

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, June 16, 2021

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Comments from the Public

The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board may have limited discussion on the information received, however, no action will be taken on issues raised during the Public Comment Session unless they are otherwise on the Agenda for that meeting. Public comments should be addressed to the Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.

5. Presentations

- 5.1 Presentation and motion to accept the 2020 Audit for the Village of Mukwonago as presented from Wendi Unger of Baker Tilly.

[Mukwonago V Audit Results 2020 \(002\)](#)

[Mukwonago V Financial Statements](#)

[2020 Presentation Report to Board - Audit](#)

6. Consent Agenda

All items listed are considered routine and/or have been unanimously recommended by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent agenda and be considered on the regular agenda.

- 6.1 Approve Village Board Meeting Minutes of May 19, 2021 and Special Village Board Meeting Minutes of June 2, 2021.

[Attachment - 2021-5-19 Draft VB Minutes](#)

[Attachment - 2021-06-02 Draft VB Minutes](#)

- 6.2 Approve a request from the Mukwonago Rotary Club regarding their contribution towards temporary stage, and authorize the transfer from reserves \$5,400 to plant trees in the name of the Rotary Club, and further authorize the Finance Director to draft appropriate budget resolution.

[Attachment - Rotary Donation Request](#)

- 6.3 Approve the Purchase Order for the annual Street Maintenance Program, Mill and Fill Patching with Johnson and Sons Paving in the amount of \$23,775.48.
[Mill & Fill patching Agenda Cover Report 2021.docx](#)
[Mill & Fill Patching PO.docx](#)
[Johnson Mill and Patch - 2021.pdf](#)
- 6.4 Approve Accounts Payable Vouchers in the amount of \$295,246.89.
[AP Reports for Packet.pdf](#)
- 6.5 Approve purchase requisition for five (5) Pedestrian Crossing Lights for certain pedestrian crosswalks.
[Attachment - Pedestrian Crossing Lights](#)
[Attachment - Pedestrian Crosswalk locations](#)
- 6.6 Approve the Special Event Application for St James Catholic Parish Festival, August 27, 28, 29, 2021, along with a temporary Class "B" retailer's License St James Catholic Church located on the St. James grounds at 830 E Veterans Way.
[Attachment - 8-27 - 8-29-21 St James Parish Festival](#)
- 6.7 Approve waiving the park fee for Phantom Lakes Management District for the Phantom Lakes Fireworks Display on July 3, 2021.
- 6.8 Approve **ORDINANCE 994** to amend Section 74-5 and 74-6 regarding Street and Sidewalk Excavations, of the Mukwonago Municipal Code to assign a municipal citation for failing to obtain a permit prior to performing the work.
[Attachment - Sect 74-5 and 74-6 Amendment](#)
[Attachment - Current Fees](#)
- 6.9 Approve **Ordinance 993** an Ordinance to amend Section 2-148 of the Village of Mukwonago Municipal Code regarding Appointments; Terms; Vacancies with the Downtown Development Committee.
[Village DDC Ordinance Revision 2021.pdf](#)
[Ordinance Sect 2-146 2-147 2-148](#)
- 6.10 Approve a Temporary Class "B" Fermented Malt Beverage License application from the Rotary Club of Mukwonago for Balloons over Mukwonago July 16-18, 2021.
[Attachment - Rotary Temp Retail License](#)
- 6.11 Approve a wage increase for Brennen McCuen due to his appointment as the new DPW Crew Supervisor.
[Attachment - Brennen McCuen Wage Increase](#)

- 6.12 Approve the Renewal Class "A" Fermented Malt Beverage License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:
- 1.) 5 Star Stations, Inc, d/b/a Mukwonago Express Mart, 407 S. Rochester St., Robin Hernandez, Agent.
 - 2.) 122 Arrowhead Enterprises, Inc., d/b/a Arrowhead BP, 122 Arrowhead Dr., Judith Schwartz, Agent.
 - 3.) Genesis Gas, Inc., d/b/a Village Mini Mart, 201 N Rochester St., Manoj Gupta, Agent.
- 6.13 Approve the Renewal of Combination Class "A" Fermented Malt Beverage Licenses and "Class A" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:
- 1.) Aldi Inc. (Wisconsin), d/b/a Aldi #46, 111 East Wolf Run, Amanda Fait, Agent
 - 2.) Main Street Liquor LLC, d/b/a Main Street Liquor LLC, 411 Main Street, Martin Johnson, Agent.
 - 3.) Kwik Trip Inc., d/b/a Kwik Trip #282, 1212 North Rochester Street, Valerie Brezgel, Agent
 - 4.) Ultra Mart Foods, LLC, d/b/a Pick'n'Save #384, 1010 North Rochester Street, Todd Glaser, Agent
 - 5.) Walgreen Co., d/b/a Walgreens #07039, 212 N. Rochester St., Brian M. Marinello, Agent
 - 6.) Wal-Mart Stores East LP, d/b/a Wal-Mart Supercenter #1571, 250 East Wolf Run, Michael R. Sandelback, Agent
 - 7.) 1060 Rochester Enterprises Inc., d/b/a Rochester BP, 1060 N Rochester St, Judith Schwartz, Agent
 - 8.) 909 Greenwald Enterprises Inc., d/b/a Mukwonago Amoco, 909 Greenwald Ct., Judith Schwartz, Agent
 - 9.) VM Investments, LLC d/b/a Aman's Beer & Wine, 110 Chapman Blvd., Amandip Singh, Agent.
- 6.14 Approve the Renewal of Combination Class "B" Fermented Malt Beverage Licenses and "Class B" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:
- 1.) American Legion Community Post No. 375, d/b/a American Legion Community Post #375, 627 E.Veterans Way, Harold Casper, Agent
 - 2.) Blue Bay Inc., d/b/a Blue Bay Restaurant, 927 Main Street, Vlaznim Islami, Agent
 - 3.) FJ Partners LLC, d/b/a Sol de Mexico, 507 Main Street, Froylan J. Mauricio, Agent
 - 4.) Jay's Lanes, Inc., d/b/a Jay's Lanes, 326 Atkinson Street, Jeffrey R. Jay, Agent
 - 5.) Perseverance Corp., d/b/a The Badger Burger Co., 200 S Rochester St, Mark Weiss, Agent
 - 6.) Sandra M. Miller, 701 Main Street, d/b/a Sandy's Miller Time, Sandra Miller, Agent
 - 7.) Boneyard Pub and Grille, LLC, d/b/a The Boneyard Pub and Grille, 215 Bay View Road Suite D, James F. Jones, Agent

6.15 Approve the Renewal of Reserve Combination Class "B" Fermented Malt Beverage Licenses and "Class B" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds:

- 1.) El Pueblo, Inc., d/b/a Antigua Real Restaurant, 325 Bay View Rd., Marco Alarcon, Agent
- 2.) DAA Smokehouse LLC, d/b/a David Alan Alan's Smokehouse, 325 Bay View Rd., Tina O'Bryan, Agent.
- 3.) Sarab Investments, LLC, d/b/a Aman's Beer+Wine, 110 Chapman Blvd, Amandip Singh, Agent.

6.16 Approve the Renewal of Combination Class "B" Fermented Malt Beverage License and Class C Wine License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for Mario's Natural Roman Pizza, 225 Bay View Rd. #500, Charlene Reitman, Agent.

7. Other Items for Approval

Other items removed from Consent Agenda which were not unanimously approved from the Committee of the Whole.

7.1 Discussion and possible action to approve a proposal from Ehler's to amend the TID #5 Project Plan to increase the boundary for future industrial park development.

[TID plan amendment summary](#)

[TID Analysis Ehlers](#)

[Ehlers Proposal](#)

7.2 Discussion and possible action to approve a renewal of Combination Class "A" Fermented Malt Beverage Licenses and "Class A" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for Khasria Two Inc., d/b/a Village Wine & Liquor, 712 Main Street, Harjinder S Khasria, Agent.

7.3 Discussion and possible action to approve a renewal of Combination Class "A" Fermented Malt Beverage Licenses and "Class A" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for E and S Sweets, LLC, d/b/a E and S Sweets, 211 N Rochester St., D, Kristine Brill, Agent

7.4 Discussion and possible action to approve a renewal of Combination Class "B" Fermented Malt Beverage Licenses and "Class B" Intoxicating Liquor License Applications contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago, outstanding wholesaler invoices, and clearance of any Department of Revenue holds for Take a Big Bite, d/b/a Fork in the Road, 215 North Rochester St., Paul J Hennessy, Agent.

8. Planning Commission Recommendations

Discussion and possible action on the following Plan Commission Recommendations

- 8.1 Discussion and possible action on **RESOLUTION 2021- 53** to approve a Conditional Use for 809 S Rochester Street, for Carl Goede / Rivers Edge Car Wash; Parcel MUKV 2009-978-004, as recommended by the Plan Commission.
[RESOLUTION 2021-53 CU - 809 S ROCHESTER ST - MUKV2009978004.pdf](#)
[Staff Report - CU-SPAR - 809 S ROCHESTER ST - MUKV2009978004.pdf](#)
- 8.2 Discussion and possible action on **RESOLUTION 2021-54** to approve a Site Plan and Architectural Review for Car Wash; Carl Goede/Rivers Edge Care Wash, applicant; 809 S Rochester St; Parcel MUKV 2009-978-004, as recommended by the Plan Commission.
[RESOLUTION 2021-54 SPAR - 809 S ROCHESTER ST - MUKV2009978004.pdf](#)
- 8.3 Discussion and possible action on **RESOLUTION 2021- 48** to approve a Site Plan and Architectural Review for Village of Mukwonago, applicant; 1111 Fox Street; Parcel MUKV 1969-989, as recommended by the Plan Commission.
[Staff Report - 1111 Fox ST - MUKV1969989.pdf](#)
[RESOLUTION 2021-48 FD LED Sign.pdf](#)
- 8.4 Discussion and possible action on **RESOLUTION 2021- 47** to approve a land division for a two lot Certified Survey Map (CSM), 322 Plank Road, for Ryan Jansen / Ryan's Buying; Parcel MUKV 1976-998, as recommended by the Plan Commission.
[RESOLUTION 2021-47 CSM-322 Plank Road - MUKV1976998.pdf](#)
[Staff Report - CSM - 322 Plank Road - MUKV1976998.pdf](#)
- 8.5 Discussion and possible action on **RESOLUTION 2021- 51** to approve a Site Plan and Architectural Review, 301 Main Street, for David A. and Tracy A. Stockwell / Espresso Love Coffee; Parcel MUKV 1976-128, as recommended by the Plan Commission.
[Staff Report - CU-SPAR - 301 Main Street - MUKV1976128.pdf](#)
[RESOLUTION 2021-51 SPAR - 301 Main Street - MUKV1976128.pdf](#)
- 8.6 Discussion and possible action on **RESOLUTION 2021- 52** to approve a Site Plan and Architectural Review, 309 and 315 Gibson Road, for IMPACT MUKWONAGO LLC; Parcel MUKV 1976-128, as recommended by the Plan Commission.
[RESOLUTION 2021-52 SPAR - 309-315 Gibson - MUKV1975023.pdf](#)
[Staff Report - SPAR - 309 -315 Gibson - MUKV1975023.pdf](#)
- 8.7 Discussion and possible action on **RESOLUTION 2021- 49** to approve a Site Plan and Architectural Review (Lighting), **LOT 2 CERT SURV 9620 at Arrowhead Drive**, for Goodwill Industries; Parcel MUKV2015-997-010, as recommended by the Plan Commission.
[RESOLUTION 2021-49 - SPAR- Lighting - Arrowhead Dr and 83 - MUKV2015997010 Updated.pdf](#)
[Staff Report - SPAR Lighting - Arrowhead Dr and 83 - MUKV2015997010.pdf](#)

9. Downtown Development Committee, Trustee Adler

Discussion and possible action on the following items

- 9.1 Discussion and possible action on a request from the Downtown Development Committee to Authorize expenditures from the Downtown Development Committee operating fund for Historic District Identification Signage within the Pearl and Grand Historic District in the amount of \$1,250.00
[Attachment - DDC - Donation](#)
- 9.2 Discussion and possible action to approve a request to allow the Downtown Development Committee to meet virtually from June 2021 through November 2021, to allow for more more participating from the business community during the meetings.
[DDC - Virtual Meetings.docx](#)
- 9.3 Update, discussion, and possible action regarding streetscape improvements for Rochester Street including preparation of a survey of the area to allow staff to continue to move discussion with WIDOT and design improvements forward.
[2021-09 Rochester Street Temporary Pedestrian Bump-Outs Task Order.pdf](#)
[DDC - PW - Downtown Street Streetscape.pdf](#)

10. Finance Committee, Trustee Meiners

Discussion and possible action on the following items

- 10.1 Discussion and possible action to approve a Purchase Requisition for the message center at Mukwonago Fire Dept. station #1 from Look Creative in the amount of \$24,311.00.
[Attachment - PO Fire Dept. Message Center](#)
[Attachment - Fire Dept Sign Invoice #482](#)
[Attachment - Sign Exhibit](#)
- 10.2 Motion to authorize the Finance Director to sign the contract for UKG, a new payroll vendor replacing the Village's current vendor, B2E Solutions.
[Agenda Item - UKG Contract.pdf](#)
[Attachment - UKG Final Contract](#)
- 10.3 Discussion and possible action to approve **Resolution 2021-55** to establish the new Police Chief's initial salary, including increases through the calendar year 2022.
[RESOLUTION 2021-55 \(Establish Initial Salary for Police Chief\).pdf](#)
- 10.4 Discussion and possible cation to Accounts Payable Vouchers in the amount of \$694,878.38.
[20210616 for AP Packet.pdf](#)
- 10.5 Discussion and selection of date for the Village's Budget Planning workshop.

11. Health and Recreation Committee, Trustee Decker

- 11.1 Discussion and possible action to reschedule the 2021 Mt. Olive Concert in the Mukwonago Outdoor Performance Stage, and consider funding for 2022.

Attachment - Concert Series Decisions

12. **Personnel Committee, Trustee Johnson**

Discussion and possible action on the following items

12.1 Discussion and possible action on Village Administrator search process.

13. **Protective Services, Trustee Adler**

Discussion and possible action on the following items

13.1 Monthly Police Report for May 2021 *(For information only, no action required)*

[Attachment - May 2021 PD Monthly Report](#)

14. **Closed Session**

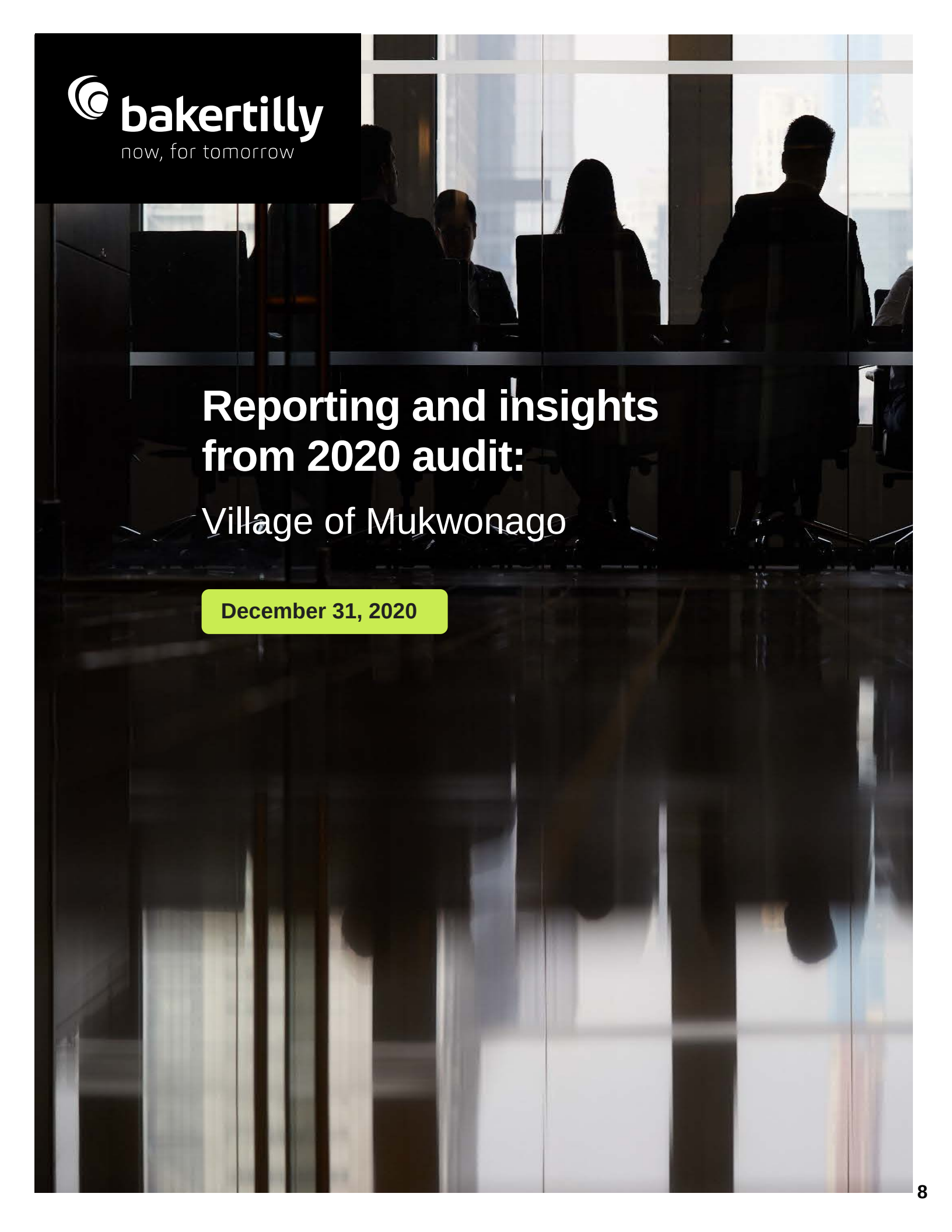
Closed session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning Greenwald Family LP V Village of Mukwonago; and pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning Supervisor of Inspections, Interim Administrator, and Interim Economic Development Director.

15. **Reconvene into Open Session**

Motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible discussion and/or action concerning any matter discussed in closed session

16. **Adjournment**

It is possible that 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 individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.



Reporting and insights from 2020 audit: Village of Mukwonago

December 31, 2020

Executive summary

June 4, 2021

Village Board
Village of Mukwonago
Mukwonago, Wisconsin

We have completed our audit of the financial statements of Village of Mukwonago (the "Village") for the year ended December 31, 2020, and have issued our report thereon dated June 4, 2021. This letter presents communications required by our professional standards.

Your audit should provide you with confidence in your financial statements. The audit was performed based on information obtained from meetings with management, data from your systems, knowledge of your Village's operating environment and our risk assessment procedures. We strive to provide you clear, concise communication throughout the audit process and of the final results of our audit.

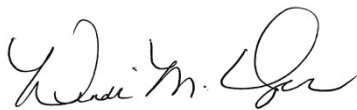
Additionally, we have included information on key risk areas the Village should be aware of in your strategic planning. We are available to discuss these risks as they relate to your organization's financial stability and future planning.

If you have questions at any point, please connect with us:

- Wendi Unger, Partner: wendi.unger@bakertilly.com or +1 (414)-777-5423

Sincerely,

Baker Tilly US, LLP



Wendi M. Unger, CPA Partner

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THIS COMMUNICATION IS INTENDED SOLELY FOR THE INFORMATION AND USE OF THOSE CHARGED WITH GOVERNANCE, AND, IF APPROPRIATE, MANAGEMENT, AND IS NOT INTENDED TO BE AND SHOULD NOT BE USED BY ANYONE OTHER THAN THESE SPECIFIED PARTIES.

Responsibilities

Our responsibilities

As your independent auditor, our responsibilities include:

- Planning and performing the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. Reasonable assurance is a high level of assurance.
- Assessing the risks of material misstatement of the financial statements, whether due to fraud or error. Included in that assessment is a consideration of the Village's internal control over financial reporting.
- Performing appropriate procedures based upon our risk assessment.
- Evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management.
- Forming and expressing an opinion based on our audit about whether the financial statements prepared by management, with the oversight of those charged with governance:
 - Are free from material misstatement
 - Present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America

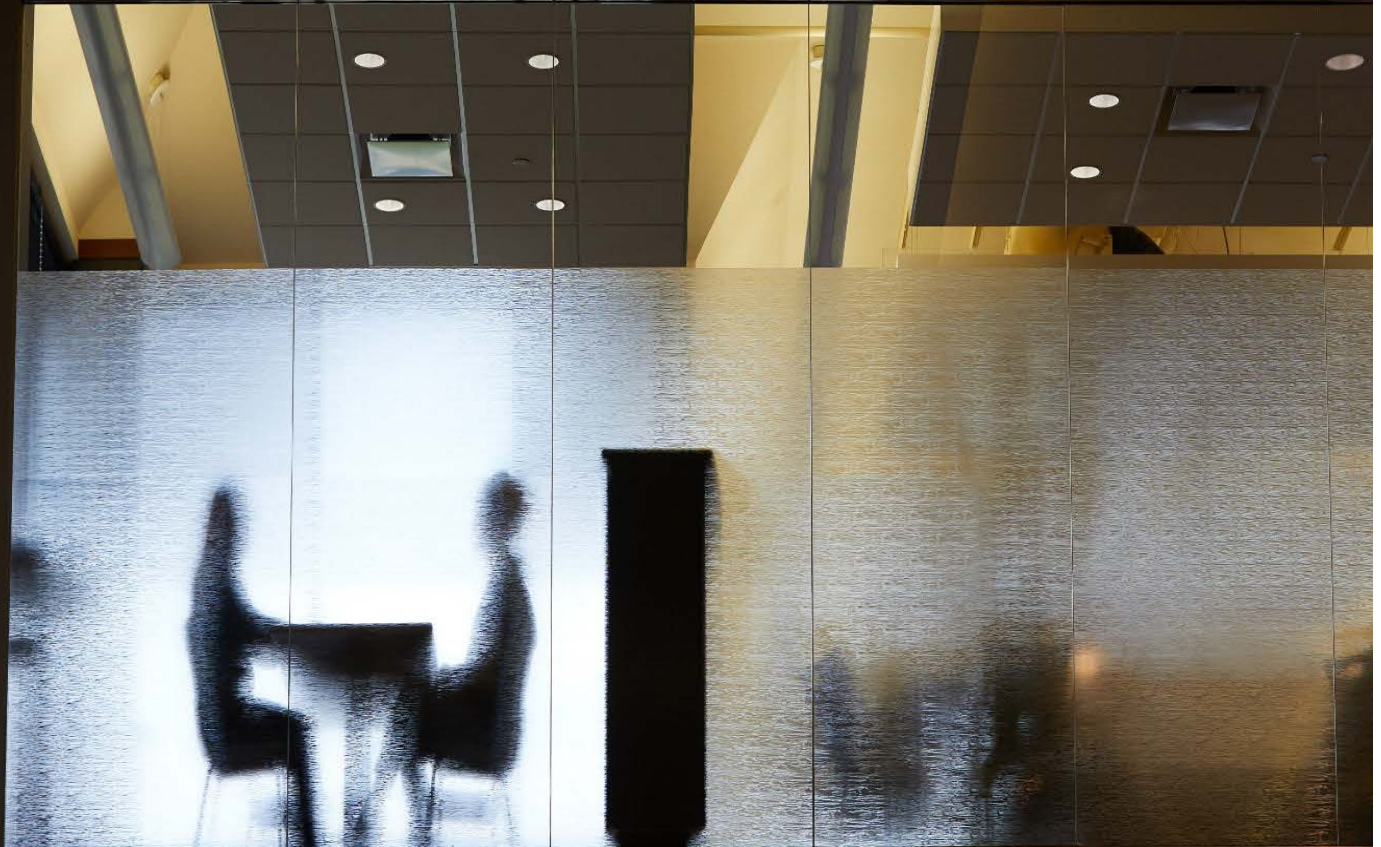
We are also required to communicate significant matters related to our audit that are relevant to the responsibilities of those charged with governance, including:

- Qualitative aspects of the Village's accounting practice including policies, accounting estimates and financial statement disclosures
- Significant difficulties encountered
- Disagreements with management
- Corrected and uncorrected misstatements
- Internal control matters
- Significant estimates
- Other findings or issues arising from the audit

Management's responsibilities

Management	Auditor
 Prepare and fairly present the financial statements	Our audit does not relieve management or those charged with governance of their responsibilities
 Establish and maintain effective internal control over financial reporting	An audit includes consideration of internal control over financial reporting, but not an expression of an opinion on those controls
 Provide us with written representations at the conclusion of the audit	See Appendix for a copy of management's representations

Audit status



Audit status

Significant changes to the audit plan

There were no significant changes made to either our planned audit strategy or to the significant risks and other areas of emphasis identified during the performance of our risk assessment procedures.

Audit approach and results



Audit approach and results

Planned scope and timing

Audit focus

Based on our understanding of the Village and environment in which you operate, we focused our audit on the following key areas:

- Key transaction cycles
- Areas with significant estimates
- Implementation of new accounting standards

Our areas of audit focus were informed by, among other things, our assessment of materiality. Materiality in the context of our audit was determined based on specific qualitative and quantitative factors combined with our expectations about the Village's current year results.

Key areas of focus and significant findings

Significant risks of material misstatement

A significant risk is an identified and assessed risk of material misstatement that, in the auditor's professional judgment, requires special audit consideration. Within our audit, we focused on the following areas below.

Significant risk areas	Testing approach	Conclusion
Management override of controls	Incorporate unpredictability into audit procedures, emphasize professional skepticism and utilize audit team with industry expertise	Procedures identified provided sufficient evidence for our audit opinion
Improper revenue recognition due to fraud	Confirmation or validation of certain revenues supplemented with detailed predictive analytics based on non-financial data and substantive testing of related receivables	Procedures identified provided sufficient evidence for our audit opinion

Other key areas of emphasis

We also focused on other areas that did not meet the definition of a significant risk, but were determined to require specific awareness and a unique audit response.

Other key areas of emphasis		
Cash and investments	Revenues and receivables	General disbursements
Payroll	Pension asset	Long-term debt
Capital assets including infrastructure	Net position calculations	Financial reporting and required disclosures

Internal control matters

We considered the Village's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing an opinion on the financial statements. We are not expressing an opinion on the effectiveness of the Village's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.

A material weakness is a deficiency or combination of deficiencies in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

Other comments and recommendations

Departmental Controls

As part of our annual audit process, we focus our efforts on the primary accounting systems, internal controls, and procedures used by the Village's. This is in keeping with our goal to provide an audit opinion which states that the financial statements of the Village are correct in all material respects.

In some cases, the primary system of accounting procedures and controls of the Village are supported by smaller systems which are decentralized, and reside within a department or location. In many cases, those systems are as simple as handling cash collections and remitting those collections to the Village. In other cases, the department may send invoices or statements of amounts due, and track collections of those amounts in a standalone accounts receivable system.

Generally, the more centralized a function is, the easier it is to design and implement accounting controls that provide some level of checks and balances. That is because you are able to divide certain tasks over the people available to achieve some segregation of duties. For those tasks that are decentralized, it is usually very difficult to provide for proper segregation of duties. Therefore, with one person being involved in most or all aspects of a transaction, you lose the ability to rely on the controls to achieve the safeguarding of assets and reliability of financial records.

As auditors, we are required to communicate with you on a variety of topics. Since there is now more emphasis on internal controls and management's responsibilities, we believe it is appropriate to make sure that you are informed about the lack of segregation of duties that may occur at departments or locations that handle cash or do miscellaneous billing. Examples in your Village that may fit this situation may include the following:

- Police department
- Library

As auditors, we are required to focus on the financial statements at a highly summarized level and our audit procedures support our opinion on those financial statements. Departments or locations that handle relatively smaller amounts of money are not the primary focus of our audit. Yet, because of the lack of segregation of duties, the opportunity for loss is higher there than in centralized functions that have more controls.

Because management is responsible for designing and implementing controls and procedures to detect and prevent fraud, we believe that is important for us to communicate this information to you. We have no knowledge of any fraud that has occurred or is suspected to have occurred within the departments mentioned above. However, your role as the governing body is to assess your risk areas and determine that the appropriate level of controls and procedures are in place. As always, the costs of controls and staffing must be weighed against the perceived benefits of safeguarding your assets.

Without adding staff or splitting up the duties, your own day-to-day contact and knowledge of the operation are also important mitigating factors.

Missing key controls

There are certain controls that are not currently in place related to significant transaction cycles. As a result, there is a risk that erroneous or unauthorized transactions or misstatements could occur without the knowledge of management or the governing body. Our recommendations for strengthening controls are listed below.

Controls over monthly and year-end accounting

- Adjusting journal entries and supporting documentation should be reviewed and approved by an appropriate person who is not the original preparer.

Information Technology

As part of the audit process, we reviewed certain controls related to the Village's information technology system. The following are some typical controls that are used to ensure the highest level of security is in place over information technology systems however, they have not been implemented by the Village. Management should consider the risks associated with its information technology system and its related controls and determine if these additional controls should be implemented.

1. Passwords should be changed every 90 days, require a minimum of 8-10 characters, require strong (complex) passwords, and password history should be tracked so users can not reuse recent previous passwords. Additionally, user accounts should lock after 3-5 failed login attempts.
2. Termination of access rights should occur timely (within 72 hours). This includes both the network and financial systems (BS&A and Payroll Data) as applicable

Required communications

Qualitative aspect of accounting practices

- Accounting policies: Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we have advised management about the appropriateness of accounting policies and their application. The significant accounting policies used by Village are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing accounting policies was not changed during 2020. We noted no transactions entered into by the Village during the year for which accounting policies are controversial or for which there is a lack of authoritative guidance or consensus or diversity in practice.
- Accounting estimates: Accounting estimates, including fair value estimates, are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements, the degree of subjectivity involved in their development and because of the possibility that future events affecting them may differ significantly from those expected. The following estimates are of most significance to the financial statements:

Estimate	Management's process to determine	Baker Tilly's conclusions regarding reasonableness
Accrued compensated absences	Evaluation of hours earned and accumulated in accordance with employment policies and average wage per hour rates	Reasonable in relation to the financial statements as a whole
Net pension asset and related deferrals	Evaluation of information provided by the Wisconsin Retirement System	Reasonable in relation to the financial statements as a whole
Allowance for doubtful accounts	Evaluation of historical revenues and loss levels with the analysis on collectability of individual amounts	Reasonable in relation to the financial statements as a whole
Depreciation	Evaluate estimated useful life of the asset and original acquisition value	Reasonable in relation to the financial statements as a whole

There have been no significant changes made by management to either the processes used to develop the particularly sensitive accounting estimates, or to the significant assumptions used to develop the estimates, noted above.

- Financial statement disclosures: The disclosures in the financial statements are neutral, consistent and clear.

Significant difficulties encountered during the audit

We encountered no significant difficulties in dealing with management and completing our audit.

Other audit findings or issues

We encountered no other audit findings or issues that require communication at this time.

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Village's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Disagreements with management

Professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Corrected misstatements

Professional standards require us to accumulate misstatements identified during the audit, other than those that are clearly trivial and to communicate accumulated misstatements to management. Management is in agreement with the misstatements we have identified, and they have been corrected in the Village's financial statements. In our judgment, none of the misstatements that management has corrected, either individually or in the aggregate, indicate matters that could have had a significant effect on the Village's financial reporting process.

Significant unusual transactions

There have been no significant transactions that are outside the normal course of business for the Village or that otherwise appear to be unusual due to their timing, size or nature.

Other information in documents containing audited financial statements

The Village's audited financial statements are "general purpose" financial statements. General purpose financial statements consist of the basic financial statements that can be used by a broad group of people for a broad range of activities. Once we have issued our audit report, we have no further obligation to update our report for events occurring subsequent to the date of our report. The Village can use the audited financial statements in other client prepare documents, such as official statements related to the issuance of debt, without our acknowledgement. Unless we have been engaged to perform services in connection with any subsequent transaction requiring the inclusion of our audit report, as well as to issue an auditor's acknowledgment letter, we have neither read the document nor performed subsequent event procedures in order to determine whether or not our report remains appropriate.

Management's consultations with other accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing or accounting matters.

Written communications between management and Baker Tilly

The Appendix includes copies of other material written communications, including a copy of the management representation letter.

Compliance with laws and regulations

We did not identify any non-compliance with laws and regulations during our audit.

Fraud

We did not identify any known or suspected fraud during our audit.

Going concern

Pursuant to professional standards, we are required to communicate to you, when applicable, certain matters relating to our evaluation of the Village's ability to continue as a going concern for a reasonable period of time but no less than 12 months from the date the financial statements are issued or available to be issued, including the effects on the financial statements and the adequacy of the related disclosures, and the effects on the auditor's report. No such matters or conditions have come to our attention during our engagement.

Independence

We are not aware of any relationships between Baker Tilly and the Village that, in our professional judgment, may reasonably be thought to bear on our independence.

Related parties

We did not have any significant findings or issues arise during the audit in connection with the Village's related parties.

Other matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information which accompanies the financial statements but is not RSI. With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

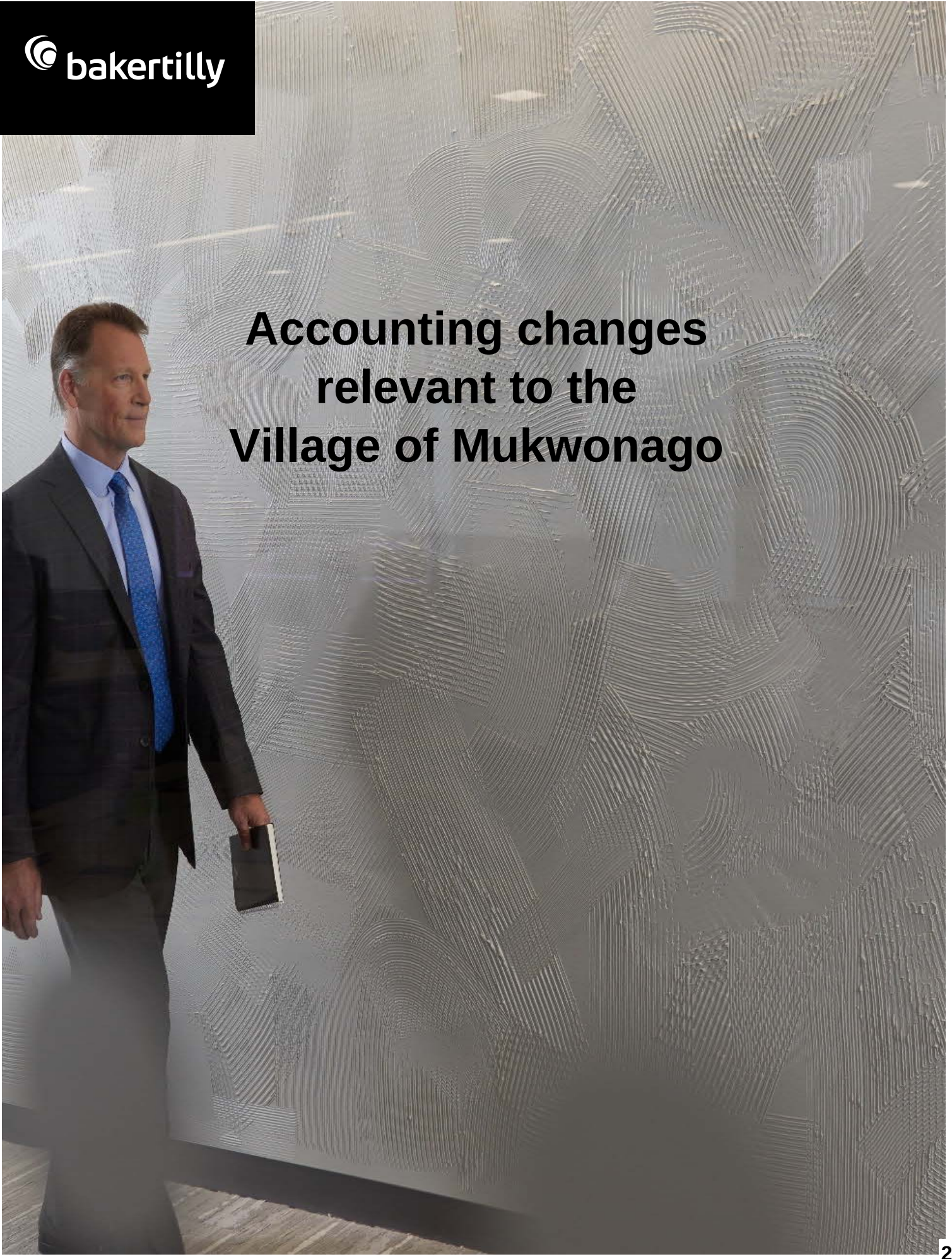
Nonattest services

The following nonattest services were provided by Baker Tilly:

- Financial statement preparation
- Adjusting journal entries

In addition, we prepared GASB No. 34 conversion entries which are summarized in the “Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position” and the “Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities” in the financial statements.

None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

A man in a dark suit, light blue shirt, and blue patterned tie is walking from left to right. He is holding a black folder or book. The background is a large wall covered in a complex, textured pattern of concentric, overlapping lines and curves, resembling a fingerprint or a stylized map. The lighting is soft, and the overall tone is professional and modern.

Accounting changes relevant to the Village of Mukwonago

Accounting changes relevant to the Village of Mukwonago

Future accounting standards update

GASB Statement Number	Description	Potentially Impacts you	Effective Date
87	Leases	✓	12/31/22*
89	Accounting for Interest Incurred before the End of a Construction Period	✓	12/31/21*
91	Conduit Debt	✓	12/31/22*
92	Omnibus 2020	✓	12/31/22*
93	Replacement of Interfund Bank Offered Rates	✓	12/31/22*
94	Public-Private and Public-Public Partnerships and Availability Payment Arrangements	✓	12/31/23
96	Subscription-Based Information Technology Arrangements	✓	12/31/23
97	Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans	✓	12/31/22

*The statements listed above through Statement No. 93 had their required effective dates postponed by one year with the issuance of Statement No. 95, *Postponement of Effective Dates of Certain Authoritative Guidance*, with the exception of Statement No. 87 which was postponed by one and a half years. The effective date reflected above is the required revised implementation date.

Further information on upcoming [GASB pronouncements](#).

Preparing for the new lease standard

GASB's new single model for lease accounting will be effective soon. This standard will require governments to identify and evaluate contracts that convey control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Contracts meeting the criteria for control, term and other items within the standard will result in recognizing a right to use asset and lease liability or a receivable and deferred inflow of resources.

We recommend Village review this standard and start planning now as to how this will affect your financial reporting. We recommend that you begin by completing an inventory of all contracts that might meet the definition of a lease. The contract listing should include key terms of the contracts such as:

- Description of contract
- Underlying asset
- Contract term
- Options for extensions and terminations
- Service components, if any
- Dollar amount of lease

In addition, Village should begin to establish a lease policy to address the treatment of common lease types, including a dollar threshold for each lease. We are available to discuss this further and help you develop an action plan.

Learn more about [GASB 87](#).

Trending challenges and opportunities for organizations



Trending challenges and opportunities for organizations

Management and governing bodies must keep the future in mind as they evaluate strategies to achieve future growth. Keeping a balance between risk and sustainability is key, and organizations need to think beyond their immediate needs to their long-term goals. Economic uncertainty, coupled with key risk areas and fast-paced technology change, make strategic planning complex. Begin the discussion with your management team to find your path to your future.

Turning toward recovery and growth

Many organizations are focusing on the strategic restart and ramp up of their operations.

With great uncertainty about what recovery will look like—or how long it will take—it is essential for your organization to understand the scenarios you may face and plan your path back to growth.

We can help you chart a way forward that will enhance and maximize your value, minimize further disruption and keep your workforce safe.

Recommendation

Follow our [road map](#) to reopen, recover and reset.



Compliance with federal awards



Challenge

The COVID-19 crisis has had a significant effect on the nation, including recipients of federal awards resulting from various congressional acts. Federal funding adds an increased level of scrutiny and brings new challenges around compliance, reporting and administration.

Finance and spending departments are operating in unprecedented times as they manage and administer these funds while also remaining economically viable, maintaining operations and adapting to the “new normal.”

Recommendation

Learn more about [compliance for federal funds](#) obtained for pandemic response efforts.

Recession proofing measures



Challenge

Ever aware of the need to balance the needs of diverse constituents against constrained revenue streams and conflicting priorities, public leaders strive to effectively deploy scarce resources while maintaining the highest levels of accountability and transparency.

In times of crisis, additional challenges emerge to maintain essential services, ensure citizen safety, protect their workforce and jumpstart programs to mitigate negative local economic impacts—all while focusing on planning for long-term effects of revenue shortages and the subsequent recovery.

Developing strategic clarity, aligning resources with priorities, strengthening performance, optimizing processes and leveraging

technology are imperative.

Recommendation

Learn about [proactive measures to insulate your organization](#) from financial hardship and to [optimize your organization's performance](#).

Risk assessment

Challenge



Organizations today manage ever-expanding priorities in a constantly evolving, disruptive risk environment. Undetected risks, insufficient internal controls and inefficient business processes may negatively impact not only the entity but also its workforce and the community at large.

Risk assessment and internal audit prove essential to identifying top risks and the appropriateness of response in order to:

- Manage risk and compliance
- Enhance governance and strategy
- Optimize operations
- Gain assurance around key functions and processes that contribute toward meeting organizational goals

Recommendation

Learn about the key considerations for the [risk assessment process and internal audit planning](#).

Economic development

Challenge

In today's complex economic landscape, communities face the daunting challenge of rebuilding their local economies. Restoring the momentum of economic expansion and investment to enhance quality of life for residents and produce long-term financial gain for the community is at the forefront of concerns.

Whether attracting growth to maximize opportunity built around community strengths or accounting for the many unknowns caused by major disruptions, a robust economic development strategy is essential to recovery.

Recommendation

Learn about the advantages of creating an [economic development strategic plan and the framework](#) to follow.



Information technology and cybersecurity



Challenge

While return-to-work scenarios are being developed, it is likely that remote workforces will remain a reality for many organizations in the short- to mid-term. Though many organizations have been able to adapt on a short-term basis, some will not be prepared for long-term operation on a remote and virtual basis. Organizations should increase monitoring of invasive cyber events, given the likely increase in hackers sending out fake emails, website links and ransomware attacks – and also consider:

- Adequacy of IT controls and security
- Performance of remote infrastructure supporting operations
- Improvements to remote applications for communication, collaboration and workflow
- Alternatives for data entry, work and information flow

Recommendation

[Learn more](#) about information technology and cybersecurity, including [System & Organization Controls reporting](#).

Appendix A: Client service team

Client service team



Wendi Unger, CPA

Partner

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Appendix B: Management representation letter



Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149
www.villageofmukwonago.com

Main Office: (262) 363-6420
Fax: (262)363-6425

June 4, 2021

Baker Tilly US, LLP
777 E Wisconsin Ave
Milwaukee, WI 53202

Dear Baker Tilly US, LLP:

We are providing this letter in connection with your audit of the financial statements of the Village of Mukwonago as of December 31, 2020 and for the year then ended for the purpose of expressing opinions as to whether the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Mukwonago and the respective changes in financial position and cash flows, where applicable, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the fair presentation of the previously mentioned financial statements in conformity with accounting principles generally accepted in the United States of America. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control over financial reporting, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter.
- 2) The financial statements referred to above are fairly presented in conformity with accounting principles generally accepted in the United States of America. We have engaged you to advise us in fulfilling that responsibility. The financial statements include all properly classified funds of the primary government and all component units required by accounting principles generally accepted in the United States of America to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, if any, are reasonable.

- 6) All events subsequent to the date of the financial statements and for which accounting principles generally accepted in the United States of America require adjustment or disclosure have been adjusted or disclosed. No other events, including instances of noncompliance, have occurred subsequent to the financial statement date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.
- 7) All material transactions have been recorded in the accounting records and are reflected in the financial statements.
- 8) All known audit and bookkeeping adjustments have been included in our financial statements, and we are in agreement with those adjustments.
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.
- 10) Guarantees, whether written or oral, under which the Village is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a. Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as financial records and related data, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - d. Minutes of the meetings of Village Board or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) We have not completed an assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- 13) We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
 - a. Management,
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the financial statements.
- 14) We have no knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, regulators, or others.
- 15) We have no knowledge of known instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 16) There are no known related parties or related party relationships and transactions of which we are aware.

Other

- 17) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 18) We have identified to you any previous financial audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 19) The Village has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 20) We are responsible for compliance with federal, state, and local laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits, debt contracts, and IRS arbitrage regulations; and we have identified and disclosed to you all federal, state, and local laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives, including legal and contractual provisions for reporting specific activities in separate funds.
- 21) There are no:
 - a) Violations or possible violations of budget ordinances, federal, state, and local laws or regulations (including those pertaining to adopting, approving and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance, except those already disclosed in the financial statement, if any.
 - b) Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America.
 - c) Nonspendable, restricted, committed, or assigned fund balances that were not properly authorized and approved.
 - d) Rates being charged to customers other than the rates as authorized by the applicable authoritative body.
 - e) Violations of restrictions placed on revenues as a result of bond resolution covenants such as revenue distribution or debt service funding.
- 22) In regards to the nonattest services performed by you listed below, we have 1) accepted all management responsibility; 2) designated an individual with suitable skill, knowledge, or experience to oversee the services; 3) evaluated the adequacy and results of the services performed, and 4) accepted responsibility for the results of the services.
 - a) Financial statement preparation

b) Adjusting journal entries

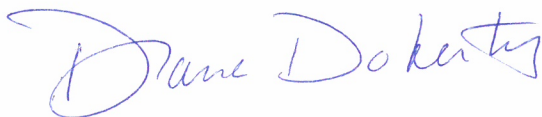
None of these nonattest services constitute an audit under generally accepted auditing standards, including *Government Auditing Standards*.

- 23) The Village of Mukwonago has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 24) The Village of Mukwonago has complied with all aspects of contractual agreements that would have a material effect on the financial statement in the event of noncompliance.
- 25) We have followed all applicable laws and regulations in adopting, approving, and amending budgets.
- 26) The financial statements properly classify all funds and activities.
- 27) All funds that meet the quantitative criteria in GASB Statement No. 34 and No. 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 28) Components of net position (net investment in capital assets; restricted; and unrestricted) and components of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
- 29) Provisions for uncollectible receivables, if any, have been properly identified and recorded.
- 30) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 31) Revenues are appropriately classified in the statement of activities within program revenues and general revenues.
- 32) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.
- 33) Deposits and investments are properly classified, valued, and disclosed (including risk disclosures, collateralization agreements, valuation methods, and key inputs, as applicable).
- 34) Capital assets, including infrastructure and intangible assets, are properly capitalized, reported, and, if applicable, depreciated/amortized. Any known impairments have been recorded and disclosed.
- 35) Tax-exempt bonds issued have retained their tax-exempt status.
- 36) We have appropriately disclosed the Village of Mukwonago's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position were properly recognized under the policy. We have also disclosed our policy regarding which resources (that is, restricted, committed, assigned or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available.

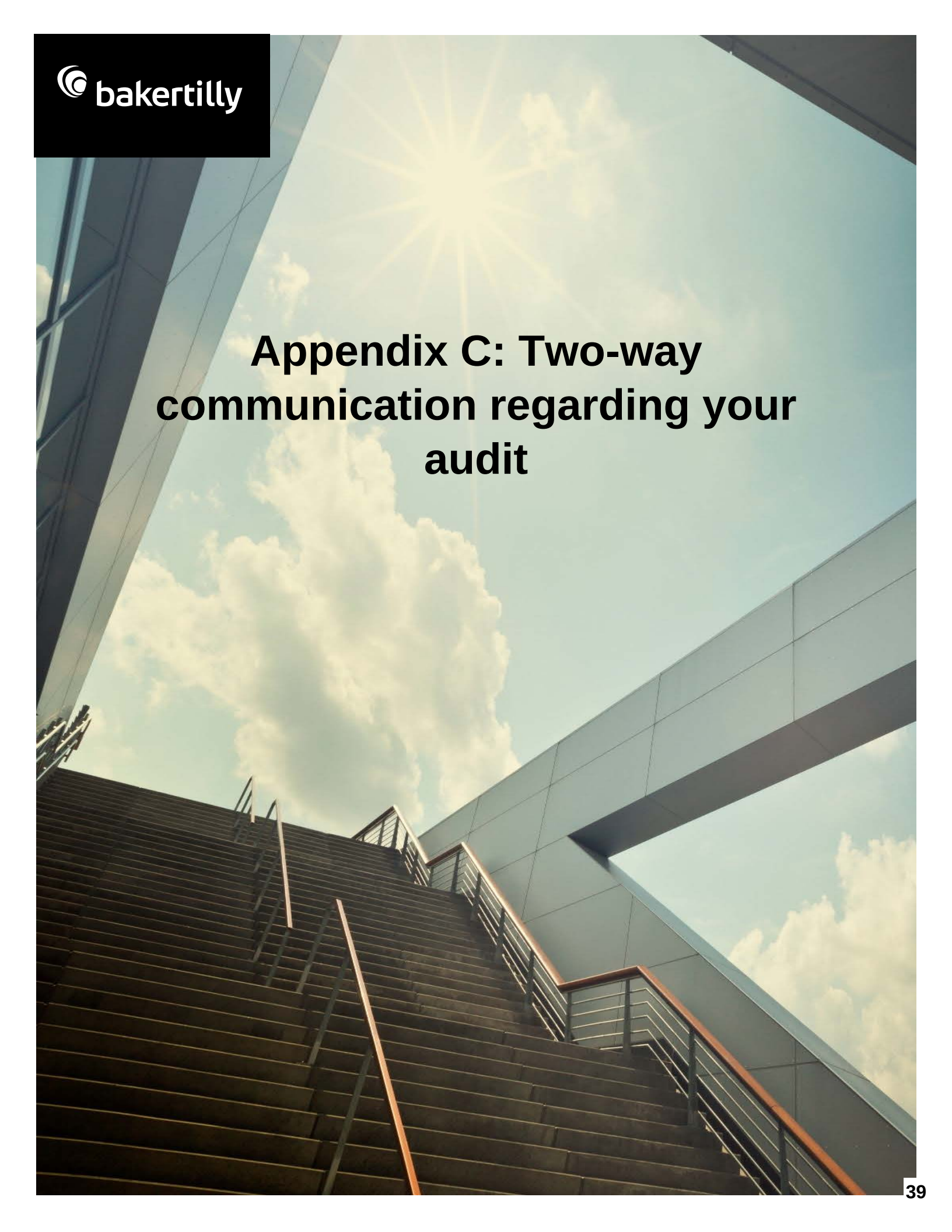
- 37) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 38) With respect to the supplementary information, (SI):
- a) We acknowledge our responsibility for presenting the SI in accordance with accounting principles generally accepted in the United States of America, and we believe the SI, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the SI have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the SI is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.
- 39) We assume responsibility for, and agree with, the information provided by the Wisconsin Retirement System as audited by the Legislative Audit Bureau relating to the net pension asset/liability and related deferred outflows and deferred inflows and have adequately considered the reasonableness of the amounts and disclosures used in the financial statements and underlying accounting records. We also assume responsibility for the census data that has been reported to the plan.

Sincerely,

Village of Mukwonago



Signed:
Ms. Diana Doherty, Finance Director



Appendix C: Two-way communication regarding your audit

As part of our audit of your financial statements, we are providing communications to you throughout the audit process. Auditing requirements provide for two-way communication and are important in assisting the auditor and you with more information relevant to the audit.

As this past audit is concluded, we use what we have learned to begin the planning process for next year's audit. It is important that you understand the following points about the scope and timing of our next audit:

- a. We address the significant risks of material misstatement, whether due to fraud or error, through our detailed audit procedures.
- b. We will obtain an understanding of the five components of internal control sufficient to assess the risk of material misstatement of the financial statements whether due to error or fraud, and to design the nature, timing and extent of further audit procedures. We will obtain a sufficient understanding by performing risk assessment procedures to evaluate the design of controls relevant to an audit of financial statements and to determine whether they have been implemented. We will use such knowledge to:
 - Identify types of potential misstatements.
 - Consider factors that affect the risks of material misstatement.
 - Design tests of controls, when applicable, and substantive procedures.
- c. We will not express an opinion on the effectiveness of internal control over financial reporting or compliance with laws, regulations and provisions of contracts or grant programs.
- d. The concept of materiality recognizes that some matters, either individually or in the aggregate, are important for fair presentation of financial statements in conformity with generally accepted accounting principles while other matters are not important. In performing the audit, we are concerned with matters that, either individually or in the aggregate, could be material to the financial statements. Our responsibility is to plan and perform the audit to obtain reasonable assurance that material misstatements, whether caused by errors or fraud, are detected.

Our audit will be performed in accordance with auditing standards generally accepted in the United States of America.

We are very interested in your views regarding certain matters. Those matters are listed here:

- a. We typically will communicate with your top level of management unless you tell us otherwise.
- b. We understand that the governing board has the responsibility to oversee the strategic direction of your organization, as well as the overall accountability of the entity. Management has the responsibility for achieving the objectives of the entity.
- c. We need to know your views about your organization's objectives and strategies, and the related business risks that may result in material misstatements.
- d. Which matters do you consider warrant particular attention during the audit, and are there any areas where you request additional procedures to be undertaken?
- e. Have you had any significant communications with regulators or grantor agencies?
- f. Are there other matters that you believe are relevant to the audit of the financial statements?

Also, is there anything that we need to know about the attitudes, awareness and actions of the governing body concerning:

- a. The entity's internal control and its importance in the entity, including how those charged with governance oversee the effectiveness of internal control?
- b. The detection or the possibility of fraud?

We also need to know if you have taken actions in response to developments in financial reporting, laws, accounting standards, governance practices, or other related matters, or in response to previous communications with us.

With regard to the timing of our audit, here is some general information. If necessary, we may do preliminary financial audit work during the months of October-December, and sometimes early in January. Our final financial fieldwork is scheduled during March to best coincide with your readiness and report deadlines. After fieldwork, we wrap up our financial audit procedures at our office and may issue drafts of our report for your review. Final copies of our report and other communications are issued after approval by your staff. This is typically 6-12 weeks after final fieldwork, but may vary depending on a number of factors.

Keep in mind that while this communication may assist us with planning the scope and timing of the audit, it does not change the auditor's sole responsibility to determine the overall audit strategy and the audit plan, including the nature, timing and extent of procedures necessary to obtain sufficient appropriate audit evidence.

We realize that you may have questions on what this all means, or wish to provide other feedback. We welcome the opportunity to hear from you.

Village of Mukwonago

Financial Statements and
Supplementary Information

December 31, 2020

Village of Mukwonago

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INDEPENDENT AUDITORS' REPORT

INDEPENDENT AUDITORS' REPORT

To the Village Board
Village of Mukwonago
Mukwonago, Wisconsin

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Mukwonago, Wisconsin, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the Village of Mukwonago's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Village of Mukwonago's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Village of Mukwonago's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Village Board
Village of Mukwonago

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Mukwonago, Wisconsin, as of December 31, 2020 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Mukwonago's basic financial statements. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects, in relation to the basic financial statements as a whole.

Baker Tilly US, LLP

Milwaukee, Wisconsin
June 4, 2021

MANAGEMENT'S DISCUSSION AND ANALYSIS

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
December 31, 2020

The Village of Mukwonago's (Village) management offers this overview and analysis of the Village's financial activities for the fiscal year ended December 31, 2020. Readers are encouraged to consider the information presented here in conjunction with the information provided in the audited Financial Statements.

Overview of the Financial Statements

The information in this discussion and analysis is intended to serve as an introduction to the Village of Mukwonago's basic financial statements, which are comprised of: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the basic financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Financial Highlights

- The Governmental Activities reported an ending net position of \$3,704,456 at the close of 2020, a decrease of \$1,084,077 in net position over the prior year.
- The Business-Type Activity reported an ending net position of \$30,839,337 for 2020, an increase of \$537,177 in net position over the prior year.
- The combined assets and deferred outflows of resources for the Governmental and Business-Type Activity of the Village of Mukwonago exceeded its liabilities and deferred inflows of resources at the close of 2020 by \$34,543,793 and its net position decreased by \$546,900 for the same period.
- The Governmental Funds reported ending fund balances of \$12,851,339 which is an increase of \$721,667 from 2019.
- \$1,816,879 (unassigned fund balance) of the Governmental Funds fund balances is available to spend at the Village Board's discretion. This is 14 percent of the total fund balances for Governmental Funds. Of the total unassigned amount, \$1,816,879 is unassigned in the General Fund which is 36 percent of the General Fund's 2021 budgeted expenditures.
- In 2020, the Village issued \$4,590,000 in General Obligation Notes to fund capital projects and capital equipment replacements for Public Works, the Village Hall and the Police Department and \$1,240,000 in General Obligation Taxable Refunding Bonds to refinance a 2011 debt.
- Through scheduled debt payments and payoffs, the Village paid down \$4,703,434 in General Obligation debt and \$808,261 in Revenue Bonds and \$180,000 in Bond Anticipation Notes (BANs) in 2020. The net effect of all 2020 debt activity including premium amortization is an overall debt increase of \$310,690. The Village will pay down a total of \$2,878,434 in General Obligation debt and \$10,169,040 in Revenue Bonds and BANs in 2021.

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
December 31, 2020

Government-Wide Financial Statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the Village's finances in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Village's assets, deferred outflows of resources, liabilities and deferred inflows, with the difference reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Village is improving or deteriorating.

The *statement of activities* presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, *regardless of the timing of related cash flows*. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods (e.g., uncollected taxes and earned but unused sick leave).

Both of the government-wide financial statements distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the Village include general government, public safety, public works, health and sanitation, culture, recreation, and education, and conservation and development. The business-type activities of the Village are the Water and Sewer Utilities, which are classified as proprietary funds.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows* of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balances provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

The Village maintains sixteen individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General fund, Fire and Ambulance fund, Debt Service fund, Tax Incremental District No. 3 fund, Tax Incremental District No. 5 fund and Capital Projects fund which are all considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major government funds is provided in the form of *combining statements* elsewhere in this report.

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
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The Village adopts an annual appropriated budget for all governmental funds and proprietary funds as required by state statute. A budgetary comparison statement has been provided as required supplementary information for the general fund and fire and ambulance fund to demonstrate compliance with the adopted budget. In addition, in the supplementary information the Village has provided a detailed budgetary comparison for the general fund.

Proprietary Funds

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The Village maintains two proprietary funds. The proprietary fund financial statements provide separate information for the Water and Sewer Utility funds, which are considered to be major funds of the Village of Mukwonago.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Village's own programs. The Village maintains a Tax Escrow fund which is an agency fund. The accounting for fiduciary funds is much like that used for governmental funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 27-59 of this report.

Supplementary information

The combining statements referred to earlier in connection with non-major governmental funds is presented immediately following the required supplementary information along with detailed schedules of revenues and expenditures for the general fund. Combining statements and schedules can be found on pages 64-69 of this report.

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
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Government-Wide Financial Analysis

Net position is a useful indicator of a government's financial position. The Village's combined total assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$34,543,793 at the close of the most current fiscal year, as presented in the following table.

	Net Position			
	Governmental Activities		Business-Type Activities	
	2020	2019	2020	2019
Current and other assets	\$ 24,633,099	\$ 21,694,190	\$ 4,351,343	\$ 5,445,213
Capital assets	31,179,906	31,623,610	39,592,661	39,037,978
Total assets	55,813,005	53,317,800	43,944,004	44,483,191
Deferred outflows of resources	2,058,730	2,521,702	421,445	565,304
Current and other liabilities	1,835,125	1,378,819	313,609	517,271
Long-term liabilities	41,245,214	40,792,872	12,860,500	14,045,574
Total liabilities	43,080,339	42,171,691	13,174,109	14,562,845
Deferred inflows of resources	11,086,940	8,879,278	352,003	183,490
Net Position				
Net investment in capital assets	1,529,839	4,190,285	28,173,823	26,627,178
Restricted	4,602,409	3,865,675	1,588,500	1,170,559
Unrestricted (deficit)	(2,427,792)	(3,267,427)	1,077,014	2,504,423
Total net position	\$ 3,704,456	\$ 4,788,533	\$ 30,839,337	\$ 30,302,160

Net position is comprised of three components:

Net Investment in Capital Assets reflects the Village's investment in capital assets (e.g. land, buildings, equipment and infrastructure) less any related debt used to acquire those assets. The Village uses capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Village's net investment of capital assets is reported net of related debt, it should be noted that the resources needed to repay debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Restricted represents resources that are subject to external restrictions on how they may be used.

Unrestricted is the remaining amount available to spend at the Village Board's discretion.

Village of Mukwonago

Management's Discussion and Analysis

(Unaudited)

December 31, 2020

Governmental and Business-Type Activities

Governmental activities decreased the Village's net position by \$1,084,077 and Business-Type activities increased the Village's net position by \$537,177. The net effect is an overall decrease in the Village's total net position of \$546,900.

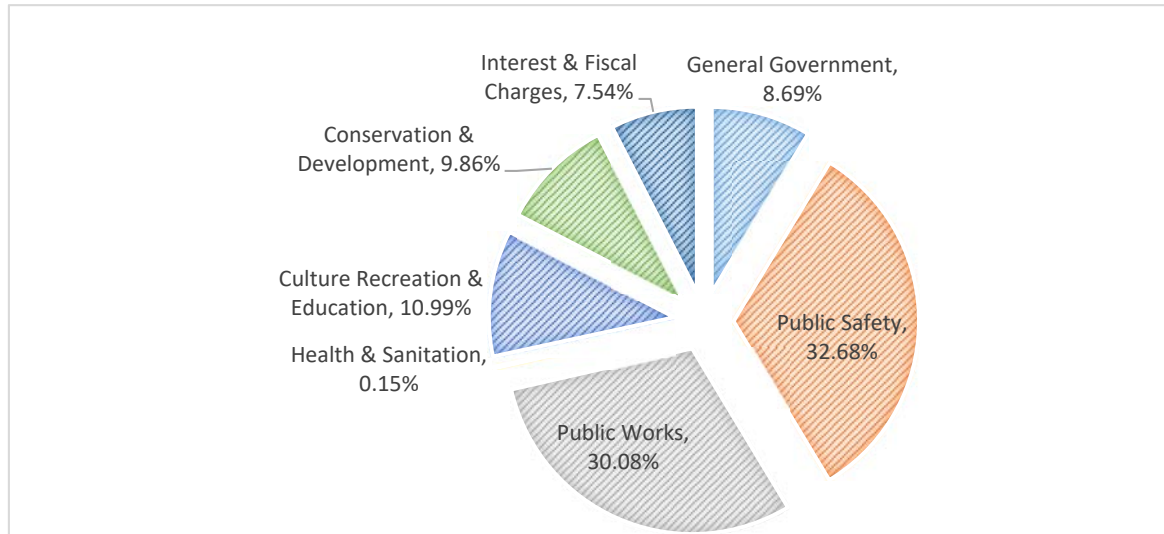
	Changes in Net Position			
	Governmental Activities		Business-Type Activities	
	2020	2019	2020	2019
Revenues:				
Program revenues:				
Charges for services	\$ 2,444,606	\$ 2,456,581	\$ 4,057,360	\$ 4,060,037
Operating grants and contributions	1,726,473	1,455,474	-	-
Capital grants and contributions	212,802	1,294,121	690,169	514,988
General revenues:				
Property and other taxes	7,329,869	6,684,860	-	-
Intergovernmental revenues not restricted to specific programs	535,718	429,787	-	-
Investment income	161,625	387,958	51,894	193,926
Gain on sale of land	-	1,047,788	-	-
Other	112,650	149,691	-	-
Total revenues	12,523,743	13,906,260	4,799,423	4,768,951
Expenses:				
General government	1,219,062	1,014,083	-	-
Public safety	4,585,187	4,611,656	-	-
Public works	4,221,156	2,856,895	-	-
Health and sanitation	21,195	2,746	-	-
Culture, recreation and education	1,542,440	1,502,479	-	-
Conservation and development	1,384,140	424,248	-	-
Interest and fiscal charges	1,057,974	1,165,341	-	-
Water utility	-	-	1,766,583	1,922,618
Sewer Utility	-	-	2,072,329	2,033,682
Total expenses	14,031,154	11,577,448	3,838,912	3,956,300
Transfers	423,334	(24,440)	(423,334)	24,440
Increase (decrease) in net position	(1,084,077)	2,304,372	537,177	837,091
Net position, January 1	4,788,533	2,484,161	30,302,160	29,465,069
Net position, December 31	\$ 3,704,456	\$ 4,788,533	\$ 30,839,337	\$ 30,302,160

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
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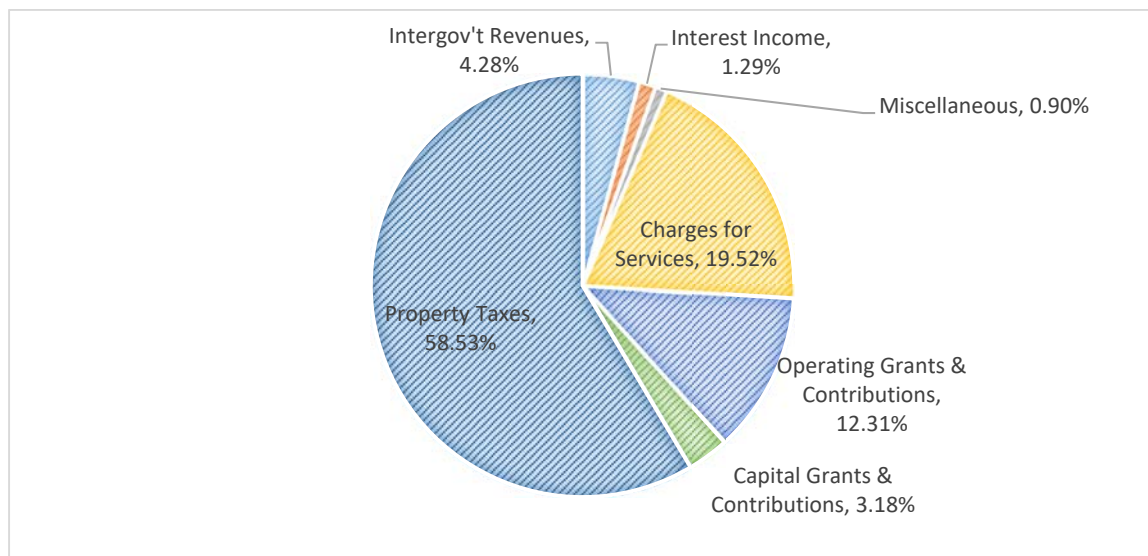
Expenses by Function - Governmental Activities

The graph below shows the percentage of the total governmental activities expenses allocated by each function type.



Program and General Revenues by Source - Governmental Activities

The graph below shows the percentage of the total governmental activities revenues allocated by each revenue type.



Business-Type activities

Business-type activities increased the Village's net position by \$537,177. The operating income from business-type activities was \$645,302, with net non-operating expenses of \$374,960 and capital contributions and transfer activity of \$266,835. Operating revenue for the current fiscal year was \$4,055,799 with the operating expense of \$3,410,497.

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
December 31, 2020

Financial Analysis of the Governments Funds

The Village of Mukwonago uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Government Funds

The focus of the Village of Mukwonago's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Village's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The following chart shows each Governmental Fund's ending fund balance grouped by its fund balance categorization. For 2020, the percentage shown is of the total 2020 fund balance. There is also comparison to the prior year and an explanation of the change between the two years if significant. The fund balance categories shown in the chart are described as follows:

- Nonspendable - fund balances are not in a spendable form
 - o Prepaid items - these exist for every operating fund at year end and represent the health insurance premium that is paid one month in advance
 - o Advances to other funds - the General Fund advance to the TID No. 4
- Restricted - Constraints are placed on the use of funds by external factors, constitutional provisions, or enabling legislation
 - o Special assessments, impact fees, tax increments and grants
- Committed - Constraints are placed on the use of funds for specific purposes via formal action by the Village Board
 - o Capital improvements and equipment funds; Fire Department, Library and Recycling operating funds
- Assigned - Constraints are placed on the use of funds for specific purposes by the Village Board but can be reallocated by a Village Board designee
 - o Accrued sick leave, Fire Dept capital and Village designated use funds
- Unassigned - funds are available for spending at the Village Board's discretion, net of negative fund balances

Village of Mukwonago

Management's Discussion and Analysis (Unaudited) December 31, 2020

Fund Balances as Listed in the Balance Sheet for Governmental Funds

	2020	Percent of Total	2019	Increase (Decrease) From Prior Year	Percent Change From Prior Year Increase (Decrease)	Explanation of Change
Nonspendable Fund Balances:						
General Fund	\$ -		\$ 39,323	(39,323)	(100) %	General Fund advance to TID #4 paid back in 2020
Various, prepaid	60,880		111,527	(50,647)	(45.4)	Year end payroll allocation decreased by 2 days over prior year
	<u>\$ 60,880</u>	<u>- %</u>	<u>\$ 150,850</u>	<u>(89,970)</u>	<u>(59.6) %</u>	
Restricted Fund Balance:						
Debt service	\$ 1,010,026		\$ 731,441	278,585	38.1	Collection of special assessments
TID #3	888,534		1,055,052	(166,518)	(15.8)	Use of reserves in debt refunding
TID #4	63,465		-	63,465		Reclassification of positive fund balance
TID #5	3,306,204		3,674,654	(369,450)	(10.1)	Use of reserves to pay interest on debt
Stormwater	79,435		58,349	21,086	36.1	Building reserve for future pond dredging project
Community Development	1,000		-	1,000	100.0	Escrow for land purchase
Library	264,943		207,255	57,688	27.8	Cost savings to replenish reserves
Impact fees	311,339		252,621	58,718	23.2	Development activity
	<u>\$ 5,923,946</u>	<u>46 %</u>	<u>\$ 5,979,372</u>	<u>(944,960)</u>	<u>(0.9) %</u>	
Committed Fund Balance:						
Fire Department	\$ 171,959		\$ 95,576	76,383	79.9	Building reserve for equipment replacement & potential revenue shortfall
Recycling	117,898		113,584	4,314	3.8	New development activity
Parkland site	235,450		321,151	(85,701)	(26.7)	Use of reserves for Park project
Capital projects	1,614,859		2,209,518	(594,659)	(26.9)	Use of reserves for capital projects
Community development	1,206,922		195,476	1,012,446	517.9	Reserve for capital project delayed
Revolving loan	185,118		209,361	(24,243)	(11.6)	Use of reserves for predevelopment site prep
Capital equipment	388,926		308,714	80,212	26.0	Reserves for future equipment
	<u>\$ 3,921,132</u>	<u>31 %</u>	<u>\$ 3,453,380</u>	<u>468,752</u>	<u>13.6 %</u>	
Assigned Fund Balance:						
GF, accrued sick leave	405,349		402,304	3,045	0.8	Interest earnings
GF, ambulance capital	287,124		256,093	1,487	0.6	Interest earnings
GF, Village designated use	436,029		312,077	123,952	39.7	Minimal use of reserves due to COVID
	<u>\$ 1,128,502</u>	<u>9 %</u>	<u>\$ 970,474</u>	<u>128,484</u>	<u>13.2 %</u>	
Unassigned Fund Balance						
General Fund	\$ 1,816,879		\$ 1,626,198	220,225	13.5	
TID #4	-		(50,602)	50,602	(100.0)	General Fund advance to TID #4
	<u>\$ 1,846,423</u>	<u>14 %</u>	<u>\$ 1,575,596</u>	<u>270,827</u>	<u>17.2 %</u>	
Total governmental funds:						
Fund balance	<u>\$ 12,851,339</u>	<u>100 %</u>	<u>\$ 12,129,672</u>	<u>(166,867)</u>	<u>5.9 %</u>	

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
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General Fund Budgetary Highlights

The total appropriations, including those for transfers out, were \$5,017,757. Actual expenditures and transfers out were \$4,985,445, resulting in a \$32,312 favorable variance. Total revenues and other financing sources were \$5,017,757, \$249,508 more than the final budget. Details can be found in the required supplemental information at the back of this report.

Fire and Ambulance budgetary highlights. The total appropriations, including those for transfers out, were \$1,774,759. Actual expenditures and transfers out were \$1,561,142, resulting in a \$213,617 favorable variance. Total revenues and other financing sources were \$1,615,769, \$158,990 less than the final budget. Details can be found in the required supplemental information at the back of this report.

Proprietary funds

The Village of Mukwonago's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

User charge rates for the Water Utility and Sewer Utility funds were implemented in November 2018 and November 2019, respectively.

Capital Asset and Debt Administration

Capital Assets

The Village of Mukwonago's investment in capital assets for its governmental and business-type activities as of December 31, 2020 amounts to \$70,772,567 (net of accumulated depreciation). This investment in capital assets includes land, land improvements, buildings and improvements, machinery and equipment, roads, storm sewers, library collection, and software.

	Capital Assets (Net of Accumulated Depreciation)			
	Governmental Activities		Business-Type Activities	
	2020	2019	2020	2019
Land	\$ 1,909,628	\$ 1,909,628	\$ 601,764	\$ 601,764
Construction in progress	696,178	268,405	65,057	1,356,761
Land improvements	2,220,771	2,179,989	-	-
Buildings and improvements	8,593,154	8,709,836	37,157,893	35,802,092
Machinery and equipment	2,713,982	2,562,173	1,652,832	1,162,246
Roads	10,917,024	11,712,986	-	-
Storm sewers	3,697,023	3,787,172	-	-
Library collection	345,593	378,234	-	-
Intangible assets	86,553	115,187	115,115	115,115
Total	<u>\$ 31,179,906</u>	<u>\$ 31,623,610</u>	<u>\$ 39,592,661</u>	<u>\$ 39,037,978</u>

Additional information on the Village's capital assets can be found in Note 3.

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
December 31, 2020

Long-Term Obligations

At the end of the current fiscal year, the Village had total debt outstanding of \$54,105,714. Of this amount, \$27,671,864 comprises debt backed by the full faith and credit of the government, with related premiums balance of \$1,048,518. There is \$10,848,876 of revenue bonds outstanding and \$13,575,000 in Bond Anticipation Notes that are financed by user fees, with related premiums balance of \$348,163. The remainder of the Village's obligations represents accumulated sick pay benefits.

	Long-Term Obligations			
	Governmental Activities		Business-Type Activities	
	2020	2019	2020	2019
General obligation debt	\$ 27,671,864	\$ 26,545,298	\$ -	\$ -
Premiums	1,048,518	804,384	348,163	419,912
Compensated absences	599,832	597,524	13,461	11,075
Net Pension Liability	-	920,666	-	127,451
Due to other governments	-	-	-	-
Revenue bonds	-	-	10,848,876	11,657,137
Bond Anticipation Notes	11,925,000	11,925,000	1,650,000	1,830,000
Total	\$ 41,245,214	\$ 40,792,872	\$ 12,860,500	\$ 14,045,575

The net effect of all debt activity during the current year was total debt decreased by \$732,735.

State statutes limit the amount of general obligation debt a governmental entity may issue to five percent of its total equalized valuation of taxable property within the Village's jurisdiction. The current debt limitation for the Village is \$49,649,745. Total general obligation debt outstanding at year end was \$27,671,864. Additional information on the Village of Mukwonago's long-term debt can be found in Note 3.

Economic Factors and Other Budget Notes

The Village makes every attempt to balance annual operating budgets without using reserve funds. Departments are charged with keeping expenditures in line with conservative revenue forecasts and have been largely successful in staying within budget. Some departments were able to realize savings to use towards planned capital purchases, reducing the need to find other funding sources. In addition, the Village utilizes a five year capital plan to ensure equipment replacement and capital improvement projects remain on track for future funding consideration.

In the process of issuing debt in 2020, Standard & Poor's financial rating service evaluated the Village's financial information and assigned the following ratings for the new debt obligations:

- AA/Stable for the new General Obligation Promissory Note
- AA/Stable for the taxable General Obligation Promissory Note

Village of Mukwonago

Management's Discussion and Analysis
(Unaudited)
December 31, 2020

Factors that contributed to the ratings include:

- Very strong budgetary flexibility with available fund balances in fiscal 2019 of 52 percent of operating expenditures.
- Very strong liquidity, with total government available cash at 91.3 percent of total governmental fund expenditures and 3.3x governmental debt service.
- Strong management with good financial policies and practices under S&P's Financial Management Assessment (FMA) methodology:
 - o Adopted policies related to fund balance and debt
 - o Monthly reporting of budget-to-actual results and treasury balances to the Village board
 - o A multi-year capital plan
- Strong economy with access to a broad-and-diverse metropolitan statistical area (MSA).

Residential properties represent 66.95 percent of the tax base, commercial properties are 25.06 percent, manufacturing properties are 5.46 percent and agriculture, undeveloped and personal property tax combined are the final 2.53 percent. As part of its strategic plan, the Village continues to actively seek business growth to better balance the residential tax revenues.

In early 2019, the Village completed the infrastructure projects in Tax Increment District No. 5 which was created in the prior year. To date, six developments have been completed we expect it to be built out much sooner than originally projected.

Tax Increment District No. 4 is currently being developed. The Pointe Apartments, consisting of four buildings and 87 units, was completed in 2020. Three other development proposals have been presented to the Village Board for consideration.

Requests for Information

This financial report is designed to provide a general overview of the Village of Mukwonago's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report, or requests for additional financial information should be addressed to: Diana Doherty, Finance Director, Village of Mukwonago, 440 River Crest Court, Mukwonago, WI 53149.

BASIC FINANCIAL STATEMENTS

Village of MukwonagoStatement of Net Position
December 31, 2020

	Governmental Activities	Business-Type Activities	Totals
Assets			
Cash and investments	\$ 14,339,244	\$ 697,956	\$ 15,037,200
Receivables:			
Taxes	8,153,806	20,048	8,173,854
Accounts, net of allowance	321,815	938,418	1,260,233
Due from developer	500,000	-	500,000
Special assessments	91,202	1,689	92,891
Due from other governmental units	67,765	-	67,765
Internal balances	245,776	(245,776)	-
Inventories and prepaid items	60,880	28,742	89,622
Restricted assets:			
Cash and investments	-	2,786,292	2,786,292
Net pension asset	852,611	123,974	976,585
Capital assets:			
Land	1,909,628	601,764	2,511,392
Construction in progress	696,178	65,057	761,235
Intangible assets	-	115,115	115,115
Other capital assets, net of depreciation	28,574,100	38,810,725	67,384,825
Total assets	55,813,005	43,944,004	99,757,009
Deferred Outflows of Resources			
Deferred charges on refunding	-	138,298	138,298
Pension related items	2,058,730	283,147	2,341,877
Total deferred outflows of resources	2,058,730	421,445	2,480,175
Total assets and deferred outflows of resources	57,871,735	44,365,449	102,237,184
Liabilities			
Accounts payable and accrued liabilities	1,250,723	280,609	1,531,332
Deposits	584,402	33,000	617,402
Noncurrent liabilities:			
Due within one year	10,678,366	2,471,283	13,149,649
Due in more than one year	30,566,848	10,389,217	40,956,065
Total liabilities	43,080,339	13,174,109	56,254,448
Deferred Inflows of Resources			
Pension related items	2,582,889	352,003	2,934,892
Unearned revenue	8,504,051	-	8,504,051
Total deferred inflows of resources	11,086,940	352,003	11,438,943
Net Position			
Net investment in capital assets	1,529,839	28,173,823	25,078,246
Restricted for:			
Debt service	1,035,995	68,080	1,104,075
Tax incremental financing	2,052,570	-	2,052,570
Pension	852,611	123,974	976,585
Library	270,459	-	270,459
Stormwater	79,435	-	79,435
Impact fees	311,339	668,450	979,789
Equipment replacement	-	727,996	727,996
Unrestricted (deficit)	(2,427,792)	1,077,014	3,274,638
Total net position	\$ 3,704,456	\$ 30,839,337	\$ 34,543,793

See notes to financial statements

Village of Mukwonago

Statement of Activities
Year Ended December 31, 2020

Functions/Programs	Expenses	Program Revenues			Net (Expenses) Revenues and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Totals
Governmental Activities							
General government	\$ 1,219,062	\$ 202,633	\$ 159,065	\$ -	\$ (857,364)	\$ -	\$ (857,364)
Public safety	4,585,187	1,664,434	344,599	54,648	(2,521,506)	-	(2,521,506)
Public works	4,221,156	539,143	634,903	79,811	(2,967,299)	-	(2,967,299)
Health and sanitation	21,195	-	-	-	(21,195)	-	(21,195)
Culture, recreation and education	1,542,440	38,206	587,906	78,343	(837,985)	-	(837,985)
Conservation and development	1,384,140	190	-	-	(1,383,950)	-	(1,383,950)
Interest and fiscal charges	1,057,974	-	-	-	(1,057,974)	-	(1,057,974)
Total governmental activities	14,031,154	2,444,606	1,726,473	212,802	(9,647,273)	-	(9,647,273)
Business-Type Activities							
Water utility	1,766,583	2,167,204	-	556,744	-	957,365	957,365
Sewer utility	2,072,329	1,890,156	-	133,425	-	(48,748)	(48,748)
Total business-type activities	3,838,912	4,057,360	-	690,169	-	908,617	908,617
Total	\$ 17,870,066	\$ 6,501,966	\$ 1,726,473	\$ 902,971	(9,647,273)	908,617	(8,738,656)
General Revenues							
Taxes							
Property taxes levied for general purposes					4,036,121	-	4,036,121
Property taxes levied for debt service					2,373,863	-	2,373,863
Property taxes levied for TIF					909,718	-	909,718
Other taxes					10,167	-	10,167
Intergovernmental revenues not restricted to specific programs					535,718	-	535,718
Investment income					161,625	51,894	213,519
Miscellaneous					112,650	-	112,650
Total general revenues					8,139,862	51,894	8,191,756
Transfers					423,334	(423,334)	-
Change in net position					(1,084,077)	537,177	(546,900)
Net Position, Beginning					4,788,533	30,302,160	35,090,693
Net Position, Ending					\$ 3,704,456	\$ 30,839,337	\$ 34,543,793

See notes to financial statements

Village of Mukwonago

Balance Sheet
Governmental Funds
December 31, 2020

	General Fund	Special Revenue Fund Fire and Ambulance Fund	Debt Service Fund	Capital Projects Fund Tax Incremental District No. 3 Fund	Capital Projects Fund Tax Incremental District No. 5 Fund	Capital Project Fund	Nonmajor Governmental Funds	Total Governmental Funds
Assets								
Cash and investments	\$ 3,690,751	\$ 504,843	\$ 1,010,026	\$ 888,913	\$ 3,312,997	\$ 1,695,179	\$ 3,236,535	\$ 14,339,244
Receivables:								
Taxes	2,932,656	191,015	2,461,902	916,659	685,467	-	966,107	8,153,806
Accounts, net of allowance	107,082	149,602	-	-	-	1,310	63,821	321,815
Due from developer	-	-	-	-	500,000	-	-	500,000
Special assessments	-	-	91,202	-	-	-	-	91,202
Due from other governments	-	-	-	-	-	45,278	22,487	67,765
Due from other funds	53,906	-	-	-	-	-	-	53,906
Advance to other fund	-	-	-	-	245,776	-	-	245,776
Prepaid items	47,606	7,758	-	-	-	-	5,516	60,880
Restricted assets:								
Cash and investments	-	-	-	-	-	-	1,000	1,000
Total assets	\$ 6,832,001	\$ 853,218	\$ 3,563,130	\$ 1,805,572	\$ 4,744,240	\$ 1,741,767	\$ 4,295,466	\$ 23,835,394
Liabilities, deferred inflows of resources, and fund balances								
Liabilities								
Accounts payable	\$ 161,823	\$ 30,664	\$ -	\$ 379	\$ 7,793	\$ 126,908	\$ 449,329	\$ 776,896
Accrued liabilities	140,256	47,020	-	-	-	-	21,635	208,911
Deposits	584,402	-	-	-	-	-	-	584,402
Due to other funds	-	53,906	-	-	-	-	-	53,906
Due to other governments	7,370	53,865	-	-	-	-	-	61,235
Total liabilities	893,851	185,455	-	379	7,793	126,908	470,964	1,685,350
Deferred Inflows of Resources								
Unavailable revenue	-	147,031	147,623	-	500,000	-	-	794,654
Unearned revenue	2,945,163	341,015	2,405,481	916,659	931,243	-	964,490	8,504,051
Total deferred inflows of resources	2,945,163	488,046	2,553,104	916,659	1,431,243	-	964,490	9,298,705
Fund Balances								
Nonspendable	47,606	7,758	-	-	-	-	5,516	60,880
Restricted	-	-	1,010,026	888,534	3,305,204	-	720,182	5,923,946
Committed	-	171,959	-	-	-	1,614,859	2,134,314	3,921,132
Assigned	1,128,502	-	-	-	-	-	-	1,128,502
Unassigned	1,816,879	-	-	-	-	-	-	1,816,879
Total fund balances	2,992,987	179,717	1,010,026	888,534	3,305,204	1,614,859	2,860,012	12,851,339
Total liabilities, deferred inflows of resources and fund balances	\$ 6,832,001	\$ 853,218	\$ 3,563,130	\$ 1,805,572	\$ 4,744,240	\$ 1,741,767	\$ 4,295,466	\$ 23,835,394

See notes to financial statements

Village of Mukwonago

Reconciliation of the Balance Sheet of Governmental Funds

to the Statement of Net Position

December 31, 2020

Total Fund Balances - Governmental Funds	\$ 12,851,339
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Amounts reported for governmental activities in the statement of net position are different because different because:

Capital assets used in governmental funds are not financial resources and therefore are not reported in the funds

Land	1,909,628
Construction in progress	696,178
Other capital assets	47,451,841
Less accumulated depreciation/amortization	(18,877,741)

The net pension asset does not relate to current financial resources and is not reported in the governmental funds.

852,611

Deferred outflows of resources related to pension do not related to current financial resources and are not reported in the governmental funds.

2,058,730

Deferred inflows of resources related to pension do not related to current financial resources and are not reported in the governmental funds.

(2,582,889)

Some receivables that are not currently available are reported as unavailable revenues in the fund financial statements but are recognized as revenue when earned in the government-wide statements.

794,654

Some liabilities, including long-term debt, are not due and payable in the current period and therefore, are not reported in the funds.

Bonds and notes payable	(40,645,382)
Compensated absences	(599,832)
Accrued interest	(204,681)

Net position of governmental activities

\$ 3,704,456

See notes to financial statements

Village of Mukwonago

Statement of Revenues, Expenditures and Changes in Fund Balances -
Governmental Funds
Year Ended December 31, 2020

	General Fund	Special Revenue Fund Fire and Ambulance Fund	Debt Service Fund	Capital Projects Fund Tax Incremental District No. 3 Fund	Capital Projects Fund Tax Incremental District No. 5 Fund	Capital Project Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues								
Taxes	\$ 2,723,923	\$ 222,854	\$ 2,373,863	\$ 909,718	\$ 245,776	\$ -	\$ 920,792	\$ 7,396,926
Special assessments	-	-	144,669	13,014	-	-	-	157,683
Intergovernmental	953,676	49,446	-	30,249	-	165,103	571,085	1,769,559
Licenses and permits	488,175	-	-	-	-	-	218,639	706,814
Fines, forfeitures and penalties	155,966	-	-	-	-	-	-	155,966
Public charges for services	35,745	1,083,138	-	-	-	-	241,239	1,360,122
Intergovernmental charges for services	178,005	222,854	-	-	-	1,310	184,980	587,149
Investment income	50,246	712	20,914	9,119	17,872	19,614	18,911	137,388
Other revenues	181,792	14,285	-	-	-	-	127,076	323,153
Total revenues	4,767,528	1,593,289	2,539,446	962,100	263,648	186,027	2,282,722	12,594,760
Expenditures								
Current:								
General government	967,668	-	-	7,010	40,299	4,056	21,405	1,040,438
Public safety	2,566,134	1,481,511	-	-	-	-	-	4,047,645
Public works	933,159	-	-	-	-	-	574,814	1,507,973
Health and human services	2,420	-	-	-	-	-	-	2,420
Culture, recreation and education	191,126	-	-	-	-	-	973,423	1,164,549
Conservation and development	217,280	-	-	-	-	-	1,158,100	1,375,380
Capital outlay	107,658	50,086	-	-	21,499	2,319,632	892,881	3,391,756
Debt service:								
Principal	-	-	2,054,306	2,577,767	66,036	-	5,325	4,703,434
Interest and fees	-	-	506,568	256,345	505,264	32,466	82,186	1,382,829
Total expenditures	4,985,445	1,531,597	2,560,874	2,841,122	633,098	2,356,154	3,708,134	18,616,424
Excess (deficiency) of revenues over expenditures	(217,917)	61,692	(21,428)	(1,879,022)	(369,450)	(2,170,127)	(1,425,412)	(6,021,664)
Other Financing Sources (Uses)								
Transfers in	498,879	-	76,000	-	-	93,002	-	667,881
Transfers out	-	(29,545)	-	-	-	-	(215,002)	(244,547)
Debt issued	-	-	-	1,630,594	-	1,411,559	2,787,847	5,830,000
Premium on debt issued	-	-	224,013	81,910	-	70,907	77,754	454,584
Proceeds from sale of capital assets	858	22,480	-	-	-	-	12,075	35,413
Total other financing sources (uses)	499,737	(7,065)	300,013	1,712,504	-	1,575,468	2,662,674	6,743,331
Net change in fund balances	281,820	54,627	278,585	(166,518)	(369,450)	(594,659)	1,237,262	721,667
Fund Balances, Beginning	2,711,167	125,090	731,441	1,055,052	3,674,654	2,209,518	1,622,750	12,129,672
Fund Balances, Ending	\$ 2,992,987	\$ 179,717	\$ 1,010,026	\$ 888,534	\$ 3,305,204	\$ 1,614,859	\$ 2,860,012	\$ 12,851,339

See notes to financial statements

Village of Mukwonago

Reconciliation of the Statement of Revenues, Expenditures
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
Year Ended December 31, 2020

Net Change in Fund Balances - Total Governmental Funds	\$ 721,667
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Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However in the statement of net position, the cost of these assets is capitalized and they are depreciated over their estimated useful lives and reported as depreciation expense in the statement of activities

Capital outlay is reported as an expenditure in the fund financial statements, but is capitalized in the government-wide statements	3,311,945
Some items reported as outlay were not capitalized	(2,151,523)
Contributed capital assets	79,811
Depreciation is reported in the government-wide statements	(1,680,262)
Net book value of assets retired	(3,675)

Receivables not currently available are reported as revenue when collected or currently available in the fund financial statements but are recognized as revenue when earned in the government-wide financial statements.

Special assessments and ambulance bills	(106,430)
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Debt issued provides current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

Debt issued	(5,830,000)
Principal repaid	4,703,434

Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds.

