AGENDA
Village Board

To begin after the Public Works Committee meeting, which starts at 6:30 p.m. -
Monday, October 26, 2026
Village Hall
300 W. Spring St. Rochester, WI

A Village Board meeting will be held Monday, October 26, 2026 at the Rochester Village Hall immediately upon adjournment of the Public Works Committee Meeting which begins at 6:30 p.m.

Page

1. Roll Call: Village President Nick Ahlers

Village Trustees: Gary Beck Jr., Russ Kumbier, Pat Nannemann, Adam Schaefer, Jeff Sterling, Doug Webb

Staff Members: Gary Vogel, Village Engineer; Adam Davis, Public Works Manager; Betty Novy, Administrator-Treasurer; Amber Jensen, Clerk

2. Period of Public Comment for Pre-Registered Citizens.

Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that citizens be pre-registered to present comments or suggestions to the Village Board. Registration forms will be available at the meeting and must be turned in to the Village Clerk prior to the start of the meeting. Pre-registered Citizens will be called by name by the Village President and are subject to a three minute time period, per person, with time extensions granted at the Village Board's discretion. Be further advised that there may be limited discussion on the information received; however, no action will be taken under public comments.

3. Department Reports

3.1. Public Works Department

3.1.1. Activity Report — 3

Public Works Report 10.26.2026

3.1.2. Communication or directives for upcoming month

3.2. Engineering Department

3.2.1. Activity Report — 4

Rochester Status Report October 2026

3.2.2. Communication or directives for upcoming month

4. Public Works Committee Report:

4.1. Report on discussion and action taken at previous meeting

5. Consent Agenda:

The following matters will be acted on in one motion unless a request is made by one of the members of the Village Board that an item be removed from the consent agenda and acted on individually.

5.1. Adopt Public Works Committee Recommendation: Sidewalk Repair Survey — 5 - 13

Agenda Item Report - AIR-26-224 - Pdf

5.2. Adopt Public Works Committee Recommendation: GIS Work Order Updates — 14 - 17

Agenda Item Report - AIR-26-221 - Pdf

5.3. Adopt Public Works Committee Recommendation: Renewal of Special Exception Animal Permit 18 - 20

Agenda Item Report - AIR-26-217 - Pdf

5.4. Adopt Public Works Committee Recommendation: Kate Shaffer Riverside Park Plans 21 - 34

Agenda Item Report - AIR-26-225 - Pdf

6. Additional Action Items:

6.1. Finance Committee Recommendation: Resolution #2026-20 "A Resolution by the Village of Rochester Board to Amend the 2026 Capital Projects Budget" 35 - 38

Agenda Item Report - AIR-26-218 - Pdf

6.2. Review Finance Committee Recommendation and Schedule Public Hearing: 2027 Village of Rochester Property Tax Supported Budget Proposal 39 - 53

Agenda Item Report - AIR-26-219 - Pdf

6.3. Review and Provide Direction regarding Request to Transition RVFC Accounting and Payroll Administration Services to Village beginning January 1, 2027 54 - 66

Agenda Item Report - AIR-26-222 - Pdf

6.4. Resolution #2026-18: "A Proclamation Recognizing the Retirement of Mary Stapleton and Honoring Her for 30 Years of Dedicated Service to the Rochester Public Library and Community" 67 - 68

Agenda Item Report - AIR-26-214 - Pdf

6.5. Consider and Possibly Approve: New Application for Operator's License for Asvinkumar Patel 69 - 73

Agenda Item Report - AIR-26-216 - Pdf

6.6. Appointment of Alternate Finance Committee Member 74

Agenda Item Report - AIR-26-223 - Pdf

7. Adjourn

Amber Jensen, Clerk
Posted: October 23, 2026

It is possible that members and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Hall at 262-534-2431.

Next Meeting: November 9, 2026

Public Works Report Items

(October 2026)

Sewer Utility

- Regular Testing and Inspection of Lift Stations completed weekly.
- All Diggers Hotline requests completed.
- Working on 2027 Budget and potential SCATA System for Lift Stations
- Expediters to camera remaining sewer mains

Stormwater Utility

- Completed 2027 Budget
- Camelback Subdivision area shouldering completed

Roads

- Regular weekly safety checks completed
- Driveway Permits and ROW permits received and processed
- Oak Knoll Rd project working through restorations

Animal Control

- Request for Special Exemption Animal Permits renewals were sent out. 12 approved, 1 more received and reviewed

Parks

- Working on options for Riverside Park
- B&W provided potential work order to Riverside Park

Miscellaneous

- Working to update the Recycling Ordinance for State compliance
- November and December Public Works Meetings

Respectfully Submitted

Adam Davis

Public Works Manager

Village of Rochester

Client Manager:
Gary Vogel
gvogel@baxterwoodman.com

Assistant Client Manager:
Jaimi Lapp
jlapp@baxterwoodman.com

Project Status Report Issued On: 10/22/2026

Project Title/Job	Project Manager	Tasks Completed This Period	Milestones Next Period/ Due Date	Estimated Completion
2024 Municipal Engineering Services Job Number: [2501527.00]	Gary Vogel 815-444-3356 gvogel@baxterwoodman.com	Idle.		12/31/2026
Hunters Trail Plan Review Job Number: [2601551]	Gary Vogel 815-444-3356 gvogel@baxterwoodman.com	Idle.		12/31/2026
STH 36 Interceptor Sewer Job Number: [2402115.00]	Gary Vogel 815-444-3356 gvogel@baxterwoodman.com	Idle.		10/30/2026
Oak Knoll Rehabilitation Job Number: [2500403]	Gary Vogel 815-444-3356 gvogel@baxterwoodman.com	Worked with Village staff and contractor to get the project completed. We now have a completed project and final quantities	Waiting for final documents (warranty bond and final waivers) for final payment	10/31/2026

Village of Rochester

Agenda Report

Public Works Committee - Oct 26 2026

Prepared For:	Staff Contact:
Public Works Committee	Adam Davis, Public Works Manager

Agenda Item:

Review and Possible Recommendation: Sidewalk Repair Survey

Recommended Action:

To approve Safe Steps proposal for $6,512.00

Purpose/Nature of the Proposal:

This proposal is a follow up to the 2026 sidewalk project. Safe Step is performing sidewalk repairs on North and South State St. to remove trip hazards.

This proposal is to review all remaining sidewalk in the Village, inventory areas for repairs and replacement, prioritize areas, and set up a repair schedule. Safe Step charges upfront for the proposal, but refunds the cost of the survey over 2 years of projects in credits towards the repairs. Total cost for the survey is $6,512.00

Financial Impact/Analysis:

To be paid for out of the Sidewalk fund for 2026.

Alternative Action:

Provide a different direction.

Attachments:

Rochester 2026 Sidewalk Evaluation Proposal



Sidewalk Evaluation Proposal

Presented to: Adam Davis
Village of Rochester
Rochester 2026 Sidewalk Evaluation Proposal
September 28, 2026

Scott Prochaska • Project Manager • 920.636.8231• Scott@notrippin.com • www.notrippin.com

*Information contained in this proposal is proprietary and confidential, and is to be used solely by **Village of Rochester** personnel in evaluating the project. Copying, unauthorized disclosure, reuse in any form is prohibited.*

Introduction

September 28, 2026

Adam Davis
Village of Rochester
300 W Spring St
Rochester, Wisconsin 53167

Adam,

Thank you for the opportunity to present this proposal for sidewalk side evaluation.

Review

1. The Village of Rochester has requested Safe Step LLC evaluate sidewalk segments identified by the Village of Rochester.
2. Safe Step LLC will evaluate sidewalks for defects that present a trip hazard and are appropriate for saw-cutting repair based on the identification criteria on page 5.
3. Safe Step LLC will also evaluate sidewalks for defects that are not appropriate for saw-cutting repair and will require alternative repair methods.
4. Safe Step, LLC will provide deliverables that include locations, descriptions, suggested repair types, and photos of each defect identified.
5. A credit of $6,512.00 may be applied to a resulting saw-cutting repair project proportional to the approved saw-cutting project must be approved by June 1, 2027. Invoicing to be divided into two installments:
    1. 2027 Production: Billed upon completion of production in 2027.
    2. 2028 Production: Billed after May 1, 2028, upon completion of production in 2028.

Notable Proposal Contents

- Page 2: Execution Strategy
- Page 3: Priority Areas Map
- Page 4: Evaluation Criteria
- Page 7: Proposal Acceptance

Please let me know if you have any questions. We look forward to serving your needs.

Scott Prochaska
Project Manager
920.636.8231
Scott@notrippin.com

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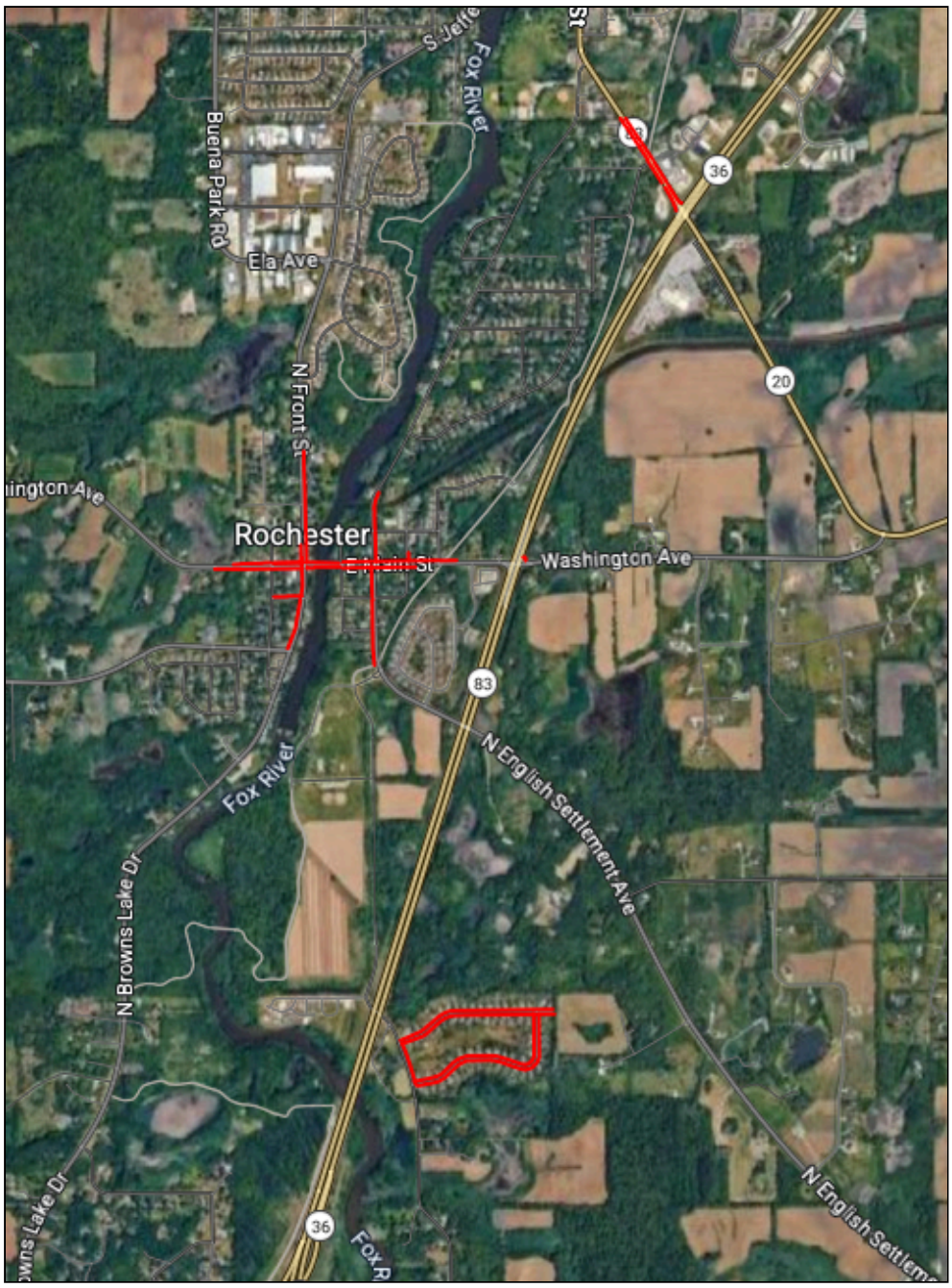
Execution Strategy

Based on our discussions, Safe Step will execute the project as follows:

1. Confirm sidewalk evaluation area and defect identification criteria (enclosed)
    1. Page 3 of this proposal contains the sidewalk areas and the priority in which they should be evaluated and repaired.
    2. Page 4 of this proposal contains the defect identification criteria that will be used to evaluate the sidewalks.
2. Evaluate current sidewalk conditions
    1. Safe Step LLC will evaluate the predetermined sidewalk locations.
    2. Identified defects will be recorded along with the measurement, address, approximate GPS coordinates, important notes, and a photo of the defect.
3. Deliver evaluation results
    1. Following the completion of the evaluation, Safe Step LLC will provide the sidewalk defect data through a proprietary online tool called *Sidewalk Central™* for 60 days. Access will continue uninterrupted with the approval of a saw-cutting project within that time period.
        1. *Sidewalk Central™* allows you to review, make notes, and confirm the preferred repair type for each defect.
        2. The data will also be delivered in spreadsheet form.
4. Propose saw-cutting repair project based on sidewalk evaluation (optional)
    1. After you review and confirmation by Safe Step LLC, Safe Step LLC will provide a proposal for the selected saw-cutting repairs.
    2. All proposed saw-cutting repairs will be done in accordance with "The Safe Step LLC Approach" outlined on page 5 of this proposal.
    3. *Sidewalk Central™* alllows the monitoring of the saw-cutting in real-time, providing defect completion status as well as repair photos and timestamps for quality assurance.

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Priority Areas Map



Map Data: Google

Survey Area and Priorities

1. Priority 1: Red (4.07 Total Miles)

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Sidewalk Evaluation Criteria

Condition	Record for Saw-Cutting	Record for Replacement
Panel Offset: Min (1/8s) 3 Max (1/8s) 18	Y	If greater Y
Saw Cut Sharp edge: Height (1/8s) 3	Y	N/A
Prior Grind/Saw-Cut Repairs[1]:	Y	Y
Cutting to sunken panel:	Y	Y
Waterpooling:	CR	Y
Caused by tree:	Y	Y
Negative cross-slope:	Y	Y
Positive cross-slope:	Y	Y
Contains structural crack[2]: Qty no more than Gap no more than 1/2	Y	Y
Displacement is a crack[2]: Perpendicular Y Parallel Y	Y	Y
Panel is spalled[2]: Surface less than 50% Depth no more than 1/2"	Y	Y
Sidewalk joint is decayed[2]: Width no more than 1/2'	Y	Y
Curbing:	CR	Y
On bridge structure:	CR	
Parallel joints: Min. Height 3 Max Height 18	Y	Y
Ramps: At Landing Max Ht 18 At street Max Ht 18	Y	Y
Top of flowline:	Y	Y
Adjacent to asphalt:	CR	Y
Adjacent to pavers:	CR	Y
Saw-cut on monolithic driveways	CR	Y

Marking/Other

Mark Saw-Cutting	**Numbered**
Mark R&R	
4" R&R Sq. Ft. Cost	**15 EST**
6" R&R Sq. Ft. Cost	**16.5 EST**
Use Lifting for sunken & waterpooling panels	
Mark Lifting	
Lifting Sq. Ft. Price	

Scatter Sites	
Apply criteria to scatter sites?	**Y**
Survey only marked?	
Survey entire address?	
Survey entire block-face?	

Note

Y* Negative Cross Slope to Foundation RR

Mark LIFT for and Crack Fill from 1/2" - 1" wide.

*CR - Client Review

[1]As measured at presenting face; recorded values will be for proper 12:1 repair

[2]Panels failing this criteria will be recorded for replacement regardless of offset

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The Safe Step Approach

Specifications

1. Repairs will be tapered to a 1:12 slope ratio and taken to a zero point of differential between adjoining sidewalk panels along the full width of the sidewalk, in accordance with ADA standards.
2. Repairs shall have a smooth and uniform finish with a coefficient of friction meeting OSHA requirements and shall not impact adjoining sidewalks, driveways, landscaping, or other objects within the vicinity of the work.
3. In instances where sidewalk conditions do not permit a 1:12 slope ratio, repairs will be made with the shallowest slope possible for the given sidewalk condition.

Clean-up

1. All saw-cutting will be performed without water-cooling; No slurry will be created eliminating the risk of "tracking" and run-off water contamination.
2. Saw mounted dust abatement systems will be used to minimize airborne dust. Containment systems are designed for fine dust applications.
3. Debris and concrete shall be cleaned from the sidewalk surface as well as surrounding rails, sidewalks, driveways, landscaping, or other objects within the vicinity of the work.

Reporting

1. Upon completion of the project, Safe Step LLC will provide a detailed and audit-able report. This report will include the street address or location, dimensions, and GPS coordinates of each repair made.
2. An invoice for payment will be provided when the projected has been completed. Payment in full is due **30 days** from the date of invoice. Late payments may be subject to a $30 re-billing fee.

