

VILLAGE BOARD

Monday, September 26, 2016

7:00 P.M.

**McFarland Municipal Center
Community Room**

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE ROLL CALL.
3. PUBLIC APPEARANCES.
4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcement
 - (1) Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016.
 - Public Communications
 - (1) 2017 Madison Metropolitan Sewage District Budget hearing notification – Thursday September 29, 2016 at 8 a.m. 1610 Moorland Road.
5. CONSENT AGENDA.
 - a. Motion to approve pre-paid check #67199-67514 in the amount of \$4,364.53 and current checks #67215-67303 in the amount of \$319,926.26.
 - b. Motion to approve the minutes of the September 12, 2016 Village Board meeting.
 - c. Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Antonio D. Valle de Anton (Kwik Trip) and Barbara Rosten (5100 Club) be approved and license issued for the period of September 27, 2016 through July 31, 2017.
6. BUSINESS.
 - a. Update of Village Comprehensive Plan by planning consultant Mark Roffers.
 - b. Transmittal of the draft 2017 Budget from Village Staff to Village Board for review and consideration.
 - c. Discussion and action regarding Ordinance #2016-08 to revise the assessment method for the weights and measures testing fee within Chapter 11 as recommended by the Public Safety Committee.
 - d. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
7. 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 23rd day of September, 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.

Cassandra Suettinger, Clerk/Deputy Treasurer



Memorandum

To: Village Board of Trustees
From: Matthew G. Schuenke, Village Administrator
Date: September 23, 2016
Re: Village Board Meeting – September 26, 2016

4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS

a. Public Announcements

(1) *Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016* – In person Absentee Voting begins in the Administrative Offices of the Municipal Center on Monday. This service will be available Monday through Friday from 8:00 am to 4:30 pm until Friday, November 4th. Please remember that this is for registered voters in the Village of McFarland and identification is required to vote. Those needing to register may do so with proper proof of residence.

b. Public Communications

(1) *2017 Madison Metropolitan Sewage District Budget hearing notification* – The Public Hearing for the 2017 Budget of the Madison Metropolitan Sewage District has been scheduled for Thursday, September 29th at 8 am. The hearing will be held at 1610 Moorland Road.

5. CONSENT AGENDA

a. **Motion to approve pre-paid checks #67199-67514 in the amount of \$4,364.53 and current checks #67215-67303 in the amount of \$319,926.26** – Presented for approval.

b. **Motion to approve the minutes of the 12, 2016 Village Board meeting** – Presented for approval.

c. **Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Antonio D. Valle de Anton (Kwik Trip) and Barbara Rosten (5100 Club) be approved and license issued for the period of September 27, 2016 through July 31, 2017** – Presented for approval.

6. **BUSINESS**

a. Update of Village Comprehensive Plan by planning consultant Mark Roffers – The Village has been working diligently through the process to update its Comprehensive Plan which was last approved in 2006. Our Planning Consultant would like to provide an update to the Village Board and discuss certain elements regarding progress made on the document. A memorandum summarizing this update is provided for in your packet and no action is necessary following completion of this item.

b. Transmittal of the draft 2017 Budget from Village Staff to Village Board for review and consideration – A copy of the draft 2017 Budget will be provided to the Village Board in the meeting on Monday. A new format will be introduced this year by the Village Administrator/Treasurer which began its implementation in August shortly after he was hired in July. The draft at the present time will include Fund 100 (General Fund), Fund 200 (Communications and Technology), Fund 210 (Parks), Fund 300 (Solid Waste), Fund 500 (Capital), Fund 700 (Debt Service), and Fund 900 (Library). These funds represent the totality of what is needed to project and calculate the property tax levy. While this is the end of Staff's work to bring you these funds, it is now the beginning of your work to review this document in anticipation for a public hearing and adoption on November 28th. Your first official review of this document begins on Monday, October 19th. Fund 400 (TIF #3), Fund 401 (TIF #4), Fund 600 (Utility), and Fund 650 (Stormwater Utility) are still being drafted and will be provided in October prior to their scheduled review. These funds have their own separate funding streams and do not affect the general property tax levy. As a mere formality, it would be customary for the Village Board to take action to accept this draft in order to begin its review.

c. Discussion and action regarding Ordinance #2016-08 to revise the assessment method for the weights and measures testing fee within Chapter 11 as recommended by the Public Safety Committee – The Village is required to test various measuring devices through a contract to conduct inspections with the State. The State charges the Village a fee for this service and then in turn the Village charges the fee back to the businesses. The previous calculation to determine the assessment method is dated and needs to be updated to better account for the actual costs incurred. A memorandum has been prepared by the Clerk/Deputy Treasurer in your packets and this amendment to Village Ordinance has been recommended for approval by the Public Safety Committee.

d. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates – Requests for items of interest that need to be placed on future Village Board meeting agendas, referrals of issues to committees, and other general updates are appropriate at this time. Discussion and action of these interests and issues are discouraged as they have not been dually noticed on the official meeting agenda.

Village of McFarland

PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS

September 26, 2016



September 15, 2016

Ms. Cassandra Suettinger, Clerk
Village of McFarland
PO Box 110
McFarland, WI 53558-0110

Subject: Proposed 2017 District Budgets & Budget Hearing Notification

Dear Ms. Suettinger:

The District's Proposed 2017 Budget and Capital Improvements Plan is available online and ready for viewing at <http://www.madsewer.org/Planning/Budget-Finance>. You may also receive a hard copy of the proposed budget by calling us at 608-222-1201, Extension 0.

Attached is the District's Notice of Budget Hearing that summarizes the proposed operating, capital projects and debt service budgets for 2017. The public hearing on the proposed budgets will be on **Thursday, September 29, 2016 at 8:00 a.m.** at the District's Maintenance Facility located at 1610 Moorland Road.

While the impact to each customer community will vary, the increase to service charges overall will be 8.26%.

If you have specific questions, please do not hesitate to call me at 608-222-1201 Ext. 242 or email me at michaelm@madsewer.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Michael Mucha".

D. Michael Mucha, P.E.
Chief Engineer and Director

Enclosure: Notice of Budget Hearing
dmi

NOTICE OF BUDGET HEARING

A Public Hearing on the budgets of the Madison Metropolitan Sewerage District for the year 2017 will be held at 8.00 a.m. on September 29, 2016, at the District offices located at 1610 Moorland Road, Madison, Wisconsin.

BUDGET SUMMARIES

2017 OPERATING BUDGET SUMMARY

REVENUES

Revenue Category	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
Sewer Service Charges	\$16,391,042	\$33,100,000	\$31,590,000	\$34,199,000	8.26%
Servicing Pumping Stations	127,439	280,000	260,000	320,000	23.08%
Rent	37,606	71,000	71,000	71,000	0.00%
Interest	9,529	16,000	13,000	15,000	15.38%
Annexation and Plan Review Fees	35,250	57,000	65,000	61,000	-6.15%
Miscellaneous Income	60,305	84,000	55,000	46,000	-16.36%
Septage Disposal Revenue	186,987	506,000	430,000	555,000	29.07%
Pretreatment Monitoring	-	20,000	18,000	20,000	11.11%
Struvite Fertilizer Sales	48,022	135,000	140,000	140,000	0.00%
Cash Reserves	-	-	180,000	80,000	-55.56%
TOTAL REVENUES	\$16,896,180	\$34,269,000	\$32,822,000	\$35,507,000	8.18%

EXPENDITURES

Expenditure Category	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
Administration, Engineering, and Planning	\$2,018,440	\$4,114,000	\$3,901,000	\$5,323,000	36.45%
User Charge & PreTreatment Program	284,299	703,000	726,000	756,000	4.13%
Wastewater Collection	858,239	2,383,000	2,334,000	2,374,000	1.71%
Wastewater Treatment	4,618,256	10,117,000	10,710,000	10,754,000	0.41%
Effluent Diversion	53,432	117,000	116,000	102,000	-12.07%
Metrogro Biosolids Reuse Program	520,301	1,431,000	1,516,000	1,531,000	0.99%
Capital Outlay	126,996	436,000	275,000	370,000	34.55%
Servicing Pumping Stations Owned by Others	106,134	280,000	260,000	320,000	23.08%
Contribution to Equipment Replacement Fund	-	75,000	75,000	100,000	33.33%
Transfer to Debt Service Fund	-	12,909,000	12,909,000	13,877,000	7.50%
TOTAL EXPENDITURES	\$8,586,097	\$32,565,000	\$32,822,000	\$35,507,000	8.18%

OPERATING RESERVE BALANCE

Operating Reserves	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
Beginning Balance	\$13,509,203	\$13,509,203	\$13,351,000	\$15,288,000	14.51%
Ending Balance	\$21,819,286	\$15,288,000	\$13,246,000	\$15,308,000	15.57%

NMF - No Meaningful Figure

CAPITAL PROJECTS BUDGET SUMMARY

REVENUES

Revenue Source	2016 Thru June	Estimated 2016 Total	2016 Budgeted Amount	2017 Budgeted Amount	Percent Change
CWF Loan - Process Control System Upgrades	203,531	204,000	-	-	NMF
CWF Loan - Maintenance Facility/Space Needs Improvements	1,667,604	3,178,000	2,095,000	-	-100.00%
CWF Loan - PS 11 & 12 Rehab	1,935,382	4,105,000	3,643,000	-	-100.00%
CWF Loan - Rimrock Int. Replacement/Relief	-	1,040,000	572,000	-	-100.00%
CWF Loan - Pumping Station 15 Rehabilitation	-	2,985,000	2,985,000	1,678,000	-43.79%
CWF Loan - PS 12 Force Main Relocation at Verona Road	-	2,300,000	2,554,000	100,000	-96.08%
CWF Loan - West Int. - West Randall to Near PS 2 (lining project)	-	-	1,372,000	1,590,000	15.89%
CWF Loan - Southeast Interceptor Rehab Upstream of PS 9	-	-	-	1,030,000	NMF
CONNECTION CHARGE REVENUES	687,355	1,050,000	1,050,000	1,200,000	14.29%
INTEREST ON INVESTMENTS & MISC. INCOME	37,770	38,000	38,000	40,000	5.26%
TOTAL SOURCES OF FUNDS	\$4,531,641	\$14,898,000	\$14,309,000	\$5,638,000	-60.60%

EXPENDITURES

Project	2016 Thru June	Estimated 2016 Total	2016 Budgeted Amount	2017 Budgeted Amount	Percent Change
NINE SPRINGS WASTEWATER TREATMENT PLANT PROJECTS					
Process Control System Upgrade	9,038	20,000	-	-	NMF
New Maintenance Facility/Space Needs Improvements	1,033,607	2,228,000	1,633,000	-	-100.00%
Plant Energy Projects	2,227	103,000	103,000	109,000	5.83%
Liquid Processing Facilities Plan	197,856	833,000	927,000	100,000	-89.21%
Liquid Processing Improvements	-	-	-	519,000	NMF
Struvite Harvesting Facility & W4 System Improvements	-	155,000	155,000	212,000	36.77%
Metromix Facility Expansion	-	-	52,000	-	-100.00%
Capital City Recreational Trail Relocation at Vehicle Loading Bldg.	965	116,000	116,000	-	-100.00%
Annual Clarifier Coating	241	170,000	170,000	175,000	2.94%
Annual Pavement Improvements	-	53,000	53,000	55,000	3.77%
Minor Capital Improvements	-	-	-	319,000	NMF
INTERCEPTORS					
NEI - Rehab West of Airport (lining project) - Phase I	-	-	10,000	-	-100.00%
West Int. - Randall Avenue to Near PS 2 (lining project)	41,441	60,000	1,313,000	1,522,000	15.92%
Rimrock Int. Replacement/Relief	824,562	946,000	572,000	-	-100.00%
NSVI-Morse Pond Extension	3,749	55,000	958,000	1,030,000	7.52%
Northend Int. - Sherman Avenue (lining project)	-	125,000	149,000	40,000	-73.15%
Lower Badger Mill Creek Int. - Phase 4	-	35,000	129,000	942,000	630.23%
NEI - Truax Extension Rehab (lining project)	-	-	-	211,000	NMF
SEI - Rehab upstream of PS 9 (lining project)	-	-	-	1,040,000	NMF
PUMPING STATIONS AND FORCE MAINS					
PS 18 Construction	119	-	20,000	-	-100.00%
PS 18 Force Main Construction	7,626	-	30,000	-	-100.00%
PS 11 & 12 Rehab	1,970,385	3,815,000	3,022,000	-	-100.00%
PS 15 Rehab	54,863	2,492,000	2,421,000	1,698,000	-29.86%
PS 12 FM Relocation at Verona Road	22,920	2,248,000	2,539,000	100,000	-96.06%
PS 17 Force Main Relief - Phase 1	-	-	62,000	82,000	32.26%
PS 10 Force Main Rehab	-	-	-	52,000	NMF
CAPITAL BUDGET EXPENSES					
Capital Budget Expenses	9,293	-	-	103,000	NMF
Sustainable Infrastructure Management Program	45,879	515,000	515,000	530,000	2.91%
Collection System Evaluation	-	-	-	180,000	NMF
TOTAL EXPENDITURES	\$4,224,772	\$13,969,000	\$14,949,000	\$9,019,000	-39.67%

