

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, January 8, 2020

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Approval of Minutes

- 3.1 Motion to approve Minutes of the December 4, 2019 Committee of the Whole.
[12-04-2019 Draft Minutes](#)

4. State of the Village 2020 Presentation by Administrator Weidl

5. Finance Committee, Trustee Vermeulen

Discussion and possible action on the following items

5.1 Monthly Treasurer Report and Revenue/Expenditure Guideline Report

(For information purposes only, no action required)

[2019-11 November Revenue Expenditure Guideline](#)

[2019-11 November Treasury Report](#)

5.2 Motion to recommend to the Village Board to approve Vouchers in the amount of \$367,465.41

[Vouchers](#)

5.3 Motion to recommend to the Village Board to approve a 2020 Patrol Truck equipment package purchase requisition.

[2020 Patrol Truck Equipment Package](#)

5.4 Motion to recommend to the Village Board to approve a Stumper 280 HD Stump Grinder Purchase Requisition.

[Purchase Requisition -Stumper 280 HD](#)

[Village of Mukwonago Stumper 280HD Quote 12-12-19](#)

6. Health and Recreation Committee, Trustee Decker

Discussion and possible action on the following items

- 6.1 Discussion and possible recommendation on a Park Impact Fee
[Mukwonago Park Impact Fee Study Report](#)

7. Judicial Committee, Trustee Walsh

Discussion and possible action on the following items

- 7.1 Discussion and possible recommendation on the issuance process of an available Class "B"/"Class B" combination alcohol license.
[11-12-2012 Judicial Committee Minutes](#)
- 7.2 Discussion and possible recommendation on an Ordinance amending Section 100-30 of the Village Code relative to the subject of the conducting of public comment Section at Plan Commission meetings.
[Draft Ordinance to Amend 100-30](#)

8. Personnel Committee, Trustee Johnson

Discussion and possible action on the following items

- 8.1 Motion to recommend to the Village Board the request for educational pay incentive from Officer Michael Kubiak.
[Officer Kubiak request.pdf](#)
[Letter to Police Commission.pdf](#)
[Police Commission Approval.docx](#)

9. Public Works Committee, Trustee Wamser

Discussion and possible action on the following items

- 9.1 Motion to recommend approval to the Village Board to have the Village President sign the lighting agreement with WE Energies for the additional street light on Fox River View.
[Fox River View Street Light](#)
- 9.2 Motion to recommend approval to the Village Board to authorize the Village President to sign the documents related to WE Energies work order 4243187 for the downtown street light project.
[Downtown Streetlight LED addition and conversion](#)
- 9.3 Motion to recommend approval to the Village Board to authorize the Village President to sign the WE Energies lighting agreement for the River Park Estates LED street light conversion.
[Authorization Cover Letter WI River Park Estates Mukwonago.pdf](#)

[ROL CONV INFO MUKWONAGO RIVER ESTATES.pdf](#)

[wi_lightingrates RPE.pdf](#)

[RPE.pdf](#)

[WE Energies Email.pdf](#)

9.4 Discussion and possible action on Well #3 Repairs and Options.

9.5 Motion to recommend to the Village Board to approve Task Order 2019-18 from Ruekert-Mielke, Inc. for River Park Estates Phase 2 Design, Bidding, and Construction Services.

[2019-18 River Park Estates Rehabilitation Phase 2](#)

10. Protective Services, Trustee Brill

Discussion and possible action on the following items

10.1 Recommend to the Village Board to approve **Resolution 2020- 01** A resolution to establish a snowmobile route within the limits of the Village of Mukwonago.

[Resolution 2020 - 01](#)

[County Map](#)

[Village Map](#)

10.2 Review of Pedestrian and Traffic Safety *(This item is for informational purposes only)*

11. Correspondence

11.1 Correspondence from Town of Vernon regarding notification of a Cooperative Boundary Plan with the Town of Waukesha.

11.2 Meet the Mukwonago Fire Department, 1111 Fox Street, on Thursday January 16, 2020. Tours will be provided at 6:00pm along with free blood pressure checks. Community Focus Meeting starts at 7:00pm to answer questions and help direct the future of the Mukwonago Fire & EMS services.

[Community Focus Meeting Announcement 01-16-20 Flyer](#)

12. 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.

Village of Mukwonago

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
Wednesday, December 4, 2019**

Time: **5:30 pm**

Place: **Mukwonago Municipal Building/Board Room, 440 River Crest Ct.**

Call to Order

President Winchowky called the meeting to order at 5:30pm at the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Board Members Present: Eric Brill
James Decker
Darlene Johnson
Roger Walsh
Jason Wamser
Jay Vermeulen
Fred Winchowky

Also Present: Mark Blum, Village Attorney
Jerad Wegner, Village Engineer
Ron Bittner, PW Director
Dave Brown, Utilities Director
Ben Kohout, Village Planner
Diana Doherty, Finance Director
Diana Dykstra, Village Clerk/Treasurer
Kevin Schmidt, Police Chief
Jeff Stein, Fire Chief

Approval of Minutes

Approval of Committee of the Whole Minutes from November 6, 2019

Decker/Johnson motion to approve Committee of the Whole minutes of November 6, 2019.
Unanimously carried.

Presentation

Presentation of Electronic Agenda Management Program PEAK Agenda Management, new web site display for agendas and minutes, and the use of iLegislate for elected officials by the Clerk-Treasurer Diana Dykstra.

Clerk Dykstra presented to the Committee the new electronic agenda management system, and how the system will allow for a more transparent display of meeting minutes and agenda for the public. An overall review of the system and how elected officials can view their materials in multiple formats.

**Downtown Development Committee, Trustee Walsh
Recommend to the Village Board to approve and award of contract for Streetscape
and Wayfind Sign Design Services with Foth Engineering in the amount of \$27,600.**

Trustee Walsh discussed the seven submittals received. The DDC appointed a three person committee to review the proposals and bring them into their meeting for a presentation. Trustee Decker questioned what all the proposals were she hadn't seen any report. Attorney Blum also noted he had reviewed a contract and had a few questions on several sections, however assumes they will be worked out prior to the Board meeting. Walsh/Wamser motion to recommend to the Village Board to approve and award contract for Streetscape and Wayfind sign design services with Foth Engineering in the amount of \$27,600 pending review and acceptance of contract by the Village Attorney. Unanimously carried.

**Discussion and possible recommendation to proceed with getting most current
information from WisDOT on Hwy 83 reroute and any budget plans for Downtown Hwy.
83 improvements.**

Trustee Walsh provided information on the comprehensive plan projects which his committee has been tackling. He wanted to review the reroute of Hwy 83 and requested information on meeting or opening that discussion with the DOT. He suggested the Village pursue this for an update. Planner Kohout explained the Streetscape Contractor is willing to entertain that discussion on our behalf during their process. It was determined the consensus of the Board was to contact DOT and get an updated status. No official action was necessary.

Finance Committee, Trustee Vermeulen

Monthly Treasurer Report and Revenue/Expenditure Guideline Report was placed on file.

**Recommend to the Village Board to approve vouchers payable AP payment batches in
the amount of \$294,737.27**

Decker/Johnson motion to recommend approval of vouchers payable AP payment batches in the amount of \$294,737.27. Unanimously carried.

**Recommend to the Village Board to approve Resolution 2019- 057 A Resolution
adopting the Annual Tax Increment District Budgets for TID #3, TID #4, and TID #5.**

Johnson/Decker motion to recommend to the Village Board to approve Resolution 2019- 057 A Resolution adopting the Annual Tax Increment District Budgets for TID #3, TID #4, and TID #5. Unanimously carried.

**Recommend to the Village Board to approve Resolution 2019-059 A resolution relating
to Salary and Wage Schedules for Non-Represented Full-Time and Part-Time
Employees.**

Decker/Wamser motion to recommend to the Village Board to approve Resolution 2019-059 A resolution relating to Salary and Wage Schedules for Non-Represented Full-Time and Part-Time Employees. Finance Director Doherty noted the wage ranges were adjusted by the CPI 1.59% this year, and employees were budgeted to receive 2%. Unanimously carried.

Recommend to the Village Board to approve Resolution 2019-060 A resolution relating to salary exception schedule for Village Administrator/Economic Development Director Position.

Decker/Wamser motion to Recommend to the Village Board to approve Resolution 2019-060 A resolution relating to salary exception schedule for Village Administrator/Economic Development Director Position. Trustee Johnson confirmed this was a contract compensation amendment in 2017, and confirmed he additionally receives \$3,000 annually for mileage stipend. Trustee Vermeulen noted this is simply an execution of that contract the Village entered into. Roll Call: "Yes" Trustees Brill, Decker, Vermeulen, Walsh, Wamser, and Winchowky. "No" Trustee Johnson. Motion carried 6-1.

**Health and Recreation Committee, Trustee Decker
Recommend to the Village Board to approve a Public Facilities Needs Assessment and Park Impact Fee Study from Trilogy Consulting, LLC.**

Christine DeMasters presented a Public Facilities Needs Assessment and Park Impact Fee Study from Trilogy Consulting, LLC. It was noted the Village currently has a parkland use fee under Wis. Stats. 236.45. Impact Fees are paid for at the time of a building permit and are addressed under Wis. Stats. 66.0617. In addition to those parkland fees, the Village collects impact fees for Water, Sewer, Library, Police, and Fire. She reviewed the current list of potential capital improvements and provided the Board information on where they measure against surrounding communities. There was further discussion on the range available if an adjustment was necessary. DPW Director Bittner noted currently apartment developments do not have to pay for the park fees as it is currently written. He would like to see a level playing field for all residents and users.

Attorney Blum noted no action is necessary at this time unless the Board is ready to make a recommendation on the rates. If the Committee wishes to make an adjustment, they would need to make a recommendation to the Board on the level of adjustment. An amendment would require a public hearing.

Wamser/Walsh motion to accept the Public Facilities Needs Assessment and Park Impact Fee Study from Trilogy Consulting, LLC. It was noted the Committee will review for further direction. Roll Call: "Yes" Trustees Brill, Decker, Vermeulen, Walsh, Wamser, and Winchowky. "No" Trustee Johnson. Motion carried 6-1.

Recommend to the Village Board to approve the Park Memorial Donation Policy and the Park Donation and Naming Policy.

Johnson/Wamser motion to Recommend to the Village Board to approve the Park Memorial Donation Policy and the Park Donation and Naming Policy subject to attorney review. Trustee Decker noted he would recommend the policies be combined into part one and part two, as it would be easier to handle.

Roll call "Yes" Trustee Brill, Decker, Vermuelen, Wamser, and Winchowky. "No" Trustee Johnson and Walsh.

Judicial Committee, Trustee Walsh

Recommend to the Village Board to approve drafting an ordinance establishing an Order of Business for the Village Plan Commission to add a public comment period.

Trustee Walsh noted this item was not what he had submitted as his agenda item. He has requested public comment since 2017 when he came before the Board. He feels this is the discretion on the chair of the meeting whether an ordinance is needed and he would defer to the Attorney regarding his request. Additionally, he would like to see the streaming of meetings, which was an item removed from the agenda.

Attorney Blum noted anyone has the ability to have public comment on an agenda. They can simply make a motion to dispense of the rules to speak outside the normal public comment periods, or they can develop an ordinance subject to whatever rules such as time limit and not allowing on public hearing items. Basically the Board can either have public comment by action or by formally scheduling a portion on the agenda by an ordinance amendment.

President Winchowky noted he feels Plan Commission should have interaction with the plans and staff, and these items go to the Board where there is open public comment. Plan Commission does hold a public hearing which is the time to address those items. He feels this is unnecessary.

Trustee Decker noted that at the Plan Commission they are getting to the bones of items and learning the facts. He feels there is plenty of opportunity to comment at the Village Board.

Trustee Johnson feels if the agenda has items the public wishes to speak on, and they can't make it any other day, they should be able to comment. She feels this is a good idea.

Trustee Walsh added whether this is adjusted or not he wanted to bring this forward because some residents feel if they knew more about the items they would like to comment before the Board is pressed to make a decision.

Wamser/Johnson motion to recommend public comment period to the Plan Commission Agenda, consistent with the Village Board format, and request the Village Attorney draft ordinance amendment accordingly.

Roll Call: "Yes" Trustee Brill, Johnson, Walsh, and Wamser. "No" Trustee Decker, Vermeulen, and Winchowky. Motion carried 4-3.

Recommendation to the Village Board to approve Resolution 2019-058 a Resolution to appoint Election Inspectors for the Village of Mukwonago.

Wamser/Brill motion to Recommendation to the Village Board to approve

Resolution 2019-058 a Resolution to appoint Election Inspectors for the Village of Mukwonago. Unanimously carried.

Original Class A Fermented Malt Beverage and Class A Liquor License application from 1060 Rochester Enterprises, Inc. d/b/a Shell, 1060 Rochester Street, Judy Schwartz, Agent.

Wamser/Johnson motion to recommend to the Village Board to approve Original Class A Fermented Malt Beverage and Class A Liquor License application from 1060 Rochester Enterprises, Inc. d/b/a Shell, 1060 Rochester Street, Judy Schwartz, Agent. Unanimously carried.

Original Class A Fermented Malt Beverage License Application from 122 Arrowhead Enterprises, Inc., d/b/a BP, 122 Arrowhead Dr., Judy Schwartz, Agent

Wamser/Johnson Motion to recommend to the Village Board to approve Original Class A Fermented Malt Beverage License Application from 122 Arrowhead Enterprises, Inc., d/b/a BP, 122 Arrowhead Dr., Judy Schwartz, Agent. Unanimously carried.

Original Class A Fermented Malt Beverage License application from 301 Main Enterprises Inc. d/b/a Clark, 301 Main Street, Judith Schwartz, Agent.

Wamser/Johnson Motion to recommend to the Village Board to approve Original Class A Fermented Malt Beverage License application from 301 Main Enterprises Inc. d/b/a Clark, 301 Main Street, Judith Schwartz, Agent. Unanimously carried.

Original Class A Fermented Malt Beverage and Class A Liquor License application from 909 Greenwald Enterprises, Inc., d/b/a Citgo, 909 Greenwald Ct., Judith Schwartz, Agent.

Wamser/Johnson Motion to recommend to the Village Board to approve Original Class A Fermented Malt Beverage and Class A Liquor License application from 909 Greenwald Enterprises, Inc., d/b/a Citgo, 909 Greenwald Ct., Judith Schwartz, Agent. Unanimously carried.

Discussion and further direction on Ordinance amendment regarding distressed properties.

Trustee Walsh introduced the recommendation from the Village Attorney regarding an ordinance amendment to Section 34-32 of the Municipal Code.

Wamser/Decker motion to recommend to the Village Board to adopt an Ordinance amending Section 34-32 of the Municipal Code and add Section 18-23 as recommended by the Village Attorney, and include the example of Item 137-7 from New Berlin regarding obstruction of drainage without a permit. Unanimously carried.

**Protective Services, Trustee Brill
Announcement of Lieutenant Daniel Streit completing the School of Police Staff and Command at Northwestern University, Class #463.**

Announcement of a Community Focus Meeting on December 11, 2019 at 6:30pm with RW Management Group, Inc, for an organizational analysis of the Mukwonago Fire Department. Chief Stein noted this is the first public meeting pursuant to the recent study approved. The meeting will take place at Station #1.

Discussion and possible action to appoint two board members to be interviewed by RW Management for the Fire Department Organizational Study.

It was noted Trustee Decker and Brill will be the designated representatives.

Public Works Committee, Trustee Wamser
Discussion concerning Capacity Study of Wastewater Treatment Facilities and Water Utilities.

David Arnott from Ruekert-Mielke was present to review the report. The Wastewater facility built in 1981 has served the system well. It continues to meet the planned developments that are approved to date. There was discussion regarding their plans to finalize the report and meet the development needs until any expansion would be required. Water Supply capacity was reviewed as well. There are five wells and two elevated storage tanks. There is a system of blending for the radium treatment currently, which under the DNR storage capacity calculation could result in a deficiency rating. They will be working on a recommendation to provide chemical treatment for radium in a few months as they complete the study.

This item was for information only. No action was required.

Recommend to the Village Board to approve Change Order #2 with August Winter & Sons, Inc. for Grit and Digester Upgrades in the amount of \$40,759.27.

Decker/Johnson motion to recommend to the Village Board to approve Change Order #2 with August Winter & Sons, Inc. for Grit and Digester Upgrades in the amount of \$40,759.27.

Unanimously carried.

New Business Items

Discussion and possible action to move the January 1, 2020 Committee of the Whole meeting to accommodate the New Year's Holiday. Decker/Johnson motion to change the January Committee of the Whole meeting to January 8, 2020. Unanimously carried.

Adjournment

Meeting was adjourned at 7:45pm.

