54
01/16	01/27/2016	65420	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	201530	7	100-51-4141-310	15.54
Total 65420:									514.95
01/16	01/27/2016	65421	350	FASTENAL COMPANY	SHOP SUPPLIES	WIMAD3478	1	100-53-3030-350	57.68
Total 65421:									57.68
01/16	01/27/2016	65422	2163	FEHR GRAHAM ENGINEERING	SAFETY TRAINING	68994	1	600-57-0070-923	1,100.00
01/16	01/27/2016	65422	2163	FEHR GRAHAM ENGINEERING	SAFETY TRAINING	68994	2	600-56-0050-852	1,100.00
Total 65422:									2,200.00
01/16	01/27/2016	65423	16107	FERNAN, PATRICK & LISA	PROP TAX OVERPMT	123115	1	100-2364	67.34
Total 65423:									67.34
01/16	01/27/2016	65424	16074	FORBES, STEVEN & DOMINIQU	PROP TAX OVERPMT	123115	1	100-2364	14.02
Total 65424:									14.02
01/16	01/27/2016	65425	16019	FRAEDERICHS, JAMES	PROP TAX OVERPMT	123115	1	100-2364	437.31
Total 65425:									437.31

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65426	16059	FREYE, ROBERT	PROP TAX OVERPMT	123115	1	100-2364	37.55
Total 65426:									37.55
01/16	01/27/2016	65427	16116	GANTENBEIN, THOAMS & SUS	PROP TAX OVERPMT	123115	1	100-2364	33.68
Total 65427:									33.68
01/16	01/27/2016	65428	16090	GERBIG,JOHN & MARY	PROP TAX OVERPMT	123115	1	100-2364	21.67
Total 65428:									21.67
01/16	01/27/2016	65429	16041	GILBERTSON,RICHARD & TRAC	PROP TAX OVERPMT	123115	1	100-2364	64.93
Total 65429:									64.93
01/16	01/27/2016	65430	14091	GOODE MARCIA	PROP TAX OVERPMT	123115	1	100-2364	9.52
Total 65430:									9.52
01/16	01/27/2016	65431	16099	GOVIER, JAMES & PEGGY	PROPERTY TAX OVERPMT	123115	1	100-2364	9.42
Total 65431:									9.42
01/16	01/27/2016	65432	1251	GRAHAM, DAWN	PROP TAX OVERPMT	123115	1	100-2364	45.46
Total 65432:									45.46
01/16	01/27/2016	65433	16108	GRINVALSKY, JANE M	PROP TAX OVERPMT	123115	1	100-2364	122.78
Total 65433:									122.78
01/16	01/27/2016	65434	16141	GUNDERSON, MONICA & THOM	PROP TAX OVERPMT	123115	1	100-2364	52.63
Total 65434:									52.63
01/16	01/27/2016	65435	14098	HACKENMILLER AMY	PROP TAX OVERPMT	123115	1	100-2364	21.37

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65435:									21.37
01/16	01/27/2016	65436	14109	HALSEY LISA	PROP TAX OVERPMT	123115	1	100-2364	253.56
Total 65436:									253.56
01/16	01/27/2016	65437	16139	HANDELL, TIMOTHY & YVONNE	PROP TAX OVERPMT	123115	1	100-2364	152.92
Total 65437:									152.92
01/16	01/27/2016	65438	14165	HANDLEY JOHN P/RITA A	PROP TAX OVERPMT	123115	1	100-2364	36.71
Total 65438:									36.71
01/16	01/27/2016	65439	16013	HANKO, RONALD & KIMBERLEE	PROP TAX OVERPMT	123115	1	100-2364	126.33
Total 65439:									126.33
01/16	01/27/2016	65440	14082	HANSEN SUSAN	PROP TAX OVERPMT	123115	1	100-2364	212.27
Total 65440:									212.27
01/16	01/27/2016	65441	16012	HARDIMAN, MICHAEL	PROP TAX OVERPMT	123115	1	100-2364	50.43
Total 65441:									50.43
01/16	01/27/2016	65442	16166	HARRISON, MONICA & HOYT	PROP TAX OVERPMT	123115	1	100-2364	85.38
Total 65442:									85.38
01/16	01/27/2016	65443	1694	HEARTLAND LITHO	5000 WATER/SEWER CARDS	63266	1	600-56-0050-851	366.40
01/16	01/27/2016	65443	1694	HEARTLAND LITHO	5000 WATER/SEWER CARDS	63266	2	600-57-0070-921	366.40
01/16	01/27/2016	65443	1694	HEARTLAND LITHO	5000 WATER/SEWER CARDS	63266	3	650-53-3040-310	366.39
Total 65443:									1,099.19
01/16	01/27/2016	65444	16118	HEASTY, RAYMOND & KELLY	PROP TAX OVERPMT	123115	1	100-2364	19.48

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65444:									19.48
01/16	01/27/2016	65445	16136	HODGES, JAMES & SUSAN	PROP TAX OVERPMT	123115	1	100-2364	37.64
Total 65445:									37.64
01/16	01/27/2016	65446	16128	HOEME, JOSEPH & LISA	PROP TAX OVERPMT	123115	1	100-2364	6.66
Total 65446:									6.66
01/16	01/27/2016	65447	16040	HOESLY, DIANE L	PROP TAX OVERPMT	123115	1	100-2364	495.38
Total 65447:									495.38
01/16	01/27/2016	65448	14075	HOLSMAN PAUL/SUE	PROP TAX OVERPMT	123115	1	100-2364	48.34
Total 65448:									48.34
01/16	01/27/2016	65449	442	HOMETOWN NEWS LIMITED PA	PLAN COMMISSION MTG	4184-123115	1	100-51-1111-321	38.15
01/16	01/27/2016	65449	442	HOMETOWN NEWS LIMITED PA	UTILITY MEETING NOTICES	4184-123115	2	600-56-0050-852	12.44
Total 65449:									50.59
01/16	01/27/2016	65450	1374	HORNBECK JOSEPH	HOLSTER	JH-011216	1	100-52-1010-346	51.38
01/16	01/27/2016	65450	1374	HORNBECK JOSEPH	GARAGE DOOR OPENERS	JH-011216A	1	100-52-1010-340	108.47
01/16	01/27/2016	65450	1374	HORNBECK JOSEPH	CLIPS	JH-011216A	2	100-52-1010-340	19.05
Total 65450:									178.90
01/16	01/27/2016	65451	13097	HUIBREGSTE, DONALD JR & AZ	PROP TAX REFUND	123115	1	100-2364	86.02
Total 65451:									86.02
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	FILTER	1100009	1	100-52-1010-350	4.01
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	FUSES	1100010	1	100-53-3030-352	11.95
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	TRUCK FILTER	1100645	1	100-53-3030-352	3.86
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	AMBULANCE SVC	1100650	1	100-52-4040-352	12.95
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	SHOP SUPPLIES	1100676	1	100-53-3030-350	17.32

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	WIPER BLADES	1198837	1	100-53-3030-352	3.60
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	TRUCK #3 WIRE	1199477	1	100-53-3030-352	33.05
01/16	01/27/2016	65452	1904	HUMPHREY SERVICE PARTS I	FUSE HOLDER	1199995	1	100-53-3030-352	5.24
Total 65452:									91.98
01/16	01/27/2016	65453	464	INSTY PRINTS - MONONA	LETTERHEAD/ENVELOPES	210655	1	100-52-1010-310	285.05
Total 65453:									285.05
01/16	01/27/2016	65454	2284	IOWA-GRANT TRUCKING INC	CONSTRUCTION DRAW	MC87-01211	1	600-1800	87,010.76
Total 65454:									87,010.76
01/16	01/27/2016	65455	469	ITRON INC	ITRON MAINT AGREEMENT	401280	1	600-57-0070-923	274.52
01/16	01/27/2016	65455	469	ITRON INC	ITRON MAINT AGREEMENT	401280	2	600-56-0050-851	274.52
Total 65455:									549.04
01/16	01/27/2016	65456	16034	JACOBY, LORI A	PROP TAX OVERPMT	123115	1	100-2364	24.95
Total 65456:									24.95
01/16	01/27/2016	65457	476	JEFFERSON FIRE & SAFETY IN	CLAMP	222954	1	100-52-2020-241	29.99
Total 65457:									29.99
01/16	01/27/2016	65458	478	JENSEN EQUIPMENT CO INC	MARKING PAINT	J-520621	1	600-56-0050-851	59.04
01/16	01/27/2016	65458	478	JENSEN EQUIPMENT CO INC	MARKING PAINT	J-532909	1	600-56-0050-851	45.48
01/16	01/27/2016	65458	478	JENSEN EQUIPMENT CO INC	MARKING PAINT	J-532909	2	600-56-0050-851	136.08
01/16	01/27/2016	65458	478	JENSEN EQUIPMENT CO INC	CORD SET	J-532909	3	100-53-3030-350	21.17
Total 65458:									261.77
01/16	01/27/2016	65459	16055	JENSEN, RALPH	PROP TAX OVERPMT	123115	1	100-2364	30.14
Total 65459:									30.14
01/16	01/27/2016	65460	16016	JOHANNES, JAMES	PROP TAX OVERPMT	123115	1	100-2364	193.28

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65460:									193.28
01/16	01/27/2016	65461	16079	JOHNSON, JANET L	PROP TAX OVERPMT	123115	1	100-2364	30.41
Total 65461:									30.41
01/16	01/27/2016	65462	14076	KANABLE SARAH	PROP TAX OVERPMT	123115	1	100-2364	90.29
Total 65462:									90.29
01/16	01/27/2016	65463	14178	KANE KRISTOPHER/TERRA	PROP TAX OVERPMT	123115	1	100-2364	48.64
Total 65463:									48.64
01/16	01/27/2016	65464	16157	KEMNITZER, PAUL & STACY	PROP TAX OVERPMT	123115	1	100-2364	44.97
Total 65464:									44.97
01/16	01/27/2016	65465	13123	KENNEDY, MARK	PROP TAX REFUND	123115	1	100-2364	30.17
Total 65465:									30.17
01/16	01/27/2016	65466	1132	KEN'S AUTOMOTIVE	CAR 4 REPAIR	8378-011816	1	100-52-2020-352	255.84
Total 65466:									255.84
01/16	01/27/2016	65467	14176	KESTERSON KEVIN & ZINKGRA	PROP TAX OVERPMT	123115	1	100-2364	65.97
Total 65467:									65.97
01/16	01/27/2016	65468	16094	KLOES, KENNETH A	PROP TAX OVERMPT	123115	1	100-2364	101.61
Total 65468:									101.61
01/16	01/27/2016	65469	14170	KLUMPYAN JEFFREY / TAMME	PROP TAX OVERPMT	123115	1	100-2364	51.53
Total 65469:									51.53

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65470	16126	KNUDSON, PAUL &	PROP TAX OVERPMT	123115	1	100-2364	35.88
Total 65470:									35.88
01/16	01/27/2016	65471	14103	KRAMER, JEFF & AMY	PROP TAX OVERPMT	123115	1	100-2364	40.51
Total 65471:									40.51
01/16	01/27/2016	65472	14175	KRANZ DONALD/JOAN	PROP TAX OVERPMT	123115	1	100-2364	43.75
Total 65472:									43.75
01/16	01/27/2016	65473	14140	KROES MICHAEL	PROP TAX OVERPMT	123115	1	100-2364	219.59
Total 65473:									219.59
01/16	01/27/2016	65474	16060	KRUSE, MICHAEL & HOPE	PROP TAX OVERPMT	123115	1	100-2364	21.06
Total 65474:									21.06
01/16	01/27/2016	65475	14143	KUBICEK, CHARLES / KATHLEE	PROP TAX OVERPMT	123115	1	100-2364	21.28
Total 65475:									21.28
01/16	01/27/2016	65476	16083	KUBICEK, JULE R	PROP TAX OVERPMT	123115	1	100-2364	129.99
Total 65476:									129.99
01/16	01/27/2016	65477	16051	KUEBLI, SCOTT & KELLY	PROP TAX OVERPMT	123115	1	100-2364	20.24
Total 65477:									20.24
01/16	01/27/2016	65478	16124	KUENZI, GARY & KAREN	PROP TAX OVERPMT	123115	1	100-2364	24.07
Total 65478:									24.07
01/16	01/27/2016	65479	516	KWIK TRIP INC	FUEL	176007-1231	1	100-52-1010-351	1,508.96

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65479:									1,508.96
01/16	01/27/2016	65480	16147	LANSER, PAUL & KARIN	PROP TAX OVERPMT	123115	1	100-2364	10.94
Total 65480:									10.94
01/16	01/27/2016	65481	537	LAVIN, MELISSA	FLOWERS-SCHROECKENTHALER	ML-011116	1	100-52-1010-340	42.20
Total 65481:									42.20
01/16	01/27/2016	65482	16110	LAWRENCE, MATTHEW & AMY	PROP TAX OVERPMT	123115	1	100-2364	14.86
Total 65482:									14.86
01/16	01/27/2016	65483	16003	LEFAVE, TIM & MARCY	PROP TAX OVERPMT	123115	1	100-2364	129.96
Total 65483:									129.96
01/16	01/27/2016	65484	765	LEGAL SHIELD	MONTHLY COVERAGE	108629-0115	1	100-2156	187.40
Total 65484:									187.40
01/16	01/27/2016	65485	14073	LEHMAN, LAWRENCE	PROP TAX OVERPMT	123115	1	100-2364	41.35
Total 65485:									41.35
01/16	01/27/2016	65486	16160	LOSBY, RYAN & REBECCA	PROP TAX OVERPMT	123115	1	100-2364	55.14
Total 65486:									55.14
01/16	01/27/2016	65487	16037	LOWREY, ANTHONY & KATIE	PROP TAX OVERPMT	123115	1	100-2364	13.72
Total 65487:									13.72
01/16	01/27/2016	65488	16129	LUEDER, KELLY L	PROP TAX OVERPMT	123115	1	100-2364	8.66
Total 65488:									8.66

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65489	563	LW ALLEN LLC	WELL #1 REPAIR	100339	1	600-57-0030-623	94.12
Total 65489:									94.12
01/16	01/27/2016	65490	14089	MACK ANDREW	PROP TAX OVERPMT	123115	1	100-2364	727.79
Total 65490:									727.79
01/16	01/27/2016	65491	2237	MADISON COLLEGE	COLTON HAVEY-EMT REFRESHER	3951593	1	100-52-2020-330	106.80
Total 65491:									106.80
01/16	01/27/2016	65492	575	MADISON MET SEWERAGE DIS	BILL URSO (PARKVIEW ESTATES-MMSD CH	IVMCFA-123	1	100-2640	29,938.26
01/16	01/27/2016	65492	575	MADISON MET SEWERAGE DIS	YAHARA WATERSHED ADAPTIVE MGMT	RC00000192	1	650-53-3040-242	6,200.00
Total 65492:									36,138.26
01/16	01/27/2016	65493	581	MADISON TRUCK EQUIPMENT I	PLOW COUPLER	1-73339	1	100-53-3030-352	43.41
Total 65493:									43.41
01/16	01/27/2016	65494	14158	MAHONEY PATRICK/KELLIE	PROP TAX OVERPMT	123115	1	100-2364	4.63
Total 65494:									4.63
01/16	01/27/2016	65495	16071	MANNING, MARGARET M	PROP TAX OVERPMT	123115	1	100-2364	40.00
Total 65495:									40.00
01/16	01/27/2016	65496	16069	MARSHALL, BEN & SANDRA TA	PROP TAX OVERPMT	123115	1	100-2364	61.08
Total 65496:									61.08
01/16	01/27/2016	65497	16169	MAZZARA, JOSEPH A	PROPERTY TAX OVERPMT	123115	1	100-2364	122.78
Total 65497:									122.78
01/16	01/27/2016	65498	16163	MCEVILLY, MICHAEL & KATHER	PROP TAX OVERPMT	123115	1	100-2364	82.28

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65498:									82.28
01/16	01/27/2016	65499	606	MCFARLAND FIREFIGHTERS' A	HOTEL-ICE RESCUE TRAINING	HOTEL-JAN	1	100-52-2020-330	154.50
01/16	01/27/2016	65499	606	MCFARLAND FIREFIGHTERS' A	TRAINING OFFICER BOOT CAMP	TRAINING-J	1	100-52-2020-330	150.00
Total 65499:									304.50
01/16	01/27/2016	65500	14145	MEICHER TODD / WENDY	PROP TAX OVERPMT	123115	1	100-2364	50.18
Total 65500:									50.18
01/16	01/27/2016	65501	634	MENARDS - MONONA	XMAS LIGHTS	87810/87828	1	100-55-6050-390	439.89
Total 65501:									439.89
01/16	01/27/2016	65502	640	MGE	LIFT #4 ELECT	122916	1	600-56-0020-821	101.11
01/16	01/27/2016	65502	640	MGE	STREET LIGHTS	122916	2	100-53-3030-222	71.69
01/16	01/27/2016	65502	640	MGE	STREET LIGHTS	122916	3	100-53-3030-222	40.90
01/16	01/27/2016	65502	640	MGE	STREET LIGHTS	122916	4	100-53-3030-222	739.84
01/16	01/27/2016	65502	640	MGE	STREET LIGHTS	122916	5	100-53-3030-222	57.34
Total 65502:									1,010.88
01/16	01/27/2016	65503	16115	MICHELS, ANDREW & LINDA	PROP TAX OVERPMT	123115	1	100-2364	124.77
Total 65503:									124.77
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	PARTS FOR M7	1075952-00	1	100-52-1010-350	23.21
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	BATTERY FOR M3	1076416-00	1	100-52-1010-350	73.00
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	OIL SYSTEM HOSES	1076421-00	1	100-53-3030-351	111.68
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	OIL REGULATOR	1076427-00	1	100-53-3030-351	56.00
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	TRUCK PART	1076441-00	1	100-53-3030-352	14.24
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	FUSE	1076517-00	1	100-52-1010-350	2.96
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	OIL FILTER	1076518-00	1	100-53-3030-352	3.82
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	OIL REGULATOR	1076537-00	1	100-53-3030-351	28.00-
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	FUSE	1076544-00	1	100-52-1010-350	3.82
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	MUD FLAPS	1076545-00	1	100-53-3030-352	34.11
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	AIR HOSE	1076554-00	1	100-53-3030-352	8.60