CAPITAL PROJECTS RESERVE BALANCE

CAPITAL PROJECTS RESERVES	2016 Thru June	Estimated 2016 Total	2016 Budgeted Amount	2017 Budgeted Amount	Percent Change
Beginning Reserve Balance	\$8,838,971	\$8,839,000	\$8,027,000	\$9,768,000	21.69%
Ending Reserve Balance	\$9,145,841	\$9,768,000	\$7,387,000	\$6,387,000	-13.54%

DEBT SERVICE BUDGET SUMMARY

REVENUES

Revenue Category	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
Transfer From Operating Fund	\$0	\$12,909,000	\$12,909,000	\$13,877,000	7.50%
Interest	-	57,000	26,000	28,000	7.69%
TOTAL REVENUES	\$0	\$12,966,000	\$12,935,000	\$13,905,000	7.50%

EXPENDITURES

Expenditure Category	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
First half Interest	\$1,724,816	\$1,724,816	\$1,852,000	\$1,858,000	0.32%
Principal	8,947,401	8,947,401	9,012,000	9,449,000	4.85%
Second Half Interest	-	1,771,000	1,852,000	1,767,000	-4.59%
TOTAL EXPENDITURES	\$10,672,217	\$12,443,000	\$12,716,000	\$13,074,000	2.82%

DEBT SERVICE RESERVE BALANCE

DEBT SERVICE RESERVES	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
Beginning Balance	\$17,865,387	\$17,865,387	\$17,870,000	\$18,388,000	2.90%
Ending Balance	\$7,193,170	\$18,388,000	\$18,089,000	\$19,219,000	6.25%

SCHEDULE OF PRINCIPAL AMOUNT OF INDEBTEDNESS

Sewerage System Improvement Bonds	January 2016	January 2017	January 2018
Series 1997 Badger Mill Creek Effluent Return	631,078	320,424	-
Series 2000 P.S. No. 2 Force Main Replacement - Phase 1	578,838	470,251	358,186
Series 2001 P.S. No. 2 Force Main Replacement - Phase 2	758,337	641,693	521,315
Series 2003A PS's 1, 2 and 10 Rehabilitation	3,740,120	3,316,885	2,881,699
Series 2003B Tenth Addition	18,110,042	16,058,662	13,949,925
Series 2005 PS's 1, 2 and 10 Rehabilitation	159,110	144,861	130,266
Series 2006 Effluent Equalization Projects and AT's 1-6	1,052,242	967,367	880,484
Series 2007 West In Ext and PS 13-14 Projects	1,801,816	1,671,613	1,538,083
Series 2008 PS's 6-8 Rehabilitation and NEI Truax Ext L iner	6,413,837	5,986,741	5,549,531
Series 2010A NEI-PS 10 to Lien Rd	7,042,003	6,645,537	6,239,679
Series 2012A Nine Springs Eleventh Addition	45,268,826	42,936,290	40,545,020
Series 2012B Operations Building HVAC Rehab	2,626,484	2,505,790	2,381,476
Series 2013A NEI-SEI to FEI - Replacement Project	7,404,229	7,082,113	6,750,993
Series 2013B Pumping Station No. 18	13,852,476	13,241,554	12,614,486
Series 2013C Process Control System Upgrade	4,072,976	4,087,601	3,893,735
Series 2014A Pumping Station No. 18 Force Main	11,110,409	10,623,616	10,123,602
Series 2015A PS 11 & 12 Rehabilitation	6,538,334	10,349,000	9,877,000
Series 2015B Maintenance Facility Expansion	8,919,198	11,679,000	11,180,000
Series 2016A Rimrock Interceptor Replacement/Relief	-	1,040,000	999,000
Series 2016B PS 12 FM Relocation at Verona Rd.	-	2,300,000	2,306,000
Series 2016C PS 15 Rehabilitation	-	2,985,000	4,663,000
Series 2017A West Interceptor-Randall St. to Near PS2	-	-	1,590,000
Series 2017B SEI Rehab. Upstream of PS 9	-	-	1,030,000
Total Indebtedness	\$ 140,080,355	\$ 145,054,000	\$ 140,003,000

OVERALL BUDGET SUMMARY, NET OF TRANSFERS

Summarized Budget Items	2016 Thru June	Estimated 2016 Total	2016 Budget	Proposed 2017 Budget	Percent Change
Total Revenues	\$21,427,821	\$49,224,000	\$46,977,000	\$41,093,000	-12.5%
Total Expenditures	\$23,483,086	\$45,993,000	\$47,503,000	\$43,623,000	-8.2%
Beginning Reserve Balance	\$40,213,561	\$40,213,561	\$39,247,000	\$43,445,000	10.7%
Ending Reserve Balance	\$38,158,297	\$43,445,000	\$38,721,000	\$40,915,000	5.7%

All projected values rounded to the nearest \$1000

Details of the budgets will be available on the District's web site, <http://madsewer.org> on or about September 16, 2016 and may be inspected at the Madison Metropolitan Sewerage District office in the Operations Building, 1610 Moorland Road, Madison, Wisconsin, between the hours of 7:00 a.m. and 4:00 p.m.

/s/ Angela James, Secretary

Village of McFarland

CONSENT AGENDA

September 26, 2016

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
09/16	09/09/2016	67199	16378	DANE COUNTY REGISTER OF	HAZELTON/FAIR-QUIT CLAIM DEEDS	QUITCLAIM-	1	100-51-4141-310	60.00

Total 67199:

Grand Totals:

60.00
60.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-2120	.00	60.00-	60.00-
100-51-4141-310	60.00	.00	60.00
Grand Totals:	60.00	60.00-	.00

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
09/16	09/13/2016	67200	16380	MCGEE, RICHARD	PARK SECURITY DEPOSIT	RM-091016	1	100-1624	100.00
Total 67200:									
09/16	09/13/2016	67201	16381	MEICHER REAL ESTATE	RETAINER:MCF SCH PROP APPRAISAL	2016-0909	1	100-51-2161-210	500.00
Total 67201:									
Grand Totals:									
									500.00
									600.00

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1624	100.00	.00	100.00
100-2120	.00	600.00-	600.00-
100-51-2161-210	500.00	.00	500.00
Grand Totals:	600.00	600.00-	.00

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
09/16/2016	PC	09/22/2016	67202	GRENAWALT, MAUREEN	601	103.78
09/16/2016	PC	09/22/2016	67203	MADISON WHITING	675	177.16
09/16/2016	PC	09/22/2016	67204	LICHT, TRAVIS	1019	91.42
09/16/2016	PC	09/22/2016	67205	HELLER, TYNAN COLE	1029	22.16
09/17/2016	PC	09/23/2016	67206	KLEMENTZ, MICHAEL L.	90	1,911.95
09/17/2016	PC	09/23/2016	67207	CALL, MICHAEL	209	99.99
09/17/2016	PC	09/23/2016	67208	MCFADDEN, ANA CHRIS	210	99.99
09/17/2016	PC	09/23/2016	67209	BUNNELL, SANDRA	211	33.33
09/17/2016	PC	09/23/2016	67210	SCOTT STRASSBURG	1031	202.02
09/17/2016	PC	09/23/2016	67211	GEHRKE, SHERI	4037	233.28
Grand Totals:			10			2,975.08

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee	Payee ID	Amount
09/17/2016	CDPT	09/23/2016	67212	AFSCME	7	44.49
09/17/2016	CDPT	09/23/2016	67213	WI SCTF	5	228.48
09/17/2016	CDPT	09/23/2016	67214	WPPA TREASURER	8	456.50

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
09/16	09/26/2016	67215	16383	ADVANCED LANDSCAPE	HAY MULCH/GRASS SEEDING-LEWIS PK	8381	1	500-55-0050-857	350.00
Total 67215:									350.00
09/16	09/26/2016	67216	1397	ALL COMFORT SERVICES	DROPOFF SITE GATE REPAIR	552245	1	100-51-8080-350	916.25
09/16	09/26/2016	67216	1397	ALL COMFORT SERVICES	EMS HVAC UNIT	552437	1	100-51-8081-240	4,184.30
Total 67216:									5,100.55
09/16	09/26/2016	67217	30	ALLIANT ENERGY/WP&L	LIBRARY	092616	1	900-55-0011-220	2,685.00
09/16	09/26/2016	67217	30	ALLIANT ENERGY/WP&L	WELL #4	092616	2	600-57-0030-622	1,607.32
09/16	09/26/2016	67217	30	ALLIANT ENERGY/WP&L	LIFT #5	092616	3	600-56-0020-821	109.46
09/16	09/26/2016	67217	30	ALLIANT ENERGY/WP&L	LEWIS PARK SHELTER	092616	4	100-55-6050-221	29.09
Total 67217:									4,430.87
09/16	09/26/2016	67218	2216	ANDRES MEDICAL	AUG CHARGES	138744	1	100-4523	1,452.17
Total 67218:									1,452.17
09/16	09/26/2016	67219	68	BADGER WELDING SUPP INC	OXYGEN	3364203	1	100-52-4040-345	38.07
09/16	09/26/2016	67219	68	BADGER WELDING SUPP INC	OXYGEN	3364939	1	100-52-4040-345	53.70
Total 67219:									91.77
09/16	09/26/2016	67220	2173	BAER INSURANCE SERVICES L	2015 WC AUDIT	60318	1	100-51-4195-510	232.00
Total 67220:									232.00
09/16	09/26/2016	67221	1019	BAKER TILLY VIRCHOW KRAUS	AUDIT-COPY CHGS	BT1004413	1	600-56-0050-852	97.20
09/16	09/26/2016	67221	1019	BAKER TILLY VIRCHOW KRAUS	AUDIT-COPY CHGS	BT1004413	2	600-57-0070-923	97.20
09/16	09/26/2016	67221	1019	BAKER TILLY VIRCHOW KRAUS	AUDIT-COPY CHGS	BT1004413	3	650-53-3040-212	48.60
09/16	09/26/2016	67221	1019	BAKER TILLY VIRCHOW KRAUS	AUDIT-FINAL BILLING	BT1004937	1	100-51-4152-210	2,868.00
Total 67221:									3,111.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/26/2016	67222	1284	BARNES INC	DROP OFF SITE MAINT	93911	1	300-57-0010-290	6,468.00
09/16	09/26/2016	67222	1284	BARNES INC	DROP OFF SITE MAINT	93911	2	650-53-3040-232	6,468.00
Total 67222:									
09/16	09/26/2016	67223	16386	BEAR GRAPHICS	CLEAR BALLOT BAG	0752356	1	100-51-4142-300	40.30
Total 67223:									
09/16	09/26/2016	67224	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82261126	1	100-52-4040-345	157.18
09/16	09/26/2016	67224	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82268674	1	100-52-4040-345	508.04
Total 67224:									
09/16	09/26/2016	67225	2207	BUCKYS PORTABLE TOILETS I	LEWIS PORTABLE	56557	1	100-55-6050-340	95.00
Total 67225:									
09/16	09/26/2016	67226	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17354926	1	100-53-3030-805	965.30
09/16	09/26/2016	67226	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17354926	2	600-56-0020-828	321.77
09/16	09/26/2016	67226	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17354926	3	600-57-0070-923	321.77
09/16	09/26/2016	67226	1909	CATERPILLAR FINANCIAL SER	LOADER LEASE	17354926	4	650-53-3040-810	321.76
Total 67226:									
09/16	09/26/2016	67227	158	CHARTER COMMUNICATIONS	PW SERVICE	1647-082316	1	100-51-8080-340	89.04
Total 67227:									
09/16	09/26/2016	67228	161	CHASE LUMBER AND FUEL INC	TOWER#2 SUPPLIES	3MCFVL-08	1	600-57-0050-640	6.21
Total 67228:									
09/16	09/26/2016	67229	2087	CHOICE 1 HEALTH CARE SERV	EMS SUPPLIES	6022	1	100-52-4040-345	74.85
Total 67229:									
09/16	09/26/2016	67230	166	CINTAS CORPORATION	SAFETY SUPPLIES	8402846139	1	600-57-0070-930	59.45