Respectfully Submitted,

Diana Dykstra, CMC
Village Clerk/Treasurer

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 11/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	95,331.00	19,452.60	75,878.40	20.41
PTAX	GENERAL PROPERTY TAX	2,604,077.00	2,587,875.37	16,201.63	99.38
TAXES	OTHER TAXES	383,090.00	367,238.43	15,851.57	95.86
IGOVTRV	INTERGOVERNMENTAL REVENUES	778,785.00	792,451.01	(13,666.01)	101.75
LICPER	LICENSES & PERMITS	331,257.00	497,039.78	(165,782.78)	150.05
LAWORD	FINES & FORFEITURES	156,000.00	163,230.98	(7,230.98)	104.64
PUBCHGS	PUBLIC CHARGES FOR SERVICES	29,810.00	33,372.49	(3,562.49)	111.95
LEISURE	LEISURE ACTIVITIES	94,940.00	74,545.79	20,394.21	78.52
IGOVTC	INTERGOVERNMENTAL CHARGES	203,526.00	142,732.34	60,793.66	70.13
INVTINC	INVESTMENT INCOME	48,000.00	108,606.44	(60,606.44)	226.26
TOTAL REVENUES		4,724,816.00	4,786,545.23	(61,729.23)	101.31
Expenditures					
5111	VILLAGE BOARD	54,829.00	70,380.21	(15,551.21)	128.36
5112	HISTORIC PRESERVATION	400.00	153.73	246.27	38.43
5120	MUNICIPAL COURT	43,727.00	38,458.01	5,268.99	87.95
5130	VILLAGE ATTORNEY	78,780.00	85,937.75	(7,157.75)	109.09
5141	VILLAGE ADMINISTRATION/FINANCE	202,999.00	149,202.03	53,796.97	73.50
5142	CLERK-TREASURER	202,128.00	189,534.66	12,593.34	93.77
5144	ELECTIONS	22,800.00	4,976.09	17,823.91	21.82
5151	INDEPENDENT AUDITING	13,000.00	11,606.17	1,393.83	89.28
5153	ASSESSMENT OF PROPERTY	19,850.00	17,920.35	1,929.65	90.28
5154	RISK & PROPERTY INSURANCE	132,800.00	95,364.48	37,435.52	71.81
5160	VILLAGE HALL	42,324.00	36,437.74	5,886.26	86.09
5191	UNCOLLECTED TAX	0.00	5,797.27	(5,797.27)	100.00
5211	POLICE ADMINISTRATION	1,024,557.00	917,599.85	106,957.15	89.56
5212	POLICE PATROL	1,067,043.00	881,815.10	185,227.90	82.64
5213	CRIME INVESTIGATION	231,577.00	204,724.10	26,852.90	88.40
5215	POLICE TRAINING	7,100.00	6,220.57	879.43	87.61
5220	FIRE STATION (VILLAGE)	5,803.00	7,126.30	(1,323.30)	122.80
5235	EMERGENCY GOVERNMENT	2,350.00	0.00	2,350.00	0.00
5241	BUILDING INSPECTOR	231,025.00	196,260.49	34,764.51	84.95
5247	BOARD OF APPEALS	800.00	14.50	785.50	1.81
5254	DAMS	9,942.00	6,438.48	3,503.52	64.76
5300	DPW GENERAL ADMINISTRATION	312,951.00	256,556.05	56,394.95	81.98
5323	GARAGE	51,509.00	44,954.42	6,554.58	87.27
5324	MACHINERY & EQUIPMENT	96,031.00	77,813.62	18,217.38	81.03
5335	ENGINEERING	50,000.00	56,754.63	(6,754.63)	113.51
5341	STREETS & ALLEYS	14,465.00	13,837.98	627.02	95.67
5342	STREET LIGHTING	159,800.00	150,009.08	9,790.92	93.87
5343	CURBS GUTTERS & SIDEWALKS	25,550.00	24,042.99	1,507.01	94.10
5344	STORM SEWER	14,257.00	16,447.56	(2,190.56)	115.36
5345	STREET CLEANING	16,915.00	7,843.24	9,071.76	46.37
5346	BRIDGES & CULVERTS	5,455.00	21.78	5,433.22	0.40
5347	SNOW & ICE CONTROL	117,083.00	103,161.83	13,921.17	88.11
5348	STREET SIGNS & MARKINGS	14,574.00	10,894.82	3,679.18	74.76
5362	GARBAGE COLLECTION	5,081.00	4,066.78	1,014.22	80.04
5431	ANIMAL POUND	2,800.00	2,745.50	54.50	98.05
5512	MUSEUM	10,700.00	6,596.17	4,103.83	61.65
5521	PARKS	167,790.00	148,044.28	19,745.72	88.23
5522	CELEBRATIONS	6,882.00	3,727.12	3,154.88	54.16
5611	FORESTRY	46,600.00	55,282.17	(8,682.17)	118.63
5613	WEED CONTROL	1,427.00	1,005.94	421.06	70.49
5632	PLANNING DEPARTMENT	138,186.00	85,086.45	53,099.55	61.57
5660	STORMWATER MASTER PLAN	13,000.00	8,028.17	4,971.83	61.76
5670	ECONOMIC DEVELOPMENT	59,926.00	40,761.53	19,164.47	68.02
5700	CAPITAL OUTLAY EXPENDITURES	0.00	3,909.82	(3,909.82)	100.00
TOTAL EXPENDITURES		4,724,816.00	4,047,559.81	677,256.19	85.67
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		4,724,816.00	4,786,545.23	(61,729.23)	101.31
TOTAL EXPENDITURES		4,724,816.00	4,047,559.81	677,256.19	85.67
NET OF REVENUES & EXPENDITURES		0.00	738,985.42	(738,985.42)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 11/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	0.00	16,367.32	(16,367.32)	100.00
PTAX	GENERAL PROPERTY TAX	218,484.00	200,277.00	18,207.00	91.67
EBIX	EBIX REVENUES	982,346.00	850,303.41	132,042.59	86.56
IGOVTRV	INTERGOVERNMENTAL REVENUES	6,000.00	8,120.48	(2,120.48)	135.34
PUBCHGS	PUBLIC CHARGES FOR SERVICES	7,050.00	1,704.00	5,346.00	24.17
IGOVTC	INTERGOVERNMENTAL CHARGES	218,484.00	182,070.00	36,414.00	83.33
INVTINC	INVESTMENT INCOME	700.00	1,669.27	(969.27)	238.47
TOTAL REVENUES		1,433,064.00	1,260,511.48	172,552.52	87.96
Expenditures					
5140	ADMINISTRATIVE & GENERAL	25,827.00	23,691.25	2,135.75	91.73
5221	FIRE ADMINISTRATION	855,623.00	784,787.19	70,835.81	91.72
5222	FIRE SUPPRESSION	67,798.00	48,347.97	19,450.03	71.31
5223	FIRE TRAINING	44,631.00	26,421.84	18,209.16	59.20
5231	AMBULANCE	349,915.00	326,231.85	23,683.15	93.23
5232	AMBULANCE TRAINING	20,724.00	8,024.47	12,699.53	38.72
5700	CAPITAL OUTLAY EXPENDITURES	36,000.00	29,928.17	6,071.83	83.13
5880	USE OF GRANTS/DONATIONS	0.00	5,604.02	(5,604.02)	100.00
5900	OTHER FINANCING USES	32,546.00	0.00	32,546.00	0.00
TOTAL EXPENDITURES		1,433,064.00	1,253,036.76	180,027.24	87.44
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		1,433,064.00	1,260,511.48	172,552.52	87.96
TOTAL EXPENDITURES		1,433,064.00	1,253,036.76	180,027.24	87.44
NET OF REVENUES & EXPENDITURES		0.00	7,474.72	(7,474.72)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 11/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	100.00	0.00	100.00	0.00
UTILREV	UTILITY REVENUES	1,924,185.00	1,464,340.28	459,844.72	76.10
CONTRIB	CONTRIBUTED CAPITAL	50,000.00	379,098.23	(329,098.23)	758.20
MISCINC	MISC INCOME UTILITIES	133,000.00	142,808.67	(9,808.67)	107.37
IGOVTC	INTERGOVERNMENTAL CHARGES	1,500.00	1,974.68	(474.68)	131.65
INVTINC	INVESTMENT INCOME	22,300.00	90,330.11	(68,030.11)	405.07
TOTAL REVENUES		2,131,085.00	2,078,551.97	52,533.03	97.53
Expenditures					
5140	ADMINISTRATIVE & GENERAL	200.00	145.72	54.28	72.86
5900	OTHER FINANCING USES	22,324.00	0.00	22,324.00	0.00
6200	PUMPING OPERATIONS	104,250.00	90,934.04	13,315.96	87.23
6210	PUMPING MAINTENANCE	237,604.00	47,490.35	190,113.65	19.99
6300	WATER TREATMENT OPERATIONS	68,398.00	65,006.71	3,391.29	95.04
6310	WATER TREATMENT MAINTENANCE	7,267.00	12,433.37	(5,166.37)	171.09
6450	T&D-DISTR RSRVR/STNDP MAINT	307,079.00	368,909.47	(61,830.47)	120.14
6451	T&D-MAINS MAINTENANCE	46,979.00	38,036.21	8,942.79	80.96
6452	T&D-SERVICES MAINTENANCE	22,165.00	31,091.99	(8,926.99)	140.28
6453	T&D-METERS MAINTENANCE	21,649.00	10,321.91	11,327.09	47.68
6454	T&D-HYDRANTS MAINTENANCE	22,110.00	35,770.90	(13,660.90)	161.79
6901	METER READING LABOR	1,894.00	3,347.30	(1,453.30)	176.73
6902	ACCOUNTING & COLLECTING LABOR	71,953.00	65,847.87	6,105.13	91.52
6920	ADMINISTRATIVE & GENERAL EXP	799,659.00	941,992.86	(142,333.86)	117.80
6950	YEAR END ACCOUNTING ADJUSTMENT	397,554.00	0.00	397,554.00	0.00
TOTAL EXPENDITURES		2,131,085.00	1,711,328.70	419,756.30	80.30
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,131,085.00	2,078,551.97	52,533.03	97.53
TOTAL EXPENDITURES		2,131,085.00	1,711,328.70	419,756.30	80.30
NET OF REVENUES & EXPENDITURES		0.00	367,223.27	(367,223.27)	100.00

PERIOD ENDING 11/30/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 11/30/2019	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	0.00	1,511.89	(1,511.89)	100.00
UNCLASSIFIED	Unclassified	10,000.00	0.00	10,000.00	0.00
UTILREV	UTILITY REVENUES	1,482,600.00	1,223,461.43	259,138.57	82.52
LICPER	LICENSES & PERMITS	80,700.00	282,483.78	(201,783.78)	350.04
CONTRIB	CONTRIBUTED CAPITAL	80,000.00	174,770.04	(94,770.04)	218.46
MISCINC	MISC INCOME UTILITIES	200,000.00	61,133.00	138,867.00	30.57
INVSTINC	INVESTMENT INCOME	46,025.00	97,451.49	(51,426.49)	211.74
TOTAL REVENUES		1,899,325.00	1,840,811.63	58,513.37	96.92
Expenditures					
5140	ADMINISTRATIVE & GENERAL	120.00	72.52	47.48	60.43
5900	OTHER FINANCING USES	1,684.00	0.00	1,684.00	0.00
8010	WWTP-TREATMENT/DISPOSAL/GP	431,871.00	529,923.12	(98,052.12)	122.70
8020	LIFT STATIONS/PUMPING EQUIP	20,662.00	35,678.36	(15,016.36)	172.68
8030	WASTEWATER COLLECTION SYSTEM	162,395.00	47,295.03	115,099.97	29.12
8100	DPW	3,167.00	0.00	3,167.00	0.00
8300	ACCOUNTING/COLLECTING	73,953.00	66,353.36	7,599.64	89.72
8400	ADMINISTRATIVE & GENERAL	494,330.00	611,827.61	(117,497.61)	123.77
8900	YEAR END ACCOUNTING ADJUSTMENT	711,143.00	0.00	711,143.00	0.00
TOTAL EXPENDITURES		1,899,325.00	1,291,150.00	608,175.00	67.98
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		1,899,325.00	1,840,811.63	58,513.37	96.92
TOTAL EXPENDITURES		1,899,325.00	1,291,150.00	608,175.00	67.98
NET OF REVENUES & EXPENDITURES		0.00	549,661.63	(549,661.63)	100.00
TOTAL REVENUES - ALL FUNDS		10,188,290.00	9,966,420.31	221,869.69	97.82
TOTAL EXPENDITURES - ALL FUNDS		10,188,290.00	8,303,075.27	1,885,214.73	81.50
NET OF REVENUES & EXPENDITURES		0.00	1,663,345.04	(1,663,345.04)	100.00

TREASURERS REPORT	Nov-19	TOTAL	Citizens	Other	LGIP	Long Term Investments - Johnson Bank & ADM
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GENERAL VILLAGE

100-111xxx	General Fund	2,064,308.60	213,728.43	300.00	808,481.51	1,041,798.66
100-111005/020/033	Checking/MRA/Accrued Sick	1,054,049.00		652,312.16	293,877.13	107,859.71
150-111000	Fire Department	208,681.46	208,681.46			
200-110xxx	Lynch & Chapman Blvd	(215,571.97)	(215,571.97)		-	
210-111xxx	Wisc Development - RLF	209,360.62				209,360.62
220-111xxx	TID#3-General	992,792.52	102,593.99		524,739.27	365,459.26
240-111xxx	TID#4-General	(11,279.26)	(11,279.26)		-	
250-111xxx	TID#5-General	3,230,998.97	253,903.54		2,977,095.43	
300-111xxx	Debt Service	730,736.28	5,962.55		724,773.73	
320-111000	Fire Department Designated	255,727.90	132,015.96		123,711.94	
340-111xxx	Village Designated Funds	314,205.16	240,627.87		73,577.29	
410-111000	Recycling	146,732.66	107,993.02		38,739.64	
430-111000	Capital Equipment	363,047.05	156,345.27		206,701.78	
440-111xxx	Library	300,254.09	290,140.45	-	10,113.64	
480-111xxx	Capital Improvement Funds	2,566,162.83	16,423.53		2,297,326.61	252,412.69
500-111000	Stormwater District #1	54,262.14	54,262.14		-	
600-111xxx	Impact Fees	245,014.38	230,688.96		14,325.42	-
720-111xxx	Taxroll	18,307.74	18,306.94	-	0.80	
810-111xxx	Parkland Site	314,710.22	79,459.75		235,250.47	
TOTAL		12,842,500.39	1,884,282.63	652,612.16	8,328,714.66	1,976,890.94

WATER UTILITY

610-111000	Cash	625,833.71	625,833.71			
610-111200	Bonds & Unrestricted Cash	360,829.05			360,829.05	
610-111400	Long Term Debt	62,347.31				62,347.31
610-111050	Current Year Debt Reserve	7,287.27	7,287.27		-	
610-111060	Required Debt Reserve	621,834.37	-		176,557.25	445,277.12
610-111080	Impact Fee	766,783.93	348,955.10		417,828.83	
610-111033	Accrued Sick Pay	4,263.63				4,263.63
TOTAL		2,449,179.27	982,076.08	-	955,215.13	511,888.06

SEWER UTILITY

620-111000	Cash	607,325.47	607,325.47			
620-111200	Bonds & Unrestricted Cash	92,282.17			92,282.17	
620-111030	Reserve Capacity Assessment	844,878.86	284,713.70		6,807.67	553,357.49
620-111060	Required Debt Reserve	730,168.83	-		-	730,168.83
620-111050	Current Year Debt Reserve	9,364.02	9,364.02		-	
620-111070	Equipment Replacement Fund	467,152.48	-		-	467,152.48
620-111080	Impact Fee	623,219.39	144,944.07		478,275.32	
620-111033	Accrued Sick Pay	4,265.71			4,265.71	-
TOTAL		3,378,656.93	1,046,347.26	-	581,630.87	1,750,678.80