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	OIL FILTER	1076556-00	1	100-53-3030-352	3.82
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	HYDRAULIC HOSE	1076601-00	1	100-53-3030-352	34.14
01/16	01/27/2016	65504	1941	MIDWEST TRAILER SALES	VEHICLE BRUSH	1076602-00	1	100-53-3030-352	8.21
Total 65504:									349.61
01/16	01/27/2016	65505	16047	MILLER, SCOTT & DENISE	PROP TAX OVERPMT	123115	1	100-2364	11.12
Total 65505:									11.12
01/16	01/27/2016	65506	16031	MINTER, GEORGE & JUDY	PROP TAX OVERPMT	123115	1	100-2364	28.14
Total 65506:									28.14
01/16	01/27/2016	65507	16155	MOEN, KENNETH & JACQUELIN	PROP TAX OVERPMT	123115	1	100-2364	136.48
Total 65507:									136.48
01/16	01/27/2016	65508	14142	MOREHOUSE PETER/SUSAN	PROP TAX OVERPMT	123115	1	100-2364	17.66
Total 65508:									17.66
01/16	01/27/2016	65509	16109	MORONEY, LUIS & MARITZA	PROP TAX OVERPMT	123115	1	100-2364	37.71
Total 65509:									37.71
01/16	01/27/2016	65510	14174	MORRIS JEFFREY/JILL	PROP TAX OVERPMT	123115	1	100-2364	136.33
Total 65510:									136.33
01/16	01/27/2016	65511	16131	MORRIS, KELLI	PROP TAX OVERPMT	123115	1	100-2364	183.19
Total 65511:									183.19
01/16	01/27/2016	65512	16050	MUELLER, PETER E	PROP TAX OVERPMT	123115	1	100-2364	13.16
Total 65512:									13.16
01/16	01/27/2016	65513	16032	MUELLER, STEVEN	PROP TAX OVERPMT	123115	1	100-2364	22.27

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65513:									22.27
01/16	01/27/2016	65514	1976	MURPHY DESMOND SC	MICHLLE MORGAN MATTER	8005155	1	650-53-3040-211	289.65
01/16	01/27/2016	65514	1976	MURPHY DESMOND SC	BILL WAUBESA VILLAGE	8005156	1	100-2640	4,421.40
01/16	01/27/2016	65514	1976	MURPHY DESMOND SC	ORDINANCES	8005157	1	100-51-2161-212	369.00
01/16	01/27/2016	65514	1976	MURPHY DESMOND SC	DEC-2015 TRAFFIC MATTERS	8005158	1	100-51-2161-210	4,597.82
Total 65514:									9,677.87
01/16	01/27/2016	65515	1896	NAPA AUTO PARTS	BRAKE CLEANER	450692	1	100-53-3030-352	32.28
Total 65515:									32.28
01/16	01/27/2016	65516	2082	NASSCO INC	MC SUPPLIES	S1993176.00	1	100-51-8081-340	220.17
Total 65516:									220.17
01/16	01/27/2016	65517	16106	NEUPERT, SUZANNE & MARY A	PROP TAX OVERPMT	123115	1	100-2364	827.39
Total 65517:									827.39
01/16	01/27/2016	65518	14077	NIELSEN ANDREW BERTAM TR	PROP TAX OVERPMT	123115	1	100-2364	4.95
Total 65518:									4.95
01/16	01/27/2016	65519	14180	NIEMEC JUSTIN/MICHELE	PROP TAX OVERPMT	123115	1	100-2364	28.14
Total 65519:									28.14
01/16	01/27/2016	65520	16056	NOOYEN, CATHERINA	PROP TAX OVERPMT	123115	1	100-2364	122.75
01/16	01/27/2016	65520	16056	NOOYEN, CATHERINA	PROP TAX OVERPMT	123115-2	1	100-2364	122.78
Total 65520:									245.53
01/16	01/27/2016	65521	16088	OLIVA, WILLIAM & HEATHER	PROP TAX OVERPMT	123115	1	100-2364	28.79
Total 65521:									28.79

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65522	14132	PAKES KATHLEEN	PROP TAX OVERPMT	123115	1	100-2364	34.42
Total 65522:									34.42
01/16	01/27/2016	65523	14072	PEIL, JEFFREY TEETER, TRICI	PROP TAX OVERPMT	123115	1	100-2364	31.49
Total 65523:									31.49
01/16	01/27/2016	65524	16142	PELTIER, JAMES &	PROP TAX OVERPMT	123115	1	100-2364	12.03
Total 65524:									12.03
01/16	01/27/2016	65525	16011	PENTONY, ELISABETH	PROP TAX OVERPMT	123115	1	100-2364	4.51
Total 65525:									4.51
01/16	01/27/2016	65526	16058	PETERSEN, AARON & MELANIE	PROP TAX OVERPMT	123115	1	100-2364	24.60
Total 65526:									24.60
01/16	01/27/2016	65527	14153	PFLASTERER JAMES/CAROLY	PROP TAX OVERPMT	123115	1	100-2364	84.31
Total 65527:									84.31
01/16	01/27/2016	65528	16176	PHENOMENAL CARPET CARE,	DUPLEX CARPET CLEANING	1501	1	650-53-3040-260	145.00
Total 65528:									145.00
01/16	01/27/2016	65529	14059	PIAZZA, TIMOTHY & REBEKAH	REAL ESTATE TAX REFUNDS	123115	1	100-2364	46.77
Total 65529:									46.77
01/16	01/27/2016	65530	13035	PLUMBING & POWTS CONT. ED	PILGER - CONTINUING EDUCATION	REG-0216	1	100-52-7230-330	60.00
Total 65530:									60.00
01/16	01/27/2016	65531	16120	PLUMMER, JON & CYNTHIA	PROP TAX OVERPMT	123115	1	100-2364	6.56

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65531:									6.56
01/16	01/27/2016	65532	756	POMP'S TIRE SERVICE INC	TIRES/BAL DUE ON ACCT	8383154-123	1	100-52-1010-350	99.74
Total 65532:									99.74
01/16	01/27/2016	65533	14111	POPELKA MICHAEL/HEATHER	PROP TAX OVERPMT	123115	1	100-2364	26.59
Total 65533:									26.59
01/16	01/27/2016	65534	16168	POQUETTE, MICHAEL & CAROL	PROP TAX OVERPMT	123115	1	100-2364	168.11
Total 65534:									168.11
01/16	01/27/2016	65535	16121	PRAHL, STEVE	PROP TAX OVERPMT	123115	1	100-2364	29.83
Total 65535:									29.83
01/16	01/27/2016	65536	772	PROTECTION TECHNOLOGIES	PW FIRE PROTECTION	19072	1	100-51-8081-811	1,922.00
01/16	01/27/2016	65536	772	PROTECTION TECHNOLOGIES	25 PROX KEYTAG #'S	19074	1	100-52-1010-292	125.00
Total 65536:									2,047.00
01/16	01/27/2016	65537	16134	PULVERMACHER, JEFFREY & A	PROP TAX OVERPMT	123115	1	100-2364	22.86
Total 65537:									22.86
01/16	01/27/2016	65538	14094	RADL KARI ELLEN	PROP TAX OVERPMT	123115	1	100-2364	21.69
Total 65538:									21.69
01/16	01/27/2016	65539	14099	RANDOLPH GEORGE/KELLIE	PROP TAX OVERPMT	123115	1	100-2364	18.85
Total 65539:									18.85
01/16	01/27/2016	65540	1288	REDMAN, BRIAN	HOTEL FOR IACP	BR-123115	1	100-52-1010-330	493.54

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65540:									493.54
01/16	01/27/2016	65541	16122	REITER, JAMES & AMY	PROP TAX OVERPMT	123115	1	100-2364	193.32
Total 65541:									193.32
01/16	01/27/2016	65542	802	RENNERT'S FIRE EQUIP SRV IN	ENGINE 2 REPAIRS	34328	1	100-52-2020-352	678.50
Total 65542:									678.50
01/16	01/27/2016	65543	14157	RICHARD CHRISTOPHER/PAME	PROP TAX OVERPMT	123115	1	100-2364	34.00
Total 65543:									34.00
01/16	01/27/2016	65544	16048	RIESCH, APRIL	PROP TAX OVERPMT	123115	1	100-2364	88.30
Total 65544:									88.30
01/16	01/27/2016	65545	16029	ROBERTSON, JOHN & JOAN	PROP TAX OVERPMT	123115	1	100-2364	10.33
Total 65545:									10.33
01/16	01/27/2016	65546	16148	ROSENE, ANDREW & KIMBERL	PROP TAX OVERPMT	123115	1	100-2364	149.28
Total 65546:									149.28
01/16	01/27/2016	65547	14097	ROSSMAN DAVID LISA	PROP TAX OVERPMT	123115	1	100-2364	114.18
Total 65547:									114.18
01/16	01/27/2016	65548	16093	SAHR, COREY & SARA	PROP TAX OVERPMT	123115	1	100-2364	220.21
Total 65548:									220.21
01/16	01/27/2016	65549	14144	SALES NICHOLAS/ LEHRER KA	PROP TAX OVERPMT	123115	1	100-2364	1.78
Total 65549:									1.78

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65550	16086	SAMUEL, BRADLEY & MICHELL	PROP TAX OVERPMT	123115	1	100-2364	34.38
Total 65550:									34.38
01/16	01/27/2016	65551	16085	SCHLEIF, JEFFERY & MARY	PROP TAX OVERPMT	123115	1	100-2364	216.05
Total 65551:									216.05
01/16	01/27/2016	65552	16127	SCHULZ, ERIC LEE & M LEEAN	PROP TAX OVERPMT	123115	1	100-2364	71.03
Total 65552:									71.03
01/16	01/27/2016	65553	16017	SEARS, JEFFRY & BEVERLY	PROP TAX OVERPMT	123115	1	100-2364	1.39
Total 65553:									1.39
01/16	01/27/2016	65554	16167	SEELIGER, JEFFREY & CATHE	PROP TAX OVERPMT	123115	1	100-2364	64.59
Total 65554:									64.59
01/16	01/27/2016	65555	16143	SHOWALTER, BRADY & CONNI	PROP TAX OVERPMT	123115	1	100-2364	19.16
Total 65555:									19.16
01/16	01/27/2016	65556	16111	SMITS, MICHAEL & CINDY	PROP TAX OVERPMT	123115	1	100-2364	66.34
Total 65556:									66.34
01/16	01/27/2016	65557	16014	SOMMER, DANIEL & SANDRA	PROP TAX OVERPMT	123115	1	100-2364	19.28
Total 65557:									19.28
01/16	01/27/2016	65558	2070	SPANGLER, BRYAN	COMMON AREA MAINT. FORMER LIB	BS-JAN2016	1	100-51-8081-221	504.85
Total 65558:									504.85
01/16	01/27/2016	65559	1165	SPRANG, SARA	MILEAGE EXP REIM	SS-123115	1	100-55-5510-353	50.60

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65559:									50.60
01/16	01/27/2016	65560	886	SPRINT	SPRINT THRU 01/06/16	5001416201	1	100-51-4141-225	173.56
Total 65560:									173.56
01/16	01/27/2016	65561	2132	STEELE, DIANNE	SHERVEN/REDMAN	DS-123115	1	100-52-1010-346	25.50
Total 65561:									25.50
01/16	01/27/2016	65562	16104	STETENFELD, ERNEST & ELIZA	PROP TAX OVERPMT	123115	1	100-2364	39.85
Total 65562:									39.85
01/16	01/27/2016	65563	14114	STEWARD JOHN DEBRA	PROP TAX OVERPMT	123115	1	100-2364	110.55
Total 65563:									110.55
01/16	01/27/2016	65564	911	STREICHER'S	LIGHT GRIP-MICHEL	I1187751	1	100-52-1010-346	69.99
Total 65564:									69.99
01/16	01/27/2016	65565	14127	STRODE DOUGLAS/DEBRA	PROP TAX OVERPMT	123115	1	100-2364	62.16
Total 65565:									62.16
01/16	01/27/2016	65566	16035	SUTFIN, BRIAN	PROP TAX OVERPMT	123115	1	100-2364	78.42
Total 65566:									78.42
01/16	01/27/2016	65567	16084	T & T INVESTMENTS	PROP TAX OVERPMT	123115	1	100-2364	1.90
Total 65567:									1.90
01/16	01/27/2016	65568	16023	TEDDER, ROBERT & RACHEL	PROP TAX OVERPMT	123115	1	100-2364	277.40
Total 65568:									277.40

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65569	16135	TESTOLIN, ANTHONY & LAURA	PROP TAX OVERPMT	123115	1	100-2364	31.42
Total 65569:									31.42
01/16	01/27/2016	65570	2268	THOMSON REUTERS	DEC2015 WEST INFO CHARGES	833246370	1	100-52-1010-240	144.32
Total 65570:									144.32
01/16	01/27/2016	65571	16081	TIMKEN, TERESA A	PROP TAX OVERPMT	123115	1	100-2364	57.30
Total 65571:									57.30
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	MC86-JR#2	16245	1	500-53-0030-855	5,464.00
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	WATER-MC86-JR#2	16245	2	600-1800	5,590.00
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	SEWER-MC86-JR#2	16245	3	600-1800	4,914.00
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	MC86-JR#2	16245	4	650-1800	4,833.15
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	MC86-FORCEMAIN JUNIPER RIDGE	16246	1	600-1800	3,478.70
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	MC89-FIELD SURVEY, ETC	16247	1	500-55-0050-858	919.90
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	MC91-PRELIM ST LAYOUTS	16248	1	500-53-0030-850	12,674.40
01/16	01/27/2016	65572	958	TOWN & COUNTRY ENGINEER	MC94-PATH LAYOUTS/DWGS/MTGS	16249	1	500-53-0030-845	1,649.50
Total 65572:									39,523.65
01/16	01/27/2016	65573	973	TRUCK COUNTRY	FILTER CRUSHER	X201419224	1	100-53-3030-351	591.67
01/16	01/27/2016	65573	973	TRUCK COUNTRY	FILTER CRUSHER	X201419224	2	100-52-2020-351	591.67
01/16	01/27/2016	65573	973	TRUCK COUNTRY	FILTER CRUSHER	X201419224	3	100-52-1010-351	591.66
01/16	01/27/2016	65573	973	TRUCK COUNTRY	TRUCK LIGHT	X201422330	1	100-53-3030-352	42.25
Total 65573:									1,817.25
01/16	01/27/2016	65574	14128	TRUDELL JEFREY / JAYNE	PROP TAX OVERPMT	123115	1	100-2364	99.30
Total 65574:									99.30
01/16	01/27/2016	65575	14148	TURNER DANIEL/AMY	PROP TAX OVERPMT	123115	1	100-2364	51.82
Total 65575:									51.82
01/16	01/27/2016	65576	16151	UJKE, JOHN & KIM	PROP TAX OVERPMT	123115	1	100-2364	437.26

36

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65576:									437.26
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	1	100-52-1010-225	410.73
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	2	100-52-2020-225	61.55
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	3	100-52-4040-225	61.55
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	4	100-51-4141-225	76.34
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	5	100-53-3030-225	40.14
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	6	600-57-0070-921	40.14
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	7	600-56-0050-851	40.14
01/16	01/27/2016	65577	992	US CELLULAR	CELL BILL THRU 12/22	0116026309	8	100-52-7230-225	4.10
Total 65577:									734.69
01/16	01/27/2016	65578	13116	VANG, MAI	PROP TAX REFUND	123115	1	100-2364	44.17
Total 65578:									44.17
01/16	01/27/2016	65579	1005	VANNGUARD UTILITY PARTNE	LOCATES	5180	1	600-57-0070-923	8.25
01/16	01/27/2016	65579	1005	VANNGUARD UTILITY PARTNE	LOCATES	5180	2	600-56-0050-852	8.25
Total 65579:									16.50
01/16	01/27/2016	65580	16036	VANSOMEREN, KURT & CATHY	PROP TAX OVERPMT	123115	1	100-2364	72.06
Total 65580:									72.06
01/16	01/27/2016	65581	14136	VASQUEZ MARIA R	PROP TAX OVERPMT	123115	1	100-2364	2.12
Total 65581:									2.12
01/16	01/27/2016	65582	16173	VENTURINO, JOHN	CDL LICENSE	JV-011116	1	600-57-0070-933	75.26
Total 65582:									75.26
01/16	01/27/2016	65583	1011	VERIZON WIRELESS	PHONE SERVICE	9757090497	1	100-52-1010-225	138.46
01/16	01/27/2016	65583	1011	VERIZON WIRELESS	EMS DATA	9758727858	1	100-52-4040-225	88.72
01/16	01/27/2016	65583	1011	VERIZON WIRELESS	FIRE DATA	9758727858	2	100-52-2020-225	89.06

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65583:									316.24
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	1	100-53-3030-499	396.64
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	2	900-55-0011-220	277.49
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	3	100-51-8080-220	581.69
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	4	100-55-6050-222	16.32
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	5	100-55-6050-222	14.33
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	6	100-55-6050-220	33.69
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	7	650-53-3040-260	40.92
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	WATER/SEWER THRU 12/03	123105	8	400-51-0070-240	14.33
01/16	01/27/2016	65584	1015	VILLAGE OF MCFARLAND	SCHOOL PMT-UTILITIES	MSD-W/S12	1	100-2131	4,396.00
Total 65584:									5,771.41
01/16	01/27/2016	65585	16175	VIND, PAUL	MEALS-ICE RESCUE CLASS	PV011016	1	100-52-2020-330	39.98
Total 65585:									39.98
01/16	01/27/2016	65586	16162	VOGEL, CREEDENCE & JODI	PROP TAX OVERPMT	123115	1	100-2364	828.41
Total 65586:									828.41
01/16	01/27/2016	65587	1709	VON BRIESEN & ROPER S.C.	12/15 PD PERSONNEL ISSUE	209082	1	100-51-2161-211	236.50
Total 65587:									236.50
01/16	01/27/2016	65588	16053	VOSBERG, TERRENCE & ELIZA	PROP TAX OVERPMT	123115	1	100-2364	31.25
Total 65588:									31.25
01/16	01/27/2016	65589	14106	VROMAN PAUL	PROP TAX OVERPMT	123115	1	100-2364	36.37
Total 65589:									36.37
01/16	01/27/2016	65590	16125	WAGNER, JOHN & THOMAS	PROP TAX OVERPMT	123115	1	100-2364	91.71
Total 65590:									91.71

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
01/16	01/27/2016	65591	14167	WALDNER JOSEPH/JASMINE	PROP TAX OVERPMT	123115	1	100-2364	63.51
Total 65591:									63.51
01/16	01/27/2016	65592	16064	WEIS, KEVIN J	PROP TAX OVERPMT	123115	1	100-2364	38.99
Total 65592:									38.99
01/16	01/27/2016	65593	16150	WELCH, STEVEN &	PROP TAX OVERPMT	123115	1	100-2364	577.08
Total 65593:									577.08
01/16	01/27/2016	65594	16028	WETZEL, DONALD & JEANNE	PROP TAX REFUND	123115	1	100-2364	17.09
Total 65594:									17.09
01/16	01/27/2016	65595	1085	WI RURAL WATER ASSN	CREW UNIFORM JACKET	1432	1	100-53-3030-346	225.00
01/16	01/27/2016	65595	1085	WI RURAL WATER ASSN	CREW UNIFORM JACKET	1437	1	100-53-3030-346	45.00
Total 65595:									270.00
01/16	01/27/2016	65596	13162	WILLEMS, JOSEPH AND KAREN	PROP TAX REFUND	123115	1	100-2364	232.65
Total 65596:									232.65
01/16	01/27/2016	65597	16161	WILSON, SCOTT & NICOLE	PROP TAX OVERPMT	123115	1	100-2364	108.03
Total 65597:									108.03
01/16	01/27/2016	65598	16133	WYNGAARD-INNES, JANE	PROP TAX OVERPMT	123115	1	100-2364	73.14
Total 65598:									73.14
01/16	01/27/2016	65599	14155	YOUNG THOMAS / JOHANNA	PROP TAX OVERPMT	123115	1	100-2364	74.50
Total 65599:									74.50
01/16	01/27/2016	65600	16098	YSZENGA, LARRY & ELIZABET	PROP TAX OVERPMT	123115	1	100-2364	18.34

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 65600:									18.34
01/16	01/27/2016	65601	16076	ZHAO, YUSHAN	PROP TAX OVERPMT	123115	1	100-2364	26.67
Total 65601:									26.67
01/16	01/27/2016	65602	1910	ZURBUCHEN OIL INC	MOVE Z TANK/DIESEL	201798	1	100-53-3030-351	633.50
01/16	01/27/2016	65602	1910	ZURBUCHEN OIL INC	PW TRUCKS-GREASE & OIL	202016	1	100-53-3030-351	114.44
01/16	01/27/2016	65602	1910	ZURBUCHEN OIL INC	PW BULK OIL	202018	1	100-53-3030-351	411.25
01/16	01/27/2016	65602	1910	ZURBUCHEN OIL INC	BULK OIL CREDIT 8 GAL	202147	1	100-53-3030-351	131.60-
01/16	01/27/2016	65602	1910	ZURBUCHEN OIL INC	BULK OIL CREDIT	202150	1	100-53-3030-351	115.15-
Total 65602:									912.44
Grand Totals:									313,732.17

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1624	51,536.00	.00	51,536.00
100-2120	274.75	160,327.62-	160,052.87-
100-2131	4,396.00	.00	4,396.00
100-2156	187.40	.00	187.40
100-2364	17,900.42	.00	17,900.42
100-2640	34,359.66	.00	34,359.66
100-4523	1,382.97	.00	1,382.97
100-51-1111-321	38.15	.00	38.15
100-51-1175-210	649.00	.00	649.00
100-51-2161-210	4,597.82	.00	4,597.82
100-51-2161-211	236.50	.00	236.50
100-51-2161-212	369.00	.00	369.00
100-51-4141-210	3,293.51	.00	3,293.51
100-51-4141-225	249.90	.00	249.90
100-51-4141-240	194.62	.00	194.62
100-51-4141-300	3,195.90	.00	3,195.90

42

LAND USE AGREEMENT BETWEEN VILLAGE OF MCFARLAND AND FRIENDS OF MCFARLAND PARKS

COPY

1. PARTIES.

This Land Use Agreement is between the Village of McFarland, hereinafter referred to as "Village", and the Friends of McFarland Parks, Inc., a 501(c)(3) not-for-profit Wisconsin corporation, hereinafter referred to as "Friends."