Compensated absences	(2,308)
Accrued interest on debt	114,405
Net pension asset	1,773,277
Deferred inflows/outflows of resources related to pension	(1,770,284)

Governmental funds report debt premiums and discounts as other financing sources (uses) or expenditures. However, in the statement of net position, these are reported as additions or deductions from long-term debt. These are allocated over the period the debt is outstanding in the statement of activities and are reported as interest expense

Premium on new debt	(454,584)
Amortization of debt premiums	210,450

Change in net position of governmental activities	<u>\$ (1,084,077)</u>
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See notes to financial statements

Village of Mukwonago

Statement of Net Position

Proprietary Funds

December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
Assets			
Current Assets			
Cash and investments	\$ 328,529	\$ 369,427	\$ 697,956
Receivables:			
Accounts	515,014	423,404	938,418
Taxes	10,109	9,939	20,048
Inventories	20,253	-	20,253
Prepaid items	4,550	3,939	8,489
Restricted asset:			
Cash and investments	51,230	48,713	99,943
Total current assets	929,685	855,422	1,785,107
Noncurrent Assets			
Restricted assets:			
Cash and investments	584,130	2,102,219	2,686,349
Net pension asset	61,196	62,778	123,974
Other asset:			
Special assessments receivable	147	1,542	1,689
Capital assets:			
Land	585,867	15,897	601,764
Construction in progress	-	65,057	65,057
Intangible assets	-	115,115	115,115
Other capital assets, net of depreciation	21,943,299	16,867,426	38,810,725
Total noncurrent assets	23,174,639	19,230,034	42,404,673
Total assets	24,104,324	20,085,456	44,189,780
Deferred Outflows of Resources			
Deferred charges on refunding	17,076	121,222	138,298
Pension related items	132,822	150,325	283,147
Total deferred outflows of resources	149,898	271,547	421,445

See notes to financial statements

Village of Mukwonago

Statement of Net Position

Proprietary Funds

December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
Liabilities			
Current Liabilities			
Accounts payable	\$ 96,419	\$ 121,304	\$ 217,723
Accrued liabilities	16,167	9,699	25,866
Accrued interest payable	2,991	2,166	5,157
Deposits	33,000	-	33,000
Advance due to other funds	245,776	-	245,776
Current portion of bonds and notes payable	957,000	693,000	1,650,000
Current portion of compensated absences	1,122	1,121	2,243
Liabilities payable from restricted assets:			
Accrued interest payable	14,293	17,570	31,863
Current portion of revenue bonds	445,292	373,748	819,040
Total current liabilities	1,812,060	1,218,608	3,030,668
Noncurrent Liabilities			
Long-term debt:			
Bonds and notes payable	4,468,803	5,909,196	10,377,999
Compensated absences	5,609	5,609	11,218
Total noncurrent liabilities	4,474,412	5,914,805	10,389,217
Total liabilities	6,286,472	7,133,413	13,419,885
Deferred Inflows of Resources			
Pension related items	168,319	183,684	352,003
Net Position			
Net investment in capital assets	17,257,800	10,916,023	28,173,823
Restricted for:			
Equipment replacement	-	727,996	727,996
Impact fees	1,477	666,973	668,450
Pensions	61,196	62,778	123,974
Debt service	36,937	31,143	68,080
Unrestricted	442,021	634,993	1,077,014
Total net position	\$ 17,799,431	\$ 13,039,906	\$ 30,839,337

See notes to financial statements

Village of Mukwonago

Statement of Revenues, Expenses and Changes in Fund Net Position

Proprietary Funds

Year Ended December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
Operating Revenues	\$ 2,166,879	\$ 1,888,920	\$ 4,055,799
Operating Expenses			
Operation and maintenance	1,014,283	1,107,913	2,122,196
Depreciation	560,523	684,689	1,245,212
Taxes	24,132	18,957	43,089
Total operating expenses	1,598,938	1,811,559	3,410,497
Operating income	567,941	77,361	645,302
Nonoperating Revenues (Expenses)			
Investment income	14,391	37,503	51,894
Miscellaneous income (expense)	325	1,236	1,561
Gain (loss) on asset disposal	24,000	-	24,000
Interest and fiscal charges	(191,645)	(260,770)	(452,415)
Total nonoperating revenues (expense)	(152,929)	(222,031)	(374,960)
Income (loss) before capital contributions and transfers	415,012	(144,670)	270,342
Capital Contributions and Transfers			
Capital contributions	556,744	133,425	690,169
Transfers in	-	10,000	10,000
Transfers out	(424,313)	(9,021)	(433,334)
Total capital contributions and transfers	132,431	134,404	266,835
Change in net position	547,443	(10,266)	537,177
Net Position, Beginning	17,251,988	13,050,172	30,302,160
Net Position, Ending	\$ 17,799,431	\$ 13,039,906	\$ 30,839,337

See notes to financial statements

Village of Mukwonago

Statement of Cash Flows

Proprietary Funds

Year Ended December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
Cash Flows From Operating Activities			
Receipts from customers	\$ 2,155,335	\$ 1,817,565	\$ 3,972,900
Paid to suppliers for goods and services	(886,386)	(915,029)	(1,801,415)
Paid to employees for services	(280,695)	(250,144)	(530,839)
Net cash flows from operating activities	988,254	652,392	1,640,646
Cash Flows From Investing Activities			
Investment income	14,399	37,558	51,957
Net cash flows from investing activities	14,399	37,558	51,957
Cash Flows From Noncapital Financing Activities			
Paid to municipality for tax equivalent	(414,313)	(9,021)	(423,334)
Transfers in (out)	(10,000)	10,000	-
Net cash flows from noncapital financing activities	(424,313)	979	(423,334)
Cash Flows From Capital and Related Financing Activities			
Debt retired	(533,367)	(454,893)	(988,260)
Interest and fees paid	(226,260)	(248,974)	(475,234)
Special assessments received	147	87,916	88,063
Acquisition and construction of capital assets	(402,091)	(1,003,790)	(1,405,881)
Impact fees received	145,699	133,425	279,124
Net cash flows from capital and related financing activities	(1,015,872)	(1,486,316)	(2,502,188)
Net change in cash and cash investments	(437,532)	(795,387)	(1,232,919)
Cash and Cash Investments, Beginning	1,401,421	3,315,746	4,717,167
Cash and Cash Investments, Ending	\$ 963,889	\$ 2,520,359	\$ 3,484,248

See notes to financial statements

Village of Mukwonago

Statement of Cash Flows

Proprietary Funds

Year Ended December 31, 2020

	Business-Type Activities - Enterprise Funds		
	Water Utility	Sewer Utility	Totals
Reconciliation Of Operating Income			
to Net Cash Flows From Operating Activities			
Operating income	\$ 567,941	\$ 77,361	\$ 645,302
Miscellaneous nonoperating activities	325	1,236	1,561
Adjustments to reconcile operating income			
to net cash flows from operating activities:			
Depreciation	560,523	684,689	1,245,212
Depreciation charged to other funds	30,087	(30,087)	-
Changes in assets, deferred outflows of resources,			
liabilities and deferred inflows of resources:			
Accounts receivable	(41,956)	(42,504)	(84,460)
Materials and supplies	1,617	-	1,617
Prepaid items	2,758	1,931	4,689
Due from municipality	-	-	-
Accounts payable	(123,917)	(48,431)	(172,348)
Due to municipality	(25,047)	-	(25,047)
Accrued liabilities	1,194	1,192	2,386
Compensated absences	7,573	1,967	9,540
Pension related deferrals and liabilities	4,156	5,038	9,194
Customer deposits	3,000	-	3,000
Net cash flows from operating activities	<u>\$ 988,254</u>	<u>\$ 652,392</u>	<u>\$ 1,640,646</u>
Reconciliation of Cash and Cash			
Equivalents to the Statement of			
Net Position - Proprietary Funds			
Cash and investments, statement of net position	\$ 328,529	\$ 369,427	\$ 697,956
Restricted cash and investments, statement of net position	635,360	2,150,932	2,786,292
Cash and cash equivalents	<u>\$ 963,889</u>	<u>\$ 2,520,359</u>	<u>\$ 3,484,248</u>
Noncash Capital and Related Financing Activities			
Capital contributions	<u>\$ 411,045</u>	<u>\$ -</u>	
Amortization of debt premium	<u>\$ 35,435</u>	<u>\$ 36,314</u>	
Amortization of loss on refunding	<u>\$ (2,628)</u>	<u>\$ (49,125)</u>	

See notes to financial statements

Village of Mukwonago

Statement of Fiduciary Net Position
December 31, 2020

	Custodial Fund Tax Collection Fund
Assets	
Cash and investments	\$ 7,186,681
Taxes receivable	<u>2,171,068</u>
Total assets	<u>9,357,749</u>
Liabilities	
Accounts payable	127,966
Due to other governments	<u>9,229,783</u>
Total liabilities	<u>9,357,749</u>
Net Position	<u><u>\$ -</u></u>

See notes to financial statements

Village of Mukwonago

Statement of Changes in Fiduciary Net Position
Year Ended December 31, 2020

	Custodial Fund Tax Collection Fund
Additions	
Tax collections	\$ 8,448,853
Total additions	<u>8,448,853</u>
Deductions	
Payments to overlying districts	<u>8,448,853</u>
Total deductions	<u>8,448,853</u>
Change in fiduciary net position	-
Net Position, Beginning	<u>-</u>
Net Position, Ending	<u><u>\$ -</u></u>

See notes to financial statements

Village of Mukwonago

Notes to Financial Statements
December 31, 2020

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Village of Mukwonago

Notes to Financial Statements
December 31, 2020

1. Summary of Significant Accounting Policies

The accounting policies of the Village of Mukwonago ("Village"), Wisconsin, conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

Reporting Entity

This report includes all funds of the Village. The reporting entity for the Village consists of the primary government and its component units. Component units are legally separate organizations for which the government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The Village has not identified any organizations that meet this criteria.

Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The Village does not allocate indirect expenses to functions in the statement of activities. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported as general revenues. Internally dedicated resources are reported as general revenues rather than program revenues.

Fund Financial Statements

Financial statements of the Village are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, deferred outflows of resources, liabilities, deferred inflows of resources, net position/fund balance, revenues, and expenditures/expenses.

Funds are organized as major funds or nonmajor funds within the governmental and proprietary statements. An emphasis is placed on major funds within the government and proprietary categories. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

- a. Total assets/deferred outflows of resources, liabilities/deferred inflows of resources, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and
- b. The same element of the individual governmental or enterprise fund that met the 10 percent test is at least 5 percent of the corresponding total for all governmental and enterprise funds combined.
- c. In addition, any other governmental or enterprise fund that the Village believes is particularly important to financial statement users may be reported as a major fund.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The Village reports the following major governmental funds:

General Fund

General Fund accounts for the Village's primary operating activities. It is used to account for and report all financial resources except those accounted for and reported in another fund.

Fire and Ambulance Special Revenue Fund

Fire and Ambulance Special Revenue Fund accounts for resources legally restricted or committed to supporting expenditures for fire and ambulance services.

Debt Service Fund

Debt Service Fund is used to account for and report financial resources that are restricted, committed, or assigned to the expenditure for payment of general long-term debt principal, interest, and related costs, other than TID or enterprise debt.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Tax Incremental District (TID) No 3 Capital Projects Fund

Tax Incremental District (TID) No. 3 Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures outlined in the TID project plan.

Tax Incremental District (TID) No. 5 Capital Projects Fund

Tax Incremental District (TID) No. 5 Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditures outlined in the TID project plan.

Capital Projects Fund

Capital Projects Fund is used to account for and report financial resources that are restricted, committed, or assigned for the acquisition of land and/or major capital projects.

Enterprise Funds

The Village reports the following major enterprise funds:

Water Utility accounts for operations of the water system.

Sewer Utility accounts for operations of the sewer system.

The Village reports the following nonmajor governmental funds:

Special Revenue Funds

Special Revenue Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure and capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Library
Revolving Loan
Impact Fee

Recycling
Park Land Site
Stormwater

Capital Project Funds

Capital Projects Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlay, including the acquisition or construction of capital facilities and other capital assets as budgeted or as outlined in the plan for TID No. 4

Capital Equipment
Community Development

Tax Incremental District (TID) No. 4

In addition, the Village reports the following fund types:

Custodial Fund

Custodial Fund is used to account for and report assets controlled and the assets are for the benefit of individuals, private organizations, and/or other governmental units.

Tax Collection Fund

Measurement Focus, Basis of Accounting and Financial Statement Presentation**Government-Wide Financial Statements**

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded with the liability is incurred or economic asset is used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider are met. Special assessments are recorded as revenue when earned. Unbilled receivables are recorded as revenues when services are provided.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the Village's water and sewer utilities and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Village considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences, and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Intergovernmental aids and grants are recognized as revenues in the period the Village is entitled the resources and the amounts are available. Amounts owed to the Village which are not available are recorded as receivables and unavailable revenues. Amounts received before eligibility requirements (excluding time requirements) are met are recorded as liabilities. Amounts received in advance of meeting time requirements are recorded as deferred inflows.

Special assessments are recorded as revenues when they become measurable and available as current assets. Annual installments due in future years are reflected as receivables and unavailable revenues. At December 31, 2020, there were \$396,160 of anticipated future assessments. This is not reported as receivables because collection is subject to certain events occurring in the future and no formal repayment schedule has been established.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, public charges for services, special assessments and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees, and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

Proprietary and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as described previously in this note.

The proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with proprietary fund's principal ongoing operations. The principal operating revenues of the water and sewer funds are charges to customers for sales and services. Special assessments are recorded as receivables and contribution revenue when levied. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

All Financial Statements

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position or Equity

Deposits and Investments

For purposes of the statement of cash flows, the Village considers all highly liquid investments with an initial maturity of three months or less when acquired to be cash equivalents.

Investment of Village funds is restricted by Wisconsin state statutes. Available investments are limited to:

- a. Time deposits in any credit union, bank, savings bank or trust company.
- b. Bonds or securities of any county, city, drainage district, technical college district, Village, town, or school district of the state. Also, bonds issued by a local exposition district, a local professional baseball park district, a local professional football stadium district, a local cultural arts district, the University of Wisconsin Hospitals and Clinics Authority, or the Wisconsin Aerospace Authority.
- c. Bonds or securities issued or guaranteed by the federal government.
- d. The local government investment pool.
- e. Any security maturing in seven years or less and having the highest or second highest rating category of a nationally recognized rating agency.
- f. Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- g. Repurchase agreements with public depositories, with certain conditions.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

The Village has adopted an investment policy. That policy follows the state statute for allowable investments and contains the following additional guidelines for allowable investments. Bank services will be provided by the official depositories approved annually by the Village Board. Prohibited investments include derivative type investments such as collateralized mortgage obligations, strips, floaters, etc. Village funds may only be placed in FDIC insured depository institutions. Deposits at individual depository institutions above \$650,000 must be collateralized as to principal and interest with securities that are obligations of the U.S. Government or its agencies that are fully guaranteed by the U.S. Government or collateralized as to the principal and interest with promissory notes from borrowers of depository institutions that maintain a rating from Standard and Poor's of BBB or BBB- or a rating from Moody's of Baa. Deposits above \$650,000 with depository institutions that maintain a rating from Standard & Poor's of AAA, AA, or A or a rating from Moody's of Aaa, Aa, or A are not required to be collateralized. Investments shall be diversified to eliminate the risk of loss and balance the effect of interest rate changes affecting different types of securities. Time deposits may not exceed 3 years and debt that is not guaranteed as to principal and interest by the Federal Government or its Agencies or a Wisconsin municipality must have a maturity of not more than 7 years. Reserve funds may be invested in securities exceeding 7 years if the maturity of such investments coincides with the expected use of these funds and is approved by the Finance Committee.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. No investments are reported at amortized costs. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on comingled investments of municipal accounting funds is allocated on average balances. The difference between the bank statement and carrying value is due to outstanding checks and/or deposits in transit.

The Wisconsin Local Government Investment Pool (LGIP) is part of the State Investment Fund (SIF), and is managed by the State of Wisconsin Investment Board. The SIF is not registered with the Securities and Exchange Commission, but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At December 31, 2020, the fair value of the Village's share of the LGIP's assets was substantially equal to the amount as reported in these statements.

See Note 3 for further information.

Receivables

Property taxes are levied in December on assessed value as of the prior January 1. In addition to property taxes for the Village, taxes are collected for remitted to the state and county governments as well as the local school district, Phantom Lakes Management district, and technical college district. Taxes for all state and local governmental units billed in the current year for the succeeding year are reflected as receivables and due to other taxing units on the accompanying statement of assets and liabilities - agency fund.

Property tax calendar - 2020 tax roll:

Lien date and levy date	December 2020
Tax bills mailed	December 2020
Payment in full, or	January 31, 2021
First installment due	January 31, 2021
Second installment due	July 31, 2021
Personal property taxes in full	January 31, 2021
Tax sale, 2020 delinquent real estate taxes	October 2023

Accounts receivable have been shown net of an allowance for uncollectible accounts. Delinquent real estate taxes as of July 31 are paid in full by the county, which assumes the collection thereof. No provision for uncollectible accounts receivable has been made for the water and sewer utilities because they have the right by law to place substantially all delinquent bills on the tax roll, and other delinquent bills are generally not significant.

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term Interfund loans are reported as "due to and from other funds." Long-term Interfund loans (non-current portion) are reported as "advances from and to other funds." Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmental-wide financial statements as internal balances.

In the governmental fund financial statements, advances to other funds are offset equally by a nonspendable fund balance account which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation or by a restricted, committed or assigned fund balance account, if the funds will ultimately be restricted, committed or assigned when the advance is repaid.

Inventories and Prepaid Items

Governmental fund inventory items are charged to expenditure accounts when purchased. Year-end inventory was not significant. Proprietary fund inventories are generally used for construction and/or for operation and maintenance work. They are not for resale. They are valued at cost based on weighted average, and charged to construction and/or operation and maintenance expense when used.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Restricted Assets

Mandatory segregations of assets are presented as restricted assets. Such segregations are required by bond agreements and other external parties. Current liabilities payable from these restricted assets are so classified. The excess of restricted assets over current liabilities payable from restricted assets will be used first for retirement or related long-term debt. The remainder, if generated from earnings, is shown as restricted net position.

Capital Assets

Government-Wide Statements

Capital assets, which include property, plant and equipment, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial cost of more than \$5,000 for general capital assets and \$5,000 for infrastructure assets, and an estimated useful life in excess of 1 year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated acquisition value at the date of donation.

Additions to and replacements of capital assets of business-type activities are reported at original cost, which includes material, labor, overhead, and allowance for the cost of funds used during construction when significant. No interest was capitalized during the current year. The cost of renewals and betterments relating to retirement units is added to plant accounts. The cost of property replaced, retired, or otherwise disposed of, is deducted from plant accounts and, generally, together with removal costs less salvage, is charged to accumulated depreciation.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Depreciation and amortization of all exhaustible capital assets is recorded as an allocated expense in the statement of activities, with accumulated depreciation and amortization reflected in the statement of net position. Depreciation and amortization is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

	<u>Years</u>
Buildings	50
Land Improvements	20-50
Machinery and Equipment	3-25
Utility System	3-77
Infrastructure	20-50
Intangible Assets	8-10
Library Collection	5-10

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net position/fund balance that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

A deferred charge on refunding arises from the advance refunding of debt. The difference between the cost of the securities placed in trust for future payments of the refunded debt and net carrying value of that debt is deferred and amortized as a component of interest expense over the shorter of the term of the refunding issue or the original term of the refunded debt. The unamortized amount is reported as a deferred outflow of resources in the government-wide and proprietary fund financial statements.

Compensated Absences

Under terms of employment, employees are granted sick leave and vacations in various amounts. Only benefits considered to be vested are disclosed in these statements.

All vested vacation and sick leave pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements, and are payable with expendable resources.

The Village does not accrue accumulated vacation or sick leave, but rather expenses these costs as they are paid. Vacation time is not cumulative from year to year. Accumulated sick leave benefits are paid upon retirement or termination if the employee has at least 20 years of full-time service with the Village. Eligible employees who have attained 15 years of full-time service are eligible for a prorated payout. Employees may accumulate a maximum of 120 days of sick leave.

Payments for vacation and sick leave will be made at rates in effect when the benefits are used. Accumulated vacation and sick leave liabilities at December 31, 2020, are determined on the basis of current salary rates and include salary related payments.

Long-Term Obligations/Conduit Debt

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of notes and bonds payable and accrued compensated absences.

Long-term obligations for governmental funds are not reported as liabilities in the fund financial statements. The face value of debt (plus any premiums) are reported as other financing sources and payments of principal and interest are reported as expenditures. The accounting in proprietary funds is the same as it is in the government-wide statements.

For the government-wide statements and proprietary fund statements, bond premiums and discounts are amortized over the life of the issue using the straight-line method. The balance at year end is shown as an increase or decrease in the liability section of the statement of net position.

The Village has approved the issuance of industrial revenue bonds (IRB) for the benefit of private business enterprises. IRBs are secured by mortgages or revenue agreements on the associated projects, and do not constitute indebtedness of the Village. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements. At December 31, 2020, the principal amount for the 2001 series outstanding was \$115,481; the original issue amount was \$2,300,000. In 2018, the Village issued two new industrial revenue bonds. The original issue amounts were \$8,000,000 and \$3,836,755; the principal balances for the 2018 series bonds at December 31, 2020 were \$0 and \$3,836,744 respectively.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position/fund balance that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until the future time.

Basis for Existing Rates**Water Utility**

Current water rates were approved by the Public Service Commission of Wisconsin on November 26, 2018. New water rates for 2021 water billings were approved by the Village Board on November 18, 2020.

Sewer Utility

Current sewer rates were approved by the Village Board on November 12, 2019. New sewer rates for 2021 sewer billings were approved by the Village Board on November 18, 2020.

Equity Classifications**Government-Wide Financial Statements**

Equity is classified as net position and displayed in three components:

- a. *Net investment in capital assets* - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. *Restricted net position* - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.
- c. *Unrestricted net position* - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

The net position section includes an adjustment for capital assets owned by the business-type activities column but financed by the debt of the governmental activities column. The amount is a reduction of "net investment in capital assets", and an increase in "unrestricted" net position, shown only in the total column. A reconciliation of this adjustment is as follows:

	Governmental Activities	Business-Type Activities	Adjustment	Total
Net investment in capital assets	\$ 1,529,839	\$ 28,173,823	\$ (4,625,416)	\$ 25,078,246
Unrestricted (deficit)	(2,427,792)	1,077,014	4,625,416	3,274,638

When both restricted and unrestricted resources are available for use, it is the Village's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Financial Statements

Governmental fund balances are displayed as follows:

- a. *Nonspendable* - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.
- b. *Restricted* - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- c. *Committed* - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through formal action (resolution) of the Village Board. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which is subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the Village Board that originally created the commitment.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

- d. *Assigned* - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. Fund balance may be assigned through the following: 1) The Village has adopted a financial policy authorizing the Village Administrator to assign amounts for specific purposes; 2) All remaining positive spendable amounts in governmental funds, other than the general fund, that are neither restricted nor committed. Assignments may take place after the end of the reporting period.
- e. *Unassigned* - Includes residual positive fund balance within the general fund which has not been classified within the above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those purposes.

Proprietary fund equity is classified the same as in the government-wide statements.

The Village considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as grant agreements requiring dollar for dollar spending. Additionally, the Village would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The Village has a formal minimum fund balance policy to maintain a minimum fund balance of 25 percent of the subsequent year's General Fund budgeted expenditures. As of December 31, 2020, the Village's unassigned fund balance was \$1,816,879 which exceeded the required fund balance of \$1,273,806.

See Note 3 for further information.

Pension

For purposes of measuring the net pension asset, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Wisconsin Retirement System (WRS) and additions to/deductions from WRS' fiduciary net position have been determined on the same basis as they are reported by WRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

2. Stewardship, Compliance, and Accountability

Excess Expenditures Over Appropriations

The Village controls expenditures at the department level. Some individual departments experienced expenditures which exceeded appropriations. The detail of those items can be found in the Village's year-end budget to actual report.

Limitations on the Village Tax Levy

Wisconsin law limits the Village's future tax levies. Generally, the Village is limited to its prior tax levy dollar amount (excluding TIF Districts), increased by the greater of the percentage change in the Village's equalized value due to new construction or zero percent. Changes in debt service from one year to the next are generally exempt from this limit with certain exceptions. The Village is required to reduce its allowable levy by the estimated amount of fee revenue it collects for certain services, if those services were funded in 2013 by the property tax levy. Levies can be increased above the allowable limits if the amount is approved by referendum.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

3. Detailed Notes on All Funds

Deposits and Investments

Cash equivalents and investments as shown on the Village's Statement of Net Position are subject to the following risks:

	Carrying Value	Statement Balance	Associated Risks
Deposits	\$ 6,125,339	\$ 6,138,774	Custodial credit
LGIP	18,884,434	18,884,434	Credit
Petty Cash	400		N/A
Total deposits and investments	<u>\$ 25,010,173</u>	<u>\$ 25,023,208</u>	
Reconciliation to financial statements:			
Per statement of net position:			
Unrestricted cash and investment	\$ 15,037,200		
Restricted cash and investment	2,786,292		
Per statement of assets and liabilities:			
Custodial fund	<u>7,186,681</u>		
Total deposits and investments	<u>\$ 25,010,173</u>		

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for time and savings accounts (including NOW accounts) and \$250,000 for demand deposit accounts (interest-bearing and noninterest-bearing). In addition, if deposits are held in an institution outside of the state in which the government is located, insured amounts are limited to a total of \$250,000 for the combined amount of all deposit accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the nature of this fund, recovery of material principal losses may not be significant to individual municipalities. This coverage has been considered in computing the custodial risk.

The Village maintains collateral agreements with its banks. At December 31, 2020, the banks had pledged various government securities in the amount of \$4,385,578 to secure the Village's deposits.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Custodial Credit Risk

Deposits

Custodial credit risk is the risk that in the event of a financial institution failure, the Village's deposits may not be returned to the Village.

The Village does not have any deposits exposed to custodial credit risk.

Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The Village does not have any investments exposed to custodial risk.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations.

The Village held investments in the following external pools which are not rated:

LGIP

See Note 1 for further information on deposit and investment policies.

Receivables

All of the receivables on the balance sheet are expected to be collected within one year except for \$91,202 of special assessments.

Governmental funds report unavailable or unearned revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Property taxes levied for the subsequent year are not earned and cannot be used to liquidate liabilities of the current period.

Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of unavailable revenue and unearned revenue reported in the governmental funds were as follows:

	Unearned	Unavailable
Property taxes receivable for subsequent year	\$ 8,095,861	\$ -
Educational reimbursement receivable	12,414	-
Ambulance receivable	-	147,031
Prohealth contribution to offset lost revenues	150,000	-
Water impact fees for TID No. 5 Project	245,776	-
Amount due from TID No. 5 Developer Letter of Credit	-	500,000
Special assessments not yet due	-	91,202
Special assessments principal and interest on tax roll	-	56,421
Total unearned/unavailable revenue for governmental funds	\$ 8,504,051	\$ 794,654

Village of Mukwonago

Notes to Financial Statements
December 31, 2020

Restricted Assets

The following represent the balances of the restricted assets:

Long-Term Debt Accounts

Redemption - Used to segregate resources accumulated for debt service payments over the next twelve months

Reserve - Used to report resources set aside to make up potential future deficiencies in redemption account.

Equipment Replacement Account

The sewer utility established an equipment replacement account to be used for significant mechanical equipment replacement as required by the Wisconsin Department of Natural Resources.

Impact Fee Account

The Village has received impact fees which must be spent in accordance with the local ordinance and state statutes. Unspent funds after seven years from the date of receipt must be refunded to the current property owner.

Net Pension Asset

Restricted assets have been reported in connection with the net pension asset balance since this balance must be used to fund employee benefits.

Following is a list of restricted assets as of December 31, 2020:

	Restricted Assets
Water redemption, current	\$ 51,230
Water reserve	582,653
Water impact fee	1,477
Sewer redemption, current	48,713
Sewer reserve	707,250
Sewer impact fee	666,973
Equipment replacement	727,996
Net pension asset	976,585
Total	<u>\$ 3,762,877</u>

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Capital Assets

Capital asset activity for the year ended December 31, 2020 was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Governmental Activities				
Capital assets not being depreciated:				
Land	\$ 1,909,628	\$ -	\$ -	\$ 1,909,628
Construction in progress	268,405	444,727	16,954	696,178
Total capital assets not being depreciated	2,178,033	444,727	16,954	2,605,806
Capital assets being depreciated/amortized:				
Land improvements	2,644,802	146,877	-	2,791,679
Buildings	11,819,162	128,491	-	11,947,653
Machinery and equipment	5,354,191	479,890	387,789	5,446,292
Roads	21,785,751	-	-	21,785,752
Storm sewers	4,507,414	-	-	4,507,413
Library collection	790,191	57,202	91,809	755,584
Intangible assets	217,468	-	-	217,468
Total capital assets being depreciated/amortized	47,118,979	812,460	479,598	47,451,841
Total capital assets	49,297,012	1,257,187	496,552	50,057,647
Less accumulated depreciation/amortization for:				
Land improvements	(464,813)	(106,095)	-	(570,908)
Buildings	(3,109,326)	(245,173)	-	(3,354,499)
Machinery and equipment	(2,792,018)	(324,406)	384,114	(2,732,310)
Roads	(10,072,765)	(795,963)	-	(10,868,728)
Storm sewers	(720,242)	(90,148)	-	(810,390)
Library collections	(411,957)	(89,843)	91,809	(409,991)
Intangible assets	(102,281)	(28,634)	-	(130,915)
Total accumulated depreciation/amortization	(17,673,402)	(1,680,262)	476,293	(18,877,741)
Net capital assets being depreciated/amortized	29,445,577	(864,350)	3,675	28,574,100
Total governmental activities capital assets, net of accumulated depreciation/amortization	\$ 31,623,610	\$ (423,075)	\$ 20,629	\$ 31,179,906

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Depreciation/amortization expense was charged to functions as follows:

Governmental Activities

General government	\$ 72,731
Public safety	262,681
Public works, which includes depreciation of infrastructure	1,033,011
Culture, recreation and education	311,839
	<u>311,839</u>
Total governmental activities depreciation/ amortization expense	<u>\$ 1,680,262</u>

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Business-Type Activities				
<u>Sewer</u>				
Capital assets not being depreciated:				
Land	\$ 15,897	\$ -	\$ -	\$ 15,897
Intangible assets	115,115	-	-	115,115
Construction in progress	51,326	893,507	879,776	65,057
	<u>182,338</u>	<u>893,507</u>	<u>879,776</u>	<u>196,069</u>
Total capital assets not being depreciated				
Capital assets being depreciated:				
Buildings and improvements	25,120,343	979,297	20,175	26,079,465
Machinery and equipment	2,009,452	17,631	-	2,027,083
	<u>27,129,795</u>	<u>996,928</u>	<u>20,175</u>	<u>28,106,548</u>
Total capital assets being depreciated				
Total capital assets	<u>27,312,133</u>	<u>1,890,435</u>	<u>899,951</u>	<u>28,302,617</u>
Less accumulated depreciation for:				
Buildings and improvements	(8,854,561)	(581,456)	20,175	(9,415,842)
Machinery and equipment	(1,750,209)	(73,071)	-	(1,823,280)
	<u>(10,604,770)</u>	<u>(654,527)</u>	<u>20,175</u>	<u>11,239,122</u>
Total accumulated depreciation				
Net capital assets being depreciated	<u>16,525,025</u>	<u>342,401</u>	<u>-</u>	<u>16,867,426</u>
Net sewer capital assets	<u>\$ 16,707,363</u>	<u>\$ 1,235,908</u>	<u>\$ 879,776</u>	<u>\$ 17,063,495</u>

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Business-Type Activities				
<u>Water</u>				
Capital assets not being depreciated:				
Land	\$ 585,867	\$ -	\$ -	\$ 585,867
Construction in progress	1,305,435	-	1,305,435	-
Total capital assets not being depreciated	1,891,302	-	1,305,435	585,867
Capital assets being depreciated:				
Buildings and improvements	24,873,423	1,416,912	2,500	26,287,835
Machinery and equipment	2,605,389	677,759	45,572	3,237,576
Total capital assets being depreciated	27,478,812	2,094,671	48,072	29,525,411
Total capital assets	29,370,114	2,094,671	1,353,507	30,111,278
Less accumulated depreciation for:				
Buildings and improvements	(5,337,113)	(458,952)	2,500	(5,793,565)
Machinery and equipment	(1,702,386)	(131,733)	45,572	(1,788,547)
Total accumulated depreciation	(7,039,499)	(590,685)	48,072	(7,582,112)
Net capital assets being depreciated	20,439,313	1,503,986	-	21,943,299
Net water capital assets	<u>\$ 22,330,615</u>	<u>\$ 1,503,986</u>	<u>\$ 1,305,435</u>	<u>\$ 22,529,166</u>
Business-type activities capital assets, net of accumulated depreciation	<u>\$ 39,037,978</u>	<u>\$ 2,739,894</u>	<u>\$ 2,185,211</u>	<u>\$ 39,592,661</u>

Depreciation expense was charged to functions as follows:

Business Type Activities:

Sewer	\$ 684,689
Water	560,523

Total business-type activities depreciation expense \$ 1,245,212

Depreciation expense does not agree to the increases in accumulated depreciation due to joint metering, salvage and cost of removal.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Interfund Receivables/Payables, Advances and Transfers

Interfund Receivables/Payables

The following is a schedule of interfund receivables and payables including any overdrafts on pooled cash and investment accounts:

Receivable Fund	Payable Fund	Amount
General Fund	Special Revenue Fund - Fire and Ambulance Fund	\$ 53,906
Less fund eliminations		(53,906)
Plus advances		245,776
Total internal balances, government-wide statement of net position		\$ 245,776
Receivable Fund	Payable Fund	Amount
Governmental Activities	Business-Type Activities	\$ 245,776
Business-Type Activities	Governmental Activities	-
Total government-wide financial statements		\$ 245,776

All amounts are due in more than one year.

The principal purpose of these interfunds is the collection of special charges on the tax roll and the allocation of commingled cash and investment balances. All remaining balances resulted from the time lag between the dates that (1) Interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Advances

The Capital Projects Fund - Tax Increment District No. 5 Fund advanced funds to the Water Utility Fund for the installation of a booster pump and water main oversizing, the cost of which will be recovered through current and future impact fees.

The following is a schedule of interfund advances:

Receivable Fund	Payable Fund	Amount	Amount Due Within One Year
Capital Projects Fund, Tax Increment District No. 5	Water Utility	\$ 245,776	\$ -
Total fund financial statements		245,776	
Less fund eliminations		-	
Total interfund advances, Government-wide statement of net position		\$ 245,776	

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Transfers

The following is a schedule of interfund transfers:

<u>Fund Transferred To</u>	<u>Fund Transferred From</u>	<u>Amount</u>	<u>Principal Purpose</u>
General Fund	Sewer Utility	\$ 9,021	Payment in lieu of taxes
General Fund	Water Utility	414,313	Payment in lieu of taxes
General Fund	Fire/Ambulance Fund	29,545	Year-end settlement
Debt Service Fund	Special Revenue Fund, Impact Fee Fund	76,000	To fund debt service
General Fund	Special Revenue Fund, Impact Fee Fund	46,000	Replenish reserve for fund used in fire station remodel
Capital Project Fund	Parkland Site Fund	93,002	Use of Reserves for park bathroom addition
Sewer Utility	Water Utility	10,000	To pay for rental cost of equipment
Total fund financial statements		677,881	
Less: Fund eliminations		(254,547)	
Total transfers, government-wide statement of activities		<u>\$ 423,334</u>	
<u>Transfer In</u>	<u>Transfer Out</u>	<u>Amount</u>	
Governmental Activities	Business-type activities	\$ 423,344	
Business-type Activities	Governmental Activities	-	
Total Government-Wide Financial Statements		<u>\$ 423,344</u>	

Generally, transfers are used to (1) move revenues from the fund that collects them to the fund that the budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Long-Term Obligations

Long-term obligations activity for the year ended December 31, 2020 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
Governmental Activities					
Bonds and notes payable:					
General obligation debt	\$ 26,545,298	\$ 5,830,000	\$ 4,703,434	\$ 27,671,864	\$ 2,878,434
Bond anticipation notes	11,925,000	-	-	11,925,000	7,700,000
Premiums	804,384	454,584	210,450	1,048,518	-
Total bonds and notes payable	39,274,682	6,284,584	4,913,884	40,645,382	10,578,434
Other liabilities:					
Compensated absences	597,524	2,308	-	599,832	99,932
Net pension liability	920,666	-	920,666	-	-
Total other liabilities	1,518,190	2,308	920,666	599,832	99,932
Total governmental activities long-term liabilities	<u>\$ 40,792,872</u>	<u>\$ 6,286,892</u>	<u>\$ 5,834,550</u>	<u>\$ 41,245,214</u>	<u>\$ 10,678,366</u>
Business-Type Activities					
Bonds and notes payable:					
Revenue bonds	\$ 11,657,137	\$ -	\$ 808,261	\$ 10,848,876	\$ 819,040
Bond anticipation note	1,830,000	-	180,000	1,650,000	1,650,000
Premiums	419,912	-	71,749	348,163	-
Total bonds and notes payable	13,907,049	-	1,060,010	12,847,039	2,469,040
Other liabilities:					
Compensated absences	11,075	2,384	-	13,461	2,243
Net pension liability	127,451	-	127,451	-	-
Total other liabilities	138,526	2,384	127,451	13,461	2,243
Total business-type activities long-term liabilities	<u>\$ 14,045,575</u>	<u>\$ 2,384</u>	<u>\$ 1,187,461</u>	<u>\$ 12,860,500</u>	<u>\$ 2,471,283</u>

In accordance with Wisconsin Statutes, total general obligation indebtedness of the Village may not exceed 5 percent of the equalized value of taxable property with the Village's jurisdiction. The debt limit as of December 31, 2020, was \$49,649,745. Total general obligation debt outstanding at year end was \$27,671,864.

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

General Obligation Debt

All general obligation notes and bonds payable are backed by the full faith and credit of the Village. Notes and bonds in the governmental funds will be retired by future property tax levies or tax increments accumulated by the debt service fund.

General Obligation Debt	Date of Issue	Final Maturity	Interest Rates	Original Amount	Balance 12/31/20
GO Refunding Bonds (TID #3)	11/1/2012	10/1/2026	1.0-2.5%	\$ 3,620,000	\$ 1,700,000
GO Refunding Bonds	11/20/2013	12/1/2022	1.0-2.65%	3,000,000	800,000
GO Note	11/30/2014	2/15/2022	0.00%	27,468	6,864
GO Promissory Note	4/1/2015	4/1/2025	1.0-3.0%	6,785,000	4,560,000
GO Promissory Note	7/6/2016	10/1/2026	2.00%	3,100,000	1,800,000
GO Promissory Note	11/1/2017	10/1/2026	2.0-3.0%	1,400,000	1,200,000
GO Promissory Note	6/1/2018	10/1/2026	3.0-3.25%	2,145,000	1,800,000
GO Refunding Bonds	9/5/2018	12/1/2026	2.0-3.5%	5,375,000	3,875,000
Go Taxable Refunding Bonds	2/20/2019	3/1/2026	3.0-4.0%	2,375,000	2,025,000
Go Promissory Note	2/20/2019	3/1/2028	2.0-3.5%	4,225,000	4,075,000
GO Taxable Note	6/17/2020	6/1/2030	1.25-2.2%	1,240,000	1,240,000
GO Promissory Note	6/17/2020	6/1/2030	1.0-3.0%	4,590,000	4,590,000
Total government activities general obligation debt					<u>\$ 27,671,864</u>

Debt service requirements to maturity are as follows:

Years:	Governmental Activities	
	Principal	Interest
2021	\$ 2,878,434	\$ 802,902
2022	3,303,430	664,514
2023	3,525,000	578,888
2024	3,750,000	482,776
2025	4,000,000	379,945
2026-2030	<u>10,215,000</u>	<u>539,723</u>
Total	<u>\$ 27,671,864</u>	<u>\$ 3,448,748</u>

Revenue Debt

Business-type activities revenue bonds are payable only from revenues derived from the operation of the water and sanitary sewer utilities.

The Village has pledged future revenues, net of specified operating expenses, to repay revenue bonds issued in various years. Proceeds from the bonds provided financing for the variety of water and sewer projects. The bonds are payable solely from water and sewer revenues and are payable through 2033. Annual principal and interest payments on the bonds are expected to require 53 percent of net revenues. The total principal and interest remaining to be paid on the bonds is \$13,414,992. Principal and interest paid for the current year and total customer revenues were \$1,214,418 and \$1,967,969 respectively.

Village of Mukwonago

Notes to Financial Statements
December 31, 2020

Revenue debt payable at December 31, 2020, consists of the following:

Business-Type Activities Revenue Debt

	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Amount</u>	<u>Balance 12/31/20</u>
<u>Sewer Utility</u>					
Revenue Bonds	1/1/2008	12/1/2026	4.00-4.75%	\$ 2,281,280	\$ 1,354,510
Revenue Bonds	12/1/2021	12/1/2021	2.00-4.625%	1,376,948	689,398
Revenue Bonds	7/6/2016	12/1/2029	2.00-3.00%	3,596,423	2,998,670
Revenue Bonds	6/1/2018	12/1/2033	4.00%	1,095,000	1,035,000
Total Sewer Utility					<u>6,077,578</u>
<u>Water Utility</u>					
Revenue Bonds	4/29/2002	5/1/2022	2.75%	627,355	58,876
Revenue Bonds	1/1/2008	12/1/2026	4.00-4.75%	918,720	545,490
Revenue Bonds	12/1/2010	12/1/2021	2.00-4.625%	1,543,052	210,602
Revenue Bonds	7/6/2016	12/1/2029	2.00-3.00%	1,848,577	1,541,330
Revenue Bonds	6/1/2018	12/1/2033	4.00%	2,555,000	2,415,000
Total Water Utility					<u>4,771,298</u>
Total Business-type Activities – Revenue Debt					<u>\$ 10,848,876</u>

Debt service requirements to maturity are as follows:

Years:	<u>Business-Type Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 819,040	\$ 380,270
2022	809,836	353,473
2023	845,000	327,900
2024	910,000	299,025
2025	915,000	265,075
2026-2030	4,675,000	793,375
2031-2033	<u>1,875,000</u>	<u>147,000</u>
Total	<u>\$ 10,848,876</u>	<u>\$ 2,566,118</u>

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Bond Anticipation Notes

Governmental Activities

	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Amount</u>	<u>Balance 12/31/20</u>
Taxable Note Anticipation Note	3/20/2018	12/1/2022	3.875%	\$ 4,225,000	\$ 4,225,000
Revenue Bond Anticipation Note	6/1/2018	6/1/2021	3.375%	7,700,000	7,700,000
Total business-type activities					<u>\$ 11,925,000</u>

Debt service requirements to maturity are as follows:

Years:	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	\$ 7,700,000	\$ 293,657
2022	4,225,000	163,719
Total	<u>\$ 11,925,000</u>	<u>\$ 457,376</u>

Business-Type Activities

	<u>Date of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Amount</u>	<u>Balance 12/31/20</u>
Sewer Note Anticipation Note	12/21/2016	12/1/2021	3.75-4.00%	\$ 957,600	\$ 693,000
Water Bond Anticipation Note	12/21/2016	12/1/2021	3.75-4.00%	1,322,400	957,000
Total business-type activities					<u>\$ 1,650,000</u>

Debt service requirements to maturity are as follows:

Years:	<u>Business-Type Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2021	<u>\$ 1,650,000</u>	<u>\$ 61,872</u>

Other Debt Information

Estimated payments of compensated absences are not included in the debt service requirement schedules. The liabilities are attributable to both governmental and business-type activities will be liquidated primarily by the general fund and utilities.

Village of Mukwonago

Notes to Financial Statements
December 31, 2020

Current Refunding

On June 17, 2020, the Village issued \$4,590,000 in general obligation notes with an average coupon rate of 2.60 percent to refund \$1,675,000 of outstanding notes with an average coupon rate of 2.76 percent. A portion of the proceeds of the debt were used to prepay the outstanding debt.

The cash flow requirements on the refunded debt prior to the current refunding was \$1,736,975 for 2020. The cash flow requirements on the 2020B G.O. refunding bonds is \$2,109,744 from 2021 through 2030. The current refunding resulted in an economic loss (difference between the present values of the debt service payments on the old and new debt) of \$9,706.

Net Position/Fund Balances

Net position reported on the government-wide statement of net position at December 31, 2020, includes the following:

Governmental Activities

Net investment in capital assets:

Land	\$ 1,909,628
Construction in progress	696,178
Other capital assets, net of accumulated depreciation	28,574,100
Less long-term debt outstanding, including premiums	(40,645,382)
Plus:	
Unspent capital related debt proceeds	3,073,703
Noncapital debt outstanding	<u>7,921,612</u>

Total net investment in capital assets	<u>1,529,839</u>
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Restricted for:

Debt service	1,035,995
Pension	852,611
TID #3	859,705
TID #4	38,322
TID #5	1,154,543
Impact fees	311,339
Stormwater	79,435
Library	<u>270,459</u>

Total restricted	<u>4,602,409</u>
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Unrestricted (deficit)	<u>(2,427,792)</u>
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Total governmental activities net position	<u><u>\$ 3,704,456</u></u>
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Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Governmental Funds

Governmental fund balances reported on the fund financial statements at December 31, 2020, include the following:

	Special Revenue Fund		Capital Projects Funds				Nonmajor Governmental Funds	Totals
	General Fund	Fire and Ambulance Fund	Debt Service Fund	Tax Incremental District No. 3 Fund	Tax Incremental District No. 5 Fund	Capital Projects Fund		
Fund Balances								
Nonspendable:								
Prepaid items	\$ 47,606	\$ 7,758	\$ -	\$ -	\$ -	\$ -	\$ 5,516	\$ 60,880
Restricted for:								
Debt services	-	-	1,010,026	888,534	-	-	63,465	1,962,025
Capital projects	-	-	-	-	3,305,204	-	-	3,305,204
Impact fees	-	-	-	-	-	-	311,339	311,339
Stormwater	-	-	-	-	-	-	79,435	79,435
Community development	-	-	-	-	-	-	1,000	1,000
Library	-	-	-	-	-	-	264,943	264,943
Committed to:								
Fire & ambulance	-	171,959	-	-	-	-	-	171,959
Revolving loan	-	-	-	-	-	-	185,118	185,118
Capital equipment	-	-	-	-	-	-	388,926	388,926
Recycling	-	-	-	-	-	-	117,898	117,898
Capital projects	-	-	-	-	-	1,614,859	-	1,614,859
Parkland site	-	-	-	-	-	-	235,450	235,450
Development	-	-	-	-	-	-	1,206,922	1,206,922
Assigned to:								
Accrued sick pay	405,349	-	-	-	-	-	-	405,349
Ambulance	287,124	-	-	-	-	-	-	287,124
Other	436,029	-	-	-	-	-	-	436,029
Unassigned	1,816,879	-	-	-	-	-	-	1,816,879
Total fund balance	\$ 2,992,987	\$ 179,717	\$ 1,010,026	\$ 888,534	\$ 3,305,204	\$ 1,614,859	\$ 2,860,012	\$ 12,851,339

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

Business-Type Activities

Net investment in capital assets:	
Land and intangibles	\$ 716,879
Construction in progress	65,057
Other capital assets, net of accumulated depreciation	38,810,725
Less long-term debt outstanding, including premiums	(12,847,039)
Plus:	
Noncapital debt proceeds	1,289,903
Deferred charge on refunding	138,298
Total net investment in capital assets	28,173,823
Restricted for:	
Debt service	68,080
Equipment replacement	727,996
Impact fees	668,450
Pension	123,974
Total restricted	1,588,500
Unrestricted (deficit)	1,077,014
Total business-type activities net position	\$ 30,839,337

4. Other Information

Employees' Retirement System

General Information about the Pension Plan

Plan Description

The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes. Benefit terms may only be modified by the legislature. The retirement system is administered by the Wisconsin Department of Employee Trust Funds (ETF). The system provides coverage to all eligible State of Wisconsin, local government and other public employees. All employees, initially employed by a participating WRS employer on or after July 1, 2011, expected to work at least 1,200 hours a year (880 hours for teachers and school district educational support employees) and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

ETF issues a standalone Comprehensive Annual Financial Report which can be found at <http://etf.wi.gov/publications/cafr.htm>

Vesting

For employees beginning participation on or after January 1, 1990, and no longer actively employed on or after April 24, 1998, creditable service in each of five years is required for eligibility for a retirement annuity. Participants employed prior to 1990 and on or after April 24, 1998, and prior to July 1, 2011, are immediately vested. Participants who initially became WRS eligible on or after July 1, 2011, must have five years of creditable service to be vested.

Benefits Provided

Employees who retire at or after age 65 (54 for protective occupations and 62 for elected officials and executive service retirement plan participants, if hired on or before December 31, 2016) are entitled to a retirement benefit based on a formula factor, their final average earnings, and creditable service.

Final average earnings is the average of the participant's three highest annual earnings periods. Creditable service includes current service and prior service for which a participant received earnings and made contributions as required. Creditable service also includes creditable military service. The retirement benefit will be calculated as a money purchase benefit based on the employee's contributions plus matching employer's contributions, with interest, if that benefit is higher than the formula benefit.

Vested participants may retire at or after age 55 (50 for protective occupations) and receive an actuarially-reduced benefit. Participants terminating covered employment prior to eligibility for an annuity may either receive employee-required contributions plus interest as a separation benefit or leave contributions on deposit and defer application until eligible to receive a retirement benefit.

The WRS also provides death and disability benefits for employees.

Post-Retirement Adjustments

The Employee Trust Funds Board may periodically adjust annuity payments from the retirement system based on annual investment performance in accordance with s.40.27, Wis. Stat. An increase (or decrease) in annuity payments may result when investment gains (losses), together with other actuarial experience factors, create a surplus (shortfall) in the reserves, as determined by the system's consulting actuary. Annuity increases are not based on cost of living or other similar factors. For Core annuities, decreases may be applied only to previously granted increases. By law, Core annuities cannot be reduced to an amount below the original, guaranteed amount (the "floor") set at retirement. The Core and Variable annuity adjustments granted during recent years are as follows:

	Core Fund Adjustment	Variable Fund Adjustment
2010	(1.3)%	22%
2011	(1.2)	11
2012	(7.0)	(7)
2013	(9.6)	9
2014	4.7	25
2015	2.9	2
2016	0.5	(5)
2017	2.0	4
2018	2.4	17
2019	0.0	(10)

Contributions

Required contributions are determined by an annual actuarial valuation in accordance with Chapter 40 of the Wisconsin Statutes. The employee required contribution is one-half of the actuarially determined contribution rates for General category employees and Executives and Elected Officials. Starting on January 1, 2016, the Executives and Elected Officials category merged into the General Employee category. Required contributions for protective employees are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement.

During the reporting period, the WRS recognized \$320,015 in contributions from the Village.

Contribution rates for the plan year reported as of December 31, 2020 are:

Employee Category	Employee	Employer
General (Executives & Elected Officials)	6.55 %	6.55 %
Protective with Social Security	6.55 %	10.55 %
Protective without Social Security	6.55 %	14.95 %

Pension Asset, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At December 31, 2020, the Village reported an asset of \$976,585 for its proportionate share of the net pension asset. The net pension asset was measured as of December 31, 2019, and the total pension asset used to calculate the net pension asset was determined by an actuarial valuation as of December 31, 2018 rolled forward to December 31, 2019. No material changes in assumptions or benefit terms occurred between the actuarial valuation date and the measurement date. The Village's proportion of the net pension asset was based on the Village's share of contributions to the pension plan relative to the contributions of all participating employers. At December 31, 2019, the Village's proportion was 0.03028683 percent, which was an increase of 0.00082618 percent from its proportion measured as of December 31, 2018.

For the year ended December 31, 2020, the Village recognized pension expense of \$375,829.

At December 31, 2020, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,853,782	\$ 927,694
Changes in assumption	76,101	-
Net differences between projected and actual earnings on pension plan investments	-	1,966,488
Changes in proportion and differences between employer contributions and proportionate share of contributions	2,370	10,710
Employer contributions subsequent to the measurement date	409,624	-
Total	\$ 2,341,877	\$ 2,934,892

Village of Mukwonago

Notes to Financial Statements

December 31, 2020

\$409,624 reported as deferred outflows related to pension resulting from the WRS Employer's contributions subsequent to the measurement date will be recognized as a reduction of the net pension asset in the year ended December 31, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

<u>Years ending December 31:</u>	<u>Deferred Outflows of Resources and Deferred Inflows of Resources (Net)</u>
2021	\$ (299,710)
2022	(223,192)
2023	33,429
2024	(513,166)

Actuarial Assumptions

The total pension asset in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Actuarial Valuation Date:	December 31, 2018
Measurement Date of Net Pension Asset	December 31, 2019
Actuarial Cost Method:	Entry Age Normal
Asset Valuation Method:	Fair Value
Long-Term Expected Rate of Return:	7.0%
Discount Rate:	7.0%
Salary Increases:	
Inflation	3.0%
Seniority/Merit	0.1% - 5.6%
Mortality:	Wisconsin 2018 Mortality Table
Post-Retirement Adjustments*:	1.9%

- * No post-retirement adjustment is guaranteed. Actual adjustments are based on recognized investment return, actuarial experience and other factors. 1.9 percent is the assumed annual adjustment based on the investment return assumption and the post-retirement discount rate.

Actuarial assumptions are based upon an experience study conducted in 2018 that covered a three-year period from January 1, 2015 to December 31, 2017. The Total Pension Asset for December 31, 2019 is based upon a roll-forward of the liability calculated from the December 31, 2018 actuarial valuation.

Long-Term Expected Return on Plan Assets

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Core Fund Asset Class	Current Asset Allocation %	Long-Term Expected Nominal Rate of Return %	Long-Term Expected Real Rate of Return %
Global Equities	49%	8.1%	5.1%
Fixed Income	24.5	4.9	2.1
Inflation Sensitive Assets	15.5	4.0	1.2
Real Estate	9	6.3	3.5
Private Equity/Debt	8	10.6	7.6
Multi-Asset	4	6.9	4.0
Total Core Fund	110	7.5	4.6
Variable Fund Asset Class			
U.S. Equities	70	7.5	4.6
International Equities	30	8.2	5.3
Total Variable Fund	100	7.8	4.9

New England Pension Consultants Long Term US CPI (Inflation) Forecast: 2.75 percent

Asset Allocations are managed within established ranges, target percentages may differ from actual monthly allocations

Single Discount Rate

A single discount rate of 7.00 percent was used to measure the total pension asset for the current and prior year. This single discount rate is based on the expected rate of return on pension plan investments of 7.00 percent and a municipal bond rate of 2.75 percent. (Source: Fixed-income municipal bonds with 20 years to maturity that include only federally tax-exempt municipal bonds as reported in Fidelity Index's "20-year Municipal GO AA Index" as of December 31, 2019. In describing this index, Fidelity notes that the Municipal Curves are constructed using option-adjusted analytics of a diverse population of over 10,000 tax-exempt securities.) Because of the unique structure of WRS, the 7.00 percent expected rate of return implies that a dividend of approximately 1.9 percent will always be paid. For purposes of the single discount rate, it was assumed that the dividend would always be paid. The projection of cash flows used to determine this single discount rate assumed that plan member contributions will be made at the current contribution rate and that employer contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments (including expected dividends) of current plan members. Therefore, the municipal bond rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension asset.

Sensitivity of the Village's Proportionate Share of the Net Pension Asset (Liability) to Changes in the Discount Rate

The following presents the Village's proportionate share of the net pension asset (liability) calculated using the discount rate of 7.0 percent, as well as what the Village's proportionate share of the net pension asset (liability) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.0 percent) or 1-percentage-point higher (8.0 percent) than the current rate:

	1% Decrease to Discount Rate (6.00%)	Current Discount Rate (7.00%)	1% Increase to Discount Rate (8.00%)
Village's proportionate share of the net pension asset (liability)	<u>\$ (2,514,882)</u>	<u>\$ 976,585</u>	<u>\$ 3,586,859</u>

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in separately issued financial statements available at <http://etf.wi.gov/about-etf/reports-and-studies/financial-reports-and-statements>.

At December 31, 2020, the Village reported a payable to the pension plan of \$58,122, which represents contractually required contributions outstanding as of the end of the year.

Risk Management

The Village is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; workers compensation; and health care of its employees. All of these risks are covered through the purchase of commercial insurance, with minimal deductibles. Settled claims have not exceeded the commercial coverage in any of the past three years. There were no significant reductions in coverage compared to the prior year.

Commitments and contingencies

Claims and judgements are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. The liability and expenditure for claims and judgements are only reported in government funds if it has matured. Claims and judgements are recorded in the government-wide statements and proprietary funds as expenses when the related liabilities are incurred.

From time to time, the Village is party to various pending claims and legal proceedings. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of management and the Village attorney that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the Village's financial position or results of operations.

The Village has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursements to the grantor agency for expenditures disallowed under terms of the grants. Management believes such disallowances, if any, would be immaterial.

Effect of New accounting standards on current-period financial statements

The Governmental Accounting Standards Board (GASB) has approved the following:

- Statement No. 87, *Leases*
- Statement No. 89, *Accounting for Interest Cost Incurred before the End of Construction Period*
- Statement No. 91, *Conduit Debt Obligations*
- Statement No. 92, *Omnibus 2020*
- Statement No. 93, *Replacement of Interbank Offered Rates*
- Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*
- Statement No. 96, *Subscription-Based Information Technology Arrangements*
- Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans – an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*

When they become effective, application of these standards may restate portions of these financial statements.

Defined contribution pension plan

The Village provides pension benefits for all of its eligible employees through a defined contribution plan known as the Village of Mukwonago Pension Trust through ICMA-RC who administers the plan. In a defined contribution plan, benefits depend solely on amounts contributed to the Plan plus investment earnings. Employees are eligible to participate in the plan upon becoming eligible for the Wisconsin Retirement System (WRS). This plan is to give eligible full-time employees an additional two and one-half percentage towards retirements, above what the Village contributes to WRS. In addition, Village employees have an option to contribute to this plan from each payroll period. For the year ended December 31, 2020, the total amount contributed was \$101,999. Of this amount, \$51,286 was contributed by the employer and \$50,713 was contributed by the employee. Total contributions for the years ending December 31, 2019 and 2018 were \$96,570 and \$77,083 respectively. The employer's contribution each year was equal to the required amount.

Subsequent Events

On May 19, 2021 the Village issued general obligation refunding bonds in the amount of \$7,165,000 with an average interest rate of 2.86 percent. This amount will be used to refund the 2018D revenue bond anticipation notes.

On May 19, 2021 the Village issued general obligation promissory notes in the amount of \$5,000,000 with an average interest rate of 2.33 percent. This amount will be used to for public purposes, including paying the cost of projects included in the Village's 2021 Capital Improvement Plan.

Relief through the American Rescue Plan Act

The federal government passed the American Rescue Plan Act on March 11, 2021 to respond to the COVID-19 public health emergency and its negative economic impacts. Amounts were appropriated for fiscal year 2021 to units of local government to mitigate the fiscal effects stemming from the public health emergency. The Village's estimated award is \$843,315, which will be used to combat the negative effects of the public health emergency in the local economy. The Village will receive 50% of the funds in June 2021, with the remaining expected a year later. The funds are to cover costs incurred by December 31, 2024.

REQUIRED SUPPLEMENTARY INFORMATION

Village of Mukwonago

Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget to Actual - General Fund
Year Ended December 31, 2020

	Budgeted Amounts		Actual	Variance With Final Budget
	Original	Final		
Revenues				
Taxes	\$ 2,695,895	\$ 2,695,895	\$ 2,723,923	\$ 28,028
Intergovernmental	861,478	946,748	953,676	6,928
Licenses and permits	431,283	431,283	488,175	56,892
Fines, forfeitures and penalties	165,000	165,000	155,966	(9,034)
Public charges for services	31,964	31,964	35,745	3,781
Interdepartmental charges for services	220,367	220,367	178,005	(42,362)
Investment income	89,500	86,500	50,246	(36,254)
Other revenues	147,000	47,000	181,792	134,792
Total revenues	4,642,487	4,624,757	4,767,528	142,771
Expenditures				
Current:				
General government	882,177	907,810	967,668	(59,858)
Public safety	2,657,889	2,689,023	2,566,134	122,889
Public works	917,155	926,124	933,159	(7,035)
Health and sanitation	2,750	2,750	2,420	330
Culture, recreation and education	188,991	190,185	191,126	(941)
Conservation and development	233,525	233,808	217,280	16,528
Capital outlay	35,000	50,000	107,658	(57,658)
Total expenditures	4,917,487	4,999,700	4,985,445	14,255
Excess (deficiency) of revenues over (under) expenditures	(275,000)	(374,943)	(217,917)	157,026
Other Financing Sources (Uses)				
Transfers in	414,000	393,000	498,879	105,879
Transfers out	(139,000)	(18,057)	-	18,057
Proceeds from sale of capital assets	-	-	858	858
Total other financing sources (uses)	275,000	374,943	499,737	124,794
Net change in fund balance	\$ -	\$ -	281,820	\$ 281,820
Fund Balance, Beginning			2,711,167	
Fund Balance, Ending			\$ 2,992,987	

See notes to required supplementary information

Village of Mukwonago**Schedule of Revenues, Expenditures and Changes**

in Fund Balance - Budget to Actual - Fire and Ambulance Special Revenue Fund

Year Ended December 31, 2020

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
Revenues				
Taxes	\$ 222,854	\$ 222,854	\$ 222,854	\$ -
Intergovernmental	6,000	49,306	49,446	140
Public charges for services	1,035,794	1,242,075	1,083,138	(158,937)
Intergovernmental charges for services	222,854	222,854	222,854	-
Investment income	1,000	1,000	712	(288)
Miscellaneous	-	14,190	14,285	95
Total revenues	1,488,502	1,752,279	1,593,289	(158,990)
Expenditures				
Current:				
Public safety	1,421,956	1,523,918	1,481,511	42,407
Capital outlay	34,000	50,350	50,086	264
Total expenditures	1,455,956	1,574,268	1,531,597	42,671
Excess (deficiency) of revenues over (under) expenditures	32,546	178,011	61,692	(116,319)
Other Financing Sources (Uses)				
Transfers out	(32,546)	(200,491)	(29,545)	170,946
Proceeds from sale of capital assets	-	22,480	22,480	-
Total other financing sources (uses)	(32,546)	(178,011)	(7,065)	170,946
Net change in fund balance	\$ -	\$ -	54,627	\$ 54,627
Fund Balance, Beginning			125,090	
Fund Balance, Ending			\$ 179,717	

See notes to required supplementary information

Village of Mukwonago

Schedule of Proportionate Share of the Net Pension Liability (Asset) -

Wisconsin Retirement System

Year Ended December 31, 2020

WRS Fiscal Year End	Proportion of the Net Pension Liability (Asset)	Proportionate Share of the Net Pension Liability (Asset)	Covered Payroll	Proportionate Share of the Net Pension Liability (Asset) as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/2014	0.02673391000 %	\$ (656,658)	\$ 3,077,565	21.34 %	102.74 %
12/31/2015	0.02656806000	431,726	3,289,656	13.12	98.20
12/31/2016	0.02713326000	223,643	3,387,425	6.60	99.12
12/31/2017	0.02857825000	(848,522)	3,605,474	23.53	102.93
12/31/2018	0.02946065000	1,048,117	3,617,138	28.98	96.45
12/31/2019	0.03028683000	(976,585)	3,877,945	25.18	102.96

Schedule of Employer Contributions

Wisconsin Retirement System

Year Ended December 31, 2020

Village Fiscal Year End	Contractually Required Contributions	Contributions in Relation to the Contractually Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/2015	\$ 333,545	\$ 333,545	\$ -	\$ 3,289,656	10.14 %
12/31/2016	309,468	309,468	-	3,387,425	9.14
12/31/2017	347,820	347,820	-	3,605,475	9.65
12/31/2018	360,953	360,953	-	3,617,356	9.98
12/31/2019	369,628	369,628	-	3,877,945	9.53
12/31/2020	409,624	409,624	-	4,038,150	10.14

See notes to required supplementary information

Village of Mukwonago

Notes to Required Supplementary Information
Year Ended December 31, 2020

1. Budgetary Information

Budgetary information is derived from the annual operating budget and is presented using generally accepted accounting principles and the modified accrual basis of accounting.

The budgeted amounts presented include any amendments made. The village may authorize transfers of budgeted amounts within departments. Transfers between departments and changes to the overall budget must be approved by a two-thirds board action.

Appropriations lapse at year end unless specifically carried over. There were no carryovers to the following year. Budgets are adopted at the function level of expenditure for the general fund and total expenditures for the fire and ambulance special revenue fund.

2. Wisconsin Retirement System Pension

The amounts determined for each fiscal year were determined as of the calendar year-end that occurred within the fiscal year.

The village is required to present the last ten fiscal years of data; however accounting standards allow the presentation of as many years as are available until ten fiscal years are presented.

Changes of benefit terms. There were no changes of benefit terms for any participating employer in WRS.

Changes of assumptions. No significant change in assumptions were noted from the prior year.

SUPPLEMENTARY INFORMATION

Village of Mukwonago

Detailed Schedule of Revenues - Budget To Actual -

General Fund

Year Ended December 31, 2020

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
Taxes				
General property taxes	\$ 2,671,895	\$ 2,671,895	\$ 2,684,904	\$ 13,009
Public accommodation (room) taxes	12,000	12,000	10,167	(1,833)
Interest and penalties on taxes	12,000	12,000	28,852	16,852
Total taxes	2,695,895	2,695,895	2,723,923	28,028
Intergovernmental Revenues				
State shared revenues	209,893	209,893	213,658	3,765
Exempt computer and personal property aid	31,203	31,203	42,921	11,718
State aid, law enforcement improvements	17,000	17,000	4,839	(12,161)
State aid, general transportation aids	567,429	567,429	567,429	-
Other state payments	35,953	121,223	124,829	3,606
Total intergovernmental revenues	861,478	946,748	953,676	6,928
Licenses and Permits				
Other regulatory permits and fees	580	580	810	230
Liquor and malt beverage	16,000	16,000	17,239	1,239
Operators' licenses	9,000	9,000	7,769	(1,231)
Cigarette licenses	1,400	1,400	1,500	100
Cable television franchise fees	98,000	98,000	90,291	(7,709)
Bicycle licenses	1	1	-	(1)
Dog and cat licenses	2,750	2,750	2,215	(535)
Nonbusiness licenses	3,010	3,010	2,800	(210)
Other permits	27,128	27,128	36,901	9,773
Building permits	127,414	127,414	147,506	20,092
Electrical permits	40,000	40,000	37,507	(2,493)
Plumbing permits	30,000	30,000	36,630	6,630
Occupancy permits	14,000	14,000	18,968	4,968
Zoning permits and fees	7,000	7,000	24,035	17,035
Plan review fees	30,000	30,000	19,439	(10,561)
Heating and air conditioning permits	25,000	25,000	44,565	19,565
Total licenses and permits	431,283	431,283	488,175	56,892

Village of Mukwonago

Detailed Schedule of Revenues - Budget to Actual -

General Fund

Year Ended December 31, 2020

	Budgeted Amounts			Variance with
	Original	Final	Actual	Final Budget
Fines, Forfeitures and Penalties				
Court fines	\$ 150,000	\$ 150,000	\$ 141,899	\$ (8,101)
Parking violations	15,000	15,000	14,067	(933)
Total fines, forfeitures and penalties	165,000	165,000	155,966	(9,034)
Public Charges for Services				
Publication fees	500	500	285	(215)
Photocopies	4,000	4,000	4,650	650
Treasurer's fees	8,000	8,000	7,883	(117)
Law enforcement fees	8,100	8,100	2,673	(5,427)
Fire protection fees	10,000	10,000	17,505	7,505
Other public charges for services	1,364	1,364	2,749	1,385
Total public charges for services	31,964	31,964	35,745	3,781
Intergovernmental Charges for Services				
Local, law enforcement services	195,000	195,000	152,498	(42,502)
Local, ambulance services	8,000	8,000	9,328	1,328
Local, other services	17,367	17,367	16,179	(1,188)
Total intergovernmental charges for services	220,367	220,367	178,005	(42,362)
Investment Income				
Investment income	89,500	86,500	50,246	(36,254)
Other Revenues				
Rent	17,000	17,000	16,257	(743)
Miscellaneous revenue	5,000	5,000	6,470	1,470
Donations	125,000	25,000	159,065	134,065
Total other revenues	147,000	47,000	181,792	134,792
Total revenues	\$ 4,642,487	\$ 4,624,757	\$ 4,767,528	\$ 142,771

Village of Mukwonago

Detailed Schedule of Expenditures - Budget to Actual -

General Fund

Year Ended December 31, 2020

	Budgeted Amounts			Variance With
	Original	Final	Actual	Final Budget
Current				
General government:				
Village board	\$ 54,829	\$ 57,987	\$ 86,682	\$ (28,695)
Historical preservation commission	290	290	-	290
Municipal court	44,630	44,731	39,970	4,761
Village attorney	78,780	80,270	104,500	(24,230)
Village administrator	233,369	210,201	210,102	99
Village clerk/treasurer	224,096	252,363	239,949	12,414
Elections	23,400	33,428	26,166	7,262
Independent audit	13,000	13,000	10,035	2,965
Assessment of property	19,850	19,850	21,420	(1,570)
Risk and property insurance	132,800	132,800	106,284	26,516
Village hall	56,133	61,890	54,396	7,494
Other	-	-	68,164	(68,164)
Board of appeals	1,000	1,000	-	1,000
Total general government	882,177	907,810	967,668	(59,858)
Public safety:				
Police department	2,407,831	2,438,965	2,336,108	102,857
Building inspection	231,858	231,858	214,375	17,483
Emergency government	2,350	2,350	946	1,404
Fire station	8,198	8,198	4,637	3,561
Dam	7,652	7,652	10,068	(2,416)
Total public safety	2,657,889	2,689,023	2,566,134	122,889
Public works:				
Engineering	50,000	50,000	83,662	(33,662)
Public works administration	332,956	359,002	350,418	8,584
Machinery operation and maintenance	87,848	89,454	88,287	1,167
Garage and sheds	49,502	59,810	59,648	162
Curb and gutter	25,526	25,526	24,142	1,384
Garbage collection	4,293	3,782	3,632	150
Street signs	10,776	17,750	17,750	-
Bridges, culverts, and rivers	5,033	33	-	33
Street cleaning	11,438	13,318	13,508	(190)
Snow and ice control	126,777	95,005	86,079	8,926
Alleys and local purpose roads	24,298	19,077	15,818	3,259
Street lighting	172,500	178,992	175,840	3,152
Storm sewer maintenance	16,208	14,375	14,375	-
Total public works	917,155	926,124	933,159	(7,035)

Village of Mukwonago

Detailed Schedule of Expenditures - Budget to Actual -

General Fund

Year Ended December 31, 2020

	Budgeted Amounts		Actual	Variance With Final Budget
	Original	Final		
Current (Continued)				
Health and human services:				
Public health services	\$ 2,750	\$ 2,750	\$ 2,420	\$ 330
Culture, recreation and education:				
Museum	11,000	11,000	10,000	1,000
Parks	173,872	175,066	176,624	(1,558)
Celebration and entertainment	4,119	4,119	4,502	(383)
Total culture, recreation and education	188,991	190,185	191,126	(941)
Conservation and development:				
Forestry	30,555	30,555	20,499	10,056
Weed control	1,618	1,618	56	1,562
Planning commission	123,658	123,784	113,527	10,257
Economic development	65,694	65,851	70,144	(4,293)
Environmental protection	12,000	12,000	13,054	(1,054)
Total conservation and development	233,525	233,808	217,280	16,528
Capital outlay:				
Capital expenditures	35,000	50,000	107,658	(57,658)
Total expenditures	\$ 4,917,487	\$ 4,999,700	\$ 4,985,445	\$ 14,255

Village of Mukwonago

Nonmajor Governmental Funds
Combining Balance Sheet
December 31, 2020

	Special Revenue Funds						Capital Projects Funds			Total Nonmajor Governmental Funds
	Library Fund	Recycling Fund	Revolving Loan Fund	Park Land Site Fund	Stormwater Fund	Impact Fee Fund	Capital Equipment Fund	Community Development Fund	Tax Incremental District No. 4 Fund	
Assets										
Cash and investments	\$ 298,008	\$ 105,777	\$ 185,118	\$ 235,454	\$ 71,427	\$ 311,339	\$ 373,686	\$ 1,208,523	\$ 447,203	\$ 3,236,535
Receivables:										
Taxes	464,809	326,630	-	-	-	-	92,300	-	82,368	966,107
Accounts	-	55,737	-	-	8,084	-	-	-	-	63,821
Due from other governments	-	-	-	-	-	-	22,487	-	-	22,487
Prepaid Items	5,516	-	-	-	-	-	-	-	-	5,516
Restricted assets:										
Cash and investments	-	-	-	-	-	-	-	1,000	-	1,000
Total assets	\$ 768,333	\$ 488,144	\$ 185,118	\$ 235,454	\$ 79,511	\$ 311,339	\$ 488,473	\$ 1,209,523	\$ 529,571	\$ 4,295,466
Liabilities, Deferred Inflows of Resources and Fund Balance										
Liabilities										
Accounts payable	\$ 11,493	\$ 45,233	\$ -	\$ 4	\$ 13	\$ -	\$ 7,247	\$ 1,601	\$ 383,738	\$ 449,329
Accrued liabilities	21,572	-	-	-	63	-	-	-	-	21,635
Total liabilities	33,065	45,233	-	4	76	-	7,247	1,601	383,738	470,964
Deferred Inflows of Resources										
Unearned revenue	464,809	325,013	-	-	-	-	92,300	-	82,368	964,490
Total deferred inflows of resources	464,809	325,013	-	-	-	-	92,300	-	82,368	964,490
Fund Balances (Deficit)										
Nonspendable	5,516	-	-	-	-	-	-	-	-	5,516
Restricted	264,943	-	-	-	79,435	311,339	-	1,000	63,465	720,182
Committed	-	117,898	185,118	235,450	-	-	388,926	1,206,922	-	2,134,314
Total fund balances (deficit)	270,459	117,898	185,118	235,450	79,435	311,339	388,926	1,207,922	63,465	2,860,012
Total liabilities, deferred inflows of resources, and fund balances	\$ 768,333	\$ 488,144	\$ 185,118	\$ 235,454	\$ 79,511	\$ 311,339	\$ 488,473	\$ 1,209,523	\$ 529,571	\$ 4,295,466

Village of Mukwonago

Nonmajor Governmental Funds

 Combining Statement of Revenues, Expenditures and
Changes in Fund Balances

Year Ended December 31, 2020

	Special Revenue Funds						Capital Projects Funds			Total Nonmajor Governmental Funds
	Library Fund	Recycling Fund	Revolving Loan Fund	Park Land Site Fund	Stormwater Fund	Impact Fee Fund	Capital Equipment Fund	Community Development Fund	Tax Incremental District No. 4 Fund	
Revenues										
Taxes	\$ 455,695	\$ 318,481	\$ -	\$ -	\$ -	\$ -	\$ 106,080	\$ -	\$ 40,536	\$ 920,792
Intergovernmental	533,013	22,196	-	-	-	-	15,876	-	-	571,085
Licenses and permits	-	-	-	5,920	33,448	179,271	-	-	-	218,639
Public charges for services	18,531	222,708	-	-	-	-	-	-	-	241,239
Intergovernmental charges for services	-	-	-	-	-	-	184,980	-	-	184,980
Investment income	2,679	2,071	7,457	1,381	396	1,578	800	1,974	575	18,911
Other revenues	77,803	-	-	50	-	-	-	-	49,223	127,076
Total revenues	1,087,721	565,456	7,457	7,351	33,844	180,849	307,736	1,974	90,334	2,282,722
Expenditures										
Current:										
General government	-	-	-	-	-	-	1,853	5,196	14,356	21,405
Public works	-	561,234	-	50	13,399	131	-	-	-	574,814
Culture, recreation and education	973,423	-	-	-	-	-	-	-	-	973,423
Conservation and development	-	-	-	-	-	-	-	8,100	1,150,000	1,158,100
Capital outlay	57,202	-	31,700	-	-	-	737,746	66,233	-	892,881
Debt service:										
Principal	-	-	-	-	-	-	-	-	5,325	5,325
Interest and fees	-	-	-	-	-	-	11,195	24,405	46,586	82,186
Total expenditures	1,030,625	561,234	31,700	50	13,399	131	750,794	103,934	1,216,267	3,708,134
Excess (deficiency) of revenues over expenditures	57,096	4,222	(24,243)	7,301	20,445	180,718	(443,058)	(101,960)	(1,125,933)	(1,425,412)
Other Financing Sources (Uses)										
Transfers out	-	-	-	(93,002)	-	(122,000)	-	-	-	(215,002)
Debt issued	-	-	-	-	-	-	486,744	1,061,103	1,240,000	2,787,847
Premium on debt issued	-	-	-	-	-	-	24,451	53,303	-	77,754
Proceeds from sale of capital assets	-	-	-	-	-	-	12,075	-	-	12,075
Total other financing sources (uses)	-	-	-	(93,002)	-	(122,000)	523,270	1,114,406	1,240,000	2,662,674
Net changes in fund balances	57,096	4,222	(24,243)	(85,701)	20,445	58,718	80,212	1,012,446	114,067	1,237,262
Fund Balances (Deficit), Beginning	213,363	113,676	209,361	321,151	58,990	252,621	308,714	195,476	(50,602)	1,622,750
Fund Balances (Deficit), Ending	\$ 270,459	\$ 117,898	\$ 185,118	\$ 235,450	\$ 79,435	\$ 311,339	\$ 388,926	\$ 1,207,922	\$ 63,465	\$ 2,860,012

Presentation to the Village Board of the Village of Mukwonago

June 16, 2021

1. Objective of the audit was to express our opinion on your financial statements.
2. Reports issued
 - a. Financial statements
 - i. Unmodified opinion, commonly referred to as a “clean” opinion
 - ii. Highest level of assurance you can receive from your auditor.
 - b. Reporting and Insights from 2020 audit
 - i. Included all communications required under professional standards
 - ii. Includes comments and recommendations resulting from our audit
 - iii. Includes Information applicable to future audits
3. Financial highlights
 - a. Governmental Funds

	General Fund	Fire and Ambulance Fund	Debt Service Fund	Tax Incremental District No. 3	Tax Incremental District No. 5	Capital Project Fund	Nonmajor Governmental Funds
Current year activity							
Revenues and other sources	\$ 5,267,265	\$ 1,615,769	\$ 2,839,459	\$ 2,674,604	\$ 263,648	\$ 1,761,495	\$ 5,160,398
Expenditures and other uses	<u>4,985,445</u>	<u>1,561,142</u>	<u>2,560,874</u>	<u>2,841,122</u>	<u>633,098</u>	<u>2,356,154</u>	<u>3,923,136</u>
Change in fund balances	<u>\$ 281,820</u>	<u>\$ 54,627</u>	<u>\$ 278,585</u>	<u>\$ (166,518)</u>	<u>\$ (369,450)</u>	<u>\$ (594,659)</u>	<u>\$ 1,237,262</u>

	General Fund	Fire and Ambulance Fund	Debt Service Fund	Tax Incremental District No. 3	Tax Incremental District No. 5	Capital Project Fund	Nonmajor Governmental Funds
Fund Balance							
Nonspendable	\$ 47,606	\$ 7,758	\$ -	\$ -	\$ -	\$ -	\$ 5,516
Restricted	-	-	1,010,026	888,534	3,305,204	-	720,182
Committed	-	171,959	-	-	-	1,614,859	2,134,314
Assigned	1,128,502	-	-	-	-	-	-
Unassigned (deficit)	<u>1,816,879</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 2,992,987</u>	<u>\$ 179,717</u>	<u>\$ 1,010,026</u>	<u>\$ 888,534</u>	<u>\$ 3,305,204</u>	<u>\$ 1,614,859</u>	<u>\$ 2,860,012</u>

b. Budgetary compliance

Details of individual funds actual results to budget can be found in the Village's year-end budget to actual report. A summary of the general fund budget to actual results follows:

	Final Budget	Actual	Variance Favorable (unfavorable)
Revenues	\$ 4,624,757	\$ 4,767,528	\$ 142,771
Expenditures	4,999,700	4,985,445	14,255
Excess (deficiency)	(374,943)	(217,917)	157,026
Other financing sources	374,943	499,737	124,794
Net change in fund balance	\$ -	\$ 281,820	\$ 281,820

c. Enterprise Funds

	Water Utility	Sewer Utility
Current year activity		
Revenues including transfers in and capital contributions	\$ 2,762,339	\$ 2,071,084
Expenses including transfers out (tax equivalent)	2,214,896	2,081,350
Change in net position	\$ 547,443	\$ (10,266)
Cash flows		
Operating activities	\$ 988,254	\$ 652,392
Investing activities	14,399	37,558
Noncapital financing activities	(424,313)	979
Capital and related financing activities	(1,015,872)	(1,486,316)
Net change in cash and cash equivalents	\$ (437,532)	\$ (795,387)
Net Position		
Net investment in capital assets	\$ 17,257,800	\$ 10,916,023
Restricted	99,610	1,488,890
Unrestricted	442,021	634,993
	\$ 17,799,431	\$ 13,039,906

d. Long-term debt

Type of debt	Governmental Activities	Business-type Activites	Total
General obligation bonds and notes	\$ 27,671,864	\$ -	\$ 27,671,864
Revenue bonds	-	10,848,876	10,848,876
Premiums	1,048,518	348,163	1,396,681
Bond anticipation notes	11,925,000	1,650,000	13,575,000
Vested compensated absences	599,832	13,461	613,293
	<u>\$ 41,245,214</u>	<u>\$ 12,860,500</u>	<u>\$ 54,105,714</u>
Statutory debt limit (5% of equalized value)	\$ 49,649,745		
Capacity for additional general obligation debt	\$ 21,977,881		
Percentage of capacity to debt limit		44%	

4. Questions?

My contact information – 414.777.5423 (direct line) and email is
wendi.unger@bakertilly.com

MINUTES OF THE VILLAGE BOARD MEETING

Wednesday, May 19, 2021

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

Call to Order

The Village President Winchowky called the meeting to order at 6:30p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149

Roll Call

Board Members Present

Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Roger Walsh
Fred Winchowky

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Kevin Schmidt, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Matt Gralinski, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner

Pledge of Allegiance

Comments from the Public

David Boebel, 815 Parkview Lane, commented on item #6.2 regarding Espresso Love. He noted he sat downtown and inventoried the buildings. He felt there was a weak architectural review and this building would set precedent in this overlay district. He felt there was not enough parking spaces as required.

Consent Agenda

Decker/Meiners motion to approve items 5.1 to 5.9.
Unanimously carried.

5.1 Approval of Village Board meeting minutes of April 21, 2021 and Special Meeting of May 5, 2021.

5.2 Approve accounts payable Vouchers in the amount of \$512,323.20.

5.3 Approve the Special Event Application from the CFU John Movrich Lodge 993 for the 2021 Mukwonago Croatian Day Fest to be held at Field Park on July 10, along with a temporary Class "B" retailer's License from the CFU John Movrich Lodge 993.

- 5.4 Approve and permit the construction of dugout storage cabinets at Field Park as presented by Ben Padilla for his Eagle Scout project
- 5.5 Approve a status change in base salary for merit increase in the amount of \$5,000 for Building Code Official, Tim Rutenbeck.
- 5.6 Approve a change of status for a base wage adjustment of \$1.00 per hour for the Deputy Clerk-Treasurer.
- 5.7 Approve a refund of \$134.42 for sewer charges for water lost by an act of vandalism, that was never discharged into the system at 147 Phantom Lake Court
- 5.8 Approval of a WWTF Adaptive Management Program contribution of \$25,000 to Waukesha County for the Riverbank Restoration Project at the Fox River Park in 2022.
- 5.9 Approve **Ordinance 992** an Ordinance to amend Section 2- 146 of the Village of Mukwonago Municipal Code regarding Purpose of Division, as recommended by the Judicial Committee.

Trustee Walsh noted that Item 5.10 still had some discrepancies and should return to the Judicial Committee on June 2, 2021.

- 5.10 Approve **Ordinance 993** an Ordinance to amend Section 2-148 of the Village of Mukwonago Municipal Code regarding Appointments; Terms; Vacancies with the Downtown Development Committee, as recommended by the Judicial Committee.

Planning Commission Recommendations

Discussion and possible action to approve RESOLUTION 2021-38 on a Conditional Use for a Drive-through Facility for a tenant space located at 301 Main St; for Elovecoffee LLC DBA Espresso Love Coffee, applicant; Parcel MUKV 1976-128, as recommended by the Planning Commission.

Planner Fellows noted that Items 6.1 and 6.2 are related. Under the code they are required to obtain a conditional use for this restaurant, kitchen, and second floor apartment. The driveway wraps around the parking lot. He was provided an email just before the meeting and noted there is a typo in the 21 parking spaces, not the 24 as it states and he apologizes. He noted that 6 spaces are part of the easement agreement. He noted he has heard the concern for Architectural design, and he notes there are a number that are brick and wood similar in style and design. It is what makes unique with a blend of architecture. They are required to have 18 spaces and they have 21. Additionally they are required to obtain approval for driveway access from Waukesha County as a condition.

Trustee Johnson questioned if a variance was required. It was noted it is not required here. Decker/Meiners motion to approve **RESOLUTION 2021-38** on a Conditional Use for a Drive-through Facility for a tenant space located at 301 Main St; for Elovecoffee LLC DBA Espresso Love Coffee, applicant; Parcel MUKV 1976-128, as recommended by the Planning Commission. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2021-039 for a Site Plan and Architectural Review for Elovecoffee LLC DBA Espresso Love Coffee, applicant; Parcel MUKV 1976-128, as recommended by Planning Commission.

Decker/Meiners motion to approve **RESOLUTION 2021-039** for a Site Plan and Architectural Review for Elovecoffee LLC DBA Espresso Love Coffee, applicant; Parcel MUKV 1976-128, as recommended by Planning Commission. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2021-40 a Conditional Use for a Drive-through Facility for a tenant space located at 827 S Rochester St; Mark Sykes/Sykes Foods, LLC, applicant; Parcel MUKV 2009-998-003, as recommended by the Planning Commission.

Decker/Meiners motion to approve RESOLUTION 2021-40 a Conditional Use for a Drive-through Facility for a tenant space located at 827 S Rochester St; Mark Sykes/Sykes Foods, LLC, applicant; Parcel MUKV 2009-998-003, as recommended by the Planning Commission. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2021-41 for a Site Plan and Architectural Review located at 827 S Rochester St; Mark Sykes/Sykes Foods, LLC, applicant; Parcel MUKV 2009-998-003, as recommended by the Planning Commission.

Decker/Meiners motion to approve RESOLUTION 2021-41 for a Site Plan and Architectural Review located at 827 S Rochester St; Mark Sykes/Sykes Foods, LLC, applicant; Parcel MUKV 2009-998-003, as recommended by the Planning Commission. Unanimously carried.

Discussion and possible action to approve RESOLUTION 2021-42 for a Site Plan and Architectural Review for roofing, paint, porch rail for structure located at 211 Fox St; Robert G Kokott/Lakeland Property Management, applicant; Parcel MUKV 1973-0951-001, as recommended by the Planning Commission.

Walsh/Meiners motion to approve RESOLUTION 2021-42 for a Site Plan and Architectural Review for roofing, paint, porch rail for structure located at 211 Fox St; Robert G Kokott/Lakeland Property Management, applicant; Parcel MUKV 1973-0951-001, as recommended by the Planning Commission. Unanimously carried.

Finance Committee, Trustee Meiners

Discussion and possible action to approve Resolution 2021 - 43 a Resolution to Designate Public Depositories and Authorize the withdrawal of Village of Mukwonago Funds.

Meiners/Decker motion to approve Resolution 2021 - 43 a Resolution to Designate Public Depositories and Authorize the withdrawal of Village of Mukwonago Funds. Unanimously carried.

Discussion and possible action to approve a purchase requisition for Ewald Ford in the amount of \$37,165.00 for a new squad car, as budgeted in the 2021 Capital Budget.

Meiners/Brill motion to approve a purchase requisition for Ewald Ford in the amount of \$37,165.00 for a new squad car, as budgeted in the 2021 Capital Budget. Unanimously carried.

Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$258,905.79.

Meiners/Decker motion to approve Accounts Payable Vouchers in the amount of \$258,905.79. Unanimously carried.

Public Works Committee, Trustee Brill

Discussion and possible action on a request for an extension to delay in completing the last lift of asphalt on the Chapman development by ACG Development.

Brill/Decker motion to approve the extension. DPW Director Bittner noted this is a private street, it was previously amended to May 1st completion and the Village granted an extension then as well.

Protective Services, Trustee Adler

Police Department Report for the month of April 2021.

Johnson/Decker motion to accept. Unanimously carried.

Village President

A Proclamation to honor The Elegant Farmer and their 75 year Anniversary Celebration.

Johnson/Decker motion to approve. Unanimously carried.

A Proclamation to honor National Bike Month in the Village of Mukwonago.

Decker/Walsh motion to approve. Unanimously carried.

A Proclamation to honor Historic Preservation Month in the Village of Mukwonago.

Decker/Meiners motion to approve. Unanimously carried.

A Proclamation to honor Building Safety Month in the Village of Mukwonago.

Decker/Brill motion to approve. Unanimously carried.

Discussion and possible action to approve Resolution 2021-44 a Resolution to Designate the Official Newspaper for the Village of Mukwonago.

Decker/Johnson motion to approve Resolution 2021-44 a Resolution to Designate the Official Newspaper for the Village of Mukwonago as both the Waukesha Freeman and the Mukwonago Times. Unanimously carried.

Appointment of Jason Wamser to the Downtown Development Committee.

Decker/Walsh motion to approve. Unanimously carried.

Closed Session

Decker/Johnson motion to go into Closed Session pursuant to **Wis. Stats. § 19.85(1)(e)** (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with cellular lease agreement, and pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning grievance from the Mukwonago Professional Police Association at 7:15pm.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh and Winchowky. Unanimously carried.

Reconvene into Open Session

Decker/Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 7:45pm. Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh and Winchowky. Unanimously carried.

Grievance from the Mukwonago Professional Police Association dated March 4, 2021
Johnson/Adler motion to grant grievance with the Mukwonago Professional Police Association dated March 4, 2021 regarding Covid-19 mandatory quarantine and authorize the Attorney to provide a written response.

Roll Call: "Yes" Trustee Adler, Brill, Johnson, Meiners, Walsh, and Winchowky. "No" Trustee Decker. Motion carried 6-1.

Adjournment

Meeting adjourned at 7:47pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer

MINUTES OF THE SPECIAL VILLAGE BOARD MEETING

Wednesday, June 2, 2021

Call To Order

The Village President Winchowky called the meeting to order at 7:26p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149

Roll Call

Board Members Present

Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Roger Walsh
Fred Winchowky

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Kevin Schmidt, Police Chief
Dave Brown, Utilities Director
Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Jerad Wegner, Village Engineer
John Fellows, Village Planner

New Business

Proclamation in honor of retiring Police Chief Kevin Schmidt.

President Winchowky presented retiring Police Chief Kevin Schmidt with a proclamation in honor of his 43 years of service to the Village of Mukwonago.

Trustee Decker requested item 3.2 be moved to after the closed session as 5.3. Hearing no objection, the item was moved.

Discussion and possible action on need for interim Administrator.

Trustee Johnson discussed the need for a clear chain of command and is asking for the Board to appoint an Interim Administrator.

President Winchowky noted that in 2013 he appointed the Clerk-Treasurer as Interim Administrator, so it has been done in the past. It has been over sixty days now.

Trustee Walsh noted that he agrees with the situation and the need to continue with the day to day operations of the Village.

Johnson/Walsh motion to confirm the need to appoint an Interim Administrator. Unanimously carried.

Closed Session

Decker/Johnson motion to go into Closed session pursuant to Wis. Stats. § 19.85(1)(e) (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with the for a cellular lease agreement, and pursuant to Wis. Stats. § 19.85(1)(c) (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public

employee subject to the jurisdiction or authority of governing body.) concerning consideration of appointment of interim Administrator at 7:33pm.
Roll Call: Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, Winchowky. Unanimously carried.

Open Session

Decker/Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2).
Roll Call: Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, Winchowky. Unanimously carried.

T-Mobile Lease Agreement for North Water Tower on Veteran's Blvd, and South Water Tower at 980 Greenwald Ct.

Decker/Brill motion to approve the T-Mobile Lease Agreement for North Water Tower on Veteran's Blvd. Unanimously carried.

Consideration of the appointment of an Interim Administrator.

Johnson/Decker motion to approve Resolution 2021-50 A Resolution to Appoint Diana Dykstra as Interim Administrator.
Unanimously carried.

Discussion and possible action on Village Administrator search process.

President Winchowky noted that the Village has had success working with both a firm and handling in-house by advertising with associations.

Clerk Dykstra was directed to return an advertisement sample and job description by the June 16, 2021 meeting for review.

Adjournment

Meeting was adjourned at 8:05pm.

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer



Agenda Item Cover Report

Date: 5-17-2021	Committee/Board: Finance
Submitted by: Diana Doherty	Department: Finance
Date of Committee Action: 6-2-2021	Date of Village Board Action: 6-16-2021

Subject: In-kind donation of trees in lieu of reimbursement.

Executive Summary:

The Rotary Club covered the cost of materials to build a temporary stage for the 2021 Concert Series which was ultimately canceled by the Village. Rather than requesting reimbursement for these costs, the Rotary Club has asked that the Village purchase and plant trees in their name.

Fiscal Impact:

\$5,400 is the amount spent by the Rotary Club. This is not a budgeted amount, so an amendment would be needed to purchase and plant the trees per their request.

Executive Recommendation/Action:

Authorize the use of \$5,400 from reserves to purchase trees in the name of the Rotary Club of Mukwonago. This item will be included in a future resolution to formally amend the budget.

☒ **Attachments Included**
Rotary Club Letter



May 14, 2021

Diana Doherty
Finance Director
Village of Mukwonago
440 River Crest Ct
Mukwonago, WI 53149

Dear Diana,

Earlier this year, in support of four planned 2021 Summer Series Concerts, the Rotary Club of Mukwonago pledged funds to enable the Mukwonago High School building trades students to construct a temporary stage. Anticipating reimbursement, the Mukwonago Area School District (MASD) allocated approximately \$5,400 toward materials and students dedicated time to build the structure. Unfortunately, we now know that three of the four planned concerts have been cancelled and the need for the temporary stage no longer exists.

With the goal of coming to an amicable solution, the Rotary Club of Mukwonago will be providing payment to MASD for the cost of the temporary stage. Subsequently, rather than seeking a reimbursement from the Village of Mukwonago, we request that our club be acknowledged for a \$5,400 contribution to the Village Arbor Day efforts as an "in-kind" donation made by the village. We are hopeful these funds will allow for a significant number of trees to be bought and planted in the name of the Rotary Club of Mukwonago.