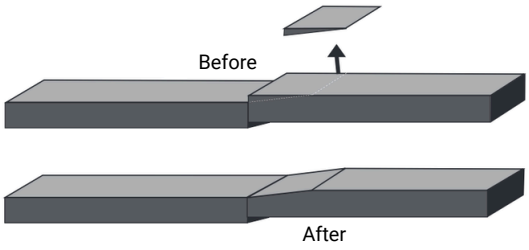
Safety and Insurance

1. Safe Step LLC employees who work directly in slab displacement repair undergo a rigorous training process with emphasis on safe work practices, OSHA-approved personal protection equipment, and quality workmanship. It is not uncommon for our clients to receive unsolicited compliments on our safety practices and the quality of the work performed.
2. Safe Step LLC is fully licensed and insured. Proof of auto, liability, and workers compensation insurance are available upon request.

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Our Result



Before



After



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Proposal Acceptance

Financial Parameters

1. Financial Parameters
    1. The total cost of the consultation, evaluation, and reporting will not exceed **$6,512.00**
    2. A credit of $6,512.00 may be applied to a resulting saw-cutting repair project proportional to the approved saw-cutting project must be approved by June 1, 2027. Invoicing to be divided into two installments: 2027 Production: Billed upon completion of production in 2027. 2028 Production: Billed after May 1, 2028 upon completion of production in 2028.
    3. Safe Step LLC will accept full responsibility for any project cost overage, provided that the scope of the project is not altered once the project begins. Any requested change in scope will be fully discussed and approved by the Village of Rochester prior to the start of the work on the revised area.

If this proposal is acceptable, please complete and sign below. We will contact you upon receiving this form to schedule your project.

Cost: $6,512.00 **Proposal #: 202846**

Due to the ongoing supply chain issues and labor availability, the pricing in this proposal is only valid until **October 23, 2026**.

Billing Contact Name: Contact

Billing Email Address: Email

PO Number: PO Number (Optional) Does this project require prevailing wage?: Yes/No

Approved by: Approved by Date: Date Signed

Signed: SIGNATURE Adam Davis Title: Title

Client Notes:

Use this form to provide us with any other information we may need to know.

For a valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the above signed hereby agrees to defend, indemnify, and hold contractor harmless with respect to any and all liability whatsoever arising from contractor's activities in attempting to repair concrete sidewalk and other slabs owned by the above signed or within the above signed's dominion and control, and to defend, indemnify, and hold harmless contractor with respect thereto.

Scott Prochaska • Project Manager • 920.636.8231• Scott@notrippin.com • www.notrippin.com

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Village of Rochester

Agenda Report

Public Works Committee - Oct 26 2026

Prepared For:	Staff Contact:
Public Works Committee	Adam Davis, Public Works Manager

Agenda Item:

Review and Possible Recommendation: GIS Work Order Updates

Recommended Action:

To approve a Work Order from Baxter & Woodman for GIS updates for $3,000.00.

Purpose/Nature of the Proposal:

To review a Work Order from Baxter & Woodman for further updates to existing assets, and to create new layers for street signs and Right of Way Tree inventory.

This update will add missing information for storm water structures and mains to include Racine County's system. Add as built information and restructure the manhole layout for the sanitary sewer system.

The additional layers for street signs and ROW trees will give staff the ability to inventory, track, and locate assets.

Financial Impact/Analysis:

Work order can be split evenly between the Engineering Accounts in the Public Works, Stormwater, and Sanitary Sewer budgets.

Alternative Action:

Provide a different direction.

Attachments:

B&W W.O. GIS Development 2026

VILLAGE OF ROCHESTER, WISCONSIN
GIS DEVELOPMENT

Engineer's Project No. 2601849.00

Project Description:

The Project includes continued GIS data and application development for the Village's GIS through ArcGIS Online. GIS layers and a Field Map app will be developed for the collection of signs and tree assets. Additional GIS assistance will include as-built updates and sanitary sewer system data maintenance.

Engineering Services:

Provide engineering services for the Project as described in Attachment A. Manpower requirements and a fee summary are listed in Attachment B.

Compensation:

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated February 20, 2008. The Engineers' fee will be based upon standard hourly rates of compensation for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **$3,000.00**.

Submitted by: **Baxter & Woodman, Inc.**	Approved by: **Village of Rochester**
By: Gary A Vogel	By: _____
Gary A. Vogel, PE	
Title: Vice President	Title:
Date: October 12, 2026	Date: _____

Additional Comments and Conditions: None.

Project Description

The Village of Rochester would like to expand on its GIS development that was started in 2025. After meeting with Mr. Davis, we identified a number of GIS projects and an overall goal of what the Village would like to accomplish in this next phase of a GIS development. We have prepared a scope of services and fee to complete those tasks.

Scope of Services

The following scope of services details the anticipated tasks necessary to successfully complete this Project.

1. PROJECT COORDINATION AND DATA COLLECTION
   - A. Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope.
   - B. Coordinate with key Village staff to ensure the goals of the project are achieved.

2. ARCGIS ONLINE FIELD MAPS DEVELOPMENT
   - A. Develop two layers for street signs and trees and an Esri Field Map that will allow Village staff with an ArcGIS Online license the ability to collect these asset locations, attribute data, and photos of each sign and tree they wish to inventory.

3. AS-BUILT UPDATES – Update Storm and Sanitary data based on as-built data provided by the Village.

4. MISCELLANEOUS DATA AND LAYER UPDATES
   - A. Add Racine County storm sewer structures to the Village's GIS webmap.
   - B. Update sanitary sewer manhole numbering to be unique ID values across the whole system.
   - C. Provide Zoning change and mapping updates as requested by the Village

Attachment B

Village of Rochester					
Plan Number: 2601849.00					
Plan Name: GIS Development					
Task	**Employee**	**Planned Hrs**	**Planned Labor Bill**	**Reimb Allowance**	**Total Compensation**
Overall Project Total		**23.00**	**2,985.00**	**0.00**	**2,985.00**
Project Coordination		1.00	340.00	0.00	340.00
	Dan Sattler	1.00	200.00		
New Layer setup and Field Map development		6.00	340.00	0.00	340.00
	Brandon Bywater	2.00	350.00		
	Carly Casper	4.00	520.00		
Asbuilt data updates		7.00	955.00	0.00	955.00
	Brandon Bywater	1.00	175.00		
	Carly Casper	6.00	780.00		
Misc GIS data development		9.00	1,350.00	0.00	1,350.00
	Brandon Bywater	4.00	700.00		
	Carly Casper	5.00	650.00		

Village of Rochester

Agenda Report

Public Works Committee - Oct 26 2026

Prepared For:	Staff Contact:
Public Works Committee	Adam Davis, Public Works Manager

Agenda Item:

Review and Possible Recommendation: Renewal of Special Exception Animal Permit

Recommended Action:

Approval to renew permit.

Purpose/Nature of the Proposal:

Review summited permit renewal for 35310 Lakewood Ave. Robert & Staci Kobs.

Staff has reviewed the renewal requests and found no issues. The permits are being presented to the Board for consideration of renewal in accordance with applicable Village ordinances and permit requirements.

Sherriff's Department has no record of animal control calls for this address.

Background/Summary:

12 Renewals have been approved thus far for 2026.

Alternative Action:

Provide a different direction.

Attachments:

Permit Renewal App Kobs 2026

Village of Rochester
PO Box 65
Rochester WI 53167

Application Fee: $50.00
Payable to: Village of Rochester

SPECIAL EXCEPTION ANIMAL PERMIT

Application Date: Aug. 12, 2026

Property Owner: Robert + Staci Kobs

Parcel#: 176 0319181711000

Phone Number:

Email Address:

Address: 35310 Lakewood ave.

Zoning District: R8

Acreage amount:

Type of Animals: Chicken (Hen) 8 yrs old

Number of Animals: 1

- [x] **Site plan attached** *(showing area where animals will be penned, manure storage sites, adequate draining facilities)*
- [x] **Written plan for disposal of manure**

Statement or further explanation for Board to consider for approval:

Same as ~~original~~ original Plan from 2018.



General Payments
300 W Spring St, Rochester, WI 53167
(262) 534-2431

Transaction Date/Time	09-30-2026 3:24 pm
Transaction Type	Sale
Merchant ID	4445056995418
Terminal Identifier	d3585f99-fc5d-4d63-932a-11f14c64cc21
Transaction ID	CC7119913
Payment Type	Credit Card
Card Logo	Mastercard
Account Number	8649
Entry	ContactlessIcc
Approval Code	276771
Response Code	00
Cryptogram	Approved ARQC B5E1653DD3C31556
Subtotal	$50.00
Convenience Fee	$2.95
Total Amount	$52.95

Order Details

Item Reference	Special Animal Kobs
Item Name	Miscellaneous
1 x $50.00	$50.00

Village of Rochester

Agenda Report

Public Works Committee - Oct 26 2026

Prepared For:	Staff Contact:
Public Works Committee	Adam Davis, Public Works Manager

Agenda Item:

Review and Possible Recommendation: Kate Shaffer Riverside Park Plans

Recommended Action:

Looking for Public Works Committee to provide direction moving forward.

Purpose/Nature of the Proposal:

The Village Board's original direction was to explore incorporating the Riverside Park parking lot replacement and a potential concrete pavilion pad into the Oak Knoll Road rehabilitation project. This approach was put on hold pending final project costs and the opportunity to submit Riverside Park for design through a capstone program.

The Oak Knoll Road project is now nearing completion, and the Village was not selected for the capstone program.

Baxter & Woodman has submitted a work order to develop plans for the park improvements, including site grading, an asphalt parking lot, pavement markings, standard lighting, an ADA-accessible fishing pier, kayak launch, and park pavilion with a concrete floor. The work order also includes preparation of bidding documents and assistance with bidding.

An alternative approach would be to develop a parking lot concept and use a pavilion design-supply company to prepare engineered plans for the structure. This would allow the Village to purchase pavilion materials directly, potentially reducing costs, and bid out construction to a local contractor.

Staff is seeking direction from the Committee on the preferred approach, including the pavilion's size and placement, desired amenities, and the overall scope of improvements to be included in the project.

Background/Summary:

A copy of similar documents from Racine County's latest pavilion project are attached below showing a purchase requisition and bid documents for construction.

Financial Impact/Analysis:

Final proceeds from bond and remaining fund from the Oak Knoll Road project to be provided at meeting.

Attachments:

2501707_Riverside Park_Work Order rev 3
Riverside Park Concept Plan 021326
B&W Park layout 4
Req Form Pavilion
Ford Construction
Completed Construction

VILLAGE OF ROCHESTER, WISCONSIN
RIVERSIDE PARK IMPROVEMENTS

Engineer's Project No. 2501707.00

Project Description:
The Project includes the development of parking lot infrastructure for the park including site grading, asphaltic parking lot, pavement marking, standard lighting, ADA accessible pier, kayak launch, and park pavilion with concrete floor.

Engineering Services:
Provide engineering services for the Project as described in Attachment A. Manpower requirements and a fee summary are listed in Attachment B.

Compensation:
Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated February 20, 2008. The Engineers' fee will be based upon standard hourly rates of compensation for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **$39,500.00.**

Submitted by: **Baxter & Woodman, Inc.**

By: _____
Gary A. Vogel, PE

Title: Vice President

Date: October 23, 2026

Approved by: **Village of Rochester, Wisconsin**

By: _____
Nick Ahlers

Title: Village President

Date: _____

Additional Comments and Conditions: Design of the pavilion is not included in the scope. It is anticipated the Village will procure the pavilion materials and design from a supplier specializing in such structures. The scope of this work order includes the design of the concrete pad for the structure. The pier and kayak launch will be included in the project documents as design/build features for the contractor.

PROJECT DESCRIPTION

The Project includes the development of parking lot infrastructure for the park including site grading, asphaltic parking lot, pavement marking, standard lighting, ADA accessible pier, kayak launch, and park pavilion with concrete floor.

SCHEDULE

Overall Park Project

Start Preliminary Design	December 1, 2026
Final Plans	March 31, 2027
Bid Letting	April 16, 2027
Construction	2027 Season

SCOPE OF SERVICES

The Project includes management and preparation of one plan set consisting of Drawings, Specifications, and Estimates.

1. PROJECT COORDINATION
   - 1.1. PROJECT MANAGEMENT
     - A. Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope.
     - B. Coordinate with OWNER and project team to ensure the goals of the project are achieved.
     - C. Prepare and submit monthly invoices and provide a monthly status report via email describing tasks completed the previous month and outlining goals for the subsequent month.

   - 1.2 PROJECT MEETINGS
     - A. The following meetings are anticipated for this project:
       1. Meetings with OWNER
          - a. Kickoff Meeting
          - b. Review Meetings as design work progresses
          - c. Pre-final (90%) Meeting
          - d. Attend Park Committee Meeting
     - B. OWNER will provide decisions on feature types from options provided by the Engineer or other sources.

1.3 VISUALIZATION

A. Create 3D rendering of existing and proposed park features utilizing existing data and aerial mapping.

1.4 TOPOGRAPHIC SURVEY

A. Topographic Survey was completed during the design concept phase of the Project.

2. PRELIMINARY DESIGN

2.1. PRELIMINARY DESIGN DOCUMENTS

A. Prepare preliminary plan sheets that indicate the proposed layout of design elements.

B. Elements will include site grading, asphaltic parking lot, pavement marking, standard lighting, grass restoration, erosion control, retaining walls where needed, sidewalk removal or modification, ADA accessible Pier, kayak launch, and park shelter.

- The pier and kayak launch will be included in the project documents as design/build features for the contractor. The materials for the pavilion structure will be purchased by the Village separately and constructed by a separate contractor under a separate contract with the Village.

C. Coordinate with local electrical utility to provide power to the site and for lighting options.

D. Provide landscaping design specifically for the slope on the north end of the property.

3. FINAL DESIGN

3.1. BIDDING DOCUMENTS/PROJECT MANUAL

A. Provide detailed drawings design elements and construction requirements. The drawings will consist of plan view sheets for the various improvements.

B. Create all legends, general notes, and designer instructions to contractors, to create a final set of construction drawings.

C. Prepare Design Documents consisting of Drawings and Specifications detailing the general scope, extent, and character of construction work to be furnished and performed by the Contractor(s). Specifications prepared in conformance with the format of the Construction Specification Institute.

D. Prepare for review and approval by the OWNER and its legal counsel the forms of Construction Contract Documents consisting of “Front End Documents” including Advertisement for Bids, Bidder Instructions. Bid Form, Agreement, Performance

Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions, where appropriate, based upon standard OWNER contract documents or documents prepared by the Engineers Joint Contract Document Committee (EJCDC).

4. ENGINEER'S OPINION OF PROBABLE COST - Prepare Opinion of Probable Costs (OPC) for the Project including: construction cost; contingencies; construction engineering services; and, on the basis of information furnished by the OWNER, allowances for legal services, financial consultants, and any administrative services or other costs necessary for completion of the Project.

5. AGENCY PERMITTING

   5.1. Prepare and submit permit applications to the Wisconsin Department of Natural Resources (WDNR) for a Chapter 30 permit for grading and construction of the kayak launch and fishing pier.

   5.2. Prepare and submit permit applications to the United States Army Corps of Engineers (USACE) for a General permit for grading and construction of the kayak launch and fishing pier.

6. PEER AND CONSTRUCTABILITY REVIEWS

   6.1. Conduct engineering QA/QC peer reviews of drawings and specifications.

   6.2. Conduct constructability review of drawings and specifications.

   6.3. Make revisions to Drawings and Specifications based on comments from both engineering and construction reviews.

7. BID ASSISTANCE

   7.1. Provide design assistance and clarification for bid documents.

   7.2. Assist the OWNER with coordination and scheduling during the bid process.

   7.3. Provide documents for bidding and assist the OWNER in solicitation of bids from as many qualified bidders as possible, prepare addendums as necessary.