2. PURPOSE.

It is understood between the parties that the Village has leased the land from the McFarland United Church of Christ, hereinafter referred to as "Church." Through this Agreement, the Church is allowing the Friends to use Church land for community gardening purposes.

3. TERM AND RENEWAL.

This Agreement shall be for an initial period of three (3) growing seasons covering April 1, 2013 to December 31, 2015, after which the parties agree to meet to evaluate the agreement. Upon mutual consent, the Agreement may be renewed for an additional period of up to five (5) years.

4. LOCATION AND ZONING.

The community garden subject to this Agreement shall consist of approximately 1.5 acres of vacant land located west and south of the Church parking lot at 5710 Anthony Street as identified on Exhibit A, the land also known as Tax Parcel No. 0610-022-4594-6. The frontage of the community garden will be along Anthony Street.

The parties recognize that the community garden is designated for "Mixed Residential" land use in the current McFarland Comprehensive Plan and that, if this site were ever to be considered as a permanent location for community gardens, the property owner would have to request that the Village amend the Comprehensive Plan to an appropriate planned land use category. This site is considered an "open space use," a permitted use in the R-3 District under the Village of McFarland zoning ordinances.

5. ACCESS.

Service vehicle and pedestrian access to the community garden will be from Anthony Street. The Church parking lot is not to be utilized for parking, access, or deliveries by users of the community garden except that, with prior written permission from the

Church, the parking lot may be used in conjunction with a maximum of two (2) special events per year.

6. **RESPONSIBILITIES.**

a. Village Responsibilities – The Village shall be responsible for:

(1) Allowing use of the land at no cost under a concurrent lease agreement with the Church.

(2) Providing $2,000,000 in General Liability insurance coverage, listing the Friends as a named insured on its policy, and providing a Certificate of Insurance to that effect. The Village agrees to be liable and does hereby indemnify, defend, and hold harmless the Friends against all loss or expense (including liability costs and attorney's fees) by reason of any claim or suit, or of liability changes imposed by law.

Notwithstanding the foregoing, the parties understand that the Village is a governmental entity entitled to governmental immunity under law, including Wis. Stats. § 893.80. Nothing contained herein shall waive the rights and immunities to which each party may be entitled under law, including all of the immunities, limitations and defenses under Wis. Stats. § 893.80, or any subsequent amendments thereof, any federal law, common law or other applicable laws.

(3) Providing a minimum of one trash container and one recycling container during the growing season for the users of the community garden.

(4) Offering a start-up loan to the Friends to cover the costs of installing basic garden infrastructure, including irrigation, tilling, kiosk, and signage. The maximum amount of the loan shall not exceed $2,000 and it shall be repaid, free of interest, in no less than one-third installments by November 30th of 2013, 2014, and 2015. The Friends shall sign a loan agreement in favor of the Village which contains these terms and conditions.

(5) Providing access to water for the community garden, including replacement of the current outdoor water source serving the cemetery, and installation of a metering pit and water meter. The Village shall pay the fixed Water Utility costs.

(6) Winterizing the irrigation system at the end of the growing season.

b. Friends Responsibilities – Friends shall be responsible for project planning, group development, recruitment, site design (subject to approval by the Village), site

preparation, soil testing, tillage, compost delivery, plot marking and assignment, and enforcement of the usage requirements specified in this Land Use Agreement. In addition, the Friends shall be responsible for overall maintenance of the community garden, providing organizational and educational support and technical assistance on all aspects of the garden, and problem-solving activities should any issues arise, and shall provide a report on the status of the community garden project to the Church by November 30th of each year and provide information upon request throughout the year.

7. CONDITIONS OF LAND USE.

The following conditions shall apply to use of the community garden by the Friends.

a. Relationship with Village

(1) Friends shall coordinate with the McFarland Parks and Recreation Committee on policy matters and with the Parks Manager on day-to-day operational matters. An annual report shall be provided to the Village and to the Church by November 30th of each year on the status of the community garden project and other information shall be provided upon request through the year.

(2) A point contact person will be identified to represent Friends in all matters related to this Agreement.

(3) Village representatives shall be allowed access to the community garden at any time as necessary to ensure that the terms of this Agreement are being met.

(4) Friends shall pay on a bi-monthly basis for metered usage of Village-supplied water to the community garden. All payments shall be made in full no later than November 30th of each year.

(5) An appropriate information kiosk and/or signage shall be installed and maintained by the Friends to provide contact information and to duly recognize the contributions to the project made by the Church and the Village.

b. Garden Plot Agreements

(1) Each gardener who rents a plot shall be required to sign a plot agreement which clearly sets forth the rules to be followed in use of the plot and the community garden. The content of the plot agreement shall be subject to approval by the Village Board.

(2) The plot agreement shall contain the following liability waiver: "I understand that neither the Village of McFarland nor the Friends makes any warranties about the fertility, suitability, or fitness of my garden plot and that they are not responsible for my actions. I therefore agree to hold harmless the Village of McFarland and the Friends and their officers, officials, and employees from any liability, damage, loss, or claim that might occur in connection with the use of the community garden by me or any of my guests."

(3) Preference in the rental of garden plots shall be given for a reasonable period of time each year to residents of the Village of McFarland. The Friends shall not discriminate in any manner in determining who shall be allowed to rent a garden plot.

c. Usage Requirements

(1) Within reason, access to the community garden should be limited to parties that have signed a garden plot agreement, their guests, and participants in educational tours or community activities.

(2) Usage should be limited to the hours of 6:00 a.m. –10:00 p.m. Overnight usage of water resources is prohibited.

(3) Children and guests must be supervised by an adult at all times they are within the community garden.

(4) Smoking and the use of illegal drugs are prohibited anywhere on the Church property.

(5) Outside burning of garden waste is prohibited pursuant to Section 26-80 of the Village Code of Ordinances.

(6) Sales are not permitted on the property unless approved in advance by the Village and the Church for the purpose of raising funds to support the community garden project.

(7) The planting of illegal or invasive plants is prohibited pursuant to Wis. Admin. Code Chap. NR 40. Wisconsin Invasive Species Rule.

(8) The general approach to soil care and crop pest control should be "organic" in nature, with the use of products destructive to soil organisms, beneficial plants, insects, animals, or humans being discouraged. The use of non-organic pesticides will not be allowed.

(9) The property must be monitored and maintained in good order by keeping it:

- clean and free of trash, debris, dead plants, and other vegetative waste, including transporting the provided refuse and recycling containers to the curb for weekly collection;

- free from any obstacles or hazards that might affect the safety of users and guests;

- free of any noises or odors that might diminish the quality of life of neighbors;

- Notwithstanding any Village of McFarland Municipal Code provision to the contrary, parties with a signed garden plot agreement may erect temporary fencing to protect their plot. Such fencing shall be removed at the party's expense at the end of the growing season.

8. IMPROVEMENTS.

The Village and the Friends shall have the right to construct or otherwise place at their own expense such improvements as are common to community gardens, including: water lines, fencing, raised beds, storage shed, shading, seating areas and perennial plantings. Improvements shall be subject to prior approval of the Church and it shall be the responsibility of the Friends to maintain the improvements in a safe and working condition. Notwithstanding any Village of McFarland Municipal Code provision to the contrary, the Village and the Friends may also construct or otherwise place at their own expense signage and bulletin boards that are common to community gardens. All applicable Village permits and approvals must be obtained prior to installing any signage or structures on the site.

The Village and Friends shall not permit any person or corporation to file or place any lien, claim, or interest of any kind against the community garden for any improvements or other work performed thereon except that the Village may issue violation notices if required. The Friends shall correct such violations within the timeframe noted in the violation correction order. In the event that the Friends do not comply, and notwithstanding any other provision to the contrary, the Village may terminate the water supply and immediately terminate this Agreement.

9. RESTORATION.

In the event of termination of this Agreement, the Friends agree to remove upon request. All water lines, fencing, and signs and to till and reseed the site returning it to its original condition.

10. AMENDMENT.

This Agreement may be amended at any time by the written mutual consent of the agreeing parties.

11. TERMINATION.

In the event either party desires to terminate the Land Use Agreement during the initial three (3) year period such termination may only occur between growing seasons. Written notice of the intent to terminate shall be given to the other party no later than January 15 for the subsequent growing season. If the Friends ceases to exist as an organization, the Village may terminate the Lease Agreement with the Church and this Land Use Agreement.

12. NOTICES.

All notices to be given under the terms of this Agreement shall be in writing, dated and signed by the person sending the notice to the representative at the designated addresses listed below:

FOR VILLAGE: Village Clerk
Village of McFarland
PO Box 110
McFarland, WI 53558-0110

FOR FRIENDS: Friends of McFarland Parks, Inc.
6410 Fox Run
McFarland, WI 53558-9117

Signed this 28th day of March, 2013.

VILLAGE OF MCFARLAND

By: _____
Brad Czebotar, Village President

Attest: _____
Tracey K. Berman
Clerk/Deputy Treasurer

FRIENDS OF MCFARLAND PARKS, INC.

By: _____
Carrie Templeton, Co-President

By: _____
Katie Gletty-Syoen, Co-President

4828-8288-6163, v. 1

07561.131301-Swpk-130313kka
Land Use Agr (Friends of McFarland Parks)

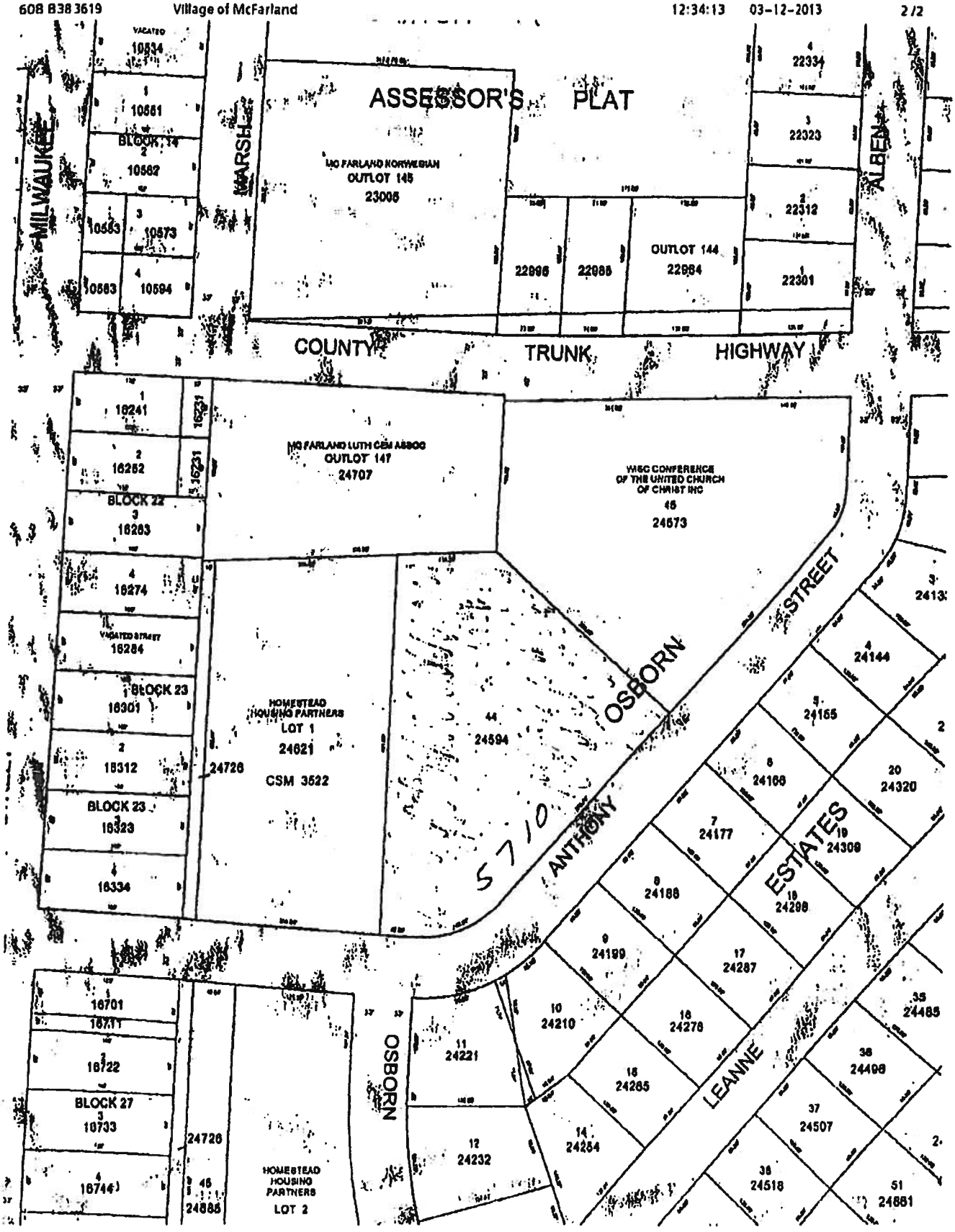
ASSESSOR'S PLAT
MILWAUKEE
MARSH
ALBEN
VACATED
10584
1
10581
BLOCK 14
2
10582
3
10583
10573
4
10583
10594
MC FARLAND NORWEGIAN
OUTLOT 145
23006
22996
22995
OUTLOT 144
22994
4
22334
3
22323
2
22312
1
22301
COUNTY TRUNK HIGHWAY
1
16241
16231
2
16252
16231
MC FARLAND LUTH CEM ASSOC
OUTLOT 147
24707
WISC CONFERENCE
OF THE UNITED CHURCH
OF CHRIST INC
45
24673
BLOCK 22
3
16263
4
16274
VACATED STREET
16284
BLOCK 23
16301
2
16312
BLOCK 23
3
16323
4
16334
HOMESTEAD
HOUSING PARTNERS
LOT 1
24621
CSM 3522
24726
44
24594
5710
OSBORN
STREET
ANTHONY
ESTATES
LEANNE
4
24144
5
24165
6
24166
20
24320
7
24177
19
24309
8
24188
19
24298
9
24199
17
24287
10
24210
16
24278
11
24221
15
24265
14
24254
12
24232
35
24485
36
24496
37
24507
38
24518
51
24661
16701
16711
2
16722
BLOCK 27
3
16733
4
16744
24726
46
24886
HOMESTEAD
HOUSING
PARTNERS
LOT 2
OSBORN

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EXHIBIT A

LEASE AGREEMENT BETWEEN
MCFARLAND UNITED CHURCH OF CHRIST
AND
VILLAGE OF MCFARLAND

1. PARTIES.

This is a Lease Agreement between the McFarland United Church of Christ, hereinafter referred to as "Church", and the Village of McFarland, hereinafter referred to as "Village".

2. PURPOSE.

It is understood between the parties that the primary purpose of the lease is to allow the land to be used for community gardening while relieving the church from any potential liability and responsibility for maintenance of the area. The Church acknowledges that the intent of the Village is to enter into a land use agreement with the Friends of McFarland Parks, Inc., hereinafter referred to as "Friends", who will manage and oversee the community garden. Because the Friends are a third party beneficiary of this Agreement, the Friends are added as a signatory to this document.

3. TERM AND RENEWAL.

This Agreement shall be for an initial period of three (3) growing seasons covering April 1, 2013 to December 31, 2015, after which the parties agree to meet to evaluate the agreement. Upon mutual consent, the Agreement may be renewed for an additional period of up to five (5) years.

4. LOCATION AND ZONING.

The community garden site to be leased shall consist of approximately 1.5 acres of vacant land located west and south of the Church parking lot at 5710 Anthony Street as identified on Exhibit A, the land also known as Tax Parcel No. 0610-022-4594-6. The frontage of the garden site will be along Anthony Street.

The parties recognize that the community garden site is designated for "Mixed Residential" land use in the current McFarland Comprehensive Plan and that, if this site were ever to be considered as a permanent location for community gardens, the property owner would have to request that the Village amend the Comprehensive Plan to an appropriate planned land use category. This site is considered an "open space use," a permitted use in the R-3 District under the Village of McFarland zoning ordinances.

5. ACCESS.

Service vehicle and pedestrian access to the community garden will be from Anthony Street. The Church parking lot is not to be utilized for parking, access, or deliveries by users of the community garden except that, with prior written permission from the Church, the parking lot may be used in conjunction with a maximum of two (2) special events per year.

6. RESPONSIBILITIES.

a. Church Responsibilities – The Church shall provide land to be used for the community garden and shall mow the common area and pathways adjacent to the community garden. The rental rate shall be $1.00 per year, payable by the Village.

b. Village Responsibilities – The Village shall provide access to water and other services to the community garden.

c. Friends - Responsibilities – The Friends shall be responsible for project planning, group development, recruitment, site design (subject to approval by the Village), site preparation, soil testing, tillage, compost delivery, plot marking and assignment, and enforcement of the usage requirements specified in the Land Use Agreement. In addition, the Friends shall be responsible for overall maintenance of the community garden site, providing organizational and educational support and technical assistance on all aspects of the garden, and problem-solving activities should any issues arise. The Friends shall make a report on the status of the community garden project to the Church by November 30th of each year and provide information upon request through the year.