We greatly value our continued partnership with the Village of Mukwonago to serve the community we are all proud to be part of.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Cotturone".

Jim Cotturone
President
The Rotary Club of Mukwonago

The Rotary Club of Mukwonago, P.O. Box 114, Mukwonago, WI 53149



Agenda Cover Report

Date: 5/20/21	Committee/Board: Finance Committee
Submitted by: Ron Bittner	Department: Public Works
Date of Committee Action: 6/2/21	Date of Village Board Action: 6/16/21

Subject:

Purchase Requestion for Mill and Fill Street patching

Executive Summary:

Mill and fill patching is an effective tool in maintenance program. It is used when streets in relatively good shape only need small segments of pavement repaired.

Fiscal Impact:

\$23,775.48 from the annual street maintenance budget.

Executive Recommendation/Action:

We are requesting a recommendation the village board to approve the mill and fill purchase requestion to Johnson and Sons Paving in the amount of \$23,775.48.





440 River Crest Ct | Mukwonago, WI 53149 | Tel: 262.363.6420 | Fax: 262-363-6425

Attachments Included

Johnson and Sons Paving quote

Wolf Paving Quote

PLM Paving Quote

Poblocki Paving Company Quote

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	5/20/21	NUMBER:	
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VENDOR NAME & ADDRESS:	SHIP TO:
Johnson & Sons Paving Company 20275 W Good Hope Rd Lannon, WI 53046	DPW

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Johnson & Sons Paving Company	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	
-----------------------	-----	-------------------------	--

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1	1252	SY Mill and Fill Patching		\$23,775.48	
			TOTAL	\$23,775.48	480-5700-539900

FINANCE COMMITTEE USE ONLY	
APPROVED (COMMITTEE INITIALS):	
DATE:	
SPECIAL INSTRUCTIONS	



Johnson & Sons Paving Co.
20275 W Good Hope Rd
Lannon, WI 53046

Johnson & Sons Paving Co.

20275 W Good Hope Rd
Lannon, WI 53046
Phone: 262-251-5585
Fax: 262-251-3477

Web: www.johnsonandsonspaving.com

QUOTE #: 33082

Job Site: Village of Mukwonago - Various
Locations
PO Box 206
Mukwonago, WI 53149

Send To:
Ron Bittner
Village of Mukwonago
PO Box 206
Mukwonago, WI 53149

Proposal Date: May 17, 2021
Sales Person: W. Ryan Wilke
Net Terms: Due Upon Completion
Phone #:
Mobile #: 262-363-6447
Email: rbittner@villageofmukwonago.com

Service: 2" Mill and Patch - 2021 - REV

Mill and Pave Partial Depth

This proposal includes 1,252 sy (11,268 sf) of partial depth mill and pave per the locations and quantities provided by the Village of Mukwonago.

Mill the existing asphalt surface to a depth of 2 inches in 25 locations.

Clean the existing pavement.

Apply a tack coat to the existing pavement surface.

Construct a 2" compacted hot mix asphalt pavement overlay patch with 12.5mm - 4LT WisDOT surface.

Total: \$ 23,775.48

Important Notes: This proposal is good for 30 days.

Johnson & Sons Paving Co.
W. Ryan Wilke
rwilke@johnsonandsonspaving.com

Please review attached terms and conditions.

That in consideration of Johnson & Sons Paving, extension of credit to the above described customer, the undersigned personally agrees and guarantees to pay any balance due from the customer and any and all expenses, including court costs, legal and administrative expenses and attorney fees paid or incurred by Johnson & Sons Paving endeavoring to collect the sums owed by customer.

Customer Signature: _____ Date: _____

Terms & Conditions

This is a Guaranty of payment and is a continuing Guaranty. Liability shall continue regardless of the payment, reduction, creation or any change in the amount of the obligations hereby guaranteed until each and all such obligations have been paid and satisfied in full. This Guaranty shall inure to the benefit of Johnson & Sons Paving Co. and its successors and assigns and shall be binding upon Property/Business Owner and the executors, administrators and other legal representatives and/or agents of the Property/Business Owner.

Property/Business Owner is responsible for the removal of vehicles and all other personal property from the job site prior to commencement of work. Traffic control will be provided by Johnson & Sons Paving Co unless otherwise specified. It shall become the responsibility of the Property/Business Owner to maintain barricades and/or closures if required after Johnson & Sons Paving Co personnel leave the site. Johnson & Sons Paving Co is not responsible for excessive cleaning or preparing the site including but not limited to power sweeping, unless otherwise specified. Balance of contract is due within listed net terms; outstanding invoices will be subject to a 2% monthly (24% annually) finance charge.

Asphalt Sealing: Johnson & Sons Paving Co is not responsible for defects in work resulting from weather conditions below 50° and/or driving on surfaces prior to proper cure time. Areas containing oil stains or other chemicals may affect bonding of sealcoat products and therefore cannot be guaranteed.

Crack Filling: Johnson & Sons Paving Co will be sealing cracks based on the poundage identified within the contract. This may not include all of the cracks in the zone. An additional charge may apply for crack filler used above our quoted amount with the approval of the Property/Business Owner. Alligator or spider web cracked areas are excluded from this proposal unless otherwise noted in the contract, paving repairs are recommended for these areas.

Patchwork/Paving: One mobilization is included to each job site, ("one trip to site by the paving crew") unless 2 or more trips are noted. All permits are the responsibility of Property/Business Owner or their Agent Johnson & Sons Paving Co warranty for materials and workmanship is of the term of one year from the last substantial labor date and is in lieu of any other warranty or remedy required by law. Johnson & Sons Paving Co warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Johnson & Sons Paving Co, its subcontractors or suppliers, improper or insufficient maintenance, improper operation, normal wear and tear under normal usage, or excessive manipulation over the original designed criteria. Johnson & Sons Paving Co is not responsible for damage to or injuries caused by any privately (not installed by a Public Utility) placed underground wires, pipes, sewers, conduits, obstructions or restrictions. Property/Business Owner or their agent agrees to indemnify and hold harmless Johnson & Sons Paving Co from any and all claims, liabilities, costs and expenses whatsoever arising from the above. This Contract does not contemplate the encountering of underlying contaminates, blocks, brick, railroad ties, concrete, wood, fabrics or other unsuitable materials or unusual conditions encountered during the work. Should these conditions be encountered, Property/Business Owner or their agent will be charged for the extra work incurred. Johnson & Sons Paving Co is not responsible for damage to landscaping as a result of work preparation, execution or completion. Johnson & Sons Paving Co is not responsible for any restoration of adjacent areas disturbed as a result of the work. Johnson & Sons Paving Co is also not responsible for changes needed in landscaping to insure the proper continuation of drainage flow from the project area. It is the Property/Business Owner's or their agent's responsibility to back fill edges of paved areas. Johnson & Sons Paving Co is not responsible for low spots in asphalt of less than 1/2 inch. Parking lots with pitch of 1% or less may occur water ponding. The mean value of sawed core samples shall govern for determining compacted asphalt thickness. The State of Wisconsin Department of Transportation Standard Specifications, 1998 Edition, is as follows: 405.5.10.3.1 General. 405.5.10.2.2 Thickness. The thickness of leveling, binder and surface courses shall be in reasonably close conformity with the thickness shown on the plans or established by the engineer. Johnson & Sons Paving Co is not responsible for concrete breakage due to normal construction equipment traffic. Heaving and cracking of asphalt pavements caused by, but not limited to wet conditions, expansive soils, reflective cracking, and freeze-thaw cycles is not the responsibility of Johnson & Sons Paving Co. Property/Business owner or their agent understands this risk is inherent in this kind of work. Grading: The grading Johnson & Sons Paving Co performs may not prevent unwanted water from accumulating on the property. Johnson & Sons Paving Co does not warrant (express or implied) that its grading work will prevent, eliminate or reduce unwanted on site water accumulation or flowage on the property. However, Johnson & Sons Paving Co does warrant that its grading will meet applicable industry standards as to percentage grade requirements. Johnson & Sons Paving Co is responsible for constructing average asphalt thickness as stated per this contract, which conforms to standard Wisconsin Department of Transportation practices and specifications. Should a dispute arise between the parties concerning this contract or the rights and duties of either party, Johnson & Sons Paving Co may elect, at its sole discretion, to have the dispute settled by arbitration held in accordance with the Construction Industry Rules of the American Arbitration Association in effect at the time Johnson & Sons Paving Co makes the election for arbitration. Johnson & Sons Paving Co must make the election to arbitrate no later than 60 days after the proper service of a summons. Any written notice required to be given the undersigned Property/Business Owner or their agent pursuant to this Contract shall be sent registered mail, postage prepaid to the undersigned Property/Business Owner or their agent at the address in this Contract's caption. Upon Contract acceptance, if cancellation notice is not received in writing prior to 3 business days after date of acceptance, in accordance with the terms below, Johnson & Sons Paving Co assumes that the Property/Business Owner or their agent accepts the work herein described and the terms and conditions of sale.

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	5/26/2021	\$	75,708.37
Library Accounts Payable	5/17/2021	\$	16,336.73
Spectrum (ach withdrawal)	5/18/2021	\$	2,853.10
WE Energies (ach withdrawal)			
US Bank (ach withdrawal)	5/21/2021	\$	8,755.81
Check Disbursement	5/12/2021	\$	5,750.67
Check Disbursement	5/18/2021	\$	6,182.71
Check Disbursement	5/19/2021	\$	21,779.77
Check Disbursement	5/26/2021	\$	157,879.73
Check Disbursement			
Check Disbursement			
Check Disbursement			
Check Disbursement			
		Total for Approval:	\$ 295,246.89

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: ALSCO					
IMIL1687105	VILLAGE AHLL WALKOFF MATS	100-5160-521900	62.09	62.09	DPW
TOTAL VENDOR ALSCO				62.09	
VENDOR NAME: AT & T MOBILITY					
28729137010X051520	MAY CELLULAR/AIR CARD INVOICE	100-5211-522500	580.89	580.89	POLICE
TOTAL VENDOR AT & T MOBILITY				580.89	
VENDOR NAME: BAYCOM, INC					
EQUIPINV_032845	APX PORTABLE LAPEL CABLES	150-5222-539500	818.00	818.00	FIRE
TOTAL VENDOR BAYCOM, INC				818.00	
VENDOR NAME: BAYSIDE PRINTING LLC					
138503	PRINTING FOR UTILITY BILLS	610-6920-692300	389.76	779.52	UTILITIES
		620-8400-852000	389.76		
138403	PRINTING 1ST QUARTER UB NEWSLETTER	100-5142-531200	40.75	489.04	ALLOCATE
		100-5211-531200	40.75		
		100-5300-521900	40.75		
		440-5511-531200	40.75		
		610-6920-692300	40.77		
		610-6920-692300	244.52		
		620-8400-852000	40.75		
TOTAL VENDOR BAYSIDE PRINTING LLC				1,268.56	
VENDOR NAME: BOUND TREE MEDICAL LLC					
84064610	EMS SUPPLIES	150-5231-531100	587.98	587.98	FIRE
TOTAL VENDOR BOUND TREE MEDICAL LLC				587.98	
VENDOR NAME: CENTRAL OFFICE SYSTEMS					
72536063	COPIER INVOICE	150-5221-531100	92.00	92.00	FIRE
72536307	JUNE 2021 LEASE PAYMENT	100-5142-531200	23.10	165.00	ALLOCATE
		150-5221-531100	21.45		
		220-5140-531200	1.65		
		410-5363-531200	3.30		
		440-5511-531200	8.25		
		500-5344-531200	1.65		
		610-6902-690300	54.45		
		620-8300-840000	51.15		
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				257.00	
VENDOR NAME: CENTURY SPRINGS BOTTLING					
4302021	WWTF LAB TESTING WATER	620-8010-826000	16.00	16.00	UTILITIES
TOTAL VENDOR CENTURY SPRINGS BOTTLING				16.00	
VENDOR NAME: CINTAS					
4084370880	STAFF UNIFORMS	100-5323-531100	90.02	90.02	DPW

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: CINTAS					
4084370954	WATER/WWTF UNIFORM SERVICE	610-6920-693000	65.00	130.71	UTILITIES
		620-8010-827000	65.71		
4084994825	STAFF UNIFORMS	100-5323-531100	90.02	90.02	DPW
4084994740	WATER/WWTF UNIFORM SERVICE	610-6920-693000	35.00	73.55	UTILITIES
		620-8010-827000	38.55		
TOTAL VENDOR CINTAS				384.30	
VENDOR NAME: CITY OF MUSKEGO					
2021 MARCH APR BOTS	2021 MARCH APRIL BOTS ALCOHOL ENFORCEMEN	100-4300-435500	256.70	256.70	POLICE
TOTAL VENDOR CITY OF MUSKEGO				256.70	
VENDOR NAME: CITY OF NEW BERLIN					
2021 MAR APR BOTS	2021 MAR APR BOTS ALCOHOL ENFORCEMENT/SA	100-4300-435500	1,262.12	1,262.12	POLICE
TOTAL VENDOR CITY OF NEW BERLIN				1,262.12	
VENDOR NAME: CLASSIC CONCRETE & MASONRY					
AUGUSTA DR 2021	SIDEWALK PROGRAM	100-5343-539500	3,216.25	3,216.25	DPW
VALHALLA DR 2021	SIDEWALK PROGRAM	100-5343-539500	4,712.00	4,712.00	DPW
ADDITIONS 2021	SIDEWALK PROGRAM	100-5343-539500	3,107.75	3,107.75	DPW
PINEHURST DR 2021	SIDEWALK PROGRAM	100-5343-539500	1,798.00	1,798.00	DPW
TOTAL VENDOR CLASSIC CONCRETE & MASONRY				12,834.00	
VENDOR NAME: CORE & MAIN LP					
0211775	WATER MAIN VALVE REPLACEMENT JEFFERSON A	610-6451-665100	1,235.48	1,235.48	UTILITIES
0216957	WWTF AERATION BASIN AERATOR PIPE REPAIR	620-8010-833000	32.58	32.58	UTILITIES
0214856	WWTF AERATION BASIN AIR PIPE REPAIR PART	620-8010-833000	179.08	179.08	UTILITIES
TOTAL VENDOR CORE & MAIN LP				1,447.14	
VENDOR NAME: DE LAGE LANDEN FINANCIAL					
72424810	MAY 2021 LEASE PAYMENT	100-5142-531200	22.40	160.00	FINANCE
		150-5221-531100	20.80		
		220-5140-531200	1.60		
		410-5363-531200	3.20		
		440-5511-531200	8.00		
		500-5344-531200	1.60		
		610-6902-690300	52.80		
		620-8300-840000	49.60		
TOTAL VENDOR DE LAGE LANDEN FINANCIAL				160.00	
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
2256951	EMS SUPPLIES	150-5231-531100	515.95	515.95	FIRE
2256271	EMS SUPPLIES	150-5231-531100	325.16	325.16	FIRE
2255889	EMS SUPPLIES	150-5231-531100	28.02	28.02	FIRE
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				869.13	
VENDOR NAME: ENTRANCE SYSTEMS					

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: ENTRANCE SYSTEMS					
41691	WWTF GATE OPENER SERVICING	620-8010-833000	460.00	460.00	UTILITIES
TOTAL VENDOR ENTRANCE SYSTEMS				460.00	
VENDOR NAME: ENVIRONMENT CONTROL					
18287-613	VH CLEANING	100-5160-521900	298.00	298.00	DPW
TOTAL VENDOR ENVIRONMENT CONTROL				298.00	
VENDOR NAME: FASTENAL COMPANY					
WIMUK87618	WATER LOCATING SUPPLIES	610-6920-693000	29.12	29.12	UTILITIES
TOTAL VENDOR FASTENAL COMPANY				29.12	
VENDOR NAME: FIRST SUPPLY LLC					
3137544-00	WWTF DEWATERING PUMP FOR TANKS	620-8010-827000	694.97	694.97	UTILITIES
TOTAL VENDOR FIRST SUPPLY LLC				694.97	
VENDOR NAME: GALLS LLC					
018276630	BALLISTIC HELMET FOR OFFICER PINKOWSKI'S	100-5212-531100	323.12	323.12	POLICE
TOTAL VENDOR GALLS LLC				323.12	
VENDOR NAME: GARDEN MART/THE					
MAY42021	HYDRANT REPLACEMENT & SERVICE REPAIR	610-6454-665400	82.99	126.49	UTILITIES
		610-6452-665200	43.50		
118253	WATER SERVICE REPAIR	610-6452-665200	26.81	26.81	UTILITIES
118011	STRAW	100-5521-531100	85.41	85.41	DPW
TOTAL VENDOR GARDEN MART/THE				238.71	
VENDOR NAME: HAHN ACE HARDWARE					
078441	DOWN SPOUT PARKS	100-5521-531100	50.87	50.87	DPW
TOTAL VENDOR HAHN ACE HARDWARE				50.87	
VENDOR NAME: HAWKINS WATER TREATMENT					
4936907	WATER CHEMICALS FOR TREATMENT	610-6300-663100	1,425.89	1,425.89	UTILITIES
4938806	WWTF SLUDGE THICKENING CHEMICAL	620-8010-825000	1,058.40	1,058.40	UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				2,484.29	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
51106	MISC MATTERS	100-5130-521900	3,360.00	3,360.00	FINANCE
51107	UTILITIES	610-6920-692300	296.00	536.50	FINANCE
		620-8400-852000	240.50		
51111	PROSECUTIONS	100-5130-521900	555.00	555.00	FINANCE
51108	FAIRWINDS	100-0000-211425	55.50	55.50	FINANCE
51109	MINORS SUBDIVISION	100-0000-211425	67.00	67.00	FINANCE
51110	BOX SELF STORAGE	100-0000-211425	92.50	92.50	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				4,666.50	
VENDOR NAME: HOME DEPOT					
8023560	PARK SUPPLIES	100-5521-531100	29.92	29.92	DPW

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: HOME DEPOT					
4010141	DRILL BIT	100-5323-531100	4.54	4.54	DPW
621741	SEWER PIPE	100-5347-531100	38.83	38.83	DPW
10860	PARK SUPPLIES	100-5521-531100	61.47	61.47	DPW
6011130	TREE NURSERY SUPPLIES	100-5611-531100	76.94	76.94	DPW
3161687	PLUMBING PARTS	100-5521-531100	19.79	19.79	DPW
3011732	MUSEUM HUMIDISTATS	100-5512-531100	21.14	21.14	DPW
5010623	MARKING PAINT	100-5341-539500	57.41	57.41	DPW
5010590	PARK SUPPLIES	100-5521-531100	162.47	162.47	DPW
3020360	PLUMBING PARTS	100-5521-531100	10.31	10.31	DPW
8020803	CONCRETE SEALANT	100-5521-531100	33.30	33.30	DPW
1025038	STREET SWEEPING TARPTARP	100-5345-539000	65.98	65.98	DPW
4023829	DOWN SPOUT PARKS	100-5521-531100	21.59	21.59	DPW
TOTAL VENDOR HOME DEPOT				603.69	
VENDOR NAME: J H HASSINGER INC					
20210527-8	FINAL CLOSEOUT PAYMENT ON CHEMICAL BUILD	620-0000-211150	17,778.30	19,314.30	FINANCE
		620-0000-135150	1,536.00		
TOTAL VENDOR J H HASSINGER INC				19,314.30	
VENDOR NAME: JOHNSON CONTROLS SECURITY					
35862262	VH SECURITY QUARTLY MAINTENACE FEE	100-5160-521900	689.32	689.32	DPW
TOTAL VENDOR JOHNSON CONTROLS SECURITY				689.32	
VENDOR NAME: KUBIAK MICHAEL					
APRIL 2021	REIMBURSEMENT FOR UNIFORM ALLOWANCE PURC	100-5212-534600	137.06	137.06	POLICE
TOTAL VENDOR KUBIAK MICHAEL				137.06	
VENDOR NAME: MARSHALL-BOND PUMPS					
39904.0	WWTF SLUDGE PUMP SOLENIOD VALVE REPAIR K	620-8010-833000	106.78	106.78	UTILITIES
TOTAL VENDOR MARSHALL-BOND PUMPS				106.78	
VENDOR NAME: MESSAGEUS.COM					
211200134	WATER PHONE	610-6920-693000	7.07	7.07	UTILITIES
TOTAL VENDOR MESSAGEUS.COM				7.07	
VENDOR NAME: NAPA AUTO PARTS - SP018					
133044	5910 TORO HYDRAULIC HOSE	100-5324-539500	75.92	75.92	DPW
132331	WATER HALF TON PICKUP	610-6920-693300	36.32	36.32	UTILITIES
TOTAL VENDOR NAPA AUTO PARTS - SP018				112.24	
VENDOR NAME: NORTHERN LAKE SERVICE INC					
399751	WWTF LAB TESTING	620-8010-826000	243.00	243.00	UTILITIES
399767	WWTF LAB TESTING	620-8010-826000	243.00	243.00	UTILITIES
399443	WWTF LAB TESTING	620-8010-826000	243.00	243.00	UTILITIES
TOTAL VENDOR NORTHERN LAKE SERVICE INC				729.00	
VENDOR NAME: PROKLEEN					
1908330	PROKLEEN CARPET CLEANING	150-5221-539500	339.00	339.00	FIRE
TOTAL VENDOR PROKLEEN				339.00	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: QUILL LLC					
16634914	COURT SUPPLIES PRINTER TONER	100-5120-531100	176.99	176.99	POLICE
TOTAL VENDOR QUILL LLC				176.99	
VENDOR NAME: RUSSELL CONSULTING, INC.					
2860	PROBLEM SOLVING TRAINING	100-5300-539900	349.68	1,748.38	FINANCE
		100-5211-533500	262.26		
		100-5141-533500	262.26		
		100-5142-533500	174.84		
		100-5241-533500	174.84		
		100-5632-533500	87.42		
		610-6920-693000	174.84		
		620-8400-854100	174.84		
		100-5670-533500	87.40		
TOTAL VENDOR RUSSELL CONSULTING, INC.				1,748.38	
VENDOR NAME: SCHWAAB INC					
5954824	NOTARY STAMP RGALLO	100-5142-531100	37.75	37.75	CLERK
TOTAL VENDOR SCHWAAB INC				37.75	
VENDOR NAME: STRYKER SALES CORP					
3395062M	STRYKER LP15 SERVICE CONTRACT	150-5231-539500	6,497.40	6,497.40	FIRE
TOTAL VENDOR STRYKER SALES CORP				6,497.40	
VENDOR NAME: THE EXPEDITERS INC					
2905	WWTF DRYING BED WALL REPAIR	620-8010-834000	1,600.00	1,600.00	UTILITIES
TOTAL VENDOR THE EXPEDITERS INC				1,600.00	
VENDOR NAME: TRIPLE CROWN PRODUCTS					
272340	SAFETY T SHIRTS	100-5323-534800	420.45	420.45	DPW
TOTAL VENDOR TRIPLE CROWN PRODUCTS				420.45	
VENDOR NAME: USA BLUEBOOK					
607875	WWTF LAB TESTING	620-8010-826000	515.10	515.10	UTILITIES
TOTAL VENDOR USA BLUEBOOK				515.10	
VENDOR NAME: VELOCITY LLC					
2021021	WWTF IT SERVICES FOR WWTF	620-8030-531000	1,887.50	1,887.50	UTILITIES
TOTAL VENDOR VELOCITY LLC				1,887.50	
VENDOR NAME: VERIZON WIRELESS					
9879009010	VERIZON INVOICE	150-5221-522500	50.10	50.10	FIRE
9879705970	VERIZON INVOICE	150-5221-522500	344.29	344.29	FIRE
9879705969	2021 MAY CELL BILL ACCT# 885503900-00002	150-5221-522500	20.79	276.32	MULTIPLE
		100-5323-522500	20.79		
		610-6920-692100	117.37		
		620-8400-851000	117.37		

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: VERIZON WIRELESS			
9879705968	2021 MAY CELL BILL ACCT# 885503900-00001	100-5141-522500 92.83	738.82 MULTIPLE
		100-5241-522500 137.36	
		150-5221-522500 42.40	
		100-5211-522500 3.00	
		100-5323-522500 131.68	
		610-6920-692100 145.16	
		620-8400-851000 145.15	
		100-5632-522500 41.24	
9879705970-UB	WEEKEND PHONE FOR UTILITIES 262-470-1888	610-6920-692100 15.49	15.49 UTILITIES
TOTAL VENDOR VERIZON WIRELESS			1,425.02
VENDOR NAME: WI DNR ENVIRONMENTAL FEES			
268003670-2021-1	WWTF ANNUAL ENVIRONMENTAL FEES	620-8400-856000 5,338.49	5,338.49 UTILITIES
TOTAL VENDOR WI DNR ENVIRONMENTAL FEES			5,338.49
VENDOR NAME: WI RURAL WATER ASSOCIATION			
4117	WATER SAFETY TRAINING	610-6920-692300 223.77	223.77 UTILITIES
TOTAL VENDOR WI RURAL WATER ASSOCIATION			223.77
VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC			
AR52654	WATER COPIER COSTS	610-6920-692100 54.57	54.57 UTILITIES
TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC			54.57
VENDOR NAME: WONDARWARE			
#INV23354	WATER/WWTF SCADA SOFTWARE	610-6920-693000 1,845.00	3,695.00 UTILITIES
		620-8010-827000 1,850.00	
TOTAL VENDOR WONDARWARE			3,695.00
GRAND TOTAL:			75,708.37

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/17/2021	GEN	31909	ALSCO	MATS & DUSTERS	440-5511-531100	58.29
05/17/2021	GEN	31910	AMERICA AQUARIA	FISH TANK MAINTENANCE	440-5511-531000	85.00
05/17/2021	GEN	31911	BAKER & TAYLOR INC.	BOOKS	440-5700-532800	3,313.65
05/17/2021	GEN	31912	BAYSCAN TECHNOLOGIES	TS LABELS	440-5511-531100	310.00
05/17/2021	GEN	31913	BRODART	BOOKS	440-5700-532800	1,465.42
05/17/2021	GEN	31914	CENGAGE LEARNING	BOOKS	440-5700-532800	97.46
05/17/2021	GEN	31915	CENTER POINT LARGE PRINT	BOOKS	440-5700-532800	210.46
05/17/2021	GEN	31916	DEMCO	PROCESSING SUPPLIES	440-5511-531100	380.65
05/17/2021	GEN	31917	ENVISIONWARE, INC	SELF CHECK PAPER	440-5511-531100	71.74
05/17/2021	GEN	31918	FINDAWAY WORLD	PLAYAWAY	440-5700-532900	569.95
05/17/2021	GEN	31919	ILLINGWORTH KILGUST	CROSS CONNECTION TEST	440-5511-539500	472.49
05/17/2021	GEN	31920	JOHNSON CONTROLS SECURITY	5/1/21-7/31/21 CONTRACT	440-5511-522000	1,620.50
		31920		RECOVER PASSWORD	440-5511-539500	570.00
						2,190.50
05/17/2021	GEN	31921	KLASSY KLEANERS	RESTROOM CLEANING	440-5511-531000	1,080.00
05/17/2021	GEN	31922	LAKESHORES LIBRARY SYSTEM	OPTIPLEX 3080 COMPUTERS	440-5700-581100	4,250.00
05/17/2021	GEN	31923	MICROMARKETING LLC	CD BOOK	440-5700-532900	115.21
05/17/2021	GEN	31924	MIDWEST TAPE	CD BOOKS	440-5700-532800	82.98
		31924		CD BOOKS	440-5700-532900	975.77
						1,058.75
05/17/2021	GEN	31925	MUELLER AMY	STORYTIME ON THE GO/ APRIL	440-5511-533100	160.00
05/17/2021	GEN	31926	OFFICE COPYING EQUIPMENT	3/12/21-4/11/21	440-5511-531000	318.52

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/17/2021 - 05/17/2021

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/17/2021	GEN	31927	QUILL LLC	CFOLD TOWELS	440-5511-531100	32.39
05/17/2021	GEN	31928	ULINE	BAGS FOR SEED LIBRARY	440-5511-531100	87.30
05/17/2021	GEN	31929	UNIQUE MANAGEMENT	PLACEMENTS	440-5511-531000	8.95
			TOTAL - ALL FUNDS	TOTAL OF 21 CHECKS		16,336.73

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/18/2021 - 05/18/2021
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/18/2021	GEN	318 (E)	TIME WARNER CABLE	MONTHLY BILL 4/28 TO 5/27/2021	100-5120-522500	76.25
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5141-522500	80.51
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5142-522500	145.31
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5160-522500	26.45
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5211-522500	817.47
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5241-522500	40.97
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5323-522500	73.30
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	100-5512-522500	177.96
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	150-5221-522500	765.06
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	220-5140-522500	2.34
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	410-5363-522500	4.69
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	440-5511-522500	560.76
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	500-5344-522500	2.34
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	610-6920-692100	39.84
		318 (E)		MONTHLY BILL 4/28 TO 5/27/2021	620-8400-851000	39.85
						2,853.10
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		2,853.10

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/21/2021 - 05/21/2021
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
ISELY MARY JO 47409	US BANK REFUND CREDIT FOR DVD RETURN 440-5700-532900	05/12/2021 rgallo	05/21/2021	(3.00) (3.00)	0.00	Paid	Y 05/19/2021
Purchase Card Vendor: 0002 US BANK							
BITTNER RONALD 47323	E-CONOLIGHT STATION 1 LOT LIGHTS 100-5220-539400	04/19/2021 rgallo	05/21/2021	791.88 791.88	0.00	Paid	Y 05/21/2021
BLDG REPAIRS & MAINTENANCE							
BITTNER RONALD 47324	E-CONOLIGHT STATION 1 LOT LIGHTS 100-5220-539400	04/28/2021 rgallo	05/21/2021	257.98 257.98	0.00	Paid	Y 05/21/2021
BLDG REPAIRS & MAINTENANCE							
BROWN DAVID 47325	WM SUPERCENTER #1571 WATER/WWTF PROBLEM SOLVING CLASS 610-6920-693000 620-8400-854100	05/06/2021 rgallo	05/21/2021	85.50 42.75 42.75	0.00	Paid	Y 05/21/2021
MISC GENERAL EXPENSES EDUCATIONAL/TRAINING EXPENSES							
CASTLE WAYNE A 47326	THE HOME DEPOT #4921 WATER MAIN REPAIR. 610-6451-665100	05/10/2021 rgallo	05/21/2021	8.36 8.36	0.00	Paid	Y 05/21/2021
MAINTENANCE-MAINS							
DEMOTTO CHRIS 47327	AMZN MKTP US*0D08H4CX3 NEW FOOT PEDAL FOR CLERICAL 100-5211-539500	04/15/2021 rgallo	05/21/2021	62.95 62.95	0.00	Paid	Y 05/21/2021
REPAIRS & MAINTENANCE							
DOHERTY DIANA 47328	DELAFIELD SENTRY FOOD FOR PROBLEM SOLVING TRAINING 100-5141-533500	05/04/2021 rgallo	05/21/2021	89.62 89.62	0.00	Paid	Y 05/21/2021
TRAINING & TRAVEL							
DOHERTY DIANA 47329	SAMS CLUB #8164 MUFFINS & COOKIES FOR PROBLEM 100-5141-533500	05/06/2021 rgallo	05/21/2021	35.92 35.92	0.00	Paid	Y 05/21/2021
TRAINING & TRAVEL							
DOHERTY DIANA 47330	ICMA ONLINE ICMA ANNUAL MEMBERSHIP RENEWAL 100-5141-532400	05/06/2021 rgallo	05/21/2021	200.00 200.00	0.00	Paid	Y 05/21/2021
MEMBERSHIP DUES							

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
DYKSTRA DIANA 47331	WISCMUNCLERKS WISC ALCOHOL TRAINING WMCA 100-5144-533500	05/03/2021 rgallo	05/21/2021	15.00	0.00	Paid	Y 05/21/2021
	WISC ALCOHOL TRAINING WMCA			15.00			
DYKSTRA DIANA 47332	AMAZON.COM*YI7FY1353 AMZN LAMINATING SHEETS OFFICE 100-5142-531100	05/05/2021 rgallo	05/21/2021	32.65	0.00	Paid	Y 05/21/2021
	LAMINATING SHEETS OFFICE			32.65			
DYKSTRA DIANA 47333	ILLINOIS CITY COUNTY M NIU LEGACY PROJECT WEBINAR 100-5142-533500	05/06/2021 rgallo	05/21/2021	70.00	0.00	Paid	Y 05/21/2021
	NIU LEGACY PROJECT WEBINAR			70.00			
FELLOWS JOHN 47334	AMERICAN PLANNING A PLANNING CONF. VIRTUAL 100-5632-533500	05/05/2021 rgallo	05/21/2021	325.00	0.00	Paid	Y 05/21/2021
	TRAINING & TRAVEL			325.00			
GOURDOUX LINDA 47335	MICROSOFT*MICROSOFT 365 F MICROSOFT 365 LICENSE GROUP 100-5142-521900	05/12/2021 rgallo	05/21/2021	104.99	0.00	Paid	Y 05/21/2021
	MICROSOFT 365 LICENSE GROUP LGOURDOUX			104.99			
HARLEY ROBERT J 47336	DSPTS E SERVICE FEE COM BOB MASTER APPLICATION FEE 100-5241-532400	04/21/2021 rgallo	05/21/2021	4.00	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES			4.00			
HARLEY ROBERT J 47337	DSPTS E SERVICE FEE COM TIM COMMERCIAL PLUMBING - SERVICE 100-5241-532400	04/21/2021 rgallo	05/21/2021	0.80	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES			0.80			
HARLEY ROBERT J 47338	DSPTS E SERVICE FEE COM BOB COMMERCIAL ELECTRICAL - SERVICE 100-5241-532400	04/21/2021 rgallo	05/21/2021	0.80	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES			0.80			
HARLEY ROBERT J 47339	DSPTS E SERVICE FEE COM BOB COMMERCIAL PLUMBING - SERVICE 100-5241-532400	04/21/2021 rgallo	05/21/2021	0.80	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES			0.80			

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Purchase Card Vendor: 0002 US BANK							
HARLEY ROBERT J 47340	DSPTS EPAY ISE BOB MASTER LICENSE 100-5241-532400	04/21/2021 rgallo	05/21/2021	200.00 200.00	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES						
HARLEY ROBERT J 47341	DSPTS EPAY ISE TIM COMMERCIAL PLUMBING 100-5241-532400	04/21/2021 rgallo	05/21/2021	40.00 40.00	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES						
HARLEY ROBERT J 47342	DSPTS EPAY ISE BOB COMMERCIAL ELECTRICAL 100-5241-532400	04/21/2021 rgallo	05/21/2021	40.00 40.00	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES						
HARLEY ROBERT J 47343	DSPTS EPAY ISE BOB COMMERCIAL PLUMBING 100-5241-532400	04/21/2021 rgallo	05/21/2021	40.00 40.00	0.00	Paid	Y 05/21/2021
	MEMBERSHIP DUES						
ISELY MARY JO 47344	AMAZON.COM*MG6MU5Y93 DVD 440-5700-532900	04/15/2021 rgallo	05/21/2021	23.86 23.86	0.00	Paid	Y 05/21/2021
	AV MATERIAL						
ISELY MARY JO 47345	AMZN MKTP US*C26QB6E23 DVD 440-5700-532900	04/15/2021 rgallo	05/21/2021	134.17 134.17	0.00	Paid	Y 05/21/2021
	AV MATERIAL						
ISELY MARY JO 47346	AMZN MKTP US*GL8LO2Z93 DVD 440-5700-532900	04/15/2021 rgallo	05/21/2021	7.60 7.60	0.00	Paid	Y 05/21/2021
	AV MATERIAL						
ISELY MARY JO 47347	AMZN MKTP US*AC40Z2093 FILAMENT 440-5511-533000	04/18/2021 rgallo	05/21/2021	18.99 18.99	0.00	Paid	Y 05/21/2021
	THINGERY PURCHASES						
ISELY MARY JO 47348	AMAZON.COM*R350W68M3 DVD 440-5700-532900	04/19/2021 rgallo	05/21/2021	9.96 9.96	0.00	Paid	Y 05/21/2021
	AV MATERIAL						

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 47349	AMAZON.COM*2I09N15M3 AMZN BOOKS 440-5700-532800	04/20/2021 rgallo	05/21/2021	25.04 25.04	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47350	AMZN MKTP US*J08N07M73 THINGERY ITEMS 440-5511-533000	04/20/2021 rgallo	05/21/2021	1,056.20 1,056.20	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47352	AMAZON.COM*Q166A3J73 AMZN CD 440-5700-532900	04/29/2021 rgallo	05/21/2021	13.29 13.29	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47353	AMAZON.COM*WH6AU4TW3 AMZN DVD 440-5700-532900	04/29/2021 rgallo	05/21/2021	209.54 209.54	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47354	NETFLIX.COM 5/1/21-5/31/21 STREAMING SERVICE 440-5511-534000	05/01/2021 rgallo	05/21/2021	17.99 17.99	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47355	AMAZON.COM*2X70R9TQ3 BOOKS 440-5700-532800	05/03/2021 rgallo	05/21/2021	124.68 124.68	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47356	AMAZON.COM*A401N2AE3 AMZN DVD 440-5700-532900	05/05/2021 rgallo	05/21/2021	167.76 167.76	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47357	AMAZON.COM*2L7LX7XN1 AMZN DVD 440-5700-532900	05/06/2021 rgallo	05/21/2021	62.93 62.93	0.00	Paid	Y 05/21/2021
ISELY MARY JO 47358	ACORN TV MONTHLY MONTHLY FEE 440-5511-534000	05/08/2021 rgallo	05/21/2021	6.29 6.29	0.00	Paid	Y 05/21/2021

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 47359	AMAZON.COM*2L20C3N02 AMZN DVD 440-5700-532900	05/10/2021 rgallo	05/21/2021	52.97	0.00	Paid	Y 05/21/2021
	AV MATERIAL			52.97			
ISELY MARY JO 47360	AMAZON.COM*2L6KP4J52 AMZN DVD 440-5700-532900	05/10/2021 rgallo	05/21/2021	91.83	0.00	Paid	Y 05/21/2021
	AV MATERIAL			91.83			
ISELY MARY JO 47361	AMAZON.COM*2L13K2P60 AMZN DVD 440-5700-532900	05/10/2021 rgallo	05/21/2021	17.96	0.00	Paid	Y 05/21/2021
	AV MATERIAL			17.96			
ISELY MARY JO 47363	AMAZON.COM*2R1VD5471 AMZN DVD 440-5700-532900	05/16/2021 rgallo	05/21/2021	12.79	0.00	Paid	Y 05/21/2021
	AV MATERIAL			12.79			
KIM CATHRYN 47364	WAL-MART #1571 STORAGE UNIT 440-5511-531100	04/16/2021 rgallo	05/21/2021	21.91	0.00	Paid	Y 05/21/2021
	SUPPLIES			21.91			
KIM CATHRYN 47365	CBI*LAPLINK PC MOVER 440-5511-531100	04/19/2021 rgallo	05/21/2021	62.95	0.00	Paid	Y 05/21/2021
	SUPPLIES			62.95			
KIM CATHRYN 47366	AMZN MKTP US*HP3IX0S23 AM MASKS 440-5511-531100	04/20/2021 rgallo	05/21/2021	251.80	0.00	Paid	Y 05/21/2021
	SUPPLIES			251.80			
KIM CATHRYN 47367	ZOOM.US 888-799-9666 WEBINAR 440-5511-534000	04/20/2021 rgallo	05/21/2021	42.00	0.00	Paid	Y 05/21/2021
	DIGITAL MATERIALS			42.00			
KIM CATHRYN 47368	AMZN MKTP US*J47QT1EB3 YARD SIGNS 440-5511-533100	04/23/2021 rgallo	05/21/2021	69.98	0.00	Paid	Y 05/21/2021
	PROGRAMMING			69.98			

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Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN 47369	TIDIO COMMUNICATOR CHAT COMMUNICATOR 440-5511-534000	04/25/2021 rgallo	05/21/2021	69.30	0.00	Paid	Y 05/21/2021
	DIGITAL MATERIALS			69.30			
KIM CATHRYN 47370	THE HOME DEPOT #4921 GARDENING SUPPLIES 440-5511-531100	04/26/2021 rgallo	05/21/2021	176.19	0.00	Paid	Y 05/21/2021
	SUPPLIES			176.19			
KIM CATHRYN 47371	AMZN MKTP US*3E0QR9CM3 GARDENING SUPPLIES 440-5511-531100	04/27/2021 rgallo	05/21/2021	53.72	0.00	Paid	Y 05/21/2021
	SUPPLIES			53.72			
KIM CATHRYN 47372	WAL-MART #1571 PROGRAM SUPPLIES 440-5511-531400	05/03/2021 rgallo	05/21/2021	21.74	0.00	Paid	Y 05/21/2021
	META SPACE EQUIPMENT & SUPPLIE			21.74			
KIM CATHRYN 47373	DOLLAR GENERAL #10855 PROGRAM SUPPLIES 440-5511-531400	05/03/2021 rgallo	05/21/2021	36.00	0.00	Paid	Y 05/21/2021
	META SPACE EQUIPMENT & SUPPLIE			36.00			
KIM CATHRYN 47374	AMZN MKTP US*2L9X660H1 AM PROGRAM SUPPLIES 440-5511-531400	05/05/2021 rgallo	05/21/2021	19.98	0.00	Paid	Y 05/21/2021
	META SPACE EQUIPMENT & SUPPLIE			19.98			
KIM CATHRYN 47375	THE HOME DEPOT #4921 GARDENING SUPPLIES 440-5511-531100	05/05/2021 rgallo	05/21/2021	47.86	0.00	Paid	Y 05/21/2021
	SUPPLIES			47.86			
KIM CATHRYN 47376	D J*WALL-ST-JOURNAL NEWSPAPER 440-5511-532700	05/07/2021 rgallo	05/21/2021	128.97	0.00	Paid	Y 05/21/2021
	NEWSPAPERS			128.97			
KIM CATHRYN 47377	AMZN MKTP US*2L78A9VB1 PROGRAM PRIZE 440-5890-580600	05/07/2021 rgallo	05/21/2021	11.73	0.00	Paid	Y 05/21/2021
	DONATED FUND EXPENDITURES			11.73			

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Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN 47378	MAILCHIMP *MONTHLY NEWSLETTER 440-5511-534000	05/08/2021 rgallo	05/21/2021	62.99	0.00	Paid	Y 05/21/2021
	DIGITAL MATERIALS			62.99			
KIM CATHRYN 47379	AMZN MKTP US*2L1I33AU0 PROGRAM SUPPLIES 440-5511-533100	05/09/2021 rgallo	05/21/2021	85.01	0.00	Paid	Y 05/21/2021
	PROGRAMMING			85.01			
KIM CATHRYN 47380	SHOCKBYTE MINECRAFT HOST 440-5511-531400	05/10/2021 rgallo	05/21/2021	5.00	0.00	Paid	Y 05/21/2021
	META SPACE EQUIPMENT & SUPPLIE			5.00			
KIM CATHRYN 47381	AMZN MKTP US*2L8JR3TF2 PROGRAM PRIZE 440-5890-580600	05/11/2021 rgallo	05/21/2021	20.49	0.00	Paid	Y 05/21/2021
	DONATED FUND EXPENDITURES			20.49			
KIM CATHRYN 47382	ADOBE CREATIVE CLOUD CREATIVE CLOUD 440-5511-534000	05/11/2021 rgallo	05/21/2021	83.99	0.00	Paid	Y 05/21/2021
	DIGITAL MATERIALS			83.99			
KIM CATHRYN 47383	THE HOME DEPOT #4921 GARDEN SUPPLIES 440-5511-531100	05/12/2021 rgallo	05/21/2021	11.55	0.00	Paid	Y 05/21/2021
	SUPPLIES			11.55			
KIM CATHRYN 47384	USPS PO 5657100149 STAMPS 440-5511-531500	05/14/2021 rgallo	05/21/2021	55.00	0.00	Paid	Y 05/21/2021
	POSTAGE			55.00			
KIM CATHRYN 47385	WM SUPERCENTER #1571 GENERAL SUPPLIES 440-5511-531100	05/14/2021 rgallo	05/21/2021	94.14	0.00	Paid	Y 05/21/2021
	SUPPLIES			94.14			
KIM CATHRYN 47386	AMZN MKTP US*2R12Y14Q1 COMPUTER ACCESSORIES 440-5511-531100	05/16/2021 rgallo	05/21/2021	109.97	0.00	Paid	Y 05/21/2021
	SUPPLIES			109.97			

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Purchase Card Vendor: 0002 US BANK							
MILLER KENNETH 47387	THE HOME DEPOT #4921 WWTF PAPER TOWELS FOR BREAKROOM 620-8010-827000	04/21/2021 rgallo	05/21/2021	6.00 6.00	0.00	Paid	Y 05/21/2021
	OPERATION SUPPLY/EXPENSE						
MILLER KENNETH 47388	USPS PO 5657100149 WATER LAB SAMPLE SHIPPING 610-6300-663200	05/04/2021 rgallo	05/21/2021	4.00 4.00	0.00	Paid	Y 05/21/2021
	OPERATION SUPPLY/EXP-TREATMENT						
MILLER KENNETH 47389	THE HOME DEPOT #4921 WATER TOOLS FOR MISC REPAIRS 7/8 610-6310-663500	05/13/2021 rgallo	05/21/2021	44.97 44.97	0.00	Paid	Y 05/21/2021
	MAINTENANCE-WATER TREATMENT						
PETERSON RANDY 47390	VBELTS4LESS LLC V-BELT 100-5324-539500	04/23/2021 rgallo	05/21/2021	157.33 157.33	0.00	Paid	Y 05/21/2021
	REPAIRS & MAINTENANCE						
PETERSON RANDY 47391	HARBOR FREIGHT TOOLS 544 PARK SUPPLIES 100-5521-531100	05/03/2021 rgallo	05/21/2021	89.95 89.95	0.00	Paid	Y 05/21/2021
	SUPPLIES						
SCHMIDT KEVIN B 47392	STAPLS0191179999000001 NEW TONER FOR DISPATCH/CLERICAL 100-5211-531100	04/23/2021 rgallo	05/21/2021	250.88 250.88	0.00	Paid	Y 05/21/2021
	SUPPLIES						
SCHMIDT KEVIN B 47393	BTS*QUILL OVERDUE INVOICE FROM QUILL 100-5211-531100	04/29/2021 rgallo	05/21/2021	12.16 12.16	0.00	Paid	Y 05/21/2021
	SUPPLIES						
SCHMIDT KEVIN B 47394	GRAINGER 6 CASES OF URINAL SCREENS 100-5211-531100	04/29/2021 rgallo	05/21/2021	42.90 42.90	0.00	Paid	Y 05/21/2021
	SUPPLIES						
SCHMIDT KEVIN B 47395	FASTENAL COMPANY 01WIMUK 2 BOXES OF X80 WYPALL'S FOR CLEANIGN 100-5211-539400	05/13/2021 rgallo	05/21/2021	48.36 48.36	0.00	Paid	Y 05/21/2021
	BLDG REPAIRS & MAINTENANCE						

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/21/2021 - 05/21/2021
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 CREDIT CARD TRANSACTIONS FOR BOARD
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
SMITH JAMES A 47396	SKILLPATH / NATIONAL WATER/WWTF JIM EDUCATION 610-6920-693000 620-8400-854100	05/05/2021 rgallo	05/21/2021	119.00	0.00	Paid	Y 05/21/2021
	MISC GENERAL EXPENSES			59.50			
	EDUCATIONAL/TRAINING EXPENSES			59.50			
STIEN JEFFREY R 47397	WM SUPERCENTER #1571 STATION SUPPLIES 150-5221-531100	04/19/2021 rgallo	05/21/2021	23.42	0.00	Paid	Y 05/21/2021
	SUPPLIES			23.42			
STIEN JEFFREY R 47398	WAL-MART #1571 APPARATUS AND PERSONEL PICTURES 150-5222-531100	04/22/2021 rgallo	05/21/2021	3.11	0.00	Paid	Y 05/21/2021
	SUPPLIES			3.11			
STIEN JEFFREY R 47399	WAL-MART #1571 APPARATUS AND PERSONEL PICTURES 150-5222-531100	04/27/2021 rgallo	05/21/2021	0.29	0.00	Paid	Y 05/21/2021
	SUPPLIES			0.29			
STREIT DANIEL 47400	AMZN MKTP US*NM80953F3 KITCHEN COUNTER TOP STOP FOR BREAK 100-5211-531100	04/15/2021 rgallo	05/21/2021	6.99	0.00	Paid	Y 05/21/2021
	SUPPLIES			6.99			
STREIT DANIEL 47401	APCO INTERNATIONAL INC 2021 FEE FOR ONLINE TRAINING FOR 7 100-5211-533500	04/20/2021 rgallo	05/21/2021	763.00	0.00	Paid	Y 05/21/2021
	TRAINING & TRAVEL			763.00			
STREIT DANIEL 47402	AMAZON.COM*WB3954OD3 AMZN LAPTOP SPEAKERS FOR DEPARTMENT 100-5211-531100	05/05/2021 rgallo	05/21/2021	19.99	0.00	Paid	Y 05/21/2021
	SUPPLIES			19.99			
SURA MATTHEW J 47403	DOTY BELT LLC DOTY LIFT BELTS 150-5700-571400	04/15/2021 rgallo	05/21/2021	1,079.21	0.00	Paid	Y 05/21/2021
	AMBULANCE CAPITAL EQUIP			1,079.21			
SURA MATTHEW J 47404	MYPROJECTORLAMPS.COM PROJECTOR BULB 150-5223-531100	04/21/2021 rgallo	05/21/2021	128.79	0.00	Paid	Y 05/21/2021
	SUPPLIES			128.79			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
SURA MATTHEW J 47405	APPLE.COM/BILL APPLE INVOICE 150-5231-531100	05/08/2021 rgallo	05/21/2021	0.99	0.00	Paid	Y 05/21/2021
	SUPPLIES			0.99			
ISELY MARY JO 47410	US BANK REFUND CREDIT RETURN FOR AMAZON 440-5511-533000	04/27/2021 rgallo	05/21/2021	(44.90)	0.00	Paid	Y 05/19/2021
	THINGERY PURCHASES			(44.90)			
Total Purchase Card Vendor: 0002 US BANK				8,758.81	0.00		

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/21/2021 - 05/21/2021
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
# of Invoices:	81	# Due:	0	Totals:	8,803.71	0.00	
# of Credit Memos:	2	# Due:	0	Totals:	(47.90)	0.00	
Net of Invoices and Credit Memos:					8,755.81	0.00	

--- TOTALS BY GL DISTRIBUTION ---

100-5141-532400	MEMBERSHIP DUES	200.00
100-5141-533500	TRAINING & TRAVEL	125.54
100-5142-521900	PROFESSIONAL SERVICES	104.99
100-5142-531100	SUPPLIES	32.65
100-5142-533500	TRAINING & TRAVEL	70.00
100-5144-533500	TRAINING & TRAVEL	15.00
100-5211-531100	SUPPLIES	332.92
100-5211-533500	TRAINING & TRAVEL	763.00
100-5211-539400	BLDG REPAIRS & MAINTENANCE	48.36
100-5211-539500	REPAIRS & MAINTENANCE	62.95
100-5220-539400	BLDG REPAIRS & MAINTENANCE	1,049.86
100-5241-532400	MEMBERSHIP DUES	326.40
100-5324-539500	REPAIRS & MAINTENANCE	157.33
100-5521-531100	SUPPLIES	89.95
100-5632-533500	TRAINING & TRAVEL	325.00
150-5221-531100	SUPPLIES	23.42
150-5222-531100	SUPPLIES	3.40
150-5223-531100	SUPPLIES	128.79
150-5231-531100	SUPPLIES	0.99
150-5700-571400	AMBULANCE CAPITAL EQUIP	1,079.21
440-5511-531100	SUPPLIES	830.09
440-5511-531400	META SPACE EQUIPMENT & SUPPLIE	82.72
440-5511-531500	POSTAGE	55.00
440-5511-532700	NEWSPAPERS	128.97
440-5511-533000	THINGERY PURCHASES	1,030.29
440-5511-533100	PROGRAMMING	154.99
440-5511-534000	DIGITAL MATERIALS	282.56
440-5700-532800	BOOKS	149.72
440-5700-532900	AV MATERIAL	801.66
440-5890-580600	DONATED FUND EXPENDITURES	32.22
610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT	4.00
610-6310-663500	MAINTENANCE-WATER TREATMENT	44.97
610-6451-665100	MAINTENANCE-MAINS	8.36
610-6920-693000	MISC GENERAL EXPENSES	102.25
620-8010-827000	OPERATION SUPPLY/EXPENSE	6.00
620-8400-854100	EDUCATIONAL/TRAINING EXPENSES	102.25

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			3,703.95	0.00		
	150 - FIRE/AMBULANCE FUND			1,235.81	0.00		
	440 - LIBRARY FUND			3,548.22	0.00		
	610 - WATER UTILITY FUND			159.58	0.00		
	620 - SEWER UTILITY FUND			108.25	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5141 - VILLAGE ADMINISTRATION/FINA			325.54	0.00		
	5142 - CLERK-TREASURER			207.64	0.00		
	5144 - ELECTIONS			15.00	0.00		
	5211 - POLICE ADMINISTRATION			1,207.23	0.00		
	5220 - FIRE STATION (VILLAGE)			1,049.86	0.00		
	5221 - FIRE ADMINISTRATION			23.42	0.00		
	5222 - FIRE SUPPRESSION			3.40	0.00		
	5223 - FIRE TRAINING			128.79	0.00		
	5231 - AMBULANCE			0.99	0.00		
	5241 - BUILDING INSPECTOR			326.40	0.00		
	5324 - MACHINERY & EQUIPMENT			157.33	0.00		
	5511 - LIBRARY SERVICES			2,564.62	0.00		
	5521 - PARKS			89.95	0.00		
	5632 - PLANNING DEPARTMENT			325.00	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			2,030.59	0.00		
	5890 - USE OF DESIGNATED FUNDS			32.22	0.00		
	6300 - WATER TREATMENT OPERATIONS			4.00	0.00		
	6310 - WATER TREATMENT MAINTENANCE			44.97	0.00		
	6451 - T&D-MAINS MAINTENACE			8.36	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			102.25	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			6.00	0.00		
	8400 - ADMINISTRATIVE & GENERAL			102.25	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			325.54			
	0707			1,542.27			
	1275			85.50			
	2365			2,008.95			
	2544			117.65			
	3064			62.95			
	4952			326.40			
	5538			789.98			
	5724			1,208.99			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	6347			104.99			
	6370			26.82			
	6639			8.36			
	7221			325.00			
	7403			119.00			
	8378			354.30			
	8389			54.97			
	9625			247.28			
	9708			1,049.86			

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/12/2021	GEN	316(E)	B2E SOLUTIONS	PAYROLL FEES PR 05/14/21	100-5111-539900	34.54
		316(E)		PAYROLL FEES PR 05/14/21	100-5120-539900	9.87
		316(E)		PAYROLL FEES PR 05/14/21	100-5141-539900	24.67
		316(E)		PAYROLL FEES PR 05/14/21	100-5142-539900	9.87
		316(E)		PAYROLL FEES PR 05/14/21	100-5144-521900	34.50
		316(E)		PAYROLL FEES PR 05/14/21	100-5211-539900	54.28
		316(E)		PAYROLL FEES PR 05/14/21	100-5212-539900	71.22
		316(E)		PAYROLL FEES PR 05/14/21	100-5213-521900	9.87
		316(E)		PAYROLL FEES PR 05/14/21	100-5241-539900	9.87
		316(E)		PAYROLL FEES PR 05/14/21	100-5300-539900	37.98
		316(E)		PAYROLL FEES PR 05/14/21	100-5632-539900	4.93
		316(E)		PAYROLL FEES PR 05/14/21	100-5670-521900	4.93
		316(E)		PAYROLL FEES PR 05/14/21	150-5221-539900	218.21
		316(E)		PAYROLL FEES PR 05/14/21	440-5511-539900	101.70
		316(E)		PAYROLL FEES PR 05/14/21	610-6902-690300	26.61
		316(E)		PAYROLL FEES PR 05/14/21	620-8300-840000	18.24
						671.29
05/12/2021	GEN	317(E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT PR 051421	100-0000-215250	600.00
		317(E)		RETIREMENT PR 051421	150-0000-215250	268.96
		317(E)		RETIREMENT PR 051421	610-0000-215250	100.00
		317(E)		RETIREMENT PR 051421	620-0000-215250	100.00
						1,068.96
05/12/2021	GEN	31908	VANTAGEPOINT TRANSFER AGENTS	RETIREMENT PR 05/14/21	ACCT 305155 100-0000-215250	2,993.71
		31908		RETIREMENT PR 05/14/21	ACCT 305155 150-0000-215250	2.24
		31908		RETIREMENT PR 05/14/21	ACCT 305155 440-0000-215250	399.93
		31908		RETIREMENT PR 05/14/21	ACCT 305155 500-0000-215250	2.17
		31908		RETIREMENT PR 05/14/21	ACCT 305155 610-0000-215250	346.92
		31908		RETIREMENT PR 05/14/21	ACCT 305155 620-0000-215250	265.45
						4,010.42
TOTAL - ALL FUNDS				TOTAL OF 3 CHECKS		5,750.67

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/18/2021	GEN	31930	TREASURER STATE OF WI	COURT FINES FEES APRIL 2021	100-0000-242400	4,856.08
05/18/2021	GEN	31931	TREASURER WAUKESHA COUNTY	COURT FINES FEES APRIL 2021	100-0000-243240	1,326.63
			TOTAL - ALL FUNDS	TOTAL OF 2 CHECKS		6,182.71

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/19/2021	GEN	319 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - APRIL	100-5142-539900	1.22
		319 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	100-5241-539900	11.73
		319 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	410-5363-539900	68.77
		319 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	610-6902-690300	68.76
		319 (E)		INVOICE CLOUD MONTHLY FEES - APRIL	620-8300-840000	68.77
						219.25
05/19/2021	GEN	31932	MUKWONAGO AREA CHAMBER OF COMM	2020 FEB AIR BNB RM TX	100-0000-244000	6.17
05/19/2021	GEN	31933	MINNESOTA LIFE INSURANCE	JUNE 2021 PREM LIFE INSURANCE	100-0000-215301	1,224.31
		31933		JUNE 2021 PREM LIFE INSURANCE	100-5141-515900	(17.25)
		31933		JUNE 2021 PREM LIFE INSURANCE	150-0000-215301	109.98
		31933		JUNE 2021 PREM LIFE INSURANCE	440-0000-215301	196.58
		31933		JUNE 2021 PREM LIFE INSURANCE	500-0000-215301	0.25
		31933		JUNE 2021 PREM LIFE INSURANCE	610-0000-215301	69.89
		31933		JUNE 2021 PREM LIFE INSURANCE	620-0000-215301	71.41
						1,655.17
05/19/2021	GEN	320 (E)	WE ENERGIES	0700126680-000015 STREET LIGHTS - 58	100-5342-522200	19,899.18
			TOTAL - ALL FUNDS	TOTAL OF 4 CHECKS		21,779.77

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/26/2021	GEN	32006	AFLAC	ACCOUNT# V1553 MAY PREMS	100-0000-215302	263.47
		32006		ACCOUNT# V1553 MAY PREMS	150-0000-215302	309.76
		32006		ACCOUNT# V1553 MAY PREMS	500-0000-215302	0.26
		32006		ACCOUNT# V1553 MAY PREMS	610-0000-215302	50.76
		32006		ACCOUNT# V1553 MAY PREMS	620-0000-215302	50.74
						674.99
05/26/2021	GEN	32007	MUKWONAGO PROFESSIONAL	MAY 2021 FIRE UNION DUES	150-0000-215500	270.00
05/26/2021	GEN	32008	MUKWONAGO PROFESSIONAL POLICE	MAY 2021 POLICE UNION DUES	100-0000-215500	550.00
05/26/2021	GEN	32009	SECURIAN FINANCIAL GROUP INC	MAY 2021 ACCIDENT INS	100-0000-215305	21.05
		32009		MAY 2021 ACCIDENT INS	150-0000-215305	0.23
						21.28
05/26/2021	GEN	32010	VANTAGEPOINT TRANSFER AGENTS	RETIREMENT PR 05/28/21 ACCT 305155	100-0000-215250	2,933.56
		32010		RETIREMENT PR 05/28/21 ACCT 305155	440-0000-215250	537.43
		32010		RETIREMENT PR 05/28/21 ACCT 305155	500-0000-215250	1.21
		32010		RETIREMENT PR 05/28/21 ACCT 305155	610-0000-215250	256.96
		32010		RETIREMENT PR 05/28/21 ACCT 305155	620-0000-215250	244.60
						3,973.76
05/26/2021	GEN	32011	VILLAGE OF MUKWONAGO MRA	MAY 2021 FSA	100-0000-215350	2,123.96
		32011		MAY 2021 FSA	150-0000-215350	326.96
		32011		MAY 2021 FSA	500-0000-215350	1.19
		32011		MAY 2021 FSA	610-0000-215350	25.00
		32011		MAY 2021 FSA	620-0000-215350	25.00
						2,502.11
05/26/2021	GEN	322 (E)	B2E SOLUTIONS	PAYROLL FEES PR 05/28/21	100-5111-539900	23.98
		322 (E)		PAYROLL FEES PR 05/28/21	100-5120-539900	6.85
		322 (E)		PAYROLL FEES PR 05/28/21	100-5141-539900	10.28
		322 (E)		PAYROLL FEES PR 05/28/21	100-5142-539900	6.85
		322 (E)		PAYROLL FEES PR 05/28/21	100-5211-539900	37.69
		322 (E)		PAYROLL FEES PR 05/28/21	100-5212-539900	41.11

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		322 (E)		PAYROLL FEES PR 05/28/21	100-5213-521900	6.85
		322 (E)		PAYROLL FEES PR 05/28/21	100-5241-539900	6.85
		322 (E)		PAYROLL FEES PR 05/28/21	100-5300-539900	30.84
		322 (E)		PAYROLL FEES PR 05/28/21	100-5632-539900	3.43
		322 (E)		PAYROLL FEES PR 05/28/21	100-5670-521900	3.43
		322 (E)		PAYROLL FEES PR 05/28/21	150-5221-539900	147.31
		322 (E)		PAYROLL FEES PR 05/28/21	440-5511-539900	68.53
		322 (E)		PAYROLL FEES PR 05/28/21	610-6902-690300	13.71
		322 (E)		PAYROLL FEES PR 05/28/21	620-8300-840000	13.71
						421.43
05/26/2021	GEN	323 (E)	DELTA DENTAL OF WISCONSIN	JUNE 2021 DENTAL PREMIUMS	100-0000-215304	270.70
		323 (E)		JUNE 2021 DENTAL PREMIUMS	440-0000-215304	26.10
						296.80
05/26/2021	GEN	324 (E)	DELTA DENTAL OF WISCONSIN	JUNE 2021 VISION PREMIUMS	100-0000-215303	62.04
		324 (E)		JUNE 2021 VISION PREMIUMS	440-0000-215303	24.32
		324 (E)		JUNE 2021 VISION PREMIUMS	610-0000-215303	20.58
						106.94
05/26/2021	GEN	325 (E)	EMPLOYEE TRUST FUNDS	JUNE 2021 PREM HEALTH INSURANCE	100-0000-215300	51,056.98
		325 (E)		JUNE 2021 PREM HEALTH INSURANCE	150-0000-215300	7,736.32
		325 (E)		JUNE 2021 PREM HEALTH INSURANCE	440-0000-215300	7,113.14
		325 (E)		JUNE 2021 PREM HEALTH INSURANCE	500-0000-215300	49.60
		325 (E)		JUNE 2021 PREM HEALTH INSURANCE	610-0000-215300	5,068.70
		325 (E)		JUNE 2021 PREM HEALTH INSURANCE	620-0000-215300	4,987.88
						76,012.62
05/26/2021	GEN	326 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT PR 052821	100-0000-215250	600.00
		326 (E)		RETIREMENT PR 052821	150-0000-215250	215.79
		326 (E)		RETIREMENT PR 052821	610-0000-215250	100.00
		326 (E)		RETIREMENT PR 052821	620-0000-215250	100.00
						1,015.79

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
05/26/2021	GEN	327 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - APRIL 2021	100-0000-215200	44,886.15
		327 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	150-0000-215200	14,679.30
		327 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	410-0000-215200	15.10
		327 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	440-0000-215200	6,276.48
		327 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	610-0000-215200	3,012.27
		327 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	620-0000-215200	3,164.71
						72,034.01
			TOTAL - ALL FUNDS	TOTAL OF 12 CHECKS		157,879.73



Agenda Item Cover Report

Date: June 2, 2021	Committee/Board: Finance
Submitted by: Chief Kevin Schmidt	Department: Police Department
Date of Committee Action: June 2, 2021	Date of Village Board Action: June 16, 2021

Subject:

Recommend to the Village Board to approve purchase requisition for five (5) Pedestrian Crossing Lights for certain pedestrian crosswalks.

Executive Summary:

We would like to continue adding pedestrian crosswalk lights at certain pedestrian crosswalks throughout the Village in order to improve pedestrian safety.

DPW Director Bittner, Former Administrator Weidl and I looked at 10 pedestrian crosswalks for consideration of the pedestrian crosswalk light system.

We ranked the following pedestrian crosswalks as the five crosswalks we should begin with and budgeted money in the Police Department Capital fund for 2021 for these five crosswalks:

- STH 83 (S. Rochester St.) at Atkinson St.
- CTH ES (S. Main St.) at River Crest Ct.
- CTH NN (E. Veterans Way) at Clarendon Ave.
- CTH NN (E. Veterans Way) at River Park Circle West
- Holz Parkway at Perkins Dr.

TAPCO is an area company that we used for the two (2) pedestrian crossing lights already installed in the Village. We received information of another company in the Muskego area that sells this equipment. I emailed them twice and left a phone message asking for an estimate; however, they never contacted me back.

Fiscal Impact:

We placed \$40,000 in the Capital budget for this project

Executive Recommendation/Action:

Recommend to the Village Board to approve purchase requisition for five (5) Pedestrian Crossing Lights for certain pedestrian crosswalks.

☒ **Attachments Included**

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	June 2, 2021	NUMBER:	
--------------	--------------	----------------	--

VENDOR NAME & ADDRESS:	SHIP TO:
TAPCO (Traffic & Parking Control Co, Inc. 5100 West Brown Deer Road Brown Deer, Wisconsin 53223	Village of Mukwonago Public Works 630 East Veterans Way Mukwonago, WI 53149

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
Police Department	TAPCO	<i>Chief Kevin Schmidt</i>

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Budget
-----------------------	-----	-------------------------	----------------

ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	5	Pedestrian Crossing lights STH 83 & Atkinson St Holz Parkway and Perkins Dr CTH ES & River Crest Ct CTH NN & River Park Circle W CTH NN & Clarendon Ave (See attached sales quote Q21006067 for detailed list)	\$ 7,587.00	\$37,935.00	#430-5700- 5711
2		Installation of lights by Public Works Department		\$2,065.00	#430-5700- 5711
			TOTAL	\$40,000.00	

FINANCE COMMITTEE USE ONLY	
APPROVED (COMMITTEE INITIALS):	
DATE:	
SPECIAL INSTRUCTIONS	



Safe travels:

Traffic and Parking Control Co., Inc.
 5100 West Brown Deer Road
 Brown Deer, Wisconsin 53223
 Phone (800) 236-0112 • TAPCOnet.com • Fax (800) 444-0331

SALES QUOTE

Customer Copy

Number	Q21006067
Date	4/16/2021
Page	1

Sell To Cust. C14189	Mukwonago Police Dept. Kevin Schmidt 627 S. Rochester St kschmidt@mkpd.org Mukwonago, WI 53149			Ship To Cust.	Mukwonago Police Dept. Ron Bittner 627 S. Rochester St kschmidt@mkpd.org Mukwonago, WI 53149	
Customer PO #		Expires	Slsp	Terms	Freight	Ship Via
RRFB 2021 - 5 LOCATIONS		7/16/2021	Aaron Guilbault	Net 30 DAYS	PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	Extension
	Location #1				
600448	RRFB, Solar 20/44, Radio, TOP, DS, Amber, PB-NOLED, H/T Pole X2	1	EA	6,500.00	\$6,500.00
373-01499	W11-2,30"x30" DG3 FY, Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow	4	EA	131.45	\$525.80
373-05061	W16-7PR, 24"x12"x.080 DG3 FY, Down Diagonal Right Arrow	2	EA	52.85	\$105.70
373-05060	W16-7PL, 24"x12"x.080 DG3 FY, Down Diagonal Left Arrow	2	EA	52.85	\$105.70
142398	Sign Mounting Kit, Back to Back Static Signs For Mounting To Square Posts	4	EA	29.95	\$119.80
142399	Pole Package, 14', 2" Square with V-LOC Soil	2	EA	115.00	\$230.00
	Location #2				
600448	RRFB, Solar 20/44, Radio, TOP, DS, Amber, PB-NOLED, H/T Pole X2	1	EA	6,500.00	\$6,500.00
373-01499	W11-2,30"x30" DG3 FY, Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow	4	EA	131.45	\$525.80
373-05061	W16-7PR, 24"x12"x.080 DG3 FY, Down Diagonal Right Arrow	2	EA	52.85	\$105.70
373-05060	W16-7PL, 24"x12"x.080 DG3 FY, Down Diagonal Left Arrow	2	EA	52.85	\$105.70
142398	Sign Mounting Kit, Back to Back Static Signs For Mounting To Square Posts	4	EA	29.95	\$119.80
142399	Pole Package, 14', 2" Square with V-LOC Soil	2	EA	115.00	\$230.00
	Location #3				
600448	RRFB, Solar 20/44, Radio, TOP, DS, Amber, PB-NOLED, H/T Pole X2	1	EA	6,500.00	\$6,500.00
373-01499	W11-2,30"x30" DG3 FY, Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow	4	EA	131.45	\$525.80

Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total
\$37,935.00	\$0.00	\$0.00	\$37,935.00

All prices are listed in US Dollars (USD)
 For terms and conditions, please visit: <https://www.tapconet.com/terms-conditions>



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Location #4					
600448	RRFB, Solar 20/44, Radio, TOP, DS, Amber, PB-NOLED, H/T Pole X2	1	EA	6,500.00	\$6,500.00
373-01499	W11-2,30"x30" DG3 FY,Pedestrian Crossing (Symbol) Fed Spec - Fluorescent Yellow	4	EA	131.45	\$525.80
373-05061	W16-7PR,24"x12"x.080 DG3 FY,Down Diagonal Right Arrow	2	EA	52.85	\$105.70
373-05060	W16-7PL,24"x12"x.080 DG3 FY,Down Diagonal Left Arrow	2	EA	52.85	\$105.70
142398	Sign Mounting Kit, Back to Back Static Signs For Mounting To Square Posts	4	EA	29.95	\$119.80
142399	Pole Package, 14', 2" Square with V-LOC Soil	2	EA	115.00	\$230.00
Location #5					
600448	RRFB, Solar 20/44, Radio, TOP, DS, Amber, PB-NOLED, H/T Pole X2	1	EA	6,500.00	\$6,500.00
373-05073	S1-1,30"x30" DG3 FYG,School Crossing (Symbol) Fed Spec Sign	4	EA	131.45	\$525.80
373-01757	W16-7PR,24"x12"x.080 DG3 FYG,Down Diagonal Right Arrow (Fed Spec) Sign	2	EA	52.85	\$105.70
373-01759	W16-7PL,24"x12"x.080 DG3 FYG,Down Diagonal Left Arrow (Fed Spec) Sign	2	EA	52.85	\$105.70
142398	Sign Mounting Kit, Back to Back Static Signs For Mounting To Square Posts	4	EA	29.95	\$119.80

Shipment within _____
Acceptance By _____
Date _____
By _____

Merchandise	Freight	Tax	Total
\$37,935.00	\$0.00	\$0.00	\$37,935.00

All prices are listed in **US Dollars (USD)**
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Customer PO #		Expires	Slsp	Terms	Freight	Ship Via	
RRFB 2021 - 5 LOCATIONS		7/16/2021	Aaron Guilbault	Net 30 DAYS	PREPAY/ADD	BEST RATE	

Item	Description	Quantity	UM	Price	Extension
142399	Pole Package, 14', 2" Square with V-LOC Soil	2	EA	115.00	\$230.00

Lead Time: 3-5 Weeks

Furnish only quote. Installation is not included.

Solar powered equipment requires no shading
or obstructions

Shipment within _____
Acceptance By _____
Date _____
By _____

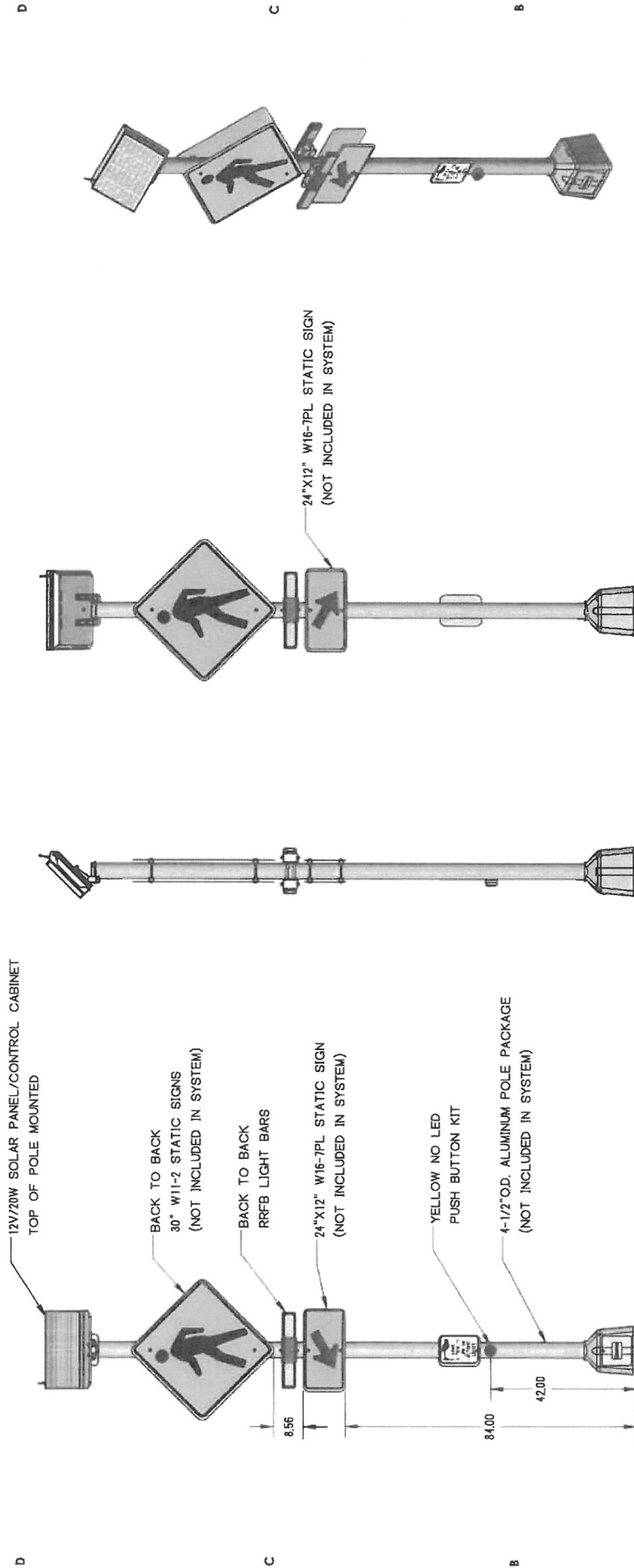
Merchandise	Freight	Tax	Total
\$37,935.00	\$0.00	\$0.00	\$37,935.00

All prices are listed in **US Dollars (USD)**

For terms and conditions, please visit: <https://www.tapconet.com/terms-conditions>

1 2 3 4 5 6 7 8

REVISIONS			
REV.	DESCRIPTION	DATE	ECN #
A	INITIAL RELEASE	5/8/2018	N/A
			C.G./J.P.



TRAFFIC & PARKING CONTROL CO., INC.

STAPCO

TRAFFIC & PARKING CONTROL CO., INC.

TOLERANCE UNLESS
OTHERWISE SPECIFIED
HOLE Ø ±.003

DEC. X ±.0030
XX ±.0016
XXX ±.0006
ANGULAR ±.01°

TITLE: RRFB, SOLAR 20/44, RADIO, TOP, DS, AMBER, PB-
NOLED, H POLE X2

DESIGNED BY: TAPCO
DRAWN BY: C. GRAVES
CHECKED BY:
SIZE DWG. NO. B 600448
REV WEIGHT: A

INTERPRET GEOMETRIC
TOLERANCING PER
ASME Y14.5-2009
REFERENCE:

NOTES:

1. ORIENT SOLAR PANEL TOWARDS SOUTHERN SKY FOR MAXIMUM SOLAR EXPOSURE
2. CONTROL CABINET HEIGHT MAY VARY.
3. SNAP LOCKS ARE PROVIDED, STANDARD 3/4" S/S BANDING IS RECOMMENDED
4. J-BOLTS NOT SHOWN
5. ALL DIMENSIONS ARE FOR REFERENCE ONLY.

PROPRIETARY AND CONFIDENTIAL. THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF
TAPCO. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF TAPCO IS PROHIBITED.



Imagery ©2021 Maxar Technologies, U.S. Geological Survey, Map data ©2021 20 ft

STH 83 (S. Rochester St.) just south
of Atkinson St.

N
W + E
S

Google Maps Mukwonago, Wisconsin to Clarendon Avenue Elementary

Bicycle 1.2 miles, 7 min



Imagery ©2021 Maxar Technologies, U.S. Geological Survey, Map data ©2021 50 ft



via Main St and Grand Ave

7 min

1.2 miles



via Main St and Franklin St

7 min

1.3 miles

All routes are mostly flat

Holz Parkway just south of Perkins Dr

N
W + E
S



CT# ES (Main Street) just north
of River Crest Ct.

N
W + S
E



via Main St and Grand Ave

7 min
1.2 miles



via Main St and Franklin St

7 min
1.3 miles

All routes are mostly flat

CTH NN (E Veterans Way)

Just west of River Park Circle West

N
W + E
S

Google Maps Mukwonago, Wisconsin to Clarendon Avenue Elementary

Bicycle 1.2 miles, 7 min



Imagery ©2021 Maxar Technologies, U.S. Geological Survey, Map data ©2021 100 ft

CTH NN (E Veterans Way) just west of Clarendon Ave.

N

W + E
S

7 min
1.2 miles

via Main St and Grand Ave

7 min
1.3 miles

via Main St and Franklin St

All routes are mostly flat

Village of Mukwonago
440 River Crest Court, P.O. Box 206
Mukwonago, WI 53149
Phone: (262) 363-6434
Fax: (262) 363-6438
www.villageofmukwonago.com

VILLAGE OF MUKWONAGO
SPECIAL EVENT PERMIT APPLICATION
Application Fee: See fee sheet

Application must be received a minimum of 90 days prior to the special event. Fees are non-refundable.

ORGANIZATION INFORMATION

Name of Organization: St James Catholic Parish
Mailing Address: 830 E Veterans Way City: Mukwonago State: WI Zip: 53149
Phone Number: 262-363-7615 Is the organization a 501(c)3 organization?: ☒ YES ☐ NO
Website Address: www.stjamesmukwonago.org
Event Contact Person: James Hepp
Mailing Address: W33357733 Cherry Ln City: Mukwonago State: WI Zip: 53149
Home Phone: _____ Work Phone: _____ Cell Phone: 262-347-8975
Email Address: jameshepp65@gmail.com

EVENT INFORMATION

Name of the Event: St James Festival Date(s) of the Event: Aug 27-29-2021
Event Start Time: Friday 4:00pm 8-27-2021 Event End Time: Sunday 8-29-2021 400pm
Location of the Event: 830 E Veterans Way on Parish property

- A. Will your event take place in a residential neighborhood? *If yes, you will be required to notify all adjacent property owners when the event will occur.* ☐ YES ☒ NO
- B. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.
- C. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420, Option 4.
- D. Generally describe your event and its purpose.

Parish Festival
A Fundraiser and special event for the parish
Beer & wine permit
Special event x 3 days
Tent inspection

- E. Based on the class definitions found in the manual, what class is your event? ☒ CLASS I ☐ CLASS II
- F. Estimated # of participants: 300/day Spectators: 300 Vendors: 6-7/day

OTHER INFORMATION

- A.

Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.*

☒ YES☐ NO
- B.

Please list the number of Village of Mukwonago licensed bartenders that will be on site: for more
- C.

Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.*

☒ YES☐ NO
- D.

Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.*

☒ YES☐ NO
- E.

Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.*

☒ YES☐ NO
- F.

Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.*

☐ YES☒ NO
- G.

Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.*

☒ YES☐ NO
- H.

Does your event involve amplified music?

If yes, will the amplified music be a: ☒ Band☐ DJ☐ Other

Hours of amplified music: approx 4 hrs/day

☒ YES☐ NO
- I.

Please list the number of security staff you will be providing for the event: per police dept.
- J.

Will you need barricades provided by the Village for your event?

☒ YES☐ NO

If yes, how many? 24
- K.

Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.*

☒ YES☐ NO
- L.

Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.*

☒ YES☐ NO
- M.

Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.*

☒ YES☐ NO
- N.

Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.*

☒ YES☐ NO
- O.

What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

police reserves for Friday Aug 27, Saturday August 28,

and Sunday August 29
- P.

Have you reviewed and do you have a copy of the Village of Mukwonago Special Events Manual and the Village of Mukwonago Ordinance?

☒ YES☐ NO

INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for an event that includes alcohol, has more than 150 people per day or involves a road closure. Proof of this insurance with coverage no less than \$1,000,000 which names and endorses the Village, its officers, agents, employees, and contractors as an additional insured party is due no later than 20 days before the event.

Are you able to provide these insurance documents, if required? ☒ YES☐ NO

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

This form is designed to be a guide for submitting a complete application for a special event.

Application:

- Completed application form including the procedural checklist.
- Application fee: see fee sheet.

Other Documents:

- Plan of operation/proposal.
- Overview of the site to be used for the event (layout of the event site).
- Any additional information as determined by Village staff.

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit of \$200 for each scheduled day of the event (or portion thereof) two weeks prior to the starting date of the event. That deposit shall be refunded to the applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event. (This deposit is separate from any deposit required for rental of Village parks).

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police Department, Fire Department, and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

CERTIFICATION

By signing this form, the applicant certifies authorization to act on behalf of their organization, and hereby agrees to hold the Village, its officers, agents, employees, and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

(The applicant's signature must be from a Managing Member if the business/organization is an LLC, or from the President or Vice President if the business/organization is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below.)

Signature - Applicant

Name & Title (PRINT)

Date

Signature - Applicant

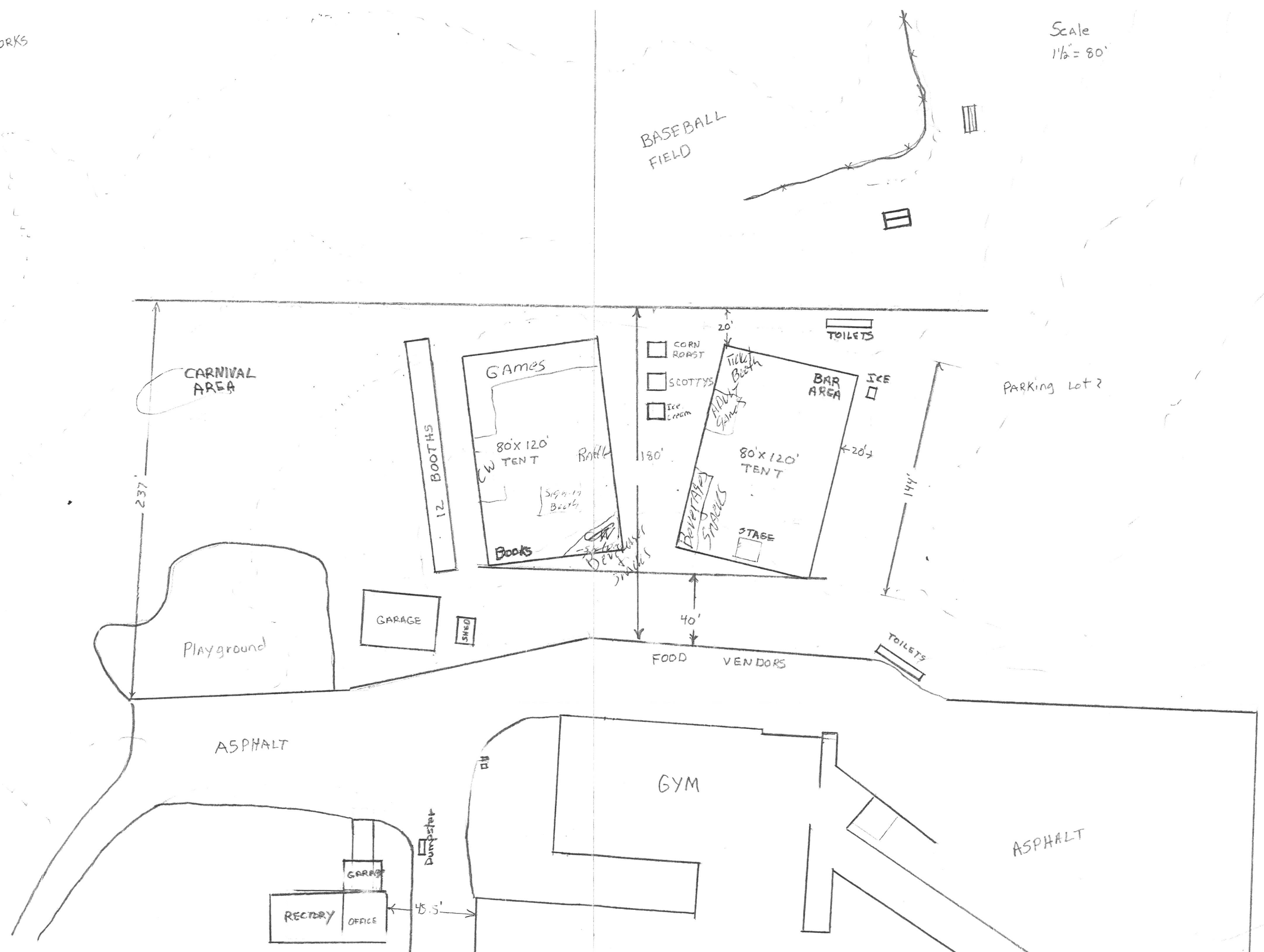
Name & Title (PRINT)

Date

FOR OFFICE USE ONLY			
Date Fees Paid	Receipt #	Date Deposit Paid	Deposit Returned?
Police Department:	Approved ☐ Denied ☐ Comments:		
Fire Department:	Approved ☐ Denied ☐ Comments:		
Public Works Department:	Approved ☐ Denied ☐ Comments:		
Village Clerk:	Approved ☐ Denied ☐ Comments:		
Village Board Approval Date	Village President Signature	Permit #	Issue Date

FIREWORKS

Scale
 $1\frac{1}{2}'' = 80'$



Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 120.00 ^{10.00}

☐ Town ☒ Village ☐ City of MUKWONAGO

Application Date: _____

County of WAUKESHA

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning August 27, 2021 and ending August 29, 2021 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☒ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name St. James Catholic Church

(b) Address 830 E Veterans Way
(Street)

(c) Date organized 1896

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President FATHER LOYOLA AMALRAJ

Vice President WILLIAM KIRKMAN

Secretary KEITH FISHER

Treasurer _____

(g) Name and address of manager or person in charge of affair: JAMES HEPP

W323S7733 CHERRY LN, MUKWONAGO, WI 53149

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 830 E Veterans Way

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Yes

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: OUTSIDE UNDER TENT

3. Name of Event

(a) List name of the event Parish Festival

(b) Dates of event August 27-29 2021

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Keith Fisher 4/23/21
(Signature / Date)

St. James Parish
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



Agenda Cover Report

Date: 5/20/2021	Committee/Board: Judicial Committee
Submitted by: Ron Bittner	Department: Public Works
Date of Committee Action: 6/2/21	Date of Village Board Action: 6/16/21

Subject:

Amendment to section 74-5 and 74-6 of the village codes.

Executive Summary:

Section 74-5 Driveways and section 74-6 Street and sidewalk excavations have fees associated with the permit process. They currently do not have an enforcement mechanism for failure to obtain a permit prior to performing the work. The proposed ordinance amendment would assess a penalty three times the permit fee for non-compliance.

Fiscal Impact:

N/A

Executive Recommendation/Action:

We are requesting a recommendation to the village board to approve the ordinance amendments section 74-5 and 74-6 of the village codes relating to penalties for failure to obtain a permit prior to the commencement of work.



440 River Crest Ct | Mukwonago, WI 53149 | Tel: 262.363.6420 | Fax: 262-363-6425

☐ **Attachments Included**

Letter from Attorney Blum and recommended language revisions to the ordinances.

2021 Fees relating to 74-5 and 74-6

LAW OFFICES OF
**HIPPENMEYER, REILLY, BLUM,
SCHMITZER, FABIAN & ENGLISH S.C.**

MARK G. BLUM
THOMAS G. SCHMITZER
LORI J. FABIAN
RONALD E. ENGLISH III
MATTHEW R. GRALINSKI

720 CLINTON STREET
P. O. BOX 766
WAUKESHA, WISCONSIN 53187-0766
TELEPHONE: (262) 549-8181
FACSIMILE: (262) 549-8191
www.hrblawfirm.com
EMAIL: MGBLUM@HRBLAWFIRM.COM

RICHARD S. HIPPENMEYER
(1911-1979)

WILLIAM F. REILLY
(1932-2007)

May 11, 2021

Via Email (rbittner@villageofmukwonago.com)

Mr. Ron Bittner
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Ordinance Amending Section 74

Dear Ron:

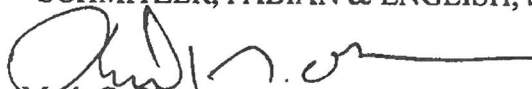
Enclosed is an Ordinance that I have drafted to add language under Sections 74-5 and 74-6 of the Code dealing with after the fact permits for the work under those Code sections. I have also added language that provides for tickets to be issued in the Municipal Court for work being done without the necessary permit and each day that work continues without the permit would constitute a separate violation and require its own forfeiture. I also indicate that in order to obtain the permit, the outstanding citations would need to be paid along with triple after-the-fact permit fee in addition to any other requirements of the Ordinance.

Please look this over and let me know if this addresses your concern or if there are further modifications you believe are needed.

Thank you for your consideration of this matter.

Sincerely,

HIPPENMEYER, REILLY, BLUM,
SCHMITZER, FABIAN & ENGLISH, S.C.



Mark G. Blum

MGB/jb
Enc.

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. _____

**ORDINANCE TO AMEND SECTION 74-5 and 74-6
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE
TO ESTABLISH PENALTIES FOR FAILURE TO
OBTAIN PERMITS BEFORE COMMENCING WORK**

The Village Board of the Village of Mukwonago do ordain as follows:

SECTION I

Section 74-5 (b), (9) of the Municipal Code of the Village of Mukwonago is hereby created to read as follows:

74-5 Driveways.

- (9) In the event work is commenced without obtaining the permits required under this section, the Village may seek a penalty as provided for in Section 1-12 of the Mukwonago Municipal Code for each day that work is performed without obtaining the permit required by this section. Each day shall be considered a separate violation. In addition, if work is performed under this section without obtaining a permit, the fee for the permit obtained after the fact shall be in the amount of three (3) times the normal permit fee. The permit shall not be issued until all fees are paid, including any penalties assessed under Section 1-12 of this Code.

SECTION II

Section 74-6 (b) of the Municipal Code of the Village of Mukwonago is hereby amended to read as follows:

74-6 Street and sidewalk excavations and openings.

- (b) Fee. The fee for a street opening permit shall be as provided for in Article 4 of Chapter 18 except that in the event a permit is not obtained before the commencement of the work, the fee for the after the fact permit shall be three (3) times the normal permit fee as provided for in said Ordinance.

SECTION III

Section 74-6 (k) of the Municipal Code of the Village of Mukwonago is hereby created to read as follows:

74-6 Street and sidewalk excavations and openings.

- (k) Penalty. In the event work is commenced under this section that would otherwise require a permit, the Village may assess a forfeiture as provided for in Section 1-12 of this Code for each day that work is undertaken without obtaining the

necessary permits. Each day the work continues without the permit shall constitute a separate violation and shall be entitled to a separate penalty under Section 1-12 of the Code. No permits may be obtained under this section until any outstanding forfeitures are paid and the after the fact penalty fee provided for subsection (b) above is paid and until all other requirements of this Ordinance, including, but not limited to, the posting of a bond and evidence of insurance coverage, are submitted in a form acceptable to the Village.