GRAND TOTAL	18,670,336.59	3,912,705.97	652,612.16	9,865,560.66	4,239,457.80
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Prepared by Diana Doherty

balance check

18,670,336.59

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 01/09/2020 - 01/09/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: ABT MAILCOM				
35469	TAX BILL PRINTING - WALWORTH	100-5142-531200	112.61	112.61 CLERK
TOTAL VENDOR ABT MAILCOM				112.61
VENDOR NAME: ADAMS ELECTRIC				
1259	FIRE ALARM SERVICES	100-5160-521900	279.75	279.75 DPW
1259CM	2019 FIRE PANEL SERVICES	100-5160-521900	(279.75)	(279.75) DPW
TOTAL VENDOR ADAMS ELECTRIC				0.00
VENDOR NAME: AIR ONE				
151679-PB	JET SIPHON CAP	150-5222-531100	19.75	19.75 FIRE
TOTAL VENDOR AIR ONE				19.75
VENDOR NAME: AIRGAS USA LLC				
9096134336	EMS SUPPLIES	150-5231-531100	604.48	604.48 FIRE
TOTAL VENDOR AIRGAS USA LLC				604.48
VENDOR NAME: ALSCO				
IMIL 1516093	VILLAGE HALL WALK OFF MATS	100-5160-521900	37.00	37.00 DPW
IMIL1518500	MATS	100-5211-539400	42.00	42.00 POLICE
TOTAL VENDOR ALSCO				79.00
VENDOR NAME: ASSOCIATED APPRAISAL CONSULTANT INC				
146150	ASSESSMENT SERVICES JANUARY 2020	100-5153-521900	1,414.20	1,414.20 CLERK
TOTAL VENDOR ASSOCIATED APPRAISAL CONSULTANT INC				1,414.20
VENDOR NAME: AT & T MOBILITY				
287291370101X12152	(287291370101 MONTHLY AT&T CELLULAR AND	100-5211-522500	195.68	195.68 POLICE
TOTAL VENDOR AT & T MOBILITY				195.68
VENDOR NAME: AUER STEEL				
30506359	REPLACE VENT MOTOR & FAN WHEEL IN GARAGE	100-5211-539400	409.07	409.07 POLICE
TOTAL VENDOR AUER STEEL				409.07
VENDOR NAME: BOUND TREE MEDICAL LLC				
JULY - SEPT REBATE	EMS SUPPLIES	150-5231-531100	48.00	48.00 FIRE
TOTAL VENDOR BOUND TREE MEDICAL LLC				48.00
VENDOR NAME: BUCHHOLTZ HANNAH				
0000191112-2	HANNAH BUCHHOLTZ	150-5222-534600	50.00	50.00 FIRE
TOTAL VENDOR BUCHHOLTZ HANNAH				50.00
VENDOR NAME: C & M AUTO PARTS INC				
6079-309361	3461 REPAIR	150-5222-539500	11.52	11.52 FIRE
TOTAL VENDOR C & M AUTO PARTS INC				11.52
VENDOR NAME: CARL OSTROWSKI				
752-01	PATIENT REFUND - OVERPAYMENT	150-0000-130450	93.92	93.92 FIRE
TOTAL VENDOR CARL OSTROWSKI				93.92

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: CENTRAL OFFICE SYSTEMS					
66039441	COPIER LEASE	150-5221-531100	92.00	92.00	FIRE
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				92.00	
VENDOR NAME: CERTIFIED LABORATORIES					
3779054	BACTERIA SOAP FOR WWTF	620-8010-827000	358.19	358.19	UTILITIES
TOTAL VENDOR CERTIFIED LABORATORIES				358.19	
VENDOR NAME: CINTAS					
4037373115	STAFF UNIFORMS	100-5323-531100	96.44	96.44	DPW
4037373030	UNIFORM SERVICE	610-6920-693000	39.25	78.50	UTILITIES
		620-8010-827000	39.25		
4037955730	UNIFORM SERVICE	610-6920-693000	39.25	78.50	UTILITIES
		620-8010-827000	39.25		
4037955748	STAFF UNIFORMS	100-5323-531100	97.26	97.26	DPW
TOTAL VENDOR CINTAS				350.70	
VENDOR NAME: CIVIC WEBWARE					
0328-02	2020 ZONING HUB FEE	100-5632-521900	456.00	456.00	PLANNER
TOTAL VENDOR CIVIC WEBWARE				456.00	
VENDOR NAME: DELIKAT CODY					
113-7672478-571783	LOCKOUT FOR LARGE METERS	620-8010-827000	308.02	308.02	UTILITIES
TOTAL VENDOR DELIKAT CODY				308.02	
VENDOR NAME: DIGGERS HOTLINE INC					
191138301	DIGGERS HOTLINE STORM SEWER	100-5344-521900	133.33	133.33	DPW
TOTAL VENDOR DIGGERS HOTLINE INC				133.33	
VENDOR NAME: ELIZABETH WOOD					
13021-01	PATIENT REFUND - OVERPAYMENT	150-0000-130450	105.00	105.00	FIRE
TOTAL VENDOR ELIZABETH WOOD				105.00	
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
2121757	EMS SUPPLIES	150-5231-531100	185.44	185.44	FIRE
2121803	EMS SUPPLIES	150-5231-531100	110.72	110.72	FIRE
2123422	EMS SUPPLIES	150-5231-531100	346.74	346.74	FIRE
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				642.90	
VENDOR NAME: ENVIRONMENT CONTROL					
12654-613	CLEANING SERVICES	100-5160-521900	597.00	597.00	DPW
TOTAL VENDOR ENVIRONMENT CONTROL				597.00	
VENDOR NAME: FASTENAL COMPANY					
WIMUK80311	WWTF MISC	620-8010-827000	359.12	359.12	UTILITIES
WIMUK80338	WWTF PIPE TAP TOOLS MISC	620-8010-827000	76.58	76.58	UTILITIES
WIMUK80147	LARGE METER REPAIR BOLTS	610-6453-664100	23.00	23.00	UTILITIES
WIMUK80253	BLOWER REPAIR WWTF	620-8010-833000	16.25	16.25	UTILITIES

16

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: FASTENAL COMPANY					
WIMUK80259	WWTF BLOWER REPAIR	620-8010-833000	7.51	7.51	UTILITIES
WIMUK80265	WWTF BLOWER REPAIRS	620-8010-833000	12.75	12.75	UTILITIES
WIMUK80272	WWTF MISC TOOLS	620-8010-827000	22.78	22.78	UTILITIES
TOTAL VENDOR FASTENAL COMPANY				517.99	
VENDOR NAME: FICKAU INC					
79097	INSULATED COVER FOR PRIMARY GEAR DRIVES.	620-8010-833000	1,512.75	1,963.50	UTILITIES
		620-8020-832000	450.75		
TOTAL VENDOR FICKAU INC				1,963.50	
VENDOR NAME: GALLS LLC					
014418850	PBT MOUTHPIECE TUBES	100-5212-531100	155.97	155.97	POLICE
014484396	NEW OFFICER RICHARD ROGERS 8 POINT CAP	100-5211-534700	71.38	71.38	POLICE
TOTAL VENDOR GALLS LLC				227.35	
VENDOR NAME: HARLEY BOB					
KOHLs 12-15-2019	T-SHIRTS	100-5241-539900	14.00	14.00	BUILDING
TOTAL VENDOR HARLEY BOB				14.00	
VENDOR NAME: HAWKINS WATER TREATMENT					
4632782	CHEMICALS FOR WATER TREATMENT	610-6300-663100	1,866.49	1,866.49	UTILITIES
4628927	CHEMICALS FOR WATER TREATMENT	610-6300-663100	492.36	492.36	UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				2,358.85	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
48852	FAMILY VENTURES/DEBACK	100-0000-211425	420.00	420.00	FINANCE
48853	915 MAIN	100-0000-211425	70.00	70.00	FINANCE
48854	BOX SELF STORAGE	100-0000-211425	52.50	52.50	FINANCE
48855	PHANTOM LAKE PRESERVE	100-0000-211425	105.00	105.00	FINANCE
48849	MISC MATTERS	100-5130-521900	1,920.00	1,920.00	FINANCE
48850	UTILITIES	610-6920-692300	70.00	140.00	FINANCE
		620-8400-852000	70.00		
48851	ORDINANCE/RESOLUTION	100-5130-521900	52.50	52.50	FINANCE
48856	PROSECUTION	100-5130-521900	930.00	930.00	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				3,690.00	
VENDOR NAME: HOME DEPOT					
9160494	REPLACEMENT MAILBOX POST	100-5347-531100	38.86	38.86	DPW
8021235	HOLIDAY LIGHTING	100-5522-539500	43.73	43.73	DPW
2160413	PIER MARKERS	100-5521-531100	13.30	13.30	DPW
7160512	REPLACE BROKEN HOSE REEL IN GARAGE	100-5212-539500	104.92	104.92	POLICE
2025175	PIER MARKERS	100-5521-531100	18.76	18.76	DPW
6022568	CATCH BASIN REPAIRS	100-5344-539500	34.41	34.41	DPW
6160620	CATCH BASIN REPAIRS	100-5344-539500	30.94	30.94	DPW
3025030	VH PAINTING SUPPLIES	100-5160-531100	27.46	27.46	DPW
6523086	PARTS FOR REPLACING HOSE REEL IN GARAGE	100-5212-539500	5.00	5.00	POLICE
5090267	REPLACE BROKEN HOSE REEL IN GARAGE	100-5212-539500	15.98	15.98	POLICE
3513897	VH PAINTING SUPPLIES	100-5160-531100	22.98	22.98	DPW

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 01/09/2020 - 01/09/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 4/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: HOME DEPOT					
	TOTAL VENDOR HOME DEPOT			356.34	
VENDOR NAME: HORN FEEDS					
30331	GRASS SEED	100-5521-531100	115.00	115.00	DPW
	TOTAL VENDOR HORN FEEDS			115.00	
VENDOR NAME: HUMANE ANIMAL WELFARE					
JAN 31 2020	2020 BILL FOR SERVICE CONTRACT	100-5431-521900	2,420.00	2,420.00	CLERK
	TOTAL VENDOR HUMANE ANIMAL WELFARE			2,420.00	
VENDOR NAME: INFINITY DEVELOPMENT LLC					
REFUND BALANCE	BD BOND REFUND	100-0000-211425	1,513.70	1,513.70	CLERK
	TOTAL VENDOR INFINITY DEVELOPMENT LLC			1,513.70	
VENDOR NAME: JCH WATER METER TESTING					
22003	LARGE METER TESTING	610-6453-665300	7,525.00	7,525.00	UTILITIES
	TOTAL VENDOR JCH WATER METER TESTING			7,525.00	
VENDOR NAME: JEFFERSON FIRE & SAFETY					
IN113464	GEAR SUSPENDERS	150-5222-539500	132.63	132.63	FIRE
PB000244	ELECTRIC FAN PPV	150-5700-571400	3,893.00	3,893.00	FIRE
	TOTAL VENDOR JEFFERSON FIRE & SAFETY			4,025.63	
VENDOR NAME: JOHNS DISPOSAL SVC. INC.					
379446	DECEMBER WASTE DIPOSAL	410-5362-531000	23,004.00	43,223.76	DPW
		410-5363-522000	19,067.76		
		100-5345-539000	1,152.00		
	TOTAL VENDOR JOHNS DISPOSAL SVC. INC.			43,223.76	
VENDOR NAME: KARL JAMES & COMPANY LLC					
MUK00202000005	PROPERTY TAX ICON ADDED TO WEB SITE	100-5142-521900	600.00	600.00	CLERK
MUK0020200001	ANNUAL WEBSITE MAINTENANCE - VILLAGE/DOW	100-5141-521900	1,600.00	4,800.00	ADMIN
		100-5670-521900	1,600.00		
		100-5670-521500	1,600.00		
	TOTAL VENDOR KARL JAMES & COMPANY LLC			5,400.00	
VENDOR NAME: KILPIN MAX					
105005318	KILPIN CLOTHING	150-5222-534600	50.00	50.00	FIRE
	TOTAL VENDOR KILPIN MAX			50.00	
VENDOR NAME: LEAGUE OF WI MUNICIPALITIES					
01/01/20 - 12/31/20	LWM MEMBERSHIP DUES 2020	100-5111-532400	3,072.47	3,072.47	CLERK
	TOTAL VENDOR LEAGUE OF WI MUNICIPALITIES			3,072.47	
VENDOR NAME: MICHAEL DOUD JR					
111-1390588-153221	DOUD CLOTHING ALLOWANCE	150-5222-534600	50.00	50.00	FIRE

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 01/09/2020 - 01/09/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 5/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: MICHAEL DOUD JR					
	TOTAL VENDOR MICHAEL DOUD JR			50.00	
VENDOR NAME: MID-STATES ORGANIZED CRIME					
93065-2814	MOCIC 2020 DUES FOR DEPARTMENT	100-5213-532400	150.00	150.00	POLICE
	TOTAL VENDOR MID-STATES ORGANIZED CRIME			150.00	
VENDOR NAME: MUSKEGO/CITY OF					
SEPT 2019	SEPTEMBER BOTS	100-4300-435500	313.32	313.32	POLICE
	TOTAL VENDOR MUSKEGO/CITY OF			313.32	
VENDOR NAME: NORTHERN LAKE SERVICE INC					
370462	WWTF LAB TESTING	620-8010-826000	336.00	336.00	UTILITIES
370463	WWTF LAB TESTING	620-8010-826000	246.00	246.00	UTILITIES
370551	WWTF LAB TESTING	620-8010-826000	324.00	324.00	UTILITIES
370076	WWTF LAB TESTING	620-8010-826000	252.00	252.00	UTILITIES
	TOTAL VENDOR NORTHERN LAKE SERVICE INC			1,158.00	
VENDOR NAME: PARKING LOT MAINTENANCE, INC					
12-10123.200	PMNT-PARKING LOT RESURFACING	480-5700-539900	159,448.11	159,448.11	FINANCE
	TOTAL VENDOR PARKING LOT MAINTENANCE, INC			159,448.11	
VENDOR NAME: PRAXAIR DISTRIBUTION INC					
93850275	OXYGEN, ACETYLENE TANK LEASE	620-8010-827000	30.45	30.45	UTILITIES
	TOTAL VENDOR PRAXAIR DISTRIBUTION INC			30.45	
VENDOR NAME: PROPHOENIX CORPORATION					
2020042	2020 PROPHOENIX, NETMOTION; PARKING, LIV	100-5211-521900	16,798.06	16,798.06	POLICE
2020041	2020 ANNUAL MAINTENANCE	150-5231-521900	187.50	375.00	FIRE
		150-5221-521900	187.50		
	TOTAL VENDOR PROPHOENIX CORPORATION			17,173.06	
VENDOR NAME: PROTANIC INC					
60421	UNDERGROUND FERROUS TANK INSPECTION	620-8010-824000	550.00	550.00	UTILITIES
	TOTAL VENDOR PROTANIC INC			550.00	
VENDOR NAME: RICOH USA, INC					
32818293	LEASE PAYMENT 1/1/20 TO 1/31/20	100-5142-531200	23.88	170.61	CLERK
		150-5221-531100	22.18		
		220-5140-531200	1.71		
		410-5363-531200	3.41		
		440-5511-531200	8.53		
		500-5344-531200	1.71		
		610-6920-693000	56.30		
		620-8400-856000	52.89		
	TOTAL VENDOR RICOH USA, INC			170.61	
VENDOR NAME: ROTARY CLUB OF MUKWONAGO					
MCGIVERN SPONSORSH	ROTARY CLUB OF MUKWONAGO - JOHN MCGIVERN	100-5670-521900	1,000.00	1,000.00	ADMIN

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT
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VENDOR NAME: ROTARY CLUB OF MUKWONAGO

TOTAL VENDOR ROTARY CLUB OF MUKWONAGO	1,000.00
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VENDOR NAME: RUEKERT & MIELKE, INC.