7. INDEMNIFICATION AND INSURANCE.

The Village shall be liable to and hereby agrees to indemnify, defend, and hold harmless the Church and its officers, officials, agents, and employees against all loss or expense (including liability costs and attorney's fees) by reason of any claim or suit, or of liability charges imposed by law upon the Church. The Church is hereby released from liability from any injury or damage incurred by the Village, Friends, or users of the property.

The Village agrees to provide $2,000,000 in General Liability insurance coverage, to list the Church as a named insured on its policy, and to provide a Certificate of Insurance to that effect.

Notwithstanding the foregoing, the parties understand that the Village is a governmental entity entitled to governmental immunity under law, including Wis.

Stats. § 893.80. Nothing contained herein shall waive the rights and immunities to which each party may be entitled under law, including all of the immunities, limitations and defenses under Wis. Stats. § 893.80, or any subsequent amendments thereof, any federal law, common law or other applicable laws.

8. IMPROVEMENTS.

The Village and the Friends shall have the right to construct or otherwise place at their own expense such improvements as are common to community gardens, including: water lines, fencing, raised beds, storage shed, shading, seating areas, signage, bulletin boards, and perennial plantings. Improvements shall have the prior approval of the Church and it shall be the responsibility of the Friends to maintain the improvements in a safe and working condition. All applicable Village permits and approvals must be obtained prior to installing any signage or structures on the site. The Friends shall correct such violations within the timeframe noted in the violation correction order. In the event that the Friends do not comply, and notwithstanding any other provision to the contrary, the Village may terminate the water supply and immediately terminate this Agreement.

The Village and the Friends shall not permit any person or corporation to file or place any lien, claim, or interest of any kind against the garden site for any improvements or other work performed thereon except that the Village may issue violation notices if required.

9. RESTORATION.

In the event of termination of this Agreement, the Friends agree to remove upon request all water lines, fencing, and signs and to till and reseed the site returning it to its original condition.

10. AMENDMENT.

This Agreement may be amended at any time by the written mutual consent of the agreeing parties.

11. TERMINATION.

In the event either party desires to terminate the Lease Agreement during the initial three (3) year period such termination may only occur between growing seasons. Written notice of the intent to terminate shall be given to the other party no later than January 15 for the subsequent growing season. If the Friends ceases to exist as an organization, the Village may terminate this Lease Agreement with the Church and the Land Use Agreement with the Friends.

12. NOTICES.

All notices to be given under the terms of this Agreement shall be in writing, dated and signed by the person sending the notice to the representative at the designated addresses listed below:

FOR CHURCH: McFarland United Church of Christ
5710 Anthony Street
McFarland, WI 53558

FOR VILLAGE: Village Clerk
Village of McFarland
PO Box 110
McFarland, WI 53558-0110

FOR FRIENDS: Friends of McFarland Parks, Inc.
6410 Fox Run
McFarland, WI 53558-9117

Signed this 28th day of MARCH, 2013.

MCFARLAND UNITED CHURCH OF CHRIST

By: _____

Attest: _____

VILLAGE OF MCFARLAND

By: _____
Brad Czebotar, Village President

Attest: _____
Tracey K. Berman
Clerk/Deputy Treasurer

FRIENDS OF MCFARLAND PARKS, INC.

By: _____
Carrie Templeton, Co-President

By: _____ 3/21/13
Katie Gletty-Syoen, Co-President

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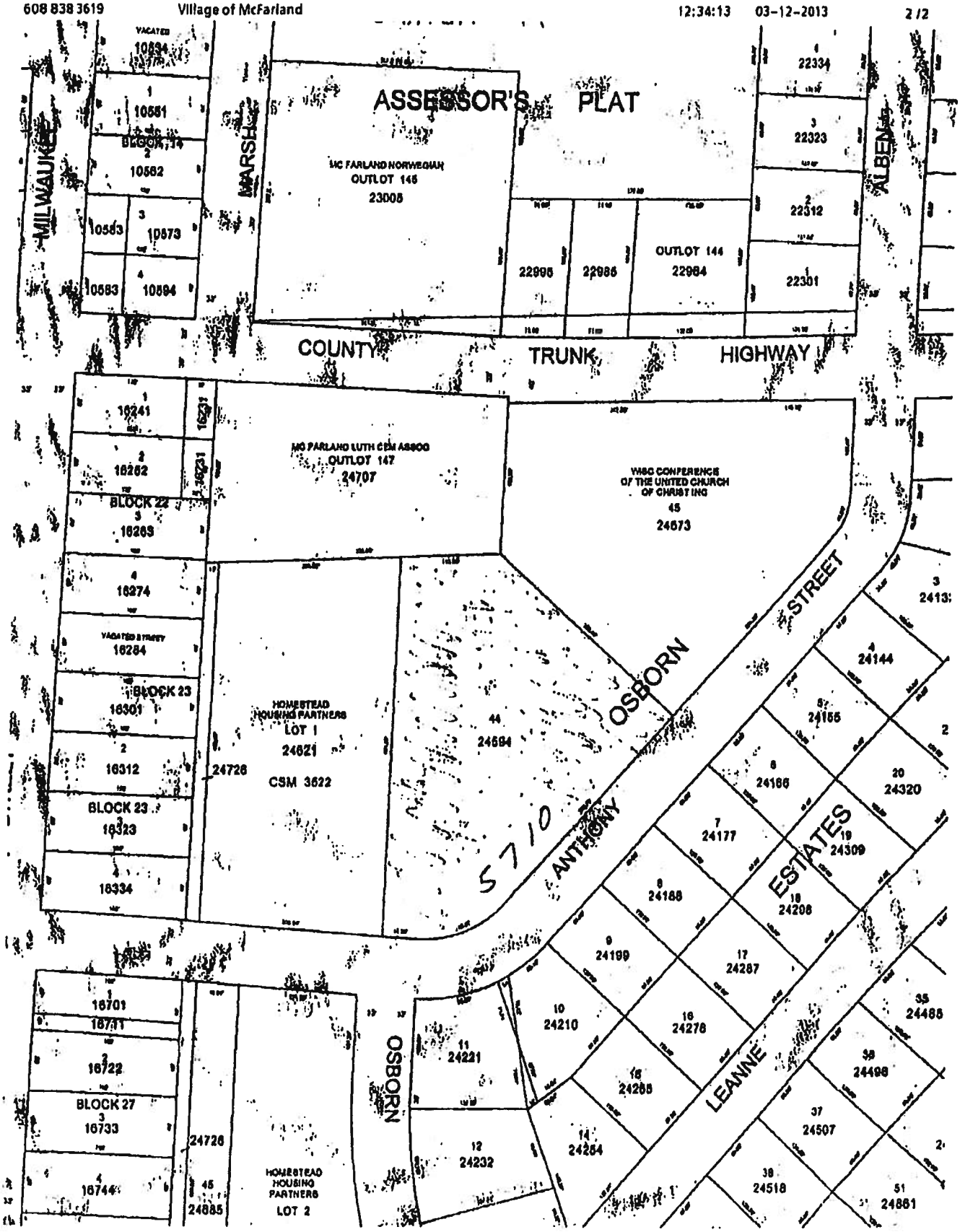

ASSESSOR'S PLAT
MILWAUKEE
MARSH
ALBEN
COUNTY TRUNK HIGHWAY
MC FARLAND NORWEGIAN
OUTLOT 145
23005
OUTLOT 144
22984
22995
22986
22334
22323
22312
22301
10581
10582
10583
10573
10594
16241
16262
16263
16274
16284
16301
16312
16323
16334
16701
16711
16722
16733
16744
BLOCK 22
BLOCK 23
BLOCK 27
MC FARLAND LUTH CEM ASSOC
OUTLOT 147
24707
WISC CONFERENCE
OF THE UNITED CHURCH
OF CHRISTING
45
24673
HOMESTEAD
HOUSING PARTNERS
LOT 1
24621
CSM 3622
24726
44
24594
5710
OSBORN
ANTHONY
STREET
ESTATES
LEANNE
OSBORN
HOMESTEAD
HOUSING
PARTNERS
LOT 2
24685
24144
24155
24166
24177
24188
24199
24210
24221
24232
24254
24265
24276
24287
24298
24320
24309
24485
24496
24507
24518
24861

55

EXHIBIT A

McFarland Community Garden Report
Parks and Recreation Committee
Thursday, January 21st, 2016
Katie Gletty-Syoen, Garden Coordinator

I. **Overview of Participation**
   a. Individual/Family Plots
   b. Adaptive Plots/Raised Bed Gardening
   c. McFarland Sparks 4-H Garden Playground
   d. McFarland Youth Center Raised Beds
   e. Food Pantry Gardens
   f. McFarland School District Gardens

II. **Garden Infrastructure**
   a. Water Lines
      i. 9 standpipes with hoses, gravel base
   b. Garden Shed
      i. Purchased from Cottage Works out of Monroe, WI
      ii. Painted by volunteers
   c. Tools/Machinery
      1. Cub Cadet Roto-tiller Purchased 2015 Season
      2. New/Used Tools from Tool Drive in collaboration with McFarland True Value
   d. Compost
      1. Created from local garden waste
      2. Composted animal manure delivered
      3. Purple Cow, certified organic compost, for order
   e. Perennial Fruit/Veg/Herb Gardens
      i. Raspberries
      ii. Rhubarb (2 beds)
      iii. Raised Herb Garden Beds
      iv. Asparagus Bed
      v. Ornamental/Pollinator Flower Beds
      vi. Trees
         1. 4-H Garden Trees
         2. Community Garden Mini-Orchard 2016

III. **Programs**
   a. 4-H Youth Garden Playground
   b. McFarland School District
      i. 1st/2nd grade Three Sisters Gardens
      ii. McFarland Summer Recreation Classes
      iii. High School Special Education Seedling Sale
   c. Food Pantries
      i. Drop Boxes in Shed for Daily Delivery
      ii. Food Pantry Garden
   d. McFarland Youth Center
   e. Preschool Garden Program
   f. McFarland Senior Center Programming
   g. NEW in 2016** Library Butterfly Habitat Garden

IV. **Challenges**
   a. Weed Maintenance
      i. Individual Garden Plots
         1. Education and offerings of Free/Discounted products (straw, cover crop, compost, mulch)
         2. Plot Maintenance Protocol
         3. Help Needed Program

4. Pick Me! Program

b. Compost Visibility at Rear Border
    1. Switch from Pallet-style compost bins to Mound-style composting.
    2. Construction of a Berm at border with cemetery, with plantings of low maintenance shade plants.
    3. Removal of some compost-resistant materials (stalks, vines, woody materials) twice per season to Village Compost.
    4. Build privacy fence on three sides of animal compost pile.

c. Security at Gardens
    1. Collaboration with Community Police Officer, Jacquline Statz for security guidance.
    2. Incident Report Protocol
    3. Increase communication with The Homestead management.

V. Future Projects

a. Signage
    i. Cost sharing for professional, municipal signage.

b. Kiosk/Information Board
    i. Searching for group to lead project (Boy Scout? 4-H?)

c. Replacement /Additional Tools
    i. Possible repeat of Garden Tool Drive with True Value McFarland
    ii. Grants for funding purchase of new tools
    iii. Possible buying club with other Dane County Gardens

d. Additional Raised Garden Bed in Adaptive Garden

e. Shelter
    i. UCC has approved plan to move forward with research and fundraising for an open-sided shelter
    ii. Follow guidelines for shelter for park property
    iii. Accommodate 4 to 6 picnic tables

f. High Tunnel
    i. Removable, covered structure to extend season in early spring and late fall
    ii. Placement at Food Pantry Garden
    iii. Possible Federal Grant

g. Bee Hives
    i. Work with local apiary for support
    ii. Grant for materials
    iii. Honey harvested for fundraising

VI. Collaboration with Parks Department

a. Turn on/off water line & maintain any leak

b. Gravel delivery/dispersal in spring
    i. 9 Standpipe bases
    ii. Adaptive Garden gravel walk

c. Wood Chip Deliver
    i. Needs HIGH in spring and fall

d. Flipping Compost Mounds
    i. Frequency? Monthly?

e. Mowing Garden Area (NOT UCC area)

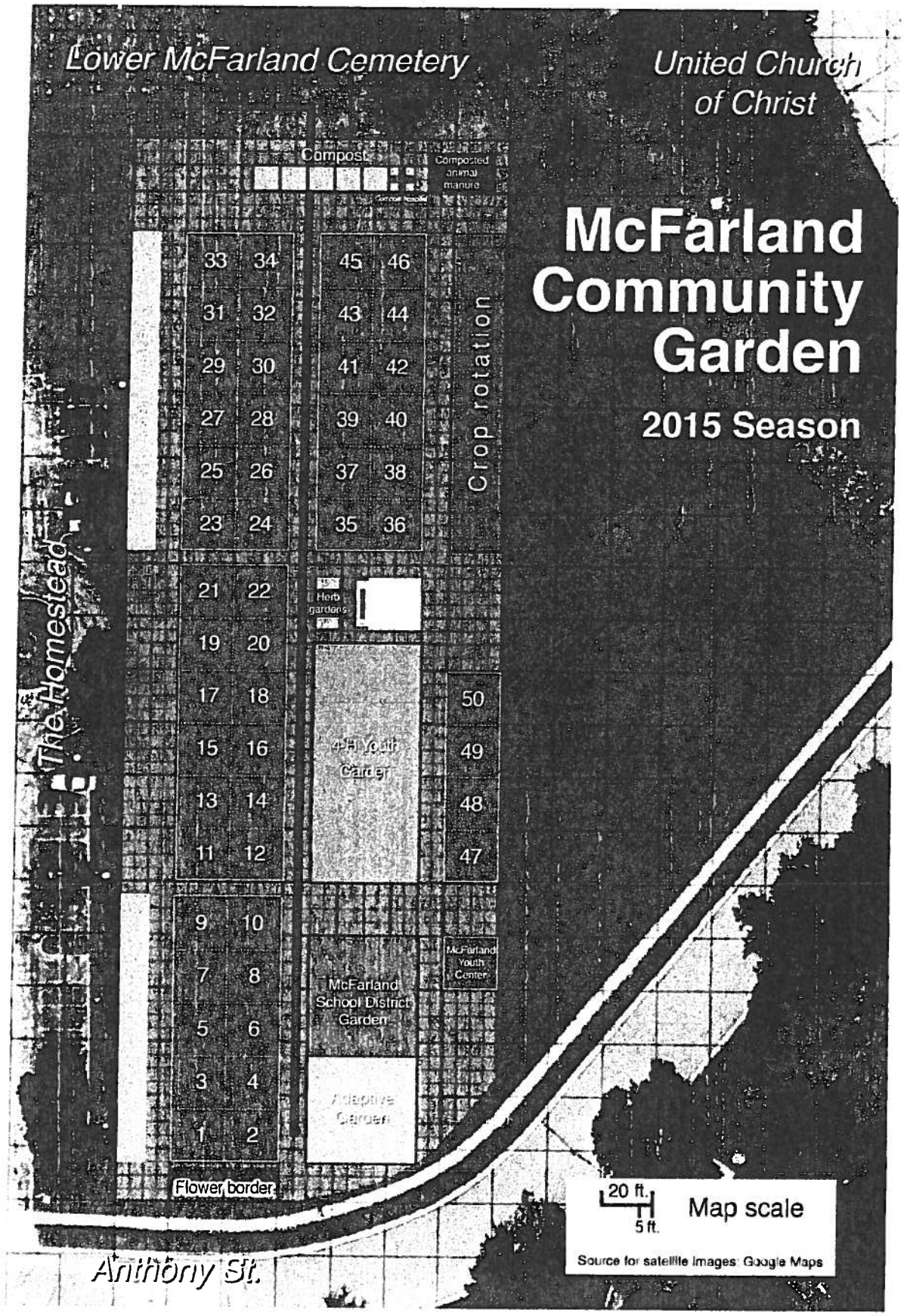
f. Construction of Berm

g. Post hole digging for fencing around Composting Animal Manure

h. Signage Cost Share and Installation

i. Removal of Milkweed from Invasive/Prohibited Plants list (for Library Butterfly Garden)

j. Provide Guidelines for Structure Specifications to align with permitting process


Lower McFarland Cemetery
United Church of Christ
McFarland Community Garden
2015 Season
Compost
Composted animal manure
Crop rotation
33 34
31 32
29 30
27 28
25 26
23 24
45 46
43 44
41 42
39 40
37 38
35 36
21 22
19 20
17 18
15 16
13 14
11 12
Herb gardens
4-H Youth Garden
50
49
48
47
9 10
7 8
5 6
3 4
1 2
McFarland School District Garden
McFarland Youth Center
Adaptive Garden
Flower border
The Homestead
Anthony St.
20 ft.
5 ft.
Map scale
Source for satellite images: Google Maps

McFarland Community Garden
Rules and Responsibilities 2016

Ensuring enjoyable gardening experience for all of the garden community is the primary goal of these rules and responsibilities. For this reason, observe the rules of the garden, and be a good neighbor. The garden should be a safe place for the community, children, and other gardeners. Do not bring anything that will compromise the safety of the garden.

Plot Assignments:

- ❑ Full Plots comprise a 20' x 20' space. Half Plots are 10' x 20'. Adaptive beds are 4'x8' raised beds with a packed gravel walkway. All Half and Full Plots have side access to grass pathways. Most plots directly border the neighbors' plots. Each plot boundary is designated by four wooden corner stakes, which clearly state the gardener's name. These stakes must remain in place throughout the entire growing season.
- ❑ Adaptive Plots are raised 4'x8' beds, filled with amended soil/compost mixture. These are located in a wheelchair accessible area of the garden and are intended for individuals with limited accessibility. Each raised bed has a small box affixed to one side that includes hand tools for use with that raised garden bed only. The small compost bin near the Adaptive Plots is intended for usage by the gardeners in these plots only.
- ❑ Garden Signs, Flags or Plaques are wonderful ways to identify your gardens with pride. Gardeners are encouraged to create a sign for your garden plot that includes your name.
- ❑ Generally, visit your garden plot at least once per week during the growing season.
- ❑ If you decide not to use your plot, please contact the registrar so it may be reassigned to someone on the waiting list. If there is no evidence of activity at your plot by **May 31, 2016**, it will be reassigned. There are no refunds on plot fees paid.
- ❑ If you are unable to care for your plot for a time because of illness or vacation, we encourage you to find a friend or neighbor to care for your plot in your absence. You may fill out a "Help Please" form, found in the Garden Shed and post on the cork board, or post a request for assistance to the garden Google group by emailing your message to: mcfarland-community-garden@googlegroups.com .
- ❑ Each person must apply each year for a plot but returning gardeners will be given first preference and permitted to keep the same plot if they wish, or expand to a larger plot. Each household is limited to one full plot (20'x20') in the community garden.