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67230:									
09/16	09/26/2016	67231	16382	CITY OF MONONA POLICE DEP	TRAINING	080416	1	100-52-1010-330	141.20
09/16	09/26/2016	67231	16382	CITY OF MONONA POLICE DEP	INVESTIGATIONS	2016-MFPD	1	100-52-1010-360	100.73
Total 67231:									
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	ROUTER FOR UTILITY BILL	20142620	1	600-57-0070-930	1,518.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	COURT	MSP-2551	1	100-51-2121-210	88.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	GEN ADMIN	MSP-2551	2	100-51-4170-311	528.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	POLICE	MSP-2551	3	100-52-1010-240	968.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	FIRE	MSP-2551	4	100-52-2020-241	484.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	EMS	MSP-2551	5	100-52-4040-241	220.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	OUTREACH - SP SVCS	MSP-2551	6	100-55-5920-240	44.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	OUTREACH	MSP-2551	7	100-55-5510-240	132.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	COMM DEV	MSP-2551	8	100-51-7272-240	132.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	PUBLIC WORKS	MSP-2551	9	100-53-3030-240	132.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	WATER	MSP-2551	10	600-57-0070-923	88.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	SEWER	MSP-2551	11	600-56-0050-852	88.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	STORMWATER	MSP-2551	12	650-53-3040-310	88.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	EMGMT	MSP-2551	13	100-52-5050-292	44.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	FAM FEST	MSP-2551	14	100-51-4170-311	44.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	SERVERS	MSP-2551	15	100-51-4170-311	308.00
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	SERVER BACKUPS	MSP-2551	16	100-51-4170-311	477.50
09/16	09/26/2016	67232	193	COMPUTER MAGIC INC	PC BACKUP & ADDITIONAL SPAM FILTER	MSP-2551	19	100-51-4170-311	65.00
Total 67232:									
09/16	09/26/2016	67233	1989	CORPORATE BUSINESS SYSTE	COPIER LEASE	19340678	1	100-51-4141-240	194.62
09/16	09/26/2016	67233	1989	CORPORATE BUSINESS SYSTE	COPIER LEASE	198968	1	900-55-0011-241	65.66
Total 67233:									
09/16	09/26/2016	67234	1780	DANE CO CONSOLIDATED FOO	NUTRITION SUPPLIES	72560	1	100-55-5530-349	32.81
Total 67234:									
09/16	09/26/2016	67235	247	DANE CO TREASURER	AUG16 JAIL & SURCHARGES	154-083116	1	100-4411	990.20

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/26/2016	67235	247	DANE CO TREASURER	DANECOM JUL-DEC2015	28350	1	100-52-1010-292	3,323.00
Total 67235:									
09/16	09/26/2016	67236	16319	DANE CO TREASURER	DANECOM COSTS JAN-JUN2016	29225	1	100-52-1010-292	4,313.20
Total 67236:									
09/16	09/26/2016	67237	249	DANE COUNTY TREASURER	MEAL SIT NUTRITION DONATION MCFARLA	154-AUG201	1	100-2435	2,125.27
09/16	09/26/2016	67237	249	DANE COUNTY TREASURER	CAMBRIDGE MEAL SITE DONATIONS	154-AUG201	2	100-2435	219.50
Total 67237:									
09/16	09/26/2016	67238	280	DIAMOND VOGEL CO	STREET PAINT SUPPLIES	255147231	1	100-53-3030-231	26.60
09/16	09/26/2016	67238	280	DIAMOND VOGEL CO	STREET PAINT	255148309	1	100-53-3030-231	409.80
Total 67238:									
09/16	09/26/2016	67239	281	DIGGERS HOTLINE INC	LOCATES	160837601	1	600-57-0070-923	114.84
09/16	09/26/2016	67239	281	DIGGERS HOTLINE INC	LOCATES	160837601	2	600-56-0050-852	114.84
Total 67239:									
09/16	09/26/2016	67240	2190	EMBROIDERY PROFESSIONAL	JOB - UNIFORM ALLOW	4223	1	100-52-1010-346	14.00
09/16	09/26/2016	67240	2190	EMBROIDERY PROFESSIONAL	DEPT UNIFORM ALLOW	4223	2	100-52-1010-346	135.00
Total 67240:									
09/16	09/26/2016	67241	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	217788	1	100-51-4141-310	79.33
Total 67241:									
09/16	09/26/2016	67242	350	FASTENAL COMPANY	MISC BOLTS	WIMAD3589	1	100-53-3030-350	32.59
09/16	09/26/2016	67242	350	FASTENAL COMPANY	MISC TOOLS	WIMAD3592	1	100-53-3030-350	21.00
09/16	09/26/2016	67242	350	FASTENAL COMPANY	MISC BOLTS	WIMAD3592	1	100-53-3030-350	16.86
09/16	09/26/2016	67242	350	FASTENAL COMPANY	METER BIT	WIMAD3592	1	600-57-0050-553	17.22
Total 67242:									
									87.67

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/26/2016	67243	353	FERGUSON ENTERPRISES	CUTTING WHEEL PARTS	3460834	1	100-53-3030-350	21.59
09/16	09/26/2016	67243	353	FERGUSON ENTERPRISES	HYD PARTS	3522374-1	1	600-57-0050-654	42.50
09/16	09/26/2016	67243	353	FERGUSON ENTERPRISES	HYD PARTS	3539384	1	600-57-0050-654	31.98
09/16	09/26/2016	67243	353	FERGUSON ENTERPRISES	PARTS FOR PARKS	3543362	1	100-55-6050-342	16.60
09/16	09/26/2016	67243	353	FERGUSON ENTERPRISES	LEWIS PARK PIPE	CM358998	1	100-55-6050-341	20.60
Total 67243: 92.07									
09/16	09/26/2016	67244	361	FIRST SUPPLY LLC MADISON	HYDRANT OIL	10148994-00	1	600-57-0050-654	487.11
Total 67244: 487.11									
09/16	09/26/2016	67245	2197	FUTURE ENVIRONMENTAL INC	USED OIL RECYCLE	W19860	1	300-57-0020-290	75.00
Total 67245: 75.00									
09/16	09/26/2016	67246	16299	GILBANK CONSTRUCTION, INC	ASPHALT	5611	1	100-53-3030-231	1,430.00
09/16	09/26/2016	67246	16299	GILBANK CONSTRUCTION, INC	LEWIS PARK SHELTER	6C-083116	1	500-55-0050-857	204,026.40
Total 67246: 205,456.40									
09/16	09/26/2016	67247	408	GRAINGER INC	FD DRAIN DEODERIZER	9223166241	1	100-51-8081-340	227.80
09/16	09/26/2016	67247	408	GRAINGER INC	LOCATE PAINT	9223166258	1	600-56-0030-831	178.08
Total 67247: 405.88									
09/16	09/26/2016	67248	418	HAMMS ARBORCARE INC	OAK TREE TREATMENT	6914	1	100-55-6060-340	285.00
Total 67248: 285.00									
09/16	09/26/2016	67249	16318	HILL ELECTRIC, INC	BATTERIES - EMERG SIRENS	87837	1	100-52-5050-349	185.16
Total 67249: 185.16									
09/16	09/26/2016	67250	442	HOMETOWN NEWS LIMITED PA	BOARD PUB	4184-090216	1	100-51-1111-321	181.65
09/16	09/26/2016	67250	442	HOMETOWN NEWS LIMITED PA	PLAN COMM	4184-090216	2	100-51-1111-321	70.13
Total 67250: 251.78									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/26/2016	67251	1904	HUMPHREY SERVICE PARTS I	FILTERS	1121457	1	100-53-3030-352	15.17
09/16	09/26/2016	67251	1904	HUMPHREY SERVICE PARTS I	FD AIR REELS	1121767	1	100-51-8081-350	299.90
09/16	09/26/2016	67251	1904	HUMPHREY SERVICE PARTS I	FILTER	1121784	1	100-53-3030-352	17.43
09/16	09/26/2016	67251	1904	HUMPHREY SERVICE PARTS I	GLASS CLEANER	1122116	1	100-53-3030-350	10.12
09/16	09/26/2016	67251	1904	HUMPHREY SERVICE PARTS I	TIE STAMPS	1123804	1	100-52-2020-340	82.52
Total 67251:									
09/16	09/26/2016	67252	452	HYDRITE CHEMICAL	WATER CHEMICALS	01943312	1	600-57-0040-631	394.80
Total 67252:									
09/16	09/26/2016	67253	464	INSTY PRINTS - MONONA	BLOOD PRESSURE FORMS	211528	1	100-52-4040-311	168.70
Total 67253:									
09/16	09/26/2016	67254	476	JEFFERSON FIRE & SAFETY IN	FIRE EXTINGUISH MAINT	229882	1	100-52-2020-311	335.25
09/16	09/26/2016	67254	476	JEFFERSON FIRE & SAFETY IN	FIRE HOUSE	229883	1	100-52-2020-395	840.00
Total 67254:									
09/16	09/26/2016	67255	345	JFTCO, INC	SKID STEER BUCKET	276237	1	600-57-0070-930	1,175.25
Total 67255:									
09/16	09/26/2016	67256	2248	KELLN, JACK	SAFETY BOOTS	JK-082716	1	100-53-3030-346	1,095.00
Total 67256:									
09/16	09/26/2016	67257	2254	KELLY, LAUREN	COMM SVC DAY POSTERS	LK-090116	1	100-51-1111-360	75.00
Total 67257:									
09/16	09/26/2016	67258	516	KWIK TRIP INC	FUEL	00176007-09	1	100-52-1010-351	25.00
Total 67258:									
09/16	09/26/2016	67259	531	LARK UNIFORM OUTFITTERS	INITIAL ISSUE - TOWNS	228905	1	100-52-1010-346	1,298.85
Total 67259:									
Total 67259:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67259:									
09/16	09/26/2016	67260	537	LAVIN, MELISSA	MISC SUPPLIES	ML-091516	1	100-52-1010-340	707.80
Total 67260:									
09/16	09/26/2016	67261	538	LAWSON PRODUCTS INC	HYD LUBRICANT	9304367489	1	600-57-0050-654	32.78
Total 67261:									
09/16	09/26/2016	67262	540	LEAGUE WI MUNICIPALITIES	POLICE/FIRE COMM WORKSHOP	2016WS	1	100-52-2020-330	540.00
09/16	09/26/2016	67262	540	LEAGUE WI MUNICIPALITIES	POLICE/FIRE COMM WORKSHOP	2016WS	2	100-52-1010-330	135.00
Total 67262:									
09/16	09/26/2016	67263	765	LEGAL SHIELD	LEGAL COVERAGE	108629-0915	1	100-2156	161.50
Total 67263:									
09/16	09/26/2016	67264	1759	MANDT SANDFILL TRUCKING	SPOIL-DUMP	28942	1	650-53-3040-230	161.50
Total 67264:									
09/16	09/26/2016	67265	618	MCFARLAND TRUE VALUE	ZIMPEL-RESTITUTION	082516	1	100-2645	160.00
Total 67265:									
09/16	09/26/2016	67266	640	MGE	STREET LIGHTS	11299443-09	1	100-53-3030-222	52.74
Total 67266:									
09/16	09/26/2016	67267	2089	MIDWEST METER INC	METERS	0080640-IN	1	600-1824	750.22
Total 67267:									
09/16	09/26/2016	67268	1941	MIDWEST TRAILER SALES	FILTERS: TM3	1081386-00	1	100-53-3030-352	9.12
09/16	09/26/2016	67268	1941	MIDWEST TRAILER SALES	MOWER MIRROR: TM1	1081429-00	1	100-53-3030-352	24.93
09/16	09/26/2016	67268	1941	MIDWEST TRAILER SALES	BU ALARM: TK 11	1081553-00	1	100-53-3030-352	10.05
Total 67268:									
									9,763.20