130092	BOX SELF STORAGE / CONSTRUCTION REVIEW	100-0000-211425	21,848.35	21,848.35	FINANCE
130093	EDGEWOOD APARTMENTS / REVIEW	100-0000-211425	985.55	985.55	FINANCE
130095	MASD HIGH SCHOOL EXPANSION / MUKWONAGO H	100-0000-211425	394.50	394.50	FINANCE
130098	CHAPMAN FARMS PORTION OF VILLAGE 6-ACRE	100-0000-211425	537.55	537.55	FINANCE
130099	CHAPMAN FARMS PORTION OF VILLAGE 6-ACRE	100-0000-211425	58.35	58.35	FINANCE
130102	STORAGE WERKS MINI STORAGE / EROSION CON	100-0000-211425	116.41	116.41	FINANCE
130104	SUPER PRODUCTS DEVELOPMENT REVIEW / EROS	100-0000-211425	116.41	116.41	FINANCE
130105	KAY'S DANCE CENTER / DEVELOPMENT REVIEW	100-0000-211425	414.73	414.73	FINANCE
130109	TOUCHPAD ELECTRONICS / EROSION CONTROL I	100-0000-211425	116.41	116.41	FINANCE
130110	PHANTOM LAKES PRESERVE / DEVELOPMENT REV	100-0000-211425	992.75	992.75	FINANCE
130114	FOX STREET TOWNHOMES / EROSION CONTROL I	100-0000-211425	267.08	267.08	FINANCE
130115	210 MCDIVITT LANE EXPANSION REVIEW / DEV	100-0000-211425	136.75	136.75	FINANCE
130117	FAIRWINDS PHASE 5 CONSTRUCTION SERVICES	100-0000-211425	114.38	114.38	FINANCE
130118	CHAPMAN FARM / RESIDENTIAL SUBDIVISION D	100-0000-211425	112.00	112.00	FINANCE
130121	PRO HEALTH EXPANSION / 2018 EXPANSION	100-0000-211425	170.38	170.38	FINANCE
130089	12-00000.100 General Services	100-5335-521900	4,586.98	5,566.98	FINANCE
		200-5335-521900	980.00		

130090	12-00000.300 Water Utility Services	610-6920-692300	2,162.90	2,162.90	FINANCE
130091	12-00000.400 Sewer Utility Services	620-8400-852000	2,475.00	2,475.00	FINANCE
130094	12-10061.300 Boat Launch Improvements /	480-5700-586400	367.23	367.23	FINANCE
130097	12-10069.100 Chapman Farms Portion of Vi	100-0000-211400	336.00	336.00	FINANCE
130100	12-10075.300 WWTF Septage Receiving, Dig	620-0000-000110	1,128.26	1,128.26	FINANCE
130101	12-10081.300 Well 5 Iron Filter / Constr	610-0000-000109	7,135.15	7,135.15	FINANCE
130106	12-10112.200 Pavement Rehabilitation Pro	480-5700-539900	227.00	227.00	FINANCE
130107	12-10115.200 2019 Well & Well Pump Impro	610-6920-692300	2,032.93	2,032.93	FINANCE
130108	12-10015.300 2019 Well & Well Pump Impro	610-6920-692300	1,628.76	1,628.76	FINANCE
130111	12-10122.300 Village Hall Generator Addi	480-5700-539900	2,195.31	2,195.31	FINANCE
130113	12-10123.300 2019 Street Rehabilitation	480-5700-584000	5,336.92	5,336.92	FINANCE
130116	12-92041.485 2019 SCADA Service Work	610-6920-692300	43.50	87.00	FINANCE
		620-8400-852000	43.50		

130119	12-92136.203 Chapman Farms / Special Ass	200-5335-521900	5,891.75	5,891.75	FINANCE
130120	12-92171.107 NR216 Storm Water Report /	100-5660-521900	1,138.00	1,138.00	FINANCE
130059	ENGINEERING	610-6920-692300	6,150.00	10,150.00	UTILITIES
		620-8400-852000	4,000.00		

TOTAL VENDOR RUEKERT & MIELKE, INC.	74,240.79
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VENDOR NAME: SCAN GROUP

196938	INSPECTION REPORT FORMS	100-5241-531200	462.00	462.00	BUILDING
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TOTAL VENDOR SCAN GROUP	462.00
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VENDOR NAME: SHRED-IT USA

8128792707	SHREDDING SERVICES	100-5144-521900	63.52	63.52	CLERK
8128843816	MONTHLY SHREDDING SERVICE	100-5211-539400	65.25	65.25	POLICE

TOTAL VENDOR SHRED-IT USA	128.77
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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 01/09/2020 - 01/09/2020
UNJOURNALIZED OPEN
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Page: 7/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: STRYKER SALES CORP					
2875819M	LOAD SYSTEM REPAIR	150-5231-539500	372.98	372.98	FIRE
TOTAL VENDOR STRYKER SALES CORP				372.98	
VENDOR NAME: TERMINAL ANDRAE INC.					
47595	REPLACE WELL 3 HEATERS	610-6200-662500	3,850.00	3,850.00	UTILITIES
47596	ADD BREAKERS AND CONDUIT WIRE	610-6210-662500	3,270.00	3,270.00	UTILITIES
TOTAL VENDOR TERMINAL ANDRAE INC.				7,120.00	
VENDOR NAME: TIPTON TRACY					
6009447900	DISPATCHER/CLERK TIPTON 2019 UNIFORM ALL	100-5211-534600	125.19	125.19	POLICE
TOTAL VENDOR TIPTON TRACY				125.19	
VENDOR NAME: TITAN PUBLIC SAFETY SOLUTIONS					
4860	TIPPS PARKING/PARKING TAX INTERCEPT/TIPS	100-5211-521900	1,680.00	1,680.00	POLICE
TOTAL VENDOR TITAN PUBLIC SAFETY SOLUTIONS				1,680.00	
VENDOR NAME: TRILOGY CONSULTING LLC					
968	PARK IMPACT FEE STUDY	100-5521-531100	742.50	742.50	DPW
967	OUTSIDE SERVICES ACCT. SEPTAGE HAUPER RA	610-6920-692300	27.50	27.50	UTILITIES
TOTAL VENDOR TRILOGY CONSULTING LLC				770.00	
VENDOR NAME: UNITED LIQUID WASTE RECYCLING INC					
26525	SLUDGE HAULING	620-8010-825500	235.00	235.00	UTILITIES
TOTAL VENDOR UNITED LIQUID WASTE RECYCLING INC				235.00	
VENDOR NAME: UNTI DAVID					
37333	DAVID UNTI	150-5222-534600	50.00	50.00	FIRE
TOTAL VENDOR UNTI DAVID				50.00	
VENDOR NAME: USA BLUEBOOK					
095269	WWTF LAB SUPPLIES	620-8010-826000	259.61	259.61	UTILITIES
TOTAL VENDOR USA BLUEBOOK				259.61	
VENDOR NAME: VELOCITY LLC					
20190061	COMPUTER SERVICE	620-8400-852000	750.00	750.00	UTILITIES
20190058	IT SERVICES DEC 2019	430-5700-571100	975.00	2,137.50	FINANCE
		430-5700-571800	900.00		
		100-5111-521900	75.00		
		100-5142-521900	187.50		
TOTAL VENDOR VELOCITY LLC				3,262.50	
VENDOR NAME: VERIZON WIRELESS					
9844164526	MONTHLY BILL 885503900-00002	150-5221-522500	20.65	275.46	MULTIPLE
		100-5323-522500	20.65		
		610-6920-692100	117.08		
		620-8400-851000	117.08		

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: VERIZON WIRELESS				
9844164527	VERIZON BILL	150-5221-522500	302.22	302.22 FIRE
9844164525	MONTHLY BILL	100-5141-522500	138.02	683.45 MULTIPLE
		100-5241-522500	93.89	
		150-5221-522500	7.33	
		100-5211-522500	2.09	
		100-5323-522500	141.42	
		610-6920-692100	150.35	
		620-8400-851000	150.35	
TOTAL VENDOR VERIZON WIRELESS			1,261.13	
VENDOR NAME: VETERANS MFG				
19-00522	REPLACE VEST PLATES FOR SCIT OFFICER BUL	100-5212-539500	732.36	732.36 POLICE
TOTAL VENDOR VETERANS MFG			732.36	
VENDOR NAME: VILLAGE OF ELM GROVE				
RESCUE VEHICLE 2019	DONATED FUNDS FOR THE RESCUE VEHICLE	340-5890-580600	1,500.00	1,500.00 POLICE
TOTAL VENDOR VILLAGE OF ELM GROVE			1,500.00	
VENDOR NAME: VILLAGE OF MUKWONAGO				
4THQTR19	4TH QUARTER 2019 UTILITY BILLS	100-5521-522100	202.36	8,590.28 ALLOCATE
		610-6300-663200	107.13	
		100-5521-522100	96.70	
		100-5160-522100	564.47	
		610-6300-663200	181.50	
		150-5221-522100	822.16	
		610-6300-663200	181.50	
		100-5521-522100	429.90	
		440-5511-522100	719.89	
		100-5512-522100	148.85	
		100-5521-522100	191.93	
		610-6300-663200	233.65	
		100-5323-522100	929.33	
		100-5211-522100	606.19	
		100-5521-522100	117.56	
		620-8010-827000	3,057.16	
TOTAL VENDOR VILLAGE OF MUKWONAGO			8,590.28	
VENDOR NAME: WALWORTH CTY SECURITY ALARMS LLC				
13257	FIRE PANEL MONITORING	100-5160-521900	420.00	420.00 DPW
TOTAL VENDOR WALWORTH CTY SECURITY ALARMS LLC			420.00	
VENDOR NAME: WAUKESHA CITY OF				
2020007	CWFD RESCUE FEE	150-5221-521900	3,038.00	3,038.00 FIRE
TOTAL VENDOR WAUKESHA CITY OF			3,038.00	
VENDOR NAME: WAUKESHA COUNTY POLICE CHIEFS				
2020 DUES	2020 WAUKESHA COUNTY CHIEF'S ASSOCIATION	100-5211-532400	75.00	75.00 POLICE

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UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 9/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	
VENDOR NAME: WAUKESHA COUNTY POLICE CHIEFS					
TOTAL VENDOR WAUKESHA COUNTY POLICE CHIEFS				75.00	
VENDOR NAME: WI LAW ENFORCEMENT					
2020 DUES	21020 WILEAG DUES	100-5211-532400	350.00	350.00	POLICE
TOTAL VENDOR WI LAW ENFORCEMENT				350.00	
VENDOR NAME: WI STATE FIRE CHIEFS					
MR-2019-0057	2020 DUES	150-5221-532400	95.00	95.00	FIRE
TOTAL VENDOR WI STATE FIRE CHIEFS				95.00	
VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC					
AR40342	COPIER	620-8400-851000	38.99	38.99	UTILITIES
AR40446	MONTHLY COPY MACHINE USAGE (3703 B&W; 27	100-5211-521900	59.30	59.30	POLICE
TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC				98.29	
GRAND TOTAL:				367,465.41	

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend to the Village Board to approve a 2020 Patrol Truck equipment package purchase requisition.
From:	Ron Bittner
Department:	Finance
Presenter:	Ron Bittner
Date of Committee Action (if required)	1/8/20
Date of Village Board Action (if required)	1/15/20

Information

Subject:

Motion to recommend to the Village Board to approve a 2020 Patrol Truck equipment package purchase requisition.

Background Information/Rationale:

A patrol truck was included in the 2020 capital plan. The new equipment package will include a hook lift style loader enabling the chassis to be used as a multi purpose truck. In addition to a V box for salting, two additional hook hitches will be purchased. One will be fitted with a flat bed to accommodate the anti-icing unit and the other will have a chipper box for forestry related projects.

Key Issues for Consideration:

Approval of the 2020 Patrol Truck equipment package purchase requisition.

Fiscal Impact (if any):

Burke offers a 1.5% discount by paying for half the package costs at the time of order. The two additional hook hitches will bring the total up-fit package to \$95,999.85

Requested Action by Committee/Board:

Attachments

BURKE TRUCK & EQUIPMENT, INC.

5337 REINER RD., MADISON, WISCONSIN 53718

888-249-9788 / 608-249-9788 / FAX: 608-837-7530

Email: sales@burketruck.com / Web: www.burketruck.com

12/10/19

Prepared for the Village of Mukwonago



2007 international pictured

2020 Patrol Truck Package

Accessory Equipment Summary

- Ampliroll Hooklift
- Burke Road Tamer 11-ft moldboard plow with trip moldboard
- Burke Snow Patrol 9-ft wing
- SaltDogg Vee-Box spreader
- Burke cable control with Force 5100EX
- Burke Sealed electrical system
- Cab and chassis under coated and rust proofed.

ACCESSORY EQUIPMENT SPECS

Ampliroll hook lift AL100 series

Capacity 20,000 lb

SaltDogg Vee-Box Spreader

Constructed	304 stainless steel
Spread	up to 40 feet
Feed gate	adjustable
Conveyor chain	24 inch wide with 3/8" bars
Motors	2 direct drive hydraulic motors
Gearbox	50:1 ratio
Top screens	hinged 3/8" bars on 2-1/2" openings
Inverted vee	stainless steel, adjustable
Drive shaft	2" with 8-tooth sprockets
Idler shaft	1-1/2" spring loaded with 8-tooth sprocket
Fold up chute	manual crank
Spinner	20" poly
Cab shield	Stainless steel
Pre-wet	105 gallon per side hydraulic drive
Hook	for Ampliroll system
Ladder	rear mount
Light kit	for top of Vee-Box
Hydraulic	Underbody hoist
Coating	Body chemically cleaned with a phosphate solution before underside of body and subframe primed black
Rear Hitch	16,000 lb pintol Reciever style
Full fenders	plastic
Shovel Holder	one spring loaded (location to be determined)

Burke Road Tamer 2000 Plow



Burke Road Tamer 11-ft moldboard Plow with Trip moldboard

Plow	11-ft X 42", 7-gauge broke (not rolled), with 8 vertical ribs, 5 hinge points,.
Table	1 adjustable parking stand, two 4 x 13 D.A. cylinders with 2" nitrided rods. All connecting points from table to moldboard have poly bushings
Hitch	Burke Model UBF-WQCP quick hitch with loop and latch casting, 4" X 10" D.A. lift cylinder with 2" nitrided rods, painted black.
Hydraulic cylinder	The 4" x 10" cylinder is custom-made to Burke specifications and exceeds cylinder size and capacity needed for snowplowing equipment.
Hydraulic hook-up	series 72 couplers.
Blades	Joma 6000
Paint	Gloss Black

Burke WING



Burke Snow Patrol 9-ft Wing

Wing	9-ft right moldboard overall with 9-ft trip cutting edge with 4 torsion springs of at least 7?8" (not double panel); wing moldboard is broke (not rolled) 10-ga; face 28" high at the toe end and 35" high at the heel.
Blades	Joma 6000 - 5/8 square bolt holes & grade 9 plow bolts on a standard highway punch.
Front post	Patented A-ARM LIFT SYSTEM and at least 18" free travel and a minimum of 15" ground clearance; toe cylinder 3 ½ " X 10" S.A. cylinder with 2" nitrided rod; heel cylinder 4" X 20" with 2" nitrided rod and De-Cell.
Rear brace tube	4" X 6" X 3/8" thick protruding under both frames with 2 side plates, power push brace with 26" of travel with in cab control , frame mount stop and holding (lock) bracket; painted black.
Hydraulic cylinders	All plow cylinders are custom-made to Burke specifications and exceed cylinder size and capacity needed for snowplowing equipment. All rods are nitrided.
Paint	Gloss Black
Light kit	Whelen LED wing light kit with mercury switch



Hydraulic System

Burke cable controls in stainless console with Force America 5100EX spreader control

Stainless steel Reservoir with low oil high temp and sight glass

Stainless steel hydraulic lines with short whip hoses

Electrical System

- Wiring:** All wiring is double jacketed with ethylene-propylene rubber to seal out moisture and to protect against damage. In addition to the double jacket, all wires that are in an abrasion area are covered with vinyl tubing for additional protection. All electrical connections are sealed against moisture. All electrical junction boxes are waterproof. All lights are grounded through the wiring system, not to mounting bolts. All junction boxes are grounded to the chassis in addition to the wiring system. All bulbs and electrical plugs are coated with dielectric grease to seal out moisture. Wiring harnesses are securely fastened to prevent damage.
- Controls:** Burke custom designed electrical controls are located in a standard floor console. Each of the six circuits is fused with re-settable circuit breakers. The switches are marine grade and are rated to carry 25 amps. The salter control panel is designed so that it can be removed from the truck easily if service becomes necessary.
- Plow Lights:** The plow lights are Hella with stainless steel hardware for corrosion resistance. They include bright, sealed, halogen headlight beams with built-in parking and turn signal lights.
- Tail/Stop Lights:** These 6-inch LED oval lights are mounted in cutouts on the rear of the dump box. These lights on the box are in addition to the standard tail/stop/turn lights that are mounted to the truck chassis.
- Side Marker Lights:** The side/marker lights are 2 ½" LED round lights that are sealed and installed in cutouts in the dump box sides.
- Identification Lights:** These are the three LED red lights below the dump box on the rear of the truck. The identification lights are 2 ½" round lights that are sealed and installed in a bracket welded to the truck chassis.
- Hot Lights:** These are the flashing LED warning lights on the dump box cab guard. The hot lights are 6" oval alternating flashing lights that are mounted stationary in cab guard facing rearward.
- Wing, spreader and work to be LED**
- Emergency Warning Light:** The emergency warning light to be a LED that is mounted on a self leveling bracket on the center of dump box cab guard.

Village of Mukwonago
630 Cth NN E
Mukwonago, WI 53149

Attn: Ron Bittner

Subject: Patrol Truck Equipment

Mr. Bittner, thank you for the opportunity to quote you on the following equipment package. All prices are valid for 60 days. Please feel free to contact me with any questions.

Total package price.....\$94,010.00

Burke Truck is pleased to offer the Village of Mukwonago a 1 ½% discount on the equipment package if they pay one half of the total package price at the time of order with the balance due after delivery of the completed truck (see below)

Total price.....	\$94,010.00
First half payment.....	\$47,005.00
Discount.....	\$1,410.15
Second half payment.....	\$45,594.85
Total price after discount.....	\$92,599.85

Optional equipment

1. 2 Extra hook hitch for chipper box, add.....\$3,400.00

Sincerely

Jeff Smith
Burke Truck & Equipment Inc.