Parking:

- ❑ Gardeners and visitors may park on Anthony Street. Overflow parking is available at the Village of McFarland Municipal Center (5915 Milwaukee Street). Parking for gardeners is prohibited at The Homestead parking lot and the United Church of Christ parking lot.
- ❑ Do not drive in the garden area. If you need assistance transporting materials to your garden plot, please contact the Garden Coordinator to arrange a volunteer to help. If you are transporting food pantry donations, please use the wheeled handcart available near the food pantry bins in the shed to transport items to your vehicle.
- ❑ Bicycle Racks are available for gardeners to use. Bicycle racks are located at the front of the gardens.

Pets/Animals:

- ❑ Pets are not allowed in the gardens. Dogs may not be walked on garden pathways or near garden plots, to maintain a safe and sanitary space for growing food. Pet waste may **NOT** be placed in or near any composting area.
- ❑ Wild animals can be pose challenges in the garden. You may experiment with different fencing materials (see section on fencing for specifics) and hang pinwheels/reflective ornaments/bells/old CDs to keep birds away from your produce. Gardeners may not use any poisons or traps to deal with wild animals in the gardens. Ask the Garden Coordinator for some ideas for organic methods of pest management in the gardens. If pests are causing a continual problem, action may be taken by the Garden Committee to remove animals.

Restrooms/Drinking Water:

59

- ❑ Access to restrooms, drinking water, and cooling/warming areas are available at the Village of McFarland Municipal Center (5915 Milwaukee Street) or the E.D. Locke Public Library (5920 Milwaukee Street). Do not utilize the United Church of Christ or The Homestead for these needs.
- ❑ Do not drink water from the garden hoses. The materials used to provide irrigation to gardens are not designed to provide the safest drinking water. Hose water is inappropriate for human consumption. Bring water bottles from home!

Maintenance:

- ❑ Fencing: Gardeners may choose to erect fencing around the perimeter of their garden plot. Gardeners are encouraged to be creative and resourceful with materials. However, bright-colored fencing (ex: orange plastic construction fencing) is prohibited. If you choose to place fencing in your garden, it must remain free from weeds. If you choose to trellis vegetables on your border fencing, be aware that any fruit that grows into your neighbors' plots will belong to them.
- ❑ Weeds: Garden plots must be kept clear of weeds! When gardening in close proximity to others, extra care must be taken to prevent weed infestation. We highly recommend that gardeners take steps to minimize weed problems when planning a garden plot. By integrating the use of thick mulch (marsh hay, straw) between garden crops, and minimal use of cardboard/wood chips for narrow walkways within the garden plot, can create a relatively weed-free environment. If you have areas of your garden that will not be planted immediately, please consider planting a cover crop to prevent weeds, build fertility, and improve soil structure. We have developed a new strategy for keeping our gardens free of weeds. Garden plots must be AT LEAST 85% weed-free at all times, and may never harbor weeds that have gone to seed, since the weed seeds will then broadcast into neighboring plots.
    - **<u>Plot Maintenance Plan</u>**: If your garden plot begins to develop a weed problem, the following protocol will be followed:
        - A member of the garden committee will contact you, to schedule a time to meet at your garden plot, within ONE WEEK from contact.
        - During the meeting at your plot, the committee member will help you to identify weeds, and together a Plot Management Plan (see attached form) will be developed for strategies to remedy the weed problem, with specific goals and timelines. The gardener will need to sign and date the form at the end of the meeting.
        - The gardener will have TWO WEEKS from the date of the meeting to remedy the weed problem, as outlined in the agreed upon Plot Management Plan. If the plot isn't remedied, within two weeks from the meeting date, the plot will be revoked, tilled, and reassigned to a new gardener from the waiting list. Plot fees will not be refunded for plots that are revoked.
        - Gardeners who have had plots revoked will not be allowed to apply for one full season.

- ❑ Mulch: Biodegradable mulch such as compost, leaves, straw, and hay is highly encouraged. The use of carpet or gravel as mulch is not allowed. Black plastic or lawn cloth is allowed, but must be removed at the end of the season. Marsh Hay or Straw can be purchased from the Garden Coordinator at a reduced bulk rate at the beginning of the season, and again mid-season. Wood chips are allowed in the community garden plots for use as walking pathways. Wood chips are to be used sparingly throughout the plots to avoid excessive carbon in the soil. Cover crop seed (oat/pea mix for spring and fall; buckwheat for summer) is a wonderful option for "living mulch" in areas that are not actively being used. This will nourish the soil by introducing nitrogen and organic matter, while choking out weeds.
- ❑ Soil Amendments: The McFarland Community Garden will be processing compost on-site. When our compost has finished cooking, gardeners will be allowed to take finished compost from the designated bins. Aged animal manure will be available at the back of the garden to the right of the compost bins.
    - DO NOT use fresh manure in your garden beds. Livestock manure must be very well aged under specific conditions in order to ensure that all of the harmful bacteria are killed. A pile of well-aged animal manure is provided at the rear of the community garden and will be available for use at the beginning of the growing season.
    - Throughout the season, we will be providing free, organic soil amendments in pellet form. These will be stored in the Garden Shed with information about application. Since this is a concentrated form of fertilizer, be careful to heed the directions regarding application so as not to "burn" your plants.

LeO

- No synthetic or conventional chemical fertilizers may be used in the McFarland Community Garden (ex: No "Miracle Gro" products are allowed in the garden).

- ❑ Tools: Garden tools and wheelbarrows are available for communal use.
  - If you use Community Garden tools, please return them to the garden shed in good condition. Wheelbarrows must be tipped alongside the shed to prevent rainwater from pooling inside of them.
  - If any tools are damaged and need repair, please contact the Garden Coordinator.
  - A roto-tiller will be made available for use during some garden workdays. A sign up sheet will be posted for gardeners interested in utilizing the roto-tiller. The roto-tiller is only for gardeners 18 years of age and older. Anyone using the tiller must first sign the Roto-tiller Usage Waiver on the clipboard in the garden shed.
  - Only communal tools may be stored in the garden shed, personal tools and implements must be transported to and from the garden space.
  - The McFarland Community Garden is not responsible for any personal tools that are used in the garden.
- ❑ Water: Hoses will be made available for use throughout the garden. Water resources will be shared, so please be respectful of your usage during busy garden days.
  - After using the water, please ensure that it is turned off, roll up the hose, remove any nozzles or sprayers from the end of the hose and place on top of the hose bib.
  - Usage of water resources overnight is strictly prohibited.
  - All water must be turned off by the close of the garden day at 9pm.
  - Overhead sprinklers are prohibited. Soaker hoses may be used in garden plots, but must be attended at all times during usage.
- ❑ Chemicals: Herbicides and Pesticides are prohibited in the garden. For natural pest and weed control strategies, refer to list of approved products. If you find that you are challenged by pest or weed control, please contact the Garden Coordinator or contact Dane County Extension Horticulture Office.

- ❑ Plants:
  - Keep vines out of neighboring plots by selective pruning or trimming. If vining crops grow into another garden plot and produce fruit in that plot, it becomes the property of that gardener.
  - If you have a surplus of vegetables or fruits, please deposit the vegetables in the Food Pantry Donation box, which is located inside of the Garden Shed. Please do not leave fruit on plants or on the ground to rot! If you would like to donate produce from some/all of your plants, but don't have time to pick it yourself:
    - Post a Helping Hands note on the cork board in the shed, clearly stating your plot number/location and the specific plants that can be picked
    - Affix a "Pick Me" sign to the plants that can be harvested
    - Volunteers may then enter your garden space to harvest ONLY from the designated plants.
  - Do not pick from your neighbor's garden, even if you think they have neglected their plot. (Exception: if a "Pick Me" sign is posted for a particular plant)
  - The garden is not available for commercial use; do not sell your produce.
  - Gardeners are encouraged to plant a variety of fruits, vegetables and flowers in their garden plots. However, due to the aggressive or invasive nature of some cultivars, there are certain plants that are prohibited in the gardens. Please avoid the following:
    - Nothing from the MINT family (includes, peppermint, spearmint, catnip)
    - Perennial vegetables such as Artichokes and Asparagus
    - Perennial fruits such as raspberries, blueberries, or rhubarb
- ❑ Refuse: Keep Pathways Clear for Safety!! All garden refuse needs to be sorted properly in the following places:
  - Trash: Any non-recyclable, non-organic trash must be disposed of in the green Village of McFarland bin located on the Community Garden property.
  - Recycling: Plastic, glass, aluminum, and paper products with the recycling symbol can be placed in the green/brown topped Village of McFarland bin located on the Community Garden property.
- ❑ Compost: Any non-diseased plants, vegetable scraps, or other plant materials can be placed in the wooden compost receptacles at the rear of the garden property. Do not include any weed that has gone to seed, diseased plants, meat, dairy, fats, or animal waste in the compost pile.

- Compost Hospital: all weeds with seed heads and diseased plant material can be placed in the "Compost Hospital" piles ONLY. "Compost Hospital" piles are marked with a red cross. If you are unclear about the identification of weeds or disease, please contact the Garden Coordinator or call the Dane County Extension Office.
- Rocks/Sticks: Any rocks found in the gardens can be safely placed in the pile amongst the trees at the rear of the property. Do not place rocks in walkways or grass paths.
- Wood: Any woody material or sticks can be removed to the UCC fire pit between the gardens and the church.
- Finished Compost: When a compost pile has sufficiently "cooked" and is ready for use as a soil amendment, the bin will be marked with a sign that says, "Finished Compost: Ready for Use!" Feel free to obtain compost from marked bins for your garden plot.
- Managing the compost is a big job and requires regular maintenance. If you would like to volunteer to assist with compost management, please contact Myra Kemna at kemna3@gmail.com

Food Pantry:

- ❑ Food pantry donations can be placed in the Garden Shed in the crates provided. During the 2015 growing season, the McFarland Community Gardeners donated over 2,000 pounds of produce to over 11 regional food pantries. We continued to receive requests for more produce throughout the season to help feed families in need. If you cannot use your vegetables, please donate the excess for the food pantries. We are setting a high goal of 2500 POUNDS of donated produce for our 2016 season. Please always consider donating any of your excess produce to the food pantry bins for families in need.
- ❑ Do not place diseased or damaged fruits in the donation crates.
- ❑ Plastic produce bags are available to contain smaller items (cherry tomatoes, green beans, jalapeno peppers).
- ❑ Please place heavy, firm vegetables in the lower crate, and more delicate items in the separate, upper crate.
- ❑ For further questions about vegetable donations, or to volunteer to assist with this program, contact the Food Pantry Coordinator, Ron Dennis at 608-513-2420 or rdennis@earthlink.net

Reach out for Help!

- ❑ Help Please!
  - If you need assistance in your garden plot, fill out a Helping Please Form and post on the board. Gardeners who can assist you can document their volunteer time for their personal volunteer hours.
  - Use if you will be gone from the garden due to upcoming travel/surgery/etc.
  - Are you overwhelmed or struggling with difficult gardening tasks? Do not hesitate to ask for help with weeding, moving compost, moving mulch, etc.
- ❑ Garden Google Group: All gardeners are able to post questions/concerns/ideas/feedback to the entire garden group by emailing to: mcfarland-community-garden@googlegroups.com
- ❑ Pick Me!
  - If you have had ENOUGH of your produce, and you won't be able to pick it yourself to put in the Food Pantry bin, don't let it go to rot on the vine or plant! This is an invitation to pests who would love to feast on the leftovers in your plot, as well as a general waste. At this point, you can either pull out your plants and put them in the compost bin, OR, post on the Helping Hands Board that you have excess produce to be picked. Then tie a "Pick Me," tag to the plants that are available for harvest. Gardeners will be welcome to enter your plot and harvest only from plants that are tagged, for their own family's table, or to put in the Food Pantry bins.

Conflicts:

- ❑ Grievances:
  - The Garden Committee has the duty of enforcing rules and making decisions for the garden. They have authority to resolve conflicts, including refusing a plot to a gardener or dismissing a current gardener. If you have a grievance, please contact Katie Gletty-Syoen at katiegs@gmail.com or Bill Stoneman at bill.stoneman@gmail.com .
  - If a gardener is not following proper maintenance protocol as outlined above, a committee member will initiate a Plot Maintenance Plan (detailed description above). If not resolved, the gardener may lose his/her plot.

- Injuries:
  - Any injury that occurs at the garden, either by a gardener or visitor, must be documented on an "Incident Report Form," which can be found in the Garden Shed. All Incident Report Forms must be completed fully and placed securely in the locked mailbox in the Garden Shed, located on the inside wall next to the double doors.
  - A stocked First Aid Kit is located on the shelf in the Garden Shed. Please use the gloves provided if you are attending any wounds.
- Security in the Gardens
  - The McFarland Community Garden should be a safe place for all gardeners and visitors. If you ever feel unsafe due to the actions of any person in or around the garden, please do not hesitate to call 911 immediately.
  - If you see any suspicious behavior, it is very important that you report your observations to a member of the Garden Committee AND the police as soon as possible. You can call the non-emergency police line at 608-838-3151 or 911.
  - If you are involved with, or are a witness to, any incident out at the garden (injury, safety issue, altercation, theft) make sure you fill out an Incident Report in the Garden Shed and place in the locked mail box that is affixed to the inside wall, next to the double doors.
  - If you have any questions pertaining to security in the gardens, you may contact our Community Police Officer and Garden Liaison, Jacqueline Statz at the McFarland Police Department at 608-838-3151.

Volunteer Hours:

- Gardeners are required to volunteer 4 hours in the McFarland Community Garden for every garden plot (same requirement for Half, Full, and Adaptive plots). The volunteer hours must be for work outside of the gardener's individual plot. Each plot will have a Volunteer Hours Record Sheet in the Volunteer Binder located in the garden shed. Gardeners need to record volunteering with the date, description, and time spent in the binder. Tasks for volunteers will be identified in regular newsletters. Some examples of volunteer opportunities include:
  - Garden Workdays (scheduled as needed throughout garden season)
  - Cleaning/repairing tools
  - Building structures such as benches, signs, raised communal beds.
  - Weeding pathways
  - Turning/watering compost pile
  - Disposing of plant refuse pile
  - Delivery of Food Pantry donations from garden
  - Maintenance of border flower and herb gardens
  - Attendance at Garden Committee Meetings or Friends of McFarland Parks Meetings.
  - Week-long Garden Monitor duties (one week equals 2 hours of volunteer time)
  - Helping Hand duties for other gardeners in need.
- Garden Monitors are volunteers who sign up for a shift to monitor the gardens. Each Garden Monitor shift is for a ONE WEEK period of time from Monday morning to Sunday evening.
  - One Week of Garden Monitoring equals 2 volunteer hours.
  - Duties include: Making sure all water spigots are securely turned off at the end of every night; transport trash and recycling cans to and from curb on designated pick up days; report any broken or missing garden tools; and water ornamental flower beds, raspberries, rhubarb, asparagus and herb gardens.
  - Community clubs and organizations are encouraged to volunteer for Garden Monitor duties too! If you are involved with a community organization looking for volunteering opportunities, please contact Katie at 608-225-0103 or katiegs@gmail.com

Communication

- Forms
  - Forms such as, "Incident Report", "Help Please", "Suggestions", "Mulch Order Form," and "Pick Me," are all available in the Garden Shed.
  - If you are submitting a payment, Mulch Order Form or Incident Report, please deposit them in the locked mailbox that is located on the inside wall of the Garden Shed next to the double doors. Please put payments inside of the provided envelopes.

- You will also find the Roto-tiller Usage Waiver on a clipboard in the Garden Shed and the Volunteer Hours Binder on the shelf in the Garden Shed.

- ❑ Bulletin Board
  - Gardeners post all "Help Please" forms on the bulletin board in the shed. Once the tasks have been completed, make sure you remove the request from the bulletin board.
  - Gardeners may post any relevant, Garden/Horticulture-Related flyers, articles, or information on the bulletin board. Refrain from posting anything that does not pertain to the missions of the community garden, such as solicitations, sales, or grievances.
- ❑ Google Group/Email
  - All gardeners are encouraged to engage in garden-related conversation through our Google Group, which serves as an online discussion board and email list. Simply email your message to mcfarland-community-garden@googlegroups.com and it will be sent to all current community gardeners and committee members. This can include any kind of horticultural or garden questions, ideas, or notifications of upcoming events. This is also the forum to post notifications for "Help Please," or "Pick Me."
  - Refrain from posting any solicitations, political messages, or grievances on the Google Group.

Shared Gardening Spaces:

- ❑ 4-H Youth Garden Playground
  - Centrally located in the McFarland Community Garden is the 4-H Youth Garden Playground. This space is designed, maintained, and funded through the work of youth members of the local McFarland Sparks 4-H Club. This acts as a growing playground for all members of the community to enjoy. Some highlights: huge bean teepee, little free library (new in 2015!), expanded sand box (new in 2015!), sensory garden, worm castle, butterfly garden, and more.
  - Produce from the 4-H Youth Garden Playground goes to local food pantries, 4-H demonstrations, and Shared Table meals in McFarland.
- ❑ Herb Gardens:
  - There are two raised herb beds next to the Garden Shed. All of the herbs are culinary plants for any gardener to harvest and enjoy. Feel free to snip some that you would like to try out. A list of the herbs will be posted in the garden shed. Please make sure to be conservative with your harvesting, since the plants are for the whole garden community to share.
- ❑ Asparagus
  - Our asparagus patch was planted in 2015. It is located at the very back of the garden, close to the compost pile in a ½ Plot. Asparagus is a perennial plant that requires 3 years of growth to establish a strong enough root system to sustain the plants for repeated harvests in the future. We look forward to enjoying our first asparagus crop in 2018. In the meantime, please refrain from picking any stalks.
- ❑ Raspberries
  - Our first row of raspberry canes was planted along The Homestead side of the garden in the spring of 2015. They will continue to grow more vigorous and productive in the coming years. Feel free to help yourself to some berries. In coming years, we should have more abundant harvests for bulk picking.
- ❑ Rhubarb
  - We have two plantings of rhubarb that are available for harvest by all community gardeners. One row is located under the pine tree on the garden's border with The Homestead. The other row of rhubarb is located on the East border of the 4-H Garden. Help yourself to stalks of rhubarb as needed.
  - Remember to CUT the rhubarb close to the base of the plant. DON'T PULL THE STALKS, as this can harm the roots.
- ❑ Opportunities to help foster along these plants will be abundant throughout the season. If you are interested in helping with the development of our perennial fruits, contact Autumn Sabo at aesabo@hotmail.com.

Youth & Senior Programs:

- ❑ McFarland School District:
  - This will be the third year that the McFarland Primary School will be fostering the School Garden at the McFarland Community Garden. Each first grade classroom will plant their own Three Sister's Garden (corn, squash, beans and sunflowers) in a 10'x10' plot this spring. In the fall, each second grade classroom will come to harvest the plots. The food harvested is utilized by the school's food services department for school lunches and snacks.