SECTION IV

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION V

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION VI

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2021.

APPROVED:

Fred Winchowky, Village President

Countersigned:

Diana Dykstra, Village Clerk/Treasurer

Diana Dykstra

From: Ron Bittner
Sent: Wednesday, June 2, 2021 6:34 PM
To: Diana Dykstra
Subject: Board Packet

Diana,

Please include this with the board packet on ordinance 74-5 & 74.6 change

74-5	Lateral to building without passing under pavement	\$25.00		lateral
74-5	Lateral to building boring under the road surface	\$50.00		lateral
74-5	Boring utility under pavement in right of way	\$50.00	bore	50 foot right of way or less
74-5	Boring utility under pavement in right of way	\$60.00	bore	60 foot right of way
74-5	Boring utility under pavement in right of way	\$66.00	bore	66 foot right of way
74-5	Boring utility under pavement in right of way	\$80.00	bore	80 foot right of way
74-5	Boring utility under pavement in right of way	\$100.00	bore	100 foot right of way
74-5	Boring utility under pavement in right of way	\$120.00	bore	120 foot right of way
74-5	Boring utility under pavement in right of way	\$.75/additional foot over 120 feet	bore	Greater than 120 feet
74-5	Boring utility in right of way not under pavement	\$0.25	foot	Minumum fee of \$60
74-5	Adding utility to existing utility poles	\$0.20	foot	Minumum fee of \$60
74-5	Open Cutting the road surface	\$100.00		cut
74-5	Residential (1 and 2-family) driveway approach	\$60.00	each	10 to 24 feet in width
74-5	Multi-family and Non-residential driveway approach	\$100.00		each
74-5	Sidewalk removal and replace	\$25.00	sidewalk sq.	Minumum fee of \$60
A) Sidewalk squares are a complete removal of the square.				
74-5	Curb repair or replacement	\$2.00	foot	Minumum fee of \$60
74-5	Other work			Fees determined by Supervisor of Inspections or DPW Supervisor
74-5	New Utility Pole	\$25.00	each	Replacement of existing pole is exempt
74-5	Monitoring well	\$25.00		each
Obstruction in the Road Right-of-Way		\$25.00	eac	



Ron Bittner
Public Works Director
Phone: 262.363.6447
Email: rbittner@villageofmukwonago.com
440 River Crest Ct
Mukwonago, WI 53149
www.villageofmukwonago.com
www.mukwonagodowntown.com



05-28-2021

Village of Mukwonago DDC Revision Recommendations:
Subject to Village Attorney & Staff Review
For June 2 COTW Discussion and Possible Action Agenda Item

Attachments:

Proposed Ordinance to Amend Section 2-146-Purpose of Division

No Change recommended

Ordinance 960 (adopted 05-15-2019) Ordinance to Amend Division 3, Section 2-147 regarding Composition of the Downtown Development Committee

No Change recommended

Proposed Ordinance to Amend Section 2-148 regarding Appointments, Terms, Vacancies with the Downtown Development Committee

Recommended Changes or Clarification

Section II

(b) Appointments of the five voting members shall be for staggered two-year periods, except that as to those first appointed under this Ordinance, two shall be for one year and three shall be for two-years. The Village President shall determine the length of term for each appointee according to this Ordinance.

(c) Appointments of the 4 non-voting members shall be for staggered two -year periods except that as to those first appointed under this Ordinance, two shall be for one year and two shall be for two-years. The Village President shall determine the length of term for each appointee according to this Ordinance.

Section III

No Change recommended

Section IV Incorrect See (f) Recommended Change

(f) The appointee for the Village Administrator or Community Planner position shall be non-voting members of the Committee. The Village Board Representative position shall be a voting member of the Committee.

Section V Attendance

No Change recommended

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. _____

**ORDINANCE TO AMEND SECTION 2-146
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE
REGARDING PURPOSE OF DIVISION**

The Village Board of the Village of Mukwonago do ordain as follows:

SECTION I

Section 2, Title of Section, of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

The title of Chapter 2, "Division 3 Economic Development Committee" of the Village Code shall be changed to "Division 3 Downtown Development Committee".

SECTION II

Section 2-146 of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

2-146 The Downtown Development Committee shall be a citizen advisory committee, whose purpose shall be to advise the Village Board on matters of implementation identified in the Downtown Strategic Plan and to otherwise advise the Village on matters of development activities that will promote the development of the downtown.

SECTION III

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION IV

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION V

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2021.

APPROVED:

Fred Winchowky, Village President

Countersigned:

Diana Dykstra, Village Clerk/Treasurer

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. 960

**ORDINANCE TO AMEND DIVISION 3, SPECIFICALLY SECTIONS 2-147
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE REGARDING THE
COMPOSITION OF THE DOWNTOWN DEVELOPMENT COMMITTEE**

The Village Board of the Village of Mukwonago, Waukesha and Walworth Counties do hereby ordain as follows:

SECTION I

Section 2-147 of the Municipal Code of the Village of Mukwonago is hereby amended to read as follows:

Sec. 2-147. Composition.

The DDC shall consist of five voting members each of whom shall be Village Residents and up to four non-voting members with voice.

The members of the DDC shall include the following:

- (1) A Member of the Historic Preservation Committee (HPC)
- (2) A member of the Village Plan Commission and/or the Village Board (the representatives of the Village Board and Plan Commission may be the same person)
- (3) The Village Administrator or Community Planner

In considering the appointment of members, the Village President may consider whether the candidates are business owners or managers of businesses in the Village; persons with known interest in local economic development; persons having general knowledge of the affairs of the Village; persons whose principal occupations offer unique skills in land use, planning, architecture, local history, local government, construction or economic development;

The Chairperson shall be elected from the members and shall serve annually.

SECTION II

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION III

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

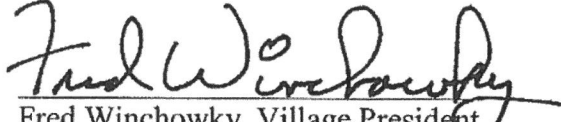
SECTION VI

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

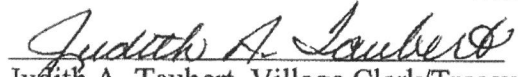
PASSED AND ADOPTED by the Village Board this 15 day of MAY, 2019.



APPROVED:


Fred Winchowky, Village President

Countersigned:


Judith A. Taubert, Village Clerk/Treasurer

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. _____

**ORDINANCE TO AMEND SECTION 2-148
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE
REGARDING APPOINTMENTS; TERMS; VACANCIES WITH THE
DOWNTOWN DEVELOPMENT COMMITTEE**

The Village Board of the Village of Mukwonago do ordain as follows:

SECTION I

Section 2-148, Title of Section, of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

The title of Chapter 2-148, "Appointment; terms; vacancies" of the Village Code shall be changed to "Appointments; terms; vacancies; attendance".

SECTION II

Section 2-148(b) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (b) Appointments of the five voting members shall be for staggered two-year periods, except that as to those first appointed under this Ordinance, two shall be for one-year and three shall be for two-years. The Village President shall determine the length of term for each appointee according to this Ordinance.

SECTION III

Section 2-148(d) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (d) In addition to the five voting members and four non-voting members, there shall be one alternate voting member and one alternate non-voting member, each of whom shall serve one-year terms to be appointed by the Village President and confirmed by the Village Board.

SECTION IV

Section 2-148(f) of the Municipal Code of the Village of Mukwonago is hereby created to read as follows:

- (f) The appointee for the Village Administrator or Community Planner position, as well as the Plan Commission and/or Village Board Representative position shall be non-voting members of the Committee.

SECTION V

Section 2-148(g) of the Municipal Code of the Village of Mukwonago is hereby created to read as follows:

- (g) If any Committee member fails to attend more than three of the scheduled meetings of the Committee during any one calendar year, said person may be removed from the Committee by a majority vote of the Village Board except upon a showing of good cause for the absences. In the event of a removal, the Village President shall nominate a replacement for the balance of the unexpired term subject to confirmation by the Village Board.

SECTION VI

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION VII

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION VIII

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2021.

APPROVED:

Fred Winchowky, Village President

Countersigned:

Diana Dykstra, Village Clerk/Treasurer

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 05/21/2021

☐ Town ☒ Village ☐ City of Mukwonago

County of Waukesha

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning _____ and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Rotary Club of Mukwonago

(b) Address P.O. Box 114, Mukwonago, WI 53149

(Street)

☐ Town ☒ Village ☐ City

(c) Date organized 05/20/1990

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Jim Cotturone; _____, WI 53149

Vice President Vacant

Secretary Greg Garasimowicz, _____, WI 53149

Treasurer Jerry Peiffer, _____, Mukwonago, W

(g) Name and address of manager or person in charge of affair: Jim Cotturone, Club President

_____, Mukwonago, WI 53149

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 930 N Rochester St, Mukwonago, WI 53149

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Concession stand will be between PVMS and District Office adjacent to other food concessions

3. Name of Event

(a) List name of the event Balloons over Mukwonago

(b) Dates of event July 16-18, 2021

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer


(Signature / Date)

Rotary Club of Mukwonago

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



Agenda Item Cover Report

Date: May 27, 2021	Committee/Board: Finance
Submitted by: Diana Doherty & John Fellows	Department: Finance
Date of Committee Action: 6-2-2021	Date of Village Board Action: 6-16-2021

Subject: TID 12% Compliance Test

Executive Summary: Under state statutes, the total increment value generated by TIF districts cannot exceed 12% of the Village's total equalized values. With the rapid development of TID #5, the village might soon exceed this threshold. Once exceeded, the Village would not be able to add territory to an existing TID nor create a new one until one of our 3 TIDs closes or development outside of the TIDs increases in value to the extent it changes the calculation. We have a small window of opportunity before the Department of Revenue issues the 2021 figures in August to amend the TID 5 plan to expand the boundary to include property that could potentially be acquired for future industrial park development.

The TID 4 project plan might also need to be amended to increase potential project costs if the Village wishes to provide any additional assistance to development proposals in that district. Plan amendments to add projects can be done at any time and are not subject to the 12% compliance test.

Please note, amending the TID plans does not obligate the Village to actually acquire land, add infrastructure, or provide developer incentives. It is simply ensuring the ability for the Village to do so should the opportunity arise.

The attached report prepared by Ehlers explains this in greater detail. Also attached is the cost proposal by Ehlers to commence with the plan amendment for TID #5.

Fiscal Impact: The immediate cost is \$11,000 to proceed with amending the TID 5 plan to expand the boundary. The Ehlers fee to amend the plans includes coordination of all necessary review boards and submissions to the state. There is an additional \$1,000 fee to the state to amend the plan.

Executive Recommendation/Action: Recommend Village Board approve the proposal to amend TID #5 to expand the boundary and update estimated project costs.

☒ **Attachments Included**

MEMORANDUM

TO: Diana Doherty, Finance Director, Village of Mukwonago; John Fellows, Planner, Village of Mukwonago

FROM: Jonathan Schatz, Financial Specialist, Ehlers

DATE: June 2nd, 2021

SUBJECT: TID Usage and Feasibility Analysis

Dear Diana and John,

Ehlers has been engaged to provide feedback on the Village's current TID usage and provide a feasibility analysis for future TID projects. The analysis has been conducted and this memo is meant to memorialize some of our findings.

Current TID Usage

As of 1/1/2020 the certified equalized value of the increment that had been generated within Tax Increment Districts in the Village was \$94,102,600, and the total equalized value of the Village was \$992,994,900, which means the TID usage ratio was 9.48%. State Statutes Sec.66.1105(4)(gm)4.c. states that municipalities with incremental values reaching 12% of their total equalized value cannot create a new district or amend an existing district until the TID value drops below 12%.

The attached TID models show the current base case for each of the Village's existing TID's, here is a table that outlines the basic financial information:

Village of Mukwonago TIDs (as of 1/1/2020)

	TID #3	TID #4	TID #5
Creation Date	1/7/2003	8/15/2017	2/28/2018
Base Value	2,389,500	6,368,000	315,200
Increment Value (as of 1/1/2020)	53,159,900	14,776,800	36,165,900
End of Expenditure Period	1/7/2021	8/15/2032	2/28/2033
Maximum Life	2026	2038	2039
Projected Closure Date based on Cashflow	2027	2027	2037

Village Economic Development Strategy

The Department of Revenue releases updated Equalized Values for Wisconsin municipalities in August each year. The draft data is released on or about August 1st, and the data becomes final on or about August 15th. Once certified, the values official as of 1/1 of each year. This means, that when the Village's value is finalized on August 15th 2021, that will be the official Village EV as of 1/1/2021. If at that time, the incremental value of TID's #3, 4 and 5 increases to put the total over

the 12% threshold, the Village will no longer be able to create a new district or amend an existing district to add territory.

Based on estimated valuation from The Pointe apartments development and other growth around the Village, it is anticipated the TID increment value will reach close to or exceed 12% in 2021.

The table above projects based on current cashflow models that the soonest any of the Village's existing TIDs will close is TID #3 in 2027. This means the Village may become unable to take action on creating or amending existing TIDs for the next 5 years. This will negatively impact the Village's ability to respond to economic development opportunities within areas not in current districts.

Based on conversations about possible new development within TID #5, it is advisable to act on a territory and Project Plan amendment for both TID's in order to avoid delaying or being unable to respond to development proposals within those areas.

Please note, that the Village will still be able to adopt TID amendments in order to add projects to the existing TID's even if the 12% threshold is exceeded, **but not be able to add new parcels or create new districts.**

Future Feasibility

The attached analysis includes scenarios to consider future development in TIDs #4 and #5, details about those scenarios are included below:

TID #4

TID #4 has been generating positive increment (\$82k in 2021) and it is expected to increase to over \$200k annually by 2024. The cashflow (pages 3-4) currently show the TID would be able to pay off its obligations by 2028. Staff have begun to consider future projects to help attract further development in the TID. Pages 5-6 of the analysis provide a projection for how possible new developments would impact the TID. The scenario shows a \$1.8 million PAYGO developer incentive for one project and another project with an upfront cost of \$500,000. The development value for these projects would be an additional approximately \$8.4 million. The impact of these scenarios would be that the District would generate enough increment to pay off its obligations by 2033, still 5 year prior to its maximum life. However, these additional expenditures would cause TID #4 to exceed its planned expenditure amounts, which presents a compliance issue, as we will also see in TID #5.

TID #5 Amendment

Total expenditures for TID #5 through 12/31/2020 were \$11,158,656 and the total expenditure amount listed in the Project Plan is \$12,468,936. Therefore, the TID is already in danger of exceeding its planned project amount (like TID #4) with 18 years remaining of its maximum life. This presents a problem exclusive of the 12% threshold, since DOR requires a District amendment if a TID's actual financials become materially different from the Project Plan (as that would indicate that the project itself was materially different). The other challenge is that there is a contemplated Phase III for TID #5, which would add territory and new projects which would require an amendment. Both of these problems can be

addressed simultaneously with a single Project Plan (and boundary) amendment. However, as outlined in the Village Economic Development Strategy section, the Village could lose its ability to amend the TID boundary beginning in August of 2021. Therefore, we would advise the Village to consider undertaking a Project Plan amendment beginning in June in order to address the expenditure issues and add Phase III to the plan.

The TID #5 Phase III plan calls for the purchase of 125 acres of land in parcels to be added to the TID territory through the amendment. The 125 acres would then be sold for development, even if sold at a discount the projected increment that could be generated through development on the parcels would be able to repay any cost of borrowing to purchase and provide infrastructure for development.

There would be a significant amount of due diligence work that would be required to accomplish a project of this scale and doing the project plan amendment does not require or commit the Village to undertaking any of the planned expenditures or projects. However, not doing the Project Plan amendment does preclude the Village from using TID #5 to undertake development projects on new parcels in the district until it is amended.

Pages 9-10 of the attached provide a plan for financing Phase III of TID #5 through an amendment. This financial plan shows the Village potentially borrowing up to \$22 million in order to pay for land acquisition and infrastructure related to the new parcels (based on Staff's best estimates at this time). The development of new value (\$90 million shown as an example) and land sale revenue would be the tool for repaying the borrowing expenses related to this project. The model shows TID #5 would be able to comfortably repay its borrowing expenses by 2035 in this scenario, still 4 years prior to its maximum life.

Summary

The key points of this analysis are provided below:

- All 3 of the Village's existing TID's are in good shape and have performed well.
- TID #3 will likely need a 1-year extension to pay off its current obligations.
- The Village is very close to reaching or exceeding the State's 12% threshold for TIDs, that would preclude it from creating or adding parcels to the TIDs until the increment value falls below 12%
- Village staff have potential development prospects in both TID's #4 and #5
- Both TID #4 and TID #5 are already almost at their planned expenditure totals, and there are additional contemplated projects – the Village would need to amend both TIDs in order to be in compliance with DOR rules.
- Due to the potential August Equalized Values putting the Village over the 12% threshold, it is advisable to do the TID #5 amendment immediately, since it would require amending the boundary.
- Once the 12% threshold has been reached, the Village will be "TIF'ed out" or unable to create/amend TID's until TID #3 closes in 2027 and the TID value falls below 12%.

We hope this is helpful information, we are happy to answer questions or provide additional analysis to the Village at your request.

It is our honor to serve the Village.

Sincerely,

Jonathan Schatz
Financial Specialist
Ehlers

Village of Mukwonago, Wisconsin

Tax Increment District #3

Tax Increment Projection Worksheet

Ind (Pre 10-1-04)	
January 7, 2003	
Jan 1,	2003
23	
18	1/7/2021
22	2026
Yes	3
No	

Base Value	2,389,500
Appreciation Factor	0.25%
Base Tax Rate	\$19.33
Rate Adjustment Factor	0.25%

	Construction Year	Valuation Year	Inflation Increment	Total Increment	Revenue Year	Tax Rate	Tax Increment
1	2003	2004	0	4,630,900	2005	\$19.36	89,659
2	2004	2005	0	20,975,600	2006	\$16.99	356,390
3	2005	2006	0	40,629,000	2007	\$16.62	675,222
4	2006	2007	0	43,828,200	2008	\$16.25	712,392
5	2007	2008	0	21,470,800	2009	\$17.39	373,286
6	2008	2009	0	34,516,800	2010	\$18.13	625,712
7	2009	2010	0	30,224,300	2011	\$19.04	575,471
8	2010	2011	0	34,023,000	2012	\$19.32	657,369
9	2011	2012	0	31,453,900	2013	\$19.81	623,239
10	2012	2013	0	40,772,800	2014	\$20.72	844,669
11	2013	2014	0	38,089,900	2015	\$19.33	736,299
12	2014	2015	0	38,881,600	2016	\$18.98	738,025
13	2015	2016	0	56,328,800	2017	\$18.81	1,059,399
14	2016	2017	0	46,226,400	2018	\$17.93	828,976
15	2017	2018	0	45,769,800	2019	\$17.30	792,039
16	2018	2019	0	53,322,600	2020	\$17.06	909,717
17	2019	2020	0	53,159,900	2021	\$17.20	914,266
18	2020	2021	132,900	53,292,800	2022	\$17.24	918,843
19	2021	2022	133,232	53,426,032	2023	\$17.28	923,443
20	2022	2023	133,565	53,559,597	2024	\$17.33	928,066
21	2023	2024	133,899	53,693,496	2025	\$17.37	932,712
22	2024	2025	134,234	53,827,730	2026	\$17.41	937,382
23	2025	2026	134,569	53,962,299	2027	\$17.46	942,074
24	2026	2027	134,906	54,097,205	2028	\$17.50	946,791
25	2027	2028	135,243	54,232,448	2029	\$17.55	951,530
Totals			1,072,548		Future Value of Increment		18,992,971

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

Village of Mukwonago, Wisconsin

Tax Increment District #3

Cash Flow Projection

Year	Projectd Revenues										Expenditures							Balances			Year	
	Tax Increments	Investment Income	Special Assessment	Exempt Computer Aid	Transfers from Other Funds	Payments from Developers	Other	Premium on LT Debt	Debt Proceeds	Total Revenues	Long Term Debt Service		Capital Expenditures and Admin	Land Acquisition	Developer Incentives	Financing Costs	Transfers to Other Funds	Total Expenditures	Annual	Cumulative		Principal Outstanding
											Principal	Interest										
2003		49,202							5,728,750	5,777,952		84,767	2,450,362					2,535,129	3,242,823	-187045	5,728,750	2003
2004		16,912								16,912		119,810	2,593,364					2,713,174	(2,696,262)	359,516	0	2004
2005	89,659	41,252					103		6,955,000	7,086,014	5,728,750	179,983	1,095,444					7,004,177	81,837	441,353	6,955,000	2005
2006	356,390	79,096		4,661						440,147		240,156	(50,696)					189,460	250,687	692,040	0	2006
2007	675,222	101,163		16,854					638,078	1,431,317		240,156	34,345			8,624		283,125	1,148,192	1,840,232	7,593,078	2007
2008	712,392	112,239		9,838				78,512	6,741,000	7,653,981	7,008,660	391,989	52,809			123,419		7,576,877	77,104	1,917,336	7,325,418	2008
2009	373,286	18,301		7,466				8,828	971,140	1,379,021	403,660	301,761	278,310			22,015		1,005,746	373,275	2,290,611	7,892,898	2009
2010	625,712	6,083		8,738						640,533	366,300	311,872	44,619					722,791	(82,258)	2,208,353	7,526,598	2010
2011	575,471	12,294		6,482				31,535	2,074,543	2,700,325	2,429,460	283,147	58,417			45,225	574,589	3,390,838	(690,513)	1,517,840	7,171,681	2011
2012	657,369	4,399		4,925				81,798	3,620,000	4,368,491	4,744,220	239,627	19,993			75,513	47,500	5,126,853	(758,362)	759,478	6,047,461	2012
2013	623,239	1,676		4,014	99,333					728,262	363,320	129,659	40,310				34,333	567,622	160,640	920,118	5,684,141	2013
2014	844,669	2,114		9,295					21,624	1,200,000	2,077,702	431,860	158,118		1,999,992		2,500	2,811,513	(733,811)	186,307	6,452,281	2014
2015	736,299	3,619		5,735	196,748			140,757	3,635,253	4,718,411	679,026	220,327	2,076,799		510,000			3,486,152	1,232,259	1,418,566	9,408,508	2015
2016	738,025	3,284		4,795		86,400				832,504	804,935	255,768	84,296		135,000			1,279,999	(447,495)	971,071	8,603,573	2016
2017	1,059,399	8,629	18,954	7,626						1,094,608	729,505	236,414	61,524					1,027,443	67,165	1,038,236	7,874,068	2017
2018	828,976	21,685	18,298	7,738						876,697	647,345	224,145	89,659					961,149	(84,452)	953,784	7,226,723	2018
2019	792,039	28,009	23,321	20,521	47,642			39,825	34,159	1,200,000	2,185,516	1,846,535	181,824	9,624		46,265		2,084,248	101,268	1,055,052	6,580,188	2019
2020	909,717	9,119	13,014	30,249					81,910	1,630,594	2,674,603	2,577,767	256,345	7,010				2,841,122	(166,519)	888,533	5,633,015	2020
2021	914,266	1,000	18,000	20,521						953,787	746,545	199,667	5,000					951,212	2,575	891,108	6,094,936	2021
2022	918,843	1,000	18,000	20,521						958,364	867,100	160,879	5,000					1,032,979	(74,615)	816,493	5,227,836	2022
2023	923,443	1,000	18,000	20,521						962,964	1,024,147	136,929	5,000					1,166,076	(203,112)	613,381	4,203,689	2023
2024	928,066	1,000	18,000	20,521						967,587	1,061,769	107,848	5,000					1,174,617	(207,030)	406,352	3,141,920	2024
2025	932,712	1,000	18,000	20,521						972,233	1,179,405	75,130	5,000					1,259,535	(287,302)	119,050	1,962,515	2025
2026	937,382	1,000	18,000	20,521						976,903	657,912	48,231	5,000					711,143	265,760	384,810	1,304,603	2026
2027	942,074	1,000	18,000	20,521						981,595	428,786	28,236	5,000					462,022	519,573	904,383	875,817	2027
2028	942,074	1,000	18,000	20,521						981,595	428,786	15,372	5,000					449,158	532,437	1,436,820	447,031	2028
2029	946,791	1,000	18,000	20,521						986,312	218,954	6,751	5,000					230,705	755,607	2,192,427	228,077	2029
2030	951,530	1,000	18,000	20,521						991,051	228,077	2,281	5,000					235,358	755,693	2,948,120	0	2030
Total	19,935,045	529,076	253,587	354,147	343,723	86,400	39,928	479,123	34,394,358	56,415,387	35,602,824	4,837,191	9,215,232	1,999,992	645,000	321,061	658,922	53,280,222				Total

Notes:

Projected TID Closure

Village of Mukwonago, Wisconsin

Tax Increment District #4

Tax Increment Projection Worksheet - Base Case

Type of District	Mixed Use	Base Value	6,368,000
District Creation Date	August 15, 2017	Appreciation Factor	0.00%
Valuation Date	Jan 1, 2017	Base Tax Rate	\$17.30
Max Life (Years)	20	Rate Adjustment Factor	
Expenditure Period/Termination	15 8/15/2032		
Revenue Periods/Final Year	20 2038		
Extension Eligibility/Years	Yes 3		
Eligible Recipient District	No		

Construction	Year	Value Added	Valuation Year	Inflation	Total	Revenue Year	Tax Rate	Tax Increment
				Increment	Increment			
1	2017	2,153,600	2018	0	2,153,600	2019	\$17.30	37,268
2	2018	222,400	2019	0	2,376,000	2020	\$17.06	40,536
3	2019	2,400,800	2020	0	4,776,800	2021	\$17.24	82,366
4	2020	10,000,000	2021	0	14,776,800	2022	\$17.24	254,795
5	2021	0	2022	0	14,776,800	2023	\$17.24	254,795
6	2022	0	2023	0	14,776,800	2024	\$17.24	254,795
7	2023	0	2024	0	14,776,800	2025	\$17.24	254,795
8	2024	0	2025	0	14,776,800	2026	\$17.24	254,795
9	2025	0	2026	0	14,776,800	2027	\$17.24	254,795
10	2026	0	2027	0	14,776,800	2028	\$17.24	254,795
11	2027	0	2028	0	14,776,800	2029	\$17.24	254,795
12	2028	0	2029	0	14,776,800	2030	\$17.24	254,795
13	2029	0	2030	0	14,776,800	2031	\$17.24	254,795
14	2030	0	2031	0	14,776,800	2032	\$17.24	254,795
15	2031	0	2032	0	14,776,800	2033	\$17.24	254,795
16	2032	0	2033	0	14,776,800	2034	\$17.24	254,795
17	2033	0	2034	0	14,776,800	2035	\$17.24	254,795
18	2034	0	2035	0	14,776,800	2036	\$17.24	254,795
19	2035	0	2036	0	14,776,800	2037	\$17.24	254,795
20	2036	0	2037	0	14,776,800	2038	\$17.24	254,795
Totals		14,776,800		0		Future Value of Increment		4,491,689

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

Village of Mukwonago, Wisconsin

Tax Increment District #4

Cash Flow Projection - Base Case

Year	Projected Revenues				Expenditures						Balances			Year
	Tax Increments	Interest Earnings/ (Cost)	Debt Proceeds	Total Revenues	Developer Incentive		Capital Expenditures	Developer Incentive	Admin.	Total Expenditures	Annual	Cumulative	Principal Outstanding	
					Dated Date: Principal	Interest								
2017				0			36,323			36,323	(36,323)	(36,323)		2017
2018				0			2,639			2,639	(2,639)	(38,962)		2018
2019	37,268	1,829	150,000	189,097		3,375	203,739	1,150,000		1,357,114	(1,168,017)	(1,206,979)	1,389,999	2019
2020	40,536	575	1,240,000	1,281,111	5,325	46,586	14,356			66,267	1,214,844	7,865	1,384,674	2020
2021	82,366			82,366	5,325	36,302			11,000	52,627	29,739	37,604	1,379,349	2021
2022	254,795			254,795	130,325	25,361			11,000	166,686	88,109	125,713	1,249,024	2022
2023	254,795			254,795	130,325	23,597			11,000	164,922	89,873	215,586	1,118,699	2023
2024	254,795			254,795	133,876	21,632			11,000	166,508	88,287	303,874	984,823	2024
2025	254,795			254,795	133,876	19,458			11,000	164,334	90,461	394,335	850,947	2025
2026	254,795			254,795	159,527	16,817			11,000	187,344	67,451	461,786	691,420	2026
2027	254,795			254,795	187,278	13,329			11,000	211,607	43,188	504,974	504,142	2027
2028	254,795			254,795	204,142	8,897			11,000	224,039	30,756	535,731	300,000	2028
2029	254,795			254,795	150,000	4,875			11,000	165,875	88,920	624,651	150,000	2029
2030	254,795			254,795	150,000	1,650			11,000	162,650	92,145	716,796	0	2030
2031	254,795			254,795					11,000	11,000	243,795	960,591		2031
2032	254,795			254,795					11,000	11,000	243,795	1,204,387		2032
2033	254,795			254,795					5,000	5,000	249,795	1,454,182		2033
2034	254,795			254,795					5,000	5,000	249,795	1,703,977		2034
2035	254,795			254,795					5,000	5,000	249,795	1,953,772		2035
2036	254,795			254,795					5,000	5,000	249,795	2,203,568		2036
2037	254,795			254,795					5,000	5,000	249,795	2,453,363		2037
2038	254,795			254,795					5,000	5,000	249,795	2,703,158		2038
Total	4,491,689	2,404	1,390,000	5,884,093	1,389,999	221,879	257,057	1,150,000	162,000	3,180,935				Total

Notes:

Projected TID Closure

Village of Mukwonago, Wisconsin

Tax Increment District #4

Tax Increment Projection Worksheet - New Development

Type of District	Mixed Use	Base Value	6,368,000
District Creation Date	August 15, 2017	Appreciation Factor	0.00%
Valuation Date	Jan 1, 2017	Base Tax Rate	\$17.30
Max Life (Years)	20	Rate Adjustment Factor	
Expenditure Period/Termination	15 8/15/2032		
Revenue Periods/Final Year	20 2038		
Extension Eligibility/Years	Yes 3		
Eligible Recipient District	No		

Construction	Year	Value Added	Valuation Year	Inflation	Total	Revenue Year	Tax Rate	Tax Increment
				Increment	Increment			
1	2017	2,153,600	2018	0	2,153,600	2019	\$17.30	37,268
2	2018	222,400	2019	0	2,376,000	2020	\$17.06	40,536
3	2019	2,400,800	2020	0	4,776,800	2021	\$17.24	82,366
4	2020	10,000,000	2021	0	14,776,800	2022	\$17.24	254,795
5	2021		2022	0	14,776,800	2023	\$17.24	254,795
6	2022		2023	0	14,776,800	2024	\$17.24	254,795
7	2023	0	2024	0	14,776,800	2025	\$17.24	254,795
8	2024	5,000,000	2025	0	19,776,800	2026	\$17.24	341,010
9	2025	3,400,000	2026	0	23,176,800	2027	\$17.24	399,636
10	2026	0	2027	0	23,176,800	2028	\$17.24	399,636
11	2027	0	2028	0	23,176,800	2029	\$17.24	399,636
12	2028	0	2029	0	23,176,800	2030	\$17.24	399,636
13	2029	0	2030	0	23,176,800	2031	\$17.24	399,636
14	2030	0	2031	0	23,176,800	2032	\$17.24	399,636
15	2031	0	2032	0	23,176,800	2033	\$17.24	399,636
16	2032	0	2033	0	23,176,800	2034	\$17.24	399,636
17	2033	0	2034	0	23,176,800	2035	\$17.24	399,636
18	2034	0	2035	0	23,176,800	2036	\$17.24	399,636
19	2035	0	2036	0	23,176,800	2037	\$17.24	399,636
20	2036	0	2037	0	23,176,800	2038	\$17.24	399,636
Totals		23,176,800		0		Future Value of Increment		6,315,990

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

Village of Mukwonago, Wisconsin

Tax Increment District #4

Cash Flow Projection - New Development

Year	Projected Revenues				Expenditures						Balances			Year	
	Tax Increments	Interest Earnings/ (Cost)	Debt Proceeds	Total Revenues	Developer Incentive		Est. Incentive 1,800,000 Dated Date: Principal				Total Expenditures				
					Dated Date: Principal	Interest		Capital Expenditures	Developer Incentive	Admin.		Annual	Cumulative		Principal Outstanding
2017				0				36,323			36,323	(36,323)	(36,323)		2017
2018				0				2,639			2,639	(2,639)	(38,962)		2018
2019	37,268	1,829	150,000	189,097		3,375		203,739	1,150,000		1,357,114	(1,168,017)	(1,206,979)	1,389,999	2019
2020	40,536	575	1,240,000	1,281,111	5,325	46,586		14,356			66,267	1,214,844	7,865	1,384,674	2020
2021	82,366			82,366	5,325	36,302			500,000	11,000	552,627	(470,261)	(462,396)	3,179,349	2021
2022	254,795			254,795	130,325	25,361	75,000			11,000	241,686	13,109	(449,287)	2,974,024	2022
2023	254,795			254,795	130,325	23,597	75,000			11,000	239,922	14,873	(434,414)	2,768,699	2023
2024	254,795			254,795	133,876	21,632	75,000			11,000	241,508	13,287	(421,126)	2,559,823	2024
2025	254,795			254,795	133,876	19,458	75,000			11,000	239,334	15,461	(405,665)	2,350,947	2025
2026	341,010			341,010	159,527	16,817	100,000			11,000	287,344	53,666	(351,999)	2,091,420	2026
2027	399,636			399,636	187,278	13,329	100,000			11,000	311,607	88,029	(263,970)	1,804,142	2027
2028	399,636			399,636	204,142	8,897	100,000			11,000	324,039	75,597	(188,374)	1,500,000	2028
2029	399,636			399,636	150,000	4,875	150,000			11,000	315,875	83,761	(104,613)	1,200,000	2029
2030	399,636			399,636	150,000	1,650	150,000			11,000	312,650	86,986	(17,627)	900,000	2030
2031	399,636			399,636			150,000			11,000	161,000	238,636	221,009	750,000	2031
2032	399,636			399,636			150,000			11,000	161,000	238,636	459,645	600,000	2032
2033	399,636			399,636			150,000			5,000	155,000	244,636	704,280	450,000	2033
2034	399,636			399,636			150,000			5,000	155,000	244,636	948,916	300,000	2034
2035	399,636			399,636			150,000			5,000	155,000	244,636	1,193,552	150,000	2035
2036	399,636			399,636			150,000			5,000	155,000	244,636	1,438,188	0	2036
2037	399,636			399,636						5,000	5,000	394,636	1,832,824		2037
2038	399,636			399,636						5,000	5,000	394,636	2,227,459		2038
Total	6,315,990	2,404	1,390,000	7,708,394	1,389,999	221,879	1,800,000	257,057	1,650,000	162,000	5,480,935				Total

Notes:

Projected TID Closure

Village of Mukwonago, Wisconsin

Tax Increment District #5

Tax Increment Projection Worksheet - Base Case

Type of District	Industrial	Base Value	315,200
District Creation Date	February 28, 2018	Appreciation Factor	0.00%
Valuation Date	Jan 1, 2018	Base Tax Rate	\$19.44
Max Life (Years)	20	Rate Adjustment Factor	
Expenditure Period/Termination	15 2/28/2033		
Revenue Periods/Final Year	20 2039		
Extension Eligibility/Years	Yes 3		
Eligible Recipient District	No		

	Construction			Inflation	Total			
	Year	Value Added	Valuation Year	Increment	Increment	Revenue Year	Tax Rate	Tax Increment
1	2018	12,641,400	2019	0	12,641,400	2020	\$19.44	245,749
2	2019	23,524,500	2020	0	36,165,900	2021	\$18.95	685,344
3	2020	2,250,000	2021	0	38,415,900	2022	\$18.95	727,981
4	2021	8,500,000	2022	0	46,915,900	2023	\$18.95	889,056
5	2022	0	2023	0	46,915,900	2024	\$18.95	889,056
6	2023	0	2024	0	46,915,900	2025	\$18.95	889,056
7	2024	0	2025	0	46,915,900	2026	\$18.95	889,056
8	2025	0	2026	0	46,915,900	2027	\$18.95	889,056
9	2026	0	2027	0	46,915,900	2028	\$18.95	889,056
10	2027	0	2028	0	46,915,900	2029	\$18.95	889,056
11	2028	0	2029	0	46,915,900	2030	\$18.95	889,056
12	2029	0	2030	0	46,915,900	2031	\$18.95	889,056
13	2030	0	2031	0	46,915,900	2032	\$18.95	889,056
14	2031	0	2032	0	46,915,900	2033	\$18.95	889,056
15	2032	0	2033	0	46,915,900	2034	\$18.95	889,056
16	2033	0	2034	0	46,915,900	2035	\$18.95	889,056
17	2034	0	2035	0	46,915,900	2036	\$18.95	889,056
18	2035	0	2036	0	46,915,900	2037	\$18.95	889,056
19	2036	0	2037	0	46,915,900	2038	\$18.95	889,056
20	2037	0	2038	0	46,915,900	2039	\$18.95	889,056
Totals		46,915,900		0		Future Value of Increment		16,773,031

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

Village of Mukwonago, Wisconsin

Tax Increment District #5

Cash Flow Projection - Base Case

Year	Projected Revenues					Expenditures										Balances			Year
	Tax Increments	Interest Earnings/ (Cost)	Other Revenue (Spec. Assess, Impact Fees, Premium)	Debt Proceeds	Total Revenues	GO Notes, 2019 1,860,000		GO Refunding Bonds, 2021 7,700,000		GO Refunding Bonds, 2021 4,225,000					Total Expenditures	Annual	Cumulative	Principal Outstanding	
						Dated Date:		Dated Date:		Dated Date:		Capital Expenditures	Admin	Debt Service					
						Principal	Interest	Principal	Interest	Principal	Interest								
2018		77,559	296,185	11,925,000	12,298,744							9,185,260	52,082	476,145	9,713,487	2,585,257	2,585,257		2018
2019		80,483	1,473,874	1,860,000	3,414,357							1,818,558	40,958	465,444	2,324,960	1,089,397	3,674,654		2019
2020	245,749	17,872			263,621							21,499	40,299	571,300	633,098	(369,477)	3,305,177		2020
2021	685,344	33,052			718,396	66,036	51,811		210,838	0	0	245,000	50,000		623,685	94,711	3,399,887	13,652,930	2021
2022	727,981	33,999	400,000		1,161,980	66,036	50,489	385,000	157,950	0	105,625		45,000		810,100	351,880	3,751,768	13,201,894	2022
2023	889,056	37,518			926,574	66,036	49,169	390,000	150,200	264,063	89,121	2,100,247	40,000		3,148,836	(2,222,262)	1,529,505	12,481,795	2023
2024	889,056	15,295			904,351	110,059	47,270	400,000	142,300	264,063	83,180		35,000		1,081,872	(177,520)	1,351,985	11,707,673	2024
2025	889,056	13,520	245,776		1,148,352	110,059	44,725	410,000	134,200	264,063	77,238		20,000		1,060,285	88,067	1,440,052	10,923,551	2025
2026	889,056	14,401			903,457	242,130	40,392	415,000	125,950	264,063	71,297		10,000		1,168,832	(265,375)	1,174,677	10,002,358	2026
2027	889,056	11,747			900,803	462,249	30,431	425,000	117,550	264,063	65,355		5,000		1,369,648	(468,845)	705,832	8,851,046	2027
2028	889,056	7,058			896,115	671,361	11,749	435,000	108,950	264,063	59,414		5,000		1,555,537	(659,422)	46,409	7,480,622	2028
2029	889,056	464	110,000		999,520			440,000	100,200	264,063	53,473		5,000		862,736	136,785	183,194	6,776,559	2029
2030	889,056	1,832	110,000		1,000,888			450,000	91,300	264,063	47,531		5,000		857,894	142,994	326,188	6,062,496	2030
2031	889,056	3,262	110,000		1,002,318			460,000	82,200	264,062	41,590		5,000		852,852	149,466	475,655	5,338,434	2031
2032	889,056	4,757	110,000		1,003,813			470,000	72,900	264,062	35,648		5,000		847,610	156,202	631,857	4,604,372	2032
2033	889,056	6,319	110,000		1,005,375			480,000	63,400	264,062	42,910		5,000		855,372	150,003	781,860	3,860,310	2033
2034	889,056	7,819	110,000		1,006,875			485,000	53,750	264,062	34,328		5,000		842,140	164,735	946,595	3,111,248	2034
2035	889,056	9,466	110,000		1,008,522			495,000	43,950	264,062	25,746		5,000		833,758	174,764	1,121,359	2,352,186	2035
2036	889,056	11,214	110,000		1,010,270			505,000	32,688	264,062	17,164		5,000		823,914	186,356	1,307,715	1,583,124	2036
2037	889,056	13,077	110,000		1,012,133			520,000	19,875	264,062	8,582		5,000		817,519	194,614	1,502,329	799,062	2037
2038	889,056	15,023	110,000		1,014,080			535,000	6,688	264,062	0		5,000		810,750	203,330	1,705,659	0	2038
2039	889,056				889,056								5,000		5,000	884,056	2,589,715		2039
Total	16,773,031	415,734	3,515,835	13,785,000	34,489,601	1,793,966	326,036	7,700,000	1,714,889	4,225,000	858,202	13,370,564	398,339	1,512,889	31,899,885				Total

Notes:

Projected TID Closure

Village of Mukwonago, Wisconsin

Tax Increment District #5

Tax Increment Projection Worksheet - Phase III

Type of District	Industrial	Base Value	315,200
District Creation Date	February 28, 2018	Appreciation Factor	0.00%
Valuation Date	Jan 1, 2018	Base Tax Rate	\$19.44
Max Life (Years)	20	Rate Adjustment Factor	
Expenditure Period/Termination	15 2/28/2033		
Revenue Periods/Final Year	20 2039		
Extension Eligibility/Years	Yes 3		
Eligible Recipient District	No		

	Construction			Inflation	Total			
	Year	Value Added	Valuation Year	Increment	Increment	Revenue Year	Tax Rate	Tax Increment
1	2018	12,641,400	2019	0	12,641,400	2020	\$19.44	245,749
2	2019	23,524,500	2020	0	36,165,900	2021	\$18.95	685,344
3	2020	2,250,000	2021	0	38,415,900	2022	\$18.95	727,981
4	2021	8,500,000	2022	0	46,915,900	2023	\$18.95	889,056
5	2022	0	2023	0	46,915,900	2024	\$18.95	889,056
6	2023	30,000,000	2024	0	76,915,900	2025	\$18.95	1,457,556
7	2024	30,000,000	2025	0	106,915,900	2026	\$18.95	2,026,056
8	2025	30,000,000	2026	0	136,915,900	2027	\$18.95	2,594,556
9	2026	0	2027	0	136,915,900	2028	\$18.95	2,594,556
10	2027	0	2028	0	136,915,900	2029	\$18.95	2,594,556
11	2028	0	2029	0	136,915,900	2030	\$18.95	2,594,556
12	2029	0	2030	0	136,915,900	2031	\$18.95	2,594,556
13	2030	0	2031	0	136,915,900	2032	\$18.95	2,594,556
14	2031	0	2032	0	136,915,900	2033	\$18.95	2,594,556
15	2032	0	2033	0	136,915,900	2034	\$18.95	2,594,556
16	2033	0	2034	0	136,915,900	2035	\$18.95	2,594,556
17	2034	0	2035	0	136,915,900	2036	\$18.95	2,594,556
18	2035	0	2036	0	136,915,900	2037	\$18.95	2,594,556
19	2036	0	2037	0	136,915,900	2038	\$18.95	2,594,556
20	2037	0	2038	0	136,915,900	2039	\$18.95	2,594,556
Totals		136,915,900		0		Future Value of Increment		40,650,031

Notes:

Actual results will vary depending on development, inflation of overall tax rates.

NPV calculations represent estimated amount of funds that could be borrowed (including project cost, capitalized interest and issuance costs).

Village of Mukwonago, Wisconsin

Tax Increment District #5

Cash Flow Projection with Phase III

Year	Projected Revenues						Expenditures														Balances						
	Tax Increments	Interest Earnings/ (Cost)	Other Revenue (Spec. Assess, Impact Fees, Premium)	Land Sale Revenue	Debt Proceeds	Total Revenues	GO Notes, 2019 1,860,000		GO Refunding Bonds, 2021 7,700,000		GO Refunding Bonds, 2021 4,225,000		Taxable GO Bonds (Land Acq) 10,000,000			Tax Exempt GO Bonds (Infrastructure) 12,000,000			Capital Expenditures	Phase III	Admin	Debt Service	Total Expenditures	Annual	Cumulative	Principal Outstanding	Year
							Dated Date:	Interest	Dated Date:	Interest	Dated Date:	Interest	Dated Date: 09/01/22	Est. Rate	Interest	Dated Date: 09/01/23	Est. Rate	Interest									
2018		77,559	296,185		11,925,000	12,298,744													9,185,260		52,082	476,145	9,713,487	2,585,257	2,585,257		2018
2019		80,483	1,473,874		1,860,000	3,414,357													1,818,558		40,958	465,444	2,324,960	1,089,397	3,674,654		2019
2020	245,749	17,872				263,621													21,499		40,299	571,300	633,098	(369,477)	3,305,177		2020
2021	685,344	33,052				718,396	66,036	51,811		210,838	0	0							245,000		50,000		623,685	94,711	3,399,887	13,652,930	2021
2022	727,981	33,999	400,000		10,000,000	11,161,980	66,036	50,489	385,000	157,950	0	105,625								9,025,500	45,000		9,835,600	1,326,380	4,726,268	13,201,894	2022
2023	889,056	47,263		4,500,000	12,000,000	17,436,319	66,036	49,169	390,000	150,200	264,063	89,121	460,000	3.00%	300,000				2,100,247	8,000,000	40,000		11,908,836	5,527,483	10,253,750	12,481,795	2023
2024	889,056	102,538				991,594	110,059	47,270	400,000	142,300	264,063	83,180	475,000	3.00%	286,200	620,000	2.50%	300,000		4,000,000	35,000		6,763,072	(5,771,478)	4,482,273	11,707,673	2024
2025	1,457,556	44,823	245,776			1,748,155	110,059	44,725	410,000	134,200	264,063	77,238	490,000	3.00%	271,950	635,000	2.50%	284,500			20,000		2,741,735	(993,580)	3,488,692	10,923,551	2025
2026	2,026,056	34,887				2,060,943	242,130	40,392	415,000	125,950	264,063	71,297	500,000	3.00%	257,250	650,000	2.50%	268,625			10,000		2,844,707	(783,764)	2,704,929	10,002,358	2026
2027	2,594,556	27,049				2,621,606	462,249	30,431	425,000	117,550	264,063	65,355	515,000	3.00%	242,250	665,000	2.50%	252,375			5,000		3,044,273	(422,668)	2,282,261	8,851,046	2027
2028	2,594,556	22,823				2,617,379	671,361	11,749	435,000	108,950	264,063	59,414	535,000	3.00%	226,800	685,000	2.50%	235,750			5,000		3,238,087	(620,708)	1,661,553	7,480,622	2028
2029	2,594,556	16,616	110,000			2,721,172			440,000	100,200	264,063	53,473	550,000	3.00%	210,750	700,000	2.50%	218,625			5,000		2,542,111	179,061	1,840,614	6,776,559	2029
2030	2,594,556	18,406	110,000			2,722,962			450,000	91,300	264,063	47,531	565,000	3.00%	194,250	720,000	2.50%	201,125			5,000		2,538,269	184,693	2,025,307	6,062,496	2030
2031	2,594,556	20,253	110,000			2,724,809			460,000	82,200	264,062	41,590	580,000	3.00%	177,300	735,000	2.50%	183,125			5,000		2,528,277	196,533	2,221,840	5,338,434	2031
2032	2,594,556	22,218	110,000			2,726,775			470,000	72,900	264,062	35,648	600,000	3.00%	159,900	755,000	2.50%	164,750			5,000		2,527,260	199,514	2,421,354	4,604,372	2032
2033	2,594,556	24,214	110,000			2,728,770			480,000	63,400	264,062	42,910	620,000	3.00%	141,900	775,000	2.50%	145,875			5,000		2,536,147	190,623	2,611,977	3,860,310	2033
2034	2,594,556	26,120	110,000			2,730,676			485,000	53,750	264,062	34,328	635,000	3.00%	123,300	790,000	2.50%	126,500			5,000		2,516,940	213,736	2,825,713	3,111,248	2034
2035	2,594,556	28,257	110,000			2,732,813			495,000	43,950	264,062	25,746	655,000	3.00%	104,600	810,000	2.50%	106,750			5,000		2,509,758	223,055	3,048,769	2,352,186	2035
2036	2,594,556	30,488	110,000			2,735,044			505,000	32,688	264,062	17,164	675,000	3.00%	84,250	835,000	2.50%	86,500			5,000		2,505,014	230,030	3,278,799	1,583,124	2036
2037	2,594,556	32,788	110,000			2,737,344			520,000	19,875	264,062	8,582	695,000	3.00%	64,350	855,000	2.50%	65,625			5,000		2,497,494	239,850	3,518,649	799,062	2037
2038	2,594,556	35,186	110,000			2,739,743			535,000	6,688	264,062	4,250	715,000	3.00%	43,500	875,000	2.50%	44,250			5,000		2,492,750	246,993	3,765,642	0	2038
2039	2,594,556	37,656				2,632,213							735,000	3.00%	22,050	895,000	2.50%	22,375			5,000		1,679,425	952,788	4,718,429		2039
Total	40,650,031	814,549	3,515,835		35,785,000	85,265,415	1,793,966	326,036	7,700,000	1,714,889	4,225,000	862,452	10,000,000		2,910,600	12,000,000		2,706,750	13,370,564	21,025,500	398,339	1,512,889	80,546,985				Total

Notes:

Projected TID Closure

May 18, 2021

Diana Doherty, Finance Director
Village of Mukwonago, Wisconsin
440 River Crest Ct
PO Box 206
Mukwonago, WI 53149

Re: Written Municipal Advisor Client Disclosure with the Village of Mukwonago (“Client”) for TID #5
Amendment (“Project” Pursuant to MSRB Rule G-42)

Dear Diana:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers



Jonathan Schatz
Financial Specialist

¹ This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

Appendix A

Disclosure of Conflicts of Interest/Other Required Information

Actual/Potential Material Conflicts of Interest

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

Other Engagements or Relationships Impairing Ability to Provide Advice

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

Affiliated Entities

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

Payments from Third Parties

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

Payments/Fee-splitting Arrangements

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

Municipal Advisor Registration

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

Material Legal or Disciplinary Events

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

MSRB Contact Information

The website address of the MSRB is www.msrb.org. Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

Appendix B

Tax Incremental Financing Services

Scope of Service

Client has requested that Ehlers assist Client with a Project Plan and Territory Amendment for Tax Incremental District #5 (“Project”). Ehlers proposes and agrees to provide the following scope of services:

Phase I – Feasibility Analysis

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the Client’s objectives. This phase begins upon your authorization of this engagement and ends on completion and delivery of a feasibility analysis report. As part of Phase I services, Ehlers will:

- Consult with appropriate Client officials to identify the Client’s objectives for the Project.
- Provide feedback as to the appropriateness of using Tax Incremental Financing in the context of the “but for” test.
- If the Project includes creation of or addition of territory to a district, identify preliminary boundaries and gather parcel data from Client. Determine compliance with the following statutory requirements as applicable:
 - Equalized Value test.
 - Purpose test (industrial, mixed use, blighted area, in need of rehabilitation or conservation, or environmental remediation).
 - Newly-platted residential land use test.
- Prepare feasibility analysis report. The report will include the following information, as applicable:
 - Identification of the type or types of districts that may be created.
 - A description of the type, maximum life, expenditure period and other features corresponding to the type of district proposed.
 - A summary of the development assumptions used with respect to timing of construction and projected values.
 - Projections of tax increment revenue collections to include annual and cumulative present value calculations.
 - Qualification of the district as a donor or recipient of shared increment, and projected impact of any allocations of shared increment.
 - If debt financing is anticipated, a summary of the sizing, structure and timing of proposed debt issues.
 - A cash flow *pro forma* reflecting annual and cumulative district fund balances and projected year of closure.
 - A draft time table for the Project.
 - Identification of how the creation date may affect the district’s valuation date, the base value, compliance with the equalized value test, and the ability to capture current year construction values and changes in economic value.

- When warranted, evaluate and compare options with respect to boundaries, type of district, project costs and development levels.
- Ehlers will provide guidance on district design within statutory limits to creatively achieve as many of the Client's objectives as possible and will provide liaison with State Department of Revenue as needed in the technical evaluation of options.
- Present the results of the feasibility analysis to the Client's staff, Plan Commission or governing body.

Phase II – Project Plan Development and Approval

If the Client elects to proceed following completion of the feasibility analysis, the Project will move to Phase II. This phase includes preparation of the Project Plan, and consideration by the Plan Commission¹, governing body, and the Joint Review Board. This phase begins after receiving notification from the Client to proceed and ends after the Joint Review Board acts on the Project. As part of Phase II services, Ehlers will:

- Based on the goals and objectives identified in Phase I, prepare a draft Project Plan that includes all statutorily required components.
- We will coordinate with your staff, engineer, planner or other designated party to obtain a map of the proposed boundaries of the district, a map showing existing uses and conditions of real property within the district, and a map showing proposed improvements and uses in the district.
- Submit to the Client an electronic version of the draft Project Plan for initial review and comment.
- Coordinate with Client staff to confirm dates and times for the meetings indicated within the following table. Ehlers will ensure that selected dates meet all statutory timing requirements and will provide documentation and notices as indicated.

¹If Client has created a Redevelopment Authority or a Community Development Authority, that body may fulfill the statutory requirements of the Plan Commission related to creation or amendment of the district.

Meeting	Ehlers Responsibility	Client Responsibility
Initial Joint Review Board	Prepare Notice of Meeting and transmit to Client's designated paper. Mail meeting notice, informational materials, and draft Project Plan to overlapping taxing jurisdictions. Provide agenda language to Client. Attend meeting to present draft Project Plan.	Post or publish agenda and provide notification as required by the Wisconsin Open Records Law. Prepare meeting minutes. Designate Client Joint Review Board representative. Identify and recommend Public Joint Review Board representative for appointment.
Plan Commission Public Hearing	Prepare Notice of Public Hearing and transmit to Client's designated paper.	Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.
Plan Commission Public Hearing	For blighted area districts and in need of rehabilitation or conservation districts, provide a format for the required individual property owner notification letters. Attend hearing to present draft Project Plan.	Prepare and mail individual property owner notices (only for districts created as blighted area, or in need of rehabilitation or conservation). Prepare meeting minutes.
Plan Commission	Provide agenda language to Client. Attend meeting to present draft Project Plan. Provide approval resolution for Plan Commission consideration.	Post or publish agenda and provide notification as required by the Wisconsin Open Records Law. Distribute Project Plan & resolution to Plan Commission members in advance of meeting. Prepare meeting minutes.
Governing Body Action	Provide agenda language to Client. Attend meeting to present draft Project Plan. Provide approval resolution for governing body consideration.	Post or publish agenda and provide notification as required by the Wisconsin Open Records Law. Provide Project Plan & resolution to governing body members in advance of meeting. Prepare meeting minutes.
Joint Review Board Action	Mail meeting notice and copy of final Project Plan to overlapping taxing jurisdictions. Prepare Notice of Meeting and transmit to Client's designated paper. Provide agenda language to Client. Attend meeting to present final Project Plan. Provide approval resolution for Joint Review Board consideration.	Post or publish agenda and provide notification as required by the Wisconsin Open Records Law. Prepare meeting minutes.

- Throughout the meeting process, provide drafts of the Project Plan and related documents in sufficient quantity for the Client's staff, Plan Commission, governing body and Joint Review Board members.
- Provide advice and updated analysis on the impact of any changes made to the Project Plan throughout the approval process.

Phase III – State Submittal

This phase includes final review of all file documents, preparation of filing forms, and submission of the base year or amendment packet to the Department of Revenue. This phase begins following approval of the district by the Joint Review Board and ends with the submission of the base year or amendment packet. As part of Phase III services, Ehlers will:

- Coordinate with Client's assessor and other staff as necessary to obtain parcel valuations, parcel data and other information needed for preparation of the State forms that must be filed as part of the base year or amendment packet.
- Assemble and submit to the Department of Revenue the required base year or amendment packet to include a final Project Plan document containing all required elements and information.
- Provide the Client with an electronic copy of the final Project Plan (and up to 15 bound hard copies if desired).
- Provide the municipal Clerk with a complete electronic and/or hard copy transcript of all materials as submitted to the Department of Revenue for certification.
- Act as a liaison between the Client and the Department of Revenue during the certification process in the event any questions or discrepancies arise.

Compensation

In return for the services set forth in the "Scope of Service," Client agrees to compensate Ehlers as follows:

Phase I	\$ 0
Phase II	\$ 8,500
Phase III	\$ 2,500
Total	\$ 11,000

- In the event Client determines not to proceed with the Project once a Phase has been authorized, but prior to that Phase's completion, the compensation due for that Phase will be prorated to reflect the percentage of the work completed.

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$300.00/hour.

Payment for Services

For all compensation due to Ehlers, Ehlers will invoice Client for the amount due at the completion of each Phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

Client Responsibility

The following expenses are not included in our Scope of Services, and are the responsibility of Client to pay directly:

- Services rendered by Client's engineers, planners, surveyors, appraisers, assessors, attorneys, auditors and others that may be called on by Client to provide information related to completion of the Project.
- Preparation of maps necessary for inclusion in the Project Plan.
- Preparation of maps necessary for inclusion in the base year or amendment packet.
- Publication charge for the Notice of Public Hearing and Notices of Joint Review Board meetings.
- Legal opinion advising that Project Plan contains all required elements. (Normally provided by municipal attorney).
- Preparation of District metes & bounds description. (Needed in Phase III for creation of new districts, or amendments that add or subtract territory).
- Department of Revenue filing fee and annual administrative fees. The current Department of Revenue fee structure is:

Current Wisconsin Department of Revenue Fee Schedules	
Base Year Packet	\$1,000
Amendment Packet with Territory Addition	\$1,000
Amendment Packet with Territory Subtraction	\$1,000
Base Value Redetermination	\$1,000
Amendment Packet	No Charge
Annual Administrative Fee	\$150

RESOLUTION 2021-53

Village of Mukwonago Order Granting a Conditional Use and Prescribing Conditions for a Car Wash for Carl Goede for 809 S Rochester Street, Mukwonago, WI

WHEREAS, **Carl Goede / Rivers Edge Car Wash** (hereinafter "property owner") owns the property identified as 809 S Rochester Street, (hereinafter "subject property") in the Village of Mukwonago, more particularly described as follows:

PARCEL 3 CERT SURV 6592 VOL 55/1 REC AS DOC# 1683246 PT NE1/4 SEC 35 & NW1/4 SEC 36 T5N R18E :: INCLUDING ACCESS EASEMENT TO STH 83 AS SHOWN ON CERT SURV 6592 :: DOC# 2060154

WHEREAS, the property owner has, consistent with the Village of Mukwonago's zoning regulations, submitted a conditional use application for a car wash and oil change, and

WHEREAS, upon receipt of the petition submitted by the property owner, the Village Clerk properly referred such petition to the Plan Commission; and

WHEREAS, allowing for required public notice, the Plan Commission conducted a public hearing on June 8th, 2021 to consider the petitioner's request; and

WHEREAS, members of the public in attendance were given ample opportunity to provide comment regarding the petitioner's request; and

WHEREAS, the Plan Commission passed a motion recommending to the Village Board that the conditional use be approved subject to certain conditions; and

WHEREAS, the Plan Commission, in passing on the matter, has made the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

Return to:

Diana Dykstra, Clerk-Treasurer
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Parcel Number: MUKV 2009-998-004

WHEREAS, the Village Board has carefully reviewed the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. **Authorized uses.** Subject to the terms and conditions of this approval and the sections of the zoning code that apply, the property owner is authorized to operate a car wash, oil change facility and accessory uses.

2. **Issuance of permit required.** The zoning administrator is authorized to issue the property owner a conditional use permit when all conditions enumerated in section 3 have been satisfied to his or her satisfaction. Such permit is the last approval before the property owner/tenant can begin to establish the use as authorized herein.

3. **Initial conditions of approval.** The following conditions shall be satisfied prior to the issuance of the conditional use permit:

- a. The property owner must submit site/architectural plans to the Village for review and obtain approval of the same within 9 months of the date of this decision.
- b. The property owner must accept the terms and conditions of this conditional use order in its entirety in writing within 6 months of the date of this decision. Prior to such expiration, the property owner may request an extension to this time period and the Village Clerk may approve an extension with good cause.
- c. This order must be recorded against the subject property in the Waukesha County register of deeds office (only if subsections 3(a) through 3(b) have been satisfied).

In the event the requirements enumerated in subsections 3(a) and 3(b) above are not satisfied, this order shall automatically be null and void without any further action by the Village of Mukwonago on the aforementioned date.

4. **Ongoing conditions of approval.** The following conditions shall constitute an ongoing obligation:

- a. The authorized use shall not be conducted in such a way so as to exceed on-site parking.
- b. The authorized use shall not be conducted in such a way so as to violate fire-related building capacity standards established by the local fire department or the state of Wisconsin.
- c. The authorized use shall not be conducted in such a way so as to constitute a public or private nuisance as determined by the Plan Commission.
- d. Potable water and sanitation must be provided and maintained.
- e. The Plan Commission may unilaterally amend an approved site plan/plan of operation by revising existing provisions or adding new provisions. Such amendment shall be limited in scope to address negative impacts the use is having on surrounding properties and/or the public health, safety, and welfare.
- f. The use of the subject property shall at all times be in compliance with all applicable laws, rules, regulations or orders, and ordinances of the federal government, State of Wisconsin, Waukesha County, and Village of Mukwonago.
- g. All buildings on the subject property shall comply with all applicable building requirements as may be adopted by the Village of Mukwonago or the state of Wisconsin.
- h. The subject property must be in a clean and neat appearance as determined by the Plan Commission.
- i. The property owner shall obtain and maintain all licenses for the operation of this facility, as may be required by the Village or the State of Wisconsin.
- j. Signage shall be applied for and approved by the Village prior to installation.
- k. Continuation of the following conditions from prior conditional use resolutions as follows:

- Curbing will direct traffic in southerly direction at exit per site plan.
 - Construction will meet all state, county, and municipal ordinances.
 - The plan description for the construction of the vacuuming stations as presented shall be followed as indicated in the 2014-09 resolution.
 - Vacuum station only available when car wash is open.
- l. Compliance with the Site Plan and Architectural Review conditions.
 - m. The landscaping, retaining wall, and vacuum stalls shall be maintaining in a neat and orderly manner at all times.
 - n. Car wash hours shall be from 8:00am-6:00pm Monday through Friday, Saturday from 10am-4:00pm, and Sunday 10:00am-2:00pm

5. **Expansion or changes.** The conditional use hereby authorized shall be confined to the subject property without extension or expansion. Any expansion or change in use shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.

6. **Modification of property boundary lines.** The property owner shall not change the size and/or shape of the subject property by any means without the approval of the Village Board. If the Village Board determines that a proposed change is substantial with regard to the overall size of the parcel and/or configuration, such change shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.

7. **Plans and related matters.** Unless otherwise expressly stated herein, plans that are specifically required by this conditional use order may be amended upon the prior approval of the Plan Commission if the Plan Commission finds the amendment to be minor and consistent with the conditional use order and permit. Any change in any plan that the Plan Commission feels, in its sole discretion to be substantial, shall require a new conditional use approval and all procedures in place at the time must be followed.

8. **Inspection.** The property owner shall allow Village of Mukwonago staff, officials, and other authorized agents to inspect the subject property, at any reasonable time and for any proper purpose related to compliance with this conditional use order.

9. **Discontinuance.** Should the conditional use be discontinued in use for 365 consecutive days the use shall be terminated as set forth in the Village of Mukwonago's zoning regulations.

10. **Private rights.** This approval is given under the Village of Mukwonago's zoning regulations and is not to be interpreted to abrogate any private rights other property owners may have pursuant to deed restrictions or restrictive covenants.

11. **Interpretation.** If any aspect of this conditional use order is in conflict with any other aspect of the conditional use order, the more restrictive provisions shall be controlling, as determined by the Plan Commission.

12. **Other permits.** This order shall not be deemed to constitute a building permit, or constitute any other license or permit required by Village ordinance, or other local, state, or federal law.

13. **Severability.** In the event a court of competent jurisdiction determines that a paragraph or phrase of this conditional use order is unlawful, illegal, or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the conditional use order and the remainder shall continue in full force and effect.

14. **Heirs, successors, and assigns.** This conditional use order shall be binding upon the property owner and their heirs, successors, and assigns. Upon a change in ownership, the property owner shall notify the Village Clerk.

15. **Ongoing review.** This conditional use may be reviewed by the Plan Commission with notice to the

property owner at any time upon complaint or upon Plan Commission initiative. If it is determined that the authorized use is no longer compatible, or that the provisions of this approval have not been complied with, the Village Board may revoke or amend this order after recommendation by the Plan Commission and holding of a public hearing.

16. **Amendment.** The property owner may propose an amendment to this conditional use order at anytime by submitting a written petition to the Village Clerk, which shall be reviewed pursuant to the requirements in effect at the time of application.

17. **Violation.** Any violation of this order may be treated as a violation of Mukwonago's zoning regulations and each day of each violation of each condition herein shall be treated as a separate violation.

Approved this 16th day of June, 2021

BY THE VILLAGE BOARD OF THE VILLAGE OF MUKWONAGO

Fred Winchowky, Village President

Attest:

Diana Dykstra, Village Clerk

STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally came before me this ____ day of _____ 2021, the persons described above, Fred Winchowky, Village President, and Diana Dykstra, Village Clerk, to me known to be the persons who executed the foregoing instrument and to me known to be such Village President and Village Clerk of the Village of Mukwonago and acknowledged that they executed the foregoing instrument as such officers of said municipal corporation by its authority and pursuant to the authorization by the Village Board from their meeting on the 16th day of June, 2021.

NOTARY PUBLIC

My Commission Expires:

The remainder of this page left intentionally blank

Acceptance by Property Owner

I, Carl Goede verify that I am an authorized agent for RIVERS EDGE CAR WASH INC accepts the terms stated herein.

Dated this _____ day of _____, 2021

Carl Goede, agent

STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally, came before me this _____ day of _____, 2021, the above-named person, Carl Goede to me known to be the person who executed the foregoing instrument and acknowledged the same.

NOTARY PUBLIC

My Commission Expires:

Drafted by John S. Fellows, AICP, Planner, at the direction of the Mukwonago Village Board.



PLANNING COMMISSION

June 8, 2021 at 6:30pm

Mukwonago, WI

SITE PLAN AND ARCHITECTURAL REVIEW AND CONDITIONAL USE PERMIT

809 S Rochester Street

Parcel Number: MUKV 2009-978-004

Case Summary

Parcel Data

Proposal:	Additional landscaping, retaining wall, customer use vacuum area
Applicant:	Carl Goede / Rivers Edge Car Wash
Request:	Site Plan and Architectural Review Conditional Use Permit Additional landscaping, retaining wall, customer use vacuum area
Staff Recommendation:	Approve with Conditions

Parcel Characteristics / Conditions

Acreage:	1.679
Current Use:	Car wash and quick lube
Proposed Use:	Car wash
Reason for Request:	Site modifications
Land Use Classification:	Low Intensity Commercial / Business
Zoning Classification:	B-2 General Business District
Census Tract:	2039.01

Public Notice

A public hearing notice was published two times in the Waukesha Freeman, and letters were mailed to surrounding property owners. Public comment as of this date, staff has not received any comments or other communications regarding this proposal.

Site Plan and Architectural Review Request

Architectural/ Site Review	Rivers Edge Car Wash is requesting approval for site modifications and a conditional use related to additional landscaping, retaining wall, customer use vacuum area. The modifications will consist of creating a retaining wall on the front end of the property to house vacuum stalls for customer use. Additional landscaping is also proposed with this addition.
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Site Modifications	Rivers Edge Car Wash is requesting approval for site modifications and a conditional use related to additional landscaping, retaining wall, customer use vacuum area. The modifications will consist of creating a retaining wall on the front end of the property to house vacuum stalls for customer use. Additional landscaping is also proposed with this addition.
Utilities	No modifications at this time.
Stormwater Management	No modifications at this time.
Wetlands	None
Signage	Will be reviewed by staff per ordinance. Signage on plans is for illustrative purposes and has not been reviewed for compliance.
Parking	No modifications at this time.
Landscaping	Additional landscaping is proposed. See site plan.
Trash Enclosure	No modifications at this time.
Fencing	No modifications at this time.
Outdoor Lighting	No modifications at this time.
Misc. Performance Standards	None

Staff Review

Engineering	See letter from R-M
Public Works	No issues.
Utilities	No comment
Police	Would like to see vegetation kept near a maximum height of 3ft. (36 inches)
Fire	No comment
Building Inspection	No comment
Planning	The landscaping plan of the property is compliant with regard to the number of trees. These existing trees are located on the south property line and rear property line. Section 100-152 (j) (1) of the municipal code states that a minimum of two trees are to be planted or retained in each front yard and each street side yard. Staff recommends that approval of the modifications of the site include the planting of two additional shade trees subject to the locations being approved by the planner prior to planting.

Prior Conditional Use

Two conditions permits have been granted. Resolution 2013-21 and Resolution 2014-09.

Resolution 2013-21 had the following conditions:

- A. Curbing will direct traffic in southerly direction at exit per site plan.
- B. Must be owned and operated by one entity with any management to be reviewed by this Board.
- C. Construction material will match the present color of existing building.
- D. Lot cannot be divided at any time.
- E. Construction will meet all state, county, and municipal ordinances.

Resolution 2014-09 had the following conditions:

- A. The plan description for the construction of the vacuuming stations as presented shall be followed.
- B. 5 vacuum stalls with 6 arches.
- C. Paving additional 7 parking stalls
- D. Arches to match blue building stripe as close as possible.
- E. Vacuum station only available when car wash is open.
- F. Will follow all previous conditions set by other conditional use permits.

Conditional Use Request

About the Business:

Rivers Edge Car Wash is a local car wash business in Mukwonago, WI. They are seeking a conditional use for Car Wash, Oil Change, landscaping, a retaining wall, and vacuum stalls.

Harmony with Village policies, ordinances, and programs

Refer to submitted letter.

Specific Location within harmony with Village policies, ordinances and programs

Refer to submitted letter.

Potential Adverse Impact on surrounding:

The current facility footprint is already developed and the additions are only improving services offered by the business. This should not cause adverse impact on traffic flow, parking, environment, and neighborhood character.

Maintaining consistency within the environs of the property:

Rivers Edge Car Wash already has a conditional use to operate a car wash, the amendments to the current conditional use just compliment the services already offered and improve aesthetics.

Adequate Services

The business location is already developed with all supporting utilities and services. There will be no anticipated additions of services to support this location.

Benefits of the use outweigh adverse impacts.

Benefits current customers, no potential adverse impacts.

Hours of Operation:

Car wash hours shall be from 8:00am-6:00pm Monday through Friday, 8:00am-4:00pm Saturday, and 10:00am-2:00pm Sunday.

Conditional Use Process / Findings

Review procedures The Plan Commission holds the public hearing and makes a recommendation to the Village Board which makes the final decision.

Following the close of the public hearing, the Plan Commission may recommend (1) approval, (2) approval with conditions, or (3) denial.

If approval is recommended, the Plan Commission can recommend conditions deemed necessary to protect the public health, safety, and welfare. The Plan Commission, in passing on the matter, will need to make the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner / tenant has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

The Village Board will carefully review the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

These findings are incorporated into the draft conditional use order which is attached.

The Plan Commission shall approve a conditional use application if the terms and conditions of the zoning regulations are met. However, in the event the terms and conditions of the ordinance are not consented to and complied with by the applicant, the Commission may deny the application. In addition, the Commission may deny the application or place conditions on it if substantial evidence, as defined in §62.23(7) Wis. Stats. is presented. That evidence must demonstrate the inability of the applicant to comply with or meet the conditions of the zoning regulations or that the conditions to be applied by the Plan Commission are necessary to protect the public health, safety or welfare of the community based upon the presentation of substantial evidence. Potential motion for approval Recommend to the Village Board approval of the project as a conditional use as set forth in the attached conditional use order as drafted, provided the Village Attorney approves the final form of the conditional use order.

Recommendation

Site Plan and Architectural Review

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review, as set forth in the attached resolution.

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
9. The applicant applies for and receiving approval for all new signage.
10. The only exterior modification to the structure at this time shall be additional landscaping, retaining wall, and vacuum stalls.
11. Landscaping shall be maintained at three feet.
12. Two additional shade trees shall be planted within the front yard of the property species, size and location to be coordinated with the Planner prior to installation.
13. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

Conditional Use

Staff Recommends the Planning Commission recommend to the Village Board approval of a conditional use permit as set forth in the attached resolution.

To – Grant a Conditional Use permit for a Restaurant with drive-thru to the following on going conditions deemed necessary to protect the health, safety, and welfare

1. **Ongoing conditions of approval.** The following conditions shall constitute an ongoing obligation:

- a. The authorized use shall not be conducted in such a way so as to exceed on-site parking.
- b. The authorized use shall not be conducted in such a way so as to violate fire-related building capacity standards established by the local fire department or the state of Wisconsin.
- c. The authorized use shall not be conducted in such a way so as to constitute a public or private nuisance as determined by the Plan Commission.
- d. Potable water and sanitation must be provided and maintained.
- e. The Plan Commission may unilaterally amend an approved site plan/plan of operation by revising existing provisions or adding new provisions. Such amendment shall be limited in scope to address negative impacts the use is having on surrounding properties and/or the public health, safety, and welfare.
- f. The use of the subject property shall at all times be in compliance with all applicable laws, rules, regulations or orders, and ordinances of the federal government, State of Wisconsin, Waukesha County, and Village of Mukwonago.
- g. All buildings on the subject property shall comply with all applicable building requirements as may be adopted by the Village of Mukwonago or the state of Wisconsin.
- h. The subject property must be in a clean and neat appearance as determined by the Plan Commission.
- i. The property owner shall obtain and maintain all licenses for the operation of this facility, as may be required by the Village or the State of Wisconsin.
- j. Signage shall be applied for and approved by the Village prior to installation.
- k. Continuation of the following conditions from prior conditional use resolutions as follows:
 - Curbing will direct traffic in southerly direction at exit per site plan.
 - Construction will meet all state, county, and municipal ordinances.
 - The plan description for the construction of the vacuuming stations as presented shall be followed as indicated in the 2014-09 resolution.
 - Vacuum station only available when car wash is open.
- l. Compliance with the Site Plan and Architectural Review conditions.
- m. The landscaping, retaining wall, and vacuum stalls shall be maintaining in a neat and orderly manner at all times.
- n. Car wash hours shall be from 8:00am-6:00pm Monday through Friday, Saturday from 10am-4:00pm, and Sunday 10:00am-2:00pm

and determining that the conditions are consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary

development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.

4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

Attachments

1. Maps
2. Plans
3. Resolution for approval of a Conditional Use
4. Resolution for approval of the Site Plan and Architectural Review



Village of Mukwonago GIS
809 S Rochester St - Aerial

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 333 '

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Village of Mukwonago GIS
809 S Rochester St - Land Use

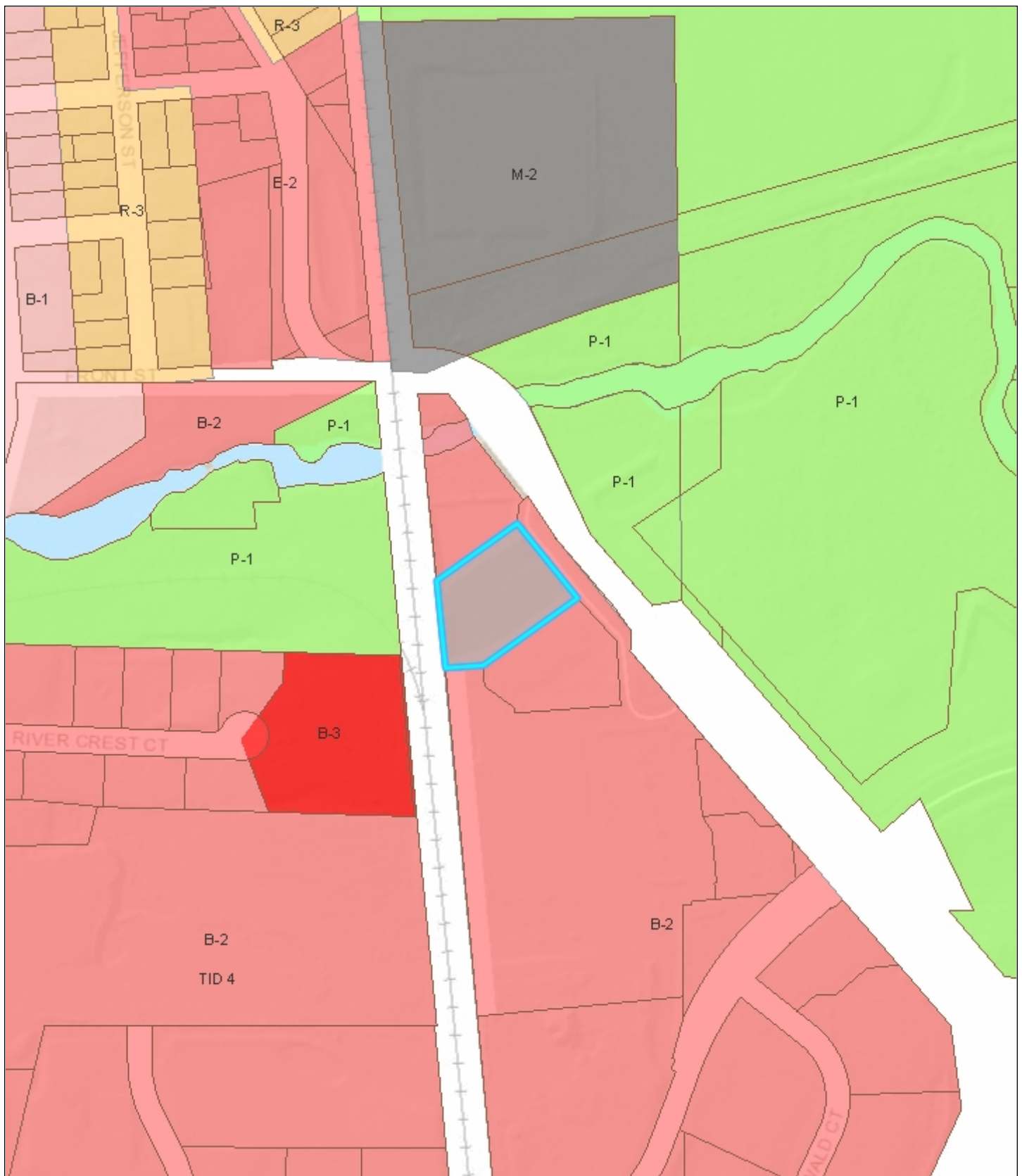
DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Village of Mukwonago GIS
809 S Rochester St - Zoning

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SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
 440 River Crest Court
 PO Box 206
 Mukwonago, WI 53149
 262-363-6420

Print Date: 5/25/2021

Village of Mukwonago

The purpose of this letter is to share our vision of the improvements we would like to make to River's Edge Carwash.

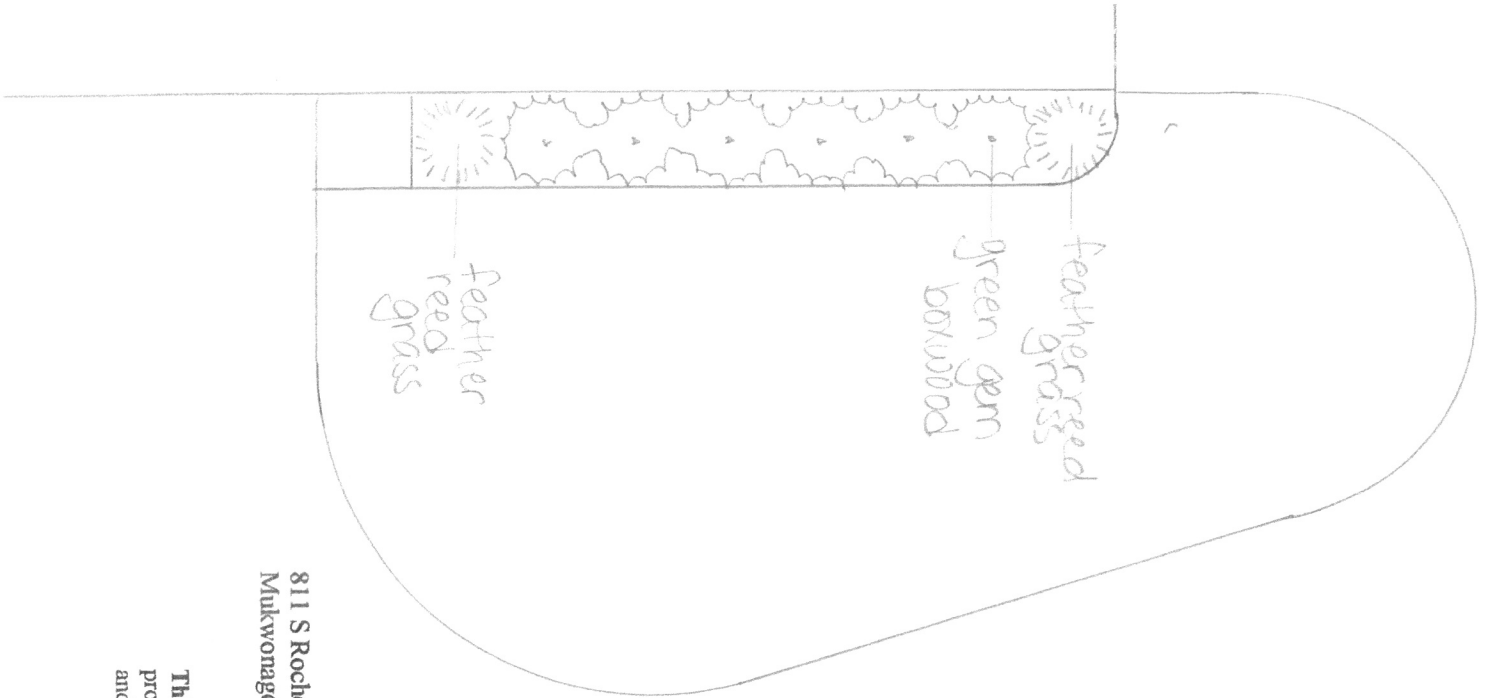
We would like to expand our free vacuum offering for our growing customer base by adding additional vacuum stalls and arches at the front of our property between the two entrance(s)/exit(s).

We would construct a retaining wall between the two drives extending toward the frontage road in order to provide a level surface to be paved. The additional vacuum arches would be installed on the newly paved surface on the building side of the retaining wall. The submitted plan also includes the planting of extensive landscaping between the retaining wall and the frontage road as well as the area along the front of the carwash building.

The desire to offer more free vacuum stalls stems from the growth in the community, requests from our customers, and our drive to exceed the needs of the community. Village residents see a lot of value in being able to maintain their vehicles as they are one of the biggest investments that many make.

Thank you for your time and consideration,

A handwritten signature in cursive script, reading "Carl Goetz". The signature is written in dark ink and is positioned below the "Thank you" text.



Existing
pavement

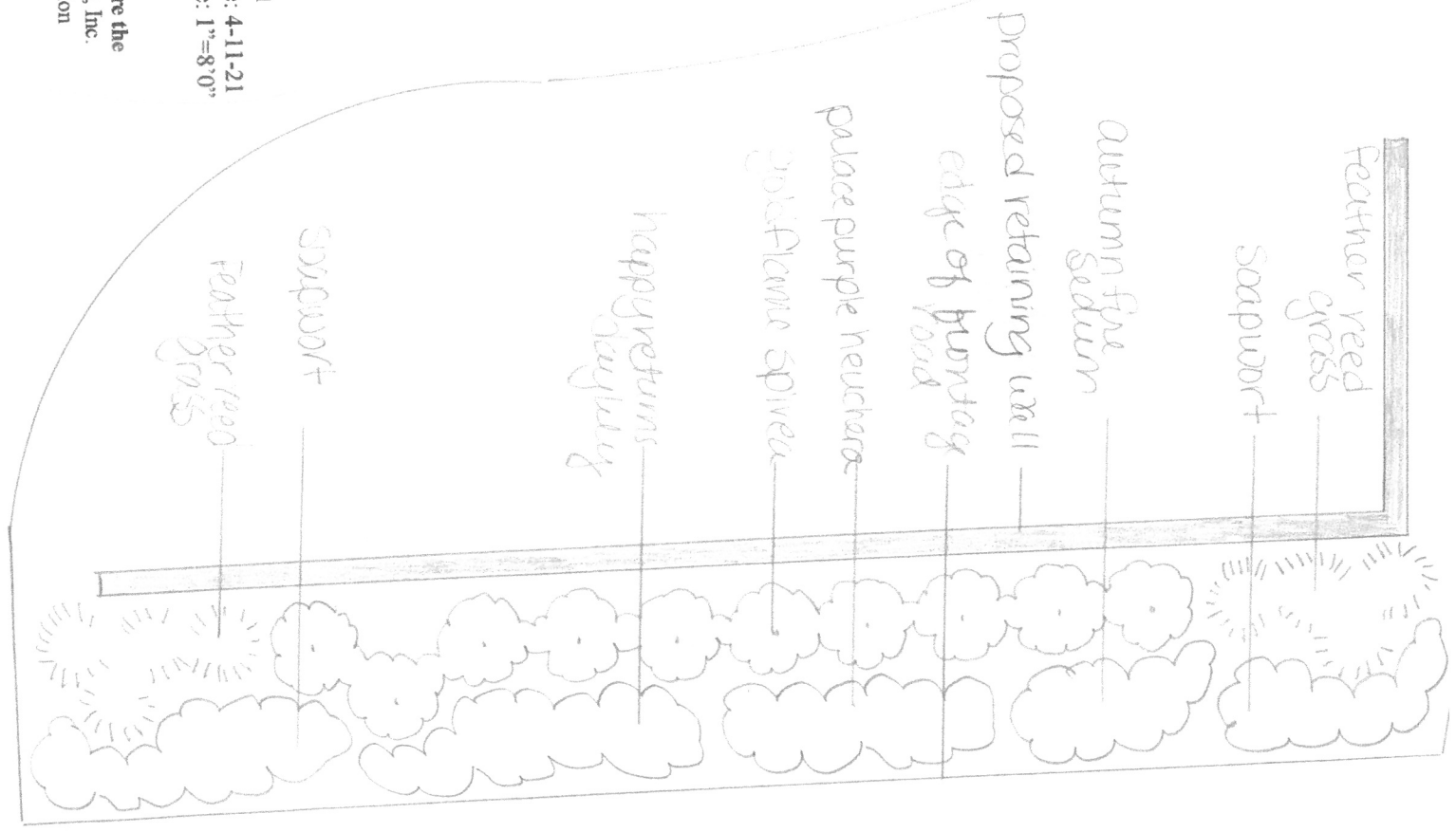
River's Edge Car Wash

811 S Rochester
Mukwonago, WI 53149

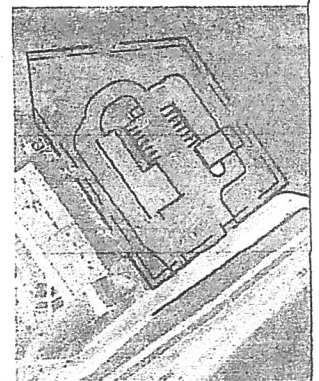
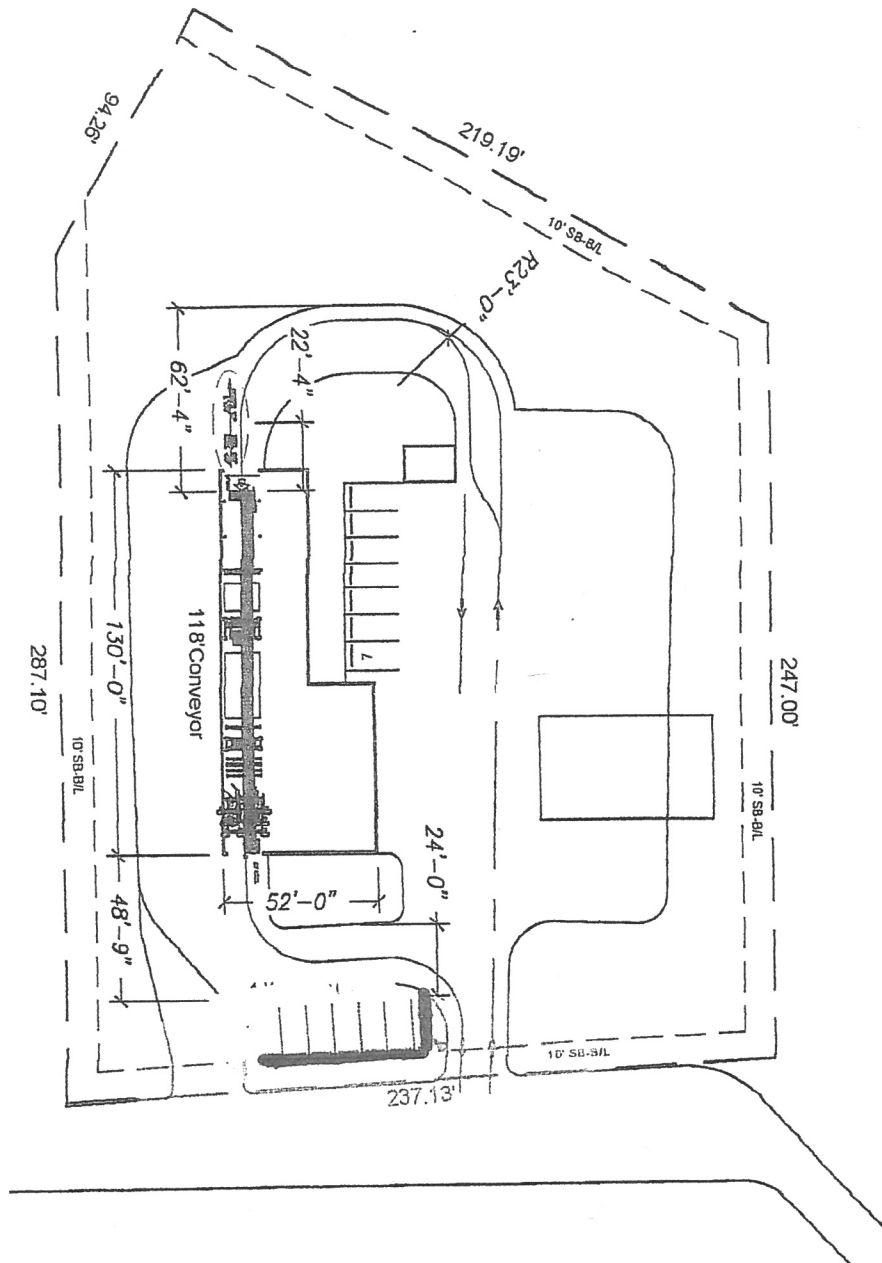
Drawn By: MR

Date: 4-11-21
Scale: 1"=8'0"

This plan and the ideas contained herein are the property of CreateScape Landscaping Service, Inc. and may not be used without written permission



Make Carwashing Easy



SITE LEGEND

- Handicap Parking
- Proposed Curb Side
- Boundary Line
- Center Line of Road
- Sidewalk

GENERAL NOTES

1. All center line of road curb radii to be 25' unless otherwise noted.
2. All areas noted "11' shown otherwise noted."
3. All parking spaces are 11' unless otherwise noted.

PRELIMINARY PLAN NOTE

This plan has been prepared with the understanding that it is a preliminary plan and is not to be used for construction without the approval of the customer. The engineer has not conducted any field research regarding the site conditions and the plan is based on the information provided by the customer. The engineer has not conducted any field research regarding the site conditions and the plan is based on the information provided by the customer. The engineer has not conducted any field research regarding the site conditions and the plan is based on the information provided by the customer.

DISCLAIMER: Although building codes have been followed in developing this drawing, we warrant that the project conditions and compliance with Federal, State and local building codes is the exclusive responsibility of the Customer and/or Architect & Engineer. These drawings are not to be used for construction without the approval of the Customer and/or Architect & Engineer. These drawings are not to be used for construction without the approval of the Customer and/or Architect & Engineer.

CONSTRUCTION WARNING: No part of these drawings and specifications shall be used for construction without the approval of the Customer and/or Architect & Engineer. These drawings are not to be used for construction without the approval of the Customer and/or Architect & Engineer.