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/26/2016	67268	1941	MIDWEST TRAILER SALES	BATTERY: TM1	1081596-00	1	100-53-3030-352	76.98
09/16	09/26/2016	67268	1941	MIDWEST TRAILER SALES	ANTIFREEZE	1081828-00	1	100-52-2020-352	21.94
Total 67268: 143.02									
09/16	09/26/2016	67269	16387	MOONEY, THOMAS	COMM SVC DAY SUPPLIES	TM-090116	1	100-51-1111-360	114.65
Total 67269: 114.65									
09/16	09/26/2016	67270	1976	MURPHY DESMOND SC	UTILITY DISTRICT	8019660	1	600-57-0070-923	554.50
09/16	09/26/2016	67270	1976	MURPHY DESMOND SC	BILL SPARTAN PROPERTIES	8021406	1	100-2640	3,075.80
09/16	09/26/2016	67270	1976	MURPHY DESMOND SC	MORGAN RESTITUITION	8021407	1	650-53-3040-211	108.90
09/16	09/26/2016	67270	1976	MURPHY DESMOND SC	AUGUST TRAFFIC MATTERS	8022867	1	100-51-2161-210	1,655.40
Total 67270: 5,394.60									
09/16	09/26/2016	67271	2082	NASSCO INC	CHAIR CASTERS	S2073944.00	1	100-51-8080-340	37.18
09/16	09/26/2016	67271	2082	NASSCO INC	MC GARBAGE BAGS	S2076540.00	1	100-51-8081-340	142.93
09/16	09/26/2016	67271	2082	NASSCO INC	SOAP DISPENSOR	S2086441.00	1	100-55-6050-342	166.26
09/16	09/26/2016	67271	2082	NASSCO INC	PARK SOAP DISPENSOR	S2086441.00	1	100-55-6050-342	83.13
09/16	09/26/2016	67271	2082	NASSCO INC	MC SUPPLIES	S2091122.00	1	100-51-8081-340	101.03
Total 67271: 530.53									
09/16	09/26/2016	67272	722	OPENWOOD STUDIOS INC	CEDAR RIDGE SIGN REPAIR	5665	1	100-55-6050-342	655.00
09/16	09/26/2016	67272	722	OPENWOOD STUDIOS INC	LEGION MEM SIGN REFURB	5665	2	100-55-6050-342	805.00
Total 67272: 1,460.00									
09/16	09/26/2016	67273	2225	OPTIMIST CLUB OF AMERICA	SUBSCRIPTION/DUES	090616	1	100-52-1010-320	105.00
Total 67273: 105.00									
09/16	09/26/2016	67274	727	OVERHEAD DOOR CO OF MADI	PD DOOR REPAIR	S8388	1	100-51-8081-350	129.00
09/16	09/26/2016	67274	727	OVERHEAD DOOR CO OF MADI	BAY 3 REPAIR	S8448	1	100-51-8081-240	90.00
Total 67274: 219.00									
09/16	09/26/2016	67275	16348	PECHMANN MEMORIALS	LEWIS ADDRESS STONE	080116	1	500-55-0050-857	95.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67275:									
09/16	09/26/2016	67276	2066	PELLITTERI WASTE SYSTEMS	SEPT 16 RECYCLE	68X02478	1	300-57-0010-290	6,580.68
09/16	09/26/2016	67276	2066	PELLITTERI WASTE SYSTEMS	SEPT 16 TRASH	68X02478	2	300-57-0020-290	17,638.47
Total 67276:									
09/16	09/26/2016	67277	1245	PROFESSIONAL PEST CONTR	PW PEST CONTROL	242703	1	100-51-8080-340	38.00
Total 67277:									
09/16	09/26/2016	67278	16357	PROTECTION TECHNOLOGIES	LEWIS SHELTER INSTALL	19523	1	500-55-0050-857	4,400.00
09/16	09/26/2016	67278	16357	PROTECTION TECHNOLOGIES	VIDEO RECORDER REPAIR	19525	1	100-51-8081-240	1,407.00
Total 67278:									
09/16	09/26/2016	67279	1833	PULSE CHECK PLUS LLC	CPR CARDS	3786	1	100-52-4040-291	66.00
09/16	09/26/2016	67279	1833	PULSE CHECK PLUS LLC	CPR CARDS	3787	1	100-52-4040-291	66.00
09/16	09/26/2016	67279	1833	PULSE CHECK PLUS LLC	CPR CARDS	3822	1	100-52-4040-291	12.00
Total 67279:									
09/16	09/26/2016	67280	783	QUILL CORPORATION	COURT OFFICE SUPPLIES	8479148	1	100-51-2121-310	113.67
09/16	09/26/2016	67280	783	QUILL CORPORATION	OFFICE SUPPLIES	8749121	1	100-52-1010-310	6.93
09/16	09/26/2016	67280	783	QUILL CORPORATION	OFFICE SUPPLIES	8759277	1	100-52-1010-310	332.81
09/16	09/26/2016	67280	783	QUILL CORPORATION	OFFICE SUPPLIES	8830827	1	100-52-1010-310	23.10
09/16	09/26/2016	67280	783	QUILL CORPORATION	OFFICE SUPPLY	8970511	1	100-52-1010-310	7.39
Total 67280:									
09/16	09/26/2016	67281	797	REINDERS INC	SEED FOR PARKS	2250743-00	1	100-55-6050-340	483.90
Total 67281:									
09/16	09/26/2016	67282	802	RENNERT'S FIRE EQUIP SRV IN	PUMP TESTING	35781	1	100-52-2020-352	947.40
Total 67282:									

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
09/16	09/26/2016	67283	836	SCHILLING SUPPLY COMPANY	COPY PAPER	560151-00	1	100-51-4141-310	292.74
Total 67283:									
09/16	09/26/2016	67284	16365	SCHUENKE, MATT	MONTHLY PHONE ALLOWANCE	PHONE0-09	1	100-51-4131-225	50.00
Total 67284:									
09/16	09/26/2016	67285	1165	SPRANG, SARA	MILEAGE EXP REIM	SS-082516	1	100-55-5510-353	50.00
Total 67285:									
09/16	09/26/2016	67286	1738	STATE OF WI TREASURER	AUG2016 COURT FEES	154-083116	1	100-4411	42.61
Total 67286:									
09/16	09/26/2016	67287	2132	STEELE, DIANNE	BARNIER- UNIFORM ALLOW	DS-091216	1	100-52-1010-346	2,387.40
Total 67287:									
09/16	09/26/2016	67288	906	STOUGHTON HOSPITAL	BLOOD DRAW	546272-0902	1	100-52-1010-295	42.00
Total 67288:									
09/16	09/26/2016	67289	16301	STRAIN, SHAWN	STOP PMT & REISSUE	SS-092216	1	100-4411	63.00
Total 67289:									
09/16	09/26/2016	67290	16384	SUETTINGER, CASSANDRA	MILEAGE	CS-091316	1	100-51-4141-330	35.00
Total 67290:									
09/16	09/26/2016	67291	1405	TAPCO	BROADHEAD PED SIGNS	1537181	1	500-53-0030-850	66.48
Total 67291:									
09/16	09/26/2016	67292	2032	TEN-41	ONKEN-UNIFORM ALLOWANCE	326	1	100-52-1010-346	389.04
Total 67292:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67292:									
09/16	09/26/2016	67293	16385	THE PSYCHOLOGY CENTER	PRE-EMPLOYMENT EVAL-J TOWNS	081116	1	100-51-4141-300	39.99
Total 67293:									
09/16	09/26/2016	67294	2042	THOMSON REUTERS	EQUIP RENTAL & MAINT	834662679	1	100-52-1010-240	425.00
Total 67294:									
09/16	09/26/2016	67295	957	TOM'S AUTO CENTER INC	VEHICLE MAINT-M2	0033878	1	100-52-1010-350	144.32
Total 67295:									
09/16	09/26/2016	67296	9152	TOWN OF BLOOMING GROVE	PORTABLES	091616	1	100-52-2020-292	25.00
Total 67296:									
09/16	09/26/2016	67297	1005	VANGUARD UTILITY PARTNE	LOCATES	5657	1	600-57-0070-923	1,500.00
09/16	09/26/2016	67297	1005	VANGUARD UTILITY PARTNE	LOCATES	5657	2	600-56-0050-852	8.25
Total 67297:									
09/16	09/26/2016	67298	1011	VERIZON WIRELESS	TELEPHONE	9771863529	1	100-52-1010-225	16.50
09/16	09/26/2016	67298	1011	VERIZON WIRELESS	MDC DATA	9771863530	1	100-52-2020-225	263.58
09/16	09/26/2016	67298	1011	VERIZON WIRELESS	MDC DATA	9771863530	2	100-52-4040-225	103.86
Total 67298:									
09/16	09/26/2016	67299	1709	VON BRIESEN & ROPER S.C.	GRIEVANCE/FMLA ISSUES	221084	1	100-51-2161-211	431.30
Total 67299:									
09/16	09/26/2016	67300	1098	WIEDENBECK INC	SHOP LADDER BUILD	845153	1	100-53-3030-350	506.00
Total 67300:									
09/16	09/26/2016	67301	16347	WISCONSIN STATE LABORATO	WATER TEST	471940	1	600-57-0070-923	101.58
Total 67301:									
09/16	09/26/2016	67301	16347	WISCONSIN STATE LABORATO	WATER TEST	471940	1	600-57-0070-923	25.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 67301:									
09/16	09/26/2016	67302	1128	ZARNOTH BRUSH WORKS INC	SWEEPER PARTS	0161499-IN	1	650-53-3040-340	25.00
Total 67302:									
09/16	09/26/2016	67303	1910	ZURBUCHEN OIL INC	OFF ROAD FUEL	208202	1	100-53-3030-351	479.40
09/16	09/26/2016	67303	1910	ZURBUCHEN OIL INC	OFF ROAD FUEL	208682	1	100-53-3030-351	422.28
Total 67303:									
Grand Totals:									
									319,926.26

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-2120	35.77	52,600.38	52,564.61-
100-2156	161.50	.00	161.50
100-2435	2,344.77	.00	2,344.77
100-2640	3,075.80	.00	3,075.80
100-2645	52.74	.00	52.74
100-4411	3,412.60	.00	3,412.60
100-4523	1,452.17	.00	1,452.17
100-51-1111-321	251.78	.00	251.78
100-51-1111-360	139.65	.00	139.65
100-51-2121-210	88.00	.00	88.00
100-51-2121-310	113.67	.00	113.67
100-51-2161-210	1,655.40	.00	1,655.40
100-51-2161-211	506.00	.00	506.00
100-51-4131-225	50.00	.00	50.00
100-51-4141-240	194.62	.00	194.62
100-51-4141-300	425.00	.00	425.00
100-51-4141-310	372.07	.00	372.07
100-51-4141-330	66.48	.00	66.48
100-51-4142-300	40.30	.00	40.30

VILLAGE OF MCFARLAND
VILLAGE BOARD
Monday, September 12, 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, Tom Mooney, and Clair Utter.

Staff Present: Village Administrator Matt Schuenke, Village Clerk/Deputy Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Library Director Heidi Cox and Finance Director Kelsy Boyd.

3. **PUBLIC APPEARANCE.**

None

4. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**

a. **Public Announcements**

(1) Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016.

b. **Public Communications**

(1) Town of Dunn Comprehensive Plan amendments

5. **CONSENT AGENDA.**

- a. **Motion to approve pre-paid checks #67064-67088 in the amount of \$29,629.15 and current checks #67095-67198 in the amount of \$859,468.40.**
- b. **Motion to approve the minutes of the August 22, 2016 Village Board meeting.**
- c. **Motion to approve the minutes of the August 29, 2016 special Village Board meeting.**
- d. **Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Amy May (5100), and Paul Jaber (Spartan Bowl) be approved and license issued for the period of September 13, 2016 through July 31, 2017.**
- e. **Motion to approve the Street Use Permit applications from Sarah Cayou for a block party occurring on September 25th from 4:00 p.m. to 7:00 p.m. on Rustic Way.**
- f. **Motion to approve the appointment of additional election inspector's for the 2016-2017 term on the report dated September 12, 2016.**

Motion by President Czebotar, second by Trustee Adrian, to approve the consent agenda. Motion carries 7-0 by acclamation.

6. **BUSINESS**

- a. **Discussion and possible action on Resolution 2016-07: Resolution requesting exemption from County Library tax.**

Motion by Trustee Lytle, second by President Czebotar, to adopt Resolution 2016-07: Resolution requesting exemption from County Library tax. Motion carries 7-0 by acclamation.

b. Report on 2016 merit pay Program.

Administrator Schuenke provided an overview of the 2016 merit pay program pay. He noted the feedback from Department Heads was positive; however, emphasized the need to ensure the program is fully funded going forward.

Finance Director Boyd provided a statistical overview of the 2016 merit pay program including merit pay adjustments, grid point adjustments, and cost of living adjustments. She noted one of the biggest challenges of the 2016 program was working with a pre-determined amount of funds. Department heads had to make the adjustments and yet still stay within the constraints of the available funding. The hope going forward is to hold the review as part of the budget process. This would ensure the program is funded as part of the budget process.

The Board requested budgetary submissions be separated into the three main categories. The Department Heads should be able to provide known information regarding the amounts of grid point increases and COLA increases for the coming year. This would then allow the Board to ensure there is funding for the merit pay portion.

c. Discussion and possible action on Resolution 2016-08: Resolution Requesting adequate and sustainable funding for Wisconsin's multi-modal transportation system.