   7.4. Attend bid opening to receive and evaluate bids.

   7.5. Tabulate bids and make a recommendation to the OWNER for an award of contract.

Attachment B

Village of Rochester					
Plan Number: 2501707.00					
Plan Name: Riverside Park Improvements					
Task	**Employee**	**Planned Hrs**	**Planned Labor Bill**	**Reimb Allowance**	**Total Compensation**
	Design Services Total	**190.00**	**39,250.00**	**250.00**	**39,500.00**
Project Management		10.00	2,350.00	0.00	2,350.00
	Engineer VII	2.00	550.00		
	Engineer V	8.00	1,800.00		
Project Meetings		6.00	1,450.00	100.00	1,550.00
	Engineer VII	2.00	550.00		
	Engineer V	4.00	900.00		
Preliminary Design		96.00	18,980.00	150.00	19,130.00
	Engineer VII	2.00	550.00		
	Engineer V	50.00	11,250.00		
	Engineer II	8.00	1,240.00		
	Senior CAD Tech	24.00	3,720.00		
	Spatial Tech	12.00	2,220.00		
Final Design		24.00	4,600.00	0.00	4,600.00
	Engineer VII	2.00	550.00		
	Engineer V	12.00	2,700.00		
	Senior CAD Tech	6.00	930.00		
	Admin. Assist.	4.00	420.00		
Engineer's Opinion of Probable Cost		4.00	1,000.00	0.00	1,000.00
	Engineer VII	2.00	550.00		
	Engineer V	2.00	450.00		
Peer and Constructability Reviews		4.00	770.00	0.00	770.00
	Engineer V	2.00	450.00		
	Senior Construction Tech	2.00	320.00		
Permitting		44.00	9,760.00	0.00	9,760.00
	Engineer VII	2.00	550.00		
	Engineer V	40.00	9,000.00		
	Admin. Assist.	2.00	210.00		
Bid Assistance		6.00	1,110.00	0.00	1,110.00
	Engineer V	4.00	900.00		
	Admin. Assist.	2.00	210.00		

2

2

AG SCHOOL ROAD

BM#51

BM#52

NORTH BROWNS LAKE DRIVE

MATCH

MATCH

MATCH

MATCH

24'

16'

12'

12'

14'

20'

24'

24'

W.E.P.CO. EASEMENT

LIMITS OF DISTURBANCE

FLOODPLAIN LIMITS

DRAINAGE EASEMENT

75' x 50'
PROPOSED
PARK SHELTER

BATHROOMS

CROSS SECTION

WOOD POST
W/ELECTRIC SERVICE

WALK, FISHING PIER,
CANOE/KAYAK LAUNCH
(SURFACE TYPE TO BE CHOSEN)

MEANDER LINE

MEANDER LINE

FOX RIVER

FOX RIVER

WATER EDGE

WATER EDGE

ASPH

GRVL

BRUSHLINE

OH

12" CMP SS

IE = 760.76

765.00
765.50
766.00
766.06
766.38
768.37
770.43
773.63

PROPOSED GRADE

EXISTING GRADE

33' GRADED GRASS SLOPE

50' SHELTER SLAB

6' WALK

18' STALLS

24' AISLE

18' STALLS

20' AISLE

31' GRADED GRASS SLOPE

CROSS SECTION

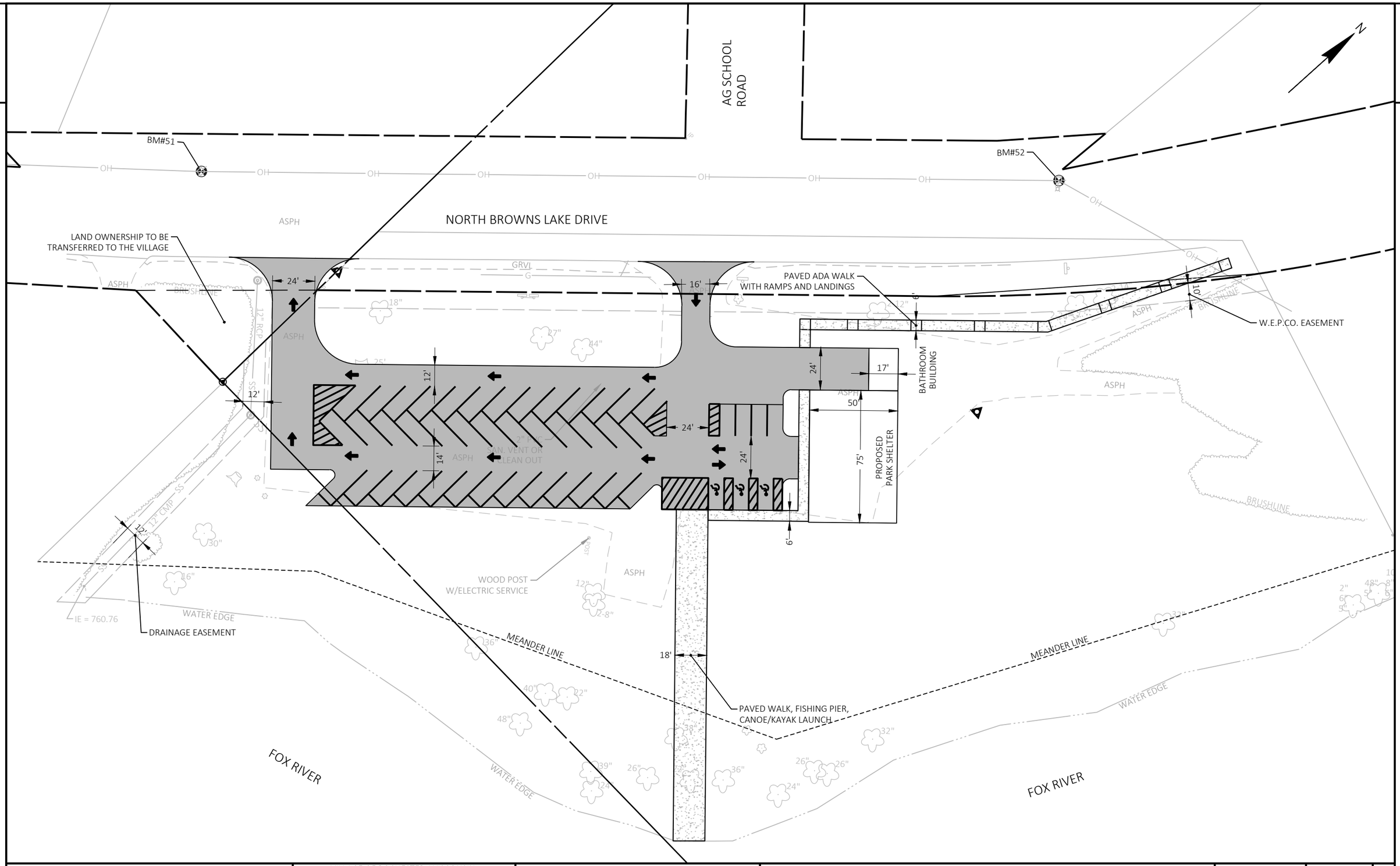
NOTES:
1. LIGHTING - PER WE ENERGIES
2. WILD FLOWER AREA - TBD
3. BRIDGE OVER FOX RIVER - TBD
4. DISTURBANCE AREA - 43,100 SF (< 1 ACRE)

PROJECT NO: 2500403	VILLAGE OF ROCHESTER, WISCONSIN S FRONT STREET PARKING LOT	COUNTY: RACINE	SITE PLAN	SHEET 3	BAXTER & WOODMAN	E

FILE NAME : P:\ROCHV\2500403-OAK KNOLL REHABILITATION DESIGN\CAD\01_CIVIL 3D-2024\01_SHTS_PLANS\FRONT ST PRKLOT\020201-PD.DWG
LAYOUT NAME - 020201-pd (site)

PLOT DATE : 2/13/2026 8:54 AM PLOT BY : JAIMI LAPP PLOT NAME : PLOT SCALE : 1 IN:50 FT

WISDOT/CADDS SHEET 42



PROJECT NO: 2500403	VILLAGE OF ROCHESTER, WISCONSIN S FRONT STREET PARKING LOT	COUNTY: RACINE	SITE PLAN	SHEET 3	BAXTER & WOODMAN	E

FILE NAME : P:\ROCHV\2500403-OAK KNOLL REHABILITATION DESIGN\CAD\01_CIVIL 3D-2024\01_SHTS_PLANS\FRONT ST PRKLOT\020201-PD.DWG
LAYOUT NAME - 020201-pd (site)

PLOT DATE : 10/17/2025 11:34 AM PLOT BY : JAIMI LAPP PLOT NAME : PLOT SCALE : 1 IN:50 FT

WISDOT/CADDS SHEET 42

PURCHASING REQUISITION FORM

Purchase Level	Procurement Requirement
under $5,000	No comparison pricing or PO required. **Pcard use is encouraged.**
$5,000-10,000	Requires 3 verbal quotes to be documented on page 2.
$10,000-25,000	Requires 3 written letterhead quotes to be documented on page 2.
over $25,000	Contact Purchasing Coordinator (262-636-3700) regarding formal bid process.

DEPT: Land & Water Conservation	**FISCAL YEAR:** 2026	**DATE:** 3/25/2026
VENDOR NAME: Legend Structures LLC	**VENDOR #:**	**ADDRESS #:**
	(NEW = new vendor to be added; leave blank if unknown)	
VENDOR ADDRESS: 5500 Military Trl, Ste 22, #281		
VENDOR EMAIL: kritter@legendstructures.com		
SHIP TO ADDRESS IF OTHER THAN DEPT LISTED ABOVE: 730 English Settlement North, Burlington WI 53105		
PREPARED BY: Chad Sampson	**PREPARER PHONE #:** 262-886-8468	
PREPARER EMAIL: chad.sampson@racinecounty.gov		

DESCRIPTION: Wood Gable Structure

NOTES TO BE PRINTED ON THE PO:

(Include information applicable to purchase – *quote number and date, shipping information, term of procurement such as for maintenance agreements 6/20/16 to 6/19/17, if maintenance agreement add when original procurement completed and original PO/Contract number, down payment due at time of order, sole source vendor, emergency procurement, budget authorization or resolution #, IT related purchase needs review and approval by IT Director. I.S. review* ***– and add supporting information into the attachment.)*** **IT Approval and Date:**

PRICING: (Freight should be listed separately.)

Quantity	Mfg/Article Number	Unit Price	Extended Price
1	30' x 60' Wood Gable Structure with all accessories	$46,495.00	$46,495.00
1	Standard Delivery	$2,120.00	$2,120.00
		TOTAL:	**$** 48,615.00

ACCOUNT NUMBER:
(if multiple accounts, please include splits in detail) 33147000.489000.26B37

AUTHORIZED BY: Chad Sampson	**AUTHORIZOR PHONE #:** 262-886-8468

Purchasing Use only:

Date Entered:	**Entered By:**	**P.O. #:**

Procurement rules are in Section 7 of the Racine County Ordinances. Please inquire with Finance at 262-636-3706 regarding Pcard use and issuance.

Please email form with support to Purchasing@RacineCounty.com

Racine County
WISCONSIN

PURCHASING REQUISITION FORM

Is this purchase greater than $5,000 but less than or equal to $10,000? (Sec. 7-260(4)) Yes, No.

If this purchase fits this category, you are required to get telephone quotes from a minimum of three vendors. Please list them below.

Date	Vendor Name	Total Price$

Is this purchase greater than $10,000 but less than or equal to $25,000? (Sec.7-260(5)) Yes, No.

If this purchase fits in this category you must request (3) three written letterhead quotations from vendors. Results and copies of their quotes should be attached to this form and indicated below.

Date	Vendor Name	Total Price$
3/24/26	Legend Structures	$48,615.00
3/24/26	Gazebocreations.com	$65,500.00
3/24/26	Cedarstore.com	$74,898.00

All purchases in excess of $25,000 must follow the formal bid procedures specified within the Racine County Procurement Ordinance (Sec. 7-261).

Was contact made with at least one certified minority-owned business in Racine County? Yes, No.

If no, please give an explanation.

Certified MBE's (Minority Business Enterprise) can be viewed at: https://wisdp.wi.gov/Search.aspx

I certify the above quotes have been received by me.

Chad Sampson Digitally signed by Chad Sampson Date: 2026.03.25 13:37:59 -05'00'

Signature

3-25-2026

Date

Procurement rules are in Section 7 of the Racine County Ordinances. Please inquire with Finance at 262-636-3706 regarding Pcard use and issuance.

Please email form with support to Purchasing@RacineCounty.com

BID FORM

Racine County
Land Conservation
Shelter Construction at West Meadows Conservancy
734 North English Settlement Avenue
Burlington, WI 53105

Bid Plans and Specifications dated 05/14/2026

Racine County Purchasing Department
RFP #LCON2026-01

BID DUE

Wednesday July 8, 2026
10:00 am local time

BID

Ford Construction Co., Inc.

(Company Name)

Robert F Ford, President / Jim Warzinski, Project Manager

(Name of Company Representative)

1419 Poplar Drive

(Street Address)

Waukesha, WI 53188

(City, State, and Zip)

262/896.9370

(Telephone Number)

jim@fordconstructioninc.com

(Email Address of Representative)

We/I, the above, hereby agree to execute a contract, if this offer is accepted, in strict accordance with all instructions, documents, specifications and drawings contained in RFP # LCON2026-01 as prepared by the Racine County Purchasing Department.

LUMP SUM BASE BID:

Provide a bid for all work shown in the Racine County Purchasing Department RFP # LCON2026-01:

$ 63,655.00

Sixty Three Thousand, Six Hundred Fifty-Five and no/100 (dollars)

LIST OF CONSTRUCTION DOCUMENTS

We agree to perform the work in strict compliance with and be bound by the terms, conditions, and contract time constraints, as specified in the following Construction Documents:

A. Project Drawings
Project No. S00141 dated May 14, 2026 as contained in Racine County Purchasing Department RFP Proposal # LCON2026-01.

C. Addenda
As issued prior to the Bid Date by Racine County.

ADDENDUM RECEIPT

We acknowledge the receipt of:

Addenda # 1 dated 6/9/26

Addenda # 2 dated 6/26/26

Addenda # _____ dated _____

Addenda # _____ dated _____



Village of Rochester

Agenda Report

Village Board (Consent) - Oct 26 2026

Prepared For:	Staff Contact:
Village Board (Consent)	Betty Novy, Village Administrator-Treasurer

Agenda Item:

Finance Committee Recommendation:
Resolution #2026-20 "A Resolution by the Village of Rochester Board to Amend the 2026 Capital Projects Budget"

Recommended Action:

to adopt Resolution #2025-20 "A Resolution by the Village of Rochester Board to amend the 2026 Capital Projects Budget".

Purpose/Nature of the Proposal:

Resolution #2025-20 is presented to adjust the current year Capital Projects Fund budget to more closely align with actual revenues and expenditures which both have been made, and are anticipated to be made, through year end 2026.

Background/Summary:

The Finance Committee reviewed the Capital Projects Fund budget at their October 19th meeting. These amendments are based on their review and recommendations.

Attachments:

Resolution #2026-20 To Amend the 2026 Capital Projects Budget
Captl Project Fund Balance tracking 2026-2027
2026 Capital Projects Budget Amendment Tracking

Resolution #2026-20

A RESOLUTION BY THE VILLAGE OF ROCHESTER BOARD TO AMEND THE 2026 CAPITAL PROJECTS BUDGET

WHEREAS, the Village Board adopts an annual budget and may amend that budget from time to time by subsequent action of the Board; and

WHEREAS, the Village Finance Committee reviewed year-to-date financial activity and projected **Capital Project Fund** revenues and expenditures for the period October 1, 2026, through December 31, 2026, and recommends certain budget amendments to better align budgeted amounts with actual and anticipated revenues and expenditures; and

WHEREAS, the proposed amendments correct expenditure accounts and reflect updated revenue estimates, revised expenditure projections, actual costs incurred during the fiscal year, and the deferral of certain planned expenditures to 2027;

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Rochester, Racine County, Wisconsin, that the 2026 Budget, as adopted on November 25, 2025, and subsequently amended on June 8, 2026, is hereby amended as follows:

Action	Account Number	Account Name	Original Budget	Revised Budget	Difference
Capital Project Fund Revenues:					
Increase	400-00-49200-000-000	Transfers from Other Funds	274,530.00	277,277.00	2,747.00
Increase	400-00-48101-000-000	Interest Revenue– Bond Proceeds	0.00	30,800.00	30,800.00
		Total Revenues:	**274,530.00**	**308,077.00**	**33,547.00**
General Fund Expenditures:					
Increase	400-00-57220-000-000	Outlay – Fire Protection	82,000.00	276,603.00	194,603.00
Decrease	400-00-57220-000-001	Outlay – Amb/ EMS	657,537.00	0.00	-657,537.00
Decrease	400-00-57331-000-003	Outlay- Oak Knoll Road	1,843,118.00	1,658,000.00	-185,118.00
Decrease	400-00-57620-000-000	Park Outlay	102,850.00	0.00	-102,850.00
		Total Expenditures:	**2,685,505.00**	**1,934,603.00**	**-750,902.00**
			Original Budget	**Revised Budget**	**Difference**
		***Estimated* 12.31.2026 Capital Project Fund Balance**	3.02	784,452.02	$784,449.00

BE IT FURTHER RESOLVED that these amendments increase anticipated revenues by **$33,547.00** and decrease anticipated expenditures through year end by **$750,902.00**, resulting in a net positive impact on fund balance of **$784,449.00** compared to the original 2026 budget projections.