19570-D9- RIVERS EDGE RELOAD

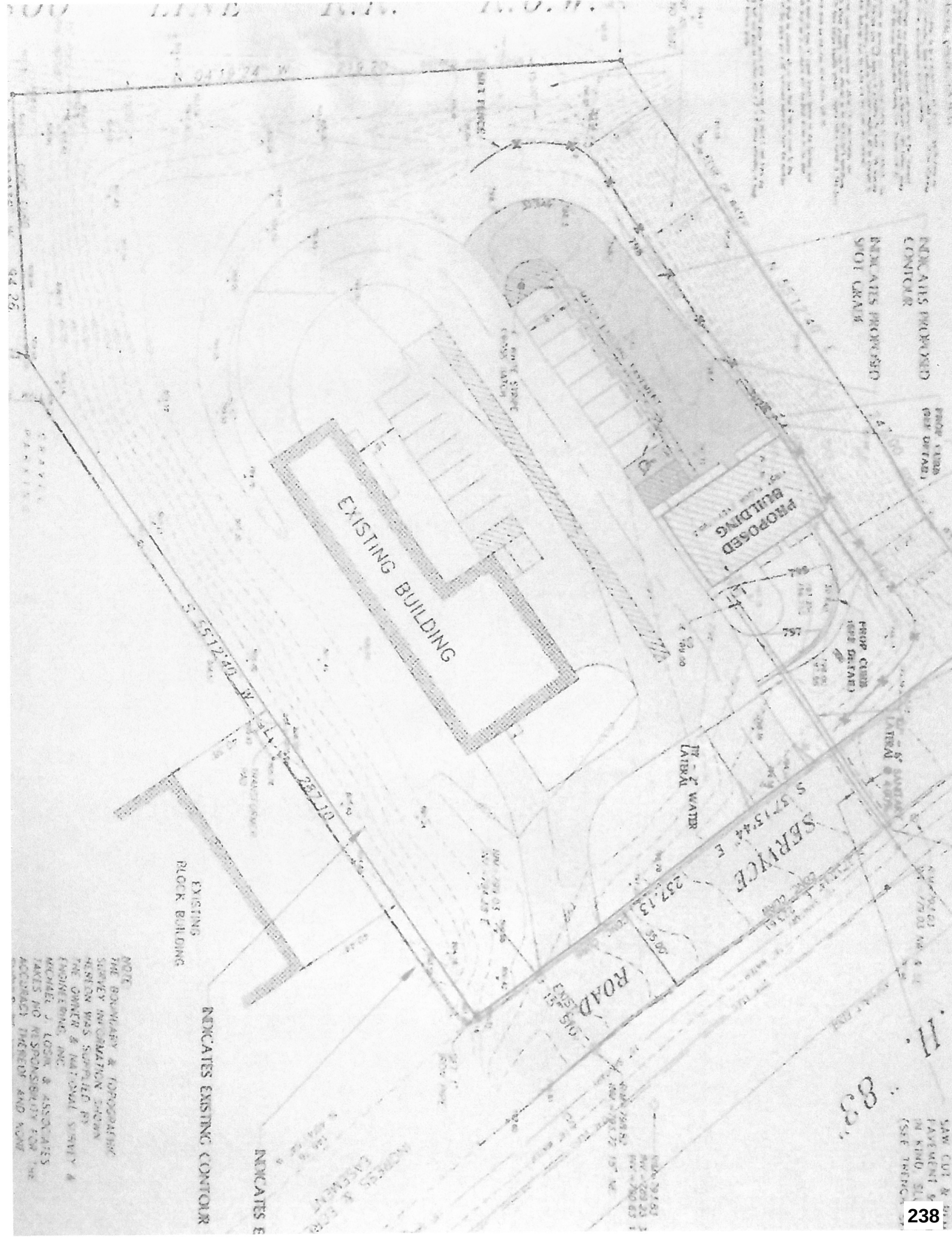
Scale: N.T.S.

Location: W

Sheet 01 Rev. 2

CARWASH LAYOUT

"DRAFT"



INDICATES PROPOSED
CONTOUR
INDICATES PROPOSED
SLOPE GRAB

PROPOSED
BUILDING

EXISTING BUILDING

SERVICE
ROAD

ROAD

INDICATES EXISTING CONTOUR

EXISTING
BLOCK BUILDING

NOTE
THE BOUNDARY & TOPOGRAPHIC
SURVEY INFORMATION SHOWN
HEREIN WAS SUPPLIED BY
THE OWNER & NATIONAL SURVEY &
ENGINEERING, INC.
MICHAEL J. LOON & ASSOCIATES
TAKES NO RESPONSIBILITY FOR THE
ACCURACY THEREOF AND NOW

SAW CUT & PAVE
PAYMENT &
ON KIND SILL
(SEE TRENCH)

RESOLUTION 2021- 54

**RESOLUTION APPROVING SITE PLAN AND ARCHITECTURAL REVIEW
FOR CAR WASH; CARL GOEDE / RIVERS EDGE CAR WASH, APPLICANT;
809 S ROCHESTER STREET
MUKV 2009-978-004**

WHEREAS, pursuant to Section 100-601, and 100-153 of the Zoning Code, an application for a site plan and architectural review has been filed for the approval for building modifications which application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

WHEREAS, the application has been submitted by Carl Goede / Rivers Edge Car Wash

WHEREAS, Carwashes and Oil change facilities are permitted within the B-2 General Business District with a conditional use in which the subject property is located, and

WHEREAS, the plan of operation and plans have been reviewed and recommended by the Village Plan Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the site plan and architectural review for a structure located at 809 S Rochester Street, based upon the plan of operation and plans submitted to the Village.

NOW, THEREFORE, BE IT FURTHER RESOLVED this site plan and architectural review approval shall be subject to the following conditions:

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
9. The applicant applies for and receiving approval for all new signage.
10. The only exterior modification to the structure at this time shall be additional landscaping, retaining wall, and vacuum stalls.
11. Landscaping shall be maintained at three feet.
12. Two additional shade trees shall be planted within the front yard of the property species, size and location to be coordinated with the Planner prior to installation.

Village of Mukwonago
Walworth and Waukesha Counties, State of Wisconsin

13. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

NOW, THEREFORE, BE IT FURTHER RESOLVED the applicant, upon the approval of this site plan and architectural review shall agree to accept the same in writing.

Passed and dated this 16th day of June 2021.

VILLAGE OF MUKWONAGO

By: _____
Fred Winchowky, Village President

Attest: _____
Diana Dykstra, Village Clerk-Treasurer



PLANNING COMMISSION

June 8, 2021 at 6:30pm

Mukwonago, WI

SITE PLAN AND ARCHITECTURAL REVIEW AND CONDITIONAL USE PERMIT

1111 Fox St.

Parcel Number: MUKV 1969989

Case Summary

Parcel Data

Proposal:	Electronic Signage
Applicant:	Village of Mukwonago
Request:	Approval
Staff Recommendation:	Approve

Parcel Characteristics / Conditions

Acreage:	5.2973
Current Use:	Fire Station
Proposed Use:	Fire Station
Reason for Request:	Signage
Land Use Classification:	Government Institutional District
Zoning Classification:	M-1 Limited Industrial District
Census Tract:	2039.01

Site Plan and Architectural Review Request

Architectural/ Site Review

Village of Mukwonago is requesting permission to have an electronic sign at 1111 Fox St. (Fire Station). The Village Proper signage regulations allow for monument signs within the M-1 district with a maximum square footage of 100 SF a height of 12 ft. Reader boards are allowed when reader boards are part of the sign, they shall not exceed 33% of the total sign area while the main portion of the sign would be 67%. Setbacks are 10 ft.

The Village Public Works Departments is proposing a monument sign with masonry base and side masonry side columns. The sign will use the existing masonry base and columns. The total area of the sign is 42sf. The main portion of the sign has a square footage of 30sf. The reader board square footage is 10sf or 23% of the total area.

Site Modifications	Village of Mukwonago is requesting permission to have an electronic sign at 1111 Fox St. (Fire Station)
Utilities	No modifications at this time.
Stormwater Management	No modifications at this time.
Wetlands	None
Signage	Signage meets the requirements of the Zoning code.
Parking	No modifications at this time.
Landscaping	No modifications at this time.
Trash Enclosure	No modifications at this time.
Fencing	No modifications at this time.
Outdoor Lighting	No modifications at this time.
Misc. Performance Standards	None

Staff Review

Engineering	No comment	Fire	No comment
Public Works	No comment	Building Inspection	No comment
Utilities	No comment	Planning	No comment
Police	No comment		

Recommendation

Site Plan and Architectural Review

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review, as set forth in the attached resolution.

1. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
2. All work related to this project must comply with all project plans approved by the Village.
3. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
4. Electronic Messages may not change more quickly than 1 minute or as indicated in the most current ordinances of the Village.
5. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

Attachments

1. Maps
2. Plans
3. Resolution for approval of the Site Plan and Architectural Review



Village of Mukwonago GIS
1111 Fox Street - Aerial

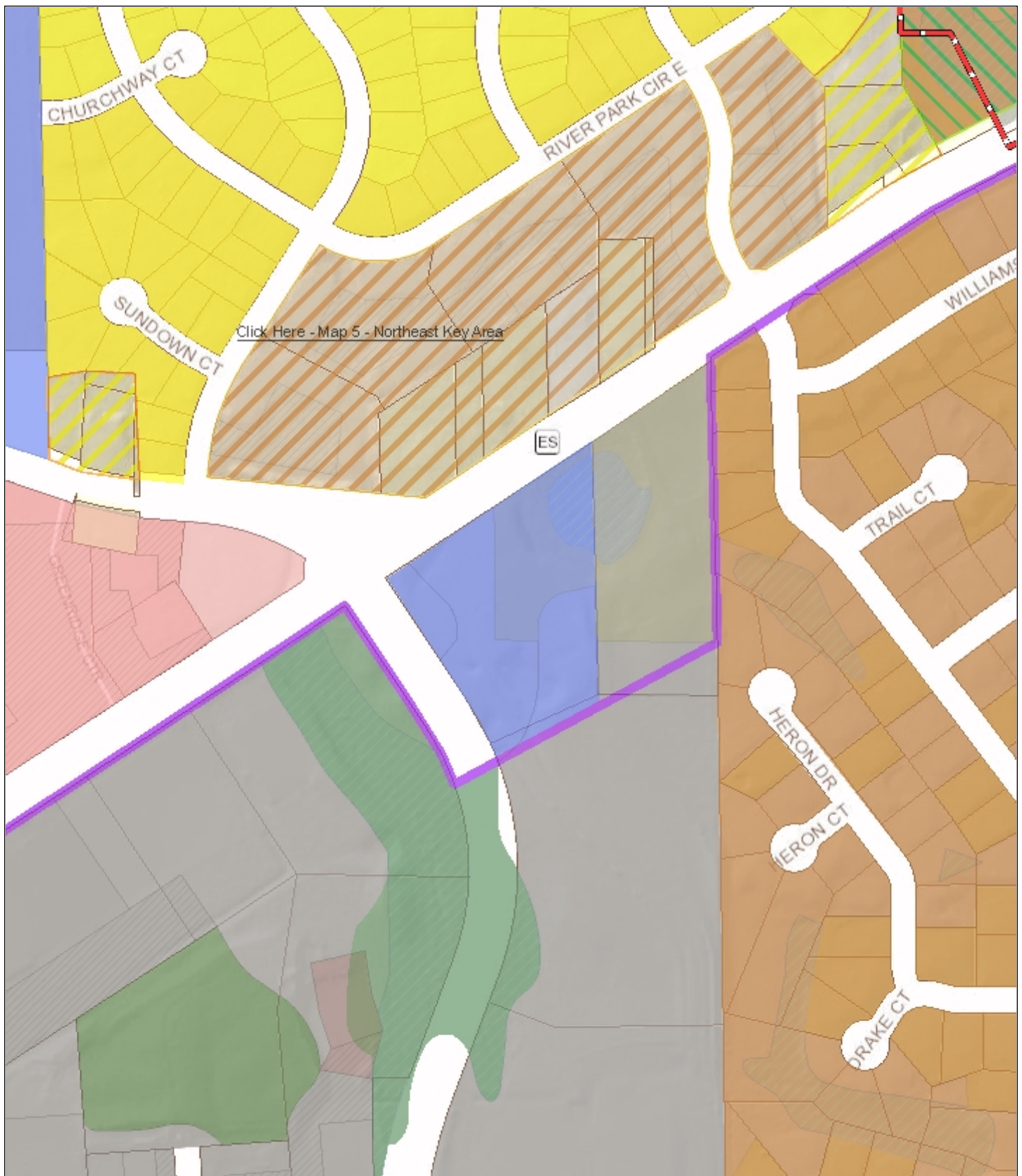
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SCALE: 1" = 333 '

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Village of Mukwonago GIS
1111 Fox Street - Land Use

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SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Office of the Village Public Works Dept.

440 River Crest Court, Mukwonago, Wisconsin 53149 | (262) 363-6447 | Fax: (262)363-7197
www.villageofmukwonago.com

Date: May 6, 2021

To: Fred Winchowky, Village President
Plan Commissioners

From: Ron Bittner, Director of Public Works

Subject: Department of Public Works request to install a LED message center at the Fire Department.

Meeting: June 8, 2021 Plan Commission meeting

Dear Plan Commission Members,

The Public Works and Fire Departments would like to install a LED message center within the monument sign structure at Fire Station1 located at 1111 Fox Street. The sign is the second one in a message center project throughout the Village. The design is based on the Police Department's sign and will be modified to identify the Fire Department. The sign will provide community outreach to residents and visitors.



RESOLUTION 2021-48

RESOLUTION APPROVING SIGNAGE FOR APPLICANT VILLAGE OF MUKWONAGO AT 1111 FOX ST., PARCEL MUKV 1969-989

WHEREAS, pursuant to Chapter 64, an application for signage is required to be accepted by the Zoning Administrator to review the applications for zoning compliance, which said application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

WHEREAS, the application was submitted by Ron Bittner, Village of Mukwonago, 1111 Fox St., and

WHEREAS, the proposed sign is required to be reviewed by the planning commission as the property exceeds three acres per Village's sign regulations 64-32

WHEREAS, the proposed monument sign presented as meeting the requirements of Chapter 64 has been reviewed and recommended by the Village Plan Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the proposed monument sign for an LED sign at 1111 Fox St., and

BE IT FURTHER RESOLVED this monument sign approval shall be subject to the plans submitted by Ron Bittner, as recommended by the Plan Commission on June 8th, 2021, and on file in the office of the Zoning Administrator, with the following conditions:

1. The applicant must obtain all required building permits within nine months of this date and start construction within six months of the date of building permit issuance and continue in good faith to completion.
2. All work related to this project must comply with all project plans approved by the Village.
3. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
4. Electronic Messages may not change more quickly than 1 minute or as indicated in the most current ordinances of the Village.
5. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

Passed and dated this 16th day of June, 2021.

VILLAGE OF MUKWONAGO

By: _____
Fred Winchowky, Village President

Attest: _____
Diana A Dykstra, Village Clerk-Treasurer

RESOLUTION 2021- 47

**RESOLUTION APPROVING A CERTIFIED SURVEY MAP (CSM)
FOR 322 PLANK ROAD, MUKV1976-998
THE VILLAGE OF MUKWONAGO**

WHEREAS, pursuant to Section 45, of the Municipal Code, an application for Certified Survey Map (CSM) has been filed for the approval for a two lot CSM, which application has been filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

WHEREAS, the application has been submitted by the RYAN JANSEN / RYAN'S BUYING

WHEREAS, the proposed lots within the Medium Lot Single Family II – 15,000SF Lot Land Use Classification in which the subject property is located, and

WHEREAS, the proposed lots within the R-2 Single Family Village Residential Zoning District in which the subject property is located, and

WHEREAS, the proposed division of land / Certified Survey Map (CSM) has been reviewed and recommended by the Village Plan Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the proposed division of land / Certified Survey Map (CSM), based upon the draft CSM submitted.

NOW, THEREFORE, BE IT FURTHER RESOLVED this proposed division of land / Certified Survey Map (CSM), shall be subject to the following conditions:

1. All lots shall be complaint to the Zoning Classification of R-2 Single Family Village Residential Zoning District prior to recording.
2. Civil plans for utilities, grading and similar activity shall be submitted to the Village for approval by the Utilities Department and Village Engineer for review and approval prior to any building permits being submitted or approved.
3. Prior to any land-disturbing activity on either lot, a pre-construction meeting must be held with the developers / property owner(s) and primary contractors, and Village department heads and representatives.
4. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
5. The applicant / property owner(s) must obtain all applicable permits.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer must comply with all requirements related to the parkland fee imposed by the Village.
8. The developer shall comply with all parts of the Municipal Code as it relates to this project.
9. The developer shall comply with comments from the Village Engineer.
10. Each property will be permitted one driveway complaint with Village standards with the location of proposed driveways approved by the Village Engineer and Public Works Director or designees.
11. Any future modification to the proposed CSM prior to recording shall require review by the Planning Commission and Village Board.

Village of Mukwonago
Walworth and Waukesha Counties, State of Wisconsin

NOW, THEREFORE, BE IT FURTHER RESOLVED the applicant, of the proposed division of land / Certified Survey Map (CSM), shall agree to accept the same in writing.

Passed and dated this 16th day of June 2021.

VILLAGE OF MUKWONAGO

By: _____
Fred Winchowky, Village President

Attest: _____
Diana Dykstra, Village Clerk-Treasurer



PLANNING COMMISSION

June 8, 2021 at 6:30pm

Mukwonago, WI

Certified Survey Map (CSM)

322 Plank Road

Parcel Number: MUKV1976-998

Case Summary

Parcel Data

Proposal:	Certified Survey Map to create two (2) lots
Applicant:	Ryan Jansen / Ryan's Buying
Request:	Creation of two new lots
Staff Recommendation:	Approve with Conditions

Parcel Characteristics / Conditions

Lot 1 Acreage:	20,595 SF (0.473 acres)
Lot 2 Acreage:	20,355 SF (0.467 acres)
Lot 1 Width:	71.58 ft
Lot 2 Width:	65.29 ft + 6.30 ft = Total 71.59ft
Current Use:	Vacant Residential Lot
Proposed Use:	Residential Lots
Reason for Request:	Creation of new lots
Land Use Classification:	Medium Lot Single Family II – 15,000SF Lot
Zoning Classification:	R-2 Single Family Village Residential
Census Tract:	2039.02

Staff Review

Engineering	No Comment
Public Works	No Comment
Utilities	Utilities will need to be provided for both lots at the time of development. The mains parallel the property but there are no service laterals run into the property. They need to be installed at time of development. Service costs are actual cost of installation, and we generally allow the developer to use their licensed contractor to install as they are there to do the homeowners side and save the mobilization costs.
Police	No Comment
Fire	No Comment
Building Inspection	No Comment

Planning	Both Lots shall be compliant with zoning requirements of the Medium Lot Single Family II – 15,000SF Land Use Classification and the R-2 Single Family Village Residential Zoning District
Zoning	Both Lots shall be compliant with zoning requirements of the R-2 Single Family Village Residential Zoning District

Planning Commission Suitability

Section 45-15 Land suitability. Planning commission decision. In applying the provisions of this section, the planning commission shall, in writing, recite the particular facts upon which it bases its conclusion that the land is unsuitable for the proposed use and afford the subdivider an opportunity to present evidence and the means of overcoming such unsuitability, if he so desires. Thereafter, the planning commission may affirm, modify, or withdraw its determination of unsuitability.

If the Planning Commission should determine that said lands is not suitable for land division then the commission shall provide facts upon their conclusion as indicated in Section 45-15 of the Municipal code.

Recommendation

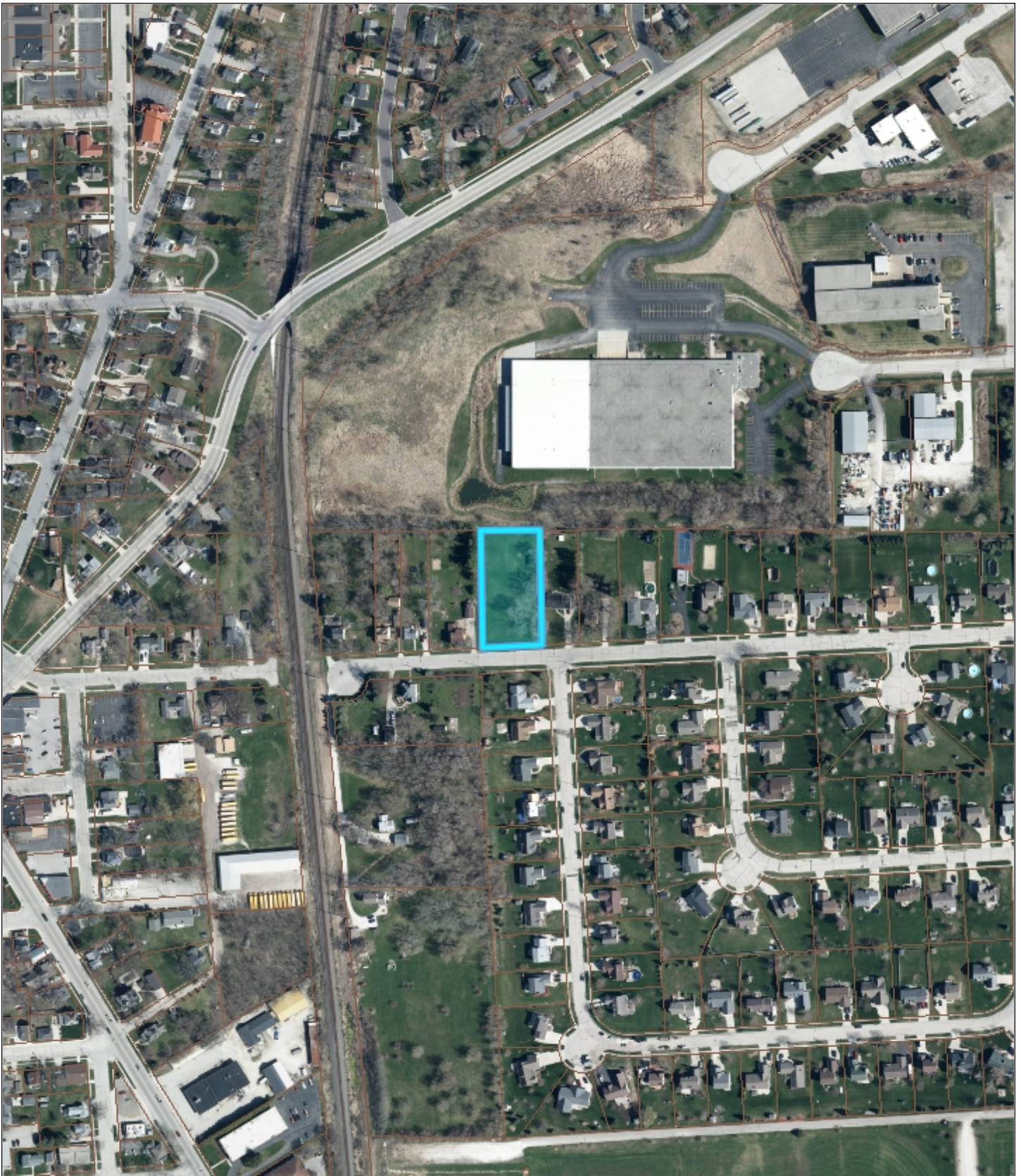
CSM

Staff recommends the Planning Commission Staff approve a resolution for a CSM, as set forth in the attached resolution.

1. All lots shall be complaint to the Zoning Classification of R-2 Single Family Village Residential Zoning District prior to recording.
2. Civil plans for utilities, grading and similar activity shall be submitted to the Village for approval by the Utilities Department and Village Engineer for review and approval prior to any building permits being submitted or approved.
3. Prior to any land-disturbing activity on either lot, a pre-construction meeting must be held with the developers / property owner(s) and primary contractors, and Village department heads and representatives.
4. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
5. The applicant / property owner(s) must obtain all applicable permits.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer must comply with all requirements related to the parkland fee imposed by the Village.
8. The developer shall comply with all parts of the Municipal Code as it relates to this project.
9. The developer shall comply with comments from the Village Engineer.
10. Each property will be permitted one driveway complaint with Village standards with the location of proposed driveways approved by the Village Engineer and Public Works Director or designees.
11. Any future modification to the proposed CSM prior to recording shall require review by the Planning Commission and Village Board.

Attachments

1. Maps
2. Draft CSM
3. Resolution for CSM



Village of Mukwonago GIS
322 Plank Road - CSM - Aerial Map

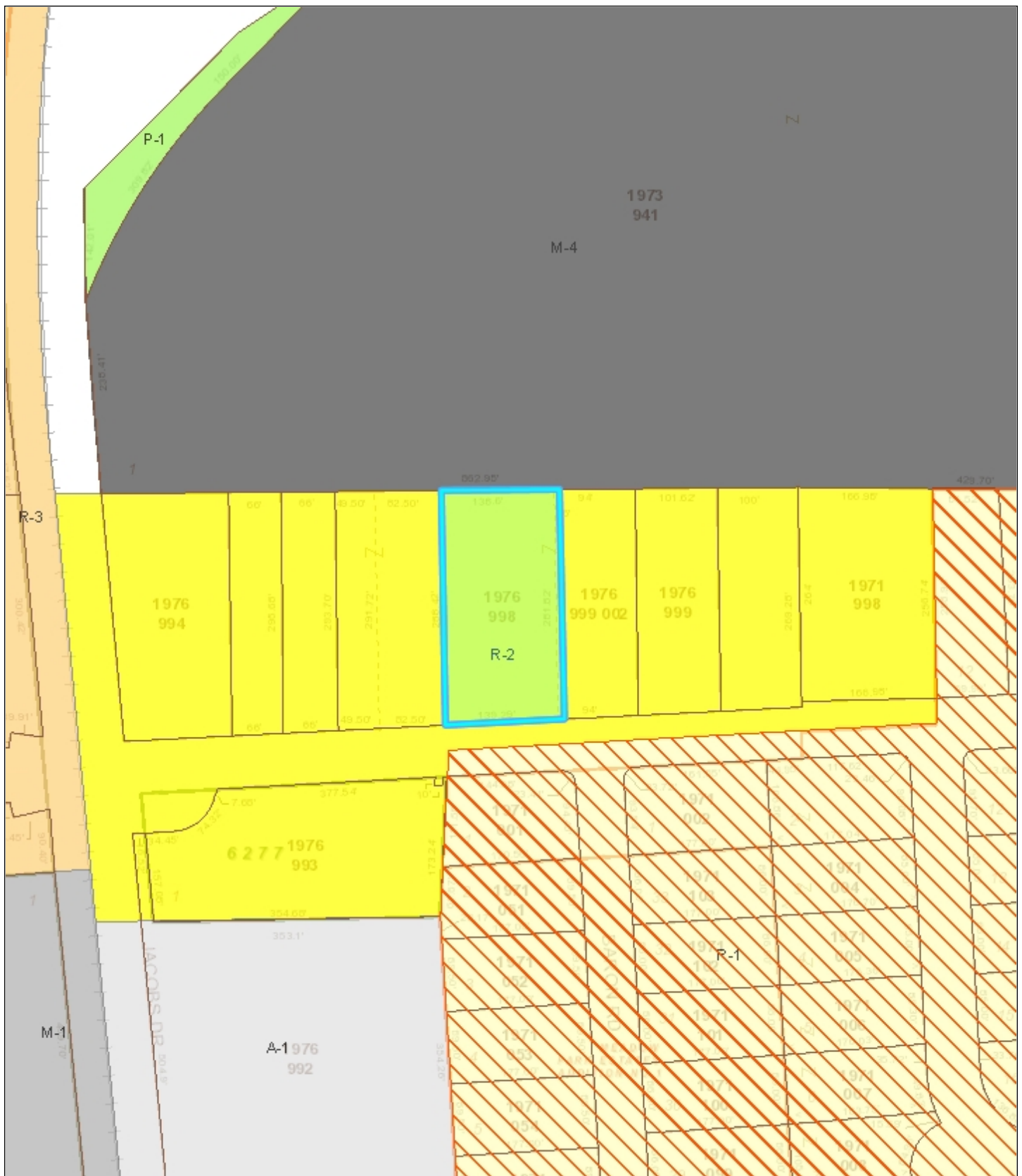
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SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Village of Mukwonago GIS
322 Plank Road - CSM - Zoning Map

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SCALE: 1" = 167'

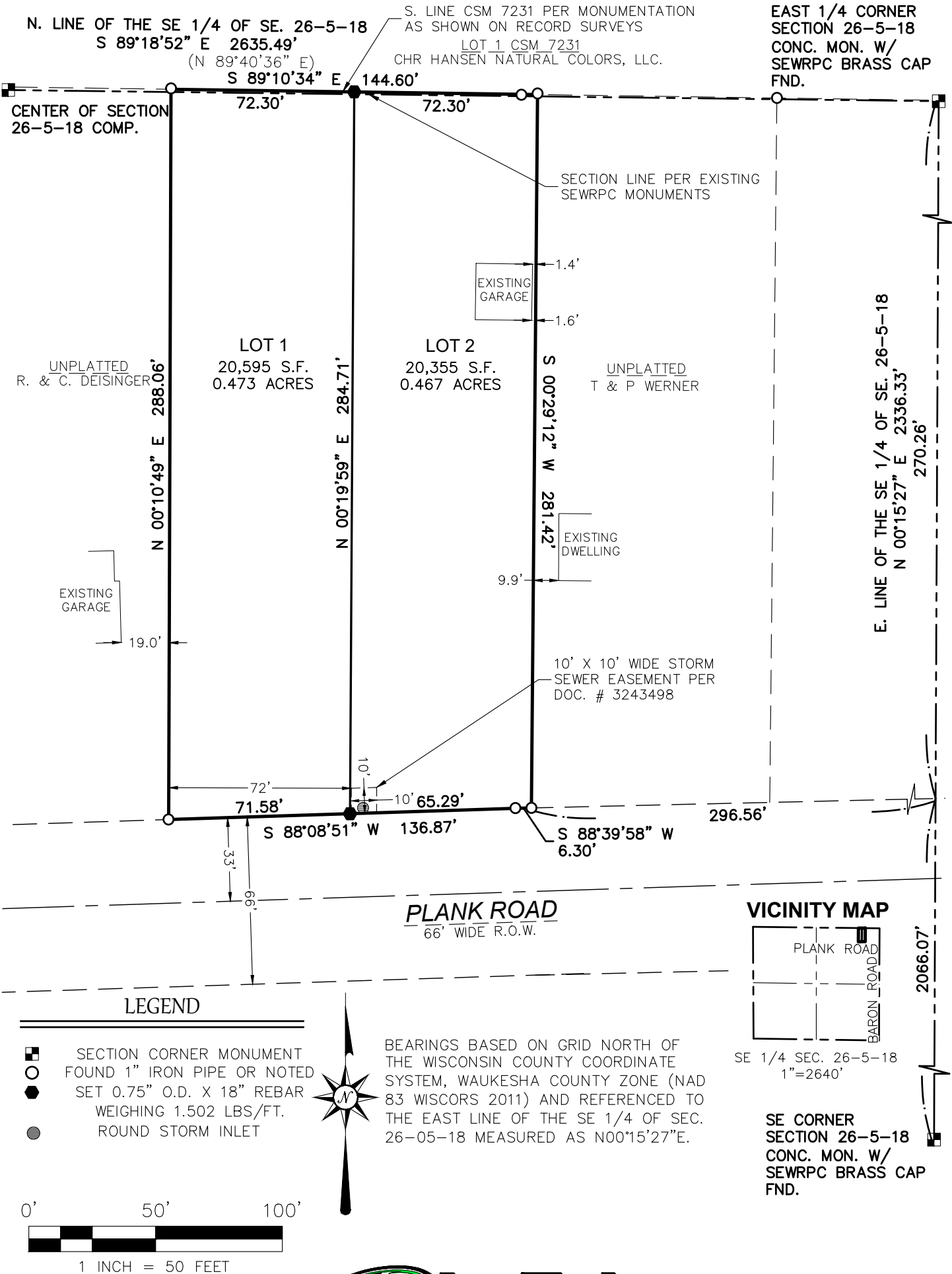
VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021

PRELIMINARY

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

UNPLATTED LANDS BEING A PART OF THE NE 1/4 OF THE SE 1/4 AND PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 26, TOWN 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.



PREPARED FOR:
RYAN'S BUYING, LLC.
RYAN JANSSEN
13416 WATERTOWN PLANK RD. #245
ELM GROVE, WI 53122

LAND SURVEYING • LAND PLANNING
111 W. 2ND STREET
OCONOMOWOC, WI 53066
WWW.LANDTECHWI.COM
(262) 367-7599

DATED 04/14/2021
JOB# 21059

THIS INSTRUMENT WAS DRAFTED BY MATTHEW T. O'ROURKE, S-2771 SHEET 1 OF 3

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____

UNPLATTED LANDS BEING A PART OF THE NE 1/4 OF THE SE 1/4 AND PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 26, TOWN 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, MATTHEW T. O'ROURKE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:

THAT I HAVE SURVEYED, DIVIDED AND MAPPED A DIVISION OF UNPLATTED LANDS BEING A PART OF THE NE 1/4 OF THE SE 1/4 AND PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 26, TOWN 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, DESCRIBED AS FOLLOWS,

COMMENCING AT THE EAST 1/4 CORNER OF SECTION 26, TOWN 5 NORTH, RANGE 18 EAST; THENCE S 00°15'27" W ALONG THE EAST LINE OF THE SOUTHEAST 1/4 OF SECTION 26, 270.26 FEET TO THE NORTH RIGHT OF WAY OF PLANK ROAD; THENCE S 88°39'58" W, ALONG THE NORTH RIGHT OF WAY OF PLANK ROAD, 296.56 FEET TO THE POINT OF BEGINNING; THENCE S 88°39'58" W, ALONG THE NORTH RIGHT OF WAY OF PLANK ROAD, 6.30 FEET; THENCE S 88°08'51" W, ALONG THE NORTH RIGHT OF WAY OF PLANK ROAD, 136.87 FEET; THENCE N 00°10'49" E, 288.06 FEET TO THE SOUTH LINE OF LOT 1 CSM 7231; THENCE S 89°10'34" E, ALONG THE SOUTH LINE OF LOT 1 CSM 7231, 144.60 FEET; THENCE S 00°29'12" W, 281.42 FEET TO THE POINT OF BEGINNING.

LANDS AS DESCRIBED HAVING AN AREA OF 40,950 SQUARE FEET OR 0.940 ACRES.

THAT I HAVE MADE SAID SURVEY BY THE DIRECTION OF RYAN'S BUYING, LLC. OWNER OF SAID LANDS.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE DIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH PROVISIONS OF S. 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION CONTROL ORDINANCE OF THE VILLAGE OF MUKWONAGO IN SURVEYING, DIVIDING, AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 20____.

MATTHEW T. O'ROURKE, S-2771

CORPORATE OWNER'S CERTIFICATE

RYAN'S BUYING, LLC, A WISCONSIN LIMITED LIABILITY COMPANY DULY ORGANIZED AND EXISTING UNDER AND BY VIRTUE OF THE LAWS OF THE STATE OF WISCONSIN, AS OWNER, DOES HEREBY CERTIFY THAT SAID LLC CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, AND MAPPED AS REPRESENTED ON THIS PLAT. RYAN'S BUYING, LLC, DOES FURTHER CERTIFY THAT THIS PLAT IS REQUIRED BY S.236.10 OR S.236.12 TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL OR OBJECTION: VILLAGE OF MUKWONAGO IN WITNESS WHEREOF, THE SAID RYAN'S BUYING, LLC HAS CAUSED THESE PRESENTS TO BE SIGNED BY: RYAN JANSSEN, MEMBER, AT _____ WISCONSIN, AND ITS CORPORATE SEAL TO BE HEREUNTO AFFIXED ON THIS _____,

DAY OF _____, 20_____.

IN THE PRESENCE OF:

RYAN JANSSEN, MEMBER

CORPORATE OWNER'S NOTARY CERTIFICATE

STATE OF _____)
COUNTY) SS

PERSONALLY CAME BEFORE ME THIS _____ DAY OF _____, 20____, RYAN JANSSEN, MEMBER OF THE ABOVE NAMED LLC, TO ME KNOWN TO BE THE PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND TO ME KNOWN TO BE SUCH MEMBER OF SAID LLC, AND ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS SUCH MEMBER AS THE DEED OF SAID LLC, BY ITS AUTHORITY.

(NOTARY SEAL) _____ WISCONSIN

NOTARY PUBLIC, _____,

MY COMMISSION EXPIRES _____.

WAUKESHA CO. CERTIFIED SURVEY MAP NO. _____
UNPLATTED LANDS BEING A PART OF THE NE 1/4 OF THE SE 1/4 AND PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION
26, TOWN 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN.

VILLAGE OF MUKWONAGO PLAN COMMISSION

THIS LAND DIVISION IS HEREBY APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF MUKWONAGO, THIS
_____ DAY OF _____, 20____.

PRINT OFFICIAL TITLE: _____ PRINT OFFICIAL TITLE: _____

SIGNATURE: _____ SIGNATURE: _____

PRINT NAME: _____ PRINT NAME: _____

VILLAGE OF MUKWONAGO BOARD

THIS LAND DIVISION IS HEREBY APPROVED BY THE VILLAGE OF MUKWONAGO BOARD,
THIS _____ DAY OF _____, 20____.

DIANA DYKSTRA – VILLAGE TREASURER

FRED WINCHOWKY – VILLAGE PRESIDENT



PLANNING COMMISSION

June 8, 2021 at 6:30pm

Mukwonago, WI

SITE PLAN AND ARCHITECTURAL REVIEW AND CONDITIONAL USE PERMIT

301 Main Street

Parcel Number: MUKV 1976-128

Case Summary

Parcel Data

Proposal:	Coffee shop and Drive-Thru (1 st floor), two apartments (2 nd floor)
Applicant:	David A. and Tracy A. Stockwell Espresso Love Coffee
Request:	Site Plan Review – Revised Parking Lot Design
Staff Recommendation:	Approve with Conditions

Parcel Characteristics / Conditions

Acreage:	0.3806
Current Use:	Abandoned Gas Station
Proposed Use:	Mixed use commercial/apartments
Reason for Request:	New Construction
Land Use Classification:	Low Intensity Commercial / Business with Village Center Overlay
Zoning Classification:	B-2 General Business District / Village Center Retail Center Overlay District
Census Tract:	2039.01

Site Plan and Architectural Review Request

Site Review

Express Love Coffee appeared before the Planning Commission in May of 2021 and received approval in May 2021 from the Village Board for site plan and Architectural Design. One of the conditions of approval was securing permits from Waukesha County for modifications to curb cuts on to Main Street.

The applicant's team and Waukesha County met to discuss access on to Main Street. Waukesha County has preliminary approved

one access drive onto Main Street. Thus, the applicants team have revised the site plan and landscaping plan and are seeking a recommendation from Planning Commission and Approval from Village Board.

The Revised site plan has the drive through lanes connecting into the parking lot circulation and both the drive through traffic and the parking lot traffic will use the drive onto main street. This driveway will be a one-way exit, while the driveway on Henry Street will be the entrance to the property.

Landscaping

The applicant has provided a landscaping plan showing two ornamental trees and a variety of shrubs and perennials (day lilies). The commercial district required 1 tree per 20 ft of street frontage. This calculation requires 12 trees for the development. Staff recommends that two additional trees be planted on site at the rear of the building and within the planting area near the dumpster area, such shade trees shall have a columnar upright pattern to allow for clearance around the dumpster area. The tree at the rear of the building shall be a shade tree. This will bring the total number of on-site trees to four. Staff recommends that the additional eight trees be planted within the right of way of Henry and Main. Staff also request modification of the landscaping plan along Main Street to provide for better screening year-round while being maintained no higher than three feet in height from the pavement surface. A revised landscaping plan will be required to be submitted and plans reviewed and approved by the Director of Public Works, Police Chief, and Community Planner.

Parking

Parking standards within the Village Center Overlay are modified by the overlay district. Some highlights of this ordinance are summarized below for reference.

Note : The property is located within the Multi-Purpose Parameter sub district.

...“Most small business the providing of on site parking is not required, and on street and off street parking is the responsibility of the Village of Mukwonago”. (100-153 (i))

Accessory off-street parking is not required for a building with less than 2,500 square feet of gross leasable floor space designed for a business or businesses within the retail center or multi-purpose perimeter sub-districts or if the business or use would be required to provide 10 or less parking spaces if the business or use were not located within the retail center or multi-purpose perimeter sub-districts. (100-153 (i) (1))

Note: the Gross square feet of the building is 1,879 Square feet.

One parking space per bed room (100-153. (i) (3))

Note: The second floor has two apartments. Each apartment has one bedroom.

Note: The Village Center ordinance would require this property to have two parking spaces.

For uses within the retail center or multi-purpose perimeter sub-districts of the Village center overlay zoning district that require off-street parking, or if off-street parking is voluntarily provided, off-street parking facilities design shall comply with all requirements of Article V of this Chapter 100, except as provided below:

a. For business off-street parking, a minimum of four spaces shall be provided, including at least one handicapped parking space.

Summary: Because the development is choosing to provide off street parking a total of four spaces would be required with a minimum of one handicap space. In addition, two parking spaces would be required for the residential units. Accounting for a total of six spaces. The applicant is providing 20 spaces with one being a handicap space. In addition, the Village will have an easement for 6 spaces to be public parking. The development will provide for an additional eight spaces above the requirements of the multi-purpose parameter standards.

Misc. Performance Standards None

Staff Review

Engineering	Approve with Conditions – See attached letters. Final plans for Stormwater, Water, Sewer, Hydrants, and erosion control must be submitted, reviewed, and approved by the Village Engineer prior to submission of any building permits.
Public Works	No Comment
Utilities	No additional Comments.
Police	It appear there will be one-way traffic, entering only off Henry street and exiting only on main street. They probably are planning on it, but I did not see anything on the plans, they will need entrance only/exit only signs at the entrance and exit. I would recommend a sign on each side of the drive, facing the street. Two entrance only signs at Henry Street and two exit only signs at Main Street. They should also have exit only signs at the drive through exit on Main Street.
Fire	Need WB-50 template run. State to determine if suppression is needed by occupancy number. KNOX Box.

**Building Inspection
Planning**

No Comment

1. An agreement will need to be executed by the village board to create an easement for six parking spaces of public parking. This agreement will need to be prepared, approved, and executed following approval of a Conditional Use and site plan and architectural approval. The agreement must be completed and recorded prior to any permits being issued.
2. Staff recommends that two additional trees be planted on site at the rear of the building and within the planting area near the dumpster area, such shade trees shall have a columnar upright pattern to allow for clearance around the dumpster area. The tree at the rear of the building shall be a shade tree. This will bring the total number of on-site trees to four. Staff recommends that the additional eight trees be planted within the right of way of Henry and Main. Staff also request modification of the landscaping plan along Main Street to provide for better screening year-round while being maintained no higher than three feet in height from the pavement surface. A revised landscaping plan will be required to be submitted and plans reviewed and approved by the Director of Public Works, Police Chief, and Community Planner.
3. Conditions of the original Site Plan review of May of 2021 shall continue to apply as applicable.

Recommendation

Site Plan and Architectural Review

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review, as set forth in the attached resolution.

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. The developer shall comply with comments from Ruekert-Mielke letters regarding stormwater and utilities. Final Plans shall be submitted, reviewed, and approved by Ruekert-Mielke prior to the pre-construction meeting.
9. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project

elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.

10. An agreement will need to be executed by the village board to create an easement for six parking spaces of public parking. This agreement will need to be prepared, approved, and executed following approval of a Conditional Use and site plan and architectural approval. The agreement must be completed and recorded prior to any permits being issued.
11. Staff recommends that two additional trees be planted on site at the rear of the building and within the planting area near the dumpster area, such shade trees shall have a columnar upright pattern to allow for clearance around the dumpster area. The tree at the rear of the building shall be a shade tree. This will bring the total number of on-site trees to four. Staff recommends that the additional eight trees be planted within the right of way of Henry and Main. Staff also request modification of the landscaping plan along Main Street to provide for better screening year-round while being maintained no higher than three feet in height from the pavement surface. A revised landscaping plan will be required to be submitted and plans reviewed and approved by the Director of Public Works, Police Chief, and Community Planner.
12. Conditions of the original Site Plan review of May of 2021 shall continue to apply as applicable.
13. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

Attachments

1. Maps
2. Plans
3. Resolution for approval of the Site Plan and Architectural Review



Village of Mukwonago GIS

Espresso Love - Aerial

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 83'

VILLAGE OF MUKWONAGO

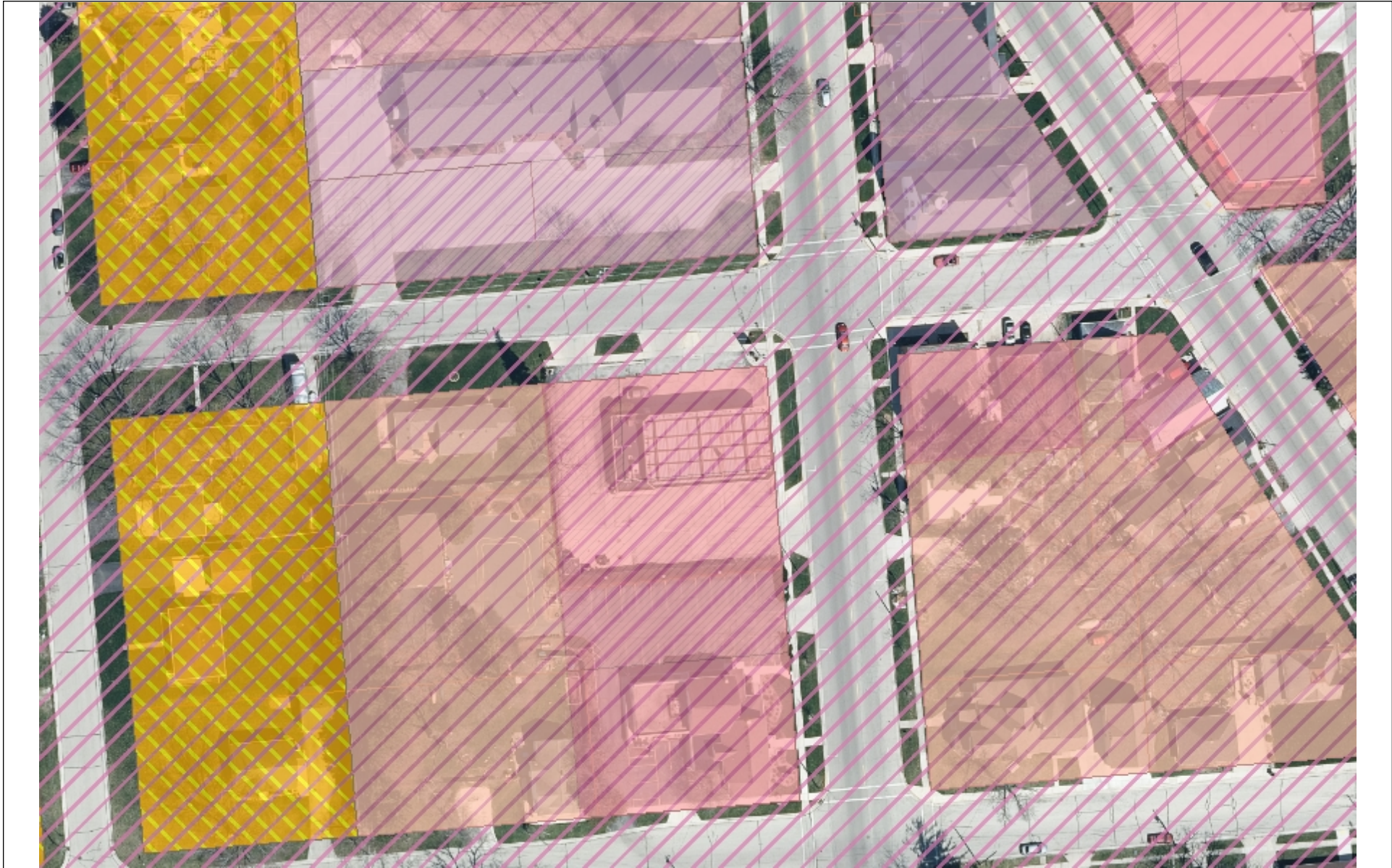
440 River Crest Court

PO Box 206

Mukwonago, WI 53149

262-363-6420

Print Date: 5/6/2021



Village of Mukwonago GIS
Espresso Love - Land Use Map

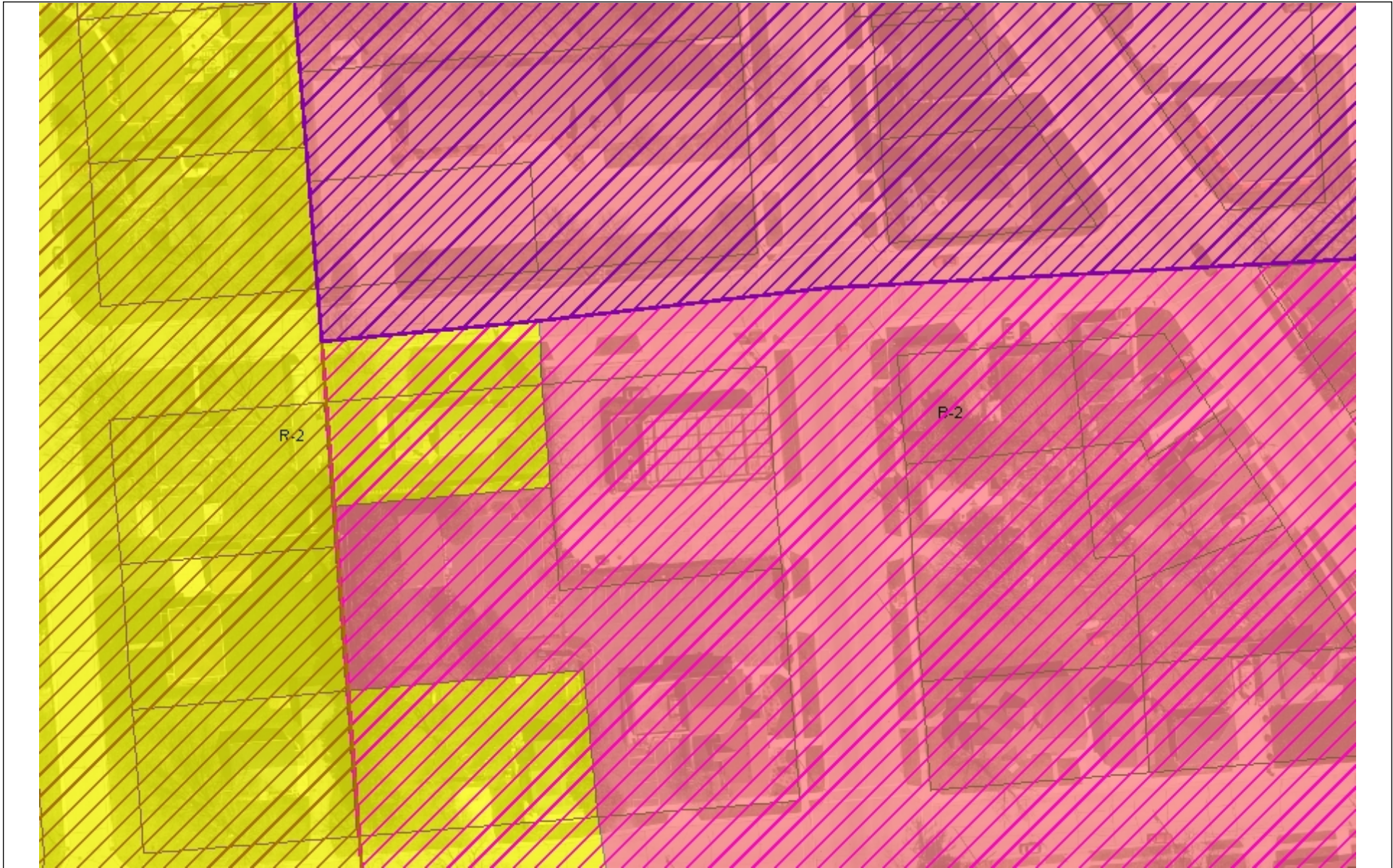
DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 83'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/6/2021



Village of Mukwonago GIS
Espresso Love - Zoning Map

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 83'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/5/2021

May 27, 2021

Mr. Fred Winchowky
Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Espresso Love
Approval of Construction Drawings

Dear Mr. Winchowky:

We have completed our review of the resubmitted documents for the proposed Espresso Love site located at the southwest corner of Henry Street and CTH "ES" where the old Clark Gas Station was located. The plans are dated with a revision of May 27, 2021. The plan accurately addressed all comments we had in our May 4, 2021 comment letter.

We believe these plans are in compliance with Village Ordinances and Standard Specifications and follow standard engineering practice. We therefore recommend that the Planning Commission and Village Board approve the Construction Drawings dated May 27, 2021 contingent on the following items:

1. The Developer and their Contractor shall apply for and obtain a Village Erosion Control Permit prior to disturbing any land.
2. The Developer shall forward all approved Waukesha County Permits to the Village of Mukwonago and Ruekert & Mielke, Inc. prior to starting any construction.
3. The Developer and their Contractor shall hold a preconstruction meeting with Department Heads and a representative from Ruekert & Mielke prior to and land disturbing activity.
4. The Developer and their contractor are responsible for completing erosion control inspections of the site, at minimum on a weekly basis and after any rain event equal or greater than 0.5 inches. All erosion control measures shall be consistently maintained and repaired promptly.
5. Any modifications to the Construction Sequence or Erosion Control plan shall be submitted to and approved by the Village prior to implementing the change.

Our review did not include a detailed check of the all survey and engineering data, the accuracy of that data is the responsibility of Ellena Engineering Consultants, LLC.

If you or any staff member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch, E.I.T.
Project Engineer
pgesch@ruekertmielke.com

Mr. Fred Winchowky
Espresso Love – Drawing Approval
May 27, 2021
Page 2

PWG:pwg

cc: Diana Dykstra, Village of Mukwonago
John Fellows, Village of Mukwonago
Mark G. Blum, Village of Mukwonago
Bob Harley, Village of Mukwonago
Tim Rutenbeck, Village of Mukwonago
Dave Brown, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Chief Jeff Stien, Village of Mukwonago
Chief Kevin Schmidt, Village of Mukwonago
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.



PURE architecture studio, llc
735 N Water Street, Suite 1228
Milwaukee, WI 53202
www.pure-arch.com

PROJECT

ESPRESSO LOVE
COFFEE

301 MAIN STREET
MUKWONAGO, WI 53149

OWNER

This drawing, its design concept, and its detail are the sole property of PURE architecture studio, llc and shall not be copied in any form or manner, or used on any other projects, without written authorization of its designer/creator.

REVISIONS

NO.	DESCRIPTION	DATE
-----	-------------	------

INFORMATION

PROJECT ARCHITECT	Bob Rowe
PROJECT MANAGER	X
PROJECT NUMBER	X
ISSUED FOR	REVIEW
DATE	05.24.2021

SHEET

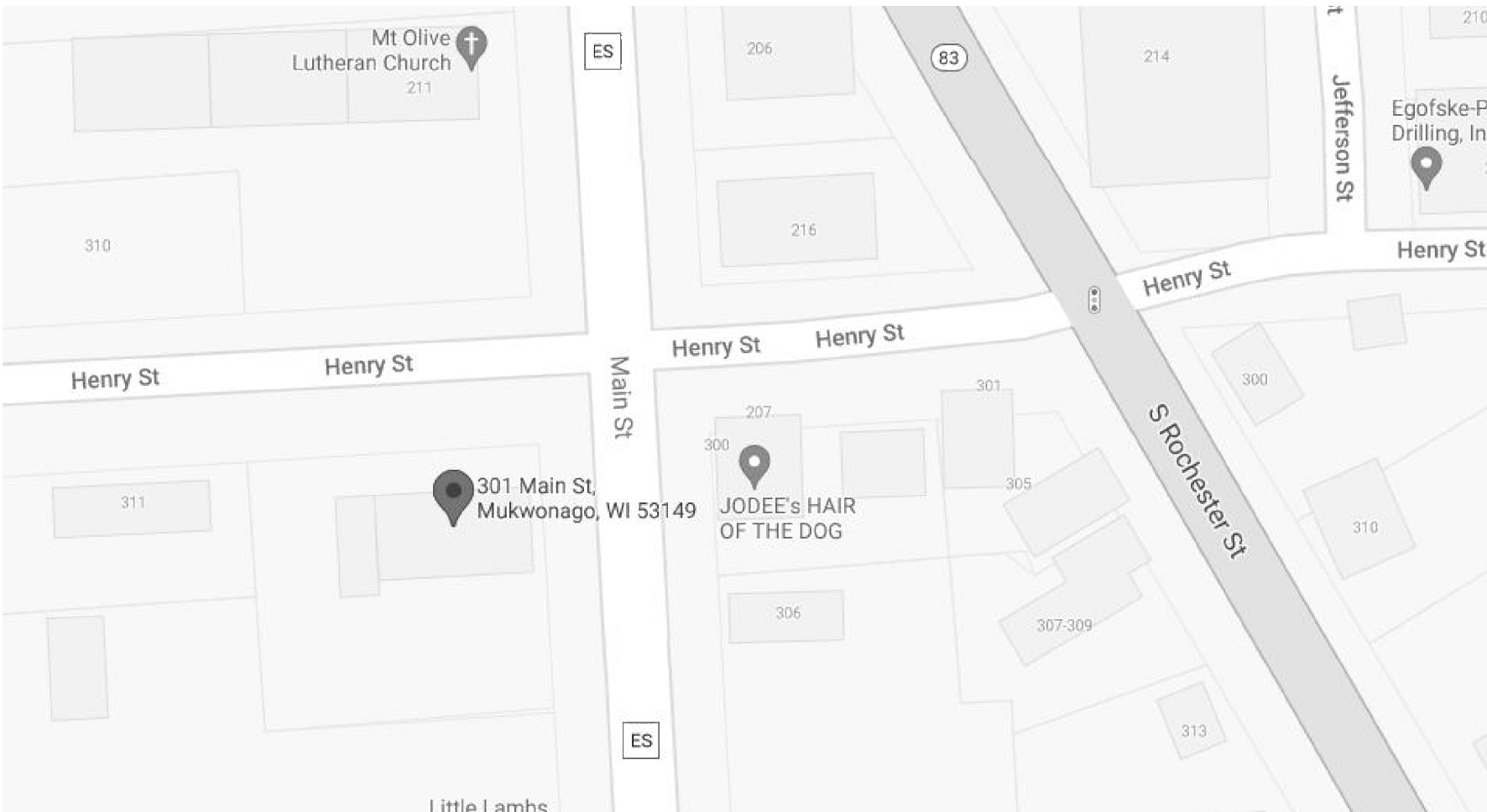
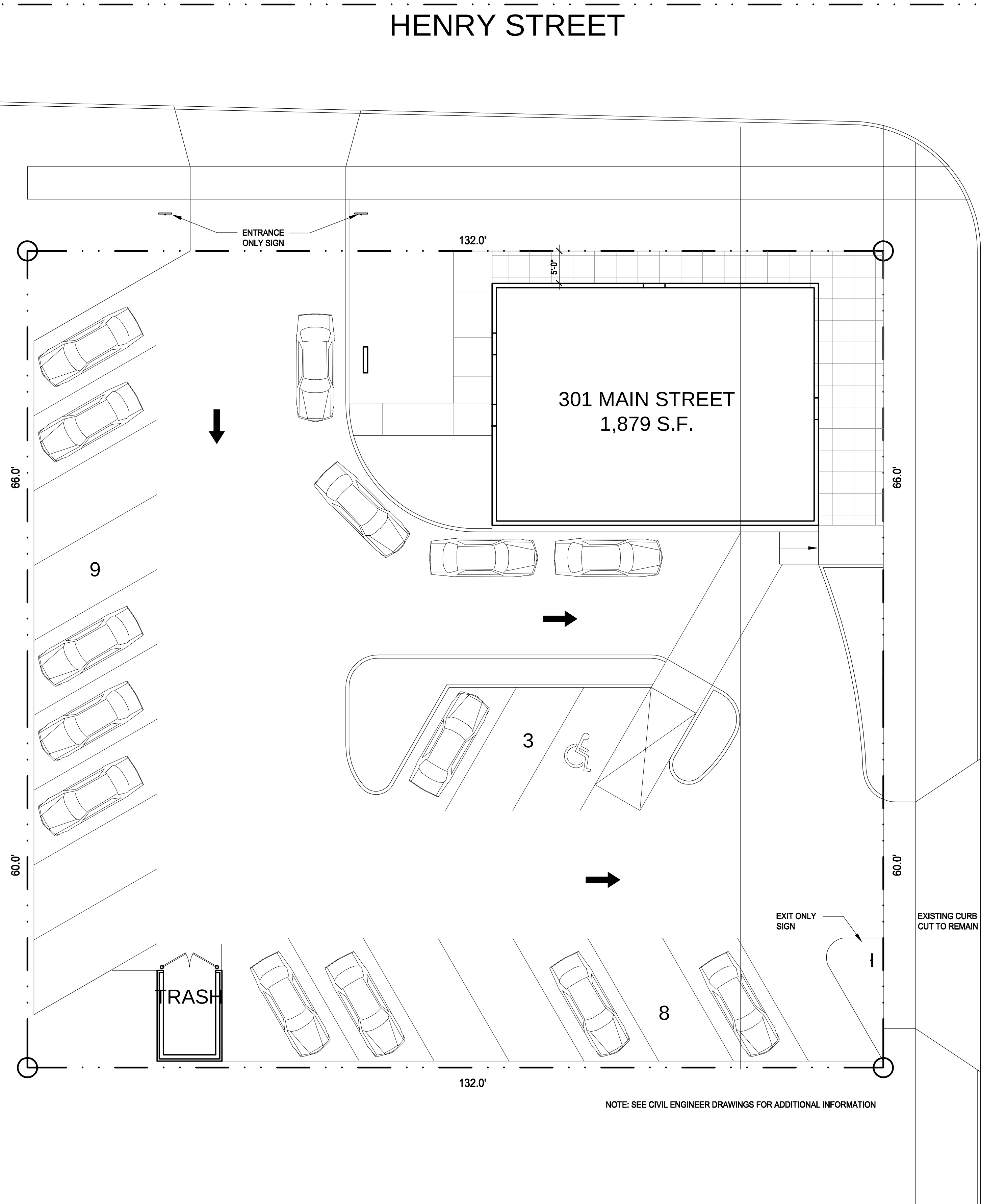
ARCHITECTURAL SITE PLAN

AS100

HENRY STREET

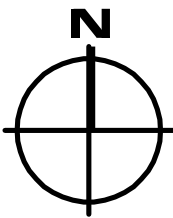
MAIN STREET

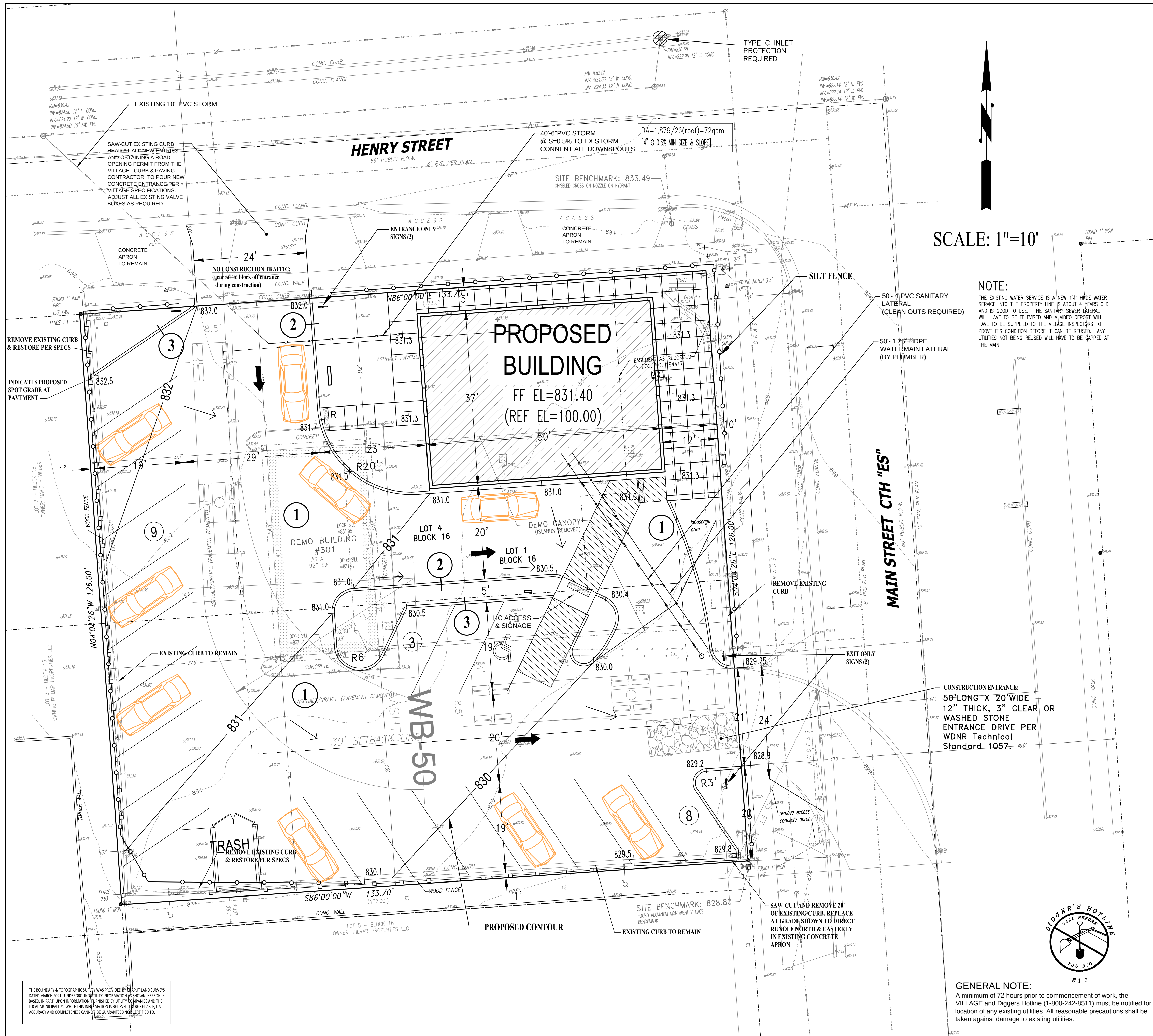
SITE AREA:	
-	APPROX. 16,632 S.F. (+/- VERIFY)
MAIN FLOOR:	
-	1,727 S.F. Coffee Shop
-	152 S.F. Stair
-	1,879 S.F. Footprint
APARTMENTS:	
-	(1) 780 S.F. +/- 1-Bedroom Unit
-	(1) 867 S.F. +/- 1-Bedroom Unit
PARKING:	
-	COFFEE SHOP 1/3 SEATS = 11 SPACES
-	1/EMPLOYEE= 3
-	APARTMENT 1 SPACES PER UNIT= 2
-	REQUIRED: 16 SPACES
-	PROVIDED: 20 SPACES



VICINITY MAP
SCALE: N.T.S.

SITE PLAN
SCALE: 1" = 10'-0"





GENERAL CONSTRUCTION NOTES:

1. All work shall be in accordance with the Standard Specifications for Highway and Structure Construction, State of Wisconsin, Latest Edition; the State of Wisconsin Plumbing Code AND the VILLAGE of Mukwonago Ordinances, unless otherwise called for on the plans, specifications or special provisions.
2. Contractor shall obtain all permits prior to commencing any construction on the site. Any Work within the right of way will require additional permits from the State, County or VILLAGE. Contractor is required to contact all agencies for applicable permits.
3. All erosion control measures specified on this plan shall meet the design criteria, standards and specifications as set forth in the Department of Natural Resources Wisconsin Technical Standards.
4. All erosion control devices (i.e., silt fence, etc.), shall be installed prior to commencing any site work on the property.
5. All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at any one time.
6. The owner will provide all surveying and construction staking for this contract. The contractor shall exercise care and diligence in protecting the same.
7. The contractor shall notify Diggers Hotline, all utilities VILLAGE Departments, and government units whose property may be affected by the contractor's operations at least three (3) days before breaking ground. Diggers Hotline number is 811.
8. Public roads shall not be closed to traffic at any time. All ingress and egress traffic to the project shall be limited to the TRACKING PAD entrance to the property.
9. Contractor shall be responsible for maintaining the Streets. The Streets shall be kept free of silt or dirt tracked from areas under construction by sweeping within 24hrs.
10. Upon completion of the work as specified, respread four (4") inches of salvaged topsoil over all disturbed areas and provide seed, fertilizer and erosion control fabric per the WDNR Technical Standards.
11. Stabilization of all disturbed areas must follow NR151 erosion control prescriptive standards which require immediate temporary stabilization of disturbed areas which remain inactive longer than 14 working days and within 7 days of final stabilization. Highway mix #40 shall be used for permanent seeding with an application rate of 4.0 lbs/1000 sf.
12. All erosion control devices shall be routinely inspected every seven days or within 24 hours of a rainfall greater than 0.5 inches. INSPECTION BY GENERAL CONTRACTOR.
13. IF PERMANENT SEEDING (WISDOT40) IS NOT COMPLETED BY SEPTEMBER 15, APPLY TEMPORARY SEEDING (SEE BELOW). IF TEMPORARY SEEDING IS NOT COMPLETED BY OCTOBER 15, DORMANT SEED WITH EROSION CONTROL MATTING OR HYDROMULCH SHALL BE APPLIED TO INACTIVE DISTURBED SOILS BETWEEN OCTOBER 15TH AND MAY 1ST AS A TEMPORARY SOIL STABILIZATION MEASURE DURING THE NON-GROWING SEASON.

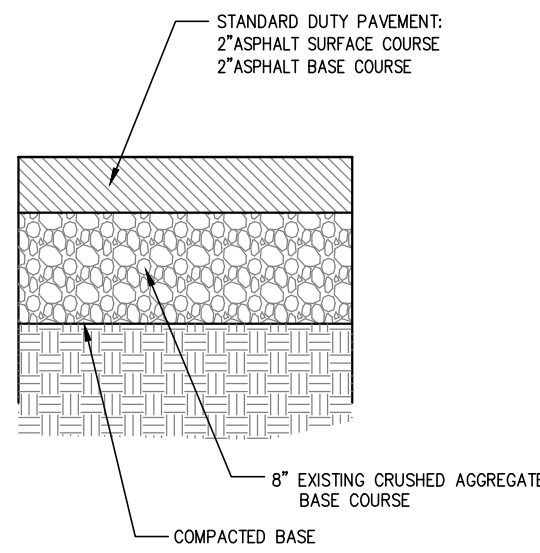
WisDOT Temporary Seed Mix:
Temporary seed shall be a seed mixture conforming to WisDOT 630.2.1.5.1.4.
Use winter wheat or rye for fall plantings started after September 1.

CONSTRUCTION PHASING SEQUENCING:

- THE GRADING AND UNDERGROUND CONTRACTORS MUST FOLLOW THIS CONSTRUCTION SEQUENCE AS REQUIRED BY THE WORK AND THE VILLAGE:
1. INSTALL SILT FENCE AND GRAVEL ENTRANCE.
 2. DEMO THE CONSTRUCTION AREA & HAUL OFFSITE.
 3. LOCATE EXISTING ONSITE STORM FOR NEW BUILDING HOOKUP AND INSTALL LATERALS.
 4. CONSTRUCT BUILDING, TRASH AREA, PARKING LOT AND WALKS.
 5. RESTORE ALL AREAS WITH TOPSOIL, SEED AND EROSION CONTROL MATTING.
 6. ALL SEDIMENT AND EROSION CONTROL DEVICES SHALL REMAIN IN PLACE UNTIL THE SITE HAS REACHED 70% VEGETATION AND THE VILLAGE ENGINEER HAS APPROVED THE REMOVAL OF THE DEVICES.
 7. FOLLOWING COMPLETE SITE STABILIZATION AND VILLAGE APPROVAL, REMOVE ALL EROSION CONTROL MEASURES.
 8. ANY MODIFICATIONS TO THE SEQUENCE MUST BE SUBMITTED TO AND APPROVED BY THE VILLAGE OF MUKWONAGO.

LEGEND

- WOOD FENCE
- SILT FENCE
- SANITARY SEWER
- STORM SEWER
- WATERMAIN
- OVERHEAD POWER/UTILITY
- UNDERGROUND GAS
- UNDERGROUND ELECTRIC
- UNDERGROUND CABLE
- EXISTING SPOT ELEVATION
- EXISTING CONTOUR
- PROPOSED SPOT ELEVATION
- PROPOSED CONTOUR
- PROPOSED DRAINAGE DIRECTION

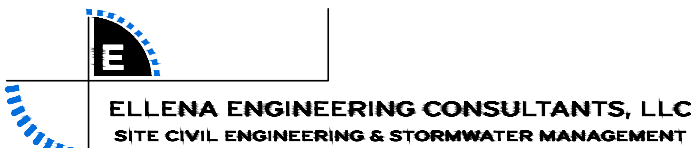


STANDARD DUTY PAVEMENT

SITE DATA TABLE

TOTAL SITE AREA :	16,846 S.F. (0.387 Ac)
NEW BUILDING AREA:	1,879 S.F.
NEW PARKING LOT AREA:	11,020 S.F.
NEW WALK AREAS:	870 S.F.
TOTAL IMPERVIOUS SURFACE AREA RATIO:	13,769 S.F./ 16,846 S.F. = 81.7%
TOTAL GREEN SPACE AREA RATIO:	18.3%

REVISIONS	
DATE	DESC.
04-29-21	REV1
05-20-21	REV2
05-27-21	REV3



Ellena Engineering Consultants, LLC • 700 Pilgrim Parkway • Suite 100 • Elm Grove, WI 53122
Phone: 262-719-6183 • Fax: 866-457-2584 • Email: mellenae@eeceng.com

ESPRESSO LOVE COFFEE

301 Main Street • VILLAGE of Mukwonago • Wisconsin

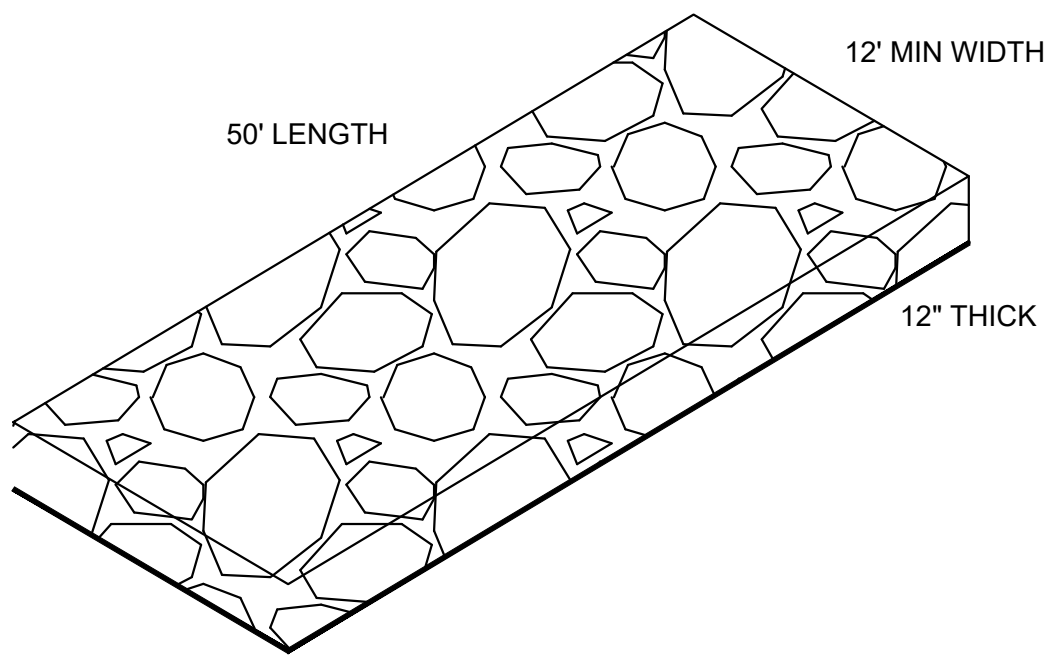
SITE GRADING, PAVING & DRAINAGE PLAN

SCALE: 1" = 10'	JOB NO.:	DATE: 03-15-2021
	CHECKED BY:	

C100



GENERAL NOTE:
A minimum of 72 hours prior to commencement of work, the VILLAGE and Diggers Hotline (1-800-242-8511) must be notified for location of any existing utilities. All reasonable precautions shall be taken against damage to existing utilities.

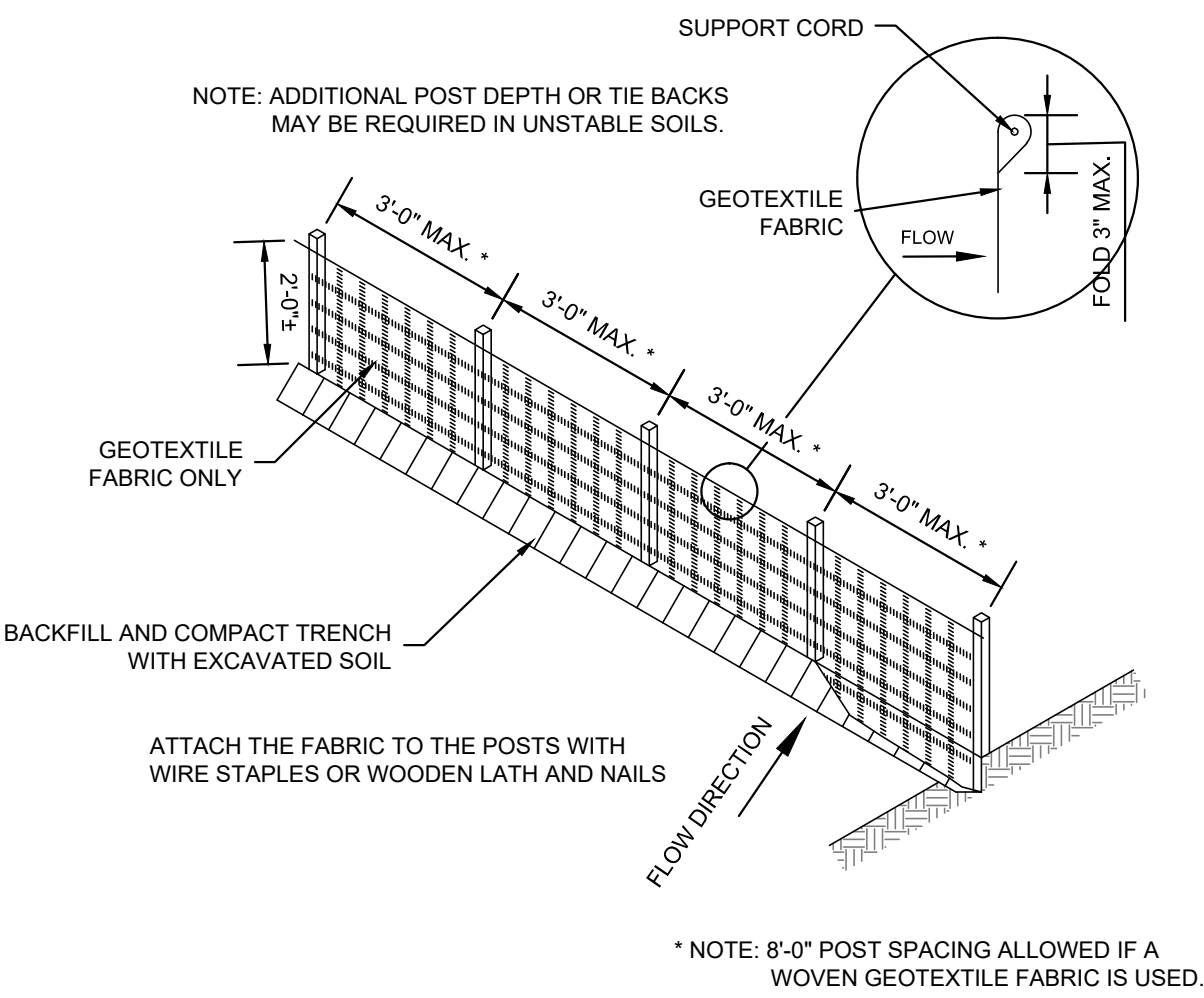


STONE TRACKING PAD

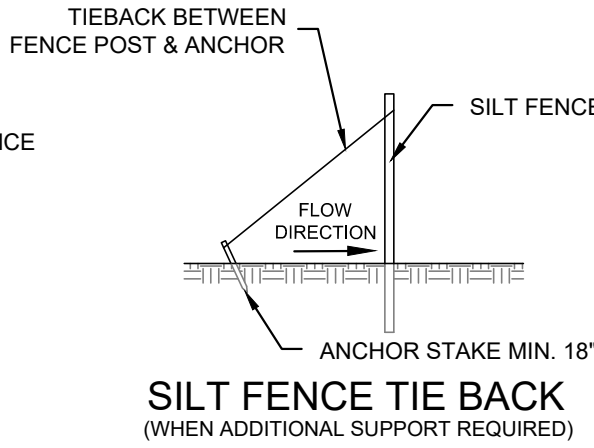
PER WDNR TECH STANDARD 1057
Note 1: Use hard, durable, angular No. 3" stone or recycled concrete meeting the gradation in Wisconsin Department of Transportation (DOT) 2018 Standard Specification, Section 312. Select Crushed Material.
Note 2: Slope the stone tracking pad in a manner to direct runoff to an approved treatment practice.
Note 3: Select fabric type based on soil conditions and vehicles loading.
Note 4: Install tracking pad across full width of the access point, or restrict existing traffic to a dedicated egress lane at least 12 feet wide across the top of the pad.
Note 5: If a 50' pad length is not possible due to site geometry, install the maximum length practicable and supplement with additional practices as needed.

GENERAL NOTES

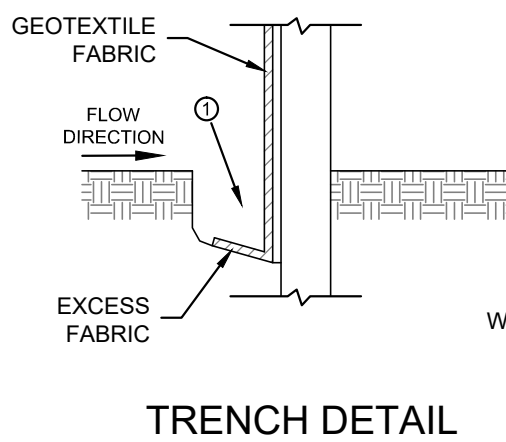
- ① TRENCH SHALL BE A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.
- ② WOOD POSTS SHALL BE A MINIMUM OF 1 1/2" x 1 1/2" OF OAK OR HICKORY.
- ③ CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING METHODS: A) TWIST METHOD -- OVERLAP THE END POSTS AND TWIST, OR ROTATE, AT LEAST 180 DEGREES. B) HOOK METHOD -- HOOK THE END OF EACH SILT FENCE LENGTH.



SILT FENCE



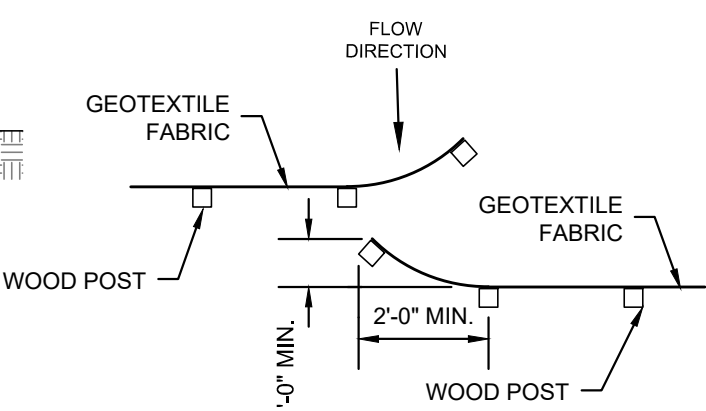
SILT FENCE TIE BACK
(WHEN ADDITIONAL SUPPORT REQUIRED)



TRENCH DETAIL

THIS DRAWING BASED ON WISCONSIN
DEPARTMENT OF TRANSPORTATION
STANDARD DETAIL DRAWING 8 E 9-6

TWIST METHOD



HOOK METHOD
JOINING TWO LENGTHS OF SILT FENCE ④

TYPE C (INLETS W/ CAST CURB BOX)
USE WOOD 2"x4" EXTEND 8" BEYOND GRATE WIDTH, BOTH SIDES. SECURE TO GRATE WITH WIRE OR PLASTIC TIES. TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF GRATE.

INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE BETWEEN INLET WALLS AND BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3" WHERE NECESSARY THE CONTRACTOR SHALL CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAX. OF 4" FROM THE BOTTOM OF THE BAG.

FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MIN. OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.

USE REBAR OR STEEL ROD FOR REMOVAL

4" X 6" OVAL HOLE SHALL BE HEAT CUT INTO ALL FOUR SIDE PANELS.

MINIMUM DOUBLE STITCHED SEAMS ALL AROUND SIDE PIECES AND ON FLAP POCKETS.

GEOTEXTILE FABRIC TYPE FF

FRONT, BACK, AND BOTTOM TO BE MADE FROM SINGLE PIECE OF FABRIC.

MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON WSDOT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST (PAL) MAY BE SUBSTITUTED

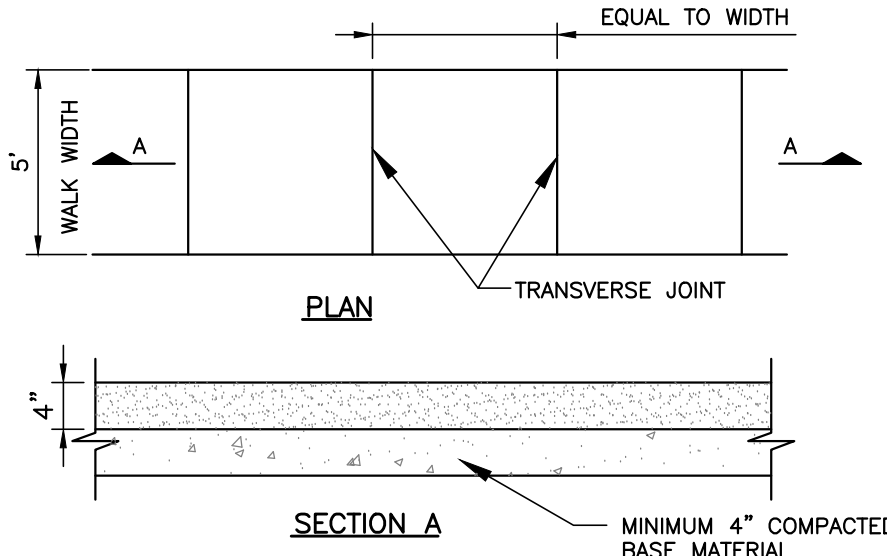
WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

TYPE D INLET PROTECTION GRATE

FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT A WOOD 2"x4."

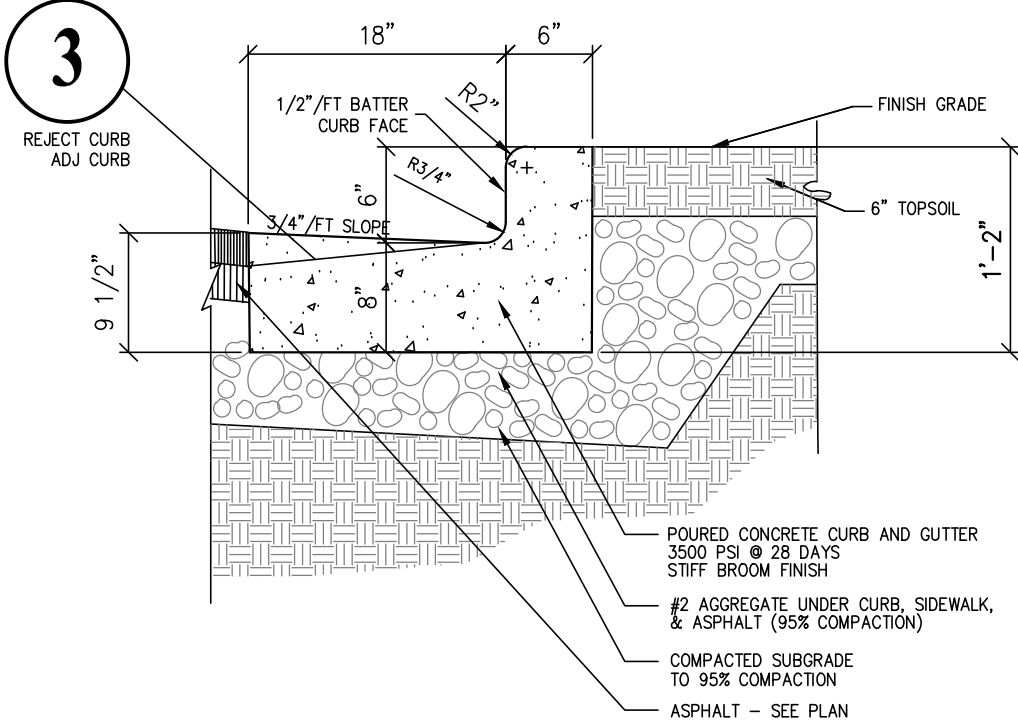
DO NOT INSTALL TYPE C OR TYPE D INLET PROTECTION IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

INLET PROTECTION



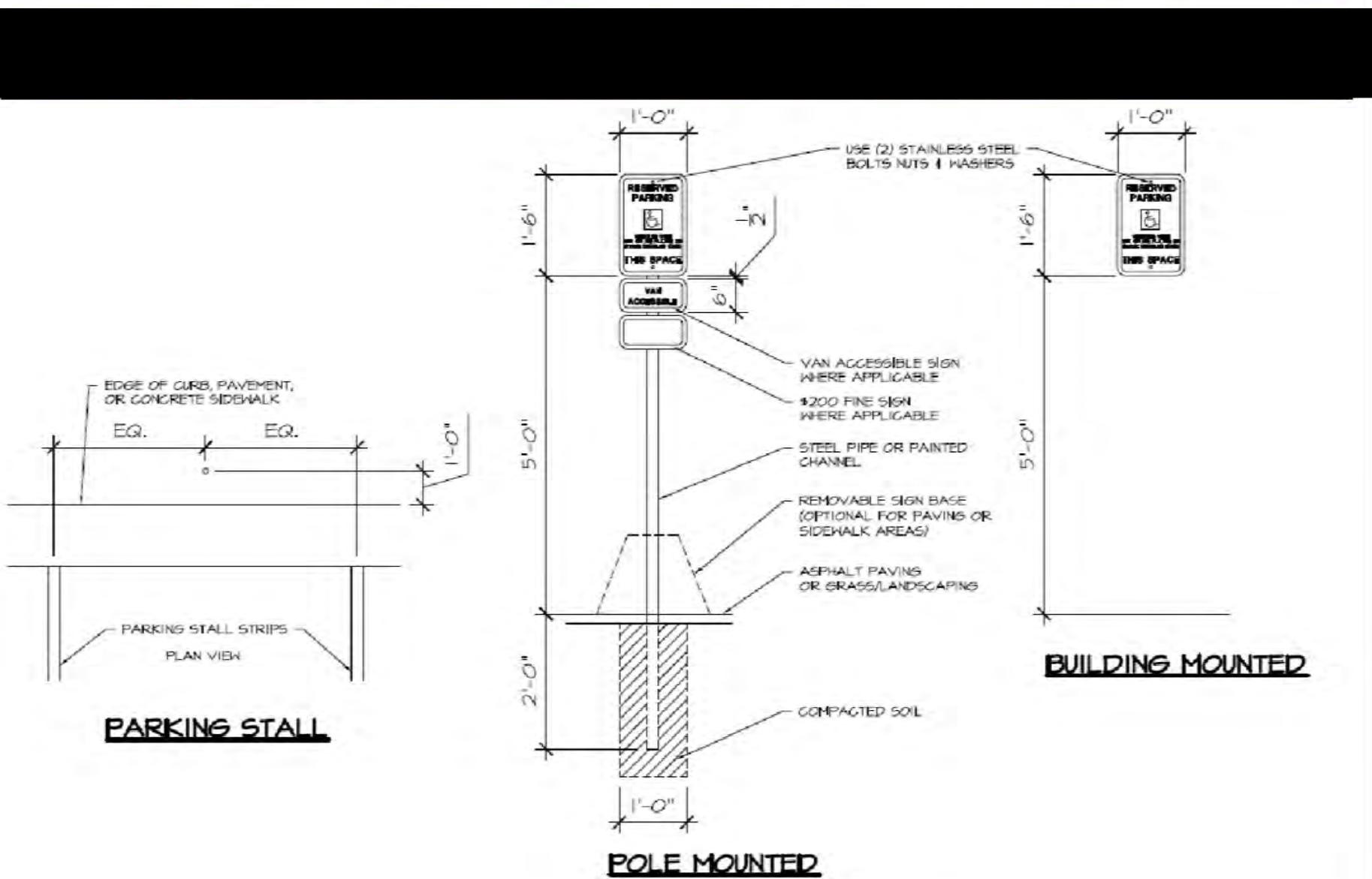
NOTES:
1. TRANSVERSE JOINTS SHALL BE CUT WITH A JOINTER HAVING A RADIUS OF 1/4" AT SPACING AS INDICATED OR AS DIRECTED BY THE ENGINEER.