Motion by Trustee Utter, second by Trustee Mooney, to adopt Resolution 2016-08: Resolution Requesting adequate and sustainable funding for Wisconsin's multi-modal transportation system with the correction to the title and the removal of "#JustFixItWI and" from the last paragraph. Motion carries 7-0 by acclamation.

d. Discussion and possible action on intergovernmental agreement with the City of Madison for records management system (LERMS).

Motion by President Czebotar, second by Trustee Lytle, to approve the intergovernmental agreement with the City of Madison, surrounding municipalities noted in the agreement and the Board of Health for Madison and Dane County. Motion carries 7-0 by acclamation.

e. Update from Village Administrator regarding the Action Plan prepared to address 6-month goals for the position.

Administrator Schuenke provided an overview of his action plan to address the 6 month goals provided by the Board.

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

No action taken.

- 7. CLOSED SESSION. Motion to convene in closed session in accordance with Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3).** Motion by President Czebotar, second by Trustee Mooney, to convene in closed session in accordance with Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public

funds or other specified public business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3) at 8:00 p.m. Motion carries 6-1 on a roll call vote Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Lytle-aye, Mooney-aye, and Utter-noe.

8. OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session.

Motion by President Czebotar, second by Trustee Adrian , to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session at 9:08. Motion carries 7-0 on a roll call vote Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Lytle-aye, Mooney-aye, and Utter-aye.

Motion by President Czebotar, second by Trustee Utter, for the Village President to send prepared letter to School Board President in response to the School District's second offer to purchase the land at 6009 Johnson Street. Motion carries 7-0 by acclamation.

9. ADJOURNMENT.

Motion by Trustee Utter, second by Trustee Adrian, to adjourn at 9:10 p.m. Motion carries 7-0 by acclamation.

Respectfully Submitted by,
Cassandra Suettinger, Village Clerk/Deputy Treasurer

Village of McFarland

BUSINESS

September 26, 2016



To: Village of McFarland Board
From: Mark Roffers, AICP, Planning Consultant
Date: September 13, 2016
Re: Comprehensive Plan Update

I will join the Board at its September 26th meeting to provide an update on the comprehensive planning process and obtain input. We are moving quickly into the plan-making phase, having completed data analysis and most stakeholder participation efforts. The draft “Conditions and Issues” volume of the Comprehensive Plan, community survey results, and stakeholder meeting results are all available on the [Village’s Web site](#). Our intent is to have a draft “Vision and Directions” volume of the Plan completed within the next two months.

Draft Vision Statement

As part of the survey and at each stakeholder meeting, we asked participants about their vision for McFarland’s future. That vision will be a “headline” piece for the Vision and Directions volume.

Before a recent Plan Commission meeting, I had prepared an initial draft of a proposed vision statement to include in McFarland’s new plan. With Commission modifications, it is:

McFarland is a vibrant village on the shores of Lake Waubesa and minutes from Wisconsin’s State Capitol. The community will be characterized by its healthy and peaceful neighborhoods; its thoughtful growth balanced with resource protection; its downtown and historic places adapted to serve modern demands; its emphasis on education and lifelong learning; and its appealing places to work, shop, eat, and play.

At the Commission meeting, Village President Czebotar informed me that the Village Board had prepared a vision statement for the Village in 2014, to which I should refer. It is:

The vision of the Village of McFarland is to create an inviting and dynamic community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.

I am, of course, willing to use the 2014 vision statement in the Plan. I did want to provide the Board with the opportunity to review and potentially adjust the statement, though. In the first statement, I attempted to capture some of what I heard through recent participation efforts, particularly locational attributes like “vibrant village on the shores of Lake Waubesa and minutes from Wisconsin’s State Capitol” that are not in the 2014 statement.

Draft Goals

Each substantive chapter of the Vision and Directions volume will be based on a goal. The goals will be printed both in the appropriate chapter, and as part of a graphic presentation of vision and goals near the start of the volume. With Commission and staff input, here are the proposed goals for Board feedback:

- *Natural and Agricultural Resources:* Serve as a steward to and increase public enjoyment of McFarland’s lakes, rivers, wetlands, and other natural areas.
- *Culture and Community Character:* Enhance and share an image of McFarland organized around its waterfront location, historic resources, community events, and village form.
- *Land Use:* Promote a sustainable, flexible land use pattern that maintains the desired village character; distinguishes McFarland from neighboring communities; increases jobs, shopping, and services; and balances expansion with redevelopment, infill, and resource preservation.
- *Economic Development:* Increase and ease opportunities for businesses to start-up, locate, and grow in McFarland; expand local jobs, shopping, and dining; and build connections to and between commercial areas.
- *Housing and Neighborhoods:* Promote quality, affordable housing for families and older residents within neighborhoods organized around safety, conservation, and recreation; and in mixed use development settings; all connected to the broader community.
- *Community Facilities and Utilities:* Provide modern parks, other public facilities and services, and utilities to serve community interests, economic development, changing demographics.
- *Transportation:* Connect McFarland internally, to the Madison area, and to the Midwest via interconnected roads, paths, and sidewalks, along with highway, transit, and rail improvements.
- *Intergovernmental Cooperation:* Enhance the greater McFarland community through welcoming approach to area residents, a close relationship with the McFarland School District, intergovernmental agreements, and logical community edges and expansion.

Preliminary Initiatives

We spent much the Commission's August 29th special meeting discussing possible initiatives to include within the Vision and Directions volume. Initiatives are specific, proactive steps that the Village may undertake or encourage over the next 5-10 years. The following is an outline of *potential* initiatives for inclusion in this volume. While we will not have time at the Board meeting to review these in any depth, I would like any Board direction on these initiatives, such as which to prioritize and which to possibly not include.

1. Secure McFarland's Planned East Side Expansion. This initiative could include the following components:
 - a. Continue to pursue a new or amended intergovernmental agreement/cooperative plan with the City of Madison and possibly Town of Blooming Grove.
 - b. Engage in one-on-one communications and informational meetings with property owners between the Village and Interstate 39-90, identifying options and timeframes for annexation to the Village, if desired.
 - c. Accept and facilitate farming as a longer-term use within the Village limits, such as by not requiring development plans as part of annexation.
 - d. Absorb some of the complexity and cost of filing annexation petitions, such as by providing legal assistance, while respecting the State law that requires annexation to be a property-owner driven process.
 - e. Following a critical mass of annexation, prepare detailed utility, stormwater, and transportation plans for the Village's east side growth area, including detailed engineering, cost, and financing analysis of major projects such as interceptor extensions, new or improved lift stations, and improvements to major roads like Siggelkow that serve the area.
 - f. Amend the East Side Neighborhood Growth Area Plan as necessary to be consistent with the recommendations of the new Comprehensive Plan, detailed utility/stormwater plans, and an updated assessment of the intergovernmental framework.
2. Pursue a New Business Park near Interstate 39-90 and Siggelkow Road. This proposed initiative, intended to facilitate the availability of large-site, employment-focused development, includes the following components:
 - a. Achieve final resolution of Interstate access. (I advise that the Village move beyond the interchange concept. This is not because it challenges WisDOT design standards for interchange spacing, but instead because its local cost would be too high for the Village or property owners to absorb in my opinion.)

- b. Support proposed interchange improvements at Highways 12 and AB, which is the most likely outlet for regional access to this area and only 5 minutes to the Interstate. (Provide a graphic in the plan that illustrates proximity and planned improvements.)
 - c. Coordinate with non-residential development plans of other entities in the general area, including the Ho-Chunk Nation and the City of Madison.
 - d. Define desirable uses, such as high-tech manufacturing; low impact, information technology; and office and related uses benefitting from Interstate visibility but not requiring direct vehicular access to the Interstate.
 - e. Outline a general process to get from where we are now to business park development (i.e., property owner coordination, annexation, incentives, infrastructure expansion, marketing, zoning, etc.)
3. Encourage Neighborhood Development on the Village's East Side. This initiative includes:
- a. A focus on conservation neighborhood design techniques, allowing smaller lots and preservation of significant resources and undevelopable lands (including large areas of hydric soils on the east side.
 - b. Interconnected roads, sidewalks, paths, and environmental corridors dedicated to the public, and including generous public access from the street and sidewalk network.
 - c. The siting of a larger (20+ acre) community park serving the needs of surrounding neighborhoods and the broader McFarland community, but with reference to City of Madison park plans in the vicinity. The 2008 East Side Neighborhood Growth Area Plan identified a site east of the Rod and Gun Club, which depends on a northerly extension of Highway AB. Other, more immediately accessible sites may be explored, including potential collaboration with Dane County acquisition in the Elvehjem Road area. Use fees in lieu of parkland dedication resulting from direction for fewer neighborhood park dedications on the east side.
 - d. In conjunction with the School District, attempt to resolve future use(s) of its vacant site at the southeast corner of Brodhead Street and Holscher Road. Some or all of which would be attractive for recreational, residential, and/or possibly some small-scale commercial uses, if not reserved for a school site.
 - e. Neighborhood-scale commercial development nodes (1) near the intersection of Highways AB and MN, with flexible commercial/residential use areas extending

west to Holscher Road, and (2) along Siggelkow Road near its intersection with a proposed northern extension of the Highway AB road, with flexible commercial/residential use areas extending south to the Rod & Gun Club area.

- f. Resolution of land use compatibility issues associated with the Hope Rod and Gun Club, through either appropriate land use transitions/buffers or relocation. (While I appreciate the value of the Rod and Gun Club to the community, its location and desired buffers negatively affect east side growth prospects. Relocation to a site east of the Interstate is preferred, though may affect some of protections the Club currently enjoys under State law.)
 - g. Other recommendations advised through to the East Side Neighborhood Growth Area Plan, as may be amended.
4. Expand Activity and Welcoming Features Along Farwell Street—“McFarland’s Main Street”. This proposed initiative, building from 2010 *Downtown Strategic Market Analysis and Opportunities Assessment*, is intended to both increase activity along this key corridor, and better connect and merge the historic downtown and Highway 51 areas. The 2010 *Assessment* identifies the corridor as appropriate for senior housing (being implemented) and new commercial uses serving the McFarland community, such as paint, plumbing, and carpeting/tile stores. Farwell Street should also serve as an enhanced community image district (e.g., Monona Drive), via a short- and long-term streetscaping plan, and as an “invitation” for Highway 51 drivers to utilize McFarland. The Village may expand TID #4 or create a new tax incremental district to incentivize denser (for McFarland) development along this corridor, and to provide streetscape and transportation improvements. TID #4 already offers façade improvements. The volume may include a concept sketch for the larger vacant site on south side of Farwell Street east of Highway 51.
5. Continue to Implement Downtown Revitalization Efforts. Ideas would be derived from the 2010 *Downtown Opportunities Assessment*, 1999 Downtown “Build” Plan (to the extent still relevant), and new sources. The 2010 *Assessment* identified several sites in the historic downtown for redevelopment, including Village-owned property adjacent to the rail line, properties west of the Post Office on Long Street, and the north side of Anthony Street between Main and Milwaukee. As part of one of these sites or elsewhere in the downtown, consider an amenity to bring more family use to the downtown, such as a spray pad convertible to other uses in the off-season (e.g., performance space, skating rink).
6. Implement and Amend the Terminal And Triangle District Plan. This 2005 plan included ambitious programs for dense, mixed use development near Terminal Drive and

Siggelkow Road (“Lakeview Village” subdistrict) lot consolidation and redevelopment in the Meinders Road area; and relocation of the tank farms. Many of these recommendations still have merit and the Village should reinforce its current policy against new fuel storage or blending facilities. Still, a reevaluation would make sense given significant economic and demographic shifts since 2005. There are a few sites in and adjacent to the “Lakeview Village” subdistrict which may be reevaluated for their redevelopment potential as part of this Plan (see next initiative). Also, Brandt Park or a nearby site could be positioned as a regional bicycling trailhead, in conjunction with construction of the adjacent Lower Yahara River Trail.

7. Encourage Compatible Redevelopment at Other Infill Sites. The consultant and Community Development Director propose that the Vision and Directions volume include identification and redevelopment concepts (sketches) for a handful of redevelopment sites that have not been evaluated. Initial suggestions include:
 - a. Burma Road east of Indian Mound Drive (2nd lot in)
 - b. Exchange Street north of Highland Drive, east of Exchange
 - c. Large northern yard of Christ the King Church on Marsh Road
 - d. School District site on Brodhead and Holscher Roads
 - e. Vacant site on southeast corner of Marsh and Siggelkow
 - f. Generic residential in-block infill sites
8. Balance Greater Planned Use Flexibility with Greater Attention to Design and Impacts. In conjunction with a more flexible and mixed use-oriented Planned Land Use Map, share and sketch viable approaches to successfully transition between different land uses, particularly between commercial and residential areas. These may include site and building design, screening and landscaping, and access controls to enable successful business use while still protecting neighborhood integrity.
9. Develop a Business Recruitment and Retention Strategy. Elements of such a strategy may include:
 - a. Advancing entrepreneurship and new business start-ups and acceleration.
 - b. Assisting existing businesses stay and grow in McFarland.
 - c. Growing promising technology-based manufacturing and information technology niches.
 - d. Establishing a retailing niche, recognizing that general retailing in McFarland will be challenging, particularly with the growth of on-line retailing and “big box”

stores nearby. Explore and advance trends in food preparation and delivery to serve a “locavore” market (e.g., commercial kitchen incubator space for chefs, pop-up restaurants, connection to community garden).