Introduced: October 26, 2026
Adopted:

VILLAGE OF ROCHESTER Attest:

_____ _____
Nick Ahlers, Village President Amber Jensen, Village Clerk

Capital Projects Budget Tracking 2026-2027

Capital Project Bond Fund Balances- by project:		Anticipated Remaining Fund Bal. 12.31.26	Anticipated Interest Earnings	Anticipated Principal Balance Committed	Anticipated Principal Balance (Uncommitted)	Transfers in from other funds	Projected Amts. Paid out thru year end	Original Principal Borrowing
	Public Works Capital Projects Fund	197,514	11,470		187,800	277,277	(1,793,843)	1,704,363
	Park Outlay Capital Projects Fund	105,194	2,344	102,850				102,850
	Fire-EMS Capital Projects Fund - Squad 832	397,959	17,025	265,957	114,977		(276,603)	657,537
	Fire-EMS Capital Projects Fund - Communications	82,000		82,000	-			82,000
		782,667	30,839	450,807	302,777	277,277	(2,070,446)	2,546,750
	Use of capital project bond funds are limited to the purposes of the bond; or debt service and must be paid out within 3 years of issue.							
	These purposes of this bond are: street rehabiliation; park improvements; and the acqusition of fire truck/ fire equipment							
	Uncommitted funds may be re-allocated to any of these purposes by direction of the Village Board							
Contemplated Riverside Park Improvements:								
	Final Park Design and Construction Documents	40,000	Const. ready plan development for all amenities, landscaping, etc. & renderings					
	Estimated Engineering Costs:	**40,000**						
	Park Pavilion Construction Costs	125,000	(Based on Racine County construction award for 44x74 Park Pavilion at West Meadows Conservancy Area)					
	Concrete Pad (2026 Estimate)	65,680	Based on B-W and Payne & Dolan Bid amts (if included with Oak Knoll)					
2026 Estimate	Parking lot (2026 Estimate)	206,568	Based on B-W and Payne & Dolan Bid amts (if included with Oak Knoll)					
	Total Estimated Cost:	**397,248**						
Upcoming Fire Company Capital Purchase Schedule:								
2028	Replace Defibs	150,000	(Noted as somewhat flexible. RVFC defibs are 4 generations behind the current model. Current pricing is $60K each)					

2026 Village of Rochester Budget
CAPITAL PROJECTS

Account Number	Account description	Account Type	2023 Actual	2024 Actual	2025 Actual	2025 AMENDED BUDGET	2026 Budget	Budget Res. 2026-13	PROPOSED Budget Res. 2026-20
CAPITAL PROJECTS FUND									
REVENUES									
400-50-43535-000-000	LRIP FUNDING GRANT	Revenues			24,482.79	24,500.00			
400-50-801-49100 PUBLIC WORKS	PROCEEDS FROM LONG TERM DEBT	Revenues					2,122,000.00	-	-
400-41-801-49100 FIRE	PROCEEDS FROM LONG TERM DEBT	Revenues					82,000.00	-	-
400-85-801-49100 PARKS	PROCEEDS FROM LONG TERM DEBT	Revenues				-	100,000.00	-	-
400-00-48101-000-000	INTEREST REVENUE- BOND PROCEEDS	Revenues							30,800.00
400-00-49500-000-000	PROCEEDS ON BOND ISSUANCE							2,600,000.00	2,600,000.00
400-00-49200-000-000	TRANSFERS FROM OTHER FUNDS (SW)	Revenues			16,100.00	17,625.00	272,400.00	274,530.00	277,277.00
400-00-49200-000-000	TRANSFERS FROM OTHER FUNDS (GEN)	Revenues	-	55,517.00	242,083.00	242,083.00			
	TOTAL REVENUES		-	55,517.00	282,665.79	284,208.00	2,576,400.00	2,874,530.00	2,908,077.00
EXPENDITURES									
400-00-57220-000-000	OUTLAY- FIRE PROTECTION						82,000.00	82,000.00	276,603.00
400-00-57220-000-001	OUTLAY- FIRE COMMUNICATIONS								
400-00-57230-000-000	OUTLAY -AMB/EMS	Expenses	-	226,923.00		-		657,537.00	-
400-00-57331-000-000	OUTLAY-ST CONSTRUCTION	Expenses	68,893.98	80,753.26	48,342.19	48,342.00			
400-00-57331-000-003	OUTLAY-ST CONSTRUCTION	Expenses			139,999.05	140,000.00	2,140,000.00	1,843,118.00	1,658,000.00
400-00-57360-000-000	OUTLAY-WAYFINDING SIGNAGE	Expenses	39,792.25	20,657.50		-			
400-00-57620-000-000	OUTLAY-ST PARKS	Expenses				-	100,000.00	102,850.00	-
400-00-57401-000-000	EQUIPMENT OUTLAY		-	-		-			
400-00-58300-000-000	DEBT ISSUANCE COSTS	Expenses						53,250.00	53,250.00
400-00-59200-000-000	TRANSFER TO OTHER FUNDS	Expenses					140,000.00	-	-
400-00-59200-000-000	TRANSFER TO OTHER FUNDS	Expenses	-	-			114,400.00	-	-
	TOTAL EXPENDITURES:		108,686.23	328,333.76	188,341.24	188,342.00	2,576,400.00	2,738,755.00	1,987,853.00
	Revenues Minus Expenditures:		(108,686.23)	(272,816.76)	94,324.55	95,866.00	0.00	135,775.00	920,224.00
	Fund Balance January 1		151,406.46	42,720.23	(230,096.53)	(230,096.53)	(134,230.53)	(135,771.98)	(135,771.98)
	Fund Balance December 31 (2026 Estimated)		42,720.23	(230,096.53)	(135,771.98)	(134,230.53)	3.02	3.02	784,452.02
	Other Financing Receipts (Disbursements)								
100-00-11310-000-000	Interfund Advances Out (Due from Other Funds)						(135,775.00)	(135,775.00)	(135,775.00)
100-00-24300-000-000	Interfund Advances In (Due to Other Funds)				135,775.00	135,775.00		0.00	0.00
	Total Other Financing Receipts (Disbursements)				135,775.00	135,775.00	(135,775.00)	(135,775.00)	(135,775.00)
	Net Change in Fund Cash Balances								
	Fund Cash Balances, January 1		151,406.46	42,720.23	(230,096.53)	3.02	3.02	3.02	3.02
	Fund Cash Balances, December 31		42,720.23	(230,096.53)	**3.02**	**3.02**	**3.02**	**3.02**	**784,452.02**

Village of Rochester

Agenda Report

Village Board (Consent) - Oct 26 2026

Prepared For:	Staff Contact:
Village Board (Consent)	Betty Novy, Village Administrator-Treasurer

Agenda Item:

Review Finance Committee Recommendation and Schedule Public Hearing: 2027 Village of Rochester Property Tax Supported Budget Proposal

Recommended Action:

to publish the Notice of Public Hearing for the 2027 Budget as recommended by the Finance Committee, to be held November XX, 2026, at 6:30 p.m.

Background/Summary:

The Finance Committee met on October 19 to review and develop the proposed 2027 budgets for the General Fund, Library Fund, Debt Service Fund, and Capital Projects Fund, as well as to determine a recommended 2026 property tax levy. Their budget recommendations are attached to this meeting report.

Revenue projections include estimated state aids and other anticipated income based on historical financial data, current trends, and expected adjustments to the Village fee schedule.

The budget includes $42,500 in Miscellaneous Revenue in the “Sale of Village Property” account, reflecting potential proceeds from the sale of fire trucks 824 and 832.

Expenditure projections were developed using historical financial data, known cost increases and decreases, and budget requests submitted by departments. Significant budget assumptions and changes include the following:

- Committee compensation is budgeted to increase by $15 per meeting, from $25 to $40 per meeting. This adjustment more closely aligns Rochester’s compensation structure with similarly sized municipalities that utilize a combination of annual salaries and per-meeting compensation for elected officials. The current per-meeting rate has remained unchanged since the Town and Village consolidated in 2008.

- Staff compensation includes up to a 3.6% Cost of Living Adjustment (COLA), based on the

increase in the Consumer Price Index from the third quarter of 2025 through the third quarter of 2026. The budget also incorporates increases to 2027 health insurance premiums.

- Most administrative expenditures remain relatively stable. Election expenses are projected to decrease due to only two scheduled elections in 2027, with a Spring Primary occurring only if candidate filings require one. Increased costs have been budgeted for contracted assessment services, as the current agreement expires in June 2027.

- Following voter approval of the Fire and EMS referendum, the Fire & EMS contract cost has increased by $116,600 compared to 2025, the baseline year used in developing the referendum request. Additionally, $20,500 has been budgeted under Capital Outlay for estimated transition costs associated with converting Fire and EMS services from a private contractual arrangement to a municipal department of the Village. The budget also includes $22,000 for exterior painting of the fire station.

- The budget incorporates all recommendations from the Public Works Committee with the exception of a $40,000 request for development of construction-ready plans, including amenity and landscaping design, and renderings for Riverside Park. The Committee recommends that these costs instead be considered within the Capital Projects Fund.

- The 2027 Library Fund appropriation remains unchanged from 2026.

- The 2027 Debt Service Fund appropriation increases by approximately $202,000 over 2026 to accommodate additional principal and interest payments associated with the 2026 bond issue.

- No property tax levy is proposed for the 2027 Capital Projects Fund. The fund budget reflects the expenditure of previously committed funds during 2027 and is projected to retain an uncommitted fund balance of between $333,000 and $343,000. These remaining funds may be appropriated by future Village Board action for any of the authorized purposes identified in the bond issue.

Financial Impact/Analysis:

The proposed property tax levy for Village purposes totals $1,465,236.76, representing an increase of approximately $352,840 over the 2025 levy. This increase is attributable primarily to the voter-approved Fire & EMS referendum and increased debt service obligations.

The proposed Village tax rate is $2.40 per $1,000 of assessed value, an increase of $0.56 per $1,000 compared to the prior year.

Attachments:

2027 Property Tax Supported Fund Budgets
Notice of Public Budget Hearing - DRAFT

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED thru 10.14.26	2027 Budget	% Change
REVENUES									
TAXES									
100-00-41150-000-000	MANAGED FOREST/FOREST CROP	2,534.74	2,711.29	2,778.68	-	2,778.68	2,800.00	2,800.00	0.00%
100-00-41300-000-000	IN LIEU OF ST. CONSERV S70.113	2,573.16	2,573.16	2,573.16	-	2,573.16	2,573.00	2,600.00	1.05%
100-00-41301-000-000	IN LIEU OF ST. CONSERV S70.11	2,453.87	2,509.40	2,438.36	-	2,438.36	2,500.00	2,400.00	-4.00%
100-00-41810-000-000	INTEREST ON PP TAX	3.74	-	-	-	-	-		0.00%
100-00-41850-000-000	AG USE VALUE PENALTIES	5,496.92	2,022.06	-	-	-	-		0.00%
		13,062.43	**9,815.91**	**7,790.20**	**-**	**7,790.20**	**7,873.00**	**7,800.00**	**-0.93%**
INTERGOVERNMENTAL REV									
100-00-43410-000-000	STATE SHARED REV/PERS PROPERTY/VIDEO SVC AIDS	169,468.34	144,613.78	38,015.80	143,180.13	181,195.93	181,196.00	184,070.00	1.59%
100-41-43420-000-000	2% FIRE DUES	21,144.03	22,801.40	23,776.80	-	23,776.80	23,000.00	24,000.00	4.35%
100-00-43430-000-000	EXEMPT COMPUTER	288.92	288.92	288.92	-	288.92	289.00	289.00	0.00%
100-00-43500-000-000	STATE GRANTS	453.00	-	-	-	-	-	-	0.00%
100-50-43530-000-000	TRANSPORTATION AIDS	109,366.25	110,018.03	79,219.59	26,406.54	105,626.13	105,669.00	111,306.00	5.33%
100-60-43540-000-000	RECYCLING GRANTS	6,160.22	6,156.03	6,156.10	-	6,156.10	6,160.00	6,160.00	0.00%
100-55-43622-000-000	STREET LIGHTING	750.10	833.33	3,349.90	-	3,349.90	3,550.00	3,425.00	-3.52%
		307,630.86	**284,711.49**	**150,807.11**	**169,586.67**	**320,393.78**	**319,864.00**	**329,250.00**	**2.93%**
REGULATION AND COMPLIANCE									
100-71-44102-000-000	DOG LICENSES	4,809.00	4,762.00	4,520.00	100.00	4,620.00	4,700.00	4,700.00	0.00%
100-11-44104-000-000	CABLE T.V. FEES	34,471.56	30,393.40	14,037.64	14,000.00	28,037.64	28,000.00	28,000.00	0.00%
100-11-44105-000-000	DANCE HALL LICENSES	600.00	700.00	500.00	-	500.00	600.00	500.00	-16.67%
100-71-44105-000-000	SPECIAL ANIMAL PERMITS	150.00	250.00	50.00	650.00	700.00	150.00	200.00	33.33%
100-71-44106-000-000	KENNEL APPLICATIONS	100.00	150.00	100.00	-	100.00	150.00	100.00	-33.33%
100-11-44110-000-000	LIQUOR & MALT BEVERAGE LICENSE	6,151.12	6,447.52	16,200.00	375.00	16,575.00	16,200.00	7,200.00	-55.56%
100-11-44115-000-000	OPERATORS LICENSES	1,375.00	1,695.00	1,165.00	200.00	1,365.00	1,500.00	1,500.00	0.00%
100-11-44116-000-000	CIGARETTE & SODA LICENSES	630.00	640.00	630.00	110.00	740.00	630.00	630.00	0.00%
100-42-44300-000-000	BLDG PERMITS	126,663.20	91,689.31	89,087.68	36,000.00	125,087.68	125,000.00	110,000.00	-12.00%
100-90-44400-000-000	ZONING PERMITS & FEE'S	16,990.00	10,720.00	12,630.00	4,000.00	16,630.00	20,000.00	10,000.00	-50.00%
100-90-44404-000-000	CONDITIONAL USER PERMIT FEES	7,400.00	3,425.00	2,500.00	2,000.00	4,500.00	-	4,500.00	0.00%
100-90-44406-000-000	SHORELAND CONTRACT FEES	475.00	-	500.00	-	500.00	-	500.00	0.00%
100-90-44408-000-000	LAND DIVISION FEES	-	500.00	1,800.00	2,000.00	3,800.00	3,500.00	2,000.00	0.00%
100-50-44900-000-000	PARKING PERMITS	100.00	330.00	44.00	100.00	144.00	50.00	200.00	300.00%
100-40-44901-000-000	FIREWORKS PERMITS	270.00	255.00	240.00	-	240.00	250.00	250.00	0.00%
100-40-44920-000-000	SELLERS PERMITS	393.00	2,021.00	-	-	-	100.00	100.00	0.00%
100-50-44930-000-000	DRIVEWAY PERMITS	2,100.00	395.00	1,075.00	500.00	1,575.00	500.00	500.00	0.00%
100-50-44941-000-000	RIGHT OF WAY PERMITS	300.00	1,260.00	300.00	-	300.00	1,000.00	500.00	-50.00%
		202,977.88	**155,633.23**	**145,379.32**	**60,035.00**	**205,414.32**	**202,330.00**	**171,380.00**	**-15.30%**
FINES, FORFEITURES & PENALTIES									
100-40-45110-000-000	COURT FORFEITURES	**13,458.00**	**22,624.38**	**7,754.73**	**5,000.00**	**12,754.73**	**15,000.00**	**15,000.00**	**0.00%**
PUBLIC CHARGES FOR SERVICES									
100-11-46101-000-000	LEGAL PUBLICATION FEES	65.00	70.00	130.00	-	130.00	65.00	130.00	100.00%

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED thru 10.14.26	2027 Budget	% Change
100-11-46102-000-000	ASSESSMENT LETTERS	4,050.00	2,550.00	2,500.00	1,000.00	3,500.00	2,500.00	3,000.00	20.00%
100-11-46103-000-000	PASSPORT APPLICATION FEES	1,925.00	-	-	-	-	-	-	0.00%
100-11-46104-000-000	PUBLIC RECORD COPY FEES	-	-	100.00	-	100.00	10.00	10.00	0.00%
100-60-46420-000-000	REFUSE & GARBAGE COLLECTION	293,085.00	304,113.00	309,622.92		309,622.92	312,708.00	346,848.00	10.92%
100-40-46440-000-000	WEED/NUISANCE ABATEMENT	-	5,344.20	-		-	-	-	0.00%
		299,125.00	**312,077.20**	**312,352.92**	**1,000.00**	**313,352.92**	**315,283.00**	**349,988.00**	**11.01%**
INTERGOVERNMENTAL CHARGES FOR SERVICES									
100-11-47400-000-000	STORM SEWER UTILITY ADMIN FEES	12,000.00	12,000.00	12,000.00	-	12,000.00	12,000.00	12,000.00	0.00%
100-11-47401-000-000	SEWER UTILITY ADMIN FEES	28,121.00	28,121.00	28,064.00	-	28,064.00	28,063.20	28,350.00	1.02%
		40,121.00	**40,121.00**	**40,064.00**	**-**	**40,064.00**	**40,063.20**	**40,350.00**	**0.72%**
MISCELLANEOUS									
100-00-48100-000-000	INTEREST REVENUE	75,222.69	49,462.24	31,736.05	13,000.00	44,736.05	45,000.00	50,000.00	11.11%
100-30-48200-000-000	RENT REVENUE	3,501.00	4,501.00	1,550.00	2,000.00	3,550.00	4,000.00	4,000.00	0.00%
100-00-48250-000-000	MISCELLANEOUS REVENUE	558.95	5,342.58	399.75	-	399.75	200.00	200.00	0.00%
100-00-48309-000-000	SALE OF VILLAGE PROPERTY	10,000.00	64,937.84	-		-	-	42,500.00	0.00%
		89,282.64	**124,243.66**	**33,685.80**	**15,000.00**	**48,685.80**	**49,200.00**	**96,700.00**	**96.54%**
100-00-49200-000-000	TRANSFERS FROM OTHER FUNDS	128,848.63				-			
		128,848.63	**-**	**-**	**-**	**-**	**-**	**-**	
	TOTAL REVENUES:	**1,094,506.44**	**949,226.87**	**697,834.08**	**250,621.67**	**948,455.75**	**949,613.20**	**1,010,468.00**	**6.41%**
EXPENDITURES									
GENERAL GOVERNMENT LEGISLATIVE									
100-01-51100-110-000	V BD WAGES/SALARIES	36,033.26	35,259.40	22,480.87	13,461.60	35,942.47	35,000.00	35,000.00	0.00%
100-01-51100-130-000	V BD SOC SEC/MED	3,003.64	2,970.87	1,888.40	1,029.81	2,918.21	2,677.50	2,677.50	0.00%
100-01-51100-162-000	V BD ASSOCIATION FEES	4,118.27	-	2,350.82	-	2,350.82	2,500.00	2,500.00	0.00%
100-01-51100-390-000	V BD MISC EXP	-	148.50			-	500.00	500.00	0.00%
100-01-51101-110-000	COMMITTEE WAGES/SALARIES	15,428.54	19,275.77	11,342.69	3,000.00	14,342.69	15,000.00	20,000.00	33.33%
100-01-51101-130-000	COMMITTEE SOC SEC/MED	821.50	1,143.51	671.31	229.50	900.81	1,200.00	1,530.00	27.50%
100-02-51300-000-000	VILLAGE ATTORNEY	16,872.00	18,627.70	5,001.35	5,000.00	10,001.35	10,000.00	10,000.00	0.00%
100-02-51301-000-000	PROSECUTING ATTNY EXPENSE	7,525.76	6,080.50	228.38	25.00	253.38	-	250.00	100.00%
100-02-51301-110-000	PROSECUTING ATTNY/ SALARIES		4,700.50	5,580.00	4,080.00	9,660.00	10,000.00	10,000.00	0.00%
100-02-51301-130-000	PROSECUTING ATTNY SOC SEC/MED		359.61	426.89	312.12	739.01	765.00	765.00	0.00%
100-02-51301-131-000	PROSECUTING ATTNY WRS	-	327.38	401.76	293.76	695.52	720.00	720.00	0.00%
		83,802.97	**88,893.74**	**50,372.47**	**27,431.79**	**77,804.26**	**78,362.50**	**83,942.50**	**7.12%**
GENERAL GOVERNMENT ADMINISTRATIVE									
100-11-51420-110-000	CLERK TREAS WAGES/SALARIES	221,808.80	241,670.10	142,457.85	82,209.20	224,667.05	225,000.00	233,870.00	3.94%
100-11-51420-130-000	CLERK TREAS SOC SEC/MED	19,424.50	18,272.05	10,195.68	6,289.00	16,484.68	16,500.00	17,892.00	8.44%
100-11-51420-131-000	CLERK TREAS WRS	14,562.70	15,923.51	10,108.90	5,920.00	16,028.90	16,030.00	16,956.00	5.78%
100-11-51420-132-000	CLERK TREAS HEALTH INS	24,965.26	20,799.41	16,643.16	9,505.82	26,148.98	26,150.00	28,885.00	10.46%
100-11-51420-133-000	CLERK TREAS LIFE INS	636.76	443.10	408.43	407.10	815.53	800.00	800.00	0.00%
100-11-51420-153-000	CLERK TREAS ADMIN EXP	2,432.00	27,966.88	1,524.55	1,000.00	2,524.55	3,000.00	3,000.00	0.00%