CONCRETE WALK DETAIL



24" CONCRETE CURB & GUTTER

NO SCALE



HANDICAP PARKING SIGNS

REVISION
6/7/2012



GENERAL NOTE:

A minimum of 72 hours prior to commencement of work, the VILLAGE and Diggers Hotline (1-800-242-8511) must be notified for location of any existing utilities. All reasonable precautions shall be taken against damage to existing utilities.

REVISIONS	
DATE	DESC.
04-29-21	REV1
05-20-21	REV2
05-27-21	REV3



ELLENA ENGINEERING CONSULTANTS, LLC
SITE CIVIL ENGINEERING & STORMWATER MANAGEMENT

Ellena Engineering Consultants, LLC • 700 Pilgrim Parkway • Suite 100 • Elm Grove, WI 53122
Phone: 262-719-6183 • Fax: 866-457-2584 • Email: mellenae@eeconsg.com

ESPRESSO LOVE COFFEE

301 Main Street • VILLAGE of Mukwonago • Wisconsin

DETAILS



SCALE: 1" = 10' JOB NO.: DATE: 03-15-2021

CHECKED BY:

C200

THE BOUNDARY & TOPOGRAPHIC SURVEY WAS PROVIDED BY CHARLT LAND SURVEYS DATED MARCH 2021. UNDERGROUND UTILITY INFORMATION AS SHOWN HEREON IS BASED, IN PART, UPON INFORMATION FURNISHED BY UTILITY COMPANIES AND THE LOCAL MUNICIPALITY. WHILE THIS INFORMATION IS BELIEVED TO BE RELIABLE, ITS ACCURACY AND COMPLETENESS CANNOT BE GUARANTEED NOR CERTIFIED TO.

ESPRESSO LOVE COFFEE
PLANTING PLAN

Scale: 1'-0" = 10'-0"



N77 W31086 Hartman Court Hartland, WI 53029 (262) 966-2822

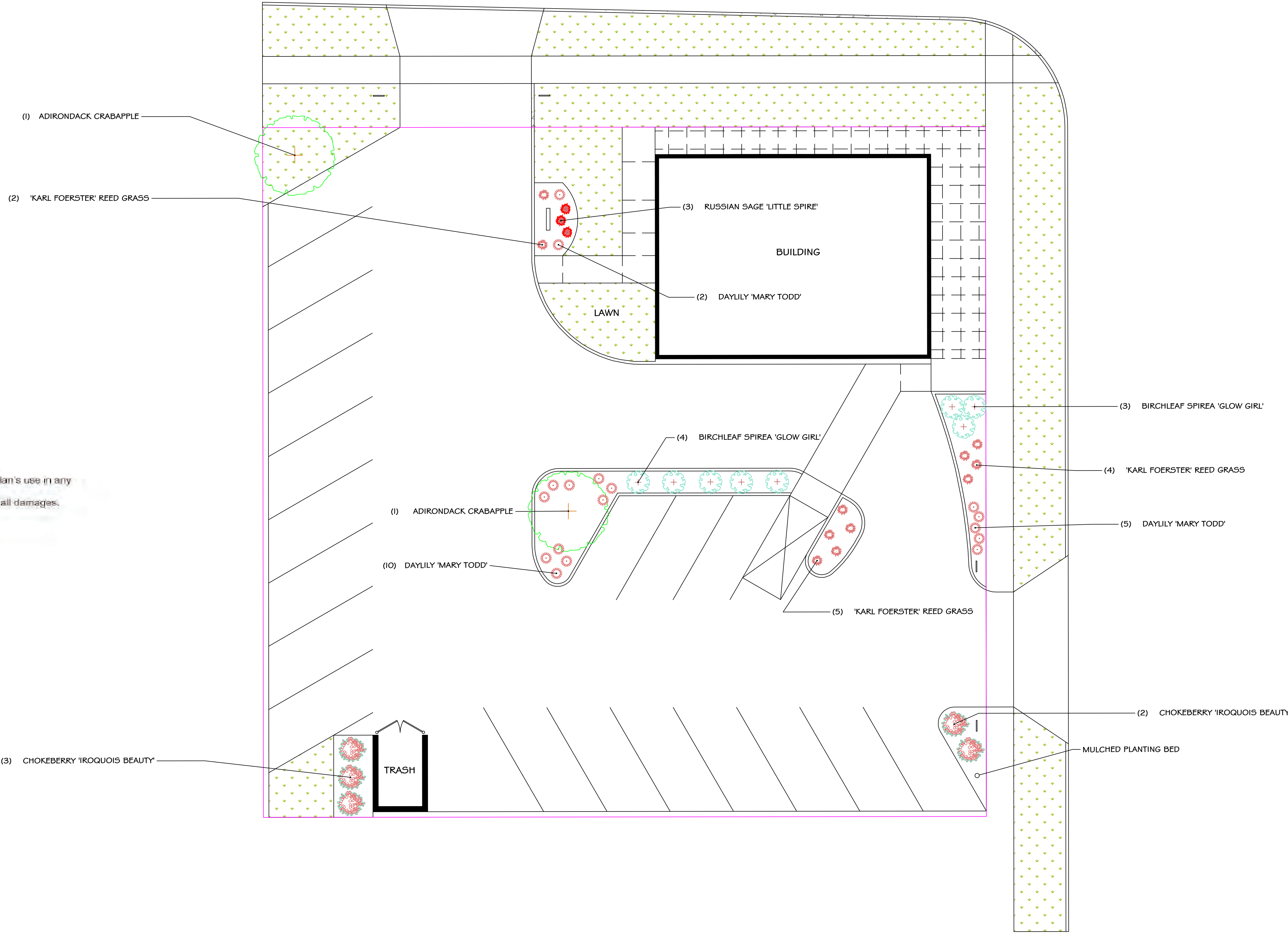
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Plan rights can be purchased. Contact Century Landscaping Co., Inc.

Design Plan ©

Vaughan

Date 5/27/21



RESOLUTION 2021- 51

**RESOLUTION AMENDING RESOLUTION 2021-39 APPROVING SITE PLAN AND
ARCHITECTURAL REVIEW
FOR ESPRESSO LOVE COFFEE, APPLICANT
at 301 Main Street, MUKV 1976-128**

WHEREAS, pursuant to Section 100-601, and 100-153 of the Zoning Code, an application for a site plan and architectural review has been filed for the approval for a drive-through facility, which application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

WHEREAS, the application has been submitted by the ESPRESSO LOVE COFFEE

WHEREAS, Restaurants with drive thru facilities are within the B-2/ Village Center Multi-Purpose Overlay in which the subject property is located, and

WHEREAS, the plan of operation and plans have been reviewed and recommended by the Village Plan Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the site plan and architectural review for structures within a public park at 301 Main Street, based upon the plan of operation and plans submitted to the Village.

NOW, THEREFORE, BE IT FURTHER RESOLVED this site plan and architectural review approval shall be subject to the following conditions:

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.

8. The developer shall comply with comments from Ruekert-Mielke letters regarding stormwater and utilities. Final Plans shall be submitted, reviewed, and approved by Ruekert-Mielke prior to the pre-construction meeting.
9. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
10. An agreement will need to be executed by the village board to create an easement for six parking spaces of public parking. This agreement will need to be prepared, approved, and executed following approval of a Conditional Use and site plan and architectural approval. The agreement must be completed and recorded prior to any permits being issued.
11. Staff recommends that two additional trees be planted on site at the rear of the building and within the planting area near the dumpster area, such shade trees shall have a columnar upright pattern to allow for clearance around the dumpster area. The tree at the rear of the building shall be a shade tree. This will bring the total number of on-site trees to four. Staff recommends that the additional eight trees be planted within the right of way of Henry and Main. Staff also request modification of the landscaping plan along Main Street to provide for better screening year-round while being maintained no higher than three feet in height from the pavement surface. A revised landscaping plan will be required to be submitted and plans reviewed and approved by the Director of Public Works, Police Chief, and Community Planner.
12. Conditions of the original Site Plan review of May of 2021 shall continue to apply as applicable.
13. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

NOW, THEREFORE, BE IT FURTHER RESOLVED the applicant, upon the approval of this site plan and architectural review shall agree to accept the same in writing.

Passed and dated this 16th day of June 2021.

VILLAGE OF MUKWONAGO

By: _____
Fred Winchowky, Village President

Attest: _____
Diana Dykstra, Village Clerk-Treasurer

RESOLUTION 2021- 52

**RESOLUTION APPROVING SITE PLAN AND ARCHITECTURAL REVIEW
FOR IMPACT MUKWONAGO LLC
309 and 315 Gibson, MUKV1974-023 AND MUKV1974-015
THE VILLAGE OF MUKWONAGO**

WHEREAS, pursuant to Section 100-601, and 100-153 of the Zoning Code, an application for a site plan and architectural review has been filed for the approval for dumpster enclosures, which application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

WHEREAS, the application has been submitted by the IMPACT SEVEN / IMPACT MUKWONAGO LLC

WHEREAS, Dumpster Enclosures are within the Historic Residential -12,000 SF Lot Lands Use Classification in which the subject property is located, and

WHEREAS, Dumpster Enclosures are within the R-3 Single Family / Duplex Residential Zoning District in which the subject property is located, and

WHEREAS, the plans have been reviewed and recommended by the Village Plan Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the site plan and architectural review for dumpster enclosures at **309 and 315 Gibson**, based upon the plan of operation and plans submitted to the Village.

NOW, THEREFORE, BE IT FURTHER RESOLVED this site plan and architectural review approval shall be subject to the following conditions:

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The dumpster design shall match the proposed plans and images presented.

Village of Mukwonago
Walworth and Waukesha Counties, State of Wisconsin

7. The final landscaping plan shall be approved by the Planner prior to issuance of permits with regard to specific locations of the maples and Spruce trees so they have a more natural pattern in the landscape.
8. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

NOW, THEREFORE, BE IT FURTHER RESOLVED the applicant, upon the approval of this site plan and architectural review shall agree to accept the same in writing.

Passed and dated this 16th day of June 2021.

VILLAGE OF MUKWONAGO

By: _____
Fred Winchowky, Village President

Attest: _____
Diana Dykstra, Village Clerk-Treasurer



PLANNING COMMISSION

June 8, 2021 at 6:30pm

Mukwonago, WI

SITE PLAN AND ARCHITECTURAL REVIEW

309 and 315 Gibson Road
Parcel Number: MUKV1974-023AND MUKV1974-015

Case Summary

Parcel Data

Proposal:	Upgrading existing dumpster enclosure and construction of a new dumpster enclosure
Applicant:	IMPACT MUKWONAGO LLC
Request:	Site Plan and Architectural Review
Staff Recommendation:	Approve with Conditions
Planning Commission Recommendation:	Pending

Parcel Characteristics / Conditions

Acreage:	1.22 and 1.01
Current Use:	Senior Apartment Facility
Proposed Use:	Senior Apartment Facility
Reason for Request:	New Construction of dumpster enclosures
Land Use Classification:	Historic Residential -12,000 SF Lot
Zoning Classification:	R-3 Single Family / Duplex Residential District
Census Tract:	2039.01

Site Plan and Architectural Review Request

Architectural/ Site Review

Impact Seven is proposing to upgrade the existing dumpster enclosure located in the northwest portion of the property near the maintenance shed. This enclosure is proposed to be a wooden enclosure with gates. The wood detail will consist of a clapboard systyle design. The color of the enclosure will match the color of the building. The dumpster currently is not enclosure.

Impact Seven is also proposing to add a new dumpster enclosure located at the south end of the current parking are. This enclosure is proposed to be a wooden enclosure with gates. The wood detail will consist of a clapboard systyle design. The color of the

enclosure will match the color of the building. The dumpster currently is not enclosure.

Although many of the zoning district within the municipal code have specifications for dumpsters the R-3 district does not have specifications as this is primarily a single family and duplex district. Many commercial and manufacturing districts have requirements for masonry dumpsters, however in this case staff suggest that a wood or wood like material will be more compatible within the context of this property and the surrounding residential development and appear more like a privacy fence that would be seen in the R-3 district rather than a masonry structure.

Site Modifications	The existing dumpster enclosure is being proposed to be upgraded and a new dumpster is proposed to be located on the south side of the existing parking lot for to provide better convenience for the residents of the property.
Utilities	No Utilities are being proposed to be modified.
Stormwater Management	No stormwater is being proposed to be modified.
Wetlands	None
Signage	No signage is being proposed to be modified.
Parking	No modifications to the existing parking lot is proposed.
Landscaping	Landscaping is proposed to be modified around the existing and proposed dumpster enclosures. The dumpsters are proposed to have landscaping around the base of each enclosure consisting of 4' tall arborvitae, and day Lilies. Within the open lawn area, the applicant is proposing four 6' blue spruce and two 2" caliper Norway Maples.
Trash Enclosure	Both dumpster enclosures will match. They will be designed of wood with wood gates with a metal structure. The design uses a clap board style design with the color to be painted to match the building.
Fencing	No fencing is proposed.
Outdoor Lighting	No modification to exterior lighting is proposed.
Misc. Performance Standards	None

Staff Review

Engineering	No Comment
Public Works	No Comment
Utilities	No Comment
Police	No Comment

Fire No Comment
Building Inspection No Comment
Planning

1. As the existing code does not have specific standards for dumpster enclosures staff recommends that a wood enclosure would be the most compatible and contextual for the site conditions of the property and surrounding area.
2. Landscaping. ... The final landscaping plan shall be approved by the Planner prior to issuance of permits with regard to specific locations of the Maples and Spruce trees so they have a more natural pattern in the landscape.

Recommendation

Site Plan and Architectural Review

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review, as set forth in the attached resolution.

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date, and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The dumpster design shall match the proposed plans and images presented.
7. The final landscaping plan shall be approved by the Planner prior to issuance of permits with regard to specific locations of the maples and Spruce trees so they have a more natural pattern in the landscape.
8. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

Attachments

1. Maps
2. Plans
3. Resolution 2021-XX for approval of the Site Plan and Architectural Review



Village of Mukwonago GIS
309 & 315 Gibson St- Aerial

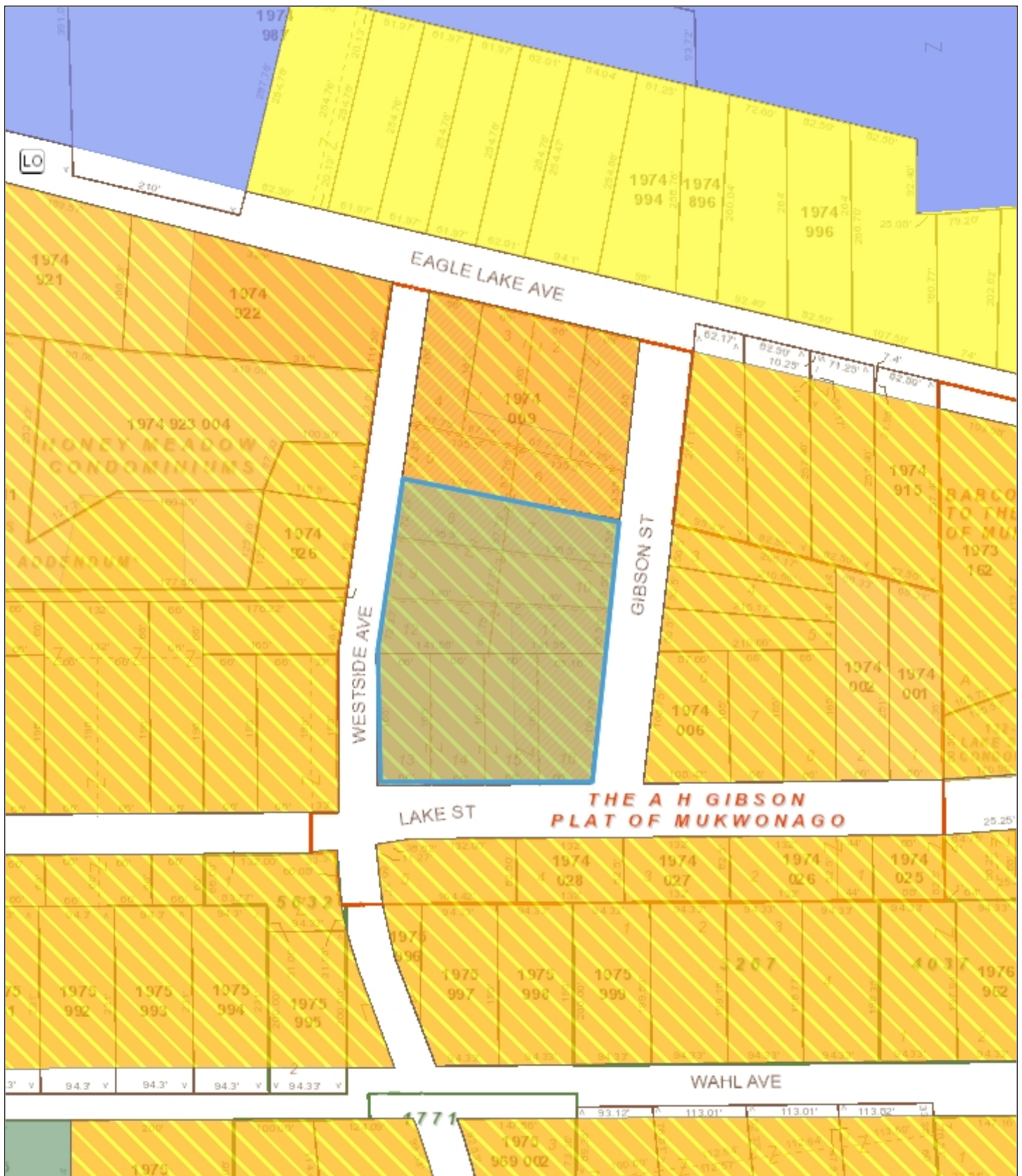
DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 167'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Village of Mukwonago GIS 309 & 315 Gibson St- Land Use

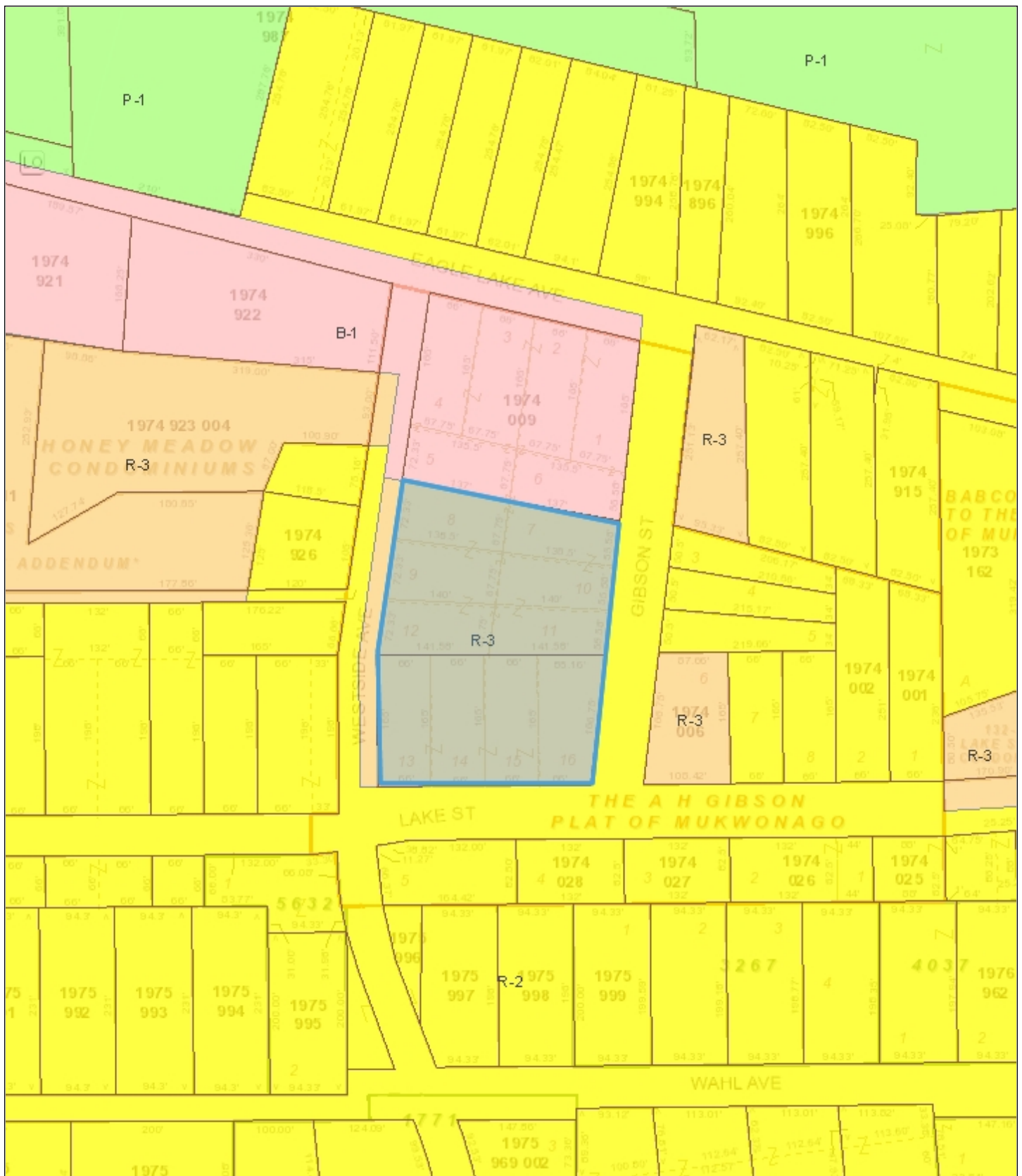
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VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



Village of Mukwonago GIS 309 & 315 Gibson St - Zoning

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VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 5/25/2021



PROJECT INFORMATION
 315 GIBSON STREET
 MUKWONAGO, WI 53151
 100 GIBSON STREET
 MUKWONAGO, WI 53151
 WWW.EXCELDESIGNER.COM

RENOVATIONS FOR: **LAKEVIEW TERRACE I** 315 GIBSON STREET • MUKWONAGO, WISCONSIN

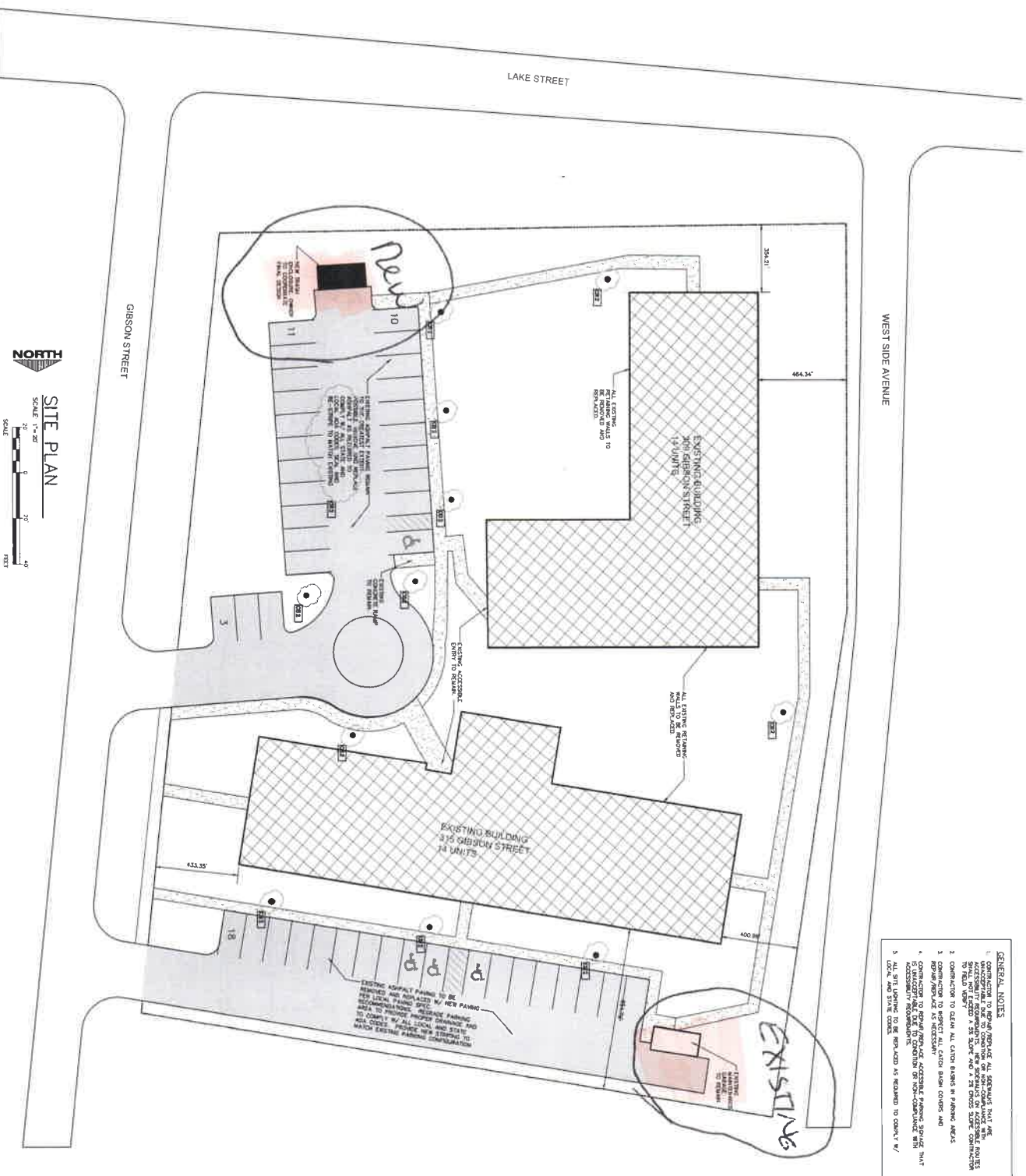
SHEET DATE	MAY 15, 2020
DESIGN NUMBER	1934840
DATE	JUNE 19, 2020
DATE	SEP 25, 2020

SHEET NUMBER	A0.1
--------------	------

- GENERAL NOTES**
1. CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF MUKWONAGO AND THE WISCONSIN DEPARTMENT OF TRANSPORTATION (DOT) PRIOR TO CONSTRUCTION.
 2. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES. ANY OBSTRUCTIONS SHALL BE REMOVED IMMEDIATELY.
 3. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES UNLESS OTHERWISE NOTED.
 4. CONTRACTOR SHALL MAINTAIN ALL EXISTING RETAINING WALLS AND REINFORCING.
 5. ALL SITE WORK SHALL BE COMPLETED BY THE END OF THE PROJECT.

- ADA COMPLIANCE REQUIREMENTS**
1. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING STRUCTURES MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 2. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING PARKING SPACES MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 3. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING WALKWAYS MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 4. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING DRIVEWAYS MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 5. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING RAMPWAYS MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).

- INDICATES NEW SITE WORKING TO BE INSTALLED**
1. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING STRUCTURES MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 2. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING PARKING SPACES MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 3. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING WALKWAYS MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 4. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING DRIVEWAYS MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).
 5. CONTRACTOR SHALL ENSURE ALL NEW AND EXISTING RAMPWAYS MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES < 2%).



ARCHITECTURAL SITE PLAN





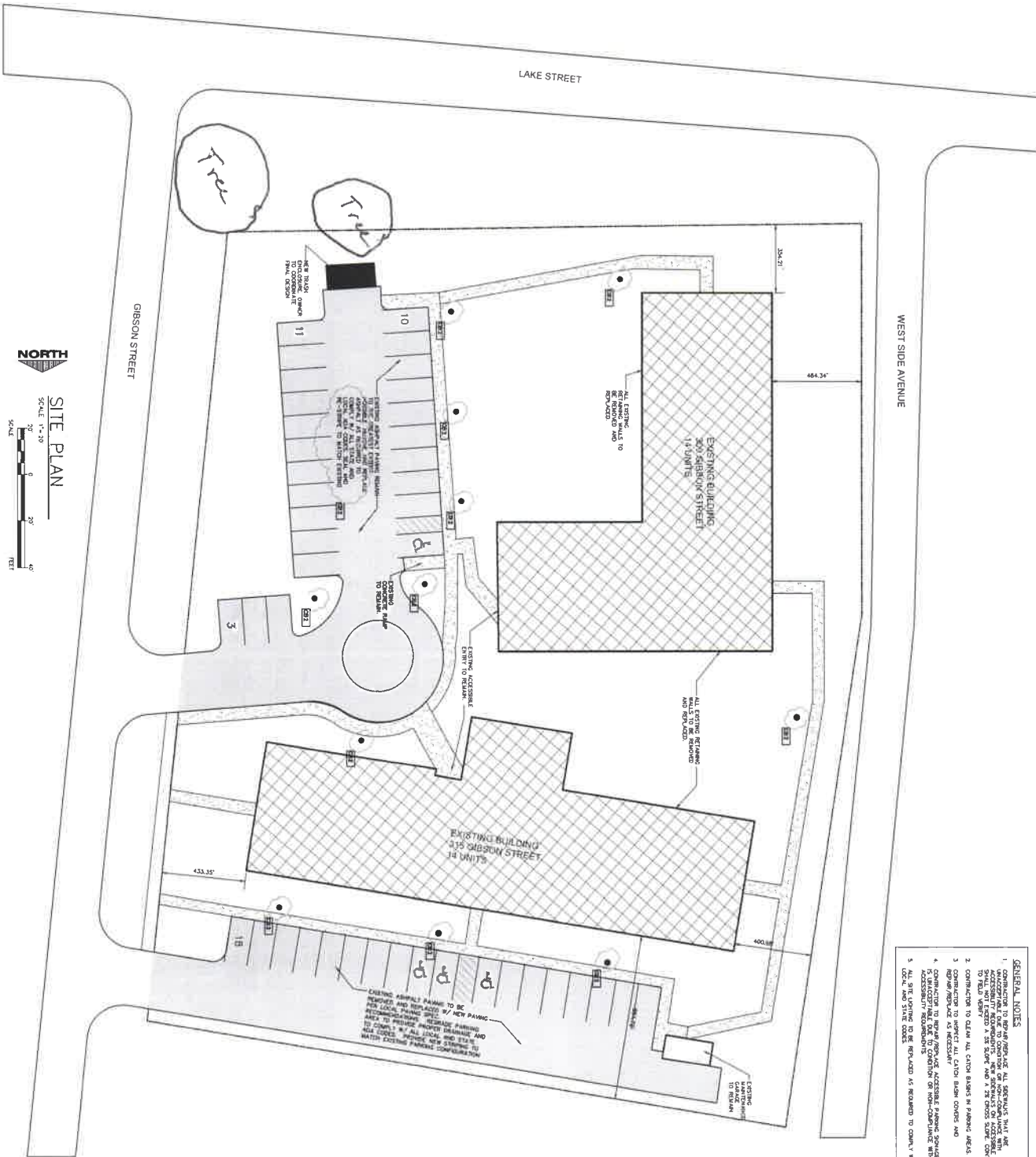
● INDICATES NEW SITE LIGHTING TO BE INSTALLED. ALL WIRING AND LIGHTING CONTROLS TO BE COORDINATED W/ GC. OWNER AND ELECTRICAL CONTRACTOR. ALL LIGHTING LEVELS TO MEET CODE REQUIRED MINIMUMS.

ADA SIDEWALK/CROSSWALK REQUIREMENTS.
CONTRACTOR TO ENSURE ALL SIDEWALKS /
CROSSWALKS ARE CONSTRUCTED AS NECESSARY TO
MEET ALL ADA REQUIREMENTS FOR HANDICAP
ACCESSIBILITY. (CROSS SLOPES $\leq 2\%$).

CONTRIBUTOR TO ENSURE ALL HANDICAP PARKING STALLS ARE CONSTRUCTED AS NECESSARY TO MEET ALL ADA REQUIREMENTS FOR HANDICAP ACCESSIBILITY (CROSS SLOPES <=2% MAX)

002

1. CONTRIBUTION TO GEAR/PERIODIC ALL, SPOONCAUS, MAT, ARE, UNACCEPTABLE, BUT TO CONTRIBUTE TO NON-COMPLIANCE WITH, RULES SHALL BE PENALIZED A 25 SEAT AND A 25 CROSS STATE CONTRIBUTION TO TELL, PENNY
2. CONTRIBUTION TO CLEAN ALL, CATCH BARS IN PARKING AREAS
3. CONTRIBUTION TO IMPROVE ALL, CATCH BARS, SPOT AND IMPROVE/PLACE IS NECESSARY
4. CONTRIBUTION TO IMPROVE ALL, CATCH BARS, SPOT AND IMPROVE/PLACE IS NECESSARY
5. ALL SITE, GROUND TO BE REPLACED AS REQUIRED TO COMPLY W/ LOCAL AND STATE CODES



NORTH

SITE PLAN

SCALE 1" = 20'

20'

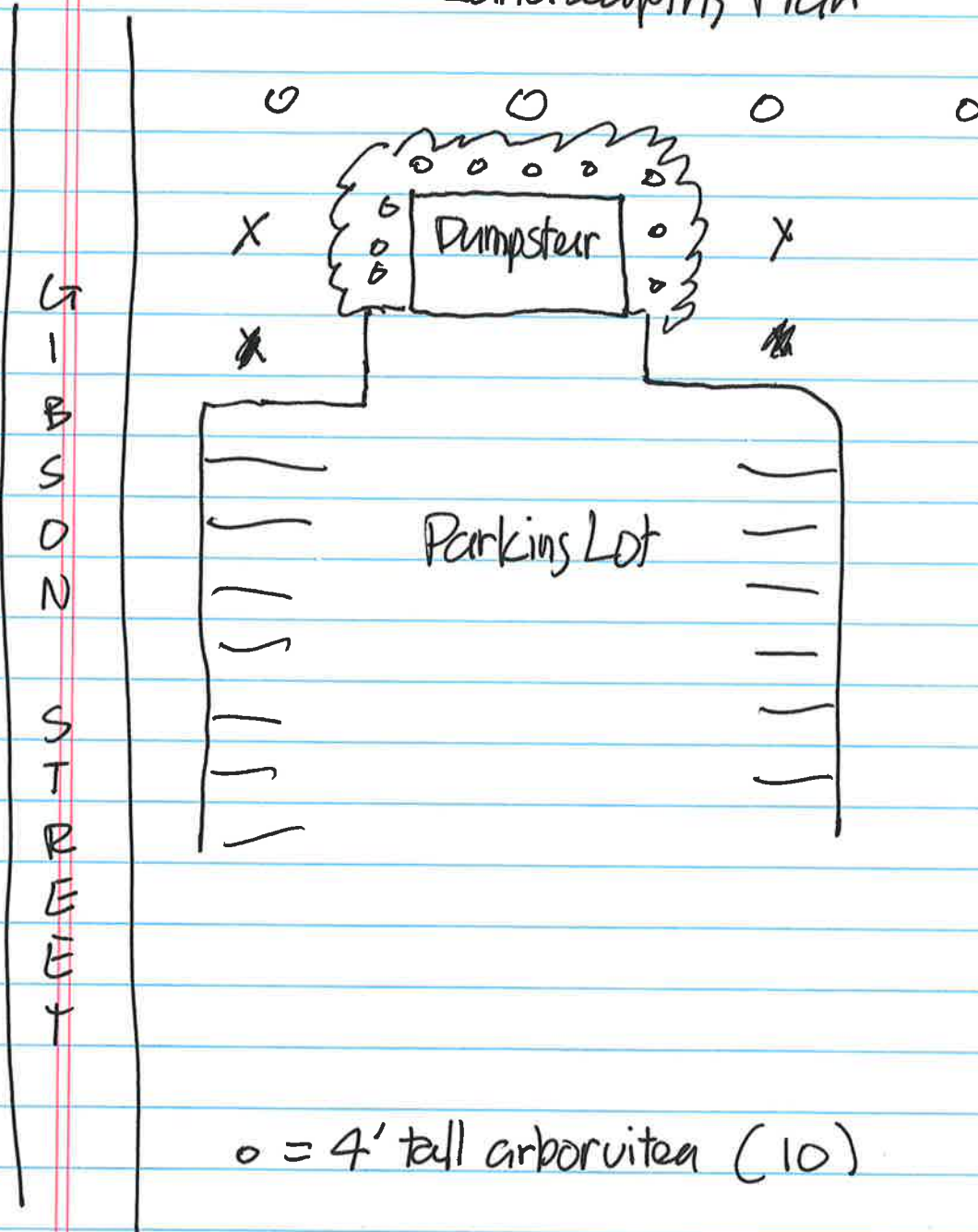
0'

ARCHITECTURAL SITE PLAN

RENOVATIONS FOR:
LAKEVIEW TERRACE II
309 GIBSON STREET • MUKWONAGO, WISCONSIN

SHEET PLATES	
NO. 1 DATE	1 MAY 15 1920
REVISION	
C&1	JUNE 16 1920
C&2	SEPT. 25 1920

Landscaping Plan



○ = 4' tall arborvitaea (10)

○ = 6' tall blue ~~sp~~ spruce (4)

X = 2" caliper Norway Maple (2)

☁ = area around dumpster bed of day lilies

RESOLUTION 2021- 49

**RESOLUTION AMENDING RESOLUTION 2021-23 APPROVING SITE PLAN
AND ARCHITECTURAL REVIEW FOR A GOODWILL INDUSTRIES,
LOT 2 CERT SURV 9620 AT ARROWHEAD DRIVE, MUKV2015-997-010
THE VILLAGE OF MUKWONAGO**

WHEREAS, pursuant to Section 100-601, and 100-153 of the Zoning Code, an application for a site plan and architectural review has been filed for the approval for structures within a public park Hall, which application was filed in the office of the Village Clerk, Village of Mukwonago, Wisconsin, and

WHEREAS, the application has been submitted by the GOODWILL INDUSTRIES

WHEREAS, Second Hand Stores are allowed within the B-3 Community Business District in which the subject property is located, and

WHEREAS, the plan of operation and plans have been reviewed and recommended by the Village Plan Commission.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, Wisconsin hereby approves the site plan and architectural review for structures within a public park at 820 Main Street, based upon the plan of operation and plans submitted to the Village.

NOW, THEREFORE, BE IT FURTHER RESOLVED this site plan and architectural review approval shall be subject to the following conditions:

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.

6. The developer must comply with all requirements related to impact fees imposed by the Village.
7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. The developer shall comply with comments from Ruekert-Mielke.
9. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
10. Lighting. All Exterior lighting shall be compliant with section 100-601 (3) Lighting Standards of the Municipal Code.
11. Lighting fixtures within the parking lot area shall be a Lumec Domus LED Pendant, with HADCO 269 Arm Bracket and Lumec Pole SSM8 as detailed within the application and Planning Commission Staff Report.
12. All conditions of the Site Plan review of April of 2021 shall continue as applicable.
13. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

NOW, THEREFORE, BE IT FURTHER RESOLVED the applicant, upon the approval of this site plan and architectural review shall agree to accept the same in writing.

Passed and dated this 16st day of June 2021.

VILLAGE OF MUKWONAGO

By: _____
Fred Winchowky, Village President

Attest: _____
Diana Dykstra, Village Clerk-Treasurer



PLANNING COMMISSION

June 8, 2021 at 6:30pm

Mukwonago, WI

SITE PLAN AND ARCHITECTURAL REVIEW (Lighting)

LOT 2 CERT SURV 9620 at Arrowhead Drive
Parcel Number: MUKV2015-997-010

Case Summary

Parcel Data

Proposal:	Retail Building/Site Improvements/Conditional Use/Signage Approvals
Applicant:	Goodwill Industries
Request:	Approval of Alternative Lighting
Staff Recommendation:	Approve with Conditions

Parcel Characteristics / Conditions

Acreage:	3.32 acres
Current Use:	Vacant Land
Proposed Use:	Retail Store
Reason for Request:	New Construction
Land Use Classification:	Low Intensity Commercial / Business
Zoning Classification:	B-3 Community Business District
Tax Increment Financing District:	TID 4
Census Tract:	2039.01

Site Plan and Architectural Review Request

Lighting

Goodwill Industries of SE WI received a Conditional Use permit and Site Plan and Architectural Review Approval in April of 2021. The site plan approval specifically indicated that the lighting within the parking area was to be similar to the lighting of the developed property to the south. The applicant would prefer an alternative lighting design. They are proposing a Pole with straight arm and a Domus LED Pendant. This configuration of lighting will be unique to this property and the surrounding area. The applicant is also proposing a wall mounted light for illumination of the perimeter of the building.

Staff Review

Engineering	No Comment
Public Works	No Comment
Utilities	No Comment
Police	No Comment
Fire	No Comment
Building Inspection	No Comment
Planning	Planning would like to bring the Planning Commission attention to the current site conditions of the area regarding lighting. Within the area there are multiple ornamental styles as well as multiple basic overhead fixtures. Ornamental Fixtures draw one's attention to the fixture and way from other elements of the landscape such as buildings, or plantings.

Staff's concern is that this area of the Village South of the interstate has over time developed a complex lighting pattern. Because there are so many styles staff does suggest that a simple pole with LED over head fixture might be the best options. However, if an ornamental lighting fixture is desired staff believes that the original approval to have lighting similar to 1231 S. Rochester is the preferred ornamental light as the properties are within the same block and the parking lots adjoin.

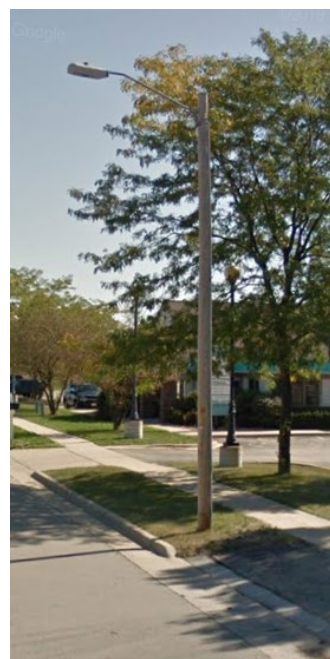
Photographic montage of lighting in the surrounding area:



Light Fixture at 101 Wolf Run



Light Fixture at 1231 S. Rochester St.



Public Lighting on Wolfe Run West of HWY 83



*Public Lighting on Wolfe Run
East of HWY 83 / Boxhorn,
and W Dewey Dr*



Lighting at 111 E Wolf Run



Lighting at 122 Arrowhead Dr

Recommendation

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review (lighting), as set forth in the attached resolution.

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The developer must comply with all requirements related to impact fees imposed by the Village.

7. The developer shall comply with all parts of the Municipal Code as it relates to this project.
8. The developer shall comply with comments from Ruekert-Mielke.
9. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
10. Lighting. All Exterior lighting shall be compliant with section 100-601 (3) Lighting Standards of the Municipal Code.
11. Lighting fixtures within the parking lot area shall be similar to the lighting at 1231 S. Rochester.
12. All conditions of the Site Plan review of April of 2021 shall continue as applicable.
13. Any future modification to the site such as modification of parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

Attachments

1. Maps
2. Plans
3. Resolution for approval of the Site Plan and Architectural Review (Lighting)



Village of Mukwonago GIS
Goodwill -Aerial

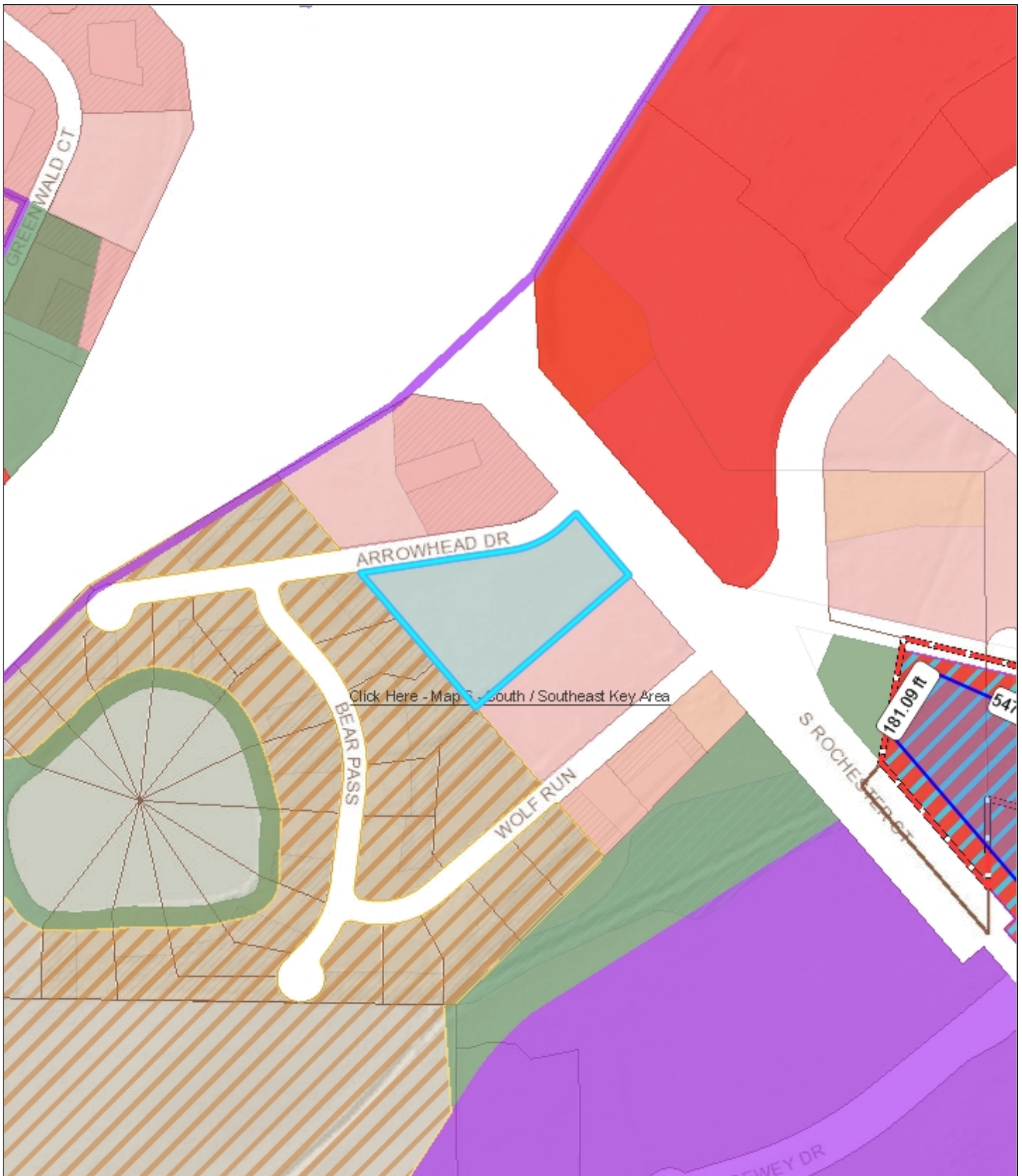
DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 4/7/2021



Village of Mukwonago GIS Goodwill - Land Use Map

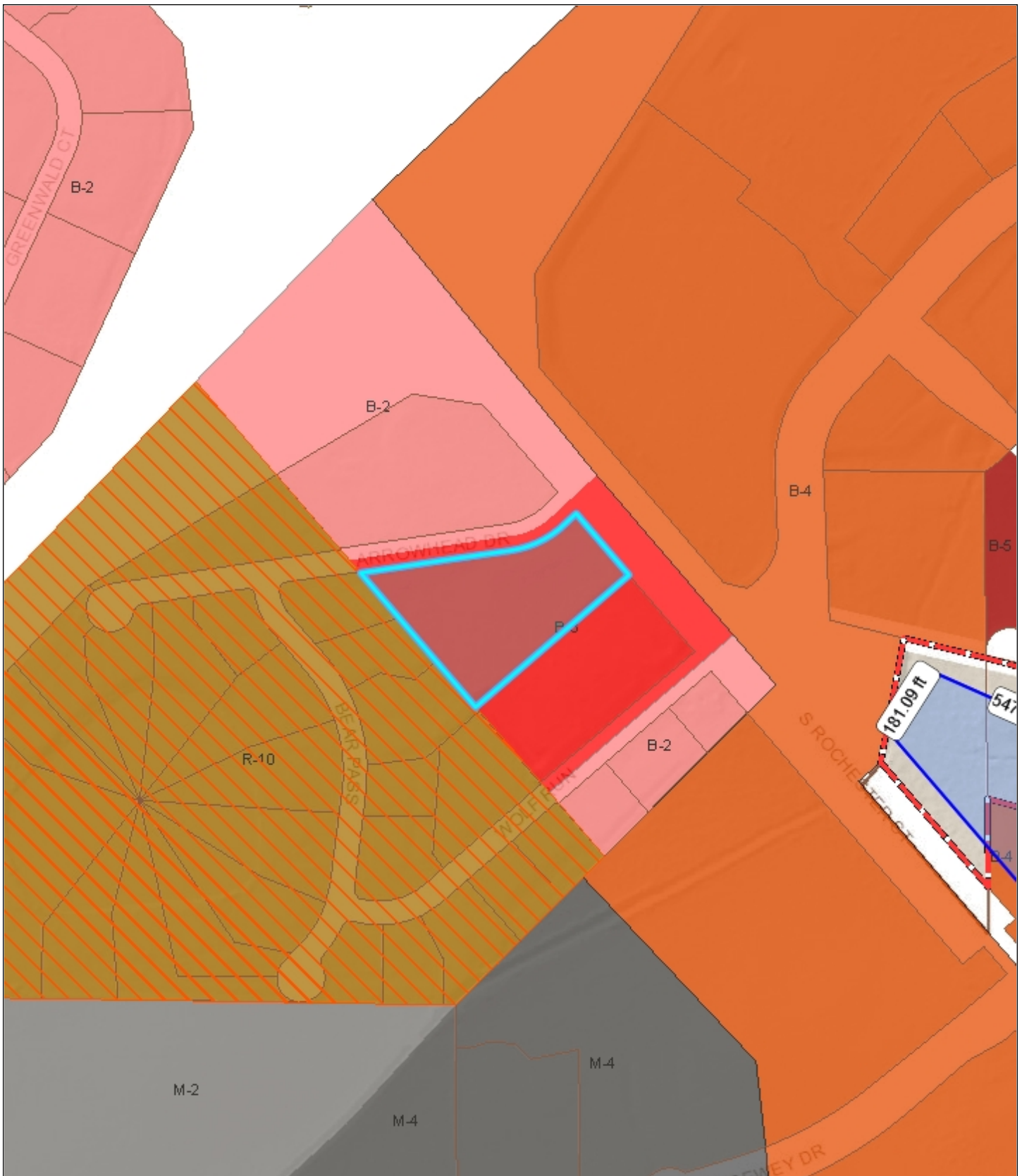
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SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 4/7/2021



Village of Mukwonago GIS Goodwill - Zoning Map

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SCALE: 1" = 333'

VILLAGE OF MUKWONAGO
440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 4/7/2021



PERSPECTIVE DESIGN, INC.

11525 W. North Avenue
Wauwatosa, WI 53226
Tel (414) 302-1780 Fax (414) 302-1781

05/10/21

Village of Mukwonago
John Fellows
440 River Crest Ct.
Mukwonago, WI 53149

RE: Goodwill site lighting
S. Rochester St. & Arrowhead Dr.
Mukwonago, WI

John,

Please see the included photometric site plan, site lighting specification sheets, and site review application for our proposed site lighting package. We are proposing to use the pole mounted light fixture which we were originally instructed to use for our parking lot lighting (email dated 03/23/21). While this fixture deviates from our typical lighting package, we feel that this fixture can work aesthetically with our building. We would like to use a simpler, linear style arm mounting for the fixture instead of the stylized gooseneck attachment. The linear brackets will allow us to mount two fixtures at each side of the poles and provide adequate evenly distributed lighting in our parking lot. By simplifying the mounting, we believe the round “bell style” fixtures will more appropriately match our building design.

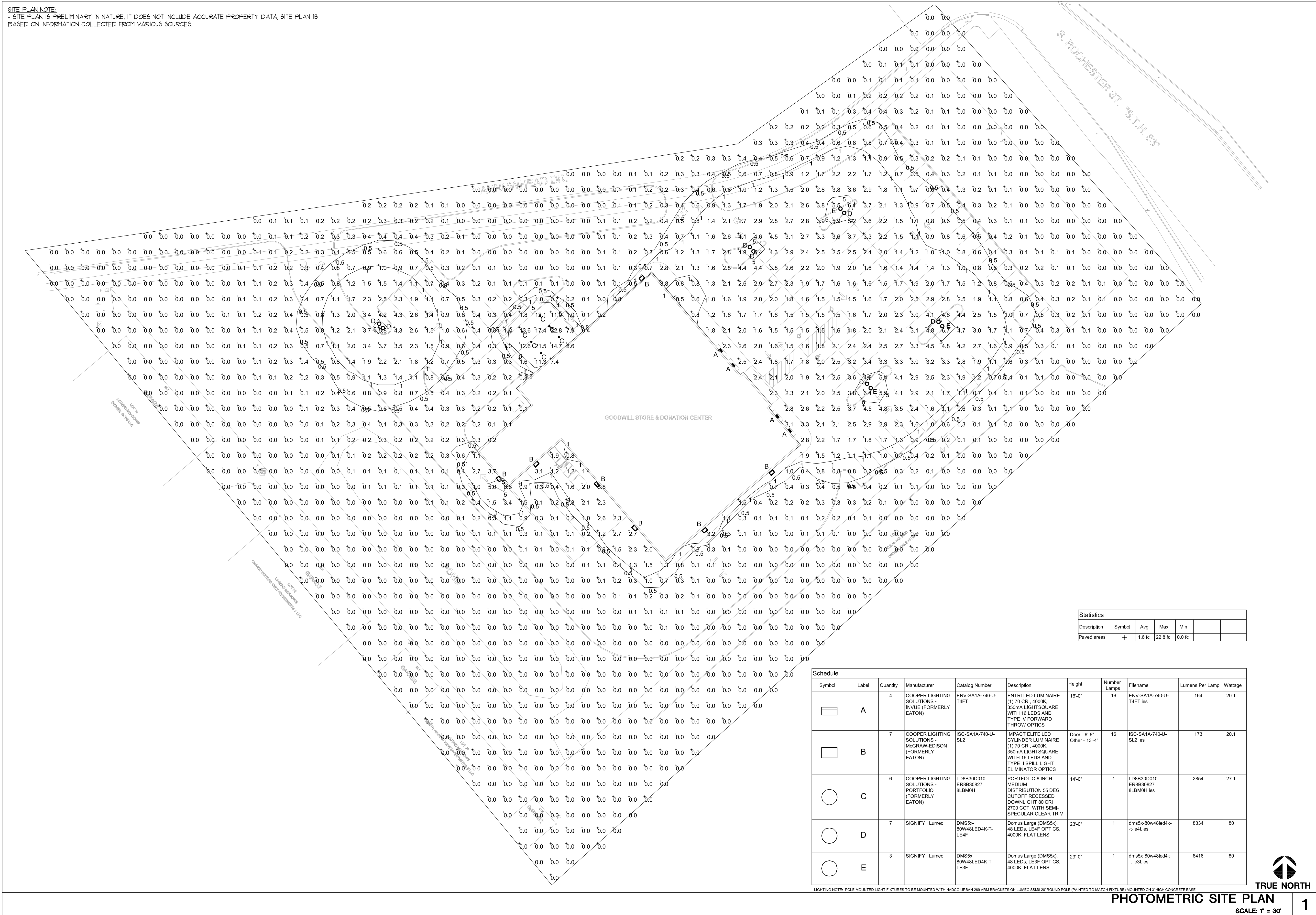
At the April 13th Plan Commission meeting, it was suggested that we possibly match the pole mounted lighting at an adjacent property. This was the first that we had heard of this suggestion of a pole topped “lantern style” fixture, and we disagree that the fixture would look appropriate for our development. The lantern fixtures are of a vintage style, whereas our building has a more progressive/modern style. The building at the adjacent property has a more “residential” look to it, making the lantern style fixtures look more appropriate. The scale of the lantern fixtures and poles are fairly small in stature, almost pedestrian in scale, and would require a greater number throughout the parking lot in order to provide enough adequate lighting. While they would be mounted on 3’ tall concrete bases, drivers would have more hazards to navigate in the parking lot. The lower fixture height of the lantern lights (probably around 16’) also has a greater potential for causing glare, when compared to our proposed lights at the higher 23’.

We believe that the bell-style fixtures, originally suggested for our site are more appropriate for our development. This style fixture has been suggested and used at some recent Mukwonago projects, even a very modern looking credit union. I have also seen this similar fixture used by other municipalities, and it actually works well with various building styles and sizes.

Sincerely,

Brian Deckow
Project Manager
Perspective Design, Inc.
Tele: (414) 302-1780 x206

SITE PLAN NOTE:
- SITE PLAN IS PRELIMINARY IN NATURE, IT DOES NOT INCLUDE ACCURATE PROPERTY DATA, SITE PLAN IS BASED ON INFORMATION COLLECTED FROM VARIOUS SOURCES.



Statistics					
Description	Symbol	Avg	Max	Min	
Paved areas	+	1.6 fc	22.8 fc	0.0 fc	

Schedule									
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Height	Number Lamps	Filename	Lumens Per Lamp
	A	4	COOPER LIGHTING SOLUTIONS - INVUE (FORMERLY EATON)	ENV-SA1A-740-U-TAFT	ENTRI LED LUMINAIRE (1) 70 CRI, 4000K, 350mA LIGHTSQUARE WITH 16 LEDS AND TYPE IV FORWARD THROW OPTICS	16'-0"	16	ENV-SA1A-740-U-TAFT.ies	164
	B	7	COOPER LIGHTING SOLUTIONS - MCGRAW-EDISON (FORMERLY EATON)	ISC-SA1A-740-U-SL2	IMPACT ELITE LED CYLINDER LUMINAIRE (1) 70 CRI, 4000K, 350mA LIGHTSQUARE WITH 16 LEDS AND TYPE II SPILL LIGHT ELIMINATOR OPTICS	Door - 8'-8" Other - 13'-4"	16	ISC-SA1A-740-U-SL2.ies	173
	C	6	COOPER LIGHTING SOLUTIONS - PORTFOLIO (FORMERLY EATON)	LD8B30D010 ER8B30R27 8LBM0H	PORTFOLIO 8 INCH MEDIUM DISTRIBUTION 55 DEG CUTOFF RECESSED DOWNLIGHT 80 CRI 2700 CCT WITH SEMI-SPECULAR CLEAR TRIM	14'-0"	1	LD8B30D010 ER8B30R27 8LBM0H.ies	2854
	D	7	SIGNIFY Lumec	DMS5x-80W48LED4K-T-LE4F	Domus Large (DMS5x), 48 LEDS, LE4F OPTICS, 4000K, FLAT LENS	23'-0"	1	dms5x-80w48led4k-t-le4f.ies	8334
	E	3	SIGNIFY Lumec	DMS5x-80W48LED4K-T-LE3F	Domus Large (DMS5x), 48 LEDS, LE3F OPTICS, 4000K, FLAT LENS	23'-0"	1	dms5x-80w48led4k-t-le3f.ies	8416

LIGHTING NOTE: POLE MOUNTED LIGHT FIXTURES TO BE MOUNTED WITH HADCO URBAN 269 ARM BRACKETS ON LUMEC SBM 20' ROUND POLE (PAINTED TO MATCH FIXTURE) MOUNTED ON 2' HIGH CONCRETE BASE.

PHOTOMETRIC SITE PLAN
SCALE: 1" = 30'



Drawing Title:
PHOTOMETRIC SITE PLAN

Date: 5/10/21

Scale: NOTED

Drawn: BMD

Job:

Sheet:

PSP1.1

THIS BOX IS 1/2" x 1/2"

Project:
New Building For:
Goodwill Store & Donation Center
S. Rochester St. & Arrowhead Dr.
Mukwonago, WI

PERSPECTIVE DESIGN, INC.
11525 W. North Avenue
Wauwatosa, WI 53226
Tel (414) 302-1750 Fax (414) 302-1751

REV. # REV. DATE DESCRIPTION
05/10/21 PLAN COMMISSION - LIGHTING REVIEW
BMD

REV. BY:

- PRELIMINARY -
FOR ESTIMATING AND REVIEW ONLY

NOT FOR CONSTRUCTION

DESCRIPTION

The Entri LED luminaire features a classic and stylish design with the added benefits of solid state lighting technology, offering outstanding uniformity and energy savings. Using Cooper Lighting Solutions' proprietary LED LightSquare technology and AccuLED Optics™ system, the Entri LED luminaire offers designers vast versatility in system design, function and performance. Use Entri LED for wall mount architectural lighting applications and egress lighting requirements. UL/cUL listed for use in wet locations.

SPECIFICATION FEATURES

Construction

HOUSING: Heavy wall, one-piece, die-cast aluminum construction for precise tolerance control and repeatability in manufacturing. Integral extruded aluminum heat sink provides superior thermal heat transfer in +40°C ambient environments. **FACEPLATE / DOOR:** One-piece, die-cast aluminum construction. Captive, side hinged faceplate swings open via release of one flush mount die-cast aluminum latch on housing side panel. **GASKET:** One-piece molded silicone gasket mates perfectly between the door and housing for repeatable seal. **LENS:** Uplight lens is impact-resistant, 5/32" thick tempered frosted glass sealed to housing with continuous bead silicone gasket. Downlight lens is an LED LightSquare with integral optics sealed for IP66 rating. **HARDWARE:** Stainless steel mounting screws and latch hardware allow access to electrical components for installation and servicing.

Optics

Choice of 9 patented, high efficiency AccuLED Optics™ distributions. Optics are precisely designed to shape the light output, maximizing efficiency and application spacing. AccuLED Optics technology creates consistent distributions with the

scalability to meet customized application requirements. CRI and CCT offering includes 2200K, 2700K, 3000K, 3500K, 4000K, 5000K, and 5700K with minimum 70CRI and 2700K and 3000K with minimum 80CRI all within 5-step MacAdam ellipse.

Electrical

LED drivers mount to die-cast aluminum back housing for optimal heat sinking, operation efficacy, and prolonged life. Standard drivers feature electronic universal voltage (120-277V 50/60Hz), 347V 60Hz or 480V 60Hz operation. 480V is compatible for use with 480V Wye systems only. Greater than 0.9 power factor, less than 20% harmonic distortion, and is suitable for operation in -40°C to 40°C ambient environments and optional 50C construction available. All fixtures are shipped standard with 10kV/10kA common – and differential – mode surge protection. LightSquare feature an IP66 enclosure rating and maintain greater than 98% lumen maintenance at 60,000 hours per IESNA TM-21. Emergency egress options for -20°C ambient environments, WaveLinX™, occupancy sensor, and dimming options available.

Mounting

JUNCTION BOX: Standard with

zinc-plated, quick-mount junction box plate that mounts directly to 4" J-Box. LightSquare mounts facing downward. Fixture slides over mounting plate and is secured with two stainless steel fasteners. Mounting plate features a one-piece EPDM gasket on back side of plate to firmly seal fixture to wall surface, forbidding entry of moisture and particulates. Optional mounting arrangements utilize a die-cast mounting adaptor box to allow for LED battery pack, surface conduit and trough branch wiring. The Entri LED luminaire is approved for mounting on combustible surfaces.

Finish

Housing is finished in five-stage super TGIC polyester powder coat paint, 2.5 mil nominal thickness for superior protection against fade and wear. LightSquare cover plates are standard white and may be specified to match finish of luminaire housing. Standard colors include black, bronze, grey, white, dark platinum and graphite metallic. RAL and custom color matches available. Consult Outdoor Architectural Colors brochure for a complete selection.

Warranty

Five-year warranty.



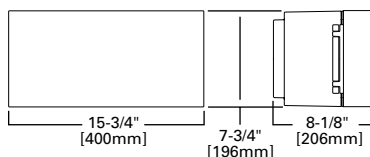
ENC/ENT/ENV ENTRI LED

LightSquare
Solid State LED

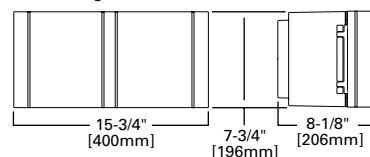
**ARCHITECTURAL WALL
LUMINAIRE**

DIMENSIONS

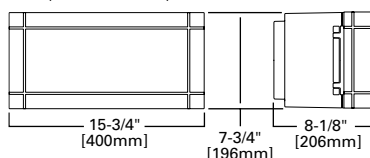
ENC (Round Clean)



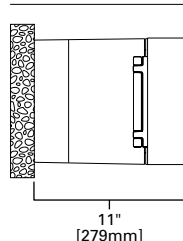
ENT (Triangle Reveals)



ENV (Round Reveals)



CONDUIT MOUNT / BATTERY BACK BOX



CERTIFICATION DATA

DesignLights Consortium® Qualified*
UL/cUL Listed
ISO 9001
IP66 LightSquares
LM79 / LM80 Compliant

ENERGY DATA

Electronic LED Driver

>0.9 Power Factor
<20% Total Harmonic Distortion
120-277V/50 & 60Hz, 347V/60Hz, 480V/60Hz
-30°C Minimum Temperature
40°C Ambient Temperature Rating (Optional)

SHIPPING DATA

Approximate Net Weight:
15.2 lbs. (6.9 kgs.) - Without backbox
29.1 lbs. (13.2 kgs.) - With backbox

ORDERING INFORMATION

Sample Number: ENC-SA1C-740-U-T4W-GM-ULG-HA-ZW-SWPD4BK

Product Family ¹	Light Engine		Color Temperature	Voltage	Distribution	Finish
	Configuration	Drive Current				
ENC =Entri Round Clean ENT =Entri Triangle Reveals ENV =Entri Round Reveals	SA1=1 Square	A=350mA B=450mA C=600mA D=800mA E=1000mA F=1200mA	722=70CRI, 2200K ³ 727=70CRI, 2700K ³ 730=70CRI, 3000K ³ 735=70CRI, 3500K 740=70CRI, 4000K 750=70CRI, 5000K ³ 760=70CRI, 5700K ³ 827=80CRI, 2700K ³ 830=80CRI, 3000K ³	U=UNV (120-277) 1=120 2=208 3=240 4=277 8=480 9=347	T2=Type II T3=Type III T4FT=Type IV Forward Throw T4W=Type IV Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right	BZ=Bronze AP=Grey BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White
Options (Add as Suffix)				Accessories (Order Separately)		
F=Singled fused (Must specify voltage, fused on single hot leg of 120, 277, or 347) FF=Doubled fused (Must specify voltage, fused on both hot legs of 208, 240, or 480) X=Driver Surge Protection (6kV) Only DIM=0-10V Dimming Driver ^{5,6} EBP=Battery Pack with Back Box (Must specify voltage, available in 120V or 277V) ^{2,4,9} CBP=Battery Pack with Back Box, Cold Weather Rated (Must specify voltage, available in 120V or 277V) ^{2,4,10} CBP-CEC=Battery Pack with Back Box, Cold Weather Rated, CEC compliant (Must specify voltage, available in 120V or 277V) ^{2,4,10} R90=Rotated Right 90° L90=Rotated Left 90° HSS=Factory Installed House Side Shield ¹⁶ LCF=LightSquare Trim Plate Matches Housing Finish ¹⁵ ULG=Uplight Glow ⁷ HA=50°C High Ambient ⁸ WG=Wire Guard TR=Tamper Resistant Hardware BOX=Empty back box (1/2" NPT, each side with plugs installed) BPC=Button Type Photocontrol (Must specify voltage, available in 120, 208, 240, 277V, 347, and 480) AHD145=After Hours Dim, 5 Hours, 50% ¹⁷ AHD245=After Hours Dim, 6 Hours, 50% ¹⁷ AHD255=After Hours Dim, 7 Hours, 50% ¹⁷ AHD355=After Hours Dim, 8 Hours, 50% ¹⁷ MS-L08=Motion Sensor for ON/OFF Operation, Up to 8' Mounting Height ^{11,12,13} MS-L20=Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height ^{11,12,13} MS/DIM-L08=Motion Sensor for Dimming Operation, Up to 8' Mounting Height ^{11,12,13} MS/DIM-L20=Motion Sensor for Dimming Operation, 9' - 20' Mounting Height ^{11,12,13} ZW=Wavelinx-enabled 4-PIN Twistlock Receptacle ^{19,20} ZW-SWPD4XX=Wavelinx Wireless Sensor, 7' - 15' Mounting Height ^{19,20,21} ZW-SWPD5XX=Wavelinx Wireless Sensor, 15' - 40' Mounting Height ^{19,20,21}				MA1253=10kV Circuit Module Replacement MA1253-480V=10kV Circuit Module Replacement (480V only) FSIR-100-PK=Wireless Configuration Tool for Occupancy Sensor ¹¹ VA6172SA=Wireguard Accessory VA6173=Tamper-Resistant Driver Bit VA6174=Vandal Shield Accessory VA2001-XX=Thru-Way Conduit Box SWPD4-XX=Wavelinx Wireless Sensor, 7' - 15' Mounting Height (Available colors: BZ=Bronze; WH=White; BK=Black) ^{19,20,21} SWPD5-XX=Wavelinx Wireless Sensor, 15' - 40' Mounting Height (Available colors: BZ=Bronze; WH=White; BK=Black) ^{19,20,21} WOLC-7P-10A=WaveLinX Outdoor Control Module (7-pin) LS/HSS=House Side Shield (Works with all distributions listed for Entri)		

NOTES:

- DesignLights Consortium® Qualified. Refer to www.designlights.org Qualified Products List under Family Models for details. DLC Family Code: MMMSPQ
- EBP or CBP options limited to 25°C, 120-277V only. Control option limited to BPC=Button Type Photocontrol (must specify voltage).
- Extended lead times apply. Use dedicated IES files when performing layouts.
- Not available with HA option.
- Cannot be used with other control options.
- Low voltage control lead brought out 18" outside fixture.
- ULG only available in 740
- Not available with ULG option
- EBP is rated for minimum operating temperature of 0°C (32°F). Operates downlight for 90-minutes.
- CBP is rated for minimum operating temperature of -20°C (-4°F). Operates downlight for 90-minutes.
- The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Cooper Lighting
- Replace LXX with the available mounting height options: L08, L20, L40 or L40W are the only choices.
- Includes integral photosensor.
- Bronze sensor is shipped with Bronze fixtures. White sensor shipped on all other housing color options.
- Not available with HSS option.
- Only for use with SL2, SL3 and SL4 distributions. The light square trim plate is painted black when the HSS option is selected.
- Requires the use of BPC photocontrol. See After Hours Dim supplemental guide for additional information.
- Control option limited to BPC=Button Type Photocontrol (must specify voltage).
- WAC Gateway required to enable field-configurability: Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed.
- Requires ZW.
- Replace XX with sensor color (WH, BZ, or BK).

Project		Catalog #		Type	B
Prepared by		Notes	DECORATIVE WALL PACK	Date	



McGraw-Edison

Impact Elite LED

Wall Mount Luminaire

Typical Applications

Outdoor • Wall Mount • Walkways

Interactive Menu

- Ordering Information [page 2](#)
- Product Specifications [page 2](#)
- Energy and Performance Data [page 3](#)
- Control Options [page 4](#)

Product Certifications



Quick Facts

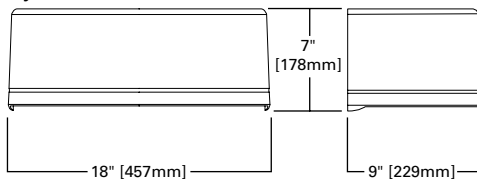
- 10 Optical Distributions
- Lumen packages range from 2,459 to 8,123 (20W - 66W)
- Efficacy up to 143 lumens per watt

Connected Systems

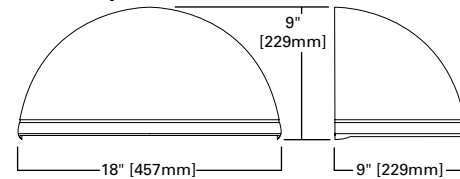
- Enlighted
- WaveLinux

Dimensional Details

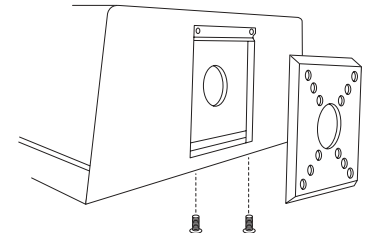
Cylinder



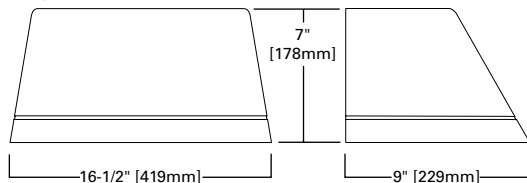
Quarter Sphere



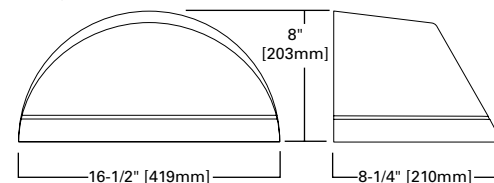
Hook - n - Lock



Trapezoid



Wedge



Ordering Information

SAMPLE NUMBER: ISC-SA1F-740-U-T3-BZ

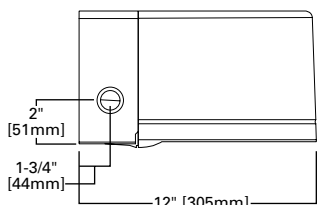
Product Family ¹	Light Engine		Color Temperature	Voltage	Distribution	Finish
	Configuration	Drive Current				
ISC=Impact Elite LED Small Cylinder ISS=Impact Elite LED Small Quarter Sphere IST=Impact Elite LED Small Trapezoid ISW=Impact Elite LED Small Wedge	SA1=1 Square	A=350mA B=450mA C=600mA D=800mA E=1000mA F=1200mA ²	722=70CRI, 2200K 727=70CRI, 2700K 730=70CRI, 3000K 735=70CRI, 3500K 740=70CRI, 4000K 750=70CRI, 5000K 760=70CRI, 6000K 827=80CRI, 2700K 830=80CRI, 3000K AMB=Amber, 590nm ^{3,4}	U=120-277V 1=120V 2=208V 3=240V 4=277V 8=480V ^{2,5} 9=347V ²	T2=Type II T3=Type III T4FT=Type IV Forward Throw T4W=Type IV Wide SL2=Type II w/Spill Control SL3=Type III w/Spill Control SL4=Type IV w/Spill Control SLL=90° Spill Light Eliminator Left SLR=90° Spill Light Eliminator Right RW=Rectangular Wide Type I	AP=Grey BZ=Bronze BK=Black DP=Dark Platinum GM=Graphite Metallic WH=White
Options (Add as Suffix)	Controls and Systems Options (Add as Suffix)			Accessories (Order Separately)		
HA=50°C High Ambient⁸ AHD145=After Hours Dim, 5 Hours, 50% ⁹ AHD245=After Hours Dim, 6 Hours, 50% ⁹ AHD255=After Hours Dim, 8 Hours, 50% ⁹ AHD355=After Hours Dim, 8 Hours, 50% ⁹ CBP=Battery Pack with Back Box, Cold Weather Rated ^{13,15} CBP-CEC=Battery Pack with Back Box, Cold Weather Rated, CEC compliant¹³ LCF=Light Square Trim Plate Painted to Match Housing HSS=Factory Installed House Side Shield¹⁶ ULG=Uplight Glow^{4,7} CC=Coastal Construction²² TR=Tamper Resistant Hardware X=Driver Surge Protection (6kV) Only¹⁷	BPC=Button Type Photocontrol (120, 208, 240 or 277V. Must Specify Voltage) PR7=NEMA 7-PIN Twistlock Photocontrol Receptacle^{5,6,7} MS/DIM-LXX=Motion Sensor for Dimming Operation^{7,10,11,12} LWR-LW=Enlightened Wireless Sensor, Wide Lens for 8'-16' Mounting Height ^{6,12,13} LWR-LN=Enlightened Wireless Sensor, Narrow Lens for 16'-40' Mounting Height ^{6,12,13} ZW=WaveLinX-Enabled Module and 4-PIN Receptacle⁷ ZD=WaveLinX-Enabled Module with DALI Driver and 4-PIN Receptacle⁷ ZW-SWPD4XX=WaveLinX Control Module and Wireless Sensor - 7'-15' ^{7,18,20} ZW-SWPD5XX=WaveLinX Control Module and Wireless Sensor - 15'-40' ^{7,18,20} ZW-WOBXX=WaveLinX Control Module and LC Bluetooth Sensor - 7'-15' ^{7,18,20} ZW-WOFXX=WaveLinX Control Module and LC Bluetooth Sensor - 15'-40' ^{7,18,20} ZD-SWPD4XX=WaveLinX with DALI Driver and Wireless Sensor - 7'-15' ^{7,18,20} ZD-SWPD5XX=WaveLinX with DALI Driver and Wireless Sensor - 15'-40' ^{7,18,20} ZD-WOBXX=WaveLinX with DALI Driver and LC Bluetooth Sensor - 7'-15' ^{7,18,20} ZD-WOFXX=WaveLinX with DALI Driver and LC Bluetooth Sensor - 15'-40' ^{7,18,20}			MA1253=10kV Circuit Module Replacement MA1254-XX=Thruway Back Box - Impact Elite Trapezoid MA1255-XX=Thruway Back Box - Impact Elite Cylinder MA1256-XX=Thruway Back Box - Impact Elite Quarter Sphere MA1257-XX=Thruway Back Box - Impact Elite Wedge FSIR-100=Wireless Configuration Tool for Occupancy Sensor WOLC-7P-10A=WaveLinX Outdoor Control Module (7-pin) ^{7,19} SWPD4-XX=WaveLinX Wireless Sensor, 7' - 15' Mounting Height ^{7,18,20,21} SWPD5-XX=WaveLinX Wireless Sensor, 15' - 40' Mounting Height ^{7,18,20,21}		

NOTES:

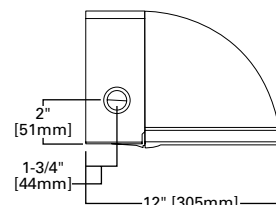
- DesignLight Consortium® Qualified. Refer to www.designlights.org, Qualified Products List under Family Models for details.
- Not available with ULG option.
- Choose Drive Current "B" for Amber 590nm, which is provided at 500mA only
- Narrow-band 590nm +/- 5nm for wildlife and observatory use.
- 480V must use Wye system only. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems).
- Not available with ISS or ISW.
- Cannot be used in conjunction with other control options.
- Suitable for 50°C provided no options other than motion sensor are included and driver output set to 1000mA or less.
- Requires the use of photocontrol. Not available with 350mA drive current. See After Hours Dim supplemental guide for additional information.
- Replace LXX with L08 (<8' mounting), L20 (8'-20' mounting) or L40W (21'-40' mounting.)
- The FSIR-100 configuration tool is required to adjust parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative at Cooper Lighting Solutions for more information.
- Includes integral photocell.
- Enlightened wireless sensors are factory installed and require network components in appropriate quantities.
- Battery pack operating temperature of -20C to +40C. Operates downlight for 90-minutes.
- Must specify 120V or 277V.
- Not for use with 5NQ, 5MQ, 5WQ or RW optics. A black trim plate is used when HSS is selected.
- Removes additional surge module.
- Replace XX with sensor color (WH, BZ, or BK).
- Requires PR7.
- For WaveLinX applications, WAC Gateway required to enable field-configurability. Order WAC-PoE and WPOE-120 (10V to PoE injector) power supply if needed. Gateway not required for WaveLinX Lite Commercial (LC) applications.
- Requires ZW or ZD receptacle.
- Coastal construction finish salt spray tested to over 5,000-hours per ASTM B117, with a scribe rating of 9 per ASTM D1654.

Thruway Back Box

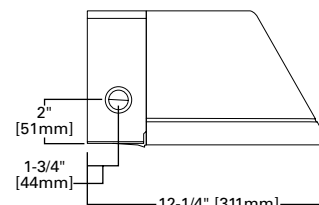
Cylinder



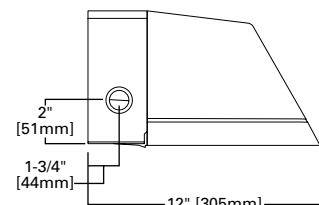
Quarter Sphere



Trapezoid



Wedge



Product Specifications

Construction

- Heavy-wall, die-cast aluminum housing and removable hinged door frame
- Optional tamper-resistant fasteners offer vandal resistant access

Optics

- High-efficiency injection-molded AccuLED optics technology
- 10 optical distributions
- IDA Certified (3000K CCT and warmer only)

Electrical

- Standard with 0-10V dimming
- Standard with Cooper Lighting Solutions proprietary

circuit module designed to withstand 10kV of transient line surge

- Suitable for operation in -40°C to 40°C ambient environments. Optional 50°C high ambient (HA) configuration
- Suitable for operation in -40°C to 40°C ambient environments. Optional 50°C high ambient (HA) configuration.

Mounting

- Utilizes "Hook-N-Lock" mounting mechanism, securing to a gasketed and zinc plated mounting attachment
- Two black oxide coated Allen set screws concealed but accessible from below

Finish

- Super durable TGIC polyester powder coat paint, 2.5 mil nominal thickness
- RAL and custom color matches available
- Coastal Construction (CC) option available

Warranty

- Five year warranty



POLE MOUNTED TYPES D & E

Domus' timeless design has proven to be one of the most adaptable shapes we offer and with the **Domus 55** you will get even more versatility. Designed with a higher profile than it's counterparts, the **Domus 55** offers flexible mounting options such as the side arm mount.

Project: _____

Location: _____

Cat.No: _____

Type: _____

Lamps: _____ Qty: _____

Notes: _____

Ordering guide

Example: DMS55-90W80LED4K-T-ACDR-LE3F-120-DMG-SMB-RCD-PH8-BKTX

Series	LED module	Gen	Globe material	Optical system	Voltage	Driver options
DMS55	80W48LED4K	G3	☐	LE3F/4F	☐	☐
DMS55 Domus	4000K	G3	ACDR Acrylic globe	Globe	120 120V 208 208V 240 240V 277 277V 347 347V 480 480V	AST ³ Pre-set, progressive start-up
	35W32LED4K			LE2A ² Type II (ASYM) with globe		CLO ³ Pre-set, manage lumen depreciation
	35W32LED3K			LE3A ² Type III (ASYM) with globe		DALI ³ Pre-set, compatible with the DALI control system
	55W32LED4K			LE4A ² Type IV (ASYM) with globe		OTL ³ Pre-set to signal end of life of the lamp
	55W48LED4K			Sag lens		DMG 0-10V
	70W64LED4K			LE2S Type II (ASYM) Sag glass lens		CDMGE25 ³ 8 hrs. 25% reduction
	70W64LED3K			LE3S Type III (ASYM) Sag glass lens		CDMGE50 ³ 8 hrs. 50% reduction
	72W32LED4K			LE4S Type IV (ASYM) Sag glass lens		CDMGE75 ³ 8 hrs. 75% reduction
	72W32LED3K			LE5S ¹ Type V (SYMM) Sag glass lens		CDMGM25 ³ 6 hrs. 25% reduction
	80W48LED4K			Flat lens		CDMGM50 ³ 6 hrs. 50% reduction
	90W80LED4K			LE2F Type II (ASYM) Flat glass lens		CDMGM75 ³ 6 hrs. 75% reduction
	90W80LED3K			LE3F Type III (ASYM) Flat glass lens		CDMGS25 ³ 4 hrs. 25% reduction
	108W48LED4K			LE4F Type IV (ASYM) Flat glass lens		CDMGS50 ³ 4 hrs. 50% reduction
	110W64LED4K			LE5F ¹ Type V (SYMM) Flat glass lens		CDMGS75 ³ 4 hrs. 75% reduction
	135W80LED4K					SRD ³ Sensor ready driver, standard configuration
	145W64LED4K					SRD1 ³ Sensor ready driver, alternate configuration
	180W80LED4K					

Ordering guide (continued)

Adaptors	Luminaire options	Poles & Brackets	Finish
☐	☐	SSM8	
MA1 1 1/4" NPT threaded hole adaptor	BO Bridge and Overpass	Consult signify.com/outdoorluminaires for details and the complete line of Signify poles and brackets.	BE2TX Textured midnight blue
MA2 1 1/2" NPT threaded hole adaptor	CP55 ⁷ Decorative cover		BE6TX Textured ocean blue
SMA ⁷ Decorative retro side-mounted cast-aluminum, accepts tubes from 1 5/8" to 2 3/8"	HS House side shield		BE8TX Textured royal blue
SMB Decorative side-mounted cast-aluminum, accepts tubes from 1 5/8" to 2 3/8"	PH7 Photoelectric cell, bottom type		BG2TX Textured Sandstone
SMD Decorative side-mounted cast-aluminum, accepts tubes from 1 5/8" to 2 3/8"	PH8 ^{2,4} Photoelectric cell, extended life		BKTX Textured black
	PH9 ^{2,4} Shorting cap		BRTX Textured bronze
	PHXL ^{2,4} Photoelectric cell, extended life		GN4TX Textured blue green
	RC ^{2,5} Receptacle 3 pins		GN6TX Textured forest green
	RCD ^{2,5} Receptacle 5 pins		GN8TX Textured Dk forest green
	RCD7 ^{2,5} Receptacle 7 pins		GNTX Textured green
	SP2 Surge protector		GR Gray sandtex
			GY3TX Textured medium grey
			NP Natural aluminum
			RD2TX Textured burgundy
			RD4TX Textured scarlet
			TG Hammettone gold
			WHTX Textured white

Footnotes

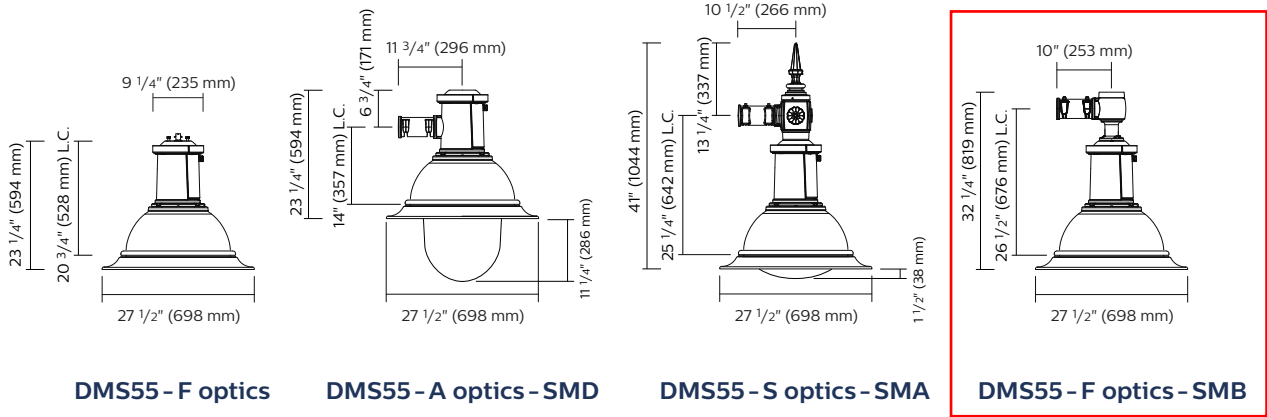
- Not available with **HS** option.
- SMA**, **SMB** or **SMD** adaptor is required for this option.
- Not available 347-480 volt.
- Luminaire option **RC**, **RCD** or **RCD7** is required with this options.
- Use of photoelectric cell or shorting cap is required to ensure proper illumination.
- Globe Material **ACDR** is required with this optical system.
- Only 3 pin receptacle **RC** is available with **SMA** adaptor and with option **CP55**.

DMS55 Domus LED Pendant

Urban Luminaire

Dimensions

EPA: 1.64 ft² max.
Weight: 49 lbs (22.2kg) max.
EPA and weight are calculated without adaptor.



Predicted Lumen Depreciation Data

Predicted performance derived from LED manufacturer's data and engineering design estimates, based on IESNA LM-80 methodology. Actual experience may vary due to field application conditions. L₇₀ is the predicted time when LED performance depreciates to 70% of initial lumen output. Calculated per IESNA TM21-11. Published L₇₀ hours limited to 6 times actual LED test hours.

Ambient Temperature °C	Driver mA	Calculated L ₇₀ Hours	L ₇₀ per TM-21	Lumen Maintenance % at 60,000 hrs
35°C	700 mA	>100,000 hours	>60,000 hours	>86%

DMS55 Domus LED Pendant

Urban Luminaire

LED Wattage and Lumen Values: for DMS55 @ 3000K

Ordering Code:	Total LEDs	LED current (mA)	Average System Wattage (W)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)
Flat Lens 3000K				LE2F			LE3F			LE4F			LE5F		
35W32LED3K-G3-x	32	350	37	5051	136	B1-U0-G1	4992	135	B1-U0-G1	4954	134	B1-U0-G1	4925	133	B3-U0-G1
55W32LED3K-G3-x	32	530	55	7264	132	B2-U0-G1	7178	131	B1-U0-G2	7123	130	B1-U0-G2	7082	129	B3-U0-G2
72W32LED3K-G3-x	32	700	72	9145	127	B2-U0-G2	9036	126	B2-U0-G2	8968	125	B2-U0-G2	8916	124	B3-U0-G2
55W48LED3K-G3-x	48	350	54	7555	141	B2-U0-G1	7466	139	B2-U0-G2	7409	138	B1-U0-G2	7366	137	B3-U0-G2
80W48LED3K-G3-x	48	530	80	10807	135	B2-U0-G2	10679	133	B2-U0-G2	10598	132	B2-U0-G2	10536	132	B4-U0-G2
108W48LED3K-G3-x	48	700	105	13572	129	B3-U0-G2	13411	128	B2-U0-G2	13309	127	B2-U0-G2	13232	126	B4-U0-G2
70W64LED3K-G3-x	64	350	69	9825	142	B2-U0-G2	9709	140	B2-U0-G2	9635	139	B2-U0-G2	9579	138	B3-U0-G2
110W64LED3K-G3-x	64	530	105	14083	134	B3-U0-G2	13917	132	B2-U0-G2	13811	131	B2-U0-G2	13731	130	B4-U0-G2
145W64LED3K-G3-x	64	700	138	17694	128	B3-U0-G2	17485	127	B3-U0-G2	17352	126	B3-U0-G3	17251	125	B4-U0-G2
90W80LED3K-G3-x	80	350	86	12264	143	B3-U0-G2	12119	141	B2-U0-G2	12027	140	B2-U0-G2	11957	139	B4-U0-G2
135W80LED3K-G3-x	80	530	131	17519	134	B3-U0-G2	17311	133	B3-U0-G2	17180	132	B3-U0-G3	17081	131	B4-U0-G2
180W80LED3K-G3-x	80	700	174	21865	126	B3-U0-G3	21606	124	B3-U0-G3	21442	123	B3-U0-G3	21318	122	B5-U0-G3
Sag Lens 3000K				LE2S			LE3S			LE4S			LE5S		
35W32LED3K-G3-x	32	350	37	5114	138	B1-U0-G1	5068	137	B1-U0-G1	5062	136	B1-U0-G1	5102	138	B3-U0-G1
55W32LED3K-G3-x	32	530	55	7354	134	B2-U0-G1	7288	133	B1-U0-G2	7279	132	B1-U0-G2	7337	133	B3-U0-G2
72W32LED3K-G3-x	32	700	72	9258	129	B2-U0-G2	9176	127	B2-U0-G2	9164	127	B2-U0-G2	9237	128	B3-U0-G2
55W48LED3K-G3-x	48	350	54	7649	143	B2-U0-G1	7581	141	B1-U0-G2	7571	141	B1-U0-G2	7632	142	B3-U0-G2
80W48LED3K-G3-x	48	530	80	10941	137	B2-U0-G2	10843	136	B2-U0-G2	10830	135	B2-U0-G2	10916	136	B4-U0-G2
108W48LED3K-G3-x	48	700	105	13740	131	B3-U0-G2	13618	130	B2-U0-G2	13601	130	B2-U0-G2	13709	131	B4-U0-G2
70W64LED3K-G3-x	64	350	69	9947	143	B2-U0-G2	9858	142	B2-U0-G2	9846	142	B2-U0-G2	9924	143	B4-U0-G2
110W64LED3K-G3-x	64	530	105	14258	135	B3-U0-G2	14131	134	B2-U0-G2	14114	134	B2-U0-G2	14226	135	B4-U0-G2
145W64LED3K-G3-x	64	700	138	17913	130	B3-U0-G2	17754	129	B3-U0-G2	17732	128	B3-U0-G3	17873	130	B4-U0-G2
90W80LED3K-G3-x	80	350	86	12416	145	B2-U0-G2	12305	143	B2-U0-G2	12290	143	B2-U0-G2	12388	144	B4-U0-G2
135W80LED3K-G3-x	80	530	131	17736	136	B3-U0-G2	17578	135	B3-U0-G2	17557	134	B3-U0-G3	17696	135	B4-U0-G2
180W80LED3K-G3-x	80	700	174	22136	127	B3-U0-G3	21939	126	B3-U0-G3	21912	126	B3-U0-G3	22086	127	B5-U0-G3
Prism Globe 3000K				LE2A			LE3A			LE4A					
35W32LED3K-G3-x	32	350	37	5081	137	B1-U3-G1	5042	136	B1-U3-G2	5056	136	B1-U3-G2	—	—	—
55W32LED3K-G3-x	32	530	55	7306	133	B2-U3-G2	7251	132	B2-U3-G2	7271	132	B1-U3-G2	—	—	—
72W32LED3K-G3-x	32	700	72	9198	128	B2-U3-G2	9128	127	B2-U3-G2	9154	127	B2-U3-G3	—	—	—
55W48LED3K-G3-x	48	350	54	7599	142	B2-U3-G2	7542	141	B2-U3-G2	7563	141	B2-U3-G2	—	—	—
80W48LED3K-G3-x	48	530	80	10870	136	B2-U3-G2	10788	135	B2-U3-G2	10818	135	B2-U3-G3	—	—	—
108W48LED3K-G3-x	48	700	105	13651	130	B3-U3-G3	13548	129	B3-U3-G3	13586	129	B2-U3-G3	—	—	—
70W64LED3K-G3-x	64	350	69	9883	142	B2-U3-G2	9808	141	B2-U3-G2	9835	142	B2-U3-G3	—	—	—
110W64LED3K-G3-x	64	530	105	14166	134	B3-U3-G3	14058	133	B3-U3-G3	14098	134	B2-U3-G3	—	—	—
145W64LED3K-G3-x	64	700	138	17798	129	B3-U3-G3	17663	128	B3-U3-G3	17712	128	B3-U3-G3	—	—	—
90W80LED3K-G3-x	80	350	86	12336	144	B3-U3-G3	12242	143	B2-U3-G3	12276	143	B2-U3-G3	—	—	—
135W80LED3K-G3-x	80	530	131	17622	135	B3-U3-G3	17488	134	B3-U3-G3	17537	134	B3-U3-G3	—	—	—
180W80LED3K-G3-x	80	700	174	21993	126	B3-U3-G3	21826	125	B3-U3-G3	21887	126	B3-U3-G4	—	—	—

Actual performance may vary due to installation variables including optics, mounting/ceiling height, dirt depreciation, light loss factor, etc.; highly recommended to confirm performance with a layout - contact Applications at signify.com/outdoorluminaires.