- e. Working to fill identified gaps in businesses, such as, clothing stores, another grocery, florist, gallery (art/book store), toy store, bakery, deli, wine and cheese, family-oriented entertainment, lesson space, and health care/wellness (sports/dance/music).
- f. Embracing a “Shop McFarland First” movement, and continue to develop the Village as a live, work, shop community.
- g. Gearing tax incremental district, zoning, and other policies around creating a welcoming environment for these types of businesses.

10. Develop a McFarland Brand. A good, consistent branding effort would advance community and economic development, and foster a sense of pride among existing residents and businesses. McFarland’s brand may perhaps be built around the water/lakes, schools, improvements on and near Highway 51, and/or the downtown or historic buildings. Work with the Chamber of Commerce, School District, and the others on this branding effort—the “brand” could extend beyond the Village limits to the larger McFarland community comprised of the School District and/or 53558 zip code.

11. Implement a Resident Retention and Attraction Strategy. McFarland’s 2010 housing mix was 73% owner-occupied and 82% single family. As the community ages and rental housing becomes more common, it will be difficult and perhaps unwise for McFarland retain these high of percentages. Elements of such a strategy may include:

- a. Encouraging owner-occupied housing to make up a majority of new housing units in each new neighborhood, to the extent practical and allowed by law.
- b. Working to ensure that new single family housing comprises at least 60% of the new units in each new neighborhood.
- c. Allowing smaller single family lots than historically required. This would help achieve desired affordability, recognize large areas that will remain undeveloped in the Village’s east neighborhood growth area, and allow developers to achieve density targets without large areas or amounts of multiple family housing.
- d. Allowing higher-end multiple family housing for McFarland’s workforce and elderly, including owner-occupied options at lower price points than possible for single family housing. Enabling older residents to stay in McFarland while leaving their single family residence will retain these valuable residents while also enabling the existing housing stock to turn over to new families.

12. Support the Needs of Aging Residents. Like many communities, particularly those that mainly developed in the 2nd half of 2000s, McFarland has large cohorts of Baby Boomers in and approaching retirement age. In 1980, the Village had a median age of 27.7; in 2010, median age had increased to 39.7. The two largest five-year age cohorts in McFarland are now in their 50s. Looking forward over the next 20 years, this aging population creates many opportunities and challenges for McFarland. Efforts the community may undertake to address these may include:

- a. Attempting to attract and retain health care providers to the community, including satellite offices, which may be challenging given consolidation and provision of major clinics along the Beltline.
- b. Given such challenges, exploring systems and opportunities to increase in-home health care and transportation to health care providers beyond the immediate McFarland area.
- c. Developing the Village's path and sidewalk networks and exploring provision of transit service (see separate initiatives).
- d. Engaging in a community discussion on providing and reconfiguring senior services, including providing adequate space for services (see separate municipal facility planning initiative).
- e. Developing a plan for EMS that considers staffing increases and an upgrade to paramedic services.
- f. Providing more affordable rental and owner-occupied housing options (see separate resident retention initiative).
- g. Encouraging those nearing or in retirement to pursue new community development and business ventures.

13. Continue to Engage with WisDOT on Highway 51 Improvements. This initiative could include several components, recognizing that it is not only a State highway but also a key entryway and only north-south arterial road for McFarland. These components could include:

- a. Ensuring that existing businesses continue to have reasonable access and viable sites once highway improvements occur.
- b. More safely knitting the Village's east and west sides via bike and pedestrian crossing enhancements across Highway 51, including consideration of an under/overpass near Farwell Avenue, or a significantly enhanced intersection.

- c. Enhancing community landscaping, entryway signs, and wayfinding signs along Highway 51, announcing entry into McFarland and directing travelers to key public destinations and districts. Advocate that a small percentage of highway funding be devoted to such improvements. See also “Highway 51 Design Subdistrict” recommendations in 2005 Terminal and Triangle Drive Plan and Urban Forestry Commission landscape plan.
- d. Carefully analyzing lighting plans; freeway-style lighting in other locations (including environmentally-friendly but harsher LED lights) has negatively affected mixed-use surroundings.
- e. Coordinating the highway project with other local utility and technology infrastructure projects.
- f. Continuing to address backs of buildings, screened outdoor storage, and landscaping on private sites along the abutting Terminal and Triangle Drives.

14. Pursue Major Road Projects to Serve Existing and New Development. We intend to work with the Public Works Director to prepare a “10-year plan” for road improvements in McFarland. In part, the discussion will include development of a plan or approach to serve future development on McFarland’s east side and regional traffic increases (e.g., future of Siggelkow Road, Broadhead Street).

15. Expand McFarland’s Bicycle and Pedestrian Friendliness. Components may include:

- a. Exploring designation as a Bicycle Friendly Community, or similar status, to recognized and provide a resource and structure for additional bike-friendly efforts. Use a “Bicycle Friendly Scorecard” or similar to evaluate bike-friendly efforts the Village may pursue, in addition to those listed below.
- b. Developing local bike and pedestrian facilities in accordance with the recommendations of the 2016 recommendations of the Ad Hoc Transportation Planning Committee.
- c. Seeing the Lower Yahara River Trail project through to completion, in conjunction with Dane County, WisDNR, and the Rail Commission. Explore creation of a trailhead near Brandt Park.
- d. Supporting the above entities, and/or WisDOT, in continued trail connections to the south, including to Lake Kegonsa and Stoughton.
- e. Closing “missing links” in the local bike, trail, and sidewalk networks in accordance with an annual improvement program, and in consultation with the Public Works Director.

- f. Building bicycle and pedestrian-friendliness into each road project (“complete streets”). Identifying pedestrian improvement options where sidewalks are impractical.
 - g. Requiring bike parking with new and expanded businesses.
16. Explore the Introduction of Public Transit Service. As the community ages, seeks additional jobs, and becomes more diverse, the demand for public transit service will likely increase. The Village intends to conduct a community conversation and technical analysis of transit service options to and in the community, looking at models such as Monona, Fitchburg, Verona, and beyond.
 17. Update the Village’s Comprehensive Outdoor Recreation Plan and Associated Park Master Plans. This plan should be updated by 2018 to meet state and federal grant requirements and provide a guide for the upgrade of Village parks and trails. Focus on how existing parks should be upgraded with modern facilities meeting emerging service area demographics and accessibility needs, and how each park could have its unique identity and distinguishing facilities while still marked with a common, updated community “brand.”
 18. Site and Acquire an East Side Community Park. Long recommended in Village plans, a larger community park east of the developed parts of the Village could become home for athletic fields, larger-space community recreational needs, and possibly a community pool. See earlier “Encourage Neighborhood Development on the Village’s East Side” initiative.
 19. Enhance Access to and Quality of McFarland’s Lakes and Rivers. This proposed initiative could include the following components:
 - a. Collaborate with MMSD, WisDNR, Dane County Land and Water Conservation, sportsman organizations, property owners, and others on efforts to protect and enhance water quality and shoreline stability. NOTE STUDIES TO LINK QUALITY
 - b. Expand opportunities for safe and responsible access to the Lake Waubesa, Mud Lake, and the Yahara River, particularly for paddling and fishing.
 - c. Promote related business development opportunities, such as restaurants, concessions, and even beer gardens, including within Village parks.
 20. Reinvigorate McFarland’s Historic Preservation Efforts. This initiative, spearheaded by the Historic Preservation Commission, may include investigation of the historic significance of post-World War II buildings and sites that are not currently listed for project review under Village ordinance. Also, the Village may ask its Communications

and Technology Department to place on video information available in historic brochures, for publishing on cable TV and YouTube.

21. Collaborate on Development of an Intergenerational Community Center. The center should be big and diverse enough to adequately serve seniors, other adults, and youths. Potential sites include Farwell Street, McFarland Food Pantry site on Hough Street, Christ the King Church site, Community Garden site downtown, Arnold Larsen Park, or constructed 2nd floors of either Library or Municipal Center (or reconfigured space if one or both of these floors is built).
22. Prepare a Long-range Plan for Municipal Facility Upgrades. Components may include:
 - a. Possible community center (see above).
 - b. Police and Fire/EMS Department needs, including addressing current and future staff space capacity, full vehicle bays, and lack of on-site training space.
 - c. Additional library needs (2015 Library strategic plan advised a space study in the ensuing three years).
 - d. Exploring 2nd floor expansion of the Municipal Center and Library buildings, and other options to address above needs/interests.
23. Serve the Greater McFarland Community in Collaboration with the School District. The McFarland Community extends beyond the Village limits. Residents of nearby Madison, Blooming Grove, and Dunn commonly identify themselves with McFarland. The 53558 zip code or McFarland School District may be better indicators of what is “McFarland” than the Village limits. The Village should embrace this more inclusive definition as a means to accomplish other community goals, such as enhanced retailing, local jobs/tax base, community facilities, and intergovernmental relations. The Village will also be a welcoming neighbor to residents that live beyond the Village limits but in the greater McFarland area. The School District may be the most logical partner in such an effort, along with abutting towns. This could also be combined with the branding effort described above.
24. Promote Transparency and Inclusion in Government Activities. McFarland could emphasize creating a community of open dialogue, discussion, and inclusion, and opportunities for community discussion that allows all voices to be heard. The Comprehensive Plan can set the framework for ongoing dialogue and community development. For example, there could be an open community discussion about some people’s concerns about expanding bus service or trails into Madison. Greater use of the Web page, social and traditional media, and other means of two-way communication could be components.



MEMORANDUM

To: Public Safety Committee
From: Cassandra Suettinger, Village Clerk/Deputy Treasurer
Date: September 14, 2016
RE: Weights and Measures Ordinances – Amendment to Testing Fee Calculation

Background:

All businesses engaged in the sale of any commodities, the use of weights and measures, liquid measuring devices, scales, weighing, measuring or price verification systems, timing devices, or linear measuring devices, are required to obtain a license from the Village and submit to inspections from the Wisconsin Department of Agriculture, Trade and Consumer protection. The Department estimates the amount of time it will take to test all of businesses in the Village, and the Village receives an invoice every spring. The Village pays the invoice in the spring, and in the fall is sent a report detailing the businesses tested, the inspection date, the number of devices, results of the test and upon request the hours spent at each business. Pursuant to WI State 98.04, the Village may assess fees that do not exceed the actual cost of its weights and measures program. The current Village ordinance recoups the cost of the testing fee based on the number of devices used.

In discussion with the WI Dept of Ag, Trade and Consumer Protection, it became clear the type of device can drastically change the amount of time necessary to perform an inspection. For example, in 2015 A gas pump scale at the Larson Beach BP took 5 hours; whereas, a small scale at the McFarland True Value store took only 45 minutes. The WI Department of Ag, Trade and Consumer Protection bases their contract value on the number of hours it will take to complete testing of all Village scales. It is my proposal that the Village distribute those costs using the same methodology.

Attachments:

The attached spreadsheet shows a breakdown of cost distribution by the current method, and a breakdown of costs for a per hour distribution.

Current Ordinance:

ARTICLE X. - WEIGHTS AND MEASURES

Sec. 11-304. - Application and testing service fees.

- (a) An application fee at the time of initial application shall be charged in the amount of \$5.00. Thereafter, licensees shall pay only the testing service fee.
- (b) A testing service fee is hereby established to recover the Village's costs associated with any contract entered into with the Department under Wis. Stats. § 98.04. The testing service fee shall be charged to each business receiving testing services as reflected in the Department's invoice and contract work report in an

Administration 838-3153	Community Development 838-3154	EMS 838-3152	Fire 838-3278	Outreach 838-7117	Police 838-3151
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amount equal to the base service fee multiplied by the number of tests or measurements performed for the subject business.

- (c) The Village Treasurer, upon receipt of the invoice and contract work report from the Department, shall determine the base service fee by dividing the total fee charged, plus an administrative fee of three percent to cover Village administrative costs, by the number of scales and other devices tested during Department inspections for each business.