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED thru 10.14.26	2027 Budget	% Change
100-11-51420-160-000	CLERK TREAS PROF EDUC & DEV	1,268.77	1,428.00	1,258.00	628.00	1,886.00	1,600.00	3,000.00	87.50%
100-11-51420-330-000	CLERK TREAS MILEAGE		1,654.87	652.61	100.00	752.61	1,600.00	1,000.00	-75.00%
100-11-51420-161-000	CLERK TREAS MEMBERSHIPS	329.50	634.00	655.00	-	655.00	800.00	1,000.00	3.92%
100-11-51420-304-000	CLERK TREAS WEBSITE	3,193.30	3,037.50	3,205.00	1,900.00	5,105.00	5,105.00	5,105.00	0.00%
100-11-51420-305-000	CLERK TREAS NEWSLETTER EXP	2,011.32	872.00	0.78	1,600.00	1,600.78	1,600.00	1,600.00	0.00%
100-11-51420-306-000	CLERK TREAS NOTICE PUBLIC.	2,425.38	1,914.77	826.51	900.00	1,726.51	1,500.00	2,000.00	14.29%
100-11-51420-310-000	CLERK TREAS OFFICE SUPPLIES	3,489.80	446.41	1,077.54	1,000.00	2,077.54	3,500.00	4,000.00	7.69%
100-11-51420-311-000	CLERK TREAS COMPUTER/IT EXP	6,674.88	11,188.02	6,130.65	350.00	6,480.65	6,500.00	6,000.00	-29.41%
100-11-51420-312-000	CLERK TREAS COPIER EXP	946.86	1,101.78	673.54	400.00	1,073.54	1,700.00	1,500.00	-2.86%
100-12-51440-110-000	ELECTIONS WAGES/SALARIES	7,260.48	5,068.58	3,847.50	3,000.00	6,847.50	7,000.00	3,500.00	-233.33%
100-12-51440-242-000	ELECTION ELECTION MACHINE MAINT	1,491.62	479.32	912.25	-	912.25	1,500.00	1,500.00	0.00%
100-12-51440-390-000	ELECTION MISC EXP	7,554.80	3,995.87	1,848.84	5,500.00	7,348.84	7,500.00	3,700.00	-1.16%
		320,476.73	**356,896.17**	**202,426.79**	**120,709.12**	**323,135.91**	**327,385.00**	**335,308.00**	**2.42%**
GENERAL GOVERNMENT FINANCIAL ADMINISTRATIVE									
100-13-51510-210-000	BOND COUNSEL FEE LEGAL	1,650.00	1,200.00	1,650.00	400.00	2,050.00	2,400.00	2,400.00	0.00%
100-13-51510-211-000	ACCOUNTING AUDITOR	5,425.00	5,775.00	6,135.50	-	6,135.50	6,125.00	6,450.00	5.31%
100-11-51520-290-000	BANKING FEES	-	3,393.32	2,168.15	1,000.00	3,168.15	2,500.00	4,000.00	60.00%
100-13-51520-290-000	TAX COLLECTION EXPENSE	-	2,294.71	-	3,000.00	3,000.00	3,000.00	3,000.00	0.00%
100-14-51530-110-000	ASSESSOR WAGES/SALARIES	10,008.66	-	-	-	-	-	-	0.00%
100-14-51531-110-000	BD OF REVIEW WAGES/SALARIES	538.25	538.25	215.30	-	215.30	550.00	550.00	0.00%
100-14-51531-390-000	ASSESSOR CONTRACT EXPENSES	36,277.76	54,944.46	14,000.00	7,500.00	21,500.00	21,500.00	23,750.00	10.47%
100-14-51532-200-000	ASSESSOR MFG PROPERTY ASSMT	183.82	224.61	-	225.00	225.00	200.00	200.00	0.00%
		54,083.49	**68,370.35**	**24,168.95**	**12,125.00**	**36,293.95**	**36,275.00**	**40,350.00**	**11.23%**
GENERAL GOVERNMENT BUILDINGS									
100-30-51600-110-000	VILLAGE HALL WAGES/SALARIES	2,992.00	3,774.76	1,946.25	900.00	2,846.25	3,000.00	3,885.00	29.50%
100-30-51600-130-000	BLDG CUSTODIAN SOC SEC/MED	212.17	286.49	148.91	68.85	217.76	229.50	250.00	8.93%
100-30-51610-220-000	VILLAGE HALL ELECTRIC	2,158.43	2,294.86	1,676.68	900.00	2,576.68	2,600.00	2,600.00	0.00%
100-30-51610-221-000	VILLAGE HALL GAS	537.60	869.42	751.92	500.00	1,251.92	1,200.00	1,200.00	0.00%
100-30-51610-222-000	VILLAGE HALL SEWER UTILITY	536.00	564.00	316.00	316.00	632.00	564.00	635.00	12.59%
100-30-51610-223-000	VILLAGE HALL PHONE	2,685.83	2,725.66	1,818.48	670.00	2,488.48	2,800.00	2,000.00	-28.57%
100-30-51610-225-000	VILLAGE HALL STORM WATER UTILITY	281.46	140.72	-	208.00	208.00	142.00	208.00	46.48%
100-30-51610-240-000	VILLAGE HALL BLDG MAINTENANCE	3,113.21	1,884.76	1,966.80	750.00	2,716.80	2,800.00	3,000.00	7.14%
100-30-51610-241-000	VILLAGE HALL SUPPLIES	439.70	989.75	73.68	750.00	823.68	1,600.00	1,000.00	-37.50%
100-41-52200-225-000	FIRE & EMS STORM WATER UTILITY	546.00	273.00	-	405.00	405.00	275.00	405.00	47.27%
100-41-51631-215-000	FIRE STATION BUILDING MAINT	-	140.00	1,369.66		1,369.66	1,000.00	1,000.00	0.00%
100-80-55110-240-000	LIBRARY BLDG MAINTENANCE	3,314.51	4,611.51		3,150.00	3,150.00	5,000.00	4,000.00	-20.00%
		16,816.91	**18,554.93**	**10,068.38**	**8,617.85**	**18,686.23**	**21,210.50**	**20,183.00**	**-4.84%**
INSURANCE AND BONDS									
100-00-51900-510-000	INSURANCE PROPERTY	5,522.45	5,659.30	-	7,084.00	7,084.00	7,100.00	7,450.00	4.93%
100-00-51900-515-000	INSURANCE LIABILITY	7,504.70	7,473.20	7,154.80	1,000.00	8,154.80	8,200.00	8,610.00	5.00%
100-00-51900-520-000	INSURANCE WORKMAN'S COMP	4,621.08	4,755.42	4,115.83	375.00	4,490.83	4,625.00	4,800.00	3.78%
100-00-51900-525-000	INSURANCE SURETY BONDS	559.59	500.00	458.33	42.00	500.33	515.00	515.00	0.00%
		18,207.82	**18,387.92**	**11,728.96**	**8,501.00**	**20,229.96**	**20,440.00**	**21,375.00**	**4.57%**

2027 Proposed General Fund Budget Worksheet

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED thru 10.14.26	2027 Budget	% Change
PUBLIC SAFETY									
100-40-52100-215-000	LAW ENFORC CONTRACTED SERV	119,719.56	123,768.00	65,085.66	65,085.66	130,171.32	130,171.30	139,679.00	7.30%
100-41-52200-180-000	FIRE & EMS 2% FIRE PASS THRU	21,144.03	22,801.40	23,776.80	-	23,776.80	23,000.00	24,000.00	4.35%
100-41-52200-215-000	FIRE & EMS CONTRACTED SERV	199,720.00	229,230.00	261,397.00	22,783.00	284,180.00	284,180.00	345,851.00	21.70%
100-42-52400-215-000	BLDG INSPECTOR CONTRACTED SERV	68,788.62	53,466.89	46,466.02	19,800.00	66,266.02	68,750.00	60,500.00	-12.00%
100-42-52400-390-000	BLDG INSPECTOR MISC EXP	342.49	342.80	872.01	-	872.01	500.00	800.00	60.00%
		409,714.70	**429,609.09**	**397,597.49**	**107,668.66**	**505,266.15**	**506,601.30**	**570,830.00**	**12.68%**
PUBLIC WORKS									
100-50-53100-110-000	PUB WKS WAGES/SALARIES	42,140.55	41,723.23	28,420.94	15,300.00	43,720.94	46,340.00	49,331.00	6.45%
100-50-53100-130-000	PUB WKS SOC SEC/MED	3,043.80	3,141.23	2,020.44	1,170.45	3,190.89	3,550.00	3,774.00	6.31%
100-50-53100-131-000	PUB WKS WRS	2,613.34	2,851.30	1,840.71	991.96	2,832.67	2,900.00	2,987.00	3.00%
100-50-53100-132-000	PUB WKS HEALTH INS	10,218.26	11,094.59	7,872.62	3,468.64	11,341.26	11,342.00	11,808.00	4.11%
100-50-53100-133-000	PUB WKS LIFE INS	75.60	76.20	52.44	38.70	91.14	100.00	100.00	0.00%
100-50-53100-160-000	PUB WKS PROF EDUC & DEV	1,723.68	870.00	-		-	2,000.00	2,000.00	0.00%
100-50-53100-212-000	PUB WKS ENGINEERING	4,496.25	3,125.00	400.00	2,000.00	2,400.00	3,000.00	3,000.00	0.00%
100-50-53100-216-000	PUB WKS CONTRACTED STREET MAINT	41,111.64	35,218.80	32,284.75	26,500.00	58,784.75	70,000.00	59,000.00	-15.71%
100-50-53100-217-000	PUB WKS CONTRACTED SNOW REMOVAL	50,000.00	77,936.96	40,809.54	20,000.00	60,809.54	63,000.00	65,000.00	3.17%
100-50-53100-224-000	PUB WKS MOBILE SERVICES	244.43	215.05	300.99	410.00	710.99	720.00	1,000.00	38.89%
100-50-53100-230-000	PUB WKS VEHICLE MAINTENANCE	1,219.88	3,513.66	-	500.00	500.00	3,000.00	1,000.00	-66.67%
100-50-53100-362-000	PUB WKS FUEL	3,299.12	1,597.46	1,098.66	2,000.00	3,098.66	3,000.00	3,250.00	8.33%
100-30-53100-363-000	PUB WKS EQUIPMENT STORAGE	1,560.00	1,560.00	-	-	-	-	-	0.00%
100-50-53100-370-000	PUB WKS STREET & TRAFFIC SIGNS	3,531.37	1,173.95	1,619.86	2,000.00	3,619.86	4,000.00	2,000.00	-50.00%
100-50-53100-390-000	PUB WKS MISC EXP	3,984.38	3,681.75	741.71	1,500.00	2,241.71	4,000.00	3,000.00	-25.00%
100-50-53320-110-000	RT OF WAY MOWING	2,648.91	5,665.16	2,922.78	2,000.00	4,922.78	5,500.00	6,000.00	9.09%
100-50-53321-000-000	RT OF WAY TREES/BRUSH	18,900.00	-	-	8,000.00	8,000.00	10,000.00	10,000.00	0.00%
100-50-53322-000-000	MOWING OF PRIVATE LOTS	630.00	-	-		-	-		0.00%
100-50-53331-000-000	ROAD SALT	30,247.57	49,708.41	22,312.54	15,000.00	37,312.54	42,000.00	50,000.00	19.05%
100-50-53333-000-000	SNOW REMOVAL EXP	15.09	75.00	986.80	-	986.80	500.00	1,000.00	100.00%
100-50-53340-000-000	HOUSE NUMBERS	560.12	239.42	282.61	400.00	682.61	750.00	750.00	0.00%
100-50-53420-000-000	STREET LIGHTING	21,239.08	23,350.73	16,110.94	8,300.00	24,410.94	24,000.00	25,000.00	4.17%
100-55-53421-000-000	HONEY CREEK LIGHTING DISTRICT	460.57	518.29	513.89	293.16	807.05	600.00	825.00	37.50%
100-55-53426-000-000	HONEY LAKE BEACH LIGHTING	-	-	466.09	234.00	700.09	700.00	735.00	5.00%
100-55-53427-000-000	HONEY LAKE STREET LIGHTING	-	-	1,213.06	556.20	1,769.26	2,100.00	1,865.00	-11.19%
100-50-53432-350-000	SIDEWALK REPAIRS	10,000.00	-	-	5,000.00	5,000.00	10,000.00	5,000.00	-50.00%
100-60-53620-215-000	REF & GARBAGE CONTRACTED SERV	182,524.32	185,693.64	130,548.00	65,274.00	195,822.00	200,644.00	219,362.00	9.33%
100-60-53630-000-000	HAZ WASTE COLLECTION COSTS	2,871.06	57,784.07	-	-	-	2,000.00	1,000.00	-50.00%
100-60-53630-215-000	RECY COLLECT CONTRACTED SERV	107,855.28	112,022.52	78,936.00	39,468.00	118,404.00	116,582.00	132,646.00	13.78%
		547,214.30	**622,836.42**	**371,755.37**	**220,405.11**	**592,160.48**	**632,328.00**	**661,433.00**	**4.60%**
HEALTH & HUMAN SERVICES									
100-71-54150-000-000	ANIMAL CONTROL LICENSE FEES	364.88	705.58	-	600.00	600.00	600.00	600.00	0.00%
100-71-54150-215-000	ANIMAL CONTROL CONTRACTED SERV	3,167.77	998.00	525.00	375.00	900.00	900.00	5,400.00	500.00%
		3,532.65	**1,703.58**	**525.00**	**975.00**	**1,500.00**	**1,500.00**	**6,000.00**	**300.00%**