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend to the Village Board to approve a Stumper 280 HD Stump Grinder Purchase Requisition.
From:	Ron Bittner
Department:	Finance
Presenter:	Ron Bittner
Date of Committee Action (if required)	1/8/20
Date of Village Board Action (if required)	1/15/20

Information

Subject:

Motion to recommend to the Village Board to approve a Stumper 280 HD Stump Grinder Purchase Requisition.

Background Information/Rationale:

A replacement stump grinder was included in the capital plan for 2020. The new unit will attach to the back hoe for a more efficient grinding operation. During the process, the machine can remain on the street and reach into the terrace leaving minimal landscape restoration. The unit can also be used for preparing a hole for new tree installation.

Key Issues for Consideration:

Approval of the purchase requisition for the Stumper 280 HD stump grinder.

Fiscal Impact (if any):

\$9,695 from the DPW Capital Equipment Reserve Fund.

Requested Action by Committee/Board:

Attachments

[Purchase Requisition -Stumper 280 HD](#)

[Village of Mukwonago Stumper 280HD Quote 12-12-19](#)

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	1/2/19	NUMBER:	
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VENDOR NAME & ADDRESS:	SHIP TO:
LF George INC. W231 N1129 County HWY F Waukesha, WI 53186	DPW

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	LF George INC.	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	Stumper 280 HD stump Grinder		\$9695.00	340-0000-344410
			TOTAL	\$9695.00	

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



December 17, 2019

Ron Bittner
Village of Mukwonago
440 River Crest Court
627 East Veterans way mukwonago
Mukwonago, WI 53149

Dear Ron:

It is my pleasure to present the following for your review and consideration:

Stumper 280 HD (25-45 GPM requires a case drain)	\$9,695
280 HD EX- Includes Stumper to John Deere 310 Pin Grabber Mount & Hoses with 1/2" FF QC's	

The above prices may be subject to applicable taxes and shipping fees.

Quote valid until: **Thursday, January 9, 2020**

In-stock, demo, and pre-owned equipment is subject to availability.

Please ensure that this quote reflects the items we discussed and is to your expectation. Let me know if it is not and we can revise the quote to better reflect your needs.

Thank you for the opportunity to serve your needs, as always, should you have any questions and/or concerns please don't hesitate to contact me.

Sincerely,

Dan McCarthy
dmccarthy@lfgeorge.com

Committee/Board:	Committee of the Whole
Topic:	Discussion and possible recommendation on a Park Impact Fee
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner
Date of Committee Action (if required)	Discussion only
Date of Village Board Action (if required)	N/A

Information

Subject:

Discussion and possible recommendation on a Park Impact Fee

Background Information/Rationale:

Trilogy Consulting LLC. provided a presentation regarding a Park Impact Fee study at the December 4, 2019 committee of the whole meeting. As noted in the report, the proposed fees are the maximum that could be charged based on projected projects and can be reduced. Staff is requesting further discussion and direction on the creation of a Park Impact Fee as a means of funding future park projects.

Key Issues for Consideration:

Discussion and direction to staff on the process of implementing a park impact fee.

Fiscal Impact (if any):

N/A

Requested Action by Committee/Board:

Attachments

[Mukwonago Park Impact Fee Study Report](#)

Public Facilities Needs Assessment and Parks Impact Fee Study

Prepared for the
Village of Mukwonago

by Trilogy Consulting, LLC

November 2019



Chapter 1: Introduction	2
Chapter 2: Development Projections	6
Chapter 3: Parks Impact Fee Calculation	8
Chapter 4: Recommended Fee & Implementation	16

INTRODUCTION

Under Wisconsin Statutes 66.0617, municipalities may adopt impact fees to pay for the proportionate share of park facilities needed to serve new development.

The Village of Mukwonago (Village) has experienced rapid population growth and is expecting substantial population and housing growth in the future. In its Comprehensive Outdoor Recreation Plan (CORP)¹ the Village has identified needs for additional park space and associated facilities, plus additional preservation of open nature areas and continued development of the Village's system of trails to connect natural and recreational areas. The Village currently imposes a parkland site fee of \$942 per single family lot on new residential subdivisions under Section 45-16(l) of the Municipal Code, as authorized by Wisconsin Statutes §236.45(6). Under Wisconsin Statutes §236.45(6), a municipality may impose a fee to fund the acquisition and initial development of land for parks as part of a subdivision ordinance. 'Initial development' of parks includes grading, landscaping, installation of utilities, construction of sidewalks, installation of playground equipment, and construction or installation of restroom facilities.

The types of facilities that the current parkland site fee may be used for are limited by Wisconsin Statutes, and the fees are only imposed on single family subdivisions. For these reasons, the Village retained Trilogy Consulting to prepare a park impact fee study that would allow the Village to impose impact fees on all types of new residential development to pay for the proportionate share of parks, playgrounds, and land for athletic facilities needed to serve new development.

This report satisfies the requirements of Wisconsin State Statutes §66.0617, properly allocates the capital costs for the facilities between existing development and new development and may be used by the Village as the basis for adopting an impact fee ordinance.

AUTHORITY TO IMPOSE IMPACT FEES UNDER WISCONSIN STATUTES

In 1993, Wisconsin Act 305 created Section §66.55 (now §66.0617) of the Wisconsin Statutes, which provides the authority for cities, villages and towns to impose impact fees on new development for recovering capital costs of public facilities. The statute specifies the type of facilities for which impact fees may be imposed and prescribes the procedural requirements for impact fee ordinances enacted by a municipality. In 2006, the statute was amended by Wisconsin Acts 206 and 477. In 2007, the statute was again amended by Wisconsin Act 44. Most recently, the statute was amended by 2017 Wisconsin Act 243.

Eligible Facilities

The impact fee statute allows the use of impact fees for a wide variety of public facilities projects. Impact fees may be used to pay for a proportionate share of capital costs of highways, traffic control facilities, sewerage facilities, storm water facilities, water supply facilities, parks facilities, solid waste and recycling facilities, fire protection facilities, law enforcement facilities, emergency medical facilities and libraries that are necessary to serve related growth. However, impact fees may not be used for the purchase of vehicles and equipment or for school district facilities.

¹ 'Comprehensive Outdoor Recreation Plan, 2017-2022', MSA Professional Services

Eligible Costs

Impact fees may only be used to fund capital costs of public facilities, which are defined as the cost to construct, expand or improve public facilities. Eligible costs may include land, legal, planning, engineering and design costs.

Impact fees may not be used for operation and maintenance costs or to correct existing deficiencies in the public facilities for which they are imposed. Existing deficiencies may include:

- Facilities or portions of facilities that need to be replaced due to age or obsolescence.
- Improvements made to existing facilities to meet state or federal requirements or utilize improved technology.
- Facilities or portions of facilities that improve the service level standard of facilities serving existing population and development.

The share of the costs attributable to new development versus existing development must be computed based on explicitly defined service level standards. If new facilities are needed in order to meet certain service level standards, then a portion of the total capital costs may need to be allocated to meet an existing deficiency when determining the amount of total costs that are eligible to be recovered through the imposition of an impact fee.

Determining the Amount of the Fees

Impact fee law requires that impact fees must bear a rational relationship to the need for new, expanded or improved public facilities. This means that impact fees should not be charged to new development if that development is not likely to create a demand for a specific type of facility for which an impact fee is imposed. For example, most communities that charge an impact fee for libraries do not impose them on nonresidential development. It also means that the amount of the impact fee should be based on a reasonable estimate of the demand that a new development will create for public facilities. For services that serve both residential and nonresidential properties, such as water and sewer service, this requires finding a reasonable basis for determining the amount of capital costs of facilities are required for residential versus nonresidential development.

State law also dictates that impact fees cannot exceed the proportionate share of the capital costs required to serve new development as compared to existing development. Each facility must be analyzed to determine the share of the facility that is needed to provide the established service level to the existing development versus the excess facility space that is available to serve new development. The same service level should be applied to both existing and new development when determining if there is a portion of facilities that are needed to provide the desired service level to existing development.

Impact fees may not be used to correct existing deficiencies in the public facilities for which they are imposed. Examples of existing deficiencies may include:

- Facilities or portions of facilities that need to be replaced due to age or obsolescence.

- Improvements made to existing facilities to meet state or federal requirements or utilize improved technology.
- Facilities or portions of facilities that result in an improved design standard, or the difference between the future design standard, as it would apply to current population, and the actual existing facility.

The share of the costs to new development versus existing development must be computed based on explicitly defined service level standards. If new facilities are needed to meet certain service level standards, then a portion of the total capital costs may need to be allocated to meet an existing deficiency when determining the amount of total costs that are eligible to be recovered through the imposition of an impact fee.

The amount to be recovered through impact fees must be reduced to compensate for other charges imposed on land development to pay for the capital costs of new facilities, such as special assessments, land dedications, or fees in lieu of land dedication. Impact fees must also be reduced to compensate for state or federal grants received by a municipality to pay for the facilities for which the fees are imposed.

2017 Wisconsin Act 243 added a new standard for impact fees, that the fees ‘May not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed.’ This is more specific than the requirement that fees ‘May not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the municipality.’ This standard has not yet been interpreted by the courts to determine what standards municipalities may be required to meet to prove that an impact fee isn’t more than the cost of capacity needed to serve a specific development.

Procedural Requirements

Before adopting or amending an impact fee ordinance, a municipality must prepare a Public Facilities Needs Assessment that includes the following components:

- An inventory of existing public facilities, including an identification of any existing deficiencies in the quantity or quality of those public facilities, for which it is anticipated that an impact fee may be imposed.
- An identification of the new public facilities, or improvements or expansions of existing public facilities, that will be required because of land development for which it is anticipated that impact fees may be imposed. This identification shall be based on explicitly identified service areas and service standards.
- A detailed estimate of the capital costs of providing the new public facilities or the improvements or expansions in existing public facilities, including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality

A municipality must also hold a public hearing on the proposed impact fee ordinance and make a copy of the public facilities needs assessment and proposed ordinance available for public review at least 20 days prior to the public hearing.

Summary

Wisconsin impact fee law contains specific requirements for the process of adopting or amending an impact fee ordinance, for determining the amount that can be charged for an impact fee and for managing and spending impact fee revenues. Impact fees imposed under Wisconsin Statutes §66.0617 may not be used to correct any existing deficiencies in public facilities. Fees must also bear a rational relationship to the need for new, expanded or improved public facilities for which they are imposed and the fee may not exceed the proportionate share of capital costs required to serve new development versus existing uses. The impact fee charged to a property owner must also be reduced to compensate for other capital costs required by the municipality on land development to provide or pay for any public facilities for which impact fees are imposed. Wisconsin Statutes §66.0617 imposes additional standards and requirements upon the imposition of impact fees that may be relevant in particular situations.

In summary, it is important that a municipality that adopts impact fees:

- Prepares a public facilities needs assessment and conducts a public hearing;
- Ensures that the public facilities needs assessment contains all the items listed above, as prescribed by Wisconsin Statutes, and that the computed fee does not include any portion of capital costs that are needed to remedy any existing deficiencies or serve existing development;
- Follows the plan as laid out in the public facilities needs assessment in terms of the share of capital costs that are intended to be recovered through impact fees;
- Revises the needs assessment if specific projects change significantly and keeps detailed records of impact fees that have been paid, to be tracked if impact fees need to be refunded to property owners.

INTRODUCTION AND PLANNING PERIOD

An important element of determining appropriate impact fees is projecting the amount of future development that will occur in the service area during the selected planning period. These projections are important for planning for the facilities needed to serve new development as well as calculating the proportionate cost of facilities per unit of development.

Since the CORP was completed in 2017, the same development projections used for the CORP were used for this study. The planning period for this impact fee study is 2019 through 2035, the approximate planning horizon used for the CORP.

HISTORICAL AND FORECAST POPULATION AND HOUSEHOLDS

Several sources of information were reviewed in preparing forecasts of population and households for the Village: the CORP, historical trends in population and households; the projected population and households from the Wisconsin Department of Administration and the Village of Mukwonago Update to Comprehensive Plan 2035.

The basis for the projections of future population and housing growth used in this study is the Village of Mukwonago Update to Comprehensive Plan 2035, adopted November 29, 2016. Projections were developed based on the planned land use of undeveloped lands within the Village, as well as certain town lands that are assumed will be attached to the Village in the future, an assumed density of housing units per acre for each area, and an assumed average population density for each new housing unit. The Comprehensive Plan includes approximate projected timeframes for development of each area. Table 1 shows the actual and forecast population and households in the Village from 2000 through 2035 based on the projections contained in the Village's Comprehensive Plan. The Comprehensive Plan indicates a projected population of 10,832 by 2035 and the CORP used this projected population as the basis for the recommended park and recreation facilities.

Table 1 - Existing and Projected Population and Households

Year	Actual / Estimated Population	Actual / Estimated Households	Persons per Household
2000 ⁽¹⁾	6,162	2,392	2.58
2010 ⁽¹⁾	7,355	2,923	2.52
2017 ⁽²⁾	7,878		
Year	Projected Population	Projected Households	Persons per Household
2020 ⁽³⁾	8,140	3,374	2.41
2025 ⁽⁴⁾	8,922	3,453	2.58
2030 ⁽⁴⁾	9,912	3,853	2.57
2035 ⁽⁴⁾	10,832	4,253	2.55

Notes:

(1) Source: U.S. Census Bureau.

(2) Source: Wisconsin Department of Administration Population Estimates for 1/1/2017.

(3) Source: Wisconsin Department of Administration Population and Household Projections.

(4) Source: Village of Mukwonago, Update to Comprehensive Plan 2035, adopted November 29, 2016. Number of households includes only single-family and multi-family dwelling units, not single room units in assisted living / nursing

It is difficult to predict the timing of future development with any precision. This impact fee study used the same population projections that were used in the CORP for consistency between the projected population and the list of recommended capital improvements. It should be noted that the projected population increase through 2035 would require a pace of growth significantly higher than that experienced between 2000 and 2010. The projected growth may occur by 2035 or it may take longer; however, for purposes of this impact fee study a projected planning horizon population of 10,832 was used to calculate service level stands and the recommended impact fees.

INTRODUCTION

The Village has not previously prepared a park impact fee study or imposed park impact fees. This chapter includes the majority of the elements for a public facilities needs assessment under Wis. Stats. §66.0617: an inventory of existing park facilities, service level standards, deficiencies in existing facilities, a list of planned improvements and actual or estimated costs, and the proportionate share of the cost of planned improvements that are attributable to new development.

INVENTORY OF EXISTING FACILITIES / FUTURE FACILITIES

Table 2 shows the inventory of parkland as of 2017, the amount of existing parkland that was developed and undeveloped as of 2016, and the amount of additional parkland that the Village plans to acquire and develop through the planning period. The CORP was reviewed to identify all anticipated new parkland acquisition and development projects. This list was then reviewed with Village staff to update it based on current conditions. As a result of this review, the planned expansion of Rosewood Park was reduced to 2.5 acres and one of the future neighborhood parks indicated in the CORP was excluded from this analysis. The planned sizes of future neighborhood parks were determined based on discussions with Village staff.

Park acreage is broken down among community, neighborhood, and mini parks and special use parks (active parks), and conservancy/nature areas. These types of parks were analyzed separately because the Village plans to have varying levels of service for each type of park. For example, the facilities in conservancy parks/nature areas are generally limited to trails and may also have exercise stations. Active parks, on the other hand, are more intensively developed and offer a wide range of facilities and activities, with the specific facilities dependent on the size and location of the park. Since these broad categories of parks serve different purposes and have different cost structures, it was deemed appropriate to analyze each of them separately.