- A portion of the squash will be reserved for use in the annual Bowls for Hunger event in November, the proceeds of which go to support the McFarland Food Pantry.
- If you would like to volunteer to help with the School Garden, please contact Cyndy Hubbard White at cyndywhite4@gmail.com

- ❑ McFarland Sparks 4-H:
  - Keep an eye out for drop-in garden programming for grades K—12, led by local McFarland Sparks 4-H members. This may include: picking and arranging flowers for local seniors; making plant markers; or collecting seeds for preservation.
  - If you are interested in working with the local McFarland Sparks 4-H's garden programming, contact Katie Gletty-Syoen at katiegs@gmail.com

- ❑ McFarland Youth Center:
  - The McFarland Youth Center, serving students in grades 6—8, will be planting and maintaining four-raised bed gardens this season.
  - The produce harvested will be used for some summer community events in the garden.
  - If you would like to volunteer to help with the Youth Center Garden, please contact Max Koch at mcfarlandyouthcenter@gmail.com
- ❑ McFarland Senior Program:
  - We are happy to be welcoming the McFarland Senior Center to participate with us this season in the new Adaptive Gardens! One of the raised beds will be used for regular programming for local seniors who will visit the garden to grow and harvest some food for the Senior Center.
  - Program will be supervised by Lori Andersen, Senior Outreach Case Manager. If you would like to assist Lori, you can contact her at: Lori.andersen@mcfarland.wi.us
- ❑ Preschool Program:
  - In the summer of 2015 we debuted a popular Preschool Gardening Program, which included weekly drop in sessions at the garden, led by Early Childhood Specialist, Kim Valenzuela. Each session included a story, a craft, and guided explorations in the Youth Garden. We hope to expand this program this year, to reach even more young people in McFarland.
  - If you would like to assist with the Preschool Gardening Program, you can contact Kim at kmbrsu@gmail.com

Upcoming Events:

- ❑ Saturday, April 23rd: McFarland Community Service Day
  - All Hands On Deck! We will be collaborating with volunteers from throughout the Village of McFarland to spiff up our common spaces. A preliminary wish list of jobs to do include: construct a fence behind the composted manure; plant trees; prep beds for butterfly garden and perennial fruit border; heavily mulch cross pathways and Youth Garden with wood chips; roto-till and amend soil with compost in School Garden plots; etc!!!

McFarland Community Garden Committee 2016			
Garden Coordinator, Registrar	Katie Gletty-Syoen	katiegs@gmail.com	608-225-0103
Treasurer, Mulch Hay & Compost Orders	Bill Stoneman	Billstoneman@gmail.com	608-237-1415 608-712-4916
Food Pantry Outreach & Volunteer Coordinator	Ron Dennis	rdennis@earthlink.net	608-513-2420
Composting Coordinator	Myra Kemna	Kemna3@gmail.com	608-630-3781
McFarland School District--School Garden Coordinator	Cyndy White	Cyndywhite4@gmail.com	608-513-4246 608-838-7061
4-H Youth Garden Coordinator	Katie Gletty-Syoen	katiegs@gmail.com	608-225-0103
Groundskeeper McFarland UCC	Greggory Krattinger	gekrattiger@trane.com	608-838-8200
McFarland United Church of Christ Leadership	Kerri Parker, Pastor Geoff Brink, Church Committee	pastor@mcfarlanducc.org gebrink@wisc.edu	608-838-9322 608-513-1784
Perennial Shrubs & Trees Coordinator	Autumn Sabo	aesabo@hotmail.com	
Library Liaison	Heidi Cox	hcox@mcfarlandlibrary.org	608-838-9030
Preschool Garden Program	Kimberly Valenzuela	kmbrsu@gmail.com	858-204-3397, 608-838-1330
McFarland Youth Center Liaison	Max Koch	mcfarlandyouthcenter@gmail.com	608-838-3839; 920-209-0853
McFarland Senior Center Liaison	Lori Andersen	Lori_andersen@mcfarland.wi.us	608-838-7117 ext. 2395
McFarland Police Department, Community Officer	Jacqueline Statz		608-838-3151

McFarland Community Garden Incident Report

Name of person completing this form:
Signature of person completing this form:
Date:

Incident/Injury

Date:	**Time:**
Name/s of person/s involved:	
Description of incident/injury:	
Treatment Given/Action Taken:	

Witnesses:

Name: **Phone Number:**
Name: **Phone Number:**

To Be Filled Out By Garden Leadership:

Description of actions to be taken:

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This form is intended for use by gardeners and visitors of the McFarland Community Garden.
Forms must be placed in the locked mailbox inside of the Garden Shed, or mailed to:
Friends of McFarland Parks, P.O. Box 387, McFarland, WI 53558

Openwood Studios Inc.

Proposal Submitted To:	Phone	Email	Date
McFarland, Village of	608-225-0103	katiegs@gmail.com	6-26-15
Address	Project		
5915 Milwaukee St.	McFarland Cpmmunity Gardens		
City/State/Zip	Project Location		
McFarlarland, WI 53558	McFarland, WI		

Openwood Studios Inc., proposes to furnish materials and labor - complete in accordance with specifications below for the sum of:

Two Thousand One Hundred Twenty Five Dollars — $ 2,125.00

50% Down Payment. All accounts are due and payable in ten (10) days following date of invoice.
Finance charge of 1.5% per month, which is an annual percentage rate of 18% charge on all past due accounts.
This proposal may be withdrawn by Openwood Studios Inc., if not accepted within 30 days.

Authorized Signature

1- McFarland Community Gardens Sign
6'0" x 2'0" x 2x Clear Vertical Grain Cedar — Single Sided — $ 1,840.00

1- Set Posts, Horizontal Members & Mounting Hardware — 285.00

Delivery Included

Installation by McFarland Public Works

Openwood Studios Installation Option...Add $ 345.00

SUBTOTAL	$ 2,125.00
TAX	0.00
TOTAL	$ 2,125.00
DOWN PAYMENT	0.00
NET 10 DAYS	$ 2,125.00

Acceptance of proposal:
The above prices, specifications and conditions are satisfactory and are hereby accepted. Openwood Studios Inc., is authorized to do the work specified. Payment will be made as outlined above.

Signature: 68 Date:

6915 Raywood Road, Madison WI 53713 • 608/222-1842 • fax: 608/222-5838
email: info@openwood.com • online: www.openwood.com

2016 Revenue & Capital Outlay Budget
Stormwater Utility Fund

		Account #	2014 Actual	2015 Budget	YTD-08/2015 Actual	2016 Budget	2016 Admin	2016 Board	Board Budget Comments
Revenue	User Charges	650-4040	$ 457,045	$ 458,000	$ 292,564	$ 489,040	$ 485,982	$ 510,281	5% increase
	Forfeited Discounts	650-4070	2,788	3,000	1,319	3,000	3,000	3,000	
InterGov't Aid	Monona Portion:Inspections	650-4279	13,228	11,036	8,409	11,036	11,036	11,036	
Permits	Erosion Control Permits	650-4344	4,300	4,000	5,825	4,000	4,000	4,000	
	Yard Waster Permits	650-4350	300	250	70	250	250	250	
Public Chgs	Property Rental	650-4590	12,350	17,600	10,560	8,800	8,800	8,800	
	Misc Revenue	650-4599	80,150	2,500	-	2,500	2,500	2,500	2014=Municipal transfer in
Other	Interest:Temporary Investments	650-4615	447	100	411	400	400	400	
	Misc Revenue	650-4620	1,345	1,200	-	1,200	1,200	1,200	
	Application of Fund Balance	650-4699	-	10,000	-	-	10,000	-	Removed fund balance
	Total Fund Revenue		571,953	507,686	319,158	520,226	527,168	541,467	
Outlay	Salaries	650-53-3040-110	102,907	122,396	59,656	122,396	122,933	130,524	
	Overtime	650-53-3040-112	-	1,000	-	1,000	7,176	7,269	
	Social Security	650-53-3040-151	8,419	9,440	5,021	9,440	10,818	10,442	
	Fringe Benefits	650-53-3040-152	29,367	34,260	17,362	34,260	37,996	40,516	
	VEBA Funding-Retirees	650-53-3040-155						10,000	$5k for 2016/$5k future
	MAMSWAP	650-53-3040-210	3,448	4,125	4,443	4,125	4,443	4,443	
	Legal Services	650-53-3040-211	1,429	1,500	500	1,500	1,500	1,500	
	Audit	650-53-3040-212	5,586	5,700	4,009	5,700	5,700	5,700	
	Engineering Service	650-53-3040-215	7,414	5,000	4,999	5,000	7,500	7,500	Need to run SLAMM
	Detention Basin Maint	650-53-3040-220	7,339	7,500	4,113	7,500	7,500	7,500	
	Sewer Maint	650-53-3040-230	8,961	10,000	7,357	10,000	10,000	10,000	
	Street Sweeping	650-53-3040-231	21,241	20,000	7,472	20,000	20,000	20,000	
	Yard Waste Services	650-53-3040-232	18,558	18,000	6,160	18,000	18,000	18,000	
	Monitoring/Testing	650-53-3040-235	-	2,500	-	2,500	2,500	2,500	
	Locates	650-53-3040-236	-	250	-	250	250	250	
	Permits	650-53-3040-240	1,000	1,000	-	1,000	1,000	1,000	
	Adapt Mgmt	650-53-3040-242	6,200	6,200	6,200	6,200	6,200	6,200	
	Facility Rent	650-53-3040-245	11,371	11,360	7,720	11,360	11,360	11,360	Will increase to $36k in 2017
	Equipment Rent	650-53-3040-246	9,570	9,570	6,504	9,570	9,570	9,570	
	Insurance	650-53-3040-250	14,811	14,000	12,877	14,000	6,189	6,189	
	Newsletter	650-53-3040-255	1,908	2,000	1,406	2,000	2,000	2,000	Estimate based on actual quote
	Rental Property Expenses	650-53-3040-260	7,590	1,500	1,514	1,500	1,500	1,500	
	Uninsured Losses	650-53-3040-265	14	-		-	-	-	
	Office Supplies	650-53-3040-310	1,368	1,500	186	1,500	1,500	1,500	
	Equip. Maintenance	650-53-3040-325	2,091	2,100	379	2,100	2,100	2,100	
	Education & Travel	650-53-3040-330	-	250	-	250	750	750	APWA Officer
	Operating Supplies	650-53-3040-340	2,930	2,000	1,575	2,000	2,000	2,000	
	Depr Expense	650-53-3040-403	82,800	74,400	61,600	74,400	74,400	74,400	
	Amort-Debt Issuance Costs	650-53-3040-428	-	-	6,245	-	-	-	
	Interest (2011 $875k Debt)	650-53-3040-510	14,400	13,675	8,000	11,975	11,975	11,975	
	Interest (2015 $500k Debt)	650-53-3040-511	-	-	-	14,249	13,857	14,249	
	Principal (2011 $875k Debt)	650-53-3040-520	-	85,000	-	85,000	85,000	85,000	Balance Sheet item-discuss
	Small Capital	650-53-3040-810	189,281	21,451	2,824	21,451	21,451	21,000	2014=Street Sweeper (asset)
	STW Capital Projects	650-53-3040-820	21,073						
	Sinking Funds	650-53-3040-815	-	20,000	-	20,000	20,000	20,000	S/U for Street Sweeper
Total Outlay			581,076	507,677	238,122	520,226	527,168	546,938	
Net Revenue over Outlay			$ (9,123)	$ 9	$ 81,036	$ -	$ 0	$ (5,471)	

Salaries

18,782	Comm Dev
76,346	PW
33,749	Admin
1,647	Board
130,524	

Fringe

6,257	Comm Dev
23,073	PW
11,186	Admin
40,516	

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STORMWATER UTILITY
Revenues

650-4040 – Stormwater User Charges

2016 is the eighth year for which user fees will be collected the entire year. The fee amount per parcel is proportional to the area of the lot covered by impervious surfaces, except that all single family and two-family properties pay a uniform amount. An 8% increase in user charges was put in place in 2014. A 5% increase is being recommended for 2016. $510,281

650-4070 – Forfeited Discounts

Penalties charged for late payment of utility bills. $3,000

650-4210 – County Grant

Grant from Dane County that pays a portion of the cost of stormwater projects that improve water quality. 0

650-4279 – Monona Portion of Building Inspector

Contractual payment from City of Monona for 50% sharing of Building Inspector's time. (STW Utility share is 25% of total) $11,036

650-4344 – Erosion Control Permits

Fees collected through the issuance of erosion control permits. The fees cover the cost of reviewing plans and conducting field inspections of erosion control measures during construction projects. $4,000

Yard Waste Permits $250

Public Charges

Transfer in from 2014 $2,500

650-4590 – Property Rental

Revenue from rental of duplex property. Property to be listed for sale. $8,800

650-4615 – Investment Interest

Earnings from temporary investments. $400

650-4620 – Miscellaneous Revenues $1,200

Application of Fund Balance $0

Expenses

650-53-3040-110 – Stormwater Salaries

The following salary costs have been allocated to the Stormwater Utility based on the estimated percentages of time that employees spend on stormwater management operations and related overhead/support functions.

7.5% of Village Board
12% of Administrator
10% of Clerk/Deputy Treasurer
10% of Deputy Clerk
12.5% of Sr. Accountant
5% of Admin Clerk III
2.5% of EMT/Clerk I (Noltemeyer)
2% of EMT/Clerk I (Innes)
3% of C.D. Director
25% of Building Inspector
5% of C.D. Clerk II
16% of DPW Director
7.5% of Ass't. DPW Director
15% of Mechanic
15% of DPW Clerk III
33% of Utility Clerk 1
12% of DPW Crew

$130,524

650-53-3040-112 – Stormwater Overtime

Overtime costs for Public Works employees to respond to after hours emergencies related to stormwater management. $7,269

650-53-3040-151 – Stormwater Social Security

@ 8% $10,442

650-53-3040-152 – Stormwater Fringe Benefits

Cost of employer-paid retirement, health insurance, life insurance, and income continuation insurance premiums allocated according to the above percentages of employee salaries. $40,516

Retiree Health Insurance

$5,000 for 2016; $5,000 for future retirement liabilities $10,000

650-53-3040-210 – Stormwater MAMSWAP

The Village's portion of this cost of a shared position that coordinates stormwater education and outreach efforts on behalf of the communities that are part of the Madison Area Municipal Stormwater Partnership. $4,443

650-53-3040-211 – Stormwater Legal Services

The cost of legal services that relate to stormwater management and erosion control matters. Legal costs that are incurred in conjunction with specific development projects will be reimbursed by the developer. $1,500

650-53-3040-212 – Stormwater Audit Services

Preparation of the annual financial audit for the Utility. $5,700

650-53-3040-215 – Stormwater Engineering Services

The cost of consulting engineering services that relate to stormwater management and erosion control matters and to GIS mapping of the storm sewer system. Engineering costs that are incurred in conjunction with the review of specific development projects will be reimbursed by the developer. Need to run SMAMM in 2016. $7,500

650-53-3040-220 – Stormwater Detention Basin Maintenance

Maintenance costs of detention basins that are the responsibility of the Village to maintain and operate. Includes periodic sediment removal, vegetation management, and the placement and operation of the aerators to improve water quality. There are no major projects scheduled for 2016. $7,500

650-53-3040-230 – Stormwater Storm Sewer Maintenance

Repair/replacement of storm sewers, inlets, and catch basins and maintenance of drainage ditches and swales that convey surface stormwater. $10,000

650-53-3040-231 – Stormwater Street Sweeping

The vehicle maintenance and fuel costs associated with operating the street sweeper. The street sweeping program is important for removing sediment, contaminants, leaves, and other yard waste before they wash into storm sewers and into area lakes, rivers, and streams. $20,000

650-53-3040-232 – Stormwater Yard Waste Services

50% of the cost of operating the yard waste and brush drop-off site. Curbside yard waste collection is offered only as an optional, fee-based service.

$18,000

650-53-3040-235 – Stormwater Monitoring/Testing

The cost of complying with EPA and DNR requirements regulating the quality of stormwater run-off that is discharged into area lakes, rivers, and streams. $2,500

650-53-3040-236 – Stormwater Locates

Cost of having underground storm sewer pipes located by Diggers Hotline. $250

650-53-3040-240 – Stormwater Permits

The Village's share of the costs for the "Joint Municipal Stormwater Discharge Permit" issued by the DNR that covers the consortium group of MAMSWAP communities and UW-Madison. $1,000

650-53-3040-242 – Stormwater Adaptive Management Project

The Village's share of participating in the three year adaptive management pilot project to meet TMDL standards. Will likely increase to $36,000 in 2017. $6,200

650-53-3040-245 – Stormwater Facility Rent

An allocated cost for the facility space in the DPW Facility and Municipal Center used by employees who have a percentage of their labor time allocated to the Stormwater Fund. $11,360

650-53-3040-245 – Stormwater Equipment Rent

An allocated cost for the shared vehicles and equipment used by employees who have a percentage of their labor time allocated to the Stormwater Fund. Does not include the street sweeper. $9,570

650-53-3040-250 – Stormwater Insurance

An allocated share of the shared cost of liability, property, and Worker's Comp insurance costs. Increase due to higher Workers Comp costs attributable to poor claims experience. $6,189

650-53-3040-255 – Stormwater Newsletter Expenses

A 10% allocated share of the cost of designing and mailing the quarterly "Outlook" newsletter. $2,000

600-53-3040-260 – Stormwater Rental Property Expenses

Expenses incurred for routine maintenance of the duplex property which is owned and rented by the Utility. $1,500

650-53-3040-310 – Stormwater Office Supplies/Equipment Maintenance

The allocated cost of expendable office supplies, postage, telephones, copiers, Internet service, and computer technical support services used by employees who have a percentage of their labor time allocated to the Stormwater Fund. $1,500

600-53-3040-325 – Stormwater Equipment Maintenance

Allocated share of costs for photocopier lease agreement, postage meter, and other office equipment. $2,100

650-53-3040-330 – Stormwater Education and Travel/Dues/Subscriptions

The registration and travel costs to have employees involved in stormwater operations attend training sessions to stay abreast of new developments and changing technologies in the field. Dues to professional organizations and subscriptions to professional journals. $750

650-53-3040-340 – Stormwater Operating Supplies

The cost of miscellaneous supplies related to stormwater management operations. $2,000

650-53-3040-403 – Stormwater Depreciation Expense

Based on plant assets. $74,400

650-53-3040-510 – Stormwater Debt Interest

Interest payments on the 2011 borrowing $11,975

650-53-3040-520 – Stormwater Debt Principal

Principal payments on 2011 borrowing for the following capital projects:
- 50% of Drop-off Site (2010)
- Purchase of N. Cook property (2010)
- Design and construction of Valley / N. Cook project (2012)
- Purchase of Osborn property (2011)
- Design and construction of Osborn project (2011)

$85,000

Stormwater 2015 Debt Interest

Interest only payment due on 2015 debt issuance in 2016 $14,249

Stormwater 2015 Debt Principal

No principal payment due on 2015 debt issuance in 2016 $0

650-53-3040-810 – Stormwater Small Capital

$21,000

650-53-3040-815 – Stormwater Sinking Funds

Monies deposited in a sinking fund toward the future cost of replacing the street sweeper ($20,000).