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED thru 10.14.26	2027 Budget	% Change
CULTURE, RECREATION & EDUCATION									
100-81-55190-000-000	COMMUNITY EVENTS	1,056.50	2,480.00	1,500.00	-	1,500.00	2,000.00	2,000.00	0.00%
100-82-55191-000-000	HISTORICAL SOCIETY	200.00	-	70.00	-	70.00	200.00	200.00	0.00%
100-85-55200-215-000	PARKS CONTRACTED SERVICES	12,593.00	8,300.22	6,705.58	5,000.00	11,705.58	12,000.00	14,000.00	16.67%
100-85-55200-241-000	PARKS GENERAL MAINTENANCE	4,069.60	22,181.43	2,143.84	2,000.00	4,143.84	8,000.00	4,000.00	-50.00%
		17,919.10	**32,961.65**	**10,419.42**	**7,000.00**	**17,419.42**	**22,200.00**	**20,200.00**	**-9.01%**
CONSERVATION & DEVELOPMENT									
100-90-56400-110-000	ZONING WAGES/SALARIES	55,879.37	40,935.00	27,247.50	13,500.00	40,747.50	41,250.00	41,250.00	0.00%
100-90-56400-130-000	ZONING SOC SEC/MED	4,326.37	3,095.06	2,084.46	1,032.75	3,117.21	3,156.00	3,156.00	0.00%
100-90-56400-131-000	ZONING WRS	3,894.70	2,871.57	1,961.82	972.00	2,933.82	2,764.00	2,764.00	0.00%
100-90-56400-133-000	ZONING LIFE INS	99.47	98.56	62.72	44.80	107.52	110.00	110.00	0.00%
100-90-56400-161-000	ZONING PROFESS DEV/ MEMBERSHIPS	125.00	-	-		-	500.00	500.00	0.00%
100-90-56400-212-000	ZONING ENGINEERING	258.04	-	-	1,000.00	1,000.00	1,000.00	1,000.00	0.00%
100-90-56400-330-000	ZONING MILEAGE	-	103.05	112.91	200.00	312.91	100.00	100.00	0.00%
		64,582.95	**47,103.24**	**31,469.41**	**16,749.55**	**48,218.96**	**48,880.00**	**48,880.00**	**0.00%**
CAPITAL OUTLAY									
100-11-57120-800-000	ADMINISTRATIVE OUTLAY				10,000.00	10,000.00	9,000.00	-	-100.00%
100-30-57140-000-000	PUBLIC BLDG OUTLAY- VILLAGE HALL	-	1,952.85	962.38		962.38	1,000.00	500.00	-50.00%
100-41-57141-000-000	PUBLIC BLDG OUTLAY- FIRE STATION	-	-	-		-	-	22,000.00	0.00%
100-41-52200-390-000	FIRE PROTECTION OUTLAY	-	5,003.00			-		20,500.00	-24.07%
100-50-57143-000-000	PUBLIC BLDG OUTLAY- PUBLIC WORKS GARAGE	150.00	3,024.56	-		-	-		0.00%
100-50-57331-810-000	PUBLIC WORKS OUTLAY		-	24,201.96		24,201.96	27,000.00	-	0.00%
100-80-57142-000-000	PUBLIC BLDG OUTLAY- LIBRARY	25,710.00	-	-	1,000.00	1,000.00	1,000.00	10,000.00	0.00%
100-85-57620-000-000	PARK OUTLAY	15,177.70	20,322.10	3,100.00	-	3,100.00	5,000.00		-100.00%
		41,037.70	**30,302.51**	**28,264.34**	**11,000.00**	**39,264.34**	**43,000.00**	**53,000.00**	**23.26%**
100-00-59200-000-000	TRANSFER TO OTHER FUNDS	55,517.00	245,063.23	-		-	-		0.00%
	Expenses Total:	**1,632,906.32**	**1,960,682.83**	**1,138,796.58**	**541,183.08**	**1,679,979.66**	**1,738,182.30**	**1,861,501.50**	**7.09%**
	Revenues-Expenses total	(538,399.88)	(1,011,455.96)	(440,962.50)	(290,561.41)	(731,523.91)	(788,569.10)	(851,033.50)	7.92%
100-00-41110-000-000	GENERAL PROPERTY TAXES	665,757.44	714,351.20	677,607.30		677,607.30	677,607.30	828,033.50	22.20%
	Fund Balance - January 1	**686,124.01**	806,436.00			**509,415.22**	**509,415.22**	**455,498.61**	
	Adjust to Audit:	(7,045.57)	83.98						
	Transfer In (Fund Balance)	(120,311.99)	297,020.78			53,916.61	**110,961.80**	**23,000.00**	
	Fund Balance - December 31 (2026 Estimated)	**806,436.00**	**509,415.22**			**455,498.61**	**398,453.42**	**432,498.61**	

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED thru 10.14.26	2027 Budget	% Change
	Other Financing Receipts (Disbursements)								
100-00-11310-000-000	Interfund Advances Out (Due from Other Funds)		(135,775.00)			135,775.00	135,775.00	78,032.38	
100-00-24300-000-000	Interfund Advances In (Due to Other Funds)					(78,032.38)	(78,032.38)		
	Total Other Financing Receipts (Disbursements)		(135,775.00)			57,742.62	57,742.62	78,032.38	
	Net Change in Fund Cash Balances	**120,311.99**	**(432,879.76)**			**3,826.01**	**(53,219.18)**	**55,032.38**	
	Fund Cash Balances, January 1	686,124.01	806,436.00			373,640.22	373,640.22	377,466.23	
	Fund Cash Balances, December 31	**806,436.00**	**373,640.22**			**377,466.23**	**320,421.04**	**432,498.61**	

2027 Proposed Library Budget

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET	2027 Budget	% Change
LIBRARY FUND									
REVENUES									
200-00-41113-000-000	LIBRARY TAX	128,564.00	131,543.28	144,698.00	-	144,698.00	144,698.00	144,698.00	0.00%
200-00-43790-000-000	PRAIRIE LAKES LIBRARY RESOURCE	63,166.00	63,645.51	30,929.79	30,930.21	61,860.00	61,860.00	74,198.00	19.95%
200-00-46710-000-000	LIBRARY FINES	353.96	356.22	413.71	-	413.71	400.00	500.00	25.00%
200-00-46720-000-000	HS UTILITY PAYMENT	-	586.92	665.22	-	665.22	585.00	585.00	0.00%
200-00-48500-000-000	LIBRARY MISC INCOME/DONATIONS	659.20	1,967.00	-	-	-	100.00	100.00	0.00%
	Subtotal:	**$192,743.16**	**$198,098.93**	**$176,706.72**	**$30,930.21**	**$207,636.93**	**207,643.00**	**$220,081.00**	**5.99%**
EXPENSES									
200-80-55110-110-000	LIBRARY WAGES/SALARIES	125,766.78	135,412.92	83,553.90	52,562.10	136,116.00	133,416.00	140,000.00	4.93%
200-80-55110-130-000	LIBRARY SOC SEC/MED	8,369.65	10,687.65	6,391.95	3,857.05	10,249.00	10,249.00	10,500.00	2.45%
200-80-55110-131-000	LIBRARY WRS	6,629.55	8,152.70	5,014.42	3,127.58	8,142.00	8,142.00	8,135.00	-0.09%
200-80-55110-132-000	LIBRARY HEALTH	-	-	-	-	-	-		0.00%
200-80-55110-133-000	LIBRARY LIFE INS	177.10	163.97	104.94	55.06	160.00	160.00	175.00	9.38%
200-80-55110-150-000	LIBRARY STAFF VOLUNTEER & DE	351.06	102.73	50.00	600.00	650.00	650.00	650.00	0.00%
200-80-55110-153-000	LIBRARY ADMIN EXP	655.38	642.53	161.51	38.49	200.00	1,000.00	1,000.00	0.00%
200-80-55110-220-000	LIBRARY ELECTRIC	4,458.68	5,053.58	3,160.00	2,450.00	5,610.00	5,184.00	6,700.00	29.24%
200-80-55110-221-000	LIBRARY GAS	1,008.38	1,747.42	1,182.00	1,260.00	2,442.00	2,592.00	4,884.00	88.43%
200-80-55110-222-000	LIBRARY SEWER UTILITY	1,995.00	1,692.00	474.00	1,134.00	1,608.00	1,608.00	1,608.00	0.00%
200-80-55110-223-000	LIBRARY PHONE	1,752.65	1,772.50	1,279.23	579.77	1,859.00	1,800.00	1,740.00	-3.33%
200-80-55110-240-000	LIBRARY BLDG MAINTENANCE	2,995.47	3,455.43	1,288.08	1,911.92	3,200.00	3,200.00	3,200.00	0.00%
200-80-55110-310-000	LIBRARY OFFICE SUPPLIES	4,126.75	2,170.74	2,332.78	267.22	2,600.00	2,000.00	3,000.00	50.00%
200-80-55110-311-000	LIBRARY COMPUTER/IT EXP	2,059.00	97.92	-	-	-	2,500.00	1,000.00	-60.00%
200-80-55110-312-000	LIBRARY COPIER EXP	1,267.66	1,327.49	943.12	616.88	1,560.00	1,560.00	1,560.00	0.00%
200-80-55110-400-000	LIBRARY AUDIO BOOKS	3,902.69	941.67	1,564.07	2,435.93	4,000.00	4,000.00	4,000.00	0.00%
200-80-55110-401-000	LIBRARY BOOKS	16,622.40	11,850.33	9,256.64	4,743.36	14,000.00	15,000.00	17,000.00	13.33%
200-80-55110-402-000	LIBRARY MUSIC CDS	36.52	22.13	-	-	-	-	200.00	0.00%
200-80-55110-403-000	LIBRARY PERIODICALS	255.93	185.88	290.52	-	290.52	400.00	400.00	0.00%
200-80-55110-404-000	LIBRARY PROGRAM EXP	4,364.13	3,656.50	2,864.65	2,235.35	5,100.00	5,600.00	4,100.00	-26.79%
200-80-55110-405-000	LIBRARY VIDEO MATERIALS DVD	1,555.46	863.99	129.54	2,270.46	2,400.00	2,550.00	2,400.00	-5.88%
200-80-55110-406-000	LIBRARY WAVE CONSORTIUM O.C.	3,369.19	4,127.07	4,583.80	248.20	4,832.00	4,832.00	5,555.40	14.97%
200-80-55110-407-000	LIBRARY WISCAT	1,800.00	1,200.00	600.00	600.00	1,200.00	1,200.00	1,200.00	0.00%
200-80-55110-810-000	LIBRARY CAPITAL EQUIPMENT	2,118.26	1,650.00	-	-	-	-	1,073.60	100.00%
200-80-59200-000-000	TRANSFER TO OTHER FUNDS	-	-	-	-	-	-	-	0.00%
	Subtotal:	**195,637.69**	**196,977.15**	**125,225.15**	**80,993.37**	**206,218.52**	**207,643.00**	**220,081.00**	**5.99%**
	Revenues Minus (-) Expenditures:	-2,894.53	1,121.78			1,418.41	0.00	0.00	
	Fund Balance - January 1	4,169.93	1,275.40			2,397.18	2,397.18	3,815.59	
	Fund Balance December 31 (2025 Estimated):	1,275.40	2,397.18			3,815.59	2,397.18	3,815.59	

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 AMENDED BUDGET	2027 Budget	% Change
DEBT SERVICE FUND									
REVENUES									
300-00-48101-000-000	INTEREST REVENUE-BOND PROCEEDS	-	-	761.32	956.00	1,717.32	-	$0.00	0.00%
300-00-49800-000-000	PREMIUM ON ISSUANCE OF DEBT	-	-	116,730.35	-	116,730.35	116,730.35		-100.00%
	TOTAL REVENUES:	**-**	**-**	**117,491.67**	**956.00**	**118,447.67**	**116,730.35**	**-**	**-100.00%**
EXPENDITURES									
300-30-58100-610-000	DEBT - VILLAGE HALL PRINCIPAL	35,000.00	35,000.00	35,000.00	-	35,000.00	35,000.00	35,000.00	0.00%
300-30-58200-620-000	DEBT - VILLAGE HALL INTEREST	6,101.25	5,924.77	2,600.00	2,267.50	4,867.50	4,867.50	4,185.00	-14.02%
300-41-58101-610-000	DEBT - FIRE DEPT EQUIP PRINCIP	50,000.00	51,900.00	50,000.00	-	50,000.00	50,000.00	75,134.01	50.27%
300-41-58201-620-000	DEBT - FIRE DEPT EQUIP INTERES	18,921.25	18,611.54	14,413.75	2,626.25	17,040.00	17,040.00	71,353.77	318.74%
300-50-58102-610-000	DEBT - STREETS PRINCIPAL	125,000.00	132,700.00	140,000.00	-	140,000.00	140,000.00	193,204.11	38.00%
300-50-58202-620-000	DEBT - STREETS INTEREST	43,021.25	39,354.64	29,352.50	8,580.00	37,932.50	37,932.50	161,867.36	326.72%
300-80-58103-610-000	DEBT - LIBRARY BLDGE PRINCIPAL	5,000.00	5,400.00	5,000.00	-	5,000.00	5,000.00	5,000.00	0.00%
300-80-58203-620-000	DEBT - LIBRARY BLDGE INTEREST	450.00	547.80	250.00	-	250.00	250.00	150.00	-40.00%
300-85-58104-610-000	DEBT - PARKS PRINCIPAL	-	-	-	-	-	-	7,047.14	100.00%
300-85-58204-620-000	DEBT - PARKS INTEREST	-	-	-	-	-	-	10,052.78	100.00%
300-00-58300-000-000	DEBT ISSUANCE COSTS	-	-	47,958.76	-	47,958.76	47,958.76		-100.00%
300-00-59200-000-000	TRANSFER TO OTHER FUNDS	-	-	-	-	-	-		0.00%
	TOTAL EXPENDITURES:	**283,493.75**	**289,438.75**	**324,575.01**	**13,473.75**	**338,048.76**	**338,048.76**	**562,994.17**	**66.54%**
	Revenues-Expenses total	(283,493.75)	(289,438.75)	(207,083.34)	(12,517.75)	(219,601.09)	(221,318.41)	(562,994.17)	
300-00-41114-000-000	DEBT SERVICE TAX	283,493.75	289,438.75	290,090.00	-	290,090.00	290,090.00	$492,505.26	69.78%
	Fund Balance - January 1	**-**	**-**	**-**		**-**		70,488.91	
	Transfer In (Fund Balance)	-						(70,488.91)	
	Fund Balance - December 31 (2026 Estimated)	-	-	-	-	70,488.91	68,771.59	-	-100.00%
	Outstanding General Obligation Debt- Dec 31	3,070,000.00	2,845,000.00			5,180,385.26	5,180,385.26	4,865,000.00	
							2026 Equalized Value:	698,417,100	
							Year End Debt Ratio:	0.70%	
							Allowable Debt (5% of Equalized Value):	34,920,855	

2027 Proposed Capital Projects Budget

Finance Committee Recommendation: 10.19.2026

Account Number	Account description	2024 Actual	2025 Actual	2026 Actual Through 8.31.26	9.1.2026 - 12.31.2026 (Estimated)	2026 Total (Actual + Estimated)	2026 BUDGET AMENDED Thru 11.9.26	2027 Budget	% Change
CAPITAL OUTLAY FUND									
REVENUES									
400-50-43535-000-000	LRIP FUNDING GRANT	-	24,482.79	-	-	-	-		0.00%
400-85-46200-000-000	PROCEEDS FROM DEBT - PARKS	-	-	-	-	-	-		0.00%
400-00-49200-000-000	TRANSFERS FROM OTHER FUNDS (SW)	55,517.00	16,100.00	256,847.00	20,430.00	277,277.00	277,277.00	-	-100.00%
400-00-49200-000-000	TRANSFERS FROM OTHER FUNDS (GEN)		242,083.00						0.00%
400-00-48101-000-000	INTEREST REVENUE-BOND PROCEEDS	-	-	16,438.31	14,400.00	30,838.31	30,800.00	10,000.00	-67.53%
400-00-49500-000-000	PROCEEDS ON BOND ISSUANCE	-	-	2,600,000.00	-	2,600,000.00	2,600,000.00		-100.00%
	TOTAL REVENUES	55,517.00	282,665.79	2,873,285.31	34,830.00	2,908,115.31	2,908,077.00	10,000.00	-99.66%
EXPENDITURES									
400-00-57220-000-000	OUTLAY- FIRE PROTECTION	-	-	-	276,603.00	276,603.00	276,603.00	265,957.00	-3.85%
400-00-57220-000-001	OUTLAY- FIRE COMMUNICATIONS					-	-	82,000.00	#DIV/0!
400-00-57230-000-000	OUTLAY -AMB/EMS	226,923.00	-	-	-	-	-		0.00%
400-00-57331-000-000	OUTLAY-STREETS	80,753.26	48,342.19	-	-	-	-		0.00%
400-00-57331-000-003	OUTLAY-OAK KNOLL ROAD	-	139,999.05	1,460,951.65	197,116.74	1,658,068.39	1,658,000.00		-100.00%
400-00-57360-000-000	OUTLAY-WAYFINDING SIGNAGE PROJ	20,657.50	-	-	-	-	-		0.00%
400-00-57401-000-000	EQUIPMENT OUTLAY	-	-	-	-	-	-		0.00%
400-00-57620-000-000	PARK OUTLAY	-	-	-	-	-	-	102,850.00	0.00%
400-00-58300-000-000	DEBT ISSUANCE COSTS	-	-	53,250.00	-	53,250.00	53,250.00		-100.00%
400-00-59200-000-000	TRANSFER TO OTHER FUNDS	-	-	-	-	-	-		0.00%
	TOTAL EXPENDITURES:	328,333.76	188,341.24	1,514,201.65	473,719.74	1,987,921.39	1,987,853.00	450,807.00	-77.32%
	Revenues Minus Expenditures:	(272,816.76)	94,324.55			920,193.92	920,224.00	(440,807.00)	
	Fund Balance January 1	42,720.23	(230,096.53)			(135,771.98)	(135,771.98)	784,421.94	
	Transfer In (Fund Balance)							440,807.00	
	Fund Balance December 31 (2025 Estimated)	(230,096.53)	(135,771.98)			784,421.94	784,452.02	343,614.94	
	Other Financing Receipts (Disbursements)								
100-00-11310-000-000	Interfund Advances Out (Due from Other Funds)			(135,775.00)	-	(135,775.00)	(135,775.00)	-	
100-00-24300-000-000	Interfund Advances In (Due to Other Funds)		135,775.00					-	
	Total Other Financing Receipts (Disbursements)		135,775.00	(135,775.00)	-	(135,775.00)	(135,775.00)	-	
	Net Change in Fund Cash Balances								
	Fund Cash Balances, January 1	42,720.23	(230,096.53)			3.02	3.02	784,452.02	
	Fund Cash Balances, December 31	**(230,096.53)**	**3.02**			**784,421.94**	**784,452.02**	***343,614.94***	