REFERRAL: Referred to Public Safety Committee on September 14, 2016. Public Safety Committee recommend approval of proposed change to cost allocation of weights and measures fee.

Proposed Ordinance:

(See attached)



2015 Weights & Measures Comparison

\$2800 - Cost of Contract with State
 \$84 - 3% Administrative fee per ordinance

CURRENT COST ALLOCATION METHOD			
Establishment	# of Devices tested	Total cost per device	Total to Invoice
Larson Beach BP	3	\$ 180.25	\$ 540.75
Loeder Oil Co. Inc	1	\$ 180.25	\$ 180.25
McFarland True Value	2	\$ 180.25	\$ 360.50
Pick N Save	5	\$ 180.25	\$ 901.25
Terminal Citgo	1	\$ 180.25	\$ 180.25
US Oil #2	2	\$ 180.25	\$ 360.50
US Oil Buckeye Terminal	1	\$ 180.25	\$ 180.25
Walgreens Drug Store	1	\$ 180.25	\$ 180.25
Total Recovered Cost			\$ 2,884.00

COST COMPARISON OF DEVICE VS TIME BASED CALCULATIONS					
	Hours Spent	% of Contract	Cost based on % of time	Cost based on # of Devices	Difference
Larson Beach BP	5.5	0.16	463.12	\$ 540.75	\$ 77.63
Loeder Oil Co. Inc	4	0.12	336.82	180.25	\$ (156.57)
McFarland True Value	2.5	0.07	210.51	360.5	\$ 149.99
Pick N Save	6.75	0.20	568.38	901.25	\$ 332.87
Terminal Citgo	3.5	0.10	294.72	180.25	\$ (114.47)
US Oil #2	4	0.12	336.82	360.5	\$ 23.68
US Oil Buckeye Terminal	6	0.18	505.23	180.25	\$ (324.98)
Walgreens Drug Store	2	0.06	168.41	180.25	\$ 11.84
Total	34.25	1	2884	2884	

ORDINANCE NO. 2016-08

**AN ORDINANCE TO AMEND CHAPTER 11 OF THE VILLAGE ORDINANCES
TO CHANGE THE WEIGHTS AND MEASURES TESTING SERVICE FEE COST
ASSESSMENT METHOD**

Purpose: This ordinance revises the manner of calculating the service fees for Weights & Measures device testing under Wis. Stats. §98.04(2).

Sponsor: Village Clerk

Recommended Referral: Public Safety Committee; already completed.

Public Hearing: Not Required

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

1. Section 11-304 of the Village of McFarland Municipal Code is hereby amended to read as follows:

Sec. 11-304. - Application and testing service fees.

- (a) An application fee at the time of initial application shall be charged in the amount of \$5.00. Thereafter, licensees shall pay only the testing service fee.
- (b) A testing service fee is hereby established to recover the Village's costs associated with any contract entered into with the Department under Wis. Stats. § 98.04. The testing service fee shall be charged to each business receiving testing services as reflected in the Department's invoice and contract work report in an amount equal to the base service fee multiplied by the number of tests or measurements performed the proportionate share of time spent testing devices for the subject business.
- (c) The Village Treasurer, upon receipt of the invoice and contract work report from the Department, shall determine the base service fee by dividing the total fee charged, plus an administrative fee of three percent to cover Village administrative costs, by the number of scales and other devices tested during Department inspections for each business.-by dividing the number of hours spent at each business by the total number of hours in Department report multiplied by the invoice amount from the Department.

APPROVED:

Brad Czebotar, Village President

ATTEST:

Cassandra Suettinger, Village Clerk

ORDINANCE 2016 -08	
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:	

AUTHORITY, BOARD, COMMISSION, AND COMMITTEE MINUTES

September 26, 2016

AUTHORITIES

Community Development Authority

BOARDS

Board of Zoning Appeals

Ethics Board

Library Board

COMMISSIONS

Landmarks Commission

✕ Plan Commission

Police and Fire Commission

COMMITTEES

Ad Hoc Committee to assess Senior Center/Community Center Facility Needs

Ad Hoc Volunteer Committee

Communications and Technology Committee

Emergency Management Committee

Finance Committee

Parks, Recreation and Natural Resources Committee

Personnel Committee

Public Safety Committee

Public Utilities Committee

Public Works Committee

Senior Outreach Services Committee

Minutes Plan Commission Meeting

August 15, 2016

Members Present: Brad Czebotar, Bruce Fischer, Kate Barrett, Jeff Sorenson, Ron Berger, Dan Kolk

Members Absent: Cathy Kirby

Staff Present: Pauline Boness, Craig Sherven, Matt Schuenke, Karen Knoll

Others Present: Deanne Funkhauser, Bonnie Allbough, Ron Gussick, Charlene Schulz, Egon Schulz, Debbie Nelson, Lars Barber, Maureen Gaffney, Sue Smith, Christine Shan, Tim Gill, Wendy Crone, Robert Bouril; Bouril Designs, Mike Klune, Jeff Maertz, Lois Pfister, Larry Pfister, Kris Sturman, Dawn Faust, Jerry Bourquin; Dimension IV Designs, David Baehr, Dorice Hughes, Scott Smith, Gail Posen, John Posen, Clair Utter

1. **Call to order.** Czebotar called the meeting to order at 7:00 p.m.
2. **Review and approval of draft Minutes from the June 20, 2016 and July 18, 2016 Plan Commission meetings.**
Barrett moved to approve the minutes with changes, Czebotar seconded the motion. Motion carried 6-0. Czebotar called the minutes of the July 18, 2016 unanimously approved with Barrett and Sorenson abstaining.

Czebotar announced he will not be entertaining any public comments, they will be listening to updates presented on item #4 on the agenda, there is no action being planned tonight by the Plan Commission. There were a number of issues brought up at the previous Plan Commission meeting and the developer is here to provide them with updates regarding any proposed changes. On item #5, the Public Hearing, since there will be no action taken on item #4, there will be no Public Hearing regarding the zoning changes, as there is no approved plan there is no need to bring this forward. These items will hopefully be on the September Plan Commission agenda.
3. **Review and possible action regarding a Site/Design review, requested by Tim Neitzel, for approval of an office warehouse/distribution structure on the property located at 4760 McFarland Court currently zoned C-H Highway Commercial.**

Jerry Bourquin with Dimension IV Architects is representing Tim Neitzel on the project. This is the last lot on McFarland Court; approximately one acre in size. They are looking to construct what they describe as a flex type building for A & M Business, an office furniture company. The building will have a small office space and a warehouse distributing area with three recessed loading docks. There will be one pedestrian entrance to the building. There will be no outdoor storage for the property, and, it is not visible from Highway 51.

Bourquin reviewed color schemes and materials for the project. There will be an 8' fence and landscaping to screen the side of the property from the Great Lakes Roofing Company building. Bourquin reviewed the landscape plan with Commissioners, along with the parking design, shared traffic flow and site layout. They will not be adding any additional lighting, there will be downlights on the building itself. There is one pole light which may be removed as it is located in the middle of the drive.

Sorenson inquired about the turnaround radius for the semis, and the shared pavement between the buildings, does there have to be an easement for access. Bourquin advised the current owner, Neitzel has cross access easements for the properties.

Czebotar asked if the requirement for meeting the code for impervious surface has been resolved. Boness responded they have met those requirements by shifting the location of the building. Kolk inquired about the planting of large red maples along the corridor where trucks will be accessing. Bourquin replied he understood as the branches grew, this could create problems; they may replace them with something smaller.

Czebotar moved to approve the Site/Design request by Tim Neitzel, for approval of an office warehouse/distribution structure on the property located at 4760 McFarland Court currently zoned C-H Highway Commercial contingent upon staff approval of a landscaping plan. Kolk seconded the motion, motion carried 6-0.

- 4. Update and discussion only on a request by Beach House Properties LLC to approve a General Plan to redevelop Lots 1 (former Beach House Restaurant site) and 2 of CSM 1256 with 44 multi-family units and a restaurant. The addresses are 4506 Larson Beach Road and 5604 Lake Edge Road. (Postponed from the July 18, 2016 Plan Commission meeting).**

Bob Bouril, architect - they would like to verify per the questions at last month's meeting, the decks were not used in the calculations for open space. On the original site plan, they had a dash line showing 10' to the south property line; it is not 10' to the edge of the building. He reviewed the decks and their locations to the property line. They have updated the landscape plan to include vegetative screening between the front surface lot and the street. They removed 2 parking stalls and eliminated some surface parking to address the situation regarding the view triangle. They redesigned the trash enclosure to have it fully enclosed with a roof. The Fire Department had not wanted to have their vehicles backing up in the parking lot, there is now a drive-through area with a porous landscape paver where the fire trucks can drive over it, it will not be an ingress/egress for other traffic, just for the fire and emergency vehicles.

In regards to the traffic and parking discussed at the previous meeting, they did do a traffic evaluation and came up with an increase of 116 one way trips per day. They attended the August 10th Public Safety meeting to hear concerns over traffic, bike paths in the area, and potential speeding traffic. The committee heard the concerns and took no action. Bouril feels this is beyond the scope of their proposed project.

In regards to the concerns over the boat slips for the project, the DNR is in charge of the number of slips and size of the docks. There will not be boat launching at the site, it will be handled at a different site. There will be boat slips available to people using the restaurant, and others will be available to those who are purchasing condominiums.

Regarding traffic, they feel the age demographics of those purchasing the units will not be young people, they feel it will be spread out a bit age-wise. They have spoken with the developer of the property immediately south of Walgreens, (Neitzel's property) which is approved for a six unit town house project on the west half of the property, they have discussed purchasing the property, they would eliminate the six units off of Lake Edge road (proposed units, not yet constructed) and use the site for parking for their project, they would have 40 stalls on the site. It would serve their proposed development and meet the needs of the condominiums owners, visitors and restaurant customers, by purchasing this additional site they would meet the Village requirements for parking based on the size of the development; they feel this will meet all the needs and concerns.

There was concern in regards to the building mass on the south property line, not as much on the north property line as the adjacent house is at a different angle. They have set back 2 units along the property line to take off some of the bulk mass. They feel that is a compromise which would work for that property owner, and it is a lesser problem for the rest of the neighborhood. They feel people should look at what is there right now and what they are proposing; they will have a restaurant and roof top deck available to all to watch sunsets, or enjoy a drink with friends. They feel this will be an amenity to the neighborhood; and they are giving back to the neighborhood and community. In addition there will be a plaza with a community space which was originally thought to be for the residents, but after discussion feel this is a component they can offer to community residents to rent out for gatherings, meeting, parties and such, becoming a local neighborhood meeting area available to all, this is their way of looking at this as being part of the neighborhood.

Bouril wanted to point out they have a timeline, and window of opportunity to move forward with this. They have issues with the rental unit and tenants leases, if they move forward with this project they would have to purchase the additional site for parking and are concerned if it went on the market, they may miss out on purchasing it. This may be a one-time opportunity for them as a developer, and they feel this will be a contribution to the community.

David Baher with American Realtors – he is assisting the developers with this project, along with other projects. He will be assisting them with the sale of the condo unit with this project. There will be 42 one and two bedroom units ranging in price from \$300,000 - \$600,000. They have interest in the project, multi-generational, but mostly from empty nesters. They have had

interested from parties wishing to rent the restaurant space. Today they had a soft offer from Lucille's in Madison.

Kris Sturman –the developer, he hopes they have made the adjustments as needed to meet parking, traffic and neighborhood concerns. He wanted all to review the summary sheet covering all the “bullet points” as covered. (per attached).

Barrett inquired, regarding the public access to the boat launch, could you please clarify what you had stated? Bouril responded there are currently less slips available now, then the total of the condo units, those slips will be offered to the residents of the development. The public dock which is maintained would be for those going to the restaurant or visiting someone who lives there, an amenity they do not want to lose.

Kolk asked for clarification on the two units being eliminated on the south end. Bouril stated they are eliminating bulk mass. He does not feel they can just move the building, if they did, the rooftop plaza would be compromised. He has walked the property and looked over the area, he does not know if given the value of real estate, that house will remain where it is in the long term; or, become a tear down, no one knows, there is little visibility between the side yard and the north. They feel by reducing their proposal by 2 units and purchasing the Lake Edge property for parking they are in effect taking 8 units out of the area for traffic. Sorenson asked about the property on the north side, casting shadows to the lot on the north, was any consideration given to the imposing structure on the north end of the north wing. Bouril feels the orientation is set back from the property line, and set higher. Their grade is tucked into the hill so they feel it is reduced by 10' and there is currently a fence on the Beach House property. Barrett inquired about the design shown from the water, it appears to have a stone retaining wall on the water, she would prefer natural landscaping as it is better for water quality. Bouril responded they are concerned about the view from the water, what is shown is purely a rendering for the drawings. Boness pointed out one of the walls is proposed 26' from the ordinary high water mark, they typically require 40'. Barrett feels the terracing to block the parking view is too close to the water mark. Baher advised he wanted to correct what Bouril had stated about the one home, he does not feel the condo project will be a degradation to the home, he feels it will increase the value of it, and homes along the lake are often tear downs, it is not uncommon.