$20,000

650-53-3040-820 – Stormwater Capital Projects 0

650-53-3040-830 – Stormwater Property Acquisition 0

2016 Utility Fund Budget

	Account Name	Account Number	2014 Actual	2015 Budget	YTD-08/2015 Actual	2016 Budget	2016 Admin	2016 Board	Comments
Non-Operating Income	Water-Non Operating	600-4210	7,150	20,000	6,500	20,000	20,000	20,000	Impact Fees
	Sewer-Non Operating	600-4211	4,123	2,000	-	-	-	-	
Sewer Sales	Flat Rate-Res	600-4560	1,820	1,934	1,261	1,980	1,980	2,000	
	Flat Rate-Comm	600-4561	91	54	58	75	75	100	
	Measured Servce-Comm	600-4562	135,296	152,551	88,151	131,341	131,341	149,000	Based on 2015 Actuals + $9k/mo
	Measured Servce-Res	600-4563	741,921	837,095	496,973	787,120	787,120	828,000	Based on 2015 Actuals + $75k/mo
	Public Auth-Sewer	600-4564	17,914	15,600	11,451	15,487	15,487	16,000	Based on 2015 Actuals + $800/mo
	Forfeited Discounts	600-4570	8,113	9,000	3,756	5,868	5,868	6,000	Based on 2015 Actuals + $500/mo
Water Sales	Unmetered Sales	600-4640	740	750	5,529	1,800	1,800	1,800	Water/Hydrant Usage (USCell & AT&T largest customers)
	Metered Sales-Res	600-4641	484,515	508,000	302,748	483,042	483,042	483,042	Based on 2015 Actuals + $47k/mo
	Metered Sales-Comm	600-4642	58,071	98,000	37,010	59,110	59,110	59,110	Based on 2015 Actuals + $5250/mo
	Public Fire Protection-Water	600-4643	310,800	310,000	208,800	315,000	315,000	315,000	Direct offset from Hydrant Rental in Fire Budget
	Public Auth-Water	600-4644	14,554	14,000	8,863	13,581	13,581	13,581	Based on 2015 Actuals + $700/$1700 (Little/Big)
	Private Fire Protection	600-4645	26,395	22,570	21,541	32,711	32,711	32,711	Based on 2015 Actuals + $1400/$4100 (Little/Big)
	Metered Sales-MultiFamily Red	600-4646	39,424	5,000	22,677	34,851	34,851	34,851	Based on 2015 Actuals + $1500/$4500 (Little/Big)
	Forfeited Discounts	600-4650	5,478	6,000	2,416	3,846	3,846	3,846	Based on 2015 Actuals + $350/mo
	Misc Service Revenues	600-4561	4,707	2,500	-	4,000	4,000	4,000	WC Dividend, etc
	Other Water Revenues	600-4562	152,708	121,000	72,887	107,153	107,153	107,153	Water Tower Rent + $7638/mo
	Misc Revenues	600-4699	3,425	-	4,000	-	-	-	WC Dividend, etc - merge w/other Misc Revenue account
Misc Revenue	Misc Rev-Sewer	600-4810	1,037	-	560	1,000	1,000	1,000	
	Interest Income-Sewer	600-4811	24	-	65	98	98	100	Knuteson:$8.13/mo
	Interest Income-Water	600-4812	583	1,000	596	851	851	851	Based on 2015 Actuals + $85/mo
	Interest Income-Impact Fees	600-4813	170	250	166	240	240	240	Based on 2015 Actuals + $25/mo
	Total Revenues		2,019,059	2,127,304	1,296,008	2,019,154	2,019,154	2,078,385	
Personnel Expenses	Salaries-PW						73,341	79,281	Allocation from Public Works
	Overtime-PW						9,568	9,693	
	Social Security-PW						6,633	7,118	
	Fringe Benefits-PW						21,537	24,058	
	Salaries-Admin						33,749	33,749	Allocation from Admin
	Social Security-Admin						2,700	2,700	
	Fringe Benefits-Admin						11,186	11,186	
Sewer Transport	Social Security	600-56-0020-151	$ 774	$ -	$ 256	$ -	$ -	$ -	
	Fringe Benefits	600-56-0020-152	3,471	-	1,183	-	-	-	552342.056
	MMSD Treatment Chgs	600-56-0020-820	463,233	508,415	240,668	557,426	557,426	529,000	8.64% Increase/Qtrly chgs from Madison Metro
	Power Purchased for Pumping	600-56-0020-821	4,562	4,700	2,312	4,700	4,700	4,700	MG&E/Alliant
	Supplies	600-56-0020-827	133	500	190	500	500	500	
	Transportation Expenses	600-56-0020-828	22,116	26,000	13,593	26,000	20,000	20,000	Loader & Skid Steer Lease/GL Allocation
Sewer Maintenance	Social Security	600-56-0030-151	2,845	-	877	-	-	-	
	Fringe Benefits	600-56-0030-152	5,352	-	2,431	-	-	-	
	Maintenance-Sewer Collections	600-56-0030-831	42,910	47,093	15,444	47,093	37,500	37,500	McCann/Roto Rooter/Lift Station Repairs
	Maintenance-Pumping Equip	600-56-0030-832	21,750	32,793	17,257	32,793	17,000	17,000	
	Maintenance-General Plant	600-56-0030-834	339	500	1,042	1,000	5,000	5,000	
Sewer Billings	Social Security	600-56-0040-151	4,489	-	1,431	-	163	163	
	Fringe Benefits	600-56-0040-152	19,408	-	6,959	-	-	-	
	Billing and Accounting	600-56-0040-840	33,161	39,170	20,069	39,170	3,000	3,000	Postage
	Meter Reading Labor	600-56-0040-842	1,182	2,033	296	2,033	2,033	2,033	Part-Time Meter Reader
	Maint/Test of Meters	600-56-0040-844	-	6,300	-	6,300	6,300	6,300	
Sewer Admin	Social Security	600-56-0050-151	5,383	-	1,812	-	-	-	
	Fringe Benefits	600-56-0050-152	7,855	-	3,999	-	-	-	
	Admin Salaries	600-56-0050-850	44,498	36,132	24,314	36,132	-	-	Allocation from PW Admin
	Office Supplies	600-56-0050-851	8,791	8,500	3,604	5,000	5,000	5,000	
	Outside Services	600-56-0050-852	18,286	20,000	19,937	20,000	29,000	29,000	Audit/engineering
	Insurance Expenses	600-56-0050-853	23,934	23,933	20,326	23,933	24,000	24,000	
	Employee Pensions	600-56-0050-854	(17,441)	28,620	74	28,620	28,620	10,000	$5k Reiter/$10k sinking fund
	Rents	600-56-0050-857	63,900	60,000	42,236	60,000	63,360	63,360	
Misc Sewer	Depr Expense	600-56-0060-403	96,000	96,000	64,000	96,000	96,000	96,000	
	Taxes	600-56-0060-408	(6,709)	8,612	-	8,612	8,612	-	FICA budgeted elsewhere
	Interest-Sewer	600-56-0060-427	-	-	-	-	-	-	
	Amort Expense	600-56-0060-428	-	1,460	-	1,460	1,460	1,460	
	Depr Exp-Con Assets	600-56-0061-403	-	-	-	-	-	-	

2016 Utility Fund Budget

	Account Name	Account Number	2014 Actual	2015 Budget	YTD-08/2015 Actual	2016 Budget	2016 Admin	2016 Board	Comments
	Debt Interest	600-56-0080-427	-	-	-	32,321	32,321	32,321	2015 Debt Issuance
	Debt Principal	600-56-0080-437	-	-	-	-	-	-	
	Operating Contingency	600-56-0090-160	-	2,000	3,298	2,000	2,000	2,000	
	Total Expenses-Sewer		870,222	952,761	507,608	1,031,093	1,102,708	1,056,121	
Personnel Expenses	Salaries-PW						81,000	86,940	
	Overtime-PW						9,568	9,693	
	Social Security-PW						7,245	7,731	
	Fringe Benefits-PW						23,132	25,652	
	Salaries-Admin						39,163	39,163	
	Social Security-Admin						3,133	3,133	
	Fringe Benefits-Admin						13,150	13,150	
Water Supply	Social Security	600-57-0020-151	119	-	42	-	-	-	
	Fringe Benefits	600-57-0020-152	782	-	266	-	-	-	
	Operation Labor	600-57-0020-600	788	799	547	799	-	-	See above Personnel Expenses
	Supplies & Testing	600-57-0020-603	-	6,000	-	6,000	6,000	6,000	
	Well #2Remediation	600-57-0020-605	-	-	-	-	-	-	
Water Pumping	Social Security	600-57-0030-151	4,771	-	1,281	-	-	-	
	Fringe Benefits	600-57-0030-152	15,824	-	3,960	-	-	-	
	Operation Labor	600-57-0030-620	31,608	28,253	16,699	28,253	-	-	See above Personnel Expenses
	Power for Pumping	600-57-0030-622	34,596	39,000	25,908	39,000	39,000	39,000	Alliant Energy (avg=$3250/month)
	Supplies	600-57-0030-623	4,250	6,000	1,991	6,000	6,000	6,000	
	Maintenance of Pumping Plant	600-57-0030-625	7,736	7,000	-	7,000	7,000	7,000	Repairs
Water Treatment	Social Security	600-57-0040-151	469	-	241	-	-	-	
	Fringe Benefits	600-57-0040-152	1,147	-	1,215	-	-	-	
	Operation Labor	600-57-0040-630	3,119	2,812	3,201	2,812	-	-	See above Personnel Expenses
	Chemicals	600-57-0040-631	10,065	16,000	6,936	16,000	14,000	14,000	Hydrite Chemical
	Maint-Water Treatment Plant	600-57-0040-635	5,173	4,000	4,742	4,000	4,000	4,000	Liqui Systems-buying scales this year
Transmission	Social Security	600-57-0050-151	6,972	-	2,230	-	-	-	
	Fringe Benefits	600-57-0050-152	18,171	-	8,251	-	-	-	
	Operation Labor	600-57-0050-640	23,148	22,500	17,939	22,500	-	-	See above Personnel Expenses
	Supplies	600-57-0050-641	2,685	3,000	1,077	3,000	3,000	3,000	
	Tower Painting Reserve	600-57-0050-650	-	27,500	-	27,500	27,500	27,500	
	Maint of Mains	600-57-0050-651	31,596	30,085	15,769	30,085	30,000	30,000	Water main repairs
	Maint of Services	600-57-0050-652	15,749	17,063	5,525	17,063	17,000	17,000	
	Maint/Testing of Meters	600-57-0050-653	6,405	6,380	4,533	6,380	6,400	6,400	
	Maint of Hydrants	600-57-0050-654	15,112	16,313	11,239	16,313	16,500	16,500	
Meter Readings	Social Security	600-57-0060-151	5,031	-	1,589	-	155	155	
	Fringe Benefits	600-57-0060-152	26,215	-	7,810	-	-	-	
	Meter Reading Labor	600-57-0060-901	1,204	1,937	318	1,937	1,937	1,937	
	Acct & Collections	600-57-0060-902	35,822	41,062	20,610	41,062	-	-	See above Personnel Expenses
	Supplies & Exp-Cust Accts	600-57-0060-903	2,086	3,200	1,173	3,200	3,200	3,200	
Water Admin	Social Security	600-57-0070-151	7,157	-	2,455	-	-	-	
	Fringe Benefits	600-57-0070-152	22,338	-	6,287	-			
	General Salaries	600-57-0070-920	52,780	44,893	31,233	44,893	-	-	See above Personnel Expenses
	Office Supplies	600-57-0070-921	7,039	7,500	2,456	7,500	7,500	7,500	
	Outside Services	600-57-0070-923	27,741	49,365	32,414	49,365	50,000	40,000	Reduce by engineering costs funded by capital projects
	Insurance Exp	600-57-0070-924	43,945	43,945	36,250	43,945	43,945	43,945	
	Employee Pensions	600-57-0070-926	(39,486)	42,000	271	42,000	42,000	10,000	$5k Reiter/$10k sinking fund
	Reg Commission Exp	600-57-0070-928	1,059	1,500	-	1,500	1,500	1,500	
	Misc Expenses	600-57-0070-930	37,937	35,000	25,667	35,000	35,000	35,000	
	Transportation Expenses	600-57-0070-933	27,529	29,708	10,402	29,708	30,000	30,000	
Misc Water	Depr Expense	600-57-0080-403	130,800	145,200	87,200	145,200	145,200	145,200	
	Taxes-Water Dept	600-57-0080-408	(18,197)	12,547	(4,000)	12,547	12,547	-	FICA budgeted elsewhere
	Transfer-Tax Equivalent	600-57-0080-409	-	230,000	-	230,000	230,000	230,000	
	Debt Interest	600-57-0080-427	-	-	-	-	-	-	
	Amort-Water	600-57-0080-428	-	-	-	-	-	-	
	Amort-Refinancing	600-57-0080-429	-	-	-	-	-	-	
	Interest-Water	600-57-0080-430	-	-	-	-	-	-	
	Interest-Chged to Construction	600-57-0080-432	-	-	-	-	37,645	38,728	2015 Debt Issuance
	Debt Principal	600-57-0080-437	-	-	-	-	-	-	

2016 Utility Fund Budget

Account Name	Account Number	2014 Actual	2015 Budget	YTD-08/2015 Actual	2016 Budget	2016 Admin	2016 Board	Comments
Debt Issuance Exp	600-57-0080-500	-	-	31,163	-	-	-	
Transfer Out	600-57-0080-900	-	-	-	-	-	-	
Depr Exp-Dept 81	600-57-0081-403	74,400	73,200	50,400	73,200	73,200	73,200	
Operating Contingency	600-57-0090-160	-	2,000	-	2,000	2,000	2,000	
Total Expenses-Water		685,685	995,762	477,290	995,762	892,229	838,765	
Total Utility Expenses		$ 1,555,907	$ 1,948,523	$ 984,898	$ 2,026,855	$ 1,994,937	$ 1,894,886	
Net Income/(Loss)		$ 463,152	$ 178,781	$ 311,110	$ (7,701)	$ 24,217	$ 183,499	

2016 Utility Fund Budget - Water Only

	Account Name	Account Number	2014 Actual	2015 Budget	YTD-11/2015 Actual	Annualized 2015	2016 Budget	2016 Admin	2016 Board	Comments
Non-Operating Income	Water-Non Operating	600-4210	7,150	20,000	8,450	8,450	20,000	20,000	20,000	Impact Fees
Water Sales	Unmetered Sales	600-4640	740	750	5,713	5,713	1,800	1,800	1,800	Water/Hydrant Usage (USCell & AT&T largest customers)
	Metered Sales-Res	600-4641	484,515	508,000	426,076	466,076	483,042	483,042	483,042	Based on 2015 Actuals + $47k/mo
	Metered Sales-Comm	600-4642	58,071	98,000	53,706	58,706	59,110	59,110	59,110	Based on 2015 Actuals + $5250/mo
	Public Fire Protection-Water	600-4643	310,800	310,000	287,100	313,200	315,000	315,000	315,000	Direct offset from Hydrant Rental in Fire Budget
	Public Auth-Water	600-4644	14,554	14,000	13,005	14,005	13,581	13,581	13,581	Based on 2015 Actuals + $700/$1700 (Little/Big)
	Private Fire Protection	600-4645	26,395	22,570	28,570	32,670	32,711	32,711	32,711	Based on 2015 Actuals + $1400/$4100 (Little/Big)
	Metered Sales-MultiFamily Red	600-4646	39,424	5,000	33,569	35,069	34,851	34,851	34,851	Based on 2015 Actuals + $1500/$4500 (Little/Big)
	Forfeited Discounts	600-4650	5,478	6,000	5,105	6,105	3,846	3,846	3,846	Based on 2015 Actuals + $350/mo
	Misc Service Revenues	600-4561	4,707	2,500	-	-	4,000	4,000	4,000	WC Dividend, etc
	Other Water Revenues	600-4562	152,708	121,000	103,879	115,879	107,153	107,153	107,153	Water Tower Rent + $7638/mo
Misc Revenue	Misc Revenues-Water	600-4699	3,425	-	4,000	4,000	-	-	-	WC Dividend, etc - merge w/other Misc Revenue account
	Interest Income-Water	600-4812	583	1,000	858	948	851	851	851	Based on 2015 Actuals + $85/mo
	Interest Income-Impact Fees	600-4813	170	250	239	264	240	240	240	Based on 2015 Actuals + $25/mo
	Total Revenues		1,108,720	1,109,070	970,270	1,061,085	1,076,185	1,076,185	1,076,185	
Personnel Expenses	Salaries-PW							81,000	86,940	
	Overtime-PW							9,568	9,693	
	Social Security-PW							7,245	7,731	
	Fringe Benefits-PW							23,132	25,652	
	Salaries-Admin							39,163	39,163	Moved to Water Admin
	Social Security-Admin							3,133	3,133	Moved to Water Admin
	Fringe Benefits-Admin							13,150	13,150	Moved to Water Admin
Water Supply	Social Security	600-57-0020-151	119	-	61	67	-	-	-	
	Fringe Benefits	600-57-0020-152	782	-	370	404	-	-	-	
	Operation Labor	600-57-0020-600	788	799	802	880	799	-	-	See above Personnel Expenses
	Supplies & Testing	600-57-0020-603	-	6,000	-	-	6,000	6,000	6,000	
	Well #2Remediation	600-57-0020-605	-	-	-	-	-	-	-	
Water Pumping	Social Security	600-57-0030-151	4,771	-	1,825	1,964	-	-	-	
	Fringe Benefits	600-57-0030-152	15,824	-	5,555	5,998	-	-	-	
	Operation Labor	600-57-0030-620	31,608	28,253	23,851	25,683	28,253	-	-	See above Personnel Expenses
	Power for Pumping	600-57-0030-622	34,596	39,000	34,460	36,293	39,000	39,000	39,000	Alliant Energy (avg=$3250/month)
	Supplies	600-57-0030-623	4,250	6,000	2,304	3,304	6,000	6,000	6,000	
	Maintenance of Pumping Plant	600-57-0030-625	7,736	7,000	11,786	11,786	7,000	7,000	7,000	Repairs
Water Treatment	Social Security	600-57-0040-151	469	-	307	317	-	-	-	
	Fringe Benefits	600-57-0040-152	1,147	-	1,547	1,599	-	-	-	
	Operation Labor	600-57-0040-630	3,119	2,812	4,064	4,186	2,812	-	-	See above Personnel Expenses
	Chemicals	600-57-0040-631	10,065	16,000	8,723	9,223	16,000	14,000	14,000	Hydrite Chemical
	Maint-Water Treatment Plant	600-57-0040-635	5,173	4,000	4,742	4,742	4,000	4,000	4,000	Liqui Systems-buying scales this year
Transmission	Social Security	600-57-0050-151	6,972	-	3,177	3,349	-	-	-	
	Fringe Benefits	600-57-0050-152	18,171	-	11,208	11,812	-	-	-	
	Operation Labor	600-57-0050-640	23,148	22,500	22,884	24,286	22,500	-	-	See above Personnel Expenses
	Supplies	600-57-0050-641	2,685	3,000	1,255	1,255	3,000	3,000	3,000	
	Tower Painting Reserve	600-57-0050-650	-	27,500	-		27,500	27,500	27,500	
	Maint of Mains	600-57-0050-651	31,596	30,085	24,345	30,345	30,085	30,000	30,000	Water main repairs
	Maint of Services	600-57-0050-652	15,749	17,063	6,334	8,334	17,063	17,000	17,000	
	Maint/Testing of Meters	600-57-0050-653	6,405	6,380	5,892	6,892	6,380	6,400	6,400	
	Maint of Hydrants	600-57-0050-654	15,112	16,313	14,396	15,396	16,313	16,500	16,500	
Meter Readings	Social Security	600-57-0060-151	5,031	-	2,262	2,481	-	155	155	
	Fringe Benefits	600-57-0060-152	26,215	-	10,805	11,870	-	-	-	
	Meter Reading Labor	600-57-0060-901	1,204	1,937	506	549	1,937	1,937	1,937	
	Acct & Collections	600-57-0060-902	35,822	41,062	29,249	32,081	41,062	-	-	See above Personnel Expenses
	Supplies & Exp-Cust Accts	600-57-0060-903	2,086	3,200	4,008	5,464	3,200	3,200	3,200	
Water Admin	Social Security	600-57-0070-151	7,157	-	3,531	3,843	-	-	-	Admin Dept and Allan/Jim
	Fringe Benefits	600-57-0070-152	22,338	-	8,751	9,532	-	-		Admin Dept and Allan/Jim
	General Salaries	600-57-0070-920	52,780	44,893	42,884	45,277	44,893	-	-	Admin Dept and Allan/Jim
	Office Supplies	600-57-0070-921	7,039	7,500	2,924	3,061	7,500	7,500	7,500	
	Outside Services	600-57-0070-923	27,741	49,365	22,039	22,039	49,365	50,000	40,000	Reduce by engineering costs funded by capital projects
	Insurance Exp	600-57-0070-924	43,945	43,945	36,250	36,250	43,945	43,945	43,945	
	Employee Pensions	600-57-0070-926	(39,486)	42,000	271	5,271	42,000	42,000	10,000	Payout Reiter in 2015/$10k Accrual for future
	Reg Commission Exp	600-57-0070-928	1,059	1,500	960	960	1,500	1,500	1,500	