Capital Projects Budget Tracking 2026-2027

Capital Project Bond Fund Balances- by project:		Anticipated Remaining Fund Bal. 12.31.26	Anticipated Interest Earnings	Anticipated Principal Balance Committed	Anticipated Principal Balance (Uncommitted)	Transfers in from other funds	Projected Amts. Paid out thru year end	Original Principal Borrowing
	Public Works Capital Projects Fund	197,514	11,470		187,800	277,277	(1,793,843)	1,704,363
	Park Outlay Capital Projects Fund	105,194	2,344	102,850				102,850
	Fire-EMS Capital Projects Fund - Squad 832	397,959	17,025	265,957	114,977		(276,603)	657,537
	Fire-EMS Capital Projects Fund - Communications	82,000		82,000	-			82,000
		782,667	30,839	450,807	302,777	277,277	(2,070,446)	2,546,750
	Use of capital project bond funds are limited to the purposes of the bond; or debt service and must be paid out within 3 years of issue.							
	These purposes of this bond are: street rehabiliation; park improvements; and the acqusition of fire truck/ fire equipment							
	Uncommitted funds may be re-allocated to any of these purposes by direction of the Village Board							
Contemplated Riverside Park Improvements:								
	Final Park Design and Construction Documents	40,000	Const. ready plan development for all amenities, landscaping, etc. & renderings					
	Estimated Engineering Costs:	**40,000**						
	Park Pavilion Construction Costs	125,000	(Based on Racine County construction award for 44x74 Park Pavilion at West Meadows Conservancy Area)					
	Concrete Pad (2026 Estimate)	65,680	Based on B-W and Payne & Dolan Bid amts (if included with Oak Knoll)					
2026 Estimate	Parking lot (2026 Estimate)	206,568	Based on B-W and Payne & Dolan Bid amts (if included with Oak Knoll)					
	Total Estimated Cost:	**397,248**						
Upcoming Fire Company Capital Purchase Schedule:								
2028	Replace Defibs	150,000	(Noted as somewhat flexible. RVFC defibs are 4 generations behind the current model. Current pricing is $60K each)					

NOTICE OF PUBLIC BUDGET HEARING
Village of Rochester, Racine County

NOTICE is hereby given that on XXXXXXX, November XX, 2026, at 6:30 p.m. at the Rochester Village Hall, 300 W. Spring Street, Rochester, Wisconsin, a **PUBLIC HEARING** on the **PROPOSED 2027 BUDGET** of the Village of Rochester will be held. The proposed budget is available in detail for inspection at the village clerk's office during regularly scheduled office hours or online at http://rochesterwi.gov. Following is a summary:

PROPOSED BUDGET SUMMARY FOR THE VILLAGE OF ROCHESTER

GENERAL FUND	2026 Budget	2026 Actual + Estimated	2027 Budget	% Change from 2026 Budget
REVENUES & OTHER FINANCING SOURCES:				
Other Taxes:	7,873.00	7,790.20	7,800.00	-0.93%
Intergovernmental	319,864.00	320,393.78	329,250.00	2.93%
Regulation and Compliance	202,330.00	205,414.32	171,380.00	-15.30%
Fines, Forfeitures & Penalties	15,000.00	12,754.73	15,000.00	0.00%
Public Charges for Services	315,283.00	313,352.92	349,988.00	11.01%
Intergovernmental Charges for Services	40,063.20	40,064.00	40,350.00	0.72%
Miscellaneous	49,200.00	48,685.80	96,700.00	96.54%
Total Revenues & Other Financing Sources:	**949,613.20**	**948,455.75**	**1,010,468.00**	12.98%
EXPENDITURES & OTHER FINANCING USES:				
General Government	483,673.00	476,150.31	501,158.50	3.62%
Public Safety	506,601.30	505,266.15	570,830.00	12.68%
Public Works	632,328.00	592,160.48	661,433.00	4.60%
Health and Human Services	1,500.00	1,500.00	6,000.00	300.00%
Culture and Recreation	22,200.00	17,419.42	20,200.00	-9.01%
Conservation and Development	48,880.00	48,218.96	48,880.00	0.00%
Capital Outlay	43,000.00	39,264.34	53,000.00	23.26%
Total Expenditures & Other Financing Uses	**1,738,182.30**	**1,679,979.66**	**1,861,501.50**	7.09%
Excess of Revenues Over (Under) Expenditures:	(788,569.10)	(731,523.91)	(851,033.50)	
Transfer In (Fund Balance)	**110,961.80**	**53,916.61**	**23,000.00**	-79.27%
General Fund Property Tax Levy	**677,607.30**	**677,607.30**	**828,033.50**	22.20%
Fund Balance - January 1	509,415.22	509,415.22	455,498.61	-10.58%
Fund Balance - December 31 (*Estimated*)	398,453.42	455,498.61	432,498.61	8.54%

LIBRARY FUND	2026 Budget	2026 Actual + Estimated	2027 Budget	% Change from 2026 Budget
REVENUES & OTHER FINANCING SOURCES:	**62,945.00**	**62,273.71**	**75,383.00**	19.95%
EXPENDITURES & OTHER FINANCING USES:	**207,643.00**	**206,218.52**	**220,081.00**	5.99%
Excess of Revenues Over (Under) Expenditures:	(144,698.00)	(143,944.81)	(144,698)	
Library Property Tax Levy:	**144,698.00**	**144,698.00**	**144,698.00**	0.00%
Fund Balance - January 1	2,397.18	2,397.18	3,815.59	59.17%
Fund Balance - December 31 (*Estimated)*	2,397.18	3,815.59	3,815.59	59.17%

DEBT SERVICE FUND	2026 Budget	2026 Actual + Estimated	2027 Budget	% Change from 2026 Budget
REVENUES & OTHER FINANCING SOURCES:	116,730.35	118,447.67	0.00	
EXPENDITURES & OTHER FINANCING USES:	338,048.76	338,048.76	562,994.17	66.54%
Excess of Revenues Over (Under) Expenditures	(221,318.41)	(219,601.09)	(562,994.17)	154.38%
Transfer In (Fund Balance)			70,488.91	100.00%
Debt Service Property Tax Levy:	290,090.00	290,090.00	492,505.26	69.78%
Fund Balance - January 1	0.00	0.00	70,488.91	100.00%
Fund Balance - December 31 (*Estimated)*	68,771.59	70,488.91	0.00	-100.00%
Outstanding General Obligation Debt- Dec 31	5,180,385.26	5,180,385.26	4,865,000.00	-6.09%

CAPITAL PROJECTS FUND	2026 Budget	2026 Actual + Estimated	2027 Budget	% Change from 2026 Budget
REVENUES & OTHER FINANCING SOURCES:	2,908,077.00	2,908,115.31	10,000.00	-99.66%
EXPENDITURES & OTHER FINANCING USES:	1,987,853.00	1,987,921.39	450,807.00	-77.32%
Excess of Revenues Over (Under) Expenditures	920,224.00	920,193.92	(440,807.00)	-147.90%
Capital Projects Property Tax Levy:	0.00	0.00	0.00	
Fund Balance - January 1	(135,771.98)	(135,771.98)	*784,421.94*	677.75%
Fund Balance - December 31 (*Estimated*)	*784,452.02*	*784,421.94*	*343,614.94*	-56.20%

The following funds are supported by the Village of Rochester 2026 property tax levy as follows:

	GENERAL FUND	LIBRARY FUND	DEBT SVC FUND	CAPITAL PROJECTS
Total Revenues	1,010,468.00	75,383.00	-	-
Total Expenditures	1,861,501.50	220,081.00	562,994.17	450,807.00
Excess of Revenues Over (Under) Expenditures	(851,033.50)	(144,698.00)	(562,994.17)	(450,807.00)
Transfer In (Fund Balance)	23,000.00		70,488.91	450,807.00
Property Tax Contributions:	828,033.50	144,698.00	492,505.26	0.00

Summary of General Property Tax Levy:	**2025**	**2026**	**2027**
General Fund	714,350.25	677,607.30	828,033.50
Library Fund	128,564.00	144,698.00	144,698.00
Debt Service Fund	289,438.75	290,090.00	492,505.26
Capital Projects Fund	0	0	0
Total Tax Levy:	**1,132,353.00**	**1,112,395.30**	**1,465,236.76**
Total Assessed Value	445,857,100	606,358,800	610,052,700
Tax Rate Per Thousand:	2.540	1.835	2.402

Special Purpose Tax District Levy:	**2025**	**2026**	**2027**
Honey Lake Streets & Lights District	31,320.00	31,475.00	31,850.00
Assessed Value- Streets & Lights District:	17,565,900	22,969,300	22,992,200
Tax Rate Per Thousand:	1.783	1.370	1.385

Total Village of Rochester Tax Levies:	**1,163,673.00**	**1,143,870.30**	**1,494,486.76**

Dated this 29th day of October, 2026
Amber Jensen, Clerk

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at 262-534-1181

Village of Rochester

Agenda Report

Village Board (Consent) - Oct 26 2026

Prepared For:	Staff Contact:
Village Board (Consent)	Betty Novy, Village Administrator-Treasurer

Agenda Item:

Review and Provide Direction regarding Request to Transition RVFC Accounting and Payroll Administration Services to Village beginning January 1, 2027

Recommended Action:

to proceed with the drafting of an agreement which would allow RVFC accounting and payroll services to be performed by Village staff in advance of the full organizational transition.

Purpose/Nature of the Proposal:

Lori Peternell will conclude her service as Executive Treasurer for the Rochester Volunteer Fire Company (RVFC) effective December 31, 2026. As a result, responsibility for the organization's accounting and payroll functions will need to be transitioned to another party beginning January 1, 2027.

While the Fire & EMS Committee continues its work towards transitioning RVFC into a Village department, RVFC is proposing that Village staff assume responsibility for these accounting and payroll functions at the start of 2027. A draft Accounting Transition Plan has been prepared and is attached for review. Although still subject to revision, the document outlines the major accounting, payroll, reporting, and administrative processes currently performed by RVFC.

Having Village staff perform these functions would provide several benefits, including:

- Consistent financial reporting and oversight during the transition period.
- Improved coordination between RVFC and Village financial operations.
- Reduced reliance on outside parties while long-term organizational decisions are finalized.
- A smoother future migration into the Village's accounting and financial management systems, should the transition to a municipal department be completed.

I am personally familiar with the accounting software currently utilized by RVFC and am willing to perform these duties and provide training to other Village staff as necessary until the transition to a municipal department is completed.

The committee's working draft of a Transition Agreement is also attached for review. It is proposed

that the language contained in Section 6 of that agreement be incorporated to formally authorize the transfer of accounting and payroll responsibilities to Village staff.

This request is presented for discussion and possible approval by the Village Board to authorize the provision of accounting and payroll services by Village staff in advance of the full organizational transition.

Attachments:

Proposed RVFC Accounting Transition Plan- DRAFT
RVFC transition agreement - WORKING DRAFT
Fire & EMS Committee Accomplishments thru 9.16.26

RVFC Accounting Responsibilities Transition Plan – October 2026

Purpose: Transfer accounts payable and payroll processing responsibilities to Village staff while retaining RVFC's departmental review, approval, and recordkeeping responsibilities.

Accounting system: RVFC has a separate tax identification number. Accounts payable and payroll cannot be incorporated into the Village's system unless Workhorse can designate separate companies. Workhorse's capability remains to be confirmed. Betty will need access to QuickBooks.

Accounts Payable

- Existing payment vouchers for all regular invoices identify the general ledger (GL) account to which each expense should be charged.
    - Invoice preparation — Mike: As invoices are received, update the date and invoice number on the payment voucher, verify the correct GL account number, and attach the voucher to the invoice.
    - Monthly reporting — Mike: Prepare the receipts and disbursement report using the existing template for approval at the monthly meeting.
    - Review — Wally: Review and approve the payment vouchers and supporting invoices before the monthly meeting.
    - Approval and payment — RVFC and Village staff: Following departmental approval at the monthly meeting, provide the approved payment vouchers to Village staff to issue and mail checks.
    - Recordkeeping: File paid invoices at the Fire Station.
- ACH payments: The following invoices are paid via ACH:
    - AT&T Mobility (First Net)
    - Delta Dental
    - Forward Health Network
    - TDS
    - WE Energies

Payroll

- Timesheet preparation — Mike: Print timesheets and provide them to Village Hall staff for entry into QuickBooks.
- Check preparation and distribution — Village Hall staff and Mike: Village Hall staff will print payroll checks and provide them to Mike for distribution.
- Payroll taxes and filings: Under the current arrangement, QuickBooks sends tax payments when due and handles quarterly filings.

Transition Requirements and Discussion Points:

- ~~Before Betty assumes check-signing responsibilities, she will need to be added as an authorized signer on the RVFC bank accounts so she can sign checks and access bank statements for reconciliaiton~~. Betty will also need access to QuickBooks. Confirm whether Workhorse can designate separate companies before deciding whether RVFC accounts payable and payroll can be incorporated into the Village's system.

Transition Support

I will continue serving as Executive Board Treasurer through December 31, 2026 to support training and the transition.

AGREEMENT BETWEEN THE VILLAGE OF ROCHESTER AND ROCHESTER VOLUNTEER FIRE COMPANY, INC. RELATED TO THE CREATION OF THEVILLAGE OF ROCHESTER FIRE DEPARTMENT

THIS AGREEMENT ("Agreement") is made and entered into by and between the Village of Rochester, a Wisconsin municipal corporation (hereinafter referred to as the "Village"), and Rochester Volunteer Fire Company, Inc., a Wisconsin nonstock corporation organized under Chapter 181, Wis. Stats. (hereinafter referred to as "RVFC") (individually a "Party" and collectively "the Parties").

RECITALS

WHEREAS, since 1927, RVFC has faithfully and efficiently provided fire protection services, since expanding those services to include emergency medical services ("EMS"), to the Village, with a coverage area of roughly 18 square miles consisting of approximately 4,000 residents, both urban and rural housing developments, numerous farming operations, several commercial and institutional use areas; Wisconsin State Highways 20, 36, and 83, and approximately 1,500 acres of park and recreational sites, including the Fox River and several small lakes.

WHEREAS, RVFC also provides aid to neighboring municipalities and participates in the Mutual Aid Box Alarm System ("MABAS") program that is utilized for deploying rescue and emergency medical personnel in a multi-jurisdictional and/or multi-agency response; and

WHEREAS, RVFC currently provides EMS and fire protection services to the Village pursuant to an agreement that renews annually; and

WHEREAS, the Parties agree that it has become increasingly difficult to provide the adequate staffing needed to continue providing the high-level of EMS and fire protection services enjoyed by the community, while relying largely upon a volunteer firefighting force, and that the creation of a Village fire department, incorporating the personnel and assets of RVFC, will allow the high-level EMS and fire protection services to continue serving the area.

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NOW THEREFORE, in consideration of the above recitals and the following mutual covenants and conditions, RVFC and the Village agree as follows:

1. **Village of Rochester Fire Department**. Pursuant to Section 61.65 of the Wisconsin Statutes, the Village shall create the "Village of Rochester Fire Department" by adoption of an ordinance repealing and recreating Chapter 3 of the Village's Code of Ordinances. The Village Board shall establish an operational budget for the Fire Department including salary and benefits for the Fire Chief.

2. **Combination Department.** The Village of Rochester Fire Department shall operate as a combination fire and EMS department utilizing a combination of full-time, part-time, paid-on-call, volunteer, and auxiliary personnel as determined by the Village Board.

~~2.~~3. **Board of Fire Commissioners; Fire Department Chief**. When deemed appropriate by the Village, the Village shall consider adoption of an ordinance creating a Board of Fire Commissioners as authorized by Sections 61.65 and 62.13 of the Wisconsin Statutes.

   The Village Board shall appoint the initial Fire Chief. Future appointments shall be made in accordance with Village ordinances and any Board of Fire Commissioners established thereafter.

~~3.~~4. **RVFC Personnel.** All employees of the RVFC, subject to a background check, will transfer over and become Village employees staffing the Village of Rochester Fire Department as of the Operational Effective Date of this Agreement (set forth below) or sooner if the Parties agree. Attached as Exhibit A is a listing of the anticipated positions being transferred, seniority status, hours/wage/salary information, and personnel assigned to all those positions. Future hirings will be ~~made~~approved by the Board of Fire Commissioners when created.

   Village employment shall be conditioned upon completion of applicable pre-employment requirements. Existing years of service with RVFC shall be recognized for purposes

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determined by Village policy. Accrued leave balances, personnel classifications, certifications, and training records shall be reviewed and transferred as authorized by Village policy and applicable law.

4.5. **Personnel Policy.** All employees of the Village of Rochester Fire Department shall be subject to the terms and conditions of the Village's "Employee Handbook" ("Personnel Manual") and entitled to the applicable benefits set forth in the Personnel Manual. A copy of the Personnel Manual is on file with the Village.

The Village shall take all actions necessary to enroll eligible Fire Department employees in applicable employee benefit programs, including participation in the Wisconsin Retirement System when participation requirements are met.

6. **Early Administrative Services.** Prior to the Operational Effective Date, the Village may provide administrative services to the Rochester Volunteer Fire Company, including payroll processing, accounts payable processing, financial reporting, budget preparation, grant accounting, and related administrative support. During this period, Rochester Volunteer Fire Company shall retain responsibility for operational decisions and expenditures, while Village staff shall perform accounting and payroll functions under procedures approved by both parties

The parties acknowledge that the assumption of accounting and payroll services by the Village is intended to facilitate an orderly transition, improve financial reporting consistency, familiarize personnel with Village administrative procedures, and reduce operational risk associated with the transfer of fire and EMS services.