Village of Mukwonago Parks Impact Fee Study
Chapter 3: Parks Impact Fee Calculation

Table 2 - Existing and Proposed Active Parks and Conservancy Areas

Park Classification	Total Existing 2017 Parkland (acres)	2017 Developed Parks (acres)	2017 Undeveloped Parks (acres)	Future Acquisition (acres)	Future Development (acres)	Planned 2040 Developed Parkland (acres)
<i>Active Parks</i>						
Mini Park						
Open Space Adjacent to Police Station	0.6		0.6		0.6	0.6
Downtown Pocket Park	0.1	0.1				0.1
Neighborhood Parks						
Indianhead Park	7.9	7.9				7.9
Rosewood Park	2.5		2.5	2.5	5.0	5.0
Washington Avenue Park	2.0	2.0				2.0
Neighborhood Park - Site A ⁽¹⁾				2.0	2.0	2.0
Neighborhood Park - Site B ⁽²⁾				2.0	2.0	2.0
Neighborhood Park - Site C ⁽³⁾				2.0	2.0	2.0
Community Parks/ Playfields						
Field Park	16.0	16.0				16.0
Minor Park	86.2	86.2				86.2
Miniwaukan Park	65.0	65.0				65.0
Special Purpose Parks						
Phantom Glen Park	4.8	4.8				4.8
Mukwonago Red Brick Museum	0.6	0.6				0.6
Subtotal Active Parks	185.7	182.6	3.1	8.5	11.6	194.2
<i>Nature Preserve/Conservancy</i>						
TID #3 Conservancy	31.6		31.6		31.6	31.6
Miniwaukan Park ⁽⁴⁾	163.5	163.5				163.5
Subtotal Nature/Conservancy Parkland	195.1	163.5	31.6	0.0	31.6	195.1
Total	380.8	346.1	34.7	8.5	43.2	389.3

Notes:

(1) 30 acres planned for single-family development on CTH ES, west of River Park Estates.

(2) 25 acres currently owned by the Town of Mukwonago, south of I-43 and southeast of the Mukwonago Estates subdivision.

(3) Northwest area of the Village, south of CTH EE, west of the high school.

(4) The CORP identifies this portion of Miniwaukan Park as undeveloped, however there are existing trails in the park and no additional facilities are planned, so this park was considered developed as a nature area.

The Village also provides linear parks connecting the various active parks and conservancy/nature areas within the Village. Linear parks are defined by their linear shape and the fact that the only facility typically provided in such parks is a multi-purpose trail. As shown in Table 3, the Village currently provides approximately 5.0 miles of multi-purpose trails contained in linear parks and plans to expand this system to include an additional 5.3 miles of trails within linear parks.

Table 3 - Existing and Proposed Linear Parks

Existing	Miles
Along WIS 83 between CTH NN and Black Bear Blvd	0.4
Along CTH NN between WIS 83 and	0.9
Along Eagle Lake Ave between Brockway Dr and the NE corner of Minor Park	0.7
Along WIS 83 between Front St and Wolf Run	0.8
Along CTH ES/Main St between Phantom Woods Rd and CTH J	0.4
Along Holz Pkwy between Perkins Dr and WIS 83	1.2
Adjacent to Fox River View subdivision	0.4
Along CTH ES/Main St between Honeywell Rd and Phantom Woods Rd	0.2
Subtotal Existing	5.0
Future	
Along CTH ES between Holz Pkwy and Maple St.	0.6
Along CTH ES between 2 Rivers Dr. and Fox River View subdivision	0.1
Along Eagle Lake Ave between Minor Park and WIS 83	0.6
Along CTH NN between Pinehurst Dr and CTH I	0.3
Along CTH I between CTH NN and CTH LO	0.8
Along CTH LO between CTH I and Brockway Dr	0.4
NE Miniwaukan Park	2.5
Subtotal Future	5.3
Total Planned	10.3

SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS

Wisconsin Statutes require that a public facilities needs assessment (impact fee study) identify any deficiencies in existing facilities. It also limits impact fees to recovering only the proportionate share of the cost of facilities required to serve new development as opposed to existing land uses, based on explicitly defined service level standards. Therefore, the share of the cost of expanding the Village's parks related to remedying any existing deficiencies versus the share related to serving new development must be identified.

As the CORP states, the Village is currently providing parkland in excess of the standards of the National Park and Recreation Association of 10.5 acres per 1,000 residents. However, the Village is planning to continue to provide at least this level of service, or even greater, as the Village grows and the demand for park facilities grows with it. For this reason, despite the fact that the Village exceeds national minimum standards for parks, there can still be a deficiency in existing facilities if the planned level of service is greater than the current level of service. The following analysis determines to what level existing facilities may be providing a lower level of service to existing residents as compared to the planned service level standards.

The service level standards and amount of space needed to address existing deficiencies are shown in Table 4. Because some types of parkland are being expanded more than others, service level standards were calculated for each general type of park (active parks, natural areas and linear parks/trails). The future service level standard is the amount of each type of park the Village desires for its residents in terms of acreage or mileage per 1,000 residents.

Deficiencies in the amount of parkland that were in existence in 2017 were determined by applying the future service level standards to the 2017 population to calculate how much, if any, additional square feet of space would have been needed to serve the 2017 Village population to the same service level standard. When these standards are applied to the 2017 population and compared to parkland in existence as of 2017, the Village had excess active parks and nature/conservancy areas, based on these future service level standards. For linear parks, however, the Village was providing less than the planned service level standard. Therefore, a proportionate share of the planned new linear parks was allocated to existing deficiencies and may not be charged to new development in the form of impact fees. The amount of future linear parks allocated to deficiency does not represent a true deficiency in the Village's park system; rather it represents the additional miles of trails needed to provide the same level of service as of 2017 that the Village plans to provide in the future. Since this share of parkland expansion is needed to bring the amount of linear park mileage available to current residents up to the planned level of service, it cannot be charged to future development.

Table 4 - Analysis of Service Level Standards and Proportionate Share of Facilities to Remedy Existing Deficiencies and Serve New Development

	Active Parks	Nature / Conservancy Areas	Linear Parks
Existing Developed Space (acres)/(miles)	185.1	163.5	5.0
Future Space (acres)/(miles)	196.7	195.1	10.3
Additional Space (acres)/(miles)	11.6	31.6	5.3
2035 Population	10,832	10,832	10,832
Future Service Level Standard (acres/miles per 1,000 pop.)	18.2	18.0	1.0
2017 Population	7,878	7,878	7,878
Service Level Standard (acres/miles per 1,000 pop.)	18.2	18.0	1.0
Space Needed to Serve 2019 Population (acres/miles)	143.4	141.8	7.9
2017 Surplus/(Deficiency) (acres/miles)	41.7	21.7	(2.9)
Percentage share of new parks needed to remedy deficiencies	0.0%	0.0%	54.3%
Percentage share of new parks to serve new development	100.0%	100.0%	45.7%

ALLOCATION OF COSTS AND PARK IMPACT FEE CALCULATION

A list of the estimated capital costs by park is shown in Table 5. This list of projects and costs was compiled from several sources: the CORP, the Village's Capital Improvement Program, actual costs for recently completed projects, and discussion with Village staff. For projects completed since the 2016 CORP, actual costs were obtained from the Village. Where available, updated cost estimates based on more detailed design completed since the 2016 CORP were also obtained from Village staff. For other projects for which the detailed design has not been completed, costs from the CORP or the Village's CIP were used. Costs to replace or upgrade facilities to be ADA accessible were not included in the impact fee analysis since these projects are needed to remedy existing deficiencies.

Project costs were allocated between the share of costs needed to serve future growth and development and costs needed to remedy existing deficiencies. For costs to develop new parks, this allocation was based on the percentages shown in Table 4 for each type of park. The list of planned improvements also includes a substantial number of additional facilities at already developed parks. These costs were allocated between existing development and future development based on existing population as a percentage of future population. A few projects on the list are a replacement of existing facilities. These improvements were allocated entirely to existing deficiencies. Of the total costs, approximately 45 percent, or \$3.7 million, was allocated to future growth and therefore able to be recovered through impact fees. In total, \$4.6 million in costs are attributable to existing deficiencies or replacement of existing facilities and must be funded by other sources. As the Village completes the various projects, the actual costs may vary from these estimates. However, the amount of impact fee revenues used to finance the projects should be based on the percentages shown in Table 5.

Village of Mukwonago Parks Impact Fee Study Chapter 3: Parks Impact Fee Calculation

Table 5 - Planned Park Improvements

	Estimated / Actual Cost	Allocation Factor	Deficiency Percentage	Growth Percentage	Deficiency Costs	Growth Costs
Open Space Adjacent to Police Station						
Lighting for memorial	\$4,500	Active Parks	0%	100%	\$0	\$4,500
Trail connection to Indianhead Park	\$5,400	Active Parks	0%	100%	\$0	\$5,400
Indianhead Park						
Entrance sign	\$40,000	Population	73%	27%	\$29,092	\$10,908
Entry enhancement	\$3,500	Population	73%	27%	\$2,546	\$954
Add outdoor performance stage	\$750,000	Population	73%	27%	\$545,467	\$204,533
Add a play structure	\$90,000	Population	73%	27%	\$65,456	\$24,544
Remodel and expand bathhouse restrooms	\$100,000	Population	73%	27%	\$72,729	\$27,271
Expand parking lot	\$200,000	Population	73%	27%	\$145,458	\$54,542
Add lighting	\$20,000	Population	73%	27%	\$14,546	\$5,454
Add benches	\$5,000	Population	73%	27%	\$3,636	\$1,364
Rosewood Park						
Land acquisition	\$100,000	Active Parks	0%	100%	\$0	\$100,000
Play structure	\$49,800	Active Parks	0%	100%	\$0	\$49,800
Amenities	\$9,880	Active Parks	0%	100%	\$0	\$9,880
Soccer goals	\$1,500	Active Parks	0%	100%	\$0	\$1,500
Add basketball court	\$50,000	Active Parks	0%	100%	\$0	\$50,000
Add picnic tables or park benches (4)	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Parking lot	\$18,000	Active Parks	0%	100%	\$0	\$18,000
Washington Avenue Park						
Add bicycle rack	\$1,000	Population	73%	27%	\$727	\$273
Add small shelter	\$40,000	Population	73%	27%	\$29,092	\$10,908
Surface basketball court	\$7,500	Replacement	100%	0%	\$7,500	\$0
Neighborhood Park - Site A ⁽¹⁾						
Land acquisition	\$80,000	Active Parks	0%	100%	\$0	\$80,000
Play equipment	\$60,000	Active Parks	0%	100%	\$0	\$60,000
Shelter facilities	\$40,000	Active Parks	0%	100%	\$0	\$40,000
Grills	\$2,000	Active Parks	0%	100%	\$0	\$2,000
Picnic tables	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Lighting	\$10,000	Active Parks	0%	100%	\$0	\$10,000
Toilet facilities	\$150,000	Active Parks	0%	100%	\$0	\$150,000
Neighborhood Park - Site B ⁽²⁾						
Land acquisition	\$80,000	Active Parks	0%	100%	\$0	\$80,000
Play equipment	\$60,000	Active Parks	0%	100%	\$0	\$60,000
Shelter facilities	\$40,000	Active Parks	0%	100%	\$0	\$40,000
Grills	\$2,000	Active Parks	0%	100%	\$0	\$2,000
Picnic tables	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Lighting	\$10,000	Active Parks	0%	100%	\$0	\$10,000
Toilet facilities	\$150,000	Active Parks	0%	100%	\$0	\$150,000
Neighborhood Park - Site C ⁽³⁾						
Land acquisition	\$80,000	Active Parks	0%	100%	\$0	\$80,000
Play equipment	\$60,000	Active Parks	0%	100%	\$0	\$60,000
Shelter facilities	\$40,000	Active Parks	0%	100%	\$0	\$40,000
Grills	\$2,000	Active Parks	0%	100%	\$0	\$2,000
Picnic tables	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Sport court(s)	\$75,000	Active Parks	0%	100%	\$0	\$75,000
Lighting	\$10,000	Active Parks	0%	100%	\$0	\$10,000
Toilet facilities	\$150,000	Active Parks	0%	100%	\$0	\$150,000

Village of Mukwonago Parks Impact Fee Study Chapter 3: Parks Impact Fee Calculation

Table 5 - Planned Park Improvements

	Estimated / Actual Cost	Allocation Factor	Deficiency Percentage	Growth Percentage	Deficiency Costs	Growth Costs
Field Park						
Replace play equipment	\$75,000	Replacement	100%	0%	\$75,000	\$0
Widen entrance	\$30,000	Population	73%	27%	\$21,819	\$8,181
Entrance sign	\$60,000	Population	73%	27%	\$43,637	\$16,363
Complete walkway on east side of park	\$150,000	Population	73%	27%	\$109,093	\$40,907
Add additional angled parking near play area	\$22,000	Population	73%	27%	\$16,000	\$6,000
Add more lighting	\$120,000	Population	73%	27%	\$87,275	\$32,725
Add more grill stations	\$1,000	Population	73%	27%	\$727	\$273
New year-round heated pavilion	\$500,000	Population	73%	27%	\$363,645	\$136,355
Minor Park						
Connect internal trails to future multi-use path along NN	\$150,000	Population	73%	27%	\$109,093	\$40,907
Permanent restroom facilities	\$150,000	Population	73%	27%	\$109,093	\$40,907
Add grill stations	\$2,000	Population	73%	27%	\$1,455	\$545
Add 18-hole disc golf course	\$25,000	Population	73%	27%	\$18,182	\$6,818
Replace pedestrian trail bridges	\$338,260	Replacement	100%	0%	\$338,260	\$0
Miniwaukan Park						
Pave parking lots and path to fourplex	\$195,000	Replacement	100%	0%	\$195,000	\$0
Relocate and enlarge play structure	\$100,000	Population	73%	27%	\$72,729	\$27,271
Add grill station and lights by pavilion	\$10,000	Population	73%	27%	\$7,273	\$2,727
Add more restroom capacity	\$150,000	Population	73%	27%	\$109,093	\$40,907
Add more benches, picnic tables, and grills	\$15,000	Population	73%	27%	\$10,909	\$4,091
Phantom Glen Park						
Add lighting to boat launch area	\$18,000	Population	73%	27%	\$13,091	\$4,909
Add benches, picnic tables, and grills by fishing pier	\$10,000	Population	73%	27%	\$7,273	\$2,727
Bathroom and pavilion upgrade	\$20,000	Population	73%	27%	\$14,546	\$5,454
TID #3 Conservancy						
Add walking trails	\$50,000	Population	73%	27%	\$36,364	\$13,636
Add activity or exercise stations	\$17,500	Population	73%	27%	\$12,728	\$4,772
Linear Parks (5.3 miles)						
	\$3,498,000	Linear Parks	54%	46%	\$1,899,480	\$1,598,520
Total						
	\$8,323,840				\$4,588,015	\$3,735,825
Percentage of Total					55%	45%

The calculation of the proposed parks impact fee is shown in Table 6. Based on the projected increase in population of 2,954 during the planning period, impact fee eligible costs amount to \$1,265 per capita. Fees per unit for different types of residential units were calculated based on assumptions regarding the number of persons per unit. As shown, the calculated fee per single-family unit or 3-bedroom multi-family unit is \$3,794, with lower fees for 2-bedroom and 1-bedroom or studio units.

Table 6 - Impact Fee Calculation

Total Impact Fee Eligible Costs	\$3,735,825
Projected Growth in Population	2,954
Cost per Capita	\$1,265

Type of Unit	Persons / Unit	Fee per Unit
Studio or 1-Bedroom Multi-Family Unit	1.50	\$1,897
2-Bedroom Multi-Family Unit	2.25	\$2,845
3-Bedroom Multi-Family Unit or Single-Family House	3.00	\$3,794

INTRODUCTION

The purpose of this study was to prepare a public facilities needs assessment and calculate an appropriate impact fee that recovers the proportionate share of the capital cost of expanding parks facilities in the Village of Mukwonago to serve new development. The report fulfills the public facilities needs assessment procedural requirement under Wisconsin Statutes §66.0617.

In order to determine the appropriate amount of the fees, the following analysis was performed:

- An inventory was conducted of the existing facilities in the Village.
- Forecasts were made regarding future conditions in the Village.
- Service level standards to be provided by the planned facilities were determined.
- Costs of the planned projects were allocated to the proportionate share of facilities that are needed to serve new development during the planning period.
- A schedule of fees per dwelling unit for different sizes of dwelling units was calculated based on the expected increase in population and assumed persons per dwelling unit.

RECOMMENDED IMPACT FEE SCHEDULE

Based on the analyses described above, this study recommends that the Village can impose a park impact fee up to the amount shown in Table 6.

This amount reflects the maximum amount that the Village could impose, based on the application of Wisconsin Statutes 66.0617. The Village may choose to impose a lesser amount as a matter of policy. Wisconsin Statutes allow, but do not require, municipalities to designate different impact fees for specific areas in the municipality based on differences in the facilities needed to serve those areas. For other impact fees, the Village has historically imposed uniform impact fees for all areas in the Village. This report recommends applying this policy to park impact fees, as the Village park system provides facilities for residents' use Village-wide.

IMPACT ON THE AVAILABILITY OF AFFORDABLE HOUSING

One of the requirements of Wisconsin Statute §66.0617 is to estimate the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality. Table 7 shows the Village's existing impact fees for each category of development and the proposed fees including the maximum calculated park impact fee. As shown, adopting the maximum park impact fee would increase impact fees per single-family residence by \$3,746 per unit, from \$5,480 to \$9,274. The fees for multi-family housing would be increased by \$1,897 to \$3,794 per unit depending on the size of the unit.