Note: Some data may be scaled based on tests of similar. But not identical luminaires.

DMS55 Domus LED Pendant

Urban Luminaire

LED Wattage and Lumen Values: for DMS55 @ 4000K

Ordering Code:	Total LEDs	LED current (mA)	Average System Wattage (W)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)	Lumen Output	BUG Rating	Efficacy (LPW)
Flat Lens 4000K				LE2F			LE3F			LE4F			LE5F		
35W32LED4K-G3-x	32	350	37	5304	143	B1-U0-G1	5241	141	B1-U0-G1	5201	140	B1-U0-G1	5171	139	B3-U0-G1
55W32LED4K-G3-x	32	530	55	7627	139	B2-U0-G1	7537	137	B2-U0-G2	7479	136	B1-U0-G2	7436	135	B3-U0-G2
72W32LED4K-G3-x	32	700	72	9602	133	B2-U0-G1	9488	132	B2-U0-G2	9416	131	B2-U0-G2	9362	130	B3-U0-G2
55W48LED4K-G3-x	48	350	54	7933	148	B2-U0-G2	7839	146	B2-U0-G2	7779	145	B2-U0-G2	7734	144	B4-U0-G2
80W48LED4K-G3-x	48	530	80	11347	142	B2-U0-G2	11213	140	B2-U0-G2	11128	139	B2-U0-G2	11063	138	B4-U0-G2
108W48LED4K-G3-x	48	700	105	14251	136	B3-U0-G2	14082	134	B2-U0-G2	13975	133	B2-U0-G2	13894	132	B4-U0-G2
70W64LED4K-G3-x	64	350	69	10316	149	B3-U0-G2	10194	147	B2-U0-G2	10117	146	B2-U0-G2	10058	145	B4-U0-G2
110W64LED4K-G3-x	64	530	105	14788	140	B3-U0-G2	14613	139	B3-U0-G2	14502	138	B2-U0-G2	14418	137	B4-U0-G2
145W64LED4K-G3-x	64	700	138	18579	135	B3-U0-G2	18359	133	B3-U0-G2	18219	132	B2-U0-G2	18114	131	B4-U0-G2
90W80LED4K-G3-x	80	350	86	12877	150	B3-U0-G2	12724	148	B3-U0-G2	12628	147	B3-U0-G3	12555	146	B4-U0-G2
135W80LED4K-G3-x	80	530	131	18395	141	B3-U0-G3	18177	139	B3-U0-G2	18039	138	B3-U0-G3	17935	137	B5-U0-G3
180W80LED4K-G3-x	80	700	174	22958	132	B3-U0-G3	22686	130	B3-U0-G3	22514	129	B3-U0-G3	22384	128	B5-U0-G3
Sag Lens 4000K				LE2S			LE3S			LE4S			LE5S		
35W32LED4K-G3-x	32	350	37	5370	145	B1-U0-G1	5322	143	B1-U0-G1	5315	143	B1-U0-G1	5358	144	B3-U0-G1
55W32LED4K-G3-x	32	530	55	7721	140	B2-U0-G1	7653	139	B1-U0-G2	7643	139	B1-U0-G2	7704	140	B3-U0-G2
72W32LED4K-G3-x	32	700	72	9721	135	B2-U0-G1	9634	134	B2-U0-G2	9623	134	B2-U0-G2	9699	135	B4-U0-G2
55W48LED4K-G3-x	48	350	54	8031	150	B2-U0-G2	7960	149	B2-U0-G2	7950	148	B1-U0-G2	8013	149	B3-U0-G2
80W48LED4K-G3-x	48	530	80	11488	144	B2-U0-G2	11386	142	B2-U0-G2	11372	142	B2-U0-G2	11462	143	B4-U0-G2
108W48LED4K-G3-x	48	700	105	14427	137	B3-U0-G2	14299	136	B2-U0-G2	14281	136	B2-U0-G2	14395	137	B4-U0-G2
70W64LED4K-G3-x	64	350	69	10444	150	B3-U0-G2	10351	149	B2-U0-G2	10338	149	B2-U0-G2	10421	150	B4-U0-G2
110W64LED4K-G3-x	64	530	105	14971	142	B3-U0-G2	14838	141	B2-U0-G2	14819	141	B2-U0-G2	14937	142	B4-U0-G2
145W64LED4K-G3-x	64	700	138	18809	136	B3-U0-G2	18642	135	B2-U0-G2	18619	135	B3-U0-G3	18767	136	B5-U0-G3
90W80LED4K-G3-x	80	350	86	13037	152	B3-U0-G2	12921	151	B3-U0-G3	12905	150	B2-U0-G2	13007	152	B4-U0-G2
135W80LED4K-G3-x	80	530	131	18623	143	B3-U0-G3	18457	141	B3-U0-G3	18435	141	B3-U0-G3	18581	142	B4-U0-G2
180W80LED4K-G3-x	80	700	174	23243	133	B3-U0-G3	23036	132	B3-U0-G3	23008	132	B3-U0-G4	23190	133	B5-U0-G3
Prism Globe 4000K				LE2A			LE3A			LE4A					
35W32LED4K-G3-x	32	350	37	5335	144	B1-U3-G1	5294	143	B1-U3-G2	5309	143	B1-U3-G2	—	—	—
55W32LED4K-G3-x	32	530	55	7672	139	B2-U3-G2	7613	138	B2-U3-G2	7635	139	B2-U3-G2	—	—	—
72W32LED4K-G3-x	32	700	72	9658	134	B2-U3-G2	9585	133	B2-U3-G2	9612	134	B2-U3-G3	—	—	—
55W48LED4K-G3-x	48	350	54	7979	149	B2-U3-G2	7919	148	B2-U3-G2	7941	148	B2-U3-G2	—	—	—
80W48LED4K-G3-x	48	530	80	11414	143	B2-U3-G2	11327	142	B2-U3-G3	11359	142	B2-U3-G3	—	—	—
108W48LED4K-G3-x	48	700	105	14334	137	B3-U3-G3	14225	135	B3-U3-G3	14265	136	B2-U3-G3	—	—	—
70W64LED4K-G3-x	64	350	69	10377	150	B2-U3-G2	10298	148	B2-U3-G2	10327	149	B2-U3-G3	—	—	—
110W64LED4K-G3-x	64	530	105	14874	141	B3-U3-G3	14761	140	B3-U3-G3	14803	140	B2-U3-G3	—	—	—
145W64LED4K-G3-x	64	700	138	18688	135	B3-U3-G3	18546	134	B3-U3-G3	18598	135	B3-U3-G4	—	—	—
90W80LED4K-G3-x	80	350	86	12952	151	B3-U3-G3	12854	150	B2-U3-G3	12890	150	B2-U3-G3	—	—	—
135W80LED4K-G3-x	80	530	131	18503	142	B3-U3-G3	18362	141	B3-U3-G3	18413	141	B3-U3-G4	—	—	—
180W80LED4K-G3-x	80	700	174	23093	133	B3-U3-G3	22917	132	B3-U3-G3	22981	132	B3-U3-G4	—	—	—

Actual performance may vary due to installation variables including optics, mounting/ceiling height, dirt depreciation, light loss factor, etc.; highly recommended to confirm performance with a layout - contact Applications at signify.com/outdoorluminaire.

Note: Some data may be scaled based on tests of similar. But not identical luminaires.

Specifications:

Housing

In a round shape, this housing is made of die cast A380 aluminum, c/w a watertight grommet, mechanically assembled to the bracket with four bolts 5/16 18 UNC. This suspension system permits for a full rotation of the luminaire in 90° increments.

Access-mechanism

A die cast A360 aluminum technical ring with latch, hinge and a cast in decorative skirt. The mechanism shall offer tool free access to the inside of the luminaire. An embedded memory retentive gasket shall ensure weatherproofing.

Light engine

LEDgine composed of 5 main components:
Heat Sink / Lens / LED lamp / Driver / Optical System

Electrical components are RoHS compliant.

DMS55 Domus LED Pendant

Urban Luminaire

Specifications (continued):

LED engine

LED type: Lumileds LUXEON T. Composed of high-performance white LEDs. Color temperature as per ANSI/NEMA bin Neutral White, 4000 Kelvin nominal (3985K +/- 275K or 3710K to 4260K) or Warm white, 3000 Kelvin nominal (3045K +/- 175K or 2870K to 3220K), CRI 70 Min. 75 Typical.

Heat sink

Made of cast aluminum optimizing the LEDs efficiency and life. Product does not use any cooling device with moving parts (only passive cooling device).

Lens

LExF/LExS: Made of soda lime tempered glass lens, mechanically assembled and sealed onto the lower part of the heat sink. LEXA (Globe): Made of one-piece seamless injection-molded impact-resistant (DR) acrylic having an inner prismatic surface. The globe is mechanically assembled and sealed onto the lower part of the heat sink.

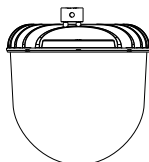
Driver

Driver comes standard with dimming compatible 0-10V. High power factor of 95%. Electronic driver, operating range 50/60 Hz. Auto adjusting universal voltage input from 120 to 277 VAC rated for both application line to line or line to neutral, Class I, THD of 20% max. Maximum ambient operating temperature from 40F(40C) to 130F(55C) degrees. Certified in compliance to UL1310 cULus requirement. Dry and damp location. Assembled on a unitized removable tray with Tyco quick disconnect plug resisting to 221F(105C) degrees. The current supplying the LEDs will be reduced by the driver if the driver experiences internal overheating as a protection to the LEDs and the electrical components. Output is protected from short circuits, voltage overload and current overload. Automatic recovery after correction. Standard built in driver surge protection of 2.5kV (min).

Optical system

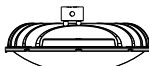
Composed of high performance optical grade PMMA acrylic refractor lenses to achieve desired distribution optimized to get maximum spacing, target lumens and a superior lighting uniformity. Optical system is rated IP66. Performance shall be tested per LM 63, LM 79 and TM 15 (IESNA) certifying its photometric performance. Street side indicated. Flat lens (F optics) is Dark Sky compliant with 0% uplight and U0 per IESNA TM 15.

Prismatic globe: IP66 rated optical system, composed of individual pre-oriented lens to achieve desired distribution, assembled with globe having an inner prismatic surface permanently sealed onto the lower part of the heat sink.



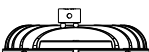
LE2A - Type II (ASYM) with globe (ACDR)
LE3A - Type III (ASYM) with globe (ACDR)
LE4A - Type IV (ASYM) with globe (ACDR)

Sag lens: IP66 rated optical system, composed of individual pre-oriented lens to achieve desired distribution, assembled with a tempered-glass sag lens permanently sealed onto the lower part of the heat sink.



LE2S - Type II (ASYM) Sag glass lens
LE3S - Type III (ASYM) Sag glass lens
LE4S - Type IV (ASYM) Sag glass lens
LE5S - Type V (SYMM) Sag glass lens

Flat lens: IP66 rated optical system, composed of individual pre-oriented lens to achieve desired distribution, assembled with a tempered-glass flat lens permanently sealed onto the lower part of the heat sink.



LE2F - Type II (ASYM) Flat glass lens
LE3F - Type III (ASYM) Flat glass lens
LE4F - Type IV (ASYM) Flat glass lens
LE5F - Type V (SYMM) Flat glass lens

Driver options

AST: Pre-set driver for progressive start-up of the LED module(s) to optimize energy management and enhance visual comfort at start-up.

CLO: Pre-set driver to manage the lumen depreciation by adjusting the power given to the LEDs offering the same lighting intensity during the entire lifespan of the LED module.

DALI: Pre-set driver compatible with the DALI control system.

OTL: Pre-set driver to signal end of life of the LED module(s) for better fixture management.

DMG: Dimmable driver 0-10V.

CDMG: Dynadimmer standard dimming functionalities including pre-programmed scenarios to suit many applications and needs from safety to maximum energy savings.

Ordering Code	Scenario	Dimming Time	Dimming Level
CDMG S25	Safety	4 hours	25% power
CDMG S50	Safety	4 hours	50% power
CDMG S75	Safety	4 hours	75% power
CDMG M25	Median	6 hours	25% power
CDMG M50	Median	6 hours	50% power
CDMG M75	Median	6 hours	75% power
CDMG E25	Economy	8 hours	25% power
CDMG E50	Economy	8 hours	50% power
CDMG E75	Economy	8 hours	75% power

SRD: Sensor Ready Driver including SR communication (used for dimming and other functionalities), 24V auxiliary supply and a logical signal input (LSI) connected to the top NEMA twist lock receptacle.

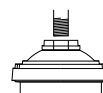
SRD1: Sensor Ready Driver including SR communication (used for dimming and other functionalities) but with 24V auxiliary supply and a logical signal input (LSI) not connected to the top NEMA twist lock.

Surge protector

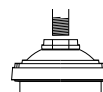
Surge protector tested in accordance with ANSI/IEEE C62.45 per ANSI/IEEE C62.41.2 Scenario I Category C High Exposure 10kV/10kA waveforms for Line Ground, Line Neutral and Neutral Ground, and in accordance with U.S. DOE (Department of Energy) MSSLC (Municipal Solid State Street Lighting Consortium) model specification for LED roadway luminaires electrical immunity requirements for High Test Level 10kV / 10kA. **SP2** 20kV/20kA optional.

Luminaire adaptor

MA1: The luminaire is suspended by means of a mounting adaptor with a 1 1/4" (32mm) NPT threaded hole accepting a threaded tube from the mounting. Retrofit adaptor for existing mounting



MA2: 1 1/2" (38mm) NPT threaded hole accepting threaded tube from the mounting. Retrofit adaptor for existing mounting.



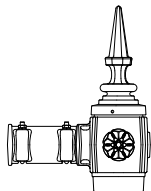
DMS55 Domus LED Pendant

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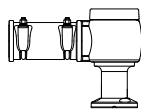
Specifications (continued):

Luminaire adaptor (continued)

SMA: The luminaire is suspended by means of a decorative side-mounted cast aluminum adaptor. This adaptor accepts tubes from 1½" to 2½" (41 to 60 mm) and is adjustable to more or less 5°. The adaptor features a cast aluminum decorative cover and finial.



SMB: The luminaire is suspended by means of a decorative side-mounted cast aluminum adaptor. This adaptor accepts tubes from 1½" to 2½" (41 to 60 mm) and is adjustable to more or less 5°.



SMD: The luminaire is suspended by means of a decorative side-mounted cast aluminum adaptor. This adaptor accepts tubes from 1½" to 2½" (41 to 60 mm) and is adjustable to more or less 5°.

Luminaire options

BO: Bridge and Overpass

CP55: Decorative cover

HS: House side shield

PH7: Photoelectric cell, bottom type

PH8: Photoelectric Cell, Twist-lock Type. Allows a 90° rotation.



PHXL: Extended life photoelectric cell, Twist-lock Type. Allows a 90° rotation.



Luminaire options

PH9: Shorting cap, Twist-lock Type



RC: Receptacle 3 pins



RCD: Receptacle 5 pins



RCD7: Receptacle 7 pins



SP2: Integral surge protector

Finish

In accordance with the AAMA 2603 standard. Application of polyester powder coat paint (4 mils/100 microns) with +/- 1 mils/24 microns of tolerance. The Thermosetting resins provides a discoloration resistant finish in accordance with the ASTM D2244 standard, as well as luster retention in keeping with the ASTM D523 standard and humidity proof in accordance with the ASTM D2247 standard. The surface treatment achieves a minimum of 2000 hours for salt spray resistant finish in accordance with testing performed and per ASTM B117 standard.

Finish Options Include:

BE2TX: Textured Midnight Blue
BE6TX: Textured Ocean Blue
BE8TX: Textured Royal Blue
BG2TX: Textured Sandstone
BKTX: Textured Black
BRTX: Textured Bronze
GN4TX: Textured Blue Green
GN6TX: Textured Forest Green
GN8TX: Textured Dark Forest Green
GNTX: Textured Green
GR: Gray Sandtex
GY3TX: Textured Medium Grey
NP: Natural Aluminum
RD2TX: Textured Burgundy
RD4TX: Textured Scarlet
TG: Hammer-tone Gold
WHTX: Textured White

Wiring

Gauge (#14) TEW/AWM 1015 or 1230 wires, 6" (152mm) minimum exceeding from luminaire.

Hardware

All exposed screws shall be complete with Ceramic primer-seal base coat to reduce seizing of the parts and offers a high resistance to corrosion. All seals and sealing devices are made and/or lined with EPDM and/or silicone and/or rubber.

Luminaire useful life

Refer to IES files for energy consumption and delivered lumens for each option. Based on ISTMT in situ thermal testing in accordance with UL1598 and UL8750, System Reliability Tool, Advance data and Lumileds LM-80/TM-21 data, expected to reach 100,000+ hours with >L70 lumen maintenance @ 25°C. Luminaire Useful Life accounts for LED lumen maintenance AND all of these additional factors including: LED life, driver life, PCB substrate, solder joints, on/off cycles, burning hours and corrosion. Entire luminaire is rated for operation in ambient temperature of -40°C / -40°F up to +35°C / +95°F.

LED products

(manufacturing standard)

The electronic components sensitive to electrostatic discharge (ESD) such as light emitting diodes (LEDs) are assembled in compliance with IEC61340 5 1 and ANSI/ESD S20.20 standards so as to eliminate ESD events that could decrease the useful life of the product.

Quality control

Manufactured to ISO 9001 2008 standards and ISO 14001-2004 International Quality Standards Certification.

Vibration resistance

Meets the ANSI C136.31, American National Standard for Roadway Luminaire Vibration specifications for Bridge/overpass applications. (Tested for 3G over 100 000 cycles)

Certifications and Compliance

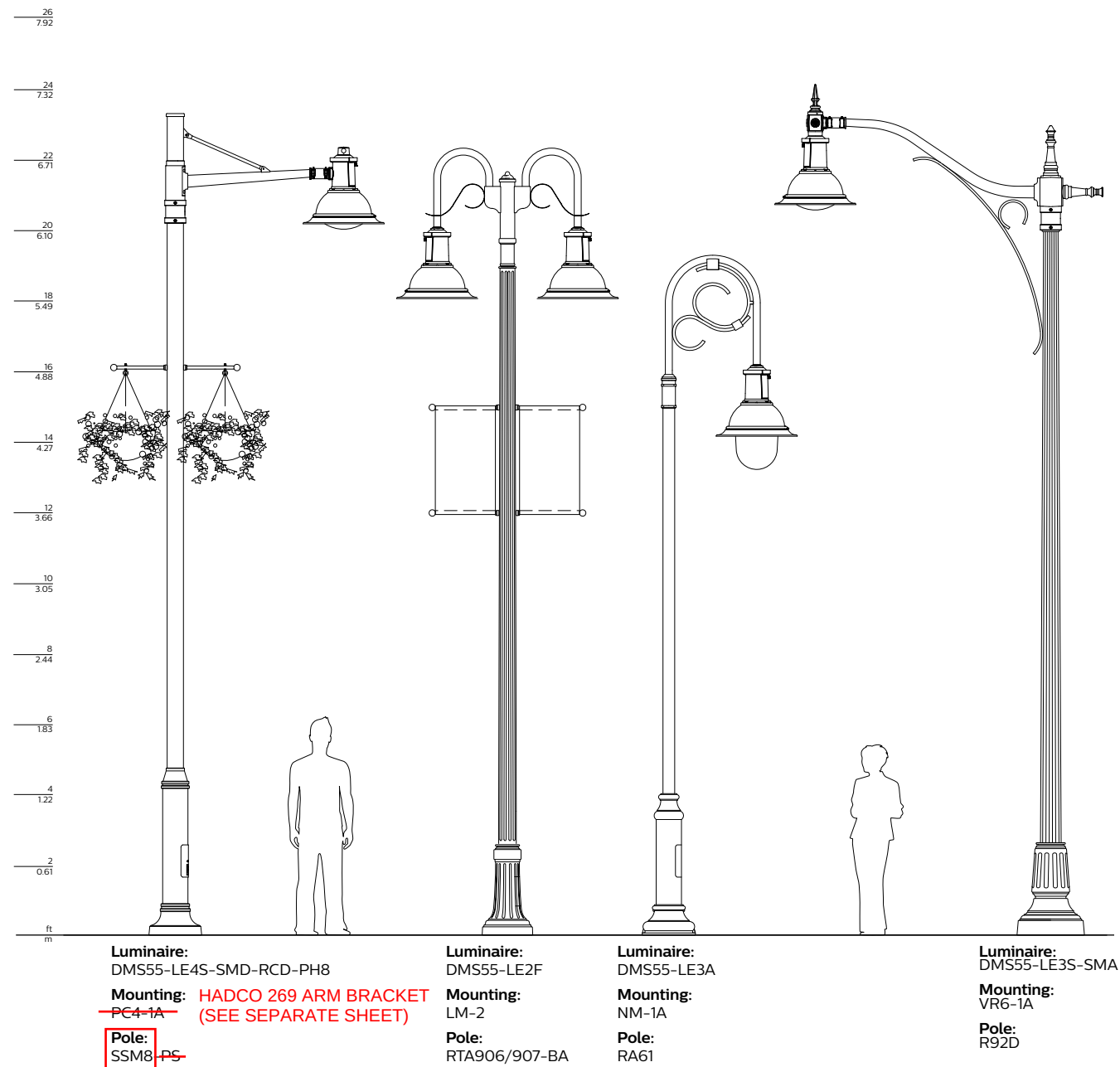
CSA, cULus Listed for Canada and USA. Domus LED luminaires are DesignLights Consortium qualified.

DMS55 Domus LED Pendant

Urban Luminaire

Specifications (continued):

Poles & Brackets Sample configurations.



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Project: _____

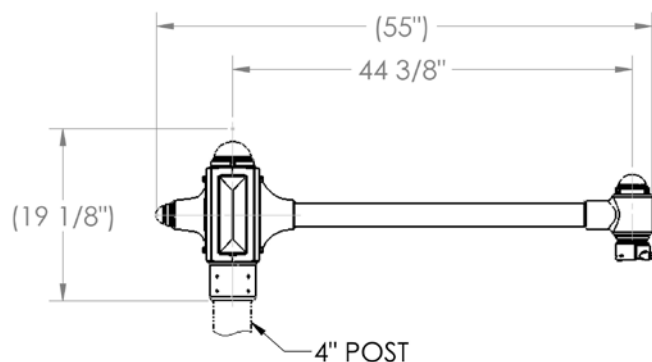
Location: _____

Cat.No: _____

Type: _____

Lamps: _____ Qty: _____

Notes: _____



Ordering Guide

Example: 269 ABS Twist-lock

Product Code	269	Bracket Arm
Finish	ABS ACP ARD ASI BLK BRN BRZ FGN GRA IRN RBZ SRT VBZ VCP VGN VTC WBZ WHT	Antique Brass Antique Copper Antique Red Antique Silver Black Brown Bronze Forest Green Granite Ironstone Rustic Bronze Shadow Rust Verde Bronze Verde Copper Verde Vintage Copper Weathered Bronze White
Photo Control	Twist-lock	Twist-lock photocell supplied

Specifications

CONSTRUCTION:

Cast aluminum decorative end cap (removable). Two cast aluminum post cap. 2" dia. aluminum straight arm. Cast aluminum access door. Cast aluminum 4" I.D. post fitter.

FINISH:

Resilient TGIC thermoset polyester powdercoat paint is electrostatically applied to every fixture. Specially formulated for Philips Outdoor Lighting, it provides UV protection, and the highest temperature rating in the industry. In addition to the standard color choices shown, a spectrum of custom colors is available.

MOUNTING:

Fixture mounts to 4" I.D. post.

WARRANTY:

Three-year limited warranty.

Height:

19 1/8"

Width:

55"

Max. Weight:





Agenda Item Cover Report

Date: June 9, 2021	Committee/Board: DDC
Submitted by: J Fellows	Department: Planning
Date of Committee Action: June 16, 2021	Date of Village Board Action: June 16, 2021

Subject:

Downtown Development Committee (DDC) – Donation to Historical Signage for Pearl and Grand District Identification Signage.

Executive Summary:

This item is for information purposes.

The DDC was approached by the Historical Society to consider assisting with the cost of the Pearl and Grand Historic District Identification Signage. Most of the funding for these signs will be covered by a \$10,000 grant from a community member. The cost of the signage has increased over the past 12 months and the cost now exceeds \$14,000. The DDC discussed providing financial assistance from their operating budget at the April and May meetings. At the May meeting the committee made a unanimous motion to provide \$1,250.00 from their operating budget. This dollar amount is approximately the cost of one sign. It should be noted that planning staff and public works staff have coordinate placemen of these signs with the Society. In addition, public works will be providing in kind labor for the installation of these signs.

Fiscal Impact: -

Reduction of DDC Operating budget of -\$1,250.00

Executive Recommendation/Action:

Authorization of expenditure

Attachments Included



Agenda Item Cover Report

Date: June 9, 2021	Committee/Board: DDC
Submitted by: J Fellows	Department: Planning
Date of Committee Action: June 16, 2021	Date of Village Board Action: June 16, 2021

Subject:

Downtown Development Committee (DDC) – Virtual Meeting Request

Executive Summary:

This item is an action item.

The DDC has over the past few months been looking into ways that their meetings can be more meaningful for the business community of downtown. One option that they would like to explore is to have every other month or quarterly guest speakers for the first 20 min of the meeting to talk on a variety of topics that will assist downtown business development. In order to make presentation convenient to business community the committee feels that the best tool to get more participation would be to have virtual meetings.

The Committee is requesting the ability to have virtual meetings from June to Nov. 2021.

Please see attached request from Chairperson Eliza Pautz.

Fiscal Impact: -

There will be no fiscal impact to this request.

Executive Recommendation/Action:

The committee request the Village Board provide the DDC the ability to meet virtually.

X Attachments Included

TASK ORDER

This is Task Order No. 2021-09,
consisting of 3 pages
Village of Mukwonago
*Rochester Street Temporary Pedestrian
Bump-Outs*

Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruekert & Mielke, Inc. (Engineer) dated February 20, 2019, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: Rochester Street Temporary Pedestrian Bump-Outs
- B. Description: Survey, Design and WisDOT Coordination for 3 temporary bump-outs to be installed along Rochester Street between Eagle Lake Avenue and Meacham Street.

2. Services of Engineer

The project will include the installation of 3 temporary pedestrian bump-outs along Rochester Street between Eagle Lake and Meacham Street.

Project design will include the following:

- Complete topographical survey along Mukwonago downtown corridor,
- Design temporary pedestrian bump-outs and appurtenances,
- Prepare site plan drawing for the proposed temporary pedestrian bump-outs,
- Coordinate with Village Staff to discuss design issues,
- Develop Engineer's opinion of probable construction cost,
- Coordination with Wisconsin Department of Transportation and prepare submittal.

Work Available as Additional Services:

The following services are not included in this effort because we have assumed they are not necessary, or the scope of such services has not yet been defined:

- Easements, title searches or other property acquisition services,
- ACOE and WDNR permitting,
- Archaeological survey,
- Environmental Phase 1, 2, or 3 investigations or permitting,
- Funding requirements,
- Permit applications not listed,
- Permit application fees not listed,
- Public Information Meetings,
- All construction and bidding phase services via a separate Task Order.

3. Owner's Responsibilities

The Village will Coordinate with Ruekert & Mielke, Inc. staff to review draft plans, meet on-site to review layouts.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
200 (Survey, Design & WisDOT Permitting)	July 7, 2021

TASK ORDER

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Lump Sum of Compensation for Services</u>
Survey, Design & WisDOT Permitting	Lump Sum	\$8,825

B. The terms of payment are set forth in the Standard Terms and Conditions.

6. Consultants

None.

7. Other Modifications to Standard Terms and Conditions

None.

8. Attachments

Level of Effort breakdown for Survey, Design and WisDOT Coordination.

9. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / Village of Mukwonago Master Agreement

TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated February 20, 2019, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, _____.

OWNER:

Village of Mukwonago

Signature: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

Signature:  _____

Name: Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: June 4, 2021

Digitally signed by Steven C.
Wurster
Date: 2021.06.04 14:31:37
-05'00'

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

Fax: _____

Name: Michael E. Michalski

Title: Project Engineer

Address: W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

Email: mmichalski@ruekert-mielke.com

Phone: 262-953-3004

Fax: 262-542-5631

**Rochester Street Temporary Pedestrian Bump-Outs Project
Survey, Design and WisDOT Coordination Estimate**

	Jerad Wegner	Michael Michalski	Dan Schwartz	Drafting	Other Expenses	
Initials	JJW	MEM	DJS			
Employee Class	E6	E3	E4	ET-2		Task Total
Hourly Rates	\$ 160	\$ 129	\$ 153	\$ 121		Dollars
Field Survey						
Perform Site Survey (Flight Prep, Travel, Set Ground Control, Mapping Flight)			5.5		\$270	\$ 1,112
Data Processing - Generate Orthophoto & Topography			8			\$ 1,224
Create Topographic Surface in CAD, QA/QC Data			3			\$ 459
Design						
Site Visit and Village Review Coordination		3				\$ 387
Design Temporary Pedestrian Bump-Outs	2	6				\$ 1,094
Design Details		1				\$ 129
Drafting				28		\$ 3,388
Approvals - Regulatory Agencies						
Wisconsin Department of Transportation Coordination and Permitting		8				\$ 1,032
Survey, Design and WisDOT Coordination Subtotal (Hours) =	2	18	16.5	28		
Survey, Design and WisDOT Coordination Subtotal (Dollars) =	\$ 320	\$ 2,322	\$ 2,525	\$ 3,388	\$ 270	\$ 8,825



Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149
www.villageofmukwonago.com | (262) 363-6420 | Fax: (262)363-6425

To: Village Board

Copy: Diana Dykstra, Interim Village Administrator / Clerk
Diana Doherty, Finance Director
Ron Bittner, Director of Public Works
Dave Brown, Director of Utilities
Jared Wegner, Village Engineer - Ruekert-Mielke
Michael Michalski, Project Engineering -Ruekert-Mielke

From: John S. Fellows, Community Planner

Regarding: Downtown Streetscape Opportunities

Date: June 6, 2021

Village Board,

This memo is to provide you with an update and a request to move forward with some immediate needs and introduce a long-term outline for moving forward.

Background:

As you are aware there have been a number of studies with regard to the downtown area of the community. These documents and policies include the 2009 Comprehensive Plan and the 2016 update to the Comprehensive Plan, The June 2018 Downtown Strategic Plan, and the 2020 Streetscape Design.

Summary of Amenity Projects Underway:

Village Staff is currently working with the Downtown Development Committee on a number of items including a Banner Program, and Wayfinding Program – RFP/RFQ received late May 2021 and are under review. Other programs for enhancement of the area include discussions of plantings, and other amenities programs.

Physical Streetscape Elements (hardscape/ infrastructure):

Village staff has also been moving forward the implementation of streetscape design concepts provided by Foth. Village Staff met with WIDOT in July of 2020 and have been working together to outline next steps.

Survey

Based upon discussion with WI DOT Village Staff (Engineering, Public Works, Utilities, an Planning) would like to move forward with getting a formal survey of the area from Eagle Lake Avenue and North Rochester Street to Meacham St and South Rochester. The Village does not have current survey grade

data for this area and to move forward with any plans or discussions with WI DOT without such data is not advisable. Please note that this proposal also includes design work for temporary bump outs and other amenities. The temporary bump outs will allow for a low-cost improvement that will be able to be implemented more quickly than a hardscape project and will also allow both the WI DOT and the Village to review the geometries of modifications like bump outs and evaluate improvements prior to implementation of permanent infrastructure. This work can begin this summer. We are planning for this project to be funded using a portion of the pedestrian Improvement funds within the 2021 budget. This proposal includes the following:

- Design temporary pedestrian bump-outs and appurtenances,
- Prepare site plan drawing for the proposed temporary pedestrian bump-outs,
- Coordinate with Village Staff to discuss design issues,
- Develop Engineer's opinion of probable construction cost,
- Coordination with Wisconsin Department of Transportation and prepare submittal.

Temporary Bump outs – Curb Extension

Following the survey the Village will have designs for temporary bump-outs and price estimates for materials and labor to install the improvements.

Permanent Infrastructure Drawings:

The Village Staff have evaluated what the next step will be for Rochester Street. At this time what we know is that in the near future utilities under Rochester Street from Eagle Lake to Mecham will need to be replaced/repared. When this time occurs, there will be minimal time for discussions of complex pedestrian quality streetscape improvements between multiple entities. We believe that this utility work will disturb a considerable proportion of existing infrastructure in this area.

Therefore, it is Staff's recommendation that we move forward with construction plans for the above grade infrastructure, within this define area of Rochester Street, as well as at least one block of Fox Street and Two Blocks of Main Street. To obtain an agreement or approval from WIDOT these plans will need to be at least to the 60% design level. At this time, we do not have a proposed cost for these design plans but will begin to develop a scope in the next 60 days and anticipate that we will be able to provide and update in September. This may be a project that can fit within the 2021 Budget or may be a 2022 budget item.



John S. Fellows, Assoc. AIA, AICP
Village of Mukwonago
Community Planner
262.363.6420 ext. 2111
jfellows@villageofmukwonago.com

Village of Mukwonago GIS

VILLAGE OF MUKWONAGO

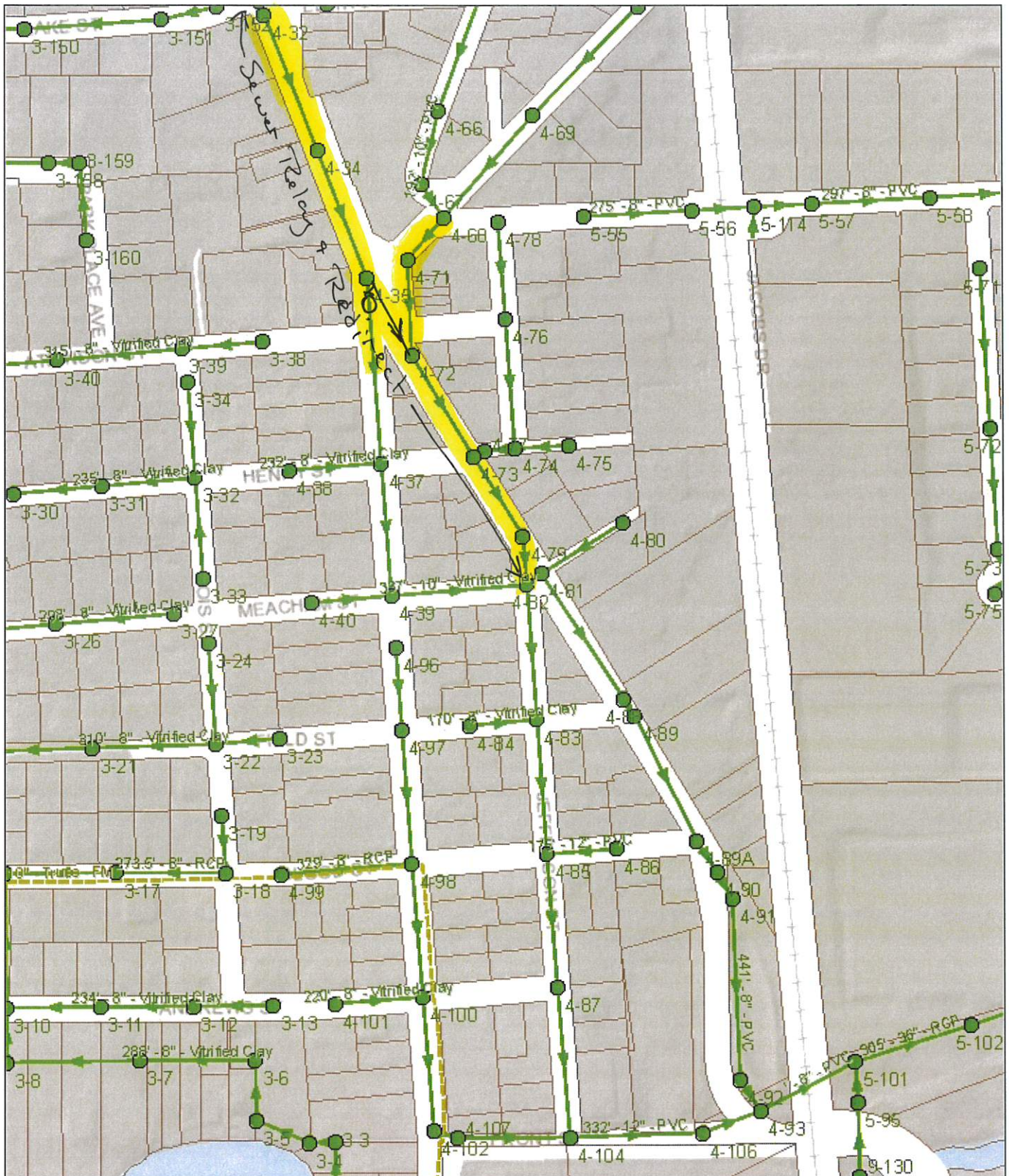
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262-363-6420

Print Date: 6/10/2021

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SCALE: 1" = 333'



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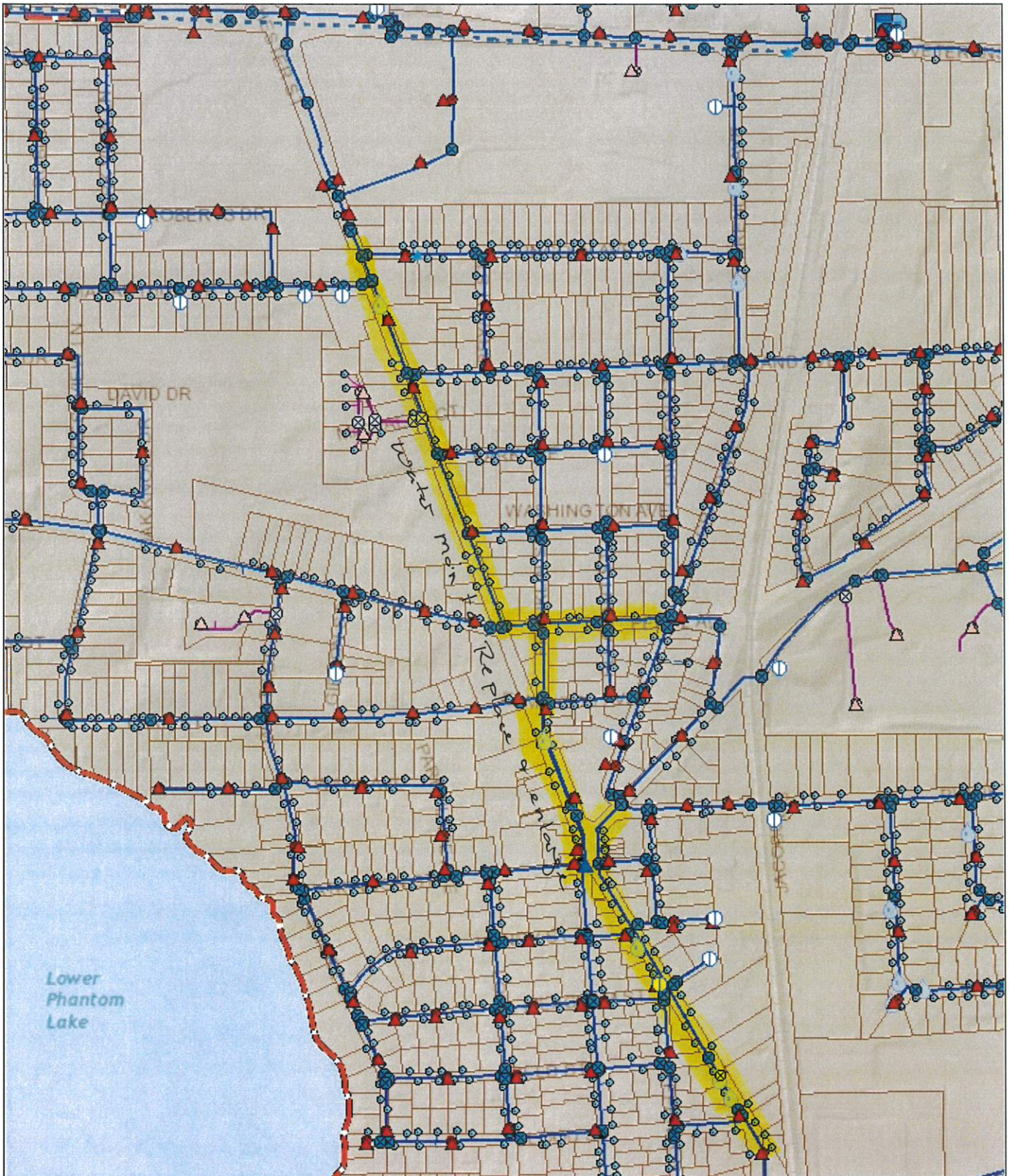


SCALE: 1" = 333'

VILLAGE OF MUKWONAGO

440 River Crest Court
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Mukwonago, WI 53149
262-363-6420

Print Date: 6/10/2021



Village of Mukwonago GIS

VILLAGE OF MUKWONAGO

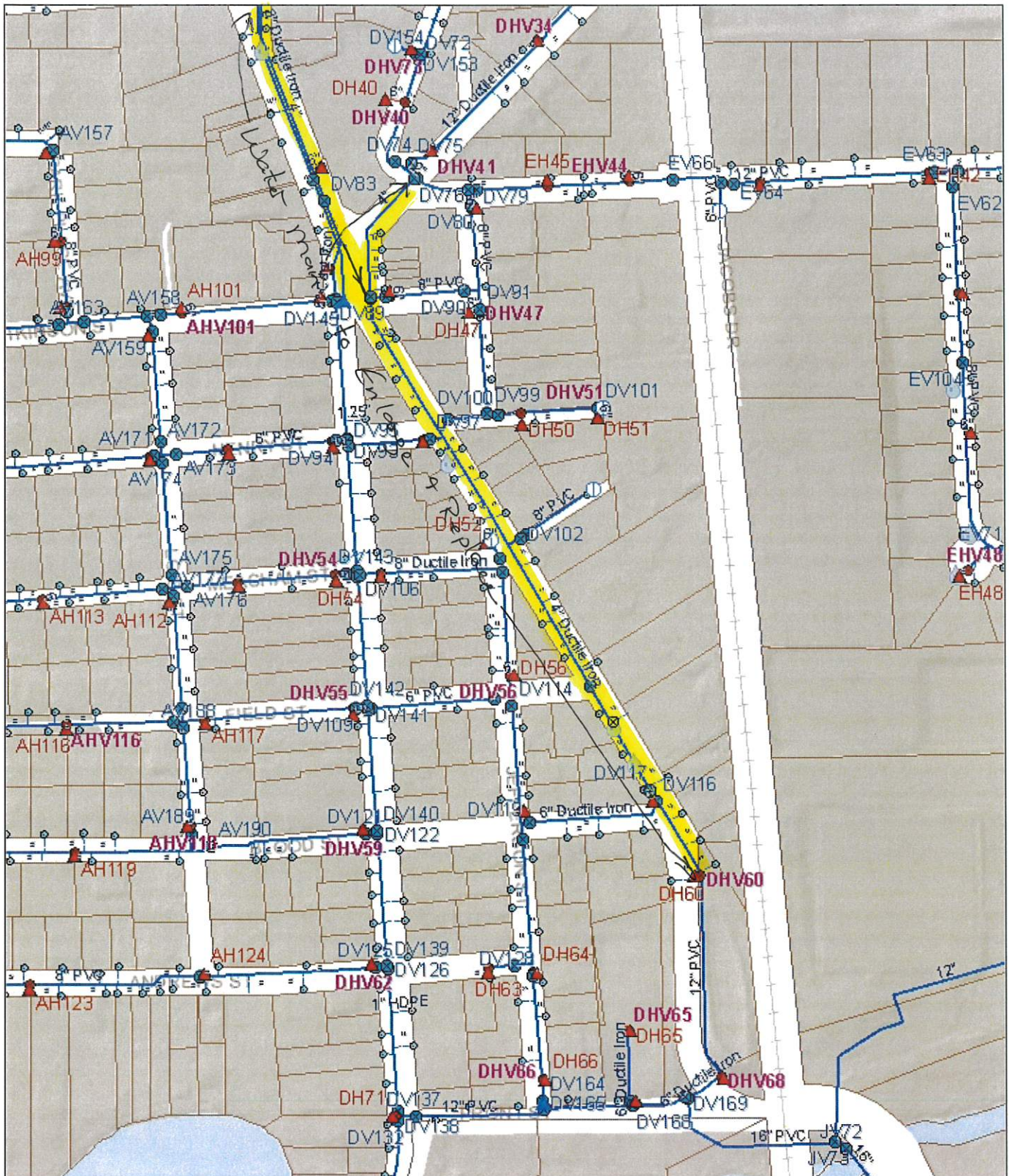
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Print Date: 6/10/2021



Village of Mukwonago GIS

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SCALE: 1" = 333'

VILLAGE OF MUKWONAGO

440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 6/10/2021

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	6/9/21	NUMBER:	
--------------	--------	----------------	--

VENDOR NAME & ADDRESS:	SHIP TO:
Look Creative 2111 Rheaume Road Manitowoc, WI 54220	DPW 1111 Fox Street

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Look Creative	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	
-----------------------	-----	-------------------------	--

ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	Two sided LED Message center sign		\$24,311.00	430-5700-571200
			TOTAL	\$24,311.00	

FINANCE COMMITTEE USE ONLY	
APPROVED (COMMITTEE INITIALS):	
DATE:	
SPECIAL INSTRUCTIONS	

Look Creative
2111 Rheume Road
Manitowoc, WI 54220

Invoice

Date	Invoice No.
04/19/21	482

Bill To:
Mukwonago Public Works Department 630 E Veterans Way Mukwonago, WI 53149

Ship To
Mukwonago Public Works Department 630 E Veterans Way Mukwonago, WI 53149

P.O. Number	Terms	Rep	Ship Date	Ship Via	FOB	Project
	Due on receipt		04/19/21			

Item	Description	Quantity	Price Each	Amount
Sign Work	2 LED Watchfire sign faces. 29" x 63" x 5". 10mm high resolution LED spacing. Full RGB color for each pixel. 5 year standard watchfire warranty. 120 volt, 12 total amps, single phase service. Operating cost based on 18 hours/day of operation is \$.53/day. Includes Ignite software to set up sign graphics, 4G wireless plan w/5 year cellular data plan, software training, and a temperature sensor.		15,222.00	15,222.00
Sign Work	Lifetime 4G wireless cellular data plan extension. Lifetime data plan is for as long as the sign is installed.		700.00	700.00
Permit	Includes village permit (Permit fee will be waved), site plan, elevation plan, and submission to the village for approval.		275.00	275.00
Shipping	Shipping from supplier to final sign location.		489.00	489.00
Fabrication	Sign elements Includes the arched backlit top with simulated concrete arched cap, faux wood aluminum support legs, two vinyl printed Fire Dept. badges on an aluminum base mounted to outer brick column, a backlit "FIRE DEPARTMENT" and "Village of Mukwonago", and a backlit lower address box. All elements are for the two sided sign. No column caps other than the existing concrete caps. Faux wood trim cap under the address box.		6,075.00	6,075.00
Installation	Sign installation. Includes all sign elements. Does not include electrical work if updating is required. Does include final electrical connections.		1,550.00	1,550.00
It's a pleasure working with you!			Total	

Look Creative
2111 Rheaume Road
Manitowoc, WI 54220

Invoice

Date	Invoice No.
04/19/21	482

Bill To:
Mukwonago Public Works Department 630 E Veterans Way Mukwonago, WI 53149

Ship To
Mukwonago Public Works Department 630 E Veterans Way Mukwonago, WI 53149

P.O. Number	Terms	Rep	Ship Date	Ship Via	FOB	Project
	Due on receipt		04/19/21			

Item	Description	Quantity	Price Each	Amount
50% Payment	Up front payment to begin work.		-50.00%	24,311.00 -12,155.50
It's a pleasure working with you!			Total	\$12,155.50





Agenda Item Cover Report

Date: June 10, 2021	Committee/Board: Village Board
Submitted by: Diana Doherty	Department: Finance
Date of Committee Action:	Date of Village Board Action: June 16, 2021

Subject: Contract for UKG as the Village's new payroll vendor replacing B2E Solutions.

Executive Summary:

The Village currently uses B2E Solutions, a cloud-based payroll software and services company. They provide the platform we use to process payroll, and as a service, they handle our monthly ACA reporting, quarterly tax reporting, and annual W-2 filing.

UKG is the actual developer of the software used by B2E so the underlying application would be the same as what we are currently using. They also provide the same reporting and filing services as B2E. In our cost analysis, we pay about \$120 per employee annually for B2E; for the same services, UKG would charge \$84.

However, we started looking at UKG for some additional functionality to increase efficiency and accuracy for employees to report their time and for us to process payroll. In converting to UKG, we'd be adding a time-keeping application which allows employees to clock-in and out, either on their mobile devices or on their computers, replacing the paper forms that employees currently fill out. Department Heads will receive notification to electronically approve the hours worked which moves it directly into the payroll software, eliminating the need for someone to manually enter the data from the paper time sheets. The main benefit of this is we now have electronically captured employees' daily hours worked instead of just the total for a two-week period. In the event of an IRS payroll audit, we'd be able to produce reports showing an employee's daily hours instead of needing to dig through file boxes for old time sheets for that information.

Employees will also be able to schedule time off through an electronic request which, once approved, feeds into a scheduling application. The scheduling app provides departments a tool to proactively schedule employees to ensure required coverage levels. The Police Department has been looking at some scheduling software and this solution fits the criteria they were looking for.

**Fiscal Impact:**

There is a \$5,000 one-time implementation fee which would be due this year. The additional functionality for the time keeping and scheduling applications are approximately \$48 per employee on an annual basis. This increases our annual ongoing cost approximately \$5,520 over what we are currently paying B2E.

We are shooting for a November 1, “go live” date so the additional cost in 2021 for the new applications would be \$920 plus the one-time implementation fee. These costs are allocated out to departments based on number of employees so the impact on any one individual department budget is minimal.

Executive Recommendation/Action:

Authorize the Finance Director to sign the UKG contract for the Village’s payroll services.

☒ **Attachments Included**



ORDER FORM

Effective Date: June 10, 2021

Customer Address: 440 Rivercrest Ct.
Mukwonago, WI 53149

Customer Legal Name: Village of Mukwonago

Customer Name: Village of Mukwonago

AR or Contract#:

UKG Representative: Lyndsay Zwirlein

UKG Division: Northwest

Contact Name: Diana Doherty

Contact Title: Finance Director

Contact Email: ddoherty@villageofmukwonago.com

Contact Phone: 262-363-6420

Initial Term: twelve (12) months from Commencement Date

Commencement Date: six (6) months
from Effective Date of this Order Form

Renewal Term: 12 months

Subscription Offering fee increase per Renewal Term: 2%

Payment Term: Net 30 Days

Subscription Offering Billing Frequency: Monthly in
Arrears

1. Subscription Offering

Product	Minimum Quantity	Employee Type	Subscription Fee
Ready Time (Workforce Ready Timekeeper, Accruals, Attestation, Workforce Ready Integration Hub)	115	Compensated Employee	USD 13.25
Ready Payroll (includes Payroll Services with SmartCheck)			
Ready ACA Manager			

The monthly subscription amount (number of employees multiplied by the Subscription Fee) may increase or decrease if the number of employees increases or decreases, but in no event shall the monthly Subscription Fee be calculated on less than the Minimum Quantity above.

Services	Launch Quantity	Total Price
Launch	115	USD 5,000.00

In addition, Customer shall be invoiced an additional Launch fee at the rate of USD100.00 per employee, for each employee in existence as of the live date that exceeds 110% of the Launch Quantity as set forth above. For clarification purposes, this additional Launch fee if applicable shall only be charged to Customer as of the live date for such product and Customer shall not be charged for any additional Launch fees subsequent to that date.

The Launch Services shall be provided to Customer for only the services as set forth in the Professional Services Engagement Overview document which is made a part hereof and incorporated by reference as Attachment 1. Launch Services outside of the scope of the Professional Services Engagement Overview document shall be quoted to Customer and provided upon a work order or similar document executed by both parties.

2. Payment Terms

The Subscription Fees are due monthly in arrears based upon the actual number of employees, subject to the minimums as set forth in this Agreement, and invoiced on or about five (5) days following the end of each month commencing on the Commencement Date.

Customer agrees that UKG Inc shall direct debit its designated bank account for the applicable invoice amount on or about the twenty first (21) day of Customer's receipt of invoice. Customer shall provide UKG Inc with banking information and all other required information needed to facilitate the invoicing process within five (5) days from the Effective Date of this Agreement

The Launch Fee of **USD 5,000.00** is due on the Effective Date of this Order Form.

3. This Order Form and the Attachments, attached hereto and made a part of this Order Form, represents the entire understanding of the parties with respect to its subject matter, and supersedes and extinguishes all prior oral or written communications between the parties about its subject matter.

The parties agree that any signature (including but not limited to any electronic symbol attached to, or associated with, a contract or other record and adopted by a person with the intent to sign, authenticate or accept such contract or record) hereto shall have the same legal validity and enforceability as a manually executed signature to the fullest extent permitted by applicable law, and the parties hereby waive any objection to the contrary. This Order Form may be executed in any number of counterparts, each of which when executed and delivered shall constitute a duplicate original of this Order Form but all counterparts together, shall constitute one and the same instrument. Each counterpart may be executed by electronic signature or manual signature. Delivery of an executed counterpart of this Order Form by telecopier or facsimile transmission or other electronic means shall be effective as delivery of a manually executed counterpart of this Order Form.

Unless otherwise indicated above, this Order Form is subject to the terms and conditions of that certain UKG Ready Agreement between the parties with an effective date of June 10, 2021 (the "Agreement"). All other terms and conditions of the Agreement are reaffirmed and remain unchanged by this Order Form. In the event of a conflict between the terms of this Order Form and the Agreement, the terms of this Order Form will govern.

This Order Form is subject to applicable taxes. The actual tax amount to be paid by Customer will be show on Customer's invoice. If you are tax exempt; please provide a copy of your "Tax Exempt Certificate".

Village of Mukwonago

Signature:

Name: Diana Doherty

Title:

Signature Date:

UKG Inc.

Signature:

Name:

Title:

Signature Date:

In Process

Attachment 1

Professional Services Engagement Overview

Purpose and Overview of Engagement

This Professional Services Engagement Overview outlines the scope of services to be provided by UKG for the Setup Fees indicated on the applicable Order Form, to Village of Mukwonago ("Customer") related to the Core Modules, Value-add Modules, and/or Optional Services contained in the document. Our Professional Services engagements are designed to help our Customers successfully implement your Core Modules, as well as enable you to easily layer Value-add Modules and functionality over time based on your priorities, schedule, and resources.

The UKG Ready Professional Services engagement described herein is fixed price based and is subject to the terms and conditions governing your UKG Ready – Software as a Service (the "Agreement"). Unless otherwise defined herein, words and expressions defined in the Agreement shall have the same meaning in this Professional Services Engagement Overview.

Your UKG Ready SaaS Solution

Customer and UKG are deploying the following UKG Ready modules with 1 location(s) and 2 collective bargaining agreement(s).

Core Modules			Employees	Deployments	Estimated Duration *from project kickoff	
UKG Ready Time		115		1	100 Days	
UKG Ready Accruals Manager		115		1		
UKG Ready Payroll		115		1		
UKG Ready Payroll Services with Smartcheck		115		1		
Value Add Modules						
UKG Ready Attestation		115		1	10 Days	

Customer and UKG Collaboration

A successful Professional Services Engagement will require close collaboration between Customer and UKG. The UKG Professional Services team is equipped to help keep you on target for meeting project milestones and requirements, as well as to assist you in configuring and deploying the UKG Ready solution that meets your organization's specific requirements. Your organizations participation and commitment to the project goals and timeline are critical to help ensure success.

The Estimated Duration stated above is an estimate based upon our experience with our customers and products. Depending upon the preparation and engagement of your organization, there may be opportunity to accelerate the completion of this engagement. However, the Estimated Duration may be exceeded based on the level of preparedness, bandwidth, and skill level of your available resources. Other examples that may extend the Estimated Duration include: separate deployments of the solution, having a unionized workforce, and policies that vary across employee groups.

Core Functionality Deliverables

Working in close collaboration, City of Mukwonago and UKG will deploy the following core modules and functionality in 100 estimated days from project kick-off. Any quantified deliverables listed herein are based on services deliverables and are not to be considered system constraints.

UKG Ready Core		UKG Delivered Value	
Time Module		UKG Ready Time deployment gets you started with the ability to accept punches and pay employees accurately through these core components:	
		• Total Cost Centers • Profiles ◦ Timesheets ◦ Time off request ◦ Pay Calculations ◦ Pay Prep ◦ Security ◦ Points • Tables ◦ Rate ◦ Holiday • Manager Levels • Employee Perspectives Scorecards • Workflows ◦ Time Off Requests ◦ Timesheet Change Requests • Schedules ◦ Daily Rules ◦ Work Schedule Profiles • Pay Periods • Counters • Time Off Categories • Reports ◦ 61 commonly used pre-configured reports are included in the implementation. ◦ UKG will configure up to 5 additional reports using the standard functionality in the software • Time Admin Training	

Accruals Manager Module	UKG Ready Accruals module adds comprehensive accrual administration to UKG Ready Time by automatically enforcing your time-off policies through: • Consistent enforcement of policy • Configurable calculation methods & grants • Time-Off routing & approval workflow (requires Time) • Time-Off requests at data collection devices • Automatic updates to schedule & timecard (requires Time) • Visibility to projected balances • Automatic balance reduction (requires Time or Payroll) • View time-off calendars for groups • Mobile access • One-Time data load using customer-supplied data for current year in a standard UKG-supplied format • Configure Accruals profiles and assign to employees Please note: UKG Ready accruals requires UKG Ready Time.
Payroll Module	UKG Ready Payroll deployment gets you started with the end-to-end payroll process with the ability to calculate gross-to-net, pay employees, make adjustments and export data needed tax filing (if using a provider other than UKG Payroll Services) through: • Pay Period Profiles • Up to two Parallel Payroll Tests • Company Tax Setup (Jurisdictions) • Custom Exports/Reports • Company Deduction Types • Company Earning Types • Configure Default Banks • Workers Comp Types • Payroll History up to 4 Quarter of Current Year • All Payroll Configurations Include: ◦ Standard Dashboard Widgets ◦ Global Payroll Settings ◦ Standard Notifications ◦ GL Set Up ◦ In-house manual check printing ◦ Employee Imports • Vendor Payments (ACH/Check) • Payroll Administrative Training Please note: If UKG Payroll Services module has been purchased, see UKG Payroll Services deliverables in this document. If UKG Payroll Services has not been purchased, UKG will configure tax filing options for one of the following vendors – BSI, ADP, Ceridian.
Payroll Services	UKG Payroll Services (KPS) deployment prepares you to manage post payroll calculation functions utilizing the services as indicated in the Payroll Processing Addendum through: • Election of services • Confirmation of Funding method • Testing of Funding bank account • Tax Account ID, Frequency & Rate* • Balancing Current Year Payroll Tax Payments • Collection of Power of Attorney forms for all jurisdictions • Delivery policy configuration • Shipping account authorization and configuration • Confirmation Multi-state new hire registration (if applicable) • Master Vendor maintenance • Payroll Processing Notifications • Tax Code configuration verification reporting • KPS New administrator training *Services can only be provided for tax accounts with valid Tax ID provided Please note: It is the responsibility of the customer to provide all requested information including year-to-date payroll and tax payment information, valid tax account ID's for all active tax jurisdictions and requested Power-of-attorney forms.
Integration Hub	UKG Ready Integration Hub enables data to flow between UKG Ready and 3rd party applications and/or vendors. If the 3rd party application and/or vendor does not accept the standard UKG Ready formatting and/or methods for automated delivery, a formatted file will be delivered instead. The customer is responsible for providing import files to UKG in the standard UKG Ready format and utilizing the standard UKG Ready delivery method. UKG will deliver a standard bundle of up to 5 interfaces as part of this project. Each direction (To/From) any 3rd party system and UKG is considered a separate interface. Interfaces will be accomplished via standard file Exchange. Customer will work with UKG and 3rd party vendors to facilitate design and testing. The Method of the file exchange will be determined by UKG Ready Professional Services Delivery Team. UKG will provide standard Import/Export files using Integration Hub. Customer will work with the 3rd parties and UKG to provide the data in the UKG format for imports. UKG will create a report from standard UKG Ready fields in the 3rd party format to send to the 3rd party system. The types of interfaces/integrations that can be supplied under this project include: • Timekeeping Interface bundle using customer-supplied data in standard file formats ◦ Accruals Interface bundle using customer-supplied data in standard file formats • Payroll Interface bundle using customer supplied data in standard file formats ◦ ACH payroll employee direct deposit file exports ◦ ACH payroll payment for vendors (e.g. 401k, HSA, garnishments, etc.) ◦ Payroll employee withholding amount exports ◦ Pension enrollment export (e.g. 401k) ◦ Pension census export (e.g. 401k) ◦ New hire reporting export ◦ Positive pay export ◦ Payroll journal export to G/L, 1 acct structure ◦ Tax payment & filing Interface

	UKG will use commercially reasonable effort to ensure all integrations/interfaces provide for the vendors below are designed in a manner in which they can successfully pass data contained in standard UKG Ready data fields to said 3rd party vendor and/or can accept data from said 3rd party vendor into UKG Ready standard data fields ○ John Hancock Retirement Planning Service ○ Blue Cross Blue Shield of Texas ○ HSA Bank ○ Discovery Benefits ○ Bankers Fidelity ○ The Standard Please note: Non-standard, multi-directional, or API based integrations/interfaces are not included in the scope of this project. Custom Reports that cannot be delivered through the standard software functionality are also not included. If such integrations or reports are required, a separate quote will be provided after all requirements and specifications have been received.
Attestation Module	UKG Ready Attestation module provides documentation proof of compliance for required administration to UKG Ready Time by automatically enforcing your policies through: ● Configurable questions & response choices ● Automated notification & reminders ● Several employee prompts with workflows ○ Prompts differ based on attestation prompt ● Work Flows ○ Up to 3 will be configured by the UKG project team, however the Customer can configure as many as needed ● Functionality for the InTouch Clock vs. the Web may differ ● Full Audit Report Please note: UKG Ready Attestation requires UKG Ready Time

Administrator and Super User Training

Included in each Customer's software subscription, UKG will provide the following training:

WR Core Training	UKG Delivered Value
Administrator and Super User Training	Each Customer will have access to: ● UKG Ready's learning management system and training delivery platform, for each user. Learning experiences found within include, but not limited to: ○ Interactive self-paced, on-demand modules ○ "How to" videos and snippets ○ Printable job aids ● Recommended learning plan(s) aligned to each user's roles within UKG Ready ● Online, public instructor-led class(es) ● "Train the Trainer" enablement and materials ○ Editable templates and tools to be leveraged by the administrators to deliver manager and employee training ○ Manager and employee-focused job aids for common tasks within UKG Ready
Change Management and User Adoption Training	Each Customer will have access to: ● Change management training for the project team on building a change management plan for Customer's organization ● Change management toolkit that includes pre-populated templates and supporting resources to be leveraged to deliver Customer's change management plan

Assumptions and Notes

UKG has used the following assumptions and dependencies in preparing this Professional Services Engagement Overview:

- All services will be delivered remotely, unless otherwise stated in the Order Form or this Professional Services Engagement Overview.
 - Please note that in the event that Customer requests UKG to travel to Customer's location during the implementation, Customer agrees to pay any travel expenses, such as airfare, lodging, meals and local transportation, incurred by UKG.
 - Such expenses shall be subject to the then-current standard UKG travel and expense policies, which UKG will provide to Customer upon request.
 - UKG shall bill Customer for such travel expenses and payment thereof shall be due net thirty (30) days from date of invoice.
- The project kick-off date will be determined based on complexity of the implementation and resource availability, and may occur up to 30 days after a UKG Ready Order Form is executed by the Customer.
- The customer agrees to accept specific responsibilities as part of this project including:
 - Completing all required, UKG supplied templates used to complete the Discovery process
 - Physical installation and/or mounting of all time clocks associated with this project.
 - UKG will complete the configuration of up to 5 clocks and will provide training to the Customer's staff to replicate additional configurations
 - The Customer will configure any additional clocks unless otherwise agreed upon by both parties
 - Configuring the Customer's network to allow inbound/outbound communications to and from the clocks, based on specifications provided by UKG
 - Providing all required tax and wage history information (when applicable) for the configuration of Tax Filing services
 - Providing all required data imports in the approved UKG format

- o Providing all required specifications for any exports from UKG to a 3rd party system
- Prior to the start of the configuration build, the Customer will confirm (in writing) the business and technical requirements of the project as part of the UKG Ready Professional Services Discovery process.
- UKG will communicate with Customer's Project Manager, the appointed Point of Contact for Customer on this project. He/she will be responsible for all communications and project management among all Customer parties (staff, vendors, consultants) and for the escalation and resolution of any issues for Customer.
- Customer is responsible for all hardware, software, and services provided by other consultants or third party vendors that may also be involved with the project.
- UKG will not be responsible for troubleshooting the Customer's environment such as their operating system, hardware resources, database schema, or any applications and/or hardware not provided by UKG.
- Change Orders are subject to scope review and may impact the project timeline or cost. If additional work beyond the initial scope of this Professional Services Engagement Overview is required as a result of a Change Order, the Customer may be charged.
- During the testing phase, the customer will be responsible for leading testing and providing documentation of testing results back to the UKG implementation team.

PROJECT DELAYS

Should the need arise to place a project on hold due to issues not controlled by UKG, UKG will collaborate with a client to ensure appropriate project hold/delay procedures are executed. Secondly, UKG reserves the right to execute project hold/delay procedures as a result of, but not limited to (1) a client not attending or cancelling more than three scheduled meetings or (2) if the client has been unable to contribute required deliverables to milestones to close the project or (3) has become non-responsive after 10 business days. Please note that any project hold and/or delays, whether approved or otherwise, will not impact the Fees and Payment Terms of the Agreement unless otherwise agreed to by both parties.

When resuming the project UKG will follow normal assignment and staffing procedures. This may result in a new or modified project team based on resource availability at the time of re-engagement.

Change Orders

Requests for change to this Professional Services Engagement Overview or the project it covers must be submitted to your UKG Sales Executive and UKG Ready Consultant in writing.

Any of the following items will be considered Out of Scope and require a Change Order:

- Material changes in the Scope or effort (i.e. # of deployments or EIN's, request of onsite assistance, etc.)
- Material changes in the number or type of Deliverables to meet the defined scope of effort (i.e. additional integrations, profiles, etc.)
- Changes to the project resource requirements
- Changes to scheduled dates after acceptance of the Project Plan

UKG will estimate the time and fixed cost needed to implement the change and the impact it may have on the delivery of project covered under this Professional Services Engagement Overview. UKG will perform the requested work once the Change Order has been completed and signed by the Customer.

Completion Criteria

The project covered under this Professional Services Engagement Overview will be considered complete when any one of the following completion criteria is met. Once one of these is met, no further work will be completed. If additional work is required, a Change Order or new Professional Services Engagement Overview must be generated.

Completion Criteria:

- The customer has approved in writing
- The system has been used to generate, retain, or export data that is used to produce a live pay statement for an active employee
- More than twelve (12) months has passed since the date of signature of the UKG Ready Order

FormThe Customer may provide approval in writing via email or an alternative agreed upon method.

UKG READY SOFTWARE AS A SERVICE AGREEMENT

Village of Mukwonago, a Wisconsin corporation, (“Customer”) and UKG Inc., a Delaware corporation, (“UKG”) agree that effective as of June 10, 2021, the terms and conditions set forth below shall apply to the UKG supply of the commercially available version of the UKG Ready SaaS Applications in UKG’s hosting environment and the services related thereto, specified on a UKG Order Form. The Applications described on the Order Form shall be delivered by means of Customer’s permitted access to the infrastructure hosting such Applications.

BY MANUALLY OR ELECTRONICALLY EXECUTING AN INITIAL ORDER FORM REFERENCING THESE TERMS AND CONDITIONS OR TO WHICH THESE TERMS ARE ATTACHED, CUSTOMER AGREES TO THESE TERMS AND CONDITIONS FOR ALL ORDER FORMS. THE INDIVIDUAL ACCEPTING THESE TERMS AND CONDITIONS ON BEHALF OF CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO CONTRACTUALLY BIND CUSTOMER. THESE TERMS AND CONDITIONS AND THE ORDER FORM(S) (AND ANY ATTACHMENTS THERETO) TOGETHER FORM A BINDING AND EXECUTED WRITTEN AGREEMENT BETWEEN CUSTOMER AND UKG.

1. DEFINITIONS

“**Agreement**” means these terms and conditions and the Order Form(s).

“**Application(s)**” or “**SaaS Application(s)**” means those UKG software application programs set forth on an Order Form which are made accessible for Customer to use under the terms of this Agreement.

“**Billing Start Date**” means the date the billing of the Monthly Service Fees begin to accrue as indicated on the applicable Order Form. The Billing Start Date of the Monthly Service Fees for any Services ordered by Customer after the date of this Agreement which are incremental to Customer’s then-existing Services shall be the date the applicable Order Form is executed by UKG and Customer.

“**Confidential Information**” means any non-public information of a party or its Suppliers relating to such entity’s business activities, financial affairs, technology, marketing or sales plans that is disclosed pursuant to this Agreement and reasonably should have been understood by the receiving party, because of (i) legends or other markings, (ii) the circumstances of disclosure or (iii) the nature of the information itself, to be proprietary and confidential to the disclosing party or its Suppliers.

“**Customer Content**” means all content Customer, or others acting on behalf of or through Customer, posts or otherwise inputs into the Services.

“**Documentation**” means technical publications published by UKG relating to the use of the Services.

“**Educational Content**” has the meanings ascribed in Section 7.3.

“**Initial Term**” means the initial term of the Services as indicated on the Order Form.

“**Monthly Service Fee(s)**” means the monthly fees described in an Order Form. Monthly Service Fees include fees for usage of the Applications and the Services. Billing of the Monthly Service Fee(s) commences on the Billing Start Date.

“**Order Form**” means an order form mutually agreed upon by UKG and Customer setting forth the items ordered by Customer and to be provided by UKG and the fees to be paid by Customer.

“**Personally Identifiable Data**” means information concerning individually identifiable employees of Customer that is protected against disclosure under applicable law or regulation.

“**Renewal Term**” means the renewal term of the Services as indicated on the Order Form.

“**Services**” means accessibility to the commercially available version of the Applications by means of access to the password protected customer area of a UKG website, and all such services, items and offerings accessed by Customer therein

“**Supplier**” means any contractor, subcontractor or licensor of UKG providing software and/or services to UKG which are incorporated into or otherwise related to the Services.

“**Term**” means the Initial Term and any Renewal Terms thereafter.

2. TERM

2.1 The Services shall commence on the Billing Start Date, and shall continue for the Initial Term or until terminated in accordance with the provisions hereof. At the expiration of the Initial Term and each Renewal Term as applicable, the Services shall automatically renew for additional Renewal Terms until terminated in accordance with the provisions hereof.

2.2 Either party may terminate the Services and this Agreement to be effective at the expiration of the then current Term upon no less than sixty (60) days prior written notice.

2.3 Either party may terminate the Services and the Agreement upon a material breach of the Agreement by the other party if such breach is not cured within fifteen (15) days after receipt of written notice. Notwithstanding the foregoing, UKG may suspend the Services immediately upon notice in the event of any Customer breach of Sections 4 (Rights to Use), 5 (Acceptable Use), or 14 (Confidential Information).

2.4 In the event that either party becomes insolvent, makes a general assignment for the benefit of creditors, is adjudicated a bankrupt or insolvent, commences a case under applicable bankruptcy laws, or files a petition seeking reorganization, the other party may request adequate assurances of future performance. Failure to provide adequate assurances, in the requesting party's reasonable discretion, within ten (10) days of delivery of the request shall entitle the requesting party to terminate the Agreement immediately upon written notice to the other party.

2.5 If the Agreement is terminated for any reason:

- (a) Customer shall pay UKG within thirty (30) days of such termination, all fees accrued under this Agreement prior to the effective date of such termination, provided however, if Customer terminates for material breach of the Agreement by UKG, UKG shall refund Customer any pre-paid fees for services not delivered by UKG;
- (b) Customer's right to access and use the Applications shall be revoked and be of no further force or effect;
- (c) Customer agrees to timely return all UKG-provided materials related to the Services to UKG at Customer's expense or, alternatively, destroy such materials and provide UKG with an officer's certification of the destruction thereof; and
- (d) All provisions in the Agreement, which by their nature are intended to survive termination, shall so survive.

2.6 Unless otherwise mutually agreed to by the parties, Customer Content shall be available to Customer to retrieve at any time and at no additional charge throughout the Term and for no more than thirty (30) days after expiration or termination of the Agreement for any reason. After such time period, UKG shall have no further obligation to store or make available the Customer Content. UKG will delete Customer Content after Customer's rights to access the Services and retrieve Customer Content have ended.

3. FEES AND PAYMENT

3.1 Customer shall pay UKG the Setup Fees, the Monthly Service Fees and any additional one time, set-up or recurring fees, all as defined on the Order Form or subject to Section 15.9 below. Billing will commence on the Billing Start Date with the Monthly Service Fees to be billed on the frequency set forth on the Order Form ("Billing Frequency"). Unless otherwise indicated on the Order Form, UKG will bill Customer for all implementation services in advance. Customer authorizes UKG to charge the debit card or credit card on file with UKG in an amount equal to the Monthly Service Fees as all such fees become due under this Agreement. For all other payments and fees due under this Agreement, payment shall be due 30 days following date of invoice unless otherwise indicated on an Order Form. Except as expressly set forth in the Agreement, all amounts paid to UKG are non-refundable. Customer is responsible for all applicable taxes relating to the goods and services provided by UKG hereunder (including without limitation GST and/or VAT if applicable), excluding taxes based on UKG's income or business privilege.

3.2 Unless otherwise indicated on the Order Form, the Setup Fees shall be invoiced upon execution of the Agreement and shall be due net thirty (30) days following date of invoice. Monthly Service fees shall be based on monthly periods that begin on the Billing Start Date. Monthly Service Fees for Services added on or before the 15th day of a given month will be charged for that full monthly period and each monthly period of the Term thereafter; Monthly Service Fees for Services added after the 15th day of a given month will begin to accrue as of the 1st day of the following month and will be charged for each monthly period of the Term thereafter. Monthly Service Fees shall be invoiced promptly following the end of the calendar month in which the Monthly Service Fees were accrued. UKG will monitor Customer's "Usage" of the Services (as defined below) in order to calculate the Usage portion of the Monthly Service Fees to be charged. Usage of the Services, depending on applicable features, components, or services, shall be priced as identified on the Order Form either on a: (a) per month basis; (b) per active employee (herein "Active Employee") or compensated employee (herein "Compensated Employee") per month usage basis; (c) per transaction basis (e.g. pay statement); or, (d) per access point. For purposes of the Agreement, an employee shall be deemed an Active Employee or Compensated Employee, as applicable on an Order Form, during any applicable billing period if through the Services: (i) time has been entered for such employee; (ii) records have been included for such employee for the purpose of processing payroll; (iii) records have been included for such employee within an import/export process; (iv) such employee has accessed the Services, regardless of the purpose; (v) benefit time has been accrued for such employee; or (vi) such employee has been marked by Customer as having an "Active" status during the period.

3.3 Customer agrees that except in those circumstances in which Customer is entitled to invoke the termination for cause provision set forth in Section 2.3 above, in consideration of UKG's delivery of the Services on a variable fee basis, Customer agrees to pay UKG each month during the Term in which charges accrue no less than the minimum monthly fees ("Minimum Monthly Fees") which shall be calculated by UKG based the amounts identified on all Order Forms for Customer's Usage of the Services. In the event that Customer does not reach the anticipated Usage upon which the Minimum Monthly Fees was based for any given month during the Term, Customer shall remain responsible for paying the Minimum Monthly Fees for that month. If an Order Form or the Agreement is suspended by UKG for non-payment or otherwise terminated by UKG for cause, Customer shall remain liable to pay the applicable Minimum Monthly Fees through the then-current Term.

3.4 If any amount owing under this or any other agreement between the parties is thirty (30) days or more overdue, UKG may, without limiting UKG's rights or remedies, suspend Services until such amounts are paid in full. UKG will provide at least seven (7) days prior written notice that Customer's account is overdue before suspending Services.

3.5 At the later of (i) one (1) year after the effective date of this Agreement, or (ii) expiration of the Initial Term, and at each annual anniversary of that date thereafter, UKG may increase the Monthly Service Fee rates in an amount as set forth in an

Order Form. The increased Monthly Service Fees will be reflected in the monthly invoice following the effective date of such increase without additional notice. For renewals based on the Annual in Advance Billing Frequency, UKG will provide Customer with the renewal invoice prior to commencement of the Renewal Term and payment will be made by Customer in accordance with the payment terms agreed upon with Customer for the Initial Term.

4. RIGHTS TO USE

4.1 Subject to the terms and conditions of the Agreement, UKG hereby grants Customer a limited, revocable, non-exclusive, non-transferable, non-assignable right to use during the Term and for internal business purposes only: a) the Applications and related services, including the Documentation and training materials; and, b) any embedded third party software, libraries, or other components, which form a part of the Services. The Services contain proprietary trade secret technology of UKG and its Suppliers. Unauthorized use and/or copying of such technology are prohibited by law, including United States and foreign copyright law. Customer shall not reverse compile, disassemble or otherwise convert the Applications or other software comprising the Services into uncompiled or unassembled code. Customer acknowledges and agrees that the right to use the Services is limited based upon authorized Usage and the amount of the Monthly Service Fees to be paid by Customer. Customer agrees to use only the modules and/or features described on the Order Form. Customer agrees not to use any other modules or features unless Customer has licensed such additional modules or features. Customer may not relicense or sublicense the Services, or otherwise permit use of the Services (including timesharing or networking use) by any third party. Customer may not provide service bureau or other data processing services that make use of the Services without the express prior written consent of UKG. No license, right, or interest in any UKG trademark, trade name, or service mark, or those of UKG's licensors or Suppliers, is granted hereunder. When using and applying the information generated by the Services, Customer is responsible for ensuring that Customer complies with applicable laws and regulations.

4.2 Customer may authorize its third party contractors and consultants to access the Services through Customer's administrative access privileges on an as needed basis, provided Customer: a) abides by its obligations to protect Confidential Information as set forth in this Agreement; b) remains responsible for all such third party usage and compliance with the Agreement; and c) does not provide such access to a competitor of UKG who provides workforce management services.

4.3 Customer acknowledges and agrees that, as between Customer and UKG, UKG retains ownership of all right, title and interest to the Services, all of which are protected by copyright and other intellectual property rights, and that, other than the express rights granted herein and under any other agreement in writing with Customer, Customer shall not obtain or claim any rights in or ownership interest to the Services or any associated intellectual property rights in any of the foregoing. Customer agrees to comply with all copyright and other intellectual property rights notices contained on or in any information obtained or accessed by Customer through the Services.

4.4 UKG will make updates and upgrades to the Services (tools, utilities, improvements, third party applications, general enhancements) available to Customer at no charge as they are released generally to its customers as part of the Services. Customer agrees to receive those updates automatically as part of the Services. UKG also may offer new products and/or services to Customer at an additional charge. Customer shall have the option of purchasing such new products and/or services under a separate Order Form or as otherwise set forth in this Agreement.

4.5 UKG reserves the right to change the Services, in whole or in part, including but not limited to, the Internet based services, technical support options, and other Services-related policies. Customer's continued use of the Services after UKG posts or otherwise notifies Customer of any changes indicates Customer's agreement to those changes.

4.6 Benefits Center. If Customer has purchased the Benefits Center offering as indicated on an Order Form, the terms and conditions located at <https://www.kronos.com/benefits-center-terms-and-conditions> will apply. The Benefits Center offering is only available within the United States.

5. ACCEPTABLE USE

5.1 Customer shall take all reasonable steps to ensure that no unauthorized persons have access to the Services, and to ensure that no persons authorized to have such access shall take any action that would be in violation of this Agreement.

5.2 Customer represents and warrants to UKG that Customer has the right to publish and disclose the Customer Content in connection with the Services. Customer represents and warrants to UKG that the Customer Content: (a) does not infringe or violate any third-party right, including but not limited to intellectual property, privacy, or publicity rights, (b) is not abusive, profane, or offensive to a reasonable person, or, (c) is not hateful or threatening.

5.3 Customer will not (a) use, or allow the use of, the Services in contravention of any federal, state, local, foreign or other applicable law, or rules or regulations of regulatory or administrative organizations; (b) introduce into the Services any virus or other code or routine intended to disrupt or damage the Services, or alter, damage, delete, retrieve or record information about the Services or its users; (c) excessively overload the UKG systems used to provide the Services; (d) perform any security integrity review, penetration test, load test, denial of service simulation or vulnerability scan; (e) use any tool designed to automatically emulate the actions of a human user (e.g., robots); or, (f) otherwise act in a fraudulent, malicious or negligent manner when using the Services.

6. CONNECTIVITY AND ACCESS

Customer acknowledges that Customer shall (a) be responsible for securing, paying for, and maintaining connectivity to the Services (including any and all related hardware, software and third party services); and (b) provide UKG and UKG's representatives with such physical or remote access to Customer's computer and network environment as UKG deems reasonably necessary in order for UKG to perform its obligations under the Agreement. Customer will make all necessary arrangements as may be required to provide access to Customer's computer and network environment if necessary for UKG to perform its obligations under the Agreement. UKG is hereby (i) granted access to such Customer data to perform its obligations under the Agreement and (ii) authorized to audit the number of Active Employee or Compensated Employee counts or other transactions that have occurred to measure Usage.

7. IMPLEMENTATION AND SUPPORT

7.1 Implementation. UKG will configure the Services utilizing scheduled remote resources. Software module configuration will be based on information and workflows obtained from Customer during the discovery portion of the implementation. Customer shall provide UKG with necessary configuration-related information in a timely manner to ensure that mutually agreed implementation schedules are met. UKG and Customer's implementation responsibilities are described more specifically in the Services Implementation Guideline set forth at: <http://www.kronos.com/products/workforce-ready/implementation-guidelines.aspx>

7.2 Standard Support. UKG will provide telephone support 8:00 a.m. to 5:00 p.m., local time, Monday – Friday. Customers also shall be provided the capability to log questions online via the UKG Customer Portal.

7.3 Educational Materials and Content. Customer will have access to certain educational materials and content (the "Educational Content") within the Services. Customer recognizes and agrees that the Educational Content is copyrighted by UKG. Customer is permitted to make copies of the Educational Content provided in *pdf form solely for Customer's internal training purposes and may not disclose such Educational Content to any third party other than Customer's employees. Customer may not edit, modify, revise, amend, change, alter, customize or vary the Educational Content without the written consent of UKG, provided that Customer may download and modify contents of Training Kits solely for Customer's internal use.

Technical Account Manager. Customers purchasing a UKG Technical Account Manager ("TAM") as indicated on the Order Form shall receive the services of a dedicated, but not exclusive, TAM for one production instance of the Software. Customer will designate up to two primary and three secondary backup technical contacts ("Technical Contacts") to be the sole contacts with the TAM. Upon request, Customer may designate a reasonable number of additional and/or backup Technical Contacts. Customer is required to place all primary Technical Contacts through UKG training for the Applications covered under this Agreement at Customer's expense.

8. CUSTOMER CONTENT

Customer shall own all Customer Content. UKG acknowledges that all of the Customer Content is deemed to be the Confidential Information of Customer. Notwithstanding the foregoing, Customer grants UKG permission to combine Customer's business data with that of other customers in a manner that does not identify the Customer or any individual in order to evaluate and improve the services UKG offers to customers. In addition, UKG may, but shall have no obligation to, monitor Customer Content from time to time to ensure compliance with the Agreement and applicable law.

9. SERVICE LEVEL AGREEMENT

UKG SHALL: (A) PROVIDE BASIC SUPPORT FOR THE SERVICES AT NO ADDITIONAL CHARGE, (B) USE COMMERCIALY REASONABLE EFFORTS TO MAKE THE SERVICES AVAILABLE 24 HOURS A DAY, 7 DAYS A WEEK, EXCEPT FOR: (I) PLANNED DOWNTIME IN ACCORDANCE WITH UKG'S STANDARD MAINTENANCE WINDOWS, OR (II) ANY UNAVAILABILITY CAUSED BY CIRCUMSTANCES BEYOND UKG'S REASONABLE CONTROL, INCLUDING WITHOUT LIMITATION, ACTS OF NATURE, ACTS OF GOVERNMENT, FLOODS, FIRES, EARTHQUAKES, CIVIL UNREST, ACTS OF TERROR, STRIKES OR OTHER LABOR PROBLEMS (OTHER THAN THOSE INVOLVING UKG EMPLOYEES), INTERNET SERVICE PROVIDER FAILURES OR DELAYS, OR DENIAL OF SERVICE ATTACKS, AND (C) PROVIDE SERVICES IN ACCORDANCE WITH APPLICABLE LAWS AND GOVERNMENT REGULATIONS.

UKG SHALL MAINTAIN SERVICES AVAILABILITY OF 99.5%, EXCLUDING MAINTENANCE WINDOWS AND EXCLUDED EVENTS. IN THE EVENT THAT SERVICES AVAILABILITY FALLS BELOW 99.5% FOR THREE (3) CONSECUTIVE MONTHS IN ANY ROLLING TWELVE (12) MONTH PERIOD, CUSTOMER MAY TERMINATE THIS AGREEMENT WITHOUT PENALTY AND KRONOS SHALL PROMPTLY REFUND CUSTOMER ANY PRE-PAID FEES FOR SERVICES NOT DELIVERED BY UKG AS OF THE DATE OF TERMINATION. KRONOS WILL PROVIDE SERVICES AVAILABILITY STATISTICS UPON REQUEST.

"EXCLUDED EVENT" MEANS ANY EVENT THAT RESULTS IN AN OUTAGE AND IS CAUSED BY (A) THE ACTS OR OMISSIONS OF CUSTOMER, ITS EMPLOYEES, CUSTOMERS, CONTRACTORS OR AGENTS; (B)

THE FAILURE OR MALFUNCTION OF EQUIPMENT, APPLICATIONS OR SYSTEMS NOT OWNED OR CONTROLLED BY UKG, INCLUDING WITHOUT LIMITATION CUSTOMER CONTENT, FAILURES OR MALFUNCTIONS RESULTING FROM CIRCUITS PROVIDED BY CUSTOMER, ANY INCONSISTENCIES OR CHANGES IN CUSTOMER'S SOURCE ENVIRONMENT, INCLUDING EITHER INTENTIONAL OR ACCIDENTAL CONNECTIONS OR DISCONNECTIONS TO THE ENVIRONMENT; (C) FORCE MAJEURE EVENTS; (D) SCHEDULED OR EMERGENCY MAINTENANCE, ALTERATION OR IMPLEMENTATION PROVIDED DURING THE MAINTENANCE PERIOD DEFINED BELOW; (E) ANY SUSPENSION OF THE SERVICES IN ACCORDANCE WITH THE TERMS OF THE AGREEMENT; (F) THE UNAVAILABILITY OF REQUIRED CUSTOMER PERSONNEL, INCLUDING AS A RESULT OF FAILURE TO PROVIDE UKG WITH ACCURATE, CURRENT CONTACT INFORMATION; OR (G) USING AN APPLICATION IN A MANNER INCONSISTENT WITH THE PRODUCT DOCUMENTATION FOR SUCH APPLICATION.

10. LIMITED WARRANTY; DISCLAIMERS OF WARRANTY

10.1 UKG represents and warrants to Customer that the Services, under normal operation as specified in the Documentation and when used as authorized herein, will perform substantially in accordance with such Documentation during the Term.

10.2 UKG's sole obligation and Customer's sole and exclusive remedy for any breach of the foregoing warranty is limited to UKG's reasonable commercial efforts to correct the non-conforming Services at no additional charge to Customer. In the event that UKG is unable to correct material deficiencies in the Services arising during the Warranty Period, after using UKG's commercially reasonable efforts to do so, Customer shall be entitled to terminate the then remaining Term of the Agreement as Customer's sole and exclusive remedy. UKG's obligations hereunder for breach of warranty are conditioned upon Customer notifying UKG of the material breach in writing, and providing UKG with sufficient evidence of such non-conformity to enable UKG to reproduce or verify the same.

EXCEPT AS PROVIDED FOR IN THIS SECTION 10, UKG HEREBY DISCLAIMS ALL WARRANTIES, CONDITIONS, GUARANTIES AND REPRESENTATIONS RELATING TO THE SERVICES, EXPRESS OR IMPLIED, ORAL OR IN WRITING, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT, AND WHETHER OR NOT ARISING THROUGH A COURSE OF DEALING. THE SERVICES ARE NOT GUARANTEED TO BE ERROR-FREE OR UNINTERRUPTED. EXCEPT AS SPECIFICALLY PROVIDED IN THIS AGREEMENT, UKG MAKES NO WARRANTIES OR REPRESENTATIONS CONCERNING THE COMPATIBILITY OF THE SERVICES OR THE SAAS APPLICATIONS NOR ANY RESULTS TO BE ACHIEVED THEREFROM.

11. DATA SECURITY AND PRIVACY

11.1 As part of the Services, UKG shall provide administrative, physical, and technical safeguards for the protection of the security, confidentiality and integrity of Customer data. Customer acknowledges that such safeguards endeavor to mitigate security incidents, but such incidents may not be mitigated entirely or rendered harmless. Customer should consider any particular UKG supplied security-related safeguard as just one tool to be used as part of Customer's overall security strategy and not a guarantee of security. Both parties agree to comply with all applicable privacy or data protection statutes, rules, or regulations governing the respective activities of the parties under the Agreement.

11.2 As between Customer and UKG, all Personally Identifiable Data is Customer's Confidential Information and will remain the property of Customer. Customer represents that to the best of Customer's knowledge such Personally Identifiable Data supplied to UKG is accurate. Customer hereby consents to the use, processing or disclosure of Personally Identifiable Data by UKG and UKG's Suppliers wherever located only for the purposes described herein and only to the extent such use or processing is necessary for UKG to carry out UKG's duties and responsibilities under the Agreement or as required by law.