2016 Utility Fund Budget - Water Only

	Account Name	Account Number	2014 Actual	2015 Budget	YTD-11/2015 Actual	Annualized 2015	2016 Budget	2016 Admin	2016 Board	Comments
	Misc Expenses	600-57-0070-930	37,937	35,000	34,244	37,244	35,000	35,000	35,000	
	Transportation Expenses	600-57-0070-933	27,529	29,708	15,621	17,621	29,708	30,000	30,000	
Misc Water	Depr Expense	600-57-0080-403	130,800	145,200	119,900	130,800	145,200	145,200	145,200	
	Taxes-Water Dept	600-57-0080-408	(18,197)	12,547	(5,500)	(6,000)	12,547	12,547	-	FICA budgeted elsewhere
	Transfer-Tax Equivalent	600-57-0080-409	-	230,000	-	230,000	230,000	230,000	230,000	
	Debt Interest	600-57-0080-427	-	-	-		-	-	-	
	Amort-Water	600-57-0080-428	-	-	-		-	-	-	
	Amort-Refinancing	600-57-0080-429	-	-	-		-	-	-	
	Interest-Water	600-57-0080-430	-	-	-		-	37,645	38,728	2015 Debt Issuance
	Interest-Chged to Construction	600-57-0080-432	-	-	-		-	-	-	
	Debt Principal	600-57-0080-437	-	-	-		-	-	-	
	Debt Issuance Exp	600-57-0080-500	-	-	31,163	31,163	-	-	-	
	Transfer Out	600-57-0080-900	-	-	-		-	-	-	
	Depr Exp-Dept 81	600-57-0081-403	74,400	73,200	69,300	75,600	73,200	73,200	73,200	
	Operating Contingency	600-57-0090-160	-	2,000	-		2,000	2,000	2,000	
	Total Expenses-Water		**685,685**	**995,762**	**619,056**	**903,221**	**995,762**	**892,229**	**838,765**	
	Net Income/(Loss)		$ 423,035	$ 113,308	$ 351,214	$ 157,864	$ 80,423	$ 183,956	$ 237,420	

WATER UTILITY
Administrative and General

600-57-0070-920 - Administrative Salaries

Proportionate share of Administrative staff wages

600-57-0070-921 - Office Expenses $7,500

600-57-0070-923 - Outside Services

Audit & PSC Report
Software Support and Training
Legal Services (Sale of Well #2 Lot)
Digger's Hotline
Regional Planning - Contribution to Regional Groundwater Model
Miscellaneous Consulting (additional cost for water main projects)
Computer Technical Support
Newsletter Expenses $40,000

600-57-0070-924 - Insurance Expenses

Allocated share of property, liability and Worker's Comp insurance coverages. $43,945

600-57-0070-926 - Employee Pension & Benefits

Water Department portion of retirement, health insurance, life insurance, and income continuation insurance coverage $10,000

600-57-0070-928 - Regulatory Commission Expenses

Annual PSC charges
PSC Assessments $1,500

600-57-0070-930 - Miscellaneous General Expense

Publication of notices
Dues, conventions and training
Rental of space in Municipal Building & DPW Facility $35,000

600-57-0070-933 - Transportation/Vehicle Rental

Mechanic Labor
Transportation cost paid to General Fund for shared use of vehicles
50% of the cost of repairing water/sewer vehicles
Fuel and lubricants
Lease of End-Loader and Bobcat (proportionate share) $30,000

600-57-0090-160 - Operating Contingency

Contingency for unanticipated expenses $2,000

Transmission & Distribution

600-57-0050-640 - Operating Labor

Proportionate share of Labor costs

600-57-0050-641 - Supplies/Expenses

Automatic dialer costs
Accessories for valve working machine, wrenches and lubricants
Chlorine safety equipment

$ 3,000

600-57-0050-650 - Tower Painting Reserve

Yearly sum added to a reserve fund for the future repainting of both water towers. ($15,000 for Holscher tower; $12,500 for Burma tower)

$27,500

60057-0050-651 - Maintenance of Mains

This account covers the cost of labor and material for main breaks and exercising of valves. Clamps, gravel, sand, street patching and other materials
Replacement valves

$ 30,000

600-57-0050-652 - Maintenance of Services

Labor and materials for the repair of water laterals and curb boxes $ 17,000

600-57-0050-653 - Maintenance/Testing of Meters $ 6,400

600-57-0050-654 - Maintenance of Hydrants

$16,500

Water Treatment

600-57-0040-630 - Operating Labor

Proportionate share of Operating Labor costs

600-57-0040-631 - Chemicals

Chlorine costs for water treatment
Fluoride cost for water treatment

$14,000

600-57-0040-635 - Maintenance of Treatment Plant

Fluoride pump maintenance
Chlorine pump maintenance

$ 4,000

Source of Supply

600-57-0020-600 – Operating Labor

Proportionate share of Operating Labor costs

600-57-0020-603 – Supplies/Testing

State Lab Samples
Municipal Well Testing – 2 Industrial Chemicals, 3 Inorganics,
2 Volatile Organics, 20 Lead & Copper, MTBE testing
Postage for Samples

$ 6,000

Pumping Expenses

600-57-0030-620 - Operating Labor

Proportionate share of Operating Labor costs

600-57-0030-622 - Fuel or Power for Pumping

This account includes power for:
- Well pumping
- Fuel for back up generator
- Power for meter shop

$39,000

600-57-0030-623 - Operation Supplies & Expenses

Heating of pump houses and miscellaneous expenses not covered in other accounts. $6,000

600-57-0030-625 - Maintenance of Pumping Plant

Preventative maintenance of pumps. $7,000

Depreciation, Taxes, & Debt Service

600-57-0080-403 - Depreciation Expense $145,200

Based on value of plant assets paid for by the utilities

600-57-0081-703 – Depreciation Expense on CIAC

Based on value of developer contributed assets $73,200

600-57-0080-408 - Taxes

FICA costs

600-57-0080-409 - Tax Equivalent Transfer

Tax Equivalent payment to General Fund $230,000

600-57-0080-427 – Debt Interest $38,728

Interest only payment due on 2015 debt issuance in 2016

600-57-0080-437 – Debt Principal 0

No principal owed in 2015 debt issuance in 2016

Customer Account Expense

600-57-0060-901 - Meter Reading Labor

Labor - 50 % of 300 hrs @ $12.91 $1,937
One half the cost of bimonthly residential & commercial meter readings conducted by a part-time position

600-57-0060-903 – Customer Supplies/Expenses

Meter forms, reading cards, customer bills, computer expenses, printing and mailing of CCR report $3,200

2016 Utility Fund Budget - Sewer Only

	Account Name	Account Number	2014 Actual	2015 Budget	YTD-11/2015 Actual	Annualized 2015	2016 Budget	2016 Admin	Revised 2016 Board	Comments
Non-Operating Income	Sewer-Non Operating	600-4211	4,123	2,000	-		-	-	-	
Sewer Sales	Flat Rate-Res	600-4560	1,820	1,934	1,658	1,733	1,980	1,980	2,000	
	Flat Rate-Comm	600-4561	91	54	78	83	75	75	100	
	Measured Service-Comm	600-4562	135,296	152,551	128,490	136,990	131,341	131,341	149,000	Annualized 2015 * 8.64%, Rounded
	Measured Service-Res	600-4563	741,921	837,095	698,306	762,306	787,120	787,120	828,000	Annualized 2015 * 8.64%, Rounded
	Public Auth-Sewer	600-4564	17,914	15,600	16,373	17,373	15,487	15,487	16,000	
	Forfeited Discounts	600-4570	8,113	9,000	7,876	8,376	5,868	5,868	6,000	
Misc Revenue	Misc Rev-Sewer	600-4810	1,037	-	560	560	1,000	1,000	1,000	
	Interest Income-Sewer	600-4811	24	-	89	89	98	98	100	
	Total Revenues		**910,339**	**1,018,234**	**853,430**	**927,510**	**942,969**	**942,969**	**1,002,200**	
Personnel Expenses	Salaries-PW							73,341	79,281	Allocation from Public Works
	Overtime-PW							9,568	9,693	
	Social Security-PW							6,633	7,118	
	Fringe Benefits-PW							21,537	24,058	
	Salaries-Admin							33,749	33,749	Allocation from Admin
	Social Security-Admin							2,700	2,700	
	Fringe Benefits-Admin							11,186	11,186	
Sewer Transport	Social Security	600-56-0020-151	$ 774	$ -	$ 356	$ 386	$ -	$ -	$ -	
	Fringe Benefits	600-56-0020-152	3,471	-	1,644	1,794	-	-	-	
	MMSD Treatment Chgs	600-56-0020-820	463,233	508,415	366,743	486,743	557,426	557,426	529,000	Annualized 2015 * 8.64%, Rounded
	Power Purchased for Pumping	600-56-0020-821	4,562	4,700	3,246	3,286	4,700	4,700	4,700	MG&E/Alliant
	Supplies	600-56-0020-827	133	500	190	190	500	500	500	
	Transportation Expenses	600-56-0020-828	22,116	26,000	19,946	21,546	26,000	20,000	20,000	Loader & Skid Steer Lease/GL Allocation
Sewer Maintenance	Social Security	600-56-0030-151	2,845	-	1,158	1,208	-	-	-	
	Fringe Benefits	600-56-0030-152	5,352	-	3,184	3,294	-	-	-	
	Maintenance-Sewer Collections	600-56-0030-831	42,910	47,093	16,363	16,863	47,093	37,500	37,500	McCann/Roto Rooter/Lift Station Repairs
	Maintenance-Pumping Equip	600-56-0030-832	21,750	32,793	25,867	26,467	32,793	17,000	17,000	
	Maintenance-General Plant	600-56-0030-834	339	500	1,099	1,099	1,000	5,000	5,000	
Sewer Billings	Social Security	600-56-0040-151	4,489	-	2,025	2,225	-	163	163	
	Fringe Benefits	600-56-0040-152	19,408	-	9,608	10,608	-	-	-	
	Billing and Accounting	600-56-0040-840	33,161	39,170	28,136	30,836	39,170	3,000	3,000	Postage
	Meter Reading Labor	600-56-0040-842	1,182	2,033	184	234	2,033	2,033	2,033	Part-Time Meter Reader
	Maint/Test of Meters	600-56-0040-844	-	6,300	-	-	6,300	6,300	6,300	
Sewer Admin	Social Security	600-56-0050-151	5,383	-	2,602	2,832	-	-	-	
	Fringe Benefits	600-56-0050-152	7,855	-	5,550	6,050	-	-	-	
	Admin Salaries	600-56-0050-850	44,498	36,132	34,871	37,971	36,132	-	-	Allocation from PW Admin
	Office Supplies	600-56-0050-851	8,791	8,500	4,977	5,477	5,000	5,000	5,000	
	Outside Services	600-56-0050-852	18,286	20,000	17,834	19,834	20,000	29,000	29,000	Audit/engineering
	Insurance Expenses	600-56-0050-853	23,934	23,933	20,326	20,326	23,933	24,000	24,000	
	Employee Pensions	600-56-0050-854	(17,441)	28,620	74	5,274	28,620	28,620	10,000	Payout for Relter in 2015/$10k Accrual
	Rents	600-56-0050-857	63,900	60,000	58,075	63,355	60,000	63,360	63,360	
Misc Sewer	Depr Expense	600-56-0060-403	96,000	96,000	88,000	96,000	96,000	96,000	96,000	
	Taxes	600-56-0060-408	(6,709)	8,612	-	-	8,612	8,612	-	
	Interest-Sewer	600-56-0060-427	-	-	-	-	-	-	-	
	Amort Expense	600-56-0060-428	-	1,460	-	-	1,460	1,460	1,460	
	Depr Exp-Con Assets	600-56-0061-403	-	-	-	-	-	-	-	
	Debt Interest	600-56-0080-427	-	-	-	-	32,321	32,321	32,321	2015 Debt Issuance
	Debt Principal	600-56-0080-437	-	-	-	-	-	-	-	
	Operating Contingency	600-56-0090-160	-	2,000	3,298	3,298	2,000	2,000	2,000	
	Total Expenses-Sewer		**870,222**	**952,761**	**715,356**	**867,196**	**1,031,093**	**1,102,708**	**1,056,121**	
	Net Income/(Loss)		**$ 40,117**	**$ 65,473**	**$ 138,074**	**$ 60,314**	**$ (88,124)**	**$ (159,739)**	**$ (53,921)**	

SEWER UTILITY
Administrative & General Expenses

600-56-0050-850 - Administrative Salaries

Proportionate share of Administrative staff wages

600-56-0050-851 – Administrative Office Supplies and Expenses

$5,000

600-56-0050-852 - Outside Services

Audit expenses
Legal expenses (includes Lift #5 cost recovery agreement)
Software support and training for new software
Digger's Hotline
Infiltration in-flow study (normalize over 10 years)
Computer technical support
Newsletter expenses

$ 29,000

600-56-0050-853 - Insurance Expenses

Allocated share of property, liability and Worker's Comp insurance costs. All lines of insurance are expected to decrease in cost, especially Worker's Comp because of poor claims experience falling off & new Insurance Provider. $24,000

600-56-0050-854 - Employee Pension & Benefits

Wastewater portion of retirement, health insurance, life insurance and income continuation insurance coverage. $10,000

600-56-0050-857 - Rents

Rental of space in Municipal Building and DPW Facility	$32,000
Book entry rental of meters that are owned by "Water Utility"	28,000
	$63,360

600-56-0090-160 - Operating Contingency

Contingency for unanticipated expenses $2,000

Operations & Expenses

600-56-0020-820 - Treatment Plant Charges

Cost of treating sanitary waste sent to MMSD
(based on 6.84% % increase in MMSD increase) $529,000

600-56-0020-821 - Power/Light/Fuel

This account is for the purchase of the power required to operate all of the sanitary lift stations. $4,700

600-56-0020-827 - Other Operating Supplies and Expenses $500

600-56-0020-828 - Transportation Expenses

Mechanic Labor
50% of the cost of repairing the water/sewer vehicles
Transportation cost paid to General Fund for shared use of vehicles
Fuel and lubricants
Lease of End-Loader and Bobcat (proportionate share) $ 20,000

Maintenance Expenses

600-56-0030-831 - Collection System

Cost of the contracted cleaning of the sanitary sewer lines with a sewer jet
Televising of sewer mains
Contracted repairs to sewer mains and manholes $ 37,500

600-56-0030-832 - Pumping Equipment

Cost of maintaining the pumping equipment in the lift stations $17,000

600-56-0030-834 - General Plant

Supplies and materials $5,000

Customer Account Expenses

600-56-0040-840 - Billing & Accounting

Postage for billing	$3,000

600-56-0040-842 - Meter Reading Labor

One half the cost of bimonthly residential and commercial meter readings conducted by a part time position 50% of 315 hrs @ $12.91	$2,033

600-56-0040-844 - Maintenance/Testing of Meters

Sewer Utility's 50% share of meter program.	$6,300

Depreciation, Taxes, & Debt Service

600-56-0060-403 - Depreciation

Based on plant assets	$96,000

600-56-0060-408 - Taxes

FICA costs

600-56-0060-428 – Amortization	$1,460

600-56-0080-427 – Debt Interest

Interest only payment due on 2015 debt issuance in 2016	$32,321

600-56-0080-437 – Debt Principal

No principal payment due on 2015 debt issuance in 2016	$0

ORDINANCE NO. 2016-01

AN ORDINANCE TO AMEND SEASON, HOURS, AND FENCING REQUIREMENTS OF OUTDOOR SPORTS ACTIVITIES AT ESTABLISHMENTS LICENSED TO SERVE ALCOHOL

Purpose: To permit temporary netting, expand the allowable season, and extend time for activities in outdoor sports areas at establishments licensed to serve alcohol.

Sponsor: Village Administrator

Based on Referrals from: Public Safety Committee and Plan Commission

Public Hearing: Not Required

The Village Board of the Village of McFarland do hereby ordain as follows:

1. Section 11-64(n)(3)c. of the Village of McFarland Municipal Code is hereby amended to read as follows:

"The perimeter of any outdoor portion of a licensed premises not bordered by a main building shall be enclosed by a permanent fence not less than four feet ~~high except for outdoor sports areas such fence shall be not less than six feet high~~. Such fence shall be constructed of wood, plastic, or metal and erected and maintained in accordance with all applicable Village ordinances. If the outdoor portion of a licensed premise is an outdoor sports area, the enclosure may instead be made by temporary netting not less than 10 feet high. Such netting shall not be installed sooner than 14 days prior to, and shall be removed no later than 14 days after, the season or the period established under Section 11-69(f)(6)c. whichever is shorter. The outdoor area shall comply with all applicable building code requirements including the provision of readily distinguishable means of egress for fire and emergency purposes."

2. Section 11-69(f)(6)c. of the Village of McFarland Municipal Code is hereby amended to read as follows:

"c. Use of the outdoor sports area shall be limited to the period between ~~May 15~~ April 1 and ~~September 15~~ November 1."

3. Section 11-69(f)(8) of the Village of McFarland Municipal Code is hereby amended to read as follows:

"(8) The outdoor sports area shall have all lights for competition turned off and no alcohol shall be possessed or consumed within the outdoor sports area after ~~9:00~~ 9:30 p.m."

APPROVED:

Brad Czebotar, Village President

ATTEST:

Tracey K. Berman, Village Clerk

ORDINANCE 2016 –01	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	Lytle
Brassington	Mooney
Czebotar	Utter
Kolk	
VOTING RESULTS	
Motion Carried:	
Motion Defeated:	