Czebotar advised copies of the summary sheet will be available to all.

- 5. Public Hearing - Review and possible recommendation to the Village Board regarding Ordinance No. 2016-04. An Ordinance REZONING LANDS IN THE VILLAGE OF MCFARLAND AT 4506 LARSON BEACH ROAD FROM C-G COMMERCIAL GENERAL TO PDI-GPA PLANNED DEVELOPMENT INFILL DISTRICT GENERAL PLAN APPROVED AND 5604 LAKE EDGE ROAD FROM R-3 GENERAL RESIDENCE TO PDI-GPA PLANNED DEVELOPMENT INFILL DISTRICT GENERAL PLAN APPROVED. Legally described as: Lot One (1) and Lot Two (2), Certified Survey Map No. 1256, recorded in Volume 5 of Certified Survey Maps of Dane**

County, Wisconsin, Page 178, as Document Number 1376444, in the Village of McFarland, Dane County, Wisconsin. Addresses are 4506 Larson Beach Road and 5604 Lake Edge Road. (Postponed from the July 18, 2016 Plan Commission meeting.)

Czebotar stated as there was no action under Agenda Item 4 there will be no Public Hearing tonight, this will most likely be on the September 19, 2016 Plan Commission agenda. They hope to have a recommendation from the Public Safety Committee at that time, along with discussion by the Plan Commission and potential action. If the development is approved, there will be a Public Hearing on the zoning as you see it tonight.

6. Presentation by MDRoffers Consulting regarding the Comprehensive Plan 2016 update.

Mark Roffers with MDRoffers advised the work done on the Comprehensive Plan is the guideline for what the community wants to see going forward and the uses of their lands. Tonight, he will summarize what has taken place over the past months and share some initial thoughts.

They have been meeting with various community groups and conducted a survey. The Plan will be in two volumes, and will be available for review on the website. He encourages people to give their comments to Boness. Ultimately, the Plan Commission will be making a recommendation to the Village Board for adoption of the Plan.

Roffers reviewed they have about 260 responses to the survey which is about 8% of the community, they feel this is a good response rate. The response was fairly representative of the community, more home owners than renters, and more long term rather than new residents. He reviewed response to questions. Top response for why people chose to live here were schools, close to Madison and safe. They also describe McFarland as easy to access, quiet and safe. Roffers reviewed open ended responses; there is more support for improvement to the downtown area, and less for industrial development in the community. Under residential growth in general people supported new construction which would be considered affordable, along with senior housing and condos in smaller buildings; 4 units or smaller. Primary considerations and concerns about new development were impact to surrounding neighborhoods and impact to the schools.

Roffers advised the survey is a good tool, but needs to be interpreted as to what is actually being said. The survey results are available on the Village webpage for all to review. Kolk asked for Roffer's interpretation on if the majority of respondents were homeowners, yet they feel the cost of housing is a major concern, how does Roffers view that. Roffers responded if you look at another question, how do you describe McFarland, the question which received the lease favorability was affordability; this can reflect on home prices in the recent years, their concerns over the ability to move up, and concerns over higher taxes based on housing value would be how he reads this.

Czebotar inquired how McFarland's responses compare to other communities which he has done comp plans for. Roffers responded he often does this for suburban communities, the responses of being close to the metropolitan area but not in it are often the same along with

choosing sites for good schools. He can provide reports for other communities which are similar to McFarland for them if they would like, he would have to study them to see what is similar and then would be able to better answer the questions.

Roffers reviewed the stakeholder meetings which MDRoffers held with 10-12 different groups to try to cover a diverse array, including some school groups and set organizations. The results and summary are on the webpage for all to review.

Commissioners discussed Hwy. 51 running through McFarland, but not giving people a reason to stop; the availability of sidewalks in that area; where the downtown actually is and what people consider the downtown; how to let people know what is in McFarland. Kolk added in regards to people wanting health clinics in McFarland, he does not feel it is viable that we could convince one to come back here, they selected their locations based on consolidating needs, and ability to serve greater areas with one location. Discussion pharmacy's which now have mini clinics in their stores, expansion and working with home health care.

Roffer's moved into discussion on the plan making phase, all of the input is put together to come up with a vision plan/statement, there is a lot more to the plan than the statement. Roffer's reviewed the vision statement he put together. Czebotar pointed out the Village Board has adopted a vision statement fairly recently, Kolk felt this is better and more comprehensive than the one the Board adopted. Barrett concurred. Roffers reviewed different chapters which will be included in the Comprehensive Plan, and how each chapter will have broader goals, along with directing people to the chapters which would include the information for which they are looking. There are goals which would also head each of the chapters.

There are 22 potential initiatives to be review as the next step in the process, to keep the momentum moving he would suggest a special meeting to cover this. So all parties are prepared he would like Commissioners to review the memo dated August 3rd from their packet, prior to the next meeting. A special meeting will be coordinated before the September Plan Commission meeting.

7. Department Reports:

- a. **Highlights and Updates** – No comments
- b. **Property Maintenance Report** – Czebotar reviewed information provided by Marty Pilger, Building Inspector, covering the Ordinance for some of the most common violations. Barrett advised she has walked and reviewed some of the properties, it is not only the grass, but weeds, and bushes and trees are completely overgrown and covering the homes, this needs to be addressed somehow. Are these owner occupied or in foreclosures, and if it is in foreclosure who is responsible. Boness responded the majority on the list are owner occupied. Fischer asked if it could be noted on future reports if they are in foreclosure. Barrett inquired about the process as to why there are the same properties with the

same violations, isn't there a step process to address this. Czebotar responded this is a conversation which has been brought up previously. The way it is set in the ordinance now, the process keeps recycling; prior discussion included, if someone is notified once, why do we need to keep going through the same process when a property owner knows it is their responsibility to maintain their property. Other communities do not go through this same process each time. Boness feels we should reach out to our municipal judge to see how they feel about this and what the due process would be. Czebotar felt we should reach out to other communities and see how they actually handle this. Boness replied we have and it was discussed in the past. Czebotar wants to know what they have in their ordinances, or what they see that we are not seeing in order to handle these issues. Czebotar also feels the way this is handled is reactionary, while the building inspectors time is limited, what would happen if we took one day a month and had i.e. public works employees each take a section of town and write down any violations and take a more proactive approach. Sorenson inquired does the inspector have a specific time during the week when he only works on violations, while other aspects are important, this is also. Boness replied he has been very busy, and most are handled on a complaint basis, she will drive around and check properties where there are complaints, or if she sees something when around town. Kolk pointed out as the building increases the inspector's time decreases, it appears we have to deal with this in a different way. It exceeds expectations that one person can handle this. Barrett agreed, and it needs to be addressed in a different way, this takes more staff time than just writing the letter, as it is repeat offenders much of the time, we need to look at a more aggressive process. Sorenson feels there should be a higher cost for the fine, mowing of the property, there should be an administrative fee in addition, just mowing gives them a simple way of not maintain their property. Czebotar feels there is no cause and effect for violations. Kolk asked why there are some properties who have been in violation for over 15 years, this needs to be addressed and he does not feel it is our obligation to make sure something is corrected, it is the responsibility of the offender, also, the eye sore type of problems are actual problems, and not just for the property owner, they affect property values for neighbors and cause safety issues, and should not be treated in such a way as if they are not important problems.

8. **Adjournment** –Barrett moved to adjourn, Sorenson seconded the motion, motion carried meeting adjourned at 9:04 p.m.

Waubesa Shores Condominiums

- 3 Boat Slips; We reiterate that the boat ramp is being removed as part of the project which completely eliminates traffic & parking related to boat launches & landings. Boat launching will be handled by a separate entity off-site. Public boat dock slips will continue to be provided for restaurant visitors & the remainder of the boat slips will be made available for rent to condominium purchasers. Net result is traffic that is currently generated from boat slip rental will be effectively eliminated.
- 4 Parking; The developer has had discussions with the developer who owns property on Lake Edge Road immediately to the south of Walgreens. The property is currently approved for a multi-tenant retail building on the east half & a 6-unit townhouse apartment building on the west half. The owner of the property has indicated a willingness to sell the west half to Chris & Cory Sturman. By doing so, the potential for 6 additional apartment units would be removed from Lake Edge Road & a parking lot would be provided serving the Waubesa Shores development. The Parking lot would provide an additional 40 stalls to serve the proposed development thereby meeting the needs of condominiums, visitors & restaurant while completely satisfying the Village requirements for parking based on the size of the development.
- 5 Building Mass along South Property Line;..The Developer is proposing to eliminate two units on the top floor along the south property line to reduce bulk mass along the neighboring property line. In addition to reducing the scale, this will also improve parking ratios for the project.
- 6 Neighborhood & Community; It is natural for residents of a neighborhood to be concerned about how a new development will become an integrated part of their neighborhood that becomes an asset rather than just another private development. We would like to point out that by integrating a restaurant with an outdoor deck plaza space, the primary feature of the development will become available to all residents to enjoy a sunset on the deck or a warm summer evening while having a meal or a drink with friends. To be sure, the rooftop deck/plaza is a costly amenity in this project. A solid block of condominium units with a first floor restaurant would be easier & less costly to build. By providing the rooftop plaza we are giving something back to the neighborhood & the Village by preserving a view to the lake & allowing public access via the restaurant component. Additionally, opposite the restaurant side (north side) of the rooftop plaza is a community space that will be made available to rent by area residents for private gatherings, celebrations or meetings.

Window of Opportunity

In order to close on the properties needed for this development, full City approvals are required & time contingencies are currently in place. Kris & Cory Sturman have dealt with a number of complex issues relating to the successful acquisition of the south parcel (existing apartment building) side of the project however the clock is now ticking on that parcel while the acquisition of the additional site for parking next to Walgreens would need to happen within a limited time frame. It is unlikely that those elements needed for an integrated development like this could ever in the future align again this favorably. In deciding whether or not to support the redevelopment of this under-utilized & visually blighted site, we ask that the Plan Commission Members consider the long-term benefit to the community thru better land use, higher quality development & enhanced tax value with a project that will become a natural & comfortable transition between the commercial district to the east & residential districts to the north & south. We are confident that the restaurant & its rooftop plaza will become a destination for all residents in this community & the new condominium residents will become equal members of this neighborhood as would any new neighbor!

8/15/2016

**Minutes
Plan Commission
Special Meeting**

August 29, 2016

Members Present: Brad Czebotar, Bruce Fischer, Kate Barrett, Dan Kolk, Jeff Sorenson

Members Absent: Cathy Kirby, Ron Berger

Staff Present: Pauline Boness, Karen Knoll

Others Present: Mark Roffers, MD Roffers and Associates; Clair Utter

1. **Call to order.** Chair Czebotar called the meeting to order at 6:30 p.m.
2. **Discussion – Review of the update of the Villages Comprehensive Plan with planning consultant Mark Roffers.**

Mark Roffers of MD Roffers and Associates gave a brief review of items covered at the August 15, 2016 Plan Commission meeting. Roffers reviewed the initiatives as included in the memo dated August 8, 2016 included in packets. When Commissioners come back in a few months they will be asked to prioritize all of the initiatives for the Comprehensive Plan update. They need to consider what they would like to focus on in the next 3 – 7 years, with shorter term items to advance the vision. Roffers reviewed what an initiative is, implementation tables with priorities and the type of format he will be using, along with including hyperlinks so those accessing it will be able to get where they wish to quickly.

Roffers showed Commissioners the New Glarus update as a baseline example. Chapters will be reorganized as the project nears closure.

Key items brought up:

- Intergovernmental agreements
- Farming as a short or mid -term use to be embraced in McFarland
- Development of a new business park
- Developing a traffic plan along with working with new bike path
- Downtown revitalization, incentives for façade improvements
- Parks

Roffers presented and reviewed items including potential initiatives and proactive steps the Village may want to take or encourage over the next 5 – 10 years. The plan included some

items from the 2006 Comprehensive Plan along with new ideas based on the meetings which were held. The next step will be a Village Board meeting, with a shorter update. Roffers anticipates a draft to be out by the end of October with the plan being adopted in early 2017.

3. Public Comments

No Comments

4. Adjournment –

Barrett moved to adjourn, Sorenson seconded the motion, motion carried. Meeting adjourned at 8:36 p.m.

Approved