11.3 Prior to initiation of the Services under the Agreement and on an ongoing basis thereafter, Customer agrees to provide notice to UKG of any extraordinary privacy or data protection statutes, rules, or regulations which are or become applicable to Customer's industry and which could be imposed on UKG as a result of provision of the Services. Customer will ensure that: (a) the transfer to UKG and storage of any Personally Identifiable Data by UKG or UKG's Supplier's data center is permitted under applicable data protection laws and regulations; and, (b) Customer will obtain consents from individuals for such transfer and storage to the extent required under applicable laws and regulations.

11.4 UKG will notify Customer in accordance with applicable laws upon becoming aware of an unauthorized access of Customer Content.

11.5 Customer agrees that UKG may use sub-processors to fulfill its contractual obligations under the Agreement. The list of sub-processors that are engaged by UKG to carry out processing activities on Customer Content on behalf of Customer can be made available to Customer upon Customer's written request.

12. INDEMNIFICATION

12.1 UKG shall defend Customer and its respective directors, officers, and employees (collectively, the "**Customer Indemnified Parties**"), from and against any and all notices, charges, claims, proceedings, actions, causes of action and suits, brought by a third party (each a "**Claim**") alleging that the permitted uses of the Services infringe or misappropriate any United

States or Canadian copyright or patent and will indemnify and hold harmless the Customer Indemnified Parties against any liabilities, obligations, costs or expenses (including without limitation reasonable attorneys' fees) actually awarded to a third party as a result of such Claim by a court of applicable jurisdiction or as a result of UKG's settlement of such a Claim. In the event that a final injunction is obtained against Customer's use of the Services by reason of infringement or misappropriation of such copyright or patent, or if in UKG's opinion, the Services are likely to become the subject of a successful claim of such infringement or misappropriation, UKG, at UKG's option and expense, will use commercially reasonable efforts to (a) procure for Customer the right to continue using the Services as provided in the Agreement, (b) replace or modify the Services so that the Services become non-infringing but remain substantively similar to the affected Services, and if neither (a) or (b) is commercially feasible, to (c) terminate the Agreement and the rights granted hereunder after provision of a refund to Customer of the Monthly Service Fees paid by Customer for the infringing elements of the Services covering the period of their unavailability.

12.2 UKG shall have no liability to indemnify or defend Customer to the extent the alleged infringement is based on: (a) a modification of the Services by anyone other than UKG; (b) use of the Services other than in accordance with the Documentation for such Service or as authorized by the Agreement; (c) use of the Services in conjunction with any data, equipment, service or software not provided by UKG, where the Services would not otherwise itself be infringing or the subject of the claim; or (d) use of the Services by Customer other than in accordance with the terms of the Agreement. Notwithstanding the foregoing, with regard to infringement claims based upon software created or provided by a licensor to UKG or Suppliers, UKG's maximum liability will be to assign to Customer UKG's or Supplier's recovery rights with respect to such infringement claims, provided that UKG or UKG's Supplier shall use commercially reasonable efforts at Customer's cost to assist Customer in seeking such recovery from such licensor.

12.3 Customer shall defend UKG, its Suppliers and their respective directors, officers, employees, agents and independent contractors (collectively, the "**UKG Indemnified Parties**") harmless, from and against any and all Claims alleging that: (a) employment-related claims arising out of Customer's configuration of the Services; (b) Customer's modification or combination of the Services with other services, software or equipment not furnished by UKG, provided that such Customer modification or combination is the cause of such infringement and was not authorized by UKG; or, (c) a claim that the Customer Content infringes in any manner any intellectual property right of any third party, or any of the Customer Content contains any material or information that is obscene, defamatory, libelous, or slanderous violates any person's right of publicity, privacy or personality, or has otherwise caused or resulted in any tort, injury, damage or harm to any other person. Customer will have sole control of the defense of any such action and all negotiations for its settlement or compromise. UKG will cooperate fully at Customer's expense with Customer in the defense, settlement or compromise of any such action. Customer will indemnify and hold harmless the UKG Indemnified Parties against any liabilities, obligations, costs or expenses (including without limitation reasonable attorneys' fees) actually awarded to a third party as a result of such Claims by a court of applicable jurisdiction or as a result of Customer's settlement of such a Claim. Nothing contained within this agreement is intended to be a waiver or estoppel of the contracting municipality or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law. Under no circumstances shall the municipality be required to indemnify UKG as and against its own negligent or intentional conduct, including that of its contractors or subcontractors.

12.4 The Indemnified Party(ies) shall provide written notice to the indemnifying party promptly after receiving notice of such Claim. If the defense of such Claim is materially prejudiced by a delay in providing such notice, the purported indemnifying party shall be relieved from providing such indemnity to the extent of the delay's impact on the defense. The indemnifying party shall have sole control of the defense of any indemnified Claim and all negotiations for its settlement or compromise, provided that such indemnifying party shall not enter into any settlement which imposes any obligations or restrictions on the applicable Indemnified Parties without the prior written consent of the other party. The Indemnified Parties shall cooperate fully, at the indemnifying party's request and expense, with the indemnifying party in the defense, settlement or compromise of any such action. The indemnified party may retain its own counsel at its own expense, subject to the indemnifying party's rights above.

13. LIMITATION OF LIABILITY

13.1 EXCEPT AS SPECIFICALLY PROVIDED IN THIS AGREEMENT, UKG AND ITS SUPPLIERS WILL NOT BE LIABLE FOR ANY DAMAGES OR INJURIES CAUSED BY THE USE OF THE SERVICES OR BY ANY ERRORS, DELAYS, INTERRUPTIONS IN TRANSMISSION, OR FAILURES OF THE SERVICES.

13.2 EXCEPT FOR UKG'S INDEMNIFICATION OBLIGATIONS SET FORTH IN SECTION 12 ABOVE, THE TOTAL AGGREGATE LIABILITY OF UKG OR UKG'S SUPPLIERS TO CUSTOMER AND/OR ANY THIRD PARTY IN CONNECTION WITH THE AGREEMENT SHALL BE LIMITED TO DIRECT DAMAGES PROVEN BY CUSTOMER, SUCH DIRECT DAMAGES NOT TO EXCEED AN AMOUNT EQUAL TO THE TOTAL NET PAYMENTS RECEIVED BY UKG FOR THE SERVICES IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE DATE IN WHICH SUCH CLAIM ARISES.

- 13.3** EXCEPT FOR UKG'S INDEMNIFICATION OBLIGATIONS SET FORTH IN SECTION 12 ABOVE, IN NO EVENT SHALL UKG OR UKG'S SUPPLIERS, THEIR RESPECTIVE AFFILIATES, SERVICE PROVIDERS, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, CONSEQUENTIAL OR OTHER INDIRECT DAMAGES OR FOR ANY LOST OR IMPUTED PROFITS OR REVENUES, LOST DATA OR COST OF PROCUREMENT OF SUBSTITUTE SERVICES RESULTING FROM DELAYS, NONDELIVERIES, MISDELIVERIES OR SERVICES INTERRUPTION, HOWEVER CAUSED, ARISING FROM OR RELATED TO THE SERVICES OR THE AGREEMENT, REGARDLESS OF THE LEGAL THEORY UNDER WHICH SUCH LIABILITY IS ASSERTED, WHETHER BREACH OF WARRANTY, INDEMNIFICATION, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE, AND WHETHER LIABILITY IS ASSERTED IN CONTRACT, TORT OR OTHERWISE, AND REGARDLESS OF WHETHER UKG OR SUPPLIER HAS BEEN ADVISED OF THE POSSIBILITY OF ANY SUCH LIABILITY, LOSS OR DAMAGE.
- 13.4** EXCEPT WITH RESPECT TO LIABILITY ARISING FROM UKG'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, UKG DISCLAIMS ANY AND ALL LIABILITY, INCLUDING WITHOUT LIMITATION LIABILITY RELATED TO A BREACH OF DATA SECURITY AND CONFIDENTIALITY OBLIGATIONS, RESULTING FROM ANY EXTERNALLY INTRODUCED HARMFUL PROGRAM (INCLUDING WITHOUT LIMITATION VIRUSES, TROJAN HORSES, AND WORMS), CUSTOMER'S CONTENT OR APPLICATIONS, SAAS APPLICATIONS OR SYSTEMS OR MACHINE ERROR.

14. CONFIDENTIAL INFORMATION

14.1 Each Party shall protect the Confidential Information of the other Party with at least the same degree of care and confidentiality, but not less than a reasonable standard of care, which such Party utilizes for its own information of similar character that it does not wish disclosed to the public. Neither Party shall disclose to third parties the other Party's Confidential Information, or use it for any purpose not explicitly authorized herein, without the prior written consent of the other Party. With the exception of Personally Identifiable Data, the obligation of confidentiality shall survive for five (5) years after the return of such Confidential Information to the disclosing party or five (5) years after the expiration or termination of the Agreement, whichever is later, as applicable.

14.2 Notwithstanding the foregoing, a party may disclose Confidential Information to the extent required: (a) to any subsidiary or affiliate of such Party, or (b) to any consultants, contractors, and counsel who have a need to know in connection with the Agreement and have executed a non-disclosure agreement with obligations at least as stringent as this Section 14, or (c) by law, or by a court or governmental agency, or if necessary in any proceeding to establish rights or obligations under the Agreement; provided, the receiving party shall, unless legally prohibited, provide the disclosing party with reasonable prior written notice sufficient to permit the disclosing party an opportunity to contest such disclosure. If a party commits, or threatens to commit, a breach of this Section 14, the other party shall have the right to seek injunctive relief from a court of competent jurisdiction.

14.3 This Agreement imposes no obligation upon either Party with respect to the other Party's Confidential Information which the receiving Party can establish: (a) is or becomes generally known through no breach of the Agreement by the receiving party, or (b) is already known or is independently developed by the receiving party without use of or reference to the Confidential Information.

15. GENERAL

15.1 This Agreement shall be governed by and construed in accordance with the laws of the state of Wisconsin without regard to any conflict of law provisions. The parties waive the application of the United Nations Commission on International Trade Law and United Nations Convention on Contracts for the International Sale of Goods as to the interpretation or enforcement of the Agreement and waive and "opt out" of the Uniform Computer Information Transactions Act (UCITA), or such other similar law.

15.2 The invalidity or illegality of any provision of the Agreement shall not affect the validity of any other provision. The parties intend for the remaining unaffected provisions to remain in full force and effect.

15.3 Customer shall not assign the Agreement or the rights to use the Services without the prior written consent of UKG and any purported assignment, without such consent, shall be void.

15.4 Neither Party shall be responsible for any failure to perform or delay in performing any of its obligations under this Agreement (other than a failure to comply with payment obligations) where and to the extent that such failure or delay results from an unforeseeable event beyond a party's reasonable control, including but not limited to, acts of war; acts of nature; earthquake; flood; embargo; riot; sabotage; labor shortage or dispute; changes in government codes, ordinances, laws, rules, regulations or restrictions; failure of the Internet; terrorist acts; failure of data, products or services controlled by any third party, including the providers of communications or network services; utility power failure; material shortages or unavailability or other delay in delivery not resulting from the responsible party's failure to timely place orders therefor, or lack of or delay in transportation (each a "Force Majeure Event").

15.5 All notices given under the Agreement shall be in writing and sent postage pre-paid, if to UKG, to the UKG address on the Order Form, or if to Customer, to the billing address on the Order Form.

15.6 No action regardless of form, may be brought by either party more than two (2) years after the cause of action has arisen.

15.7 The section headings herein are provided for convenience only and have no substantive effect on the construction of the Agreement.

15.8 The parties agree that if the Agreement is accepted by the parties and that acceptance is delivered via fax or electronically delivered via email or the internet it shall constitute a valid and enforceable agreement.

15.9 Use of the Service includes the ability to enter into agreements and/or to make transactions electronically. CUSTOMER ACKNOWLEDGES THAT WHEN IT INDICATES ACCEPTANCE OF AN AGREEMENT AND/OR TRANSACTION ELECTRONICALLY, THAT ACCEPTANCE WILL CONSTITUTE ITS LEGAL AGREEMENT AND INTENT TO BE BOUND BY AND TO PAY FOR SUCH AGREEMENTS AND TRANSACTIONS. THIS ACKNOWLEDGEMENT THAT CUSTOMER INTENDS TO BE BOUND BY SUCH ELECTRONIC ACCEPTANCE APPLIES TO ALL AGREEMENTS AND TRANSACTIONS CUSTOMER ENTERS INTO THROUGH THE SERVICE, SUCH AS ORDERS, CONTRACTS, STATEMENTS OF WORK, AND NOTICES OF CANCELLATION.

15.10 No third-party beneficiaries exist under this Agreement.

15.11 This Agreement and any information expressly incorporated by reference herein, together with the addenda, exhibits, attachments, and schedules attached hereto and applicable Order Form(s), constitute the entire agreement between the parties for the Services described herein and supersede all prior or contemporaneous representations, negotiations, or other communications between the parties relating to the subject matter of this Agreement. This Agreement may be amended only in writing signed by authorized representatives of both parties. Customer understands and acknowledges that while UKG may disclose to customers certain confidential information regarding general Service or product development direction, potential future Services, products or product enhancements under consideration, Customer is not entitled to any Services, products or product enhancements other than those contained on the Order Form. Customer has not relied on the availability of any future version of the Services (including SaaS Applications or equipment) identified on an Order Form, nor any other future product in executing the Agreement.

Village of Mukwonago

Signature:

Name: Diana Doherty

Title:

Signature Date:

UKG Inc.

Signature:

Name:

Title:

Signature Date:

In Process

PAYROLL SERVICES ADDENDUM

This Payroll Services Addendum, and all included exhibits, schedules, attachments or other addenda (the “**Addendum**”) is made part of the UKG Ready Software-as-a-Service Agreement (the “**Agreement**”) and governs the provision of the Payroll Services (the “**Payroll Services**”) by UKG Inc. (“**UKG**”) to Customer and, if applicable, any of Customer’s Covered Entities (“**Customer**”).

In rendering the Payroll Services, UKG will use the UKG Ready software-as-a-service platform (the “**UKG Ready Platform**”). Attachment 1 sets forth the applicable entities, including Customer itself (collectively the “**Covered Entities**”), along with each of their EINs and other information, if these Covered Entities are receiving Payroll Services from UKG. Customer is responsible for ensuring that all Covered Entities are bound by and comply with this Addendum. Covered Entities may be added or removed from Attachment 1, by Customer completing and signing the appropriate change form provided by UKG. Capitalized terms not defined within this Addendum are defined in the Agreement.

Payroll Services shall be performed by Kronos SaaS, Inc., a subsidiary of UKG Inc. For purposes of this Addendum, “**UKG**” shall mean UKG Inc. and its subsidiary Kronos SaaS, Inc.

GENERAL TERMS AND CONDITIONS

ARTICLE 1. PAYROLL SERVICES

- 1.1 Subject to all of the terms and conditions of the Agreement and this Addendum, UKG shall provide Customer with the Payroll Services during the Term to the extent set forth on an Order Form. The Payroll Services are provided only in the United States (which includes Puerto Rico, U.S. Virgin Islands, Guam and Marianna) and shall only be provided with respect to Customer’s payroll obligations for United States-based employees of Customer and those Covered Entities included in Attachment 1. The following provisions shall apply to the extent the Payroll Service listed below is selected by Customer as indicated in writing on the Order Form or as part of the UKG Payroll Services (KPS) Services Election Form to be completed by the parties during implementation:

1.1.1 Payroll Services.

- a. Customer agrees that the Payroll Services shall be provided in accordance with the pricing set forth on the Order Form and the responsibilities of Customer and UKG set forth throughout this Agreement. UKG’s standard fees for certain miscellaneous services, such as W2/1099 printing, fees for tax accounts with an “applied for” status, ACH returns, off-cycle payrolls, split wrap (delivery of checks to multiple locations, stop payment fees (for Customers purchasing UKG SmartCheck) and preparing/filing of amended returns, can be found in the Payroll Services Pricing Exhibit located at <https://www.kronos.com/kronos-payroll-services-miscellaneous-pricing-schedule-August2019> (“**Payroll Services Pricing Exhibit**”). Customer will submit payroll and tax monies via one of two funding methods (“**Funding Method**”): (i) Automated Clearing House (**ACH**) funding, or (ii) draw down wire (“**Draw Down Wire**”) funding. Customer is only eligible for ACH funding if approved by UKG. Customer will be required to utilize the Draw Down Wire Funding Method if Customer is not approved for ACH funding.
- b. Customer will submit the payroll information to UKG in the format and including the information specified by UKG from time to time. Submission is expected to occur two (2) Business Days prior to Customer’s scheduled check date. “**Business Day**” means any day of the year other than (a) a Saturday, Sunday or (b) on day on which banking institutions in any jurisdiction of the banking institution of any applicable Client Entity are closed or (c) a statutory or civic holiday in the United States. The deadline for Customer’s submission of payroll is determined by the applicable Funding Method. On the date Customer’s payroll is submitted, if the Funding Method is ACH, then the deadline for submission is 3:00 p.m. Eastern Time; if the Funding Method is Draw Down Wire, then the deadline for submission is 1:30 p.m. Eastern Time on the scheduled processing date, and, provided Customer’s payroll is submitted timely, UKG will initiate a Draw Down Wire not later than 2:30 p.m. Eastern Time, to be settled not later than 4:30 p.m. Eastern Time on the date the payroll is finalized. If payroll is submitted after the applicable submission deadline, payroll will be finalized the following day. Submission by Customer of payroll less than two (2) Business Days prior to Customer’s scheduled check data may result in the requirement to utilize an alternative Funding Method, delayed processing of banking, and other transaction or additional fees may be imposed, including, without limitation, by the applicable financial institutions and/or as set forth in the Payroll Services Pricing Exhibit. Customer shall indemnify, defend and hold UKG harmless from and against claims, losses or any other liabilities arising from or relating to Customer’s late submission of transactions. If Customer has elected for UKG to provide direct deposit services, UKG will provide on behalf of Customer electronic money movement and related banking services via its ACH credit facilities at one or more financial institutions in support of the direct deposit of funds into Customer’s employee and

third-party vendor accounts. If payroll is submitted less than two (2) Business Days prior to Customer's scheduled check date (by the deadline times set forth above), funds may not be available in employee accounts at the opening of the banking day.

- c. Customer will notify UKG if Customer is providing instructions to UKG to process payroll on behalf of a third party. Without limitation, UKG is not responsible for Customer errors, wage and hour violations, wage assignment errors, employment discrimination, or other employment policies that may violate any applicable laws, codes, legislative acts, regulations, ordinances, rules, rules of court, orders or similar, as well as any National Automated Clearing House Association ("NACHA") operating rules ("Applicable Law(s)"). Customer agrees to be bound by the then-current NACHA operating rules. "ACH" means the network used for electronic payments and money transfers, Automated Clearing House. UKG reserves the right to audit Customer's compliance with the NACHA operating rules and the terms of this Agreement.
- d. Customer authorizes UKG to prepare and file payroll tax returns and cause the issuance of payments on related tax obligations for Covered Entities and tax jurisdictions. Customer authorizes UKG via the applicable Funding Method and in accordance with the terms of this Agreement to: (a) debit Customer's or as applicable a Client Entity's demand deposit account or accounts at an applicable financial institution to be used in connection with the Payroll Services (the "Customer Account") for all payroll tax obligations and credit a like amount to an account designated by UKG, which may be held in trust by a third party trustee (the "Payroll Services Accounts"), which funds shall be held in such Payroll Services Accounts until such time as such funds are due to the appropriate taxing authorities; (b) remit such funds by electronic funds transfer ("EFT") or via check to the appropriate taxing authority; and (c) prepare, sign, and file with the appropriate taxing authorities all returns for such taxes on an ongoing basis.
- e. UKG shall not be responsible for the payment of any Customer taxes or the filing of any Customer tax returns prior to the check date of the payroll under this Addendum, nor is UKG responsible in relation to any taxes which UKG did not collect from Customer (including without limitation, failure to collect due to non-sufficient funds or other funding issues ("NSF")). Customer should confirm the appropriate federal tax deposits are being paid on behalf of the applicable Client Entity by enrolling in the Electronic Federal Tax Payment System (please visit: <https://www.eftps.gov/eftps>).
- f. Customer shall maintain and provide UKG accurate tax identification numbers, filing frequencies, filing jurisdictions, tax rates, tax types, and employee tax forms to enable UKG to properly complete all applicable tax returns and payments. If, as an accommodation to Customer and without implying any obligation, UKG files a tax return containing "Applied For" status, then Customer agrees and acknowledges that it releases UKG from any and all liability that may arise in connection with such accommodation (including without limitation, penalties and interest).

1.1.2 Additional Payroll Services.

- a. **UKG SmartCheck** – means the Payroll Services with the issuing of employee payroll checks from UKG Payroll Services Accounts. This service is only available if UKG Payroll Services with UKG SmartCheck appears on Customer's Order Form. If Customer uses UKG Payroll Services Accounts for distribution of funds via check, any stale dated checks will be voided and the funds returned to the Customer. The Customer is responsible for complying with all applicable unclaimed property reporting requirements. Customers electing this service must ensure that checks are not distributed to employees for payment prior to the Check Date. All checks issued on a Payroll Services Account must be printed by UKG for distribution.
- b. **Check Printing and Fulfillment Services.** - means the printing of employee payroll checks, direct deposit advices and third party checks drawn on Customer's bank account, to distribute same to locations/destinations via FedEx or UPS either Next Day Air or Ground, all as directed by Customer. For delivery purposes, Customer shall obtain and provide either a FedEx or UPS account number for use by UKG for shipping of documents and/or checks. Unless Customer has purchased UKG SmartCheck, employee payroll checks will be drawn on the Customer's bank account.
- c. **ACH Child Support & Third Party Vendor Processing** - means the impoundment and remittance of funds for third party payments, such as child support, via ACH to the applicable state child support agencies or other applicable payees.
- d. **W2 Filing** - means the electronic filing of employee W2 forms with all applicable Federal and State tax jurisdictions. Specific timelines are established for Customer to promptly complete its year end requirements in order for UKG to fulfill its obligations in a timely manner. This service includes filing of employee W2 information with the SSA, as well as all 50 State and local tax agencies, **excluding** Puerto Rico, U.S. Virgin Islands, Guam and Marianna.
- e. **1099 Filing** - means the electronic filing of contractor forms with the IRS only. Specific timelines are established for Customer to complete its year end requirements in order for UKG to timely fulfill its obligations.
- f. **New Hire Reporting** – means the electronic filing of new hire reports based on applicable state reporting requirements. Customer will be required to register for Multiple State reporting if required to file in more than one

State and to maintain the registration as may be required. UKG will only report new hires to States that will accept electronic filing.

- 1.1.3 **Workforce Ready Platform.** Customer acknowledges and agrees that the Payroll Services may only be used in conjunction with the UKG Ready Platform or any other product expressly authorized by UKG, and hereby authorizes and directs UKG to interface the UKG Ready Platform with such product for the purpose of providing the Payroll Services. Furthermore, Customer hereby grants UKG consent to administrative access rights to the UKG Ready Platform for the purpose of fulfilling UKG' obligations under this Addendum.

ARTICLE 2. FEES; BILLING

Payroll Services shall be considered part of the Services for purposes of Fees and Billing under the Agreement. The Fees set forth in the Payroll Services Pricing Exhibit are subject to change after the Initial Term (as defined in the Agreement) upon thirty (30) days written notice from UKG to Customer.

ARTICLE 3. CUSTOMER CONTENT

- 3.1.1 UKG will not be responsible for storing copies of Customer Content when UKG no longer requires such information to provide Payroll Services to Customer, and Customer shall be responsible for retaining its own tax and payroll records according to the schedules established by governmental authorities for Customer. Customer will reimburse UKG for the costs of producing any information in UKG' possession or control relating to Customer's business or employees that UKG produces in response to a Customer request or court order. Unless otherwise required by Applicable Law, upon termination of this Addendum, UKG may dispose of Customer Content in accordance with UKG' data retention policy in effect from time to time. In the case of termination of one but not all Payroll Services, UKG may dispose of Customer Content not related to the remaining Payroll Services, unless otherwise required by Applicable Law, in accordance with UKG' data retention policy in effect from time to time.
- 3.1.2 Notwithstanding anything to the contrary in this Addendum, each party's use and disclosure of tax return information pursuant to or in connection with this Addendum shall be conducted in compliance with and subject to the limitations of Section 7216 of the Internal Revenue Code of 1986, as amended.

ARTICLE 4. CUSTOMER COVENANTS

- 4.1 Customer shall, and shall cause any Covered Entities to, accurately and timely complete all forms and documents requested by UKG from time to time in order for UKG to provide the applicable Payroll Services, including, without limitation, all necessary credential and related action required by UKG to integrate Payroll Services with the UKG Ready Platform as described in Section 1.1.3. Payroll Services will not commence until Customer (or the applicable Client Entity) provides to UKG all of the forms and documents requested by UKG, and any agreed timelines shall be automatically adjusted accordingly with no liability to UKG attributable to any failure or delay by Customer with respect to the foregoing. In addition to forms and documents requested at the commencement of Payroll Services, Customer shall, and shall cause any Client Entity to, timely provide to UKG other forms and documents requested by UKG necessary to deliver the Payroll Services during the Term.
- 4.2 To the extent required in connection with any Payroll Services, Customer hereby appoints UKG as its attorney-in-fact with authority to receive, sign and file state and local tax returns and to cause the issuance of payments in connection therewith. UKG shall also be authorized as Customer's designee to receive correspondence and transcripts with respect to federal, state or local tax returns designated by Customer. Customer shall cooperate in executing and filing any and all forms or other documents required by a taxing authority to appoint UKG as its reporting agent, or otherwise to make effective the appointments and designations described in the preceding two sentences, including but not limited to IRS Form 8655. Such appointment and authorization shall commence as of the Effective Date and remain in effect through subsequent tax periods until the earlier of the termination date of this Addendum and the date UKG is notified by Customer of revocation of the authorization, and Customer shall cooperate in executing and filing any and all forms and documents required by any taxing authority to do so. Customer hereby revokes all earlier powers of attorney and tax authorizations on file with the respective

taxing authorities with respect to the same tax matters and tax period covered by this Addendum and shall execute and file all documents necessary to effectuate such revocation. UKG reserves the right to remove itself as attorney-in-fact or reporting agent in its sole discretion, upon at least ten (10) Business Days' written notice to Customer. An authorization does not relieve the Customer of responsibility (or from liability for failing) to ensure that all tax returns are filed timely and that all FTDs and FTPs are made timely.

- 4.3 Customer shall at all times maintain balances sufficient to fund its payroll and related obligations. Customer acknowledges that if Customer fails to properly fund the Customer Account or otherwise prevents the timely receipt of funds, then Customer's payroll and related services will be delayed and/or suspended at UKG's sole discretion and UKG may immediately terminate this Addendum upon notice to Customer.

4.4 Banking and Funding Covenants

- 4.4.1 Funding Payroll Obligations All monies caused to be transferred by UKG on behalf of Customer will be funded via the applicable Funding Method initiated by UKG to Customer's account in accordance with this Section 4.4.1. Customer agrees to execute with its financial institution any agreements necessary to allow UKG to cause the initiation of the Funding Method to and from Customer's bank account in accordance with the operating rules governing such transactions. Customer acknowledges that if Customer fails to properly fund its account or otherwise prevents the successful completion of the Funding Method, then Customer's payroll and related services will be delayed or suspended. Customer shall indemnify, defend and hold UKG harmless from and against claims, losses or any other liabilities arising from or relating to Customer's failure to properly fund its account or its other prevention of UKG from effecting the Funding Method. For quarter end and year end reconciliation purposes, UKG will utilize standard ACH services to reconcile Customer tax remittances and liability variances. UKG shall use commercially reasonable efforts to notify Customer not less than five (5) Business Days prior to UKG causing a debit of the Customer's bank account for the amount required to satisfy such variances.
- 4.4.2 Funding Payroll Obligations via Direct Wire In the sole discretion and upon the written authorization of UKG, a direct wire (Customer initiates Customer's own wire transfer to a Payroll Services Account) may be utilized as a Funding Method on an exception-only basis. Exceptions may arise for various reasons, including (a) due to funds not being available in the Customer Account at the time that other Funding Method(s) are initiated, or (b) proper authorization was not granted to UKG to cause the collection of funds via the other Funding Method(s), or (c) Customer is approved for ACH Funding but fails to submit payroll timely or submits a payroll that exceeds the approved ACH limit. Any exception processing, by its very nature, runs the risk of delayed funding to third parties such as employees, tax agencies, and child support or garnishment recipients. Penalties, interest and other charges related to Customer's failure in meeting timelines, sufficient debit limit authorization or funding adequacy will be the liability of the Customer, and Customer shall indemnify, defend and hold UKG harmless from and against claims, losses or any other liabilities arising from or relating to exception processing, except to the extent arising from UKG's gross negligence or willful misconduct.
- 4.4.3 Payment Scheduling Collection for payroll direct deposits, vendor or garnishment payments, and payroll tax liabilities will be made as needed, based on the Payroll Services elected, and will depend on the payroll schedules that Customer utilizes to pay its employees and/or contractors. The draft for the collection will be via the Funding Method request mechanism. Payments made to employees on Customer's behalf are dependent on the check date associated with those payments. Payments made to agencies and garnishment recipients are based on payroll check date(s). These payments are disbursed to the receiving parties utilizing the ACH network (where possible) in compliance with the NACHA guidelines and regulations or by check drawn on Customer's account. For customers funding via Draw Down Request or by Direct Wire on an exception basis as noted above, all payments made on Customer's behalf via ACH money movement will be caused to be released by UKG only after UKG receives confirmation of collection of amounts drafted from Customer's account. Therefore, even if amounts are due, UKG will not cause the release of the ACH payments unless confirmation of receipt of funds has been received by UKG.
- 4.4.4 Collection Account Testing. Customer hereby authorizes UKG to perform collection account testing as described in this Section 4.4.4. The Customer's collection account(s) used for funding and the drafting process is required to be thoroughly tested to avoid funding failures. Any such failure may result in agency penalties, delayed employee direct deposit payments, etc. This funding account test will ensure the originating bank identifiers for the applicable Payroll Services Accounts have successfully been added to Customer's debit filters. To test the collection account(s), UKG will cause the initiation of test transactions in the amount of \$1.00 each. The transactions will be initiated from every unique Payroll Services Account provided to Customer during implementation. Testing of the funding account(s) shall occur two (2) to four (4) weeks prior to the first payroll check date to insure a successful processing of the first payroll. Customer must notify UKG in writing not less than two (2) weeks prior to the effective date of a change in Customer bank account(s).
- 4.4.5 Customer agrees to: (a) complete and execute any necessary forms with Customer's Receiving Depository Financial Institution ("RDFI") providing authorization that will require Customer's RDFI to honor all drawdown requests and standard ACH transfers received from UKG and/or its agent, (b) promptly notify UKG of any discrepancies between transaction amounts and the amounts expected by Customer; and (3) notify UKG immediately if any circumstances arise that could impact the collection of sufficient funds from Customer's account.

- 4.5 The ACH Reversal function allows Customer to submit a request to cancel a previously submitted ACH transaction. This function is utilized primarily to reverse direct deposits from employee accounts where the original direct deposits were in error. UKG' and/or the applicable financial institution's then- standard fees for ACH reversals will apply. Customer may initiate an ACH reversal request by submitting a voiding transaction in the UKG Ready Platform. Once the ACH reversal request is submitted to the financial institution, a credit is generated to the Customer Account and a request to debit the funds is sent to the employee's bank account. If the debit request for the ACH reversal to the employee's account is denied (for example, due to NSF), UKG will debit the total amount of the NSF and any banking fees/charges associated with the NSF from Customer's authorized funding account. UKG will not reattempt collection of any NSF's from employee accounts. Customer shall be solely responsible for obtaining reimbursement from its employees for the NSF amounts and any related fees/charges, whether the employees are active or terminated.
- 4.6 If Customer defaults under this Addendum, including, without limitation, by Customer's failure to have in the Customer Account sufficient, readily available funds to cover the payroll, payroll tax, and other disbursements, or if a financial institution rescinds a Customer credit to one or more Payroll Services Accounts, then UKG may, in its sole discretion: (a) terminate this Addendum with written notice, and/or (b) exercise any and all reasonable actions necessary and appropriate to limit the loss to, or liability of, UKG or its Affiliates. "Affiliate" means any entity that, directly or indirectly, controls, is controlled by or is under common control with such entity (but only for so long as such control exists), where "Control" (in this context) means the possession, directly or indirectly, of the power to direct or cause the direction of the management and operating policies of the entity in respect of which the determination is being made through the ownership of the majority of its voting or equity securities, contract, voting trust or otherwise.
- 4.7 Customer shall promptly review all reports and documents provided or made accessible by UKG or through the Payroll Services and shall inform UKG of any inaccuracies not later than five (5) Business Days after receipt or notification of availability.
- 4.8 Customer is responsible for ensuring that the use of the Payroll Services to effect payments to or for its authorized users does not contravene any Applicable Law, including, without limitation, the Bank Secrecy Act, as amended by the USA PATRIOT Act, and any and all anti-money laundering laws and regulations now existing or promulgated after the date of this Addendum. Any use of the Payroll Services in contravention of the foregoing sentence will be a material breach of this Addendum by Customer.
- 4.9 **Credentialing.** Customer understands and acknowledges that the implementation and ongoing provision of Payroll Services are conditioned upon Customer and each Client Entity passing (and continuing to pass) a credentialing process that UKG may deem necessary in connection with the provision of Payroll Services. UKG shall have the right to (i) refuse to provide the Payroll Services for Customer with respect to any Client Entity that does not pass UKG' initial credentialing process (ii) terminate the Payroll Services for Customer with respect to any Client Entity that does not continue to pass UKG' ongoing credentialing process and (iii) terminate this Addendum, and the Agreement, if Customer does not continue to pass UKG' ongoing credentialing process. Customer shall be solely responsible for complying with all Applicable Laws, including, without limitation, ensuring the Covered Entities and payees of Customer on whose behalf UKG is causing the delivery of payments are not sanctioned parties under the regulations promulgated by the Office of Foreign Assets Control (OFAC). Customer shall also be responsible for (i) performing, and ensuring passage of, know your customer due diligence on all Covered Entities prior to requesting UKG to provide any Payroll Services to such Covered Entities, and (ii) providing UKG with the information as may be reasonably requested by UKG, for each Client Entity prior to UKG providing Payroll Services to such Client Entity. Customer agrees to provide UKG with an accurate and complete listing of Covered Entities receiving any Payroll Services and to inform UKG promptly of any changes in any Client Entity information previously provided to UKG.

ARTICLE 5. WARRANTY

- 5.1 UKG warrants that the Payroll Services will be provided in a professional and workmanlike manner. TO THE EXTENT PERMITTED UNDER APPLICABLE LAW, UKG DISCLAIMS ALL OTHER WARRANTIES RELATED TO THE SERVICES, EITHER EXPRESS OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. If Customer informs UKG in writing that there is a material deficiency in the Payroll Services which is making this warranty untrue, UKG will use its commercially reasonable efforts to correct the non-conforming Payroll Service at no additional charge, which, subject to Section 5.2 below, will be Customer's sole and exclusive remedy. Customer shall provide UKG with reasonable information and assistance to enable UKG to reproduce or verify the non- conforming aspect of the Payroll Services.
- 5.2 If UKG makes an error or omission in the preparation or filing of Customer payroll tax returns, or breaches its obligation to cause the issuance of timely payments of payroll tax and/or business tax obligations, which error or failure results in an assessment of penalty or interest by any taxing authority against Customer, then UKG' sole responsibility, and Customer's only remedy, will be for UKG to correct the error or omission under this Addendum and pay such penalty and interest (notwithstanding the dollar limitation on UKG liability contained in this Addendum). As a condition precedent to UKG' obligation to pay such penalty and interest, Customer will provide UKG timely notice of any such assessment, and UKG

shall be responsible for all defense actions for any such tax claim for penalties and interest, provided however, Customer shall be consulted during all stages of any defense. Timely notice to UKG shall mean within ten (10) Business Days of receipt of the initial notice of assessment by Customer delivered to UKG in accordance with the notice provisions described in the Agreement. Customer's failure to provide timely notice to UKG shall release UKG from any and all obligations to indemnify Customer for the payment of penalty and interest hereunder and/or for effecting such payments on Customer's behalf, but only to the extent such delay caused such or additional penalty, interest or other losses. At all times as between UKG and Customer, Customer shall be exclusively responsible for any tax assessed but without limiting UKG's remittance obligations included in the Payroll Services.

ARTICLE 6. INDEPENDENT CONTRACTOR AND SUBCONTRACTORS

- 6.1 UKG is acting as an independent contractor of Customer under this Addendum. Without limiting the foregoing, UKG shall serve as a limited agent for Customer solely for purposes of any required agency for filings and/or payments with the appropriate taxing authorities. UKG is not otherwise an agent of Customer, nor are the Parties in a partnership, joint venture, or other similar relationship, and this Addendum shall not be construed to authorize either Party to act as agent for the other except as expressly provided herein.
- 6.2 Customer acknowledges that in providing the Payroll Services, UKG may use any agent, subcontractor or third party and may delegate its duties to such agent or third party to perform such tasks and functions as UKG chooses, including without limitation, third party software to perform Payroll Services and to store Customer Data, data security, and other services provided by third parties.
- 6.3 Customer acknowledges that UKG is not rendering legal, tax, or accounting advice in connection with the Payroll Services, including without limitation Customer's obligation to withhold in a particular jurisdiction, nor is UKG a fiduciary of Customer.
- 6.4 No third-party beneficiaries exist under this Addendum.

ARTICLE 7. EFFECTS OF TERMINATION

7.1 If this Addendum is terminated or expires in accordance with its terms or otherwise terminated pursuant to a termination of the Agreement, for any reason, all rights and obligations of the parties hereunder shall terminate upon such expiration or termination, provided that all Customer indemnification obligations in Sections 1.1.1(b), 4.4.1, 4.4.2 and Article 8, as well as Sections 2 (with respect to amounts owed through the effective date of termination), 3, and 5 through and including 9 shall survive any expiration or termination of this Agreement.

ARTICLE 8. INDEMNIFICATION

- 8.1 Customer will, at its own expense, indemnify, defend and hold UKG and its third-party technology suppliers and each of their respective directors, officers, employees, agents and independent contractors (the "**UKG Indemnified Parties**") harmless from and against any and all notices, charges, claims, proceedings, actions, causes of action and suits, brought by a third party ("**Claims**") arising from or related to: (a) any expense or financial obligation which is the responsibility of Customer hereunder; (b) any allegation that the Customer Content or its collection or use by Customer violates Applicable Laws; (c) the performance by UKG of any of Customer's payroll tax duties (including, without limitation, acting as Customer's attorney-in-fact or reporting agent), except to the extent attributable to the gross negligence or willful neglect of UKG; (d) the breach of any agreement, covenant, duty or obligation of Customer arising hereunder, (e) UKG filing an "APPLIED FOR" return as an accommodation to Customer, or (f) Customer directing UKG to make a payment to any person or entity where issuance or receipt of such payment violates Applicable Law. UKG will cooperate fully (at Customer's expense) in the defense, settlement or compromise of any such action. Customer will indemnify and hold harmless the UKG Indemnified Parties against any liabilities, obligations, costs or expenses (including, without limitation, reasonable attorneys' fees) incurred in connection with any such Claims, including, without limitation, any such amounts awarded to a third party as a result of such Claims by a court of applicable jurisdiction or as a result of Customer's settlement of such a Claim. Customer's indemnity under this Section 8.1 shall survive the termination of this Addendum. Nothing contained within this addendum is intended to be a waiver or estoppel of the contracting municipality or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law. Under no circumstances shall the municipality be required to indemnify UKG as and against its own negligent or intentional conduct, including that of its contractors or subcontractors.
- 8.2 UKG and/or the applicable UKG Indemnified Party will provide written notice to Customer promptly after receiving notice of any third-party Claim for which it seeks indemnification under this Addendum. If the defense of such Claim is materially

prejudiced by a delay in providing such notice, Customer will be relieved from providing such indemnity to the extent of the delay's impact on the defense. Customer shall immediately take control of the defense and investigation of such Claim and shall employ counsel reasonably acceptable to the applicable UKG Indemnified Party to handle and defend the same, at the Customer's sole cost and expense. Customer will have sole control of the defense of any indemnified Claim and all negotiations for its settlement or compromise, provided that (i) Customer will not enter into any settlement which imposes any obligations or restrictions on the applicable UKG Indemnified Parties without the prior written consent of applicable UKG Indemnified Parties; and (ii) if Customer has refused or failed to assume control of the defense or to diligently pursue the defense thereafter, UKG and/or applicable UKG Indemnified Parties may assume sole control of the defense and all negotiation for any settlement or compromise of the applicable Claim in such a manner as UKG and/or applicable UKG Indemnified Parties may deem appropriate, at the applicable UKG Indemnified Party's sole expense, until such time as Customer does assume such control. The applicable UKG Indemnified Parties will cooperate fully (at Customer's request and expense) with Customer in the defense, settlement or compromise of any such action. The applicable UKG Indemnified Parties may retain their own counsel at its own expense, subject to Customer's rights above.

ARTICLE 9. EXTENT AND LIMITATIONS OF LIABILITY

- 9.1 THE TOTAL AGGREGATE LIABILITY (REGARDLESS OF THE NUMBER OF CLAIMS) OF UKG TO CUSTOMER OR TO ANY THIRD PARTY IN CONNECTION WITH THIS ADDENDUM AND THE PROVISION OF PAYROLL SERVICES WILL BE LIMITED TO ACTUAL AND DIRECT DAMAGES PROVEN BY CUSTOMER, SUCH DAMAGES NOT TO EXCEED AN AMOUNT EQUAL TO THE TOTAL NET PAYMENTS RECEIVED BY UKG FOR THE PAYROLL SERVICES IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE DATE ON WHICH THE FIRST CLAIM GIVING RISE TO LIABILITY ARISES.
- 9.2 EXCEPT AS EXPRESSLY STATED IN THIS ADDENDUM, NEITHER PARTY WILL BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR PUNITIVE DAMAGES. NEITHER PARTY WILL BE LIABLE FOR THE COST OF ACQUIRING SUBSTITUTE OR REPLACEMENT SERVICES. NEITHER PARTY WILL BE LIABLE FOR ANY LOST OR IMPUTED PROFITS OR REVENUES OR LOST DATA RESULTING FROM DELAYS, NONDELIVERIES, MISDELIVERIES OR SERVICES INTERRUPTION, HOWEVER CAUSED, ARISING FROM OR RELATED TO THE PAYROLL SERVICES OR THIS ADDENDUM. THESE LIMITATIONS APPLY FOR ANY REASON, REGARDLESS OF ANY LEGAL THEORY AND FOR WHATEVER REASON LIABILITY IS ASSERTED. THIS IS TRUE EVEN IF UKG AND CUSTOMER HAVE TOLD EACH OTHER THAT EITHER ONE IS CONCERNED ABOUT A PARTICULAR TYPE OF LIABILITY.

ATTACHMENT 1 COVERED ENTITIES

Company Name	FEIN	Address	City	State	Zip
Village of Mukwonago	39-6008442	440 Rivercrest Ct.	Mukwonago	WI	53149

In Process

**VILLAGE OF MUKWONAGO
WAUKESHA/WALWORTH COUNTIES**

RESOLUTION NO. 2021-55

A RESOLUTION AUTHORIZING THE SALARY FOR THE POLICE CHIEF

WHEREAS, Dan Streit has been selected by the Police Commission to be the Village of Mukwonago's new Chief of Police to be sworn in on June 11, 2021, and,

WHEREAS, the Police Commission has provided a salary recommendation as described below, and

NOW, THEREFORE, BE IT RESOLVED by the Village of Mukwonago Village Board, that Dan Streit will receive a \$95,000 annual salary effective June 11, 2021; \$96,500 annually upon the completion of 6 months; and \$99,000 annually as of July 1, 2022.

BE IT FURTHER RESOLVED by the Village of Mukwonago Village Board, that upon the conclusion of calendar year 2022, future increases will be determined by the Village Board per adopted compensation policies and practices.

Adopted this 16th day of June, 2021.

APPROVED:

Attestation:

Fred Winchowky, Village President

Diana Dykstra, Village Clerk

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	6/10/2021	\$	694,878.38
Library Accounts Payable			
Spectrum (ach withdrawal)			
WE Energies (ach withdrawal)			
US Bank (ach withdrawal)			
Check Disbursement			
Check Disbursement			
Check Disbursement			
Check Disbursement			
Check Disbursement			
Check Disbursement			
Check Disbursement			
Total for Approval:		\$	<u>694,878.38</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: ADVANCE CONSTRUCTION					
12-10028.300	FINAL FINAL CLOSEOUT FRONT ST PROJECT	480-0000-211150	3,877.39	9,689.53	FINANCE
		610-0000-211150	3,235.14		
		620-0000-211150	1,682.62		
		480-5700-586100	894.38		
12-10071.300 FINAL GRAND AVE CLOSEOUT					
		480-0000-211150	1,045.75	20,127.39	FINANCE
		610-0000-211150	15,134.65		
		620-0000-211150	3,946.99		
TOTAL VENDOR ADVANCE CONSTRUCTION				29,816.92	
VENDOR NAME: ALSCO					
IMIL 1693823	MAT CLEANING SERVICE JUNE INVOICE	100-5211-539400	52.55	52.55	POLICE
TOTAL VENDOR ALSCO				52.55	
VENDOR NAME: AM TOWING					
W 29656	TOW TORO TO DPW GARAGE	100-5324-539500	75.00	75.00	DPW
TOTAL VENDOR AM TOWING				75.00	
VENDOR NAME: ANDREWS LOCK					
15672	REMOVE DERIS FROM SNACK SHACK LOCK	100-5521-531100	40.00	40.00	DPW
TOTAL VENDOR ANDREWS LOCK				40.00	
VENDOR NAME: ASSOCIATED APPRAISAL CONSULTANT INC					
154644	JUNE 2021 ASSESSMENT SVS	100-5153-521900	1,430.90	1,430.90	CLERK
TOTAL VENDOR ASSOCIATED APPRAISAL CONSULTANT INC				1,430.90	
VENDOR NAME: BAKER TILLY VIRCHOW KRAUSE					
BT1832540	2020 AUDIT- PROGRESS BILLING #4	100-5151-521900	984.00	6,000.00	FINANCE
		150-5221-521900	299.99		
		200-5141-521900	671.32		
		410-5363-521900	113.68		
		430-5141-521900	161.61		
		440-5511-521900	205.81		
		480-5151-521900	551.82		
		500-5344-521900	6.73		
		810-5140-521900	5.04		
		220-5151-521900	447.51		
		240-5151-521900	486.63		
		250-5151-521900	359.17		
		610-6920-692300	896.02		
		620-8400-852000	810.67		
TOTAL VENDOR BAKER TILLY VIRCHOW KRAUSE				6,000.00	
VENDOR NAME: BLOOM COMPANIES LLC					
DT1509	HWY 83 PROJECT	250-5335-521900	12,024.78	12,024.78	FINANCE
TOTAL VENDOR BLOOM COMPANIES LLC				12,024.78	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	
VENDOR NAME: BOUND TREE MEDICAL LLC					
84081296	EMS SUPPLIES	150-5231-531100	133.36	133.36	FIRE
84087015	EMS SUPPLIES	150-5231-531100	184.99	184.99	FIRE
TOTAL VENDOR BOUND TREE MEDICAL LLC				318.35	
VENDOR NAME: BUELOW, VETTER, BUIKEMA, OLSON					
MARCH 2021	MAY LABOR ATTORNEY SERVICES	100-5111-521900	2,156.00	6,827.00	FINANCE
		100-5141-521900	265.00		
		100-5300-521900	1,057.00		
		100-5241-521900	1,775.50		
		100-5211-521900	702.50		
		100-5111-521900	229.50		
		100-5241-521900	164.50		
		100-5211-521900	477.00		
TOTAL VENDOR BUELOW, VETTER, BUIKEMA, OLSON				6,827.00	
VENDOR NAME: BUREAU OF CORRECTIONAL ENTERPR					
#306-189077	WWTF TP AND HAND TOWELS	620-8010-827000	150.33	150.33	UTILITIES
3306-189077	VH COPY PAPER	100-5142-531200	14.14	29.45	ALLOCATE
		150-5221-531100	3.83		
		220-5140-531200	0.29		
		410-5363-531200	0.59		
		440-5511-531200	1.47		
		500-5344-531200	0.29		
		610-6902-690300	4.42		
		620-8400-851000	4.42		
#306-189077	TOILET PAPER & DISPENSERS	100-5521-531100	257.91	257.91	DPW
TOTAL VENDOR BUREAU OF CORRECTIONAL ENTERPR				437.69	
VENDOR NAME: CENTURY SPRINGS BOTTLING					
5845234	VH DRINKING WATER	100-5160-531100	19.47	19.47	DPW
5838913	WWTF LAB SUPPLIES	620-8010-826000	30.99	30.99	UTILITIES
TOTAL VENDOR CENTURY SPRINGS BOTTLING				50.46	
VENDOR NAME: CINTAS					
4086310732	STAFF UNIFORMS	100-5323-531100	90.02	90.02	DPW
4086310744	WATER WWTF UNIFORM SERVICE	610-6920-693000	35.00	73.55	UTILITIES
		620-8010-827000	38.55		
4085810203	STAFF UNIFORMS	100-5323-531100	90.02	90.02	DPW
4085710171	WATER/WWTF UNIFORM SERVICE	610-6920-693000	62.00	124.55	UTILITIES
		620-8010-827000	62.55		
TOTAL VENDOR CINTAS				378.14	
VENDOR NAME: CIT					
37892926	WATER PHONE	610-6920-692100	88.64	88.64	UTILITIES

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: CIT				
	TOTAL VENDOR CIT			88.64
VENDOR NAME: CITIZENS BANK				
4172021	REFUND APRIL DEPOSIT 4-17-21 EVENT	100-4820-485000	200.00	200.00 CLERK
	TOTAL VENDOR CITIZENS BANK			200.00
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY				
BCJ 4201	OFFICER KUBIAK COLUMBIA SOUTHERN TUITION	100-5212-516300	705.00	705.00 POLICE
	TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY			705.00
VENDOR NAME: COMPASS MINERALS AMERICA				
780154	ROAD SALT	100-5347-531100	14,636.58	14,636.58 DPW
777322	ROAD SALT	100-5347-531100	23,596.57	23,596.57 DPW
782564	ROAD SALT	100-5347-531100	1,627.87	1,627.87 DPW
781852	ROAD SALT	100-5347-531100	3,245.26	3,245.26 DPW
781094	ROAD SALT	100-5347-531100	1,476.75	1,476.75 DPW
	TOTAL VENDOR COMPASS MINERALS AMERICA			44,583.03
VENDOR NAME: CONLEY MEDIA, LLC				
6362410521	SOMMERS SPECIAL LEGAL	100-5153-531200	139.14	139.14 CLERK
6362410521-DPW	CRACK SEAL AD	480-5700-584000	46.41	46.41 DPW
3275880521	ADMIN CLERK AD	100-5141-521900	267.40	267.40 FINANCE
	TOTAL VENDOR CONLEY MEDIA, LLC			452.95
VENDOR NAME: CORE & MAIN LP				
O290970	WATER CURBBOX AND MAIN VALVE BOX REPAIR	610-6451-665100	50.00	1,019.06 UTILITIES
		610-6452-665200	969.06	
	TOTAL VENDOR CORE & MAIN LP			1,019.06
VENDOR NAME: DE LAGE LANDEN FINANCIAL				
72684122	COPIER LEASE JUNE INVOICE	100-5211-521900	108.00	108.00 POLICE
72693784	LEASE 06/15/21-07/14/21 KONICA	100-5142-531200	22.40	160.00 ALLOCATE
		150-5221-531100	20.80	
		220-5140-531200	1.60	
		410-5363-531200	3.20	
		440-5511-531200	8.00	
		500-5344-531200	1.60	
		610-6902-690300	52.80	
		620-8300-840000	49.60	
	TOTAL VENDOR DE LAGE LANDEN FINANCIAL			268.00
VENDOR NAME: DIGGERS HOTLINE INC				
210538301	MAY FEES 2021	610-6920-693000	280.00	575.11 UTILITIES
		620-8400-852000	295.11	
	TOTAL VENDOR DIGGERS HOTLINE INC			575.11

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: EBIX					
11050	EBIX INVOICE	150-5231-521900	5,190.28	5,190.28	FIRE
TOTAL VENDOR EBIX				5,190.28	
VENDOR NAME: ELEGANT FARMER					
5/27/2021	OVERPAYMENT OF W&M	100-4410-442000	20.00	20.00	CLERK
TOTAL VENDOR ELEGANT FARMER				20.00	
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
2259735	EMS SUPPLIES	150-5231-531100	367.62	367.62	FIRE
0054	EMS SUPPLIES	150-5231-531100	345.80	345.80	FIRE
2258890	EMS SUPPLIES	150-5231-531100	307.95	307.95	FIRE
2260883	EMS SUPPLIES	150-5231-531100	688.47	688.47	FIRE
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				1,709.84	
VENDOR NAME: EXCEL BUILDING SERVICES LLC					
3683	BUILDING CLEANING SERVICE JUNE INVOICE	100-5211-539400	975.00	975.00	POLICE
TOTAL VENDOR EXCEL BUILDING SERVICES LLC				975.00	
VENDOR NAME: FAIRCHILD EQUIPMENT					
K78861	WWTF 3" LAY FLAT HOSE	620-8010-827000	274.52	274.52	UTILITIES
K79438	WWTF TANK, LS AND COLLECTION LS EMERGENC	620-8010-832000	2,000.00	5,124.72	UTILITIES
		620-8020-832000	1,124.72		
		620-8030-831000	2,000.00		
TOTAL VENDOR FAIRCHILD EQUIPMENT				5,399.24	
VENDOR NAME: GENESIS EXCAVATORS, INC.					
6/1/2021	CURB BOX AND MAIN VALVE REPLACEMENTS	610-6452-665200	2,162.00	12,659.20	UTILITIES
		610-6451-665100	10,497.20		
TOTAL VENDOR GENESIS EXCAVATORS, INC.				12,659.20	
VENDOR NAME: GRAINGER					
9913805124	WWTF RAW PUMP VFD FANS	620-8010-832000	302.28	302.28	UTILITIES
TOTAL VENDOR GRAINGER				302.28	
VENDOR NAME: HAHN ACE HARDWARE					
2021 MAY UTILITIES	WATER WWTF MISC EQUIPMENT PARTS, TOOLS A	620-8010-827000	160.46	256.44	UTILITIES
		620-8010-833000	64.03		
		610-6300-663200	31.95		
2021 MAY DPW	MISC PARK SUPPLIES	100-5521-531100	29.32	29.32	DPW
2021 MAY POLICE	FASTENERS FOR PLUMBING REPAIR	100-5211-539400	12.10	12.10	POLICE
2021 MAY FIRE		150-5222-531100	46.73	46.73	FIRE
TOTAL VENDOR HAHN ACE HARDWARE				344.59	
VENDOR NAME: HALLMAN LINDSAY QUALITY PAINTS					
L0244769	FIELD MARKING PAINT	100-5521-531100	539.40	539.40	DPW

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: HALLMAN LINDSAY QUALITY PAINTS					
TOTAL VENDOR HALLMAN LINDSAY QUALITY PAINTS				539.40	
VENDOR NAME: HAWKINS WATER TREATMENT					
4938805	WATER CHEMICALS FOR TREATMENT	610-6300-663100	1,388.85	1,388.85	UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				1,388.85	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
51167	MISC MATTERS	100-5130-521900	2,664.00	2,664.00	FINANCE
51168	UTILITIES	100-5130-521900	185.00	481.00	FINANCE
		610-6920-692300	296.00		
51166	PROSECUTION	100-5130-521900	847.50	847.50	FINANCE
51170	CHAPMAN POND (ANDERSON)	100-0000-211400	166.50	166.50	FINANCE
51172	BOX SELF STORAGE	100-0000-211425	240.50	240.50	FINANCE
51171	CHAPMAN VILLAS	100-0000-211425	481.00	481.00	FINANCE
51169	MINORS SUBDIVISION	100-0000-211425	55.50	55.50	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				4,936.00	
VENDOR NAME: HORN FEEDS					
31607	MARKING LIME	100-5521-531100	108.00	108.00	DPW
TOTAL VENDOR HORN FEEDS				108.00	
VENDOR NAME: HORN OIL					
MAY 2021	MONTHLY FUEL	100-5212-535100	2,474.38	7,243.03	ALLOCATE
		100-5241-535100	71.69		
		100-5324-535100	1,587.17		
		150-5222-535100	413.31		
		150-5231-535100	1,819.80		
		610-6920-693300	132.68		
		620-8010-828000	744.00		
TOTAL VENDOR HORN OIL				7,243.03	
VENDOR NAME: JOHNS DISPOSAL SVC. INC.					
653679	MAY GARBAGE AND RECYCLING	410-5362-531000	24,204.96	45,280.86	DPW
		410-5363-521900	2,999.76		
		410-5363-522000	18,076.14		
TOTAL VENDOR JOHNS DISPOSAL SVC. INC.				45,280.86	
VENDOR NAME: KETTLE MORaine PEST CONTROL					
5/17/2021	BUILDING PEST CONROL	100-5211-539400	55.00	55.00	POLICE
TOTAL VENDOR KETTLE MORaine PEST CONTROL				55.00	
VENDOR NAME: LEGACY BALL CLUB					
5/24/2021	SNACK SHACK REFUND	100-4820-485000	25.00	25.00	DPW
TOTAL VENDOR LEGACY BALL CLUB				25.00	
VENDOR NAME: LITTLE LIMESTONE INC					

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VENDOR NAME: LITTLE LIMESTONE INC					
12508	BASEBALL MIX	100-5521-531100	488.84	488.84	DPW
TOTAL VENDOR LITTLE LIMESTONE INC				488.84	
VENDOR NAME: MARTENS PLBG & HTG INC					
57674	BATHROOM DRAIN REPAIR PARTS	100-5211-539400	79.92	79.92	POLICE
TOTAL VENDOR MARTENS PLBG & HTG INC				79.92	
VENDOR NAME: MCMASTER-CARR					
59328588	WWTF DIGESTER PUMP PRESSURE GAUGES	620-8010-833000	149.00	149.00	UTILITIES
TOTAL VENDOR MCMASTER-CARR				149.00	
VENDOR NAME: MUKWONAGO AREA CHAMBER OF COMM					
2021 MARCH RM TX NR	2021 MARCH RM TX NRD	100-0000-244000	1,729.64	1,729.64	CLERK
2021 APRIL RM TX NR	2021 APRIL RM TX NRD	100-0000-244000	3,343.95	3,343.95	CLERK
2021 MARCHRM TACX	2021 MARCH ROOM TAX - EXPEDIA	100-0000-244000	230.60	230.60	CLERK
TOTAL VENDOR MUKWONAGO AREA CHAMBER OF COMM				5,304.19	
VENDOR NAME: NAPA AUTO PARTS - SP018					
133660	WWTF COOLING FAN MOTOR PART FOR STEPSCRE	620-8010-833000	2.18	2.18	UTILITIES
134619	FD FURNACE BELTS	100-5220-539400	30.86	30.86	DPW
TOTAL VENDOR NAPA AUTO PARTS - SP018				33.04	
VENDOR NAME: NORTHERN LAKE SERVICE INC					
399944	WWTF RIVER SAMPLING	620-8010-826000	283.50	283.50	UTILITIES
400108	WWTF LAB TESTING	620-8010-826000	243.00	243.00	UTILITIES
400275	WWTF LAB TESTING	620-8010-826000	241.30	241.30	UTILITIES
400554	WWTF LAB TESTING	620-8010-826000	197.00	197.00	UTILITIES
400555	WWTF LAB TESTING	620-8010-826000	289.70	289.70	UTILITIES
TOTAL VENDOR NORTHERN LAKE SERVICE INC				1,254.50	
VENDOR NAME: PROHEALTH CARE LAB BILLING					
20202573 19981122	WMH BLOOD DRAW APRIL MAY 2021 INVOICES	100-5212-521900	105.00	105.00	POLICE
TOTAL VENDOR PROHEALTH CARE LAB BILLING				105.00	
VENDOR NAME: PROHEALTH PHARMACY					
2021 MAY	EMS SUPPLIES	150-5221-531100	385.94	385.94	FIRE
TOTAL VENDOR PROHEALTH PHARMACY				385.94	
VENDOR NAME: PROVEN POWER INC					
02-368899	ZEROTURN FILTER	100-5324-539500	35.17	35.17	DPW
TOTAL VENDOR PROVEN POWER INC				35.17	
VENDOR NAME: QUILL LLC					
16862863	PRK SUPPLIES	100-5521-531100	53.99	53.99	DPW

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: QUILL LLC				
16991766	VH COPY PAPER	100-5142-531200	25.90	53.98 ALLOCATE
		150-5221-531100	7.02	
		220-5140-531200	0.54	
		410-5363-531200	1.08	
		440-5511-531200	2.70	
		500-5344-531200	0.54	
		610-6902-690300	8.10	
		620-8400-851000	8.10	
16991766	PARK & DPW SUPPLIES	100-5323-531100	55.99	312.92 DPW
		100-5521-531100	256.93	
17079609	STATION SUPPLIES	150-5221-531100	223.64	223.64 FIRE
TOTAL VENDOR QUILL LLC				644.53
VENDOR NAME: R & R INSURANCE SERVICES				
2470488	2021 Q3 WORKERS COMP INSURANCE	100-5154-551100	14,180.99	24,692.00 FINANCE
		100-5254-522600	87.50	
		150-5221-522600	6,220.64	
		410-5363-522600	87.50	
		440-5511-522600	180.05	
		500-5344-522600	87.50	
		610-6920-692400	1,604.33	
		620-8400-853000	2,243.49	
2470487	LWMMI CYBER LIABILTY POLICY#67153	100-5154-551400	228.17	26,560.00 FINANCE
		100-5154-551400	6,694.20	
		100-5154-551400	2,936.37	
		150-5221-522600	13,724.65	
		610-6920-692400	649.62	
		620-8400-853000	1,239.99	
		100-5154-551400	1,087.00	
TOTAL VENDOR R & R INSURANCE SERVICES				51,252.00
VENDOR NAME: REGISTRATION FEE TRUST				
2021 PD PLATES	REGISTRATION 2021 FORD PD UNDERCOVER VEH	100-5213-521900	85.00	85.00 POLICE
TOTAL VENDOR REGISTRATION FEE TRUST				85.00
VENDOR NAME: REINDERS, INC.				
1881294-00	TORO 5910 HYDRAULIC MOTOR	100-5324-539500	1,095.16	1,095.16 DPW
TOTAL VENDOR REINDERS, INC.				1,095.16
VENDOR NAME: RUEKERT & MIELKE, INC.				
136733	12-10044.300 BOX SELF STORAGE / CONSTRUC	100-0000-211425	392.00	392.00 FINANCE
136740	12-10094.300 STORAGE WERKS MINI STORAGE	100-0000-211425	193.50	193.50 FINANCE
136743	12-10119.300 MALCOLM DRILLING / EROSION	100-0000-211425	141.00	141.00 FINANCE
136744	12-10120.300 PHANTOM LAKES PRESERVE / CO	100-0000-211425	166.70	166.70 FINANCE
136745	12-10125.300 FOX STREET TOWNHOMES / EROS	100-0000-211425	118.00	118.00 FINANCE

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: RUEKERT & MIELKE, INC.				
136746	12-10127.100 210 MCDIVITT LANE EXPANSION	100-0000-211425 322.50	322.50	FINANCE
136747	12-10134.100 200 GRAND AVENUE CONDOS / R	100-0000-211425 1,032.20	1,032.20	FINANCE
136749	12-10137.300 HILL COURT MULTI-TENANT DEV	100-0000-211425 356.70	356.70	FINANCE
136751	12-10139.310 MEADOWLAND TOWNHOMES DEVELO	100-0000-211425 558.20	558.20	FINANCE
136755	12-10149.310 EDGEWOOD CONDOS / EROSION C	100-0000-211425 148.50	148.50	FINANCE
136756	12-10150.300 ESPRESSO LOVE / REVIEW & ER	100-0000-211425 406.50	406.50	FINANCE
136758	12-92104.104 MINOR ESTATES / ADDITION #4	100-0000-211425 1,065.50	1,065.50	FINANCE
136759	12-92136.103 CHAPMAN FARM / CHAPMAN RESI	100-0000-211425 1,878.25	1,878.25	FINANCE
136760	12-92136.302 CHAPMAN FARM / CHAPMAN VILL	100-0000-211425 678.50	678.50	FINANCE
136730	12-00000.100 General Services	100-5335-521900 2,168.33	3,326.79	FINANCE
		100-5521-531100 644.96		
		250-5335-521900 513.50		
136731	12-00000.300 Water Utility Services	610-6920-692300 429.50	429.50	FINANCE
136732	12-00000.400 Sewer Utility Services	620-8400-852000 353.00	353.00	FINANCE
136734	12-10063.210 2021 GIS Services - GIS Dat	620-8400-852000 1,223.50	2,473.50	FINANCE
		500-5344-521900 1,250.00		
136735	12-10068.120 Conceptual Design of Sugden	250-5335-521900 1,120.00	1,120.00	FINANCE
136736	12-10069.100 Chapman Farms Portion of Vi	100-0000-211400 143.70	143.70	FINANCE
136737	12-10077.110 Fox River Pedestrian Bridge	480-5700-584900 7,229.20	7,229.20	FINANCE
136739	12-10086.300 Pick 'n Save Pond Improveme	480-5700-584800 729.00	729.00	FINANCE
136741	12-10098.121 Mukwonago WWTF Phosphorus A	620-8400-852000 1,377.00	1,377.00	FINANCE
136742	12-10015.300 2019 Well & Well Pump Impro	610-6920-692300 153.00	153.00	FINANCE
136748	12-10135.200 VUEWorks Site & Implementat	100-5341-539500 459.00	3,975.00	FINANCE
		100-5344-521900 391.50		
		100-5611-521900 229.50		
		500-5344-521900 40.50		
		100-5660-521900 229.50		
		610-6920-692300 1,312.50		
		620-8400-852000 1,312.50		
136750	12-10138.300 2021 Street Rehabilitation	480-5700-584000 22,555.34	22,555.34	FINANCE
136752	12-10141.170 Indianhead Park Outdoor Per	480-5700-584900 18,265.40	18,265.40	FINANCE
136753	12-10144.100 Water EPA Risk & Resilience	610-6920-692300 477.50	477.50	FINANCE
136754	12-10148.100 Goodwill of Mukwonago / Dev	100-0000-211400 193.50	193.50	FINANCE
136757	12-92041.487 2021 SCADA Service Work	610-6920-692300 3,802.79	5,705.08	FINANCE
		620-8400-852000 1,902.29		
TOTAL VENDOR RUEKERT & MIELKE, INC.			75,964.56	
VENDOR NAME: SABEL MECHANICAL LLC				
3852	WWTF GRIT PUMP SEAL SLEEVE REPLACEMENT	620-8010-833000 1,648.64	1,648.64	UTILITIES
3858	WWTF RAS PUMP REBUILD	620-8010-833000 3,095.62	3,095.62	UTILITIES
TOTAL VENDOR SABEL MECHANICAL LLC			4,744.26	
VENDOR NAME: SAN-A-CARE				
546364	VILLAGE HALL AND PARK HAND SOAP	100-5160-531100 52.96	158.88	DPW
		100-5521-531100 105.92		

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VENDOR NAME: SAN-A-CARE					
TOTAL VENDOR SAN-A-CARE				158.88	
VENDOR NAME: SHERWIN-WILLIAMS					
5607-8	PARK PAINT	100-5521-531100	155.05	155.05	DPW
TOTAL VENDOR SHERWIN-WILLIAMS				155.05	
VENDOR NAME: SHRED-IT USA					
8182039303	2021 MAY VH SHREDDING SERVICES	100-5141-531100	34.13	68.27	ALLOCATE
		100-5142-531100	17.07		
		100-5632-531100	17.07		
TOTAL VENDOR SHRED-IT USA				68.27	
VENDOR NAME: SOMAR ENTERPRISES					
102298	CLOTHING ALLOWANCE POLICE-CIESZYNSKI	100-5212-534600	99.99	99.99	POLICE
102299	CLOTHING ALLOWANCE POLICE-KREISER	100-5212-534600	14.50	14.50	POLICE
TOTAL VENDOR SOMAR ENTERPRISES				114.49	
VENDOR NAME: SUBURBAN LABORATORIES INC					
189060	WATER TESTING	610-6300-663200	144.00	144.00	UTILITIES
TOTAL VENDOR SUBURBAN LABORATORIES INC				144.00	
VENDOR NAME: TRACTOR SUPPLY CREDIT PLAN					
APRILMAY 2021	RUBBER MATS FOR PARKS	100-5521-531100	1,209.75	1,209.75	DPW
APRILMAY 2021	WWTF TRAILER HITCH FOR MOWER	620-8010-827000	59.99	59.99	UTILITIES
TOTAL VENDOR TRACTOR SUPPLY CREDIT PLAN				1,269.74	
VENDOR NAME: TRILOGY CONSULTING LLC					
1207	WATER WWTF RATE STUY FOR FUNDING CAPITAL	610-6920-692300	305.00	605.00	UTILITIES
		620-8400-852000	300.00		
TOTAL VENDOR TRILOGY CONSULTING LLC				605.00	
VENDOR NAME: UNITED LIQUID WASTE RECYCLING INC					
30709	WWTF SPRING SLUDGE HAULING	620-8010-825500	16,224.00	16,224.00	UTILITIES
TOTAL VENDOR UNITED LIQUID WASTE RECYCLING INC				16,224.00	
VENDOR NAME: WAUKESHA CTY TREASURER					
2021-50040025	WCCC DISPATCH PROJECT	430-5700-571300	3,820.51	3,820.51	FIRE
2021-20040064	WAUKESHA COUNTY MAY INMATE BILLING	100-5212-521900	18.64	18.64	POLICE
TOTAL VENDOR WAUKESHA CTY TREASURER				3,839.15	
VENDOR NAME: WCTC					
S0742988	FIRING RANGE RENTAL	100-5215-533500	120.00	120.00	POLICE
MAY2021	CPR CLASS SCOTT BUCHOLTZ	100-5215-533500	57.70	57.70	POLICE
TOTAL VENDOR WCTC				177.70	
VENDOR NAME: WI DEPT OF AGRICULTURE					

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VENDOR NAME: WI DEPT OF AGRICULTURE					
115-0000021867	W & M DEPT AG CONTRACT	100-0000-211500	4,000.00	4,000.00	CLERK
TOTAL VENDOR WI DEPT OF AGRICULTURE				4,000.00	
VENDOR NAME: WI DEPT OF JUSTICE CIB					
MAY 2021		100-0000-242205	994.00	994.00	CLERK
MAY 2021	WATER OUTSIDE SERVICES	610-6920-692300	14.00	14.00	UTILITIES
MAY 2021		100-5212-521900	24.00	24.00	POLICE
MAY 2021 FIRE	BACKGROUND CHECKS	150-5221-521900	20.00	20.00	FIRE
TOTAL VENDOR WI DEPT OF JUSTICE CIB				1,052.00	
VENDOR NAME: WI DNR ENVIRONMENTAL FEES					
268594260-2021-1	WDNR MS4 PERMIT FEE	100-5660-535200	1,000.00	1,000.00	DPW
TOTAL VENDOR WI DNR ENVIRONMENTAL FEES				1,000.00	
VENDOR NAME: WI STATE LAB OF HYGIENE					
677056	WATER FLOURIDE TESTING	610-6300-663200	26.00	26.00	UTILITIES
TOTAL VENDOR WI STATE LAB OF HYGIENE				26.00	
VENDOR NAME: WISCONSIN CENTRAL					
9500226016	WWTF SEWER MAIN RR CROSSING FEE	620-8400-856000	50.00	50.00	UTILITIES
TOTAL VENDOR WISCONSIN CENTRAL				50.00	
VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC					
AR52867	WATER COPIER COSTS	610-6920-692100	14.80	14.80	UTILITIES
TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC				14.80	
VENDOR NAME: WOLF PAVING					
4/22-5/25/2021	2021 STREET REHAB #2	480-5700-586100	332,350.54	332,350.54	DPW
TOTAL VENDOR WOLF PAVING				332,350.54	
VENDOR NAME: ZORN COMPRESSOR & EQUIPMENT					
345145-00	WWTF DIGESTER COMPRESSOR DRYER REPAIR	620-8010-833000	487.50	487.50	UTILITIES
TOTAL VENDOR ZORN COMPRESSOR & EQUIPMENT				487.50	
GRAND TOTAL:				694,878.38	



Agenda Item Cover Report

Date: June 8, 2021	Committee/Board: Health & Recreation Committee
Submitted by: Diana Dykstra, John Fellows, Ron Bittner	Department: Clerk-Treasurer
Date of Committee Action:	Date of Village Board Action: June 16, 2021

Subject:

Concert Series Mt. Olive Reschedule 2022

Executive Summary:**1.) Rescheduling Mt. Olive Concert**

We have attached schedules that show possible events for 2022 based on request from the Committee Meeting. We will need to reach out to the talent agency to book this event. If we do not reschedule, we will forfeit our \$800 deposit.

It appears the best dates for rescheduling would be: JUNE 4, 2022 or JUNE 25, 2022

2.) Costs for the Event

Donations for the event are returned per Daniel (Intern)

The Village needs to determine if they wish to budget for this expense in the 2022 Budget or try to raise funds necessary. Fundraising may be difficult with the rescheduling, however worst case would be \$10,000.

Fiscal Impact:

This event will require a potential \$10,000 commitment in the 2022 budget. Some of the items that are identified on the project cost sheet may not be required as CDC rules are updated and potential sponsorships may arise.

Executive Recommendation/Action:

Approve a date specific for the Mt. Olive Concert and confirm a recommendation to budget a minimum of \$10,000 for the 2022 Budget.

■ Attachments Included



Delay in Construction Materials Causes Rescheduling of 2021 Performance

*For Immediate Release
Contact: Diana Dykstra, MMC
(262) 363-6420*

Mukwonago, WI –

Delays in materials and supplies have caused a delay in the construction of the Mukwonago Outdoor Performance Stage.

The Village had planned a kick off concert with Mt. Olive scheduled for September 11, 2021 once the outdoor performance stage was built. Due to the delay in construction materials, contractors are unable to have the stage built in time for this event. The Village will be discussing the possibility of rescheduling of this event for Spring of 2022.

##



Celebrating over 50 years of
Entertainment Services

ENGAGEMENT AGREEMENT

Website: www.talentassoc.com

Deposit Received

Date: 2-8-21

Amount: \$800

ck 31280

THIS AGREEMENT for the personal services of musicians on the engagement described below made this 22nd day of September 2020 Between John Weidl (herein referred to as Purchaser) and Jim Sorenson (herein referred to as leader)

ENGAGEMENT VENUE: Indianhead Park / 850 Main. St. / Mukwonago, WI

NAME OF BAND OR GROUP: Mt. Olive

DATES OF ENGAGEMENT: September 11, 2021 (rain or shine)*
6:30pm-10:00pm

Date can be postponed deposit forwarded if covid-19 restrictions are in place. Agent will notify Purchaser if the band has any major changes.

JOB DESCRIPTION OR PURCHASER'S REQUIREMENTS: Concert

Artist shall use his best efforts to conform to rules & policies of the establishment

ARTIST / INDEPENDENT CONTRACTOR: Jim Sorenson

Shall at all times have complete supervision, direction & control over the services of his personnel on this engagement and expressly reserves the right to control the manner, means and details of the performance of services to fulfill the entertainment requirements.

- Leader represents that the performers listed are available to perform the engagement. If a performer is unavailable, Leader shall arrange for a replacement.
- The Artist executes this agreement as an independent contractor, not as an employee of the purchaser. Responsibility for appropriate payment of payroll taxes and charges under applicable federal and local law will be assumed by the Artist.

CONTRACT PRICE: \$4,000.00

Contract price shall be paid as follows: Non-refundable deposit of \$800.00 due to Talent Associates, Inc., P.O. Box 588, Brookfield, WI 53008 with signed contract on or before March 31, 2021. Balance to be paid, upon completion, by check to bandleader.

SPECIAL PROVISIONS: Purchaser understands and agrees that if this artist is unable to perform in full or in part, due to inclement weather, the entire contract price specified herein, shall be paid to artist in full.

AGENT PROVISIONS:

- The undersigned agent is acknowledged to have fully performed upon the commencement of this engagement. He shall not be liable for the default of a Purchaser or the non-performance of the Artist. No changes in the contract affecting agent's commission shall be made without the written approval of the agent.
 - The percentage of commission is included in the gross price of this engagement and shall be held in trust by leader as fiduciary and forwarded to agent within 5 (five) days of receipt. Delinquent commission shall accrue interest at 1% (one percent) per month, and if litigation is necessary for collection, attorney fees shall be paid by debtor.
 - If leader or key personnel of this musical group is rebuked into this or any establishment owned or controlled by the Purchaser (including chain buyers of music) within 365 (three hundred sixty five) days from the termination of this agreement, Purchaser and Leader shall be jointly and severally liable for payment to TALENT ASSOCIATES, INC. of commission at the rate due and owing or paid for previous engagement.
- The recording, reproduction, or transmission of Artist's performance is prohibited absent written consent of Artist.
- We acknowledge and confirm that we have read and approved the terms and conditions set forth in this contract.
- UNION PROVISIONS:** Members of unions or guilds, which may include the leader and members of this unit, agree to accept sole responsibility for complying with the rules and regulations of said unions or guilds of which they may be members.
- Agent does not represent that artist in any way affiliated with any musicians union.
- Disputes regarding the terms of the agreement or claims arising out of its execution or performance may be resolved in any Wisconsin court with competent jurisdiction.
- I agree to pay commission within 5 (five) days after completion of each week's engagement or present or future employer can withhold commission due TALENT ASSOCIATES, INC.
- Commencement of engagement is deemed to be an acceptance of all terms stated herein by Purchaser and Artist.
- If any of the provisions hereof are determined to be void by court of competent jurisdiction, the remaining provisions hereof shall remain in full force.

John Weidl
Purchaser
Mr. John Weidl

Jim Sorenson
Bandleader
Mr. Jim Sorenson

John Mangold - Agent / PO Box 588 / Brookfield, WI. 53008-0588

Village of
Mukwonago

	A	B	C	D
1	Parks Calendar for 2021			
2		(Dates for 2022 are not set until after 1/1/2022)		
3				
4	3/27/2021	Lions Easter Egg Drive-thru (anticipated 4/9/2022)	Field Park	
5	April - September	Pickleball	Field Park	
6	5/22-5/23/2021	Boat Races	Phantom Glen	
7	May - October	Farmers Market	Field Park	
8	5/31/2021	Parade	Community	
9	6/11/2021	Brooklife Church Movie Night	Indianhead Park	
10	June, July, August, September	Maxwell Street Days	Field Park	
11	6/17-6/20/2021	Summerfeste (6-16/6-20-22)	Field Park	
12	6/20/2021	Father's Day Parade (6-19-22)	Community	
13	6/26/2021	YMCA Mud Run	Community	
14	7/10/2021	Croatian Fest	Field Park	
15	7/16-7/18/2021	Balloons Over Mukwonago	Community	
16	8/3/2021	National Night Out	Field Park	
17	8/27-8/29/2021	St James Festival	Community	
18	9/25/2021	Fall Fest	Community	
19	10/15-10/16/2021	Jack-O-Lantern Jaunt	Field Park	
20	12/4/2021	Midnight Magic	Community	

Circled dates are open

JANUARY 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2022

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2022

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2022

S	M	T	W	T	F	S
						1 2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2022

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2022

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JULY 2022

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2022

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER 2022

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER 2022

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER 2022

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DECEMBER 2022

S	M	T	W	T	F	S
					1	2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

ESTIMATED COSTS PER DANIEL

Name of Expense	Fixed Costs	Mt. Olive September 11th
Band Costs		
Band Cost		\$ 4,000.00
Band Food		\$ 200.00
Equipment Costs		
Tent		
Electric Drop		
Porta Potty's		\$ 2,700.00
Hand Washing Stations		\$ 850.00
Hand Sanitizer Stations		\$ 1,250.00
Bathroom Disinfecting	\$ 500.00	
VIP Supplies	\$ 614.00	
ID T-Shirts	\$ 600.00	
Volunteer Food		\$ 150.00
Support Cost		
Scouts Clean-up		
Event Trash - Maintenance		
Event Staffing		
Police Reserve		\$ 250.00
Public Works Time		
Village Staff Admin		
Event Map - Graphics	\$ 500.00	
Marketing	\$ 1,000.00	
Wayfinding Signage - Parking	\$ 68.60	
Wayfinding - Grounds	\$ 68.60	
Event Map Signage	\$ 578.34	
Cost of Individual Event	\$ 3,929.54	\$ 9,400.00

Diana Dykstra

From: Daniel Schindler
Sent: Monday, June 7, 2021 12:33 PM
To: John Fellows; Diana Dykstra; Diana Doherty
Subject: Donation Return Letters

Good afternoon all,

Donation return letters have been placed in the mail.

All the best,



Daniel Schindler

Economic Development Intern

Phone: 262.363.6420 ext. 2113

Cell : 727.331.7418

Email : dschindler@villageofmukwonago.com

440 River Crest Ct
Mukwonago, WI 53149

www.villageofmukwonago.com

www.mukwonagodowntown.com



*VILLAGE OF MUKWONAGO
POLICE DEPARTMENT*



MONTHLY REPORT

May 2021

Citation Totals by Offense

All Departments

Violation Date: 05/01/2021 through 05/31/2021

Court	Agency	Offense Code	Offense Description	Total
MKPD				
	Adult			
		346.14(1m)	Automobile Following Too Closely	2
		14-28(3)	Barking Dog	5
		341.61(2)	Display Unauth. Veh. Registration Plate	2
		346.44(2)	Driving Through/Around RR Crossing Gate	1
		341.15(1m)(a)	Fail/Attach Rear Regis. Decal/Tag	1
		346.18(3)	Fail/Yield Right/Way From Stop Sign	1
		346.18(2)	Fail/Yield While Making Left Turn	2
		346.57(2)	Failure To Keep Vehicle Under Control	2
		346.48(1)	Failure To Stop For School Bus	4
		346.68	Hit And Run-Unattended Vehicle	1
		341.15(3)(b)	Improper Display/Plates (Hard To See)	2
		341.15(3)(c)	Improper Display/Plates (Illegible)	5
		341.04(2)	Improper Registration Of Auto, Etc	1
		341.15(2)	Improperly Attached License Plates	1
		346.89(1)	Inattentive Driving	10
		14-VI	Keeping of Domestic Chickens Violations	3
		343.43(1)(d)	Lic Restriction Violation-Class D/M Vehicle	1
		347.13(1)	No Tail Lamp/Defective Tail Lamp-Night	3
		341.04(1)	Non-Registration Of Auto, Etc	8
		344.62(1)	Operate Motor Vehicle W/O Insurance	21
		344.62(2)	Operate Motor Vehicle W/O Proof Of Insurance	3
		343.05(3)(b)	Operate Motorcycle W/O Valid License	1
		347.40(1)	Operate Vehicle W/O Rearview Mirror	1
		347.13(3)	Operate Vehicle W/O Registration Lamps	2
		347.14(1)	Operate Vehicle W/O Stopping Lights	8
		343.18(1)	Operate W/O Carrying License	1
		343.05(3)(a)	Operate W/O Valid License	9
		343.44(1)(a)	Operating After Suspension	11
		346.63(1)(a)	Operating While Intox.	3
		343.44(1)(b)	Operating While Revoked	1
		82-71	Parking Lot Traffic Violation	2
		346.09(3)	Passing In No-Passing Zone	1
		961.573(1)	Possess Drug Paraphernalia	1
		961.41(3g)	Possession Of Controlled Substance	4
		943.50(1m)(b)	Retail Theft-Intentionally Take(<=\$2500)	3
		347.48(2m)(d)	Ride In Vehicle W/O Wearing Seat Belt	3
		346.57(4)(gm)2	Speeding on Freeway	32
		346.57(5)	Speeding Zone And Posted Limits	55
		347.06(3)	Unclean/Defective Lights Or Reflectors	12
		125.07(4)(b)	Underage Drinking-Possess	6
		14-27(11)	Unlicensed Dog	1
		346.87	Unsafe Backing Of Vehicle	1
		346.13(1)	Unsafe Lane Deviation	1
		347.48(2m)(b)	Vehicle Operator Fail/Wear Seat Belt	11
		346.37(1)(c)1	Violate Red Traffic Signal	2
		TR305.34(6)(c)	Windshield - Tinting - Critical Area	1
Adult Grand Total				252

Citation Totals by Offense

All Departments

Violation Date: 05/01/2021 through 05/31/2021

Court	Agency	Offense Code	Offense Description	Total
MKPD				
	Juvenile			
		54-103	Possession of Cigarette by Minor	1
		961.41(3g)(b)	Possession of Controlled Substance	1
		943.50(1m)(b)	Retail Theft-Intentionally Take(<=\$2500)	1
		125.07(4)(b)	Underage Drinking-Possess	1
			Juvenile Grand Total	4

Mukwonago Police Department
Tickets Totals (by Violation)

Issue Date: 05/01/2021 through 05/31/2021

Violation Description	Violation Code	Area	Total
Fire Lane Violation	82-194		1
		By Violation:	1
Mhs - Park W/O Permit	82-212		2
		By Violation:	2
Park 24hr - Abandoned	82-1(K)		1
		By Violation:	1
Park In Excess Of Limits - Lots	82-206		3
		By Violation:	3
Park Left Wheel To Curb	82-1(A)		2
		By Violation:	2
Park No Parking Anytime	82-192		2
		By Violation:	2
Park Posted Private Property	82-1(I)		2
		By Violation:	2
		Total Tickets:	13



Monthly Case Overview Report

Printed On: 06/05/21 09:47

Reporting Period: 05/02/2021 - 05/31/2021

Village of Mukwonago Police - 1122

	Total
Total	66
Administrative/Informational	6
Aggravated Assault	1
Animal Complaints-Bite	1
Assist Other Dept/Service/Request by Citizen	1
Carrying a Concealed Weapon	1
Dangerous Drugs - Use	1
Disorderly Conduct	3
Emergency Detention/M.O.	1
Evidence Room	1
Found Property	2
Fraud-Swindle	1
Harassing Communication	1
Industrial Accident	1
Investigation/Follow Up	1
Marijuana-Possession	4
Obscene Material-Distribute	1
Ordinance Violation Sprinkler/	3
OWI/DWI-Drugs	1
OWI/DWI-Liquor	3
Public Order Crimes	5
Retail Theft \$50-\$200	3
Retail Theft <\$50	3
Retail Theft >\$200	1
Sex Asslt	1
Simple Assault	1
Station Contact	1
Suspicious Circumstance	2
Theft - All	2
Theft From Auto >\$200	1
Traffic Offense/Traffic Other	9
Traffic Stop	2
Trouble With a Person	1



Arrests by Statute Report

Printed On: 06/05/21 09:48

Reporting Period: 05/02/21 - 05/29/21

This report contains all arrest charges.

	Total	Felony	Misdemeanor	Non-Criminal	Ordinance
125.07(4)(b) - Underage Drinking-Possess/Consume	7			7	
14-27(11) - Unlicensed Dog	1				1
14-27(3) - Dog Causing Injury/Damage	1				1
14-28(3) - Barking Dog	4				4
346.48(1) - Fail/Stop for Unloading School Bus	1			1	
346.63(1)(a) - Operating While Intoxicated - 1st Offense	3			3	
346.63(1)(a) - Operating While Intoxicated - 2nd Offense	1		1		
54-1(1) - Retail Theft (Shoplifting)	4				4
54-1(V) - Possession of a Controlled Substance	5				5
54-1(V1) - Possession of Drug Paraphernalia	1				1
54-103 - Possession of Cigarettes/Tobacco by a Minor	1				1
940.19(1) - Battery	2		2		
940.225(2)(d) - Second Degree Sexual Assault - Unconscious Victim	1	1			
941.23 - Carrying a Concealed Weapon	1		1		
943.41(3)(a) - Credit Card-Theft by Acquisition	1		1		
943.50(1m)(b) - Retail Theft - Intentionally Take - (<=\$500)(UCR \$50-\$199)	2		2		
943.50(1m)(b) - Retail Theft - Intentionally Take - (<=\$500)(UCR >=\$200)	1		1		
946.49(1)(a) - Bail Jumping-Misdemeanor	1		1		
947.01 - Disorderly Conduct	2		2		
947.013(1m) - Harassment	1			1	
961.41(1)(h) - Manuf/Deliver THC (<=200g)	1	1			
961.41(3g)(e) - Possession of THC	2		2		
Total	44	2	13	12	17

Date	On Hw	On Street	At #	From/A	From/At Street	Total Units	Total Injur	Total Killed
5/1/2021	83	ROCHESTER RD			ATKINSON ST	2.00	0.00	0.00
5/1/2021	83	ROCHESTER RD			HOLZ PKWY	2.00	0.00	0.00
5/8/2021		HOLZ PKWY			SWAN DR	1.00	0.00	0.00
5/10/2021	83	ROCHESTER RD		LO	EAGLE LAKE	2.00	0.00	0.00
5/10/2021		PARKING LOT	1010	083	ROCHESTER RD	2.00	0.00	0.00
5/11/2021	NN				FAIRWINDS BLVD	2.00	0.00	0.00
5/12/2021	043			083	ROCHESTER RD	2.00	0.00	0.00
5/12/2021	83		1010	NN		2.00	1.00	0.00
5/12/2021	83		1010	NN		2.00	1.00	0.00
5/12/2021	83		1010	NN		2.00	1.00	0.00
5/12/2021		PARKING LOT	215		BAY VIEW RD	2.00	0.00	0.00
5/13/2021		PARKING LOT	605	NN		2.00	1.00	0.00
5/14/2021		PARKING LOT	160		ARROWHEAD DR	2.00	0.00	0.00
5/14/2021		PARKING LOT	160		ARROWHEAD DR	2.00	0.00	0.00
5/15/2021	043			043		1.00	0.00	0.00
5/15/2021	NN		6898		CLARENDON AVE	1.00	0.00	0.00
5/15/2021	83	ROCHESTER RD			FRANKLIN ST	3.00	0.00	0.00
5/17/2021		PEARL ST			GRAND AVE	2.00	0.00	0.00
5/18/2021	83	ROCHESTER RD			HOLZ PKWY	2.00	1.00	0.00
5/18/2021		PARKING LOT	605	NN		2.00	0.00	0.00
5/18/2021		SHORE DR			LAKE ST	2.00	0.00	0.00
5/19/2021		PARKING LOT	827		ROCHESTER RD	2.00	0.00	0.00
5/20/2021	ES	MAIN ST			ATKINSON ST	2.00	0.00	0.00
5/22/2021		PARKING LOT	355		BAY VIEW RD	2.00	0.00	0.00
5/24/2021	43				STONE SCHOOL RD	1.00	0.00	0.00
5/24/2021	LO	EAGLE LAKE			MINORS DR	1.00	0.00	0.00
5/26/2021	NN			083		3.00	0.00	0.00
5/26/2021	NN			083		2.00	0.00	0.00
5/28/2021	83	ROCHESTER RD			HOLZ PKWY	2.00	0.00	0.00
5/29/2021	83	ROCHESTER RD			WOLF RUN E	2.00	0.00	0.00
						Total 57	Total 5	Total 0
		TOTAL Reports	for	May: 30				

Police Contacts - Village

First Shift	1663
Second Shift	1352
Third Shift	426
911 Calls	107
TOTAL CALLS	3548

Eagle Lake Patrol

Stops/All Calls	10
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Police Contacts - Town

First Shift	311
Second Shift	548
Third Shift	617
911 Calls	40
TOTAL CALLS	1516

Phantom Lake Patrol

Stops/All Calls	18
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<u>TOTAL CONTACTS</u>	5092
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FLEET MILES AND GAS USAGE

	<u>24</u>	<u>26</u>	<u>28</u>	<u>30</u>	<u>32</u>	<u>33</u>	<u>34</u>	<u>36</u>	<u>38</u>
	<u>18 Ford</u>	<u>10 Ford</u>	<u>20 Dodge</u>	<u>19 Ford</u>	<u>18 Ford</u>	<u>19 Chev</u>	<u>17 Ford</u>	<u>16 Ford</u>	<u>19 Ford</u>
Speed End	75550	86986	3731	72219	76292	7803	NA	55902	74454
Speed Beg	74080	86791	3257	68885	NA	NA	NA	53013	70071
Total Miles	1470	195	474	3334	NA	NA	NA	2889	4383
Total Gas	112	28	57	287	9	12	NA	222	198

Respectfully Submitted,

Chief Kevin Schmidt
Village of Mukwongo Police Department