Village of Mukwonago Parks Impact Fee Study Chapter 4: Recommended Fee and Implementation

Table 7 - Existing and Proposed Impact Fees

	Police	Fire	Library	Water ⁽¹⁾	Sewer - Conveyance ⁽¹⁾	Parks	Total
<i>Current Fees:</i>							
Residential - 1 Bedroom	\$156	\$152	\$731	\$2,484	\$918	--	(2)
Residential - 2 Bedroom	\$233	\$228	\$1,098	\$2,484	\$918	--	(2)
Residential - 3+ Bedroom / Single Family	\$311	\$304	\$1,463	\$2,484	\$918	--	\$5,480
Industrial (per SF of building)	\$0.063	\$0.063	--	\$2,484	\$918	--	(2)
Commercial / Institutional (per SF of building)	\$0.115	\$0.115	--	\$2,484	\$918	--	(2)
<i>Proposed Fees:</i>							
Residential - 1 Bedroom	\$156	\$152	\$731	\$2,484	\$918	\$1,897	(2)
Residential - 2 Bedroom	\$233	\$228	\$1,098	\$2,484	\$918	\$2,845	(2)
Residential - 3+ Bedroom / Single Family	\$311	\$304	\$1,463	\$2,484	\$918	\$3,794	\$9,274
Industrial (per SF of building)	\$0.063	\$0.063	--	\$2,484	\$918	--	(2)
Commercial / Institutional (per SF of building)	\$0.115	\$0.115	--	\$2,484	\$918	--	(2)

Notes:

(1) Fees per Residential Equivalent Connection (REC). For multi-family buildings, industrial, commercial, and institutional, the number of RECs assigned are based on anticipated water and sewer use compared to an average single-family residence.

(2) Total fees will depend on the number of RECs assigned for sewer and water impact fees.

Table 8 summarizes various income and housing characteristics within the Village. Section 1 of the table shows the total annual household income, 30 percent of that level (which represents a guideline for maximum annual affordable housing costs), and the monthly income available for housing costs for the median household income (MHI) and several ranges of income below the MHI. Section 2 calculates the maximum price that households at each income level would be able to afford when purchasing a home, assuming there is a down payment of 10 percent. Section 3 shows the same calculation, including the total impact fees in the cost of the home. As the table shows, the monthly mortgage payment would be approximately \$43 higher with all of the impact fees including the proposed impact fee as compared to no impact fees, which represents less than 0.7 percent of the median household income in the Village, but a larger percent for households with less than the median household income.

Section 4 summarizes the statistics on housing value within the Village. The table shows that about 38 percent of housing stock in the Village was valued at less than \$200,000 as of 2017. According to Section 3, even with impact fees, a household earning 62 percent of median household income could afford at least 38 percent of the homes in the Village, while those earning 42 percent of median household income could afford at least 10 percent of the housing stock. Assuming no more than 30 percent of income is spent on housing, and assuming that the rental prices as shown in Section 5 would be similarly affected by impact fees, households with 62 percent of median household income would be able to afford at least 86 percent of all rental units in the Village.

Village of Mukwonago Parks Impact Fee Study Chapter 4: Recommended Fee and Implementation

Table 8 - Impact of Cumulative Impact Fees on the Availability of Affordable Housing

1. Income Statistics

	Annual Income	30% of MHI ⁽³⁾	Monthly Income for Housing
2017 Median Household Income ⁽¹⁾	\$75,441	\$22,632	\$1,886
80% of Median Household Income	\$60,353	\$18,106	\$1,509
60% of Median Household Income	\$45,265	\$13,579	\$1,132
40% of Median Household Income	\$30,176	\$9,053	\$754

2. Housing Costs

	Total Mortgage Amount	Monthly Mortgage Payment ⁽⁴⁾	Housing Sales Price
100% of Median Household Income	\$368,650	\$1,886	\$409,611
80% of Median Household Income	\$294,959	\$1,509	\$327,732
60% of Median Household Income	\$221,268	\$1,132	\$245,854
40% of Median Household Income	\$147,382	\$754	\$163,758

3. Housing Costs with Impact Fees

	Housing Cost with Impact Fees	Total Mortgage with Impact Fees	Monthly Mortgage Payment ⁽⁴⁾	Required Annual Income	% MHI
100% of Median Household Income	\$418,885	\$376,997	\$1,929	\$77,148	102%
80% of Median Household Income	\$337,006	\$303,306	\$1,552	\$62,068	82%
60% of Median Household Income	\$255,128	\$229,615	\$1,175	\$46,988	62%
40% of Median Household Income	\$173,032	\$155,728	\$797	\$31,868	42%

4. Housing Value Statistics (Single-Family) ⁽¹⁾

	Units	% of Total
Up to \$50,000	47	2.2%
\$50,000 - \$99,999	50	2.4%
\$100,000 - \$149,999	135	6.3%
\$150,000 - \$199,999	569	26.8%
\$200,000 - \$299,999	857	40.3%
\$300,000 - \$499,999	434	20.4%
\$500,000 - \$999,999	19	0.9%
\$1,000,000 or more	16	0.8%
	2,127	

5. Gross Monthly Rent Statistics ⁽¹⁾

	Units	% of Total
Less than \$500	29	3.5%
\$500 - \$999	696	83.5%
\$1,000 - \$1,499	109	13.1%
\$1,500 - \$1,999	-	0.0%
\$2,000 - \$2,499	-	0.0%
\$2,500 - \$2,999	-	0.0%
\$3,000 or more	-	0.0%
	834	

Notes:

(1) Source: United States Census Bureau, American Community Survey 2017.

(2) Based on standard rule-of-thumb for maximum amount of income to be spent on housing costs in order to be considered affordable.

(3) Based on a 30-year mortgage with an interest rate of 4.5 percent.

ENACTING THE IMPACT FEE ORDINANCE

Prior to amending a local ordinance to impose impact fees on new development, a municipality must comply with the following procedural requirements:

1. Prepare a needs assessment for the public facilities for which it is anticipated that impact fees may be imposed. The public facilities needs assessment shall include the following:
 - a. An inventory of existing public facilities, including identification of any existing deficiencies in those public facilities, for which it is anticipated that an impact fee may be imposed.
 - b. An identification of new, improved or expanded public facilities that will be required because of new development, or the identification of excess capacity in existing public facilities that are used by new development. This shall be based upon an explicit level of service and standards.
 - c. A detailed estimate of the capital costs of providing or constructing the new, improved or expanded public facilities, including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality.
2. Publish a Class 1 notice of a public hearing on the proposed ordinance that specifies where a copy of the proposed ordinance and public facilities needs assessment may be obtained.
3. Hold a public hearing prior to enacting or amending an ordinance to impose impact fees. The public facilities needs assessment must be available for public review for at least 20 days before the date of the hearing.

IMPOSITION AND COLLECTION OF FEES

Impact fees may be imposed on persons developing land, where development is defined as the creation of additional residential dwelling units that create the need for new, expanded or improved public facilities. In other words, development can mean the construction of a new residential building, or the expansion or remodeling of an existing building that results in a use that requires a higher demand for public services than the previous use.

The impact fees collected must be reduced to compensate for other capital costs imposed by the municipality to provide or pay for public facilities due to new land development. For example, if a developer is required to contribute land, facilities or other items of value to provide a facility that a municipality would otherwise fund with impact fees, then the impact fee charged to the developer must be reduced proportionately.

In general, impact fees may not be collected until a building permit is issued. However, 2017 Wisconsin Act 243 modified Wisconsin Statutes §66.0617(6) to require that if the total impact fees imposed on a development are more than \$75,000, the municipality must allow the developer to defer payment of the fees for four years or until 6 months before the municipality incurs costs to construct the facility for which the impact fees are imposed. While fees are deferred, the developer must maintain a bond or irrevocable letter of credit in the amount of the unpaid fees.

2017 Wisconsin Act 243 also created Wisconsin Statutes §66.0617(7) that requires a municipality to provide the developer that pays the impact fees with an accounting of how the impact fees will be spent.

MANAGING IMPACT FEES

Impact fees must be placed into segregated accounts, meaning each type of fee has its own account. The impact fees and any interest earned on the account balance must be expended only for the facilities for which the fees have been imposed. Impact fees may be used to pay directly for project costs or may be used to pay for the debt service on bonds issued to finance a capital project.

In order to ensure that impact fees are not used to pay for more than the proportionate share of capital costs for facilities needed to serve new development, the public facilities needs assessment should be referenced when determining the amount of impact fee revenues to apply to funding for a specific facility. If a project is modified from what is detailed in the needs assessment, it may be necessary to review and update the needs assessment and impact fee ordinance.

Impact fees that are collected but are not used within a reasonable period after collection to pay for the capital costs for which they were imposed must be refunded to the payer of the fees. 2017 Wisconsin Act 243 amended the impact fee statute to change the time limits for spending impact fees. The current time limits require impact fees and accumulated interest earnings to be spent within 8 years of when the fees are collected for most public facilities, and 10 years for sanitary sewerage facilities. It also changed the refund requirement to have the refund made to the payer of the fees instead of the current property owner at the time of the refund.

It is recommended that the Village take the following steps to ensure that impact fees are expended within the statutory time limits and that the fees are properly applied to the project shown in the public facilities needs assessment:

- Maintain a spreadsheet or other list of the amounts collected, showing the date paid, tax key, property owner, number of units, fee per unit, and total amount paid for each type of fee.
- Maintain a spreadsheet showing the project costs funded through impact fees. At a minimum, it should show the year of the project, a brief description, total cost (including construction and legal, engineering, etc.), the amount financed from impact fees, the amount borrowed, a debt service schedule and the share of debt service to be paid from impact fees. Ideally, this spreadsheet would also be linked to a sheet showing the balance of impact fee funds by account, showing payments made from each impact fee fund for cash financing and debt service payments.

ANNUAL ADJUSTMENT AND PERIODIC REVIEW

It is further recommended that the Village increase the amount of the fees each year by an inflationary factor to make the fees more inter-generationally equitable, in that the amount of the fee paid by any new development is approximately equal to the amount paid in any other year, adjusted for inflation. The Village's impact fee ordinance requires that the existing impact fees be adjusted each year based on the change in the 20-City Construction Cost Index published by Engineering News Record over the past 12 months. It is recommended that the park impact fee be subject to the same annual adjustment.

The impact fees calculated in this report were based on numerous assumptions and forecasts in future development and service levels provided by the Village. The exact specifications of public facilities' design and costs may vary from the estimates developed through the analysis of this report. Therefore, it is recommended that the impact fees be reviewed on a consistent basis to adjust for changes in inflation, development trends or major changes in project plans, ideally on a schedule of every three to five years.

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Discussion and possible recommendation on the issuance process of an available Class "B"/"Class B" combination alcohol license.
From:	Diana Dykstra
Department:	Administration
Presenter:	Diana Dykstra
Date of Committee Action (if required)	01/08/2020
Date of Village Board Action (if required)	01/15/2020

Information

Subject:

Discussion and possible recommendation on the issuance process of an available Class "B"/"Class B" combination alcohol license.

Background Information/Rationale:

In 2012, the Judicial Committee reviewed the process for the issuance of an available regular "Class B"/Class "B" Alcohol License. This license is a full license granting permission to serve intoxicating liquors and fermented malt beverages for on premise consumption. It is seldom these licenses become available. Any new licenses in this category that are increased due to population, become RESERVE licenses and must include a \$10,000 initial issuance fee.

The benefit to a current reserve license holder in obtaining a regular license would be to prevent them from having to pay an additional \$10,000 fee if they choose to move their business location (premise).

In 2012 the Judicial Committee explored option of keeping the license open or offering it to existing reserve license holders. At the time, they provided a particular amount of time for reserve holders to apply, and names were drawn from a public lot drawing.

Even though there is a precedent for this one exchange, the Board does not have any official policy and is not tied to any particular action.

Key Issues for Consideration:

In 2012 the Committee determined they did not want to lock themselves into any particular process.

I am requesting the Judicial Committee determine if they wish to continue this process or review an alternate procedure.

Fiscal Impact (if any):

N/A

Requested Action by Committee/Board:

Attachments

[11-12-2012 Judicial Committee Minutes](#)

Village of Mukwonago Judicial Committee Meeting Minutes

Monday, November 12, 2012 @ 4:30 p.m.

Attendance: Jim Decker, Darlene Johnson, Steve Braatz Jr., Lt. Ken Pileggi

INFORMATION ONLY – ITEMS A & B:

A. Non-use of 2012-13 “Class B” Fermented Malt Beverage and Intoxicating Liquors License for YOZA LLC (Lucila Gomez Zavaleta – Agent), 1015 CTH NN W, d/b/a Gabbellas Restaurant

B. Status of Alcohol License Quotas

On March 1, 2013 put up (1) REGULAR CLASS B license available to holders of Reserve License who want in by blind draw if this license is still available.

C. **Ordinance No. Draft:** An Ordinance to Amend Section 82-71 of the Village of Mukwonago Municipal Code Pertaining to the Operation of Motor Vehicles Within Parking Lots Held Out for Public Use

The committee recommend adoption of Ordinance to Amend Section 82-71 after listening to Lt. Pileggi reasons for drafting the revised ordinance & stating Attorney Reilly had reviewed it,

Adjournment @ 4:58 P.M.

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

MARK G. BLUM
THOMAS G. SCHMITZER
LORI J. FABIAN
RONALD E. ENGLISH III
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RICHARD S. HIPPENMEYER
(1911-1979)
WILLIAM F. REILLY
(1932-2007)

EMAIL: MGBLUM@HRMBLAWFIRM.COM

December 11, 2019

Via Email (ddykstra@villageofmukwonago.com)

Ms. Diana Dykstra
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Ordinance Amending Section 100-30

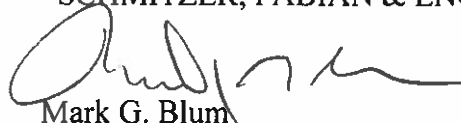
Dear Diana:

Enclosed is a draft of an Ordinance which I have prepared to create Section 100-30 of the Village Code relative to the subject of the conducting a public comment Section at Plan Commission meetings. As you recall, this issue was raised by Trustee Walsh at the last Committee of the Whole meeting. In looking at the Code, while there was a Section to establish the membership of the Plan Commission, there really was not language to deal with powers, duties and other matters related to the operation of the Commission, including the scheduling of meetings, quorums, etc. Based on this, I have expanded the Ordinance to deal with these basic issues, which I think should be in our Code. In addition, I have added the Section on citizen comments/Privilege of the Floor. I would suggest this matter be placed back on the next Committee of the Whole Agenda for the Committee to review the Ordinance and determine whether it addresses the concerns expressed in requesting it be created in the first place.

Thank you for your consideration of this matter.

Sincerely,

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



Mark G. Blum

MGB/jb
Enc.

Cc: Trustee Roger Walsh
Mr. John Weidl
President Fred Winchowky

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. ____

**ORDINANCE TO CREATE SECTION 100-30
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE
REGARDING THE MEETINGS OF THE PLAN COMMISSION**

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

SECTION I

Section 100-30 of the Municipal Code of the Village of Mukwonago is hereby created to read as follows:

Sec 100-30 – Plan Commission

- (a) **Establishment.** The Plan Commission of the Village of Mukwonago, Wisconsin, shall be governed by Wisconsin Statute §61.35, §61.351, §61.354, §62.23, §87.30, §144.26 and §144.266; Chapter 236 of the Wisconsin Statutes; and Chapters 64 and 100 of the Municipal Code of the Village of Mukwonago.
- (b) **Membership.** The membership of the Plan Commission shall be as set forth in Section 62-1 of the Municipal Code of the Village of Mukwonago.
- (c) **Meetings.**
 - (1) **Scheduling of Meetings.** Meetings of the Plan Commission shall be held monthly on the second Tuesday of each month, or at the call of the Chairman or upon a call of the majority of the full Commission subject to proper meeting and notification in accordance with the Wisconsin Open Meetings Law.
 - (2) **Quorum.** A quorum for matters of business of the Plan Commission shall consist of four (4) members. Action by the Commission shall be taken by a majority vote of those present.
 - (3) **Open Meetings.** All meetings of the Plan Commission shall be open to the general public as governed and required in Wisconsin Statute §19.81.
 - (4) **Closed Session.** The Plan Commission may go into Closed Session for the purposes enumerated in Section 19.85(1).
- (d) **Privilege of the Floor.** The Privilege of the Floor is granted to the public at the start of every Plan Commission meeting. The Privilege of the Floor shall last no longer than thirty (30) minutes and individual presentations are limited to three (3) minutes. Presentations shall be directed to topics on the Plan Commission Agenda. Presentations shall not deal in personalities or personal attacks on members of the Plan Commission, the applicant or Village Employees. Presentations are not to be designed for purposes of engaging others in a debate in this forum. Individuals may not comment at Privilege of the Floor on any matter which is the subject of a previously conducted public hearing or an anticipated public hearing.