5.7. **Personal Property.** RVFC shall transfer ownership of its personal property ——— to the Village. The Parties hereby agree to collaboratively work together to develop a detailed list of all personal property, including medical supplies and office furnishings, supplies, equipment, and related fixtures currently utilized by the RVFC. The Village reserves the right to inspect all such personal property prior to acceptance of ownership and may

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decline acceptance of any transfer in its sole discretion. Generally, the following types of large item personal property will be transferred to the Village:

a. **Vehicles.** RVFC shall transfer ownership of the vehicles/boats listed on the titles set forth in the attached Exhibit B and any other vehicles/boats that are agreed to by the Parties. The specific types of vehicles/boats include but are not limited to the following: XX fire engines, XX water tender, two advanced life support ambulances, a command vehicle, a brush truck, and ?.

b. **Furniture and Equipment.** RVFC shall transfer ownership of all furniture, supplies, and equipment ("Personal Property Assets"). The Parties will develop a schedule of Personal Property Assets and mutually agree on its contents.

Prior to the Operational Effective Date, the parties shall jointly complete and approve a comprehensive inventory of all vehicles, equipment, furnishings, supplies, communication equipment, SCBA equipment, medical equipment, and other assets to be transferred.

Assets subject to ownership interests, liens, grants, contractual restrictions, or ownership claims by third parties shall be specifically identified on the inventory schedule. The parties shall obtain any required approvals or execute separate transfer agreements prior to transfer.

~~6.~~8. **Real Estate/Land**. The Village shall retain its ownership of all real property which includes one Fire Station located at 31020 Academy Road, Rochester, WI 53105, as well as the underlying three parcels of land known as parcel numbers 176-03-19-10-029-001; 176-03-19-10-029-002 and 176-03-19-11-343-001 (the "Station").

~~7.~~9. **Fire/EMS Revenues.** RVFC shall assign to the Village all contracts for the collection of revenues related to billings for fire and rescue services. Until such time as such contracts are assigned or terminated, revenue received by RVFC shall be transferred to the Village

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upon receipt. Upon execution of this Agreement, the Village shall retain the contractually allotted portion of ambulance service fees, State dues received pursuant to Wis. Stat. Sections 101.573 and 101.575, State EMS funding as well as retain all revenue derived from fire prevention inspections, and permits issued.

Funds received pursuant to Wis. Stat. §§ 101.573, 101.575, Act 102 Fire Prevention grants, EMS Flex grants, or other restricted grants shall remain restricted funds and shall be maintained in separate accounts and utilized only for their authorized purposes.

~~8.~~10. **Financial Accounts.** Ownership of the financial accounts of RVFC shall be transferred to the Village within 7 days of execution of this Agreement. The Parties agree that a transition account may need to be maintained for a limited period of time to allow for receipts to post.

11. **Nothing in this Agreement shall require the dissolution of the Rochester Volunteer Firefighter Association or any successor charitable organization**. The parties acknowledge the continued value of an independent nonprofit organization supporting fire and EMS services through fundraising, community outreach, scholarships, and other charitable activities.

~~9.~~12. **Liabilities and Other Contracts.** RVFC shall create a schedule, within 15 days of execution of this Agreement, of all liabilities (including any claims) and contracts of RVFC and disclose such schedule and copies of scheduled documents to the Village for review and approval. It is the intention that contracts to which RVFC is a party shall be assumed by the Village upon the Operational Effective Date of this Agreement. The Village reserves the right to review all scheduled liabilities, claims and contracts and decline assumption of one or more liabilities or contracts for any reason in its sole discretion. As it relates to vendor contractual obligations, the Parties agree to work in good faith to determine which contracts should terminate or otherwise be renegotiated.

In the case that the Village declines to assume any such known liability or contract, RVFC will make arrangements prior to the transfer of assets for a transition account

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maintained in order to cover those potential liabilities. Under no circumstances shall this Agreement be construed to be the assumption by the Village of liability or responsibility for any claims against RVFC and the Village is not a successor entity to RVFC.

~~10.~~13. **Insurance.** RVFC will work cooperatively to provide to the Village with copies of all policies and schedules of insurance coverage and to transfer such policies and schedules to the Village. The Parties will work cooperatively to secure tail insurance coverage (extended reporting period) for business cessation for RVFC and its members.

RVFC shall remain responsible for obligations and liabilities arising prior to the Operational Effective Date unless specifically assumed in writing by the Village. The Village shall be responsible for liabilities incurred by the Village Fire Department after the Operational Effective Date.

~~11.~~14. **Paper and Computerized Records and Computer Applications.** RVFC shall provide all its records (paper and electronic) to the Village as a part of the transfer of operations. The Village shall retain RVFC's departmental records (paper and electronic) until such time as the documents may be destroyed pursuant to any applicable records retention ordinance or the provisions of Wis. Stat. Section 19.21. RVFC shall work with the Village to have the software utilized in its operations transferred to the Village.

~~12.~~15. **Mutual Aid Contractual Services.** RVFC has entered into various mutual aid agreements with other fire departments and municipalities, as well as participates in the Mutual Aid Box Alarm System ("MABAS") program that is utilized for deploying fire, rescue and emergency medical personnel in a multi-jurisdictional and/or multi-agency response. A list of all such agreements and obligations is set forth in Exhibit C. The Village agrees to renegotiate as necessary and fully assume the requirements of those agreements upon the Operational Effective Date (see below).

~~13.~~16. **Dry Fire Hydrants**. RVFC currently has a number of agreements with various property owners to access private water supplies for fire department use. The Parties will

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work together with the affected property owners and the Department of Natural Resources to seek new agreements for the benefit of the Village of Rochester Fire Department.

~~14.~~17. **Drug Enforcement Administration Registration**. RVFC will work with the Village to obtain a registration with the Drug Enforcement Administration for the Village of Rochester Fire Department to enable the handling of controlled substances in carrying out emergency medical services. The Parties will facilitate the appointment of a medical director as required by State and Federal regulations.

~~15.~~18. **Operational Effective Date; Dissolution of RVFC**. The current agreement between the Parties provides that either party may terminate the agreement upon 120 ~~days'~~days' notice unless a shorter period of time is agreed upon by both Parties. Both Parties hereby agree that while this agreement has been executed early to work towards its purpose, the operational effective date of this agreement is (DATE) ("Operational Effective Date") Both Parties will work together in good faith to accomplish the actions set forth above as soon as possible, but in no event later than the Operational Effective Date, unless said date is extended by written agreement of the Parties. However, until the Village of Rochester Fire Department becomes fully operational, RVFC will remain in place to provide EMS and fire protection to the Village or for any other purpose as may be required by the Village. After the Village of Rochester Fire Department is fully operational and all actions provided for under this Agreement have been completed, RVFC shall wind down and dissolve.

16. **Governing Law.** This Agreement shall be governed by and construed according to the Laws of the State of Wisconsin.

17. **Entire Agreement; Amendment.** This Agreement represents the entire agreement between RVFC and the Village regarding the subject matter hereof and may only be amended by a written agreement executed by RVFC and the Village.

DRAFT

Dated this XX day of XXXX, 2026.

VILLAGE OF ROCHESTER

By: _____

Village President

Attest:

By: _____

Village Clerk

Dated this XX day of XXXX, 202.

ROCHESTER VOLUNTEER FIRE COMPANY, INC.

By: _____

Title

Attest:

By: _____

Title

DRAFT

Fire & EMS Committee Accomplishments Summary

Since January 2026, the Fire & EMS Committee has worked to address the long-term sustainability of fire and EMS services in Rochester. The committee's efforts have focused on both immediate funding needs and evaluation of a potential transition to a Village-operated department.

Key accomplishments include:

- Reviewed fire and EMS operations, budgets, revenues, expenditures, and levy limitations to identify long-term funding challenges.
- Reconciled financial records and improved accountability by identifying accounting discrepancies, updating budget practices, and recommending segregation of restricted grant and state aid funds.
- Evaluated funding alternatives and developed a referendum strategy to provide sustainable operational funding for fire and EMS services.
- Conducted research into transitioning from the Rochester Volunteer Fire Company to a Village-operated Fire & EMS Department, including review of organizational models used in other Wisconsin communities.
- Developed preliminary transition plans, timelines, and implementation considerations related to governance, finances, personnel, operations, and regulatory compliance.
- Engaged Fire Company membership and stakeholders in discussions regarding potential municipalization and received support to continue evaluating the transition process.
- Completed due diligence related to assets, liabilities, contracts, insurance coverage, equipment ownership, and regulatory requirements.
- Evaluated personnel policies, employee benefits, governance structures, and staffing models, while emphasizing the continued importance of volunteer participation within a future combination department.
- Assessed the financial impacts of municipalization, including retirement, insurance, administrative, legal, and transition costs.
- Determined that existing Village administrative staff have the capacity to assume accounting, payroll, and financial administration functions as part of a phased transition approach.
- Recommended preserving the Rochester Volunteer Firefighter Association as an independent nonprofit organization to continue supporting Fire & EMS services through fundraising and community involvement.

Overall, the committee has completed its initial mission of identifying funding solutions for Fire & EMS services and has established a framework for evaluating and implementing a potential transition to a municipal Fire & EMS Department.

Village of Rochester

Agenda Report

Village Board (Consent) - Oct 26 2026

Prepared For:	Staff Contact:
Village Board (Consent)	Amber Jensen, Clerk

Agenda Item:

Resolution #2026-18: "A Proclamation Recognizing the Retirement of Mary Stapleton and Honoring Her for 30 Years of Dedicated Service to the Rochester Public Library and Community"

Attachments:

Resolution 2026-18 A Proclamation for Mary Stapleton

VILLAGE OF ROCHESTER
RESOLUTION NO. 2026-18

A PROCLAMATION RECOGNIZING THE RETIREMENT OF MARY STAPLETON AND HONORING HER FOR 30 YEARS OF DEDICATED SERVICE TO THE ROCHESTER PUBLIC LIBRARY AND COMMUNITY

WHEREAS, Mary Stapleton began working at the Rochester Public Library in 1996 and subsequently served as Library Director for approximately 26 years, dedicating more than 30 years of service to the library and community; and

WHEREAS, through her leadership, the library expanded its facilities, enhanced its collections, embraced new technologies, and became a vibrant center for learning and community engagement; and

WHEREAS, despite operating within limited budgetary resources, Mary skillfully managed library operations, pursued grant opportunities, and maximized available funding to continually improve services, programs, collections, and facilities for the benefit of library patrons; and

WHEREAS, she secured grants to improve library services and preserve local history, developed innovative programs for residents of all ages, and inspired generations of children to become lifelong readers; and

WHEREAS, she worked collaboratively with volunteers, staff, and community leaders to strengthen the library's role as a welcoming and valued community resource, including the creation of library gardens and a community playground; and

WHEREAS, her dedication, vision, and commitment have left a lasting impact on the Rochester community and the many residents whose lives she enriched through education, literacy, and public service; and

WHEREAS, Mary Stapleton has announced her retirement, concluding a distinguished career marked by exceptional leadership, stewardship, and service to the residents of Rochester.

NOW, THEREFORE, BE IT PROCLAIMED, that the Village Board of the Village of Rochester hereby expresses its sincere appreciation and gratitude to Mary Stapleton for her more than 30 years of outstanding service to the Rochester Public Library and the community, and extends its heartfelt congratulations and best wishes for health, happiness, and fulfillment in her well-deserved retirement, while gratefully recognizing the lasting legacy she leaves through her leadership, dedication to literacy and education, preservation of local history, and the enduring impact she has made on generations of Rochester residents.

Dated: October 26, 2026

_____
Nick Ahlers, Village President

_____
Amber Jensen, Village Clerk

Village of Rochester

Agenda Report

Village Board (Consent) - Oct 26 2026

Prepared For:	Staff Contact:
Village Board (Consent)	Amber Jensen, Clerk

Agenda Item:

Consider and Possibly Approve: New Application for Operator's License for Asvinkumar Patel

Purpose/Nature of the Proposal:

New Application for Operator's License for Asvinkumar Patel

Background/Summary:

Background check was preformed and applicant has met the requirement of an operator's license. Approval is recommended.

Attachments:

Operators Application Asvinkumar Patel

Fee: Regular: $25.00 (Annual)
Provisional: $15.00 (Valid for 60 days or until regular license is issued)

Village of Rochester
Racine County

Date Issued/ Denied 10/16/26
License # 46-2027P

Application for License to Serve Fermented Malt Beverages and Intoxicating Liquors (Operator's)

I hereby make application for an Operator's License under Section 125.17(1) of Wisconsin State Statute to sell/serve alcohol beverages in a Class "A" or Class "B" licensed establishment. I hereby agree that I will comply with all laws, resolutions, ordinances and regulations, State and Local, affecting alcohol beverages, if a license is granted to me.

I understand that the Regular Operator's License will expire on June 30th following the date of issuance.

Birth date 1988 Driver's License # _____

Answer the following questions fully and completely: (Please print.)

Name of Applicant Asvinkumar (First) V (Middle Initial) Patel (Last)

Address of Applicant _____

Phone # _____ Is Application new or a renewal for Village of Rochester? New

Place at which you will be selling/ serving alcohol beverages Rochester Food & Beverage

If renewal (within the past two years held a Class "A", Class "B", Class "C" license or permit or a manager's or operator's license), where was the privilege obtained? _____

As required by WI Statutes Section 125.17(6), have you completed the alcohol awareness course? Yes
If this is a new application, attach a copy of your course completion certificate.

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States? No Date of such conviction _____

Name of Court _____

Nature of Offense _____

Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? No Date of such conviction _____

Name of Court _____

Nature of Offense _____

CONSENT TO DISCLOSURE

I, by signing this application, consent to the full investigation of my background by law enforcement officials and also consent to the use and disclosure by the Village of Rochester, its elected officials, its employees and agents, of any and all information obtained in said investigation relative to my competency to be licensed for said position for which I am applying.

X A. V. Patel
Signature

10/16/26
Date of Application



LEARN 2 SERVE™

CERTIFICATE OF COMPLETION

This certifies that

ASVINKUMAR PATEL

is awarded this certificate for

Wisconsin Responsible Beverage Server Training

Completion Date	Expiration Date	Certificate #
10/14/2026	10/13/2028	WI-00656272

Official Signature

This certificate is non-transferable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

6504 Bridge Point Parkway, Suite 100 | Austin, TX 78730 | www.360training.com

STATE OF WISCONSIN
DEPARTMENT OF JUSTICE

Request Date: **10/16/2026**
Report Date: **10/16/2026**

This criminal background check was performed by searching the following data submitted to the Crime Information Bureau

Name: **PATEL, ASVINKUMAR**
Date of Birth:
Alias Names:

NOTICE TO EMPLOYERS

It may be a violation of state law to discriminate against a job applicant because of an arrest or conviction record. Generally speaking, an employer may refuse to hire an applicant on the basis of a conviction record only if the circumstances of the offense for which the applicant was convicted substantially relate to the circumstances of the particular job. For more information, see Statute 111.335 and the Department of Workforce Development's publication, Arrest and Conviction Records Under the Law.

Before you make a final decision adverse to an applicant based on the following arrest record, in addition to any other opportunity you offer the applicant to explain the following arrest record, please notify the applicant of:

1. His or her right to challenge the accuracy and completeness of any information contained in a arrest record, and
2. The process for submitting a challenge

The applicant should submit his or her challenge to CIB on Form DJ-LE-247. Form DJ-LE-247 is available free of charge on The Department of Justice website or by calling (608) 266-7314. A challenge may include a request for comparison of the fingerprints of the person submitting the challenge to the fingerprints on file that are associated with the Wisconsin arrest record below.

NO RECORD FOUND

An arrest record search based only on a name, date of birth, and other identifying data that is not unique to a particular person (like "sex" or "race") may result in:

1. Identification of criminal history records for multiple persons as potential matches for the identifying data submitted, or
2. Identification of an arrest history record belonging to a person whose identifying information is similar in some way to the identifying data that was submitted to be searched, but is not the same person whose identifying data was submitted for searching. The Crime Information Bureau (CIB) therefore cannot guarantee that the response below pertains to the person in whom you are interested without a fingerprint submission.

Crime Information Bureau
WI Department of Justice

Background Request Payment

Date: 10/16/2026
Time: 1:50 PM
Entered By: jleiting@rochesterwi.gov
Order Reference Number: Y5zNANnB
Request Type: General
Subject Name: PATEL, ASVINKUMAR
Number of Requests: 1
Fees per Request:
CIB: $7.00

Total Fee: $7.00

Payment Method: Bill to Account

Use the Order Reference Number listed above to retrieve your result online at:

https://recordcheck.doj.wi.gov/BackgroundRequest/Results/Y5zNANnB

Village of Rochester

Agenda Report

Village Board (Consent) - Oct 26 2026

Prepared For:	Staff Contact:
Village Board (Consent)	Amber Jensen, Clerk

Agenda Item:

Appointment of Alternate Finance Committee Member

Purpose/Nature of the Proposal:

This is to accommodate the fact that Ashley Bzdawka will be unavailable for an undetermined amount of time for medical reason, and Nick Ahlers would like to appoint Pat Nannemann as an alternate member.