- (e) Minutes. Minutes of the proceedings and record of all actions of the Plan Commission shall be kept by the Village Clerk and said Minutes shall reflect the vote on each member upon each question; the reason for the Commission's determination in its finding. The records of such Minutes shall be maintained in the office of the Village Clerk and shall be considered a public record.
- (f) Rules of Order. The conduct of the meetings of the Plan Commission shall be governed by Robert's Rules of Order, Newly Revised Edition.
- (g) Powers and Duties. The Plan Commission shall have all the powers and duties granted or assigned by the Village Board, or by Village Ordinances, and those powers and duties granted or assigned by Wisconsin Statute §61.35, §61.351, §61.354, §62.23, §87.30, §144.26, 144.266, Chapter 236 of the Wisconsin Statutes and Chapters 64 and 100 of the Municipal Code of the Village of Mukwonago.

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 IV

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 _____, 2019.

APPROVED:

Fred Winchowky, Village President

Countersigned:

Diana Dykstra, Village Clerk/Treasurer

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend to the Village Board the request for educational pay incentive from Officer Michael Kubiak.
From:	Kevin Schmidt
Department:	Police
Presenter:	Police Chief Kevin Schmidt
Date of Committee Action (if required)	January 8, 2020
Date of Village Board Action (if required)	January 15, 2020

Information

Subject:

Motion to recommend to the Village Board the request for educational pay incentive from Officer Michael Kubiak.

Background Information/Rationale:

Article 6 of the Mukwonago Professional Police Association contract states as follows:

“For employees hired after 3/1/95, credits earned and approved in the foregoing program will be compensated per annum, in the following manner:

Associates +	Associates +	Associates +	Bachelors
15 credits	30 credits	45 credits	Degree
\$ 700	\$ 800	\$ 900	\$ 1,500

Key Issues for Consideration:

Officer Michael Kubiak was hired by the department in August of 2018. Officer Kubiak has taken courses required to obtain a degree in Police Science/Criminal Justice. He has taken courses through Milwaukee Area Technical College, Mount Senario College and Columbia Southern University.

To date, Officer Kubiak has obtained 76 credits toward his degree.

Fiscal Impact (if any):

Officer Michael Kubiak should receive \$700 per year, divided by 26 pay periods.

However, he should not receive the payment until monies advanced to him are paid back to the Village.

Per the current contract ***"The officer will not be eligible to receive an incentive payment while advanced monies are owed by an officer. Instead, the Village shall apply what would otherwise be paid to the officer against their balance for advanced tuition, until such amount is paid back in full."***

Requested Action by Committee/Board:

Attachments

[Officer Kubiak request.pdf](#)

[Letter to Police Commission.pdf](#)

[Police Commission Approval.docx](#)

DATE: 11/16/2019

TO: CHIEF SCHMIDT

FROM: OFFICER KUBIAK

REFERENCE: EDUCATIONAL INCENTIVE

Chief,

I am submitting this as I have completed 15 credits from Columbia Southern University on top of the 66 credits I previously had. I am requesting to start receiving my educational incentive pay so I can start paying the Village back for these courses. I have attached a transcript from my current enrollment from Columbia Southern University. The other transcripts from my other colleges I have already provided to you.

Thank you,

Officer Kubiak 1241

A handwritten signature in black ink, consisting of a stylized, sweeping line followed by the number '1241'.

DATE: December 12, 2019

TO: Village of Mukwonago Police Commission

FROM: Police Chief Kevin Schmidt

REFERENCE: Request from Officer Michael Kubiak for pay incentive plan, per Article 6 of the current contract between the Village of Mukwonago and the Mukwonago Professional Police Association.

Officer Michael Kubiak requests the educational pay incentive, per Article 6 of the current contract between the Village of Mukwonago and the Police Association.

Article 6 currently reads:

PAY INCENTIVE PLAN

Any member of the Mukwonago Police Department may enroll in an educational program leading to an associate, bachelor's or masters' degree in any of the following: Police Science, Criminal Justice, Sociology, Psychology or Political Science or other Police-related field...

For employees hired after 3/1/95, credits earned and approved in the foregoing program will be compensated per annum, in the following manner:

<u>Associates +15</u>	<u>Associates +30</u>	<u>Associates +45</u>	<u>Bachelors Degree</u>
\$700	\$800	\$900	\$1,500

Milwaukee Area Technical College transcript:

Officer Kubiak supplied an official transcript he obtained from Milwaukee Area Technical College.

In reviewing the transcript, from 1995 to early 1998, Officer Kubiak earned forty-five (45) credits in required courses of the Police Science program.

Mount Senario College transcript:

Officer Kubiak also supplied an official transcript he obtained from courses he took through Mount Senario College. In reviewing the transcript, Officer Kubiak took six (6) courses through Mount Senario College and obtained sixteen (16) credits toward a Criminal Justice degree.

Columbia Southern University transcript:

Since joining our department in August of 2018, Officer Kubiak has been taking courses through Columbia Southern University toward a Bachelor of Science degree in Criminal Justice. In reviewing the transcript, Officer Kubiak has taken and successfully passed five (5) courses and has earned fifteen (15) credits from Columbia Southern University.

Police Chief recommendation:

After reviewing the records supplied by Officer Kubiak, I recommend that he receive the pay incentive for Associates + 15 credits, or \$700, as set forth in the current police contract.

The State of Wisconsin requires that all police officers within five years of their hire date obtain an Associate Degree or the equivalent of an Associate Degree, which is sixty (60) credits. Officer Kubiak has obtained the equivalent of an Associate Degree by obtaining sixty-one (61) credits in Police Science courses, and he has earned an additional fifteen (15) credits from Columbia Southern University.

12/12/2019
Date

Chief Kevin Schmidt
Police Chief Kevin Schmidt

DATE: 11/16/2019

TO: CHIEF SCHMIDT

FROM: OFFICER KUBIAK

REFERENCE: EDUCATIONAL INCENTIVE

Chief,

I am submitting this as I have completed 15 credits from Columbia Southern University on top of the 66 credits I previously had. I am requesting to start receiving my educational incentive pay so I can start paying the Village back for these courses. I have attached a transcript from my current enrollment from Columbia Southern University. The other transcripts from my other colleges I have already provided to you.

Thank you,

Officer Kubiak 1241

A handwritten signature in black ink, consisting of a stylized, sweeping line followed by the number '1241'.

02/27/18

MILWAUKEE AREA TECHNICAL COLLEGE
TRANSCRIPTMr. Michael L. Kubiak
515 W Moreland Blvd
Waukesha, WI 53188

ID Number: 0309995

Birth Date: 12/30/74

45 credits

Course	Title	Grd	Repeat	Credits Att	Credits Cmp	Grade Points	Course Dates	Credit Type	Notes
POLICE 102	Org & Admin	B		3.00	3.00	9.00000	01/17/95-05/19/95		
POLICE 113	Criminal Law	D+		3.00	3.00	3.75000	01/19/95-05/19/95		
Term SP1995 Totals:		6.00	6.00	12.7500		GPA = 2.1250			
Cumulative Totals:		6.00	6.00	12.7500		GPA = 2.1250			
POLICE 141	Rept-Writ Rec Intvw	B		3.00	3.00	9.00000	08/30/95-12/20/95		
POLICE 150	Hist-Phil/Policing	C		3.00	3.00	6.00000	08/29/95-12/20/95		
Term FA1996 Totals:		6.00	6.00	15.0000		GPA = 2.5000			
Cumulative Totals:		12.00	12.00	27.7500		GPA = 2.3125			
POLICE 135	Juvenile Law/Proced	W	R Repl	0.00	0.00	0.00000	01/19/96-05/17/96		
PLANG 117	Conv Span/Serv Oc 1	W		0.00	0.00	0.00000	01/29/96-05/15/96		
Term SP1996 Totals:		0.00	0.00	0.0000		GPA = 0.0000			
Cumulative Totals:		12.00	12.00	27.7500		GPA = 2.3125			
ENG 201	English 1	C+		3.00	3.00	6.75000	08/29/96-12/20/96		
MATH 191	Beginning Algebra	U		3.00	0.00	0.00000	08/29/96-12/20/96		
Term FA1997 Totals:		6.00	3.00	6.7500		GPA = 1.1250			
Cumulative Totals:		18.00	15.00	34.5000		GPA = 1.9167			
POLICE 135	Crime Prevention	C+		3.00	3.00	6.75000	01/27/97-05/21/97		
ENG 202	English 2	B		3.00	3.00	9.00000	01/21/97-05/21/97		
POLICE 135	Juvenile Law/Proced	B-		3.00	3.00	8.25000	01/17/97-05/21/97		
PSYCH 231	Introductory Psych	B		3.00	3.00	9.00000	01/22/97-05/21/97		
Term SP1997 Totals:		12.00	12.00	33.0000		GPA = 2.7500			
Cumulative Totals:		30.00	27.00	67.5000		GPA = 2.2500			
POLICE 108	Int/Crim Justice Pr	B		3.00	3.00	9.00000	09/03/97-12/17/97		
PHYED 210	Activ Appr/Well-Fit	A-		3.00	3.00	11.25000	09/05/97-12/12/97		
ECON 195	Economics	W		0.00	0.00	0.00000	09/08/97-12/18/97		
POLICE 117	Arrest Search Seiz	B		3.00	3.00	9.00000	09/09/97-12/16/97		
Term FA1998 Totals:		9.00	9.00	29.2500		GPA = 3.2500			
Cumulative Totals:		39.00	36.00	96.7500		GPA = 2.4808			
POLICE 113	Criminal Law	D	R Repl	3.00	3.00	3.00000	01/27/98-05/12/98		
POLICE 123	Criminal Investig	A-		3.00	3.00	11.25000	01/22/98-05/14/98		

Academic Summary: Total Undergraduate including
Advanced Standing, Military Credit, ByPass, Special,
CLEP and Academic Renewal
New Grade Information: E = Effort; Grade Points 0.00

3/2/27/18

MILWAUKEE AREA TECHNICAL COLLEGE
TRANSCRIPT

4

Mr. Michael L. Kubiak

ID Number: 0309995

515 W Moreland Blvd

Waukesha, WI 53188

Birth Date: 12/30/74

Course	Title	Grd	Repeat	Credits Att	Credits Cmpt	Grade Points	Course Dates	Credit Type	Notes
POLICE 131	Traffic Theory	B		3.00	3.00	9.00000	01/26/98-05/11/98		
POLICE 115	Criminal Evidence	W		0.00	0.00	0.00000	01/28/98-05/13/98		
Term SP1998		Totals:	9.00	9.00	20.2500	GPA = 2.5833			
Cumulative Totals:			45.00	42.00	117.0000	GPA = 2.6000			
POLICE 152	Victimology	B+		3.00	3.00	9.75000	09/03/98-12/17/98		
Term FA1999		Totals:	3.00	3.00	9.7500	GPA = 3.2500			
Cumulative Totals:			48.00	45.00	126.7500	GPA = 2.6406			
POLICE 115	Criminal Evidence	W	R Repl	0.00	0.00	0.00000	01/22/99-05/21/99		
Term SP1999		Totals:	0.00	0.00	0.0000	GPA = 0.0000			
Cumulative Totals:			48.00	45.00	126.7500	GPA = 2.6406			
POLICE 402	Specialized Use of Force Train P			0.00	0.00	0.00000	05/14/09-05/14/09		
Term SP2009		Totals:	0.00	0.00	0.0000	GPA = 0.0000			
Cumulative Totals:			48.00	45.00	126.7500	GPA = 2.6406			
TOTALS: CRED ATT			48.00	CRED CPT	45.00	GRADE PTS = 126.7500	GPA = 2.6406		

Academic Summary: Total Undergraduate including
Advanced Standing, Military Credit, ByPass, Special,
CLEP and Academic Renewal
New Grade Information: E = Effort; Grade Points 0.00

OFFICIAL TRANSCRIPT

Mount Senario College
1500 College Av W
Ladysmith, WI 54848
(715) 532-5511

PAGE: 1

DATE: 10/16/2002

16 credits

Kubiak Michael L
4134 South 122nd Street
Greenfield, WI 53228

399748399

00/00/0000

COURSE		CREDIT		QUAL	TERM
ID	TRANSFER TITLE	GRD	ATTEMPT	EARNED POINTS	GPA
WISCONSIN CORRECTIONS					
CJ-231	WCOR/INTRO TO CORRECTIONS			3.00	
CJ-433	WCOR/CORRECTIONAL INSTITN			3.00	
ES-200	WCOR/1ST AID & CPR			2.00	
HR-102	WCOR/PERSONAL FITNESS			2.00	
TOTALS:				10.00	
MILWAUKEE AREA TECHNICAL COLL					
CJ-11X	POLICE141 /REPT-WRIT REC INTVW ✓	B		3.00	
CJ-12X	POLICE131 /TRAFFIC THEORY ✓	B		3.00	
CJ-13X	POLICE152 /VICTIMOLOGY ✓	B		3.00	
CJ-140	POLICE108 /INT/CRIME JUSTICE PR ✓	B		3.00	
CJ-1XX	POLICE102 /ORG & ADMIN ✓	B		3.00	
CJ-252	POLICE117 /ARREST SEARCH SEIZ ✓	B		3.00	
CJ-262	POLICE100 /HIST-PHIL/POLICING ✓	C		3.00	
CJ-323	POLICE125 /CRIME PREVENTION ✓	C		3.00	
CJ-363	POLICE123 /CRIMINAL INVESTIGATN ✓	A		3.00	
CJ-382	POLICE135 /JUVENILE LAW/PROCED ✓	B		3.00	
EN-110	ENG201/ENGLISH 1 ✓	C		3.00	
EN-120	ENG202/ENGLISH 2 ✓	B		3.00	
HR-2XX	PHYED210/ACTIV APPR/WELL-FIT ✓	A		3.00	
PS-101	PSYCH231/INTRO TO PSYCHOLOGY ✓	B		3.00	
TOTALS:				42.00	

COURSE		CREDIT		QUAL	TERM
DEPT	ID	TITLE	GRD R	HRS	ATTEMPT EARNED POINTS GPA
MARCH TERM 2000 OUTREACH					
POSC	PO-101	AMERICAN GOVERNMENT	B	3.00	3.00 3.00 9.00
PSYC	PS-210	SOCIAL PSYCHOLOGY	A	3.00	3.00 3.00 12.00
TERM TOTALS:				6.00	6.00 21.00 3.500

MAJOR1: CJ ADMIN COL: SS CUMULATIVE: 6.00 58.00 21.00 3.500
MAJOR2: COL:
MINOR1:
MINOR2:
SPECIALIZATION:

Columbia Southern University

Unofficial Transcript

Student Name: Michael L Kubiak

Birth Date: 12/30

Enrollment Date: 03/13/19

Student Number: 294006

Date Printed: 11/16/19

Program Enrolled: Bachelor of Science Criminal
Justice Administration

COURSE	TITLE	SEMESTER HOURS	GRADE
--------	-------	-------------------	-------

COURSE	TITLE	SEMESTER HOURS	GRADE
--------	-------	-------------------	-------

Transfer Credits

Source Hrs

Professional Training

CERT	Basic Jail Officer	Certificate	3
CERT	Crisis Intervention Team	Certificate	3
Total Hours:			6

Milwaukee Area Technical College

POLICE 123	Criminal Investigation		3
ENG 202	English 2		3
POLICE 102	Organization and Administration		3
POLICE 117	Arrest Search Seizure		3
PSYCH 231	Introductory Psychology		3
POLICE 135	Juvenile Law / Proceed		3
POLICE 108	Introduction to Criminal Justice		3
POLICE 141	Report Writing Records Interview		3
POLICE 125	Crime Prevention		3
POLICE 100	History / Philosophy of Policing		3
POLICE 113	Criminal Law		3
POLICE 131	Traffice Theory		3
ENG 201	English I		3
PHYED 210	Active Approach-Wellness/Fitness		3
Total Hours:			42

Mount Senario College

PS 210	Social Psychology		3
PO 101	American Government		3
Total Hours:			6

Total Transfer Credit Hours: 54

Spring 2019

HY 1110	American History I	3	A
MAT 1301	Liberal Arts Math	3	A
TERM:	HOURS: 6	QPTS: 24.00	GPA: 4.00

Summer 2019

BCJ 2002	Theory and Practice of Corrections	3	A
HY 2000	American Military History I	3	A
TERM:	HOURS: 6	QPTS: 24.00	GPA: 4.00

Fall 19/20 Term FA 200L

PHL 1010	Critical Thinking	3	A
TERM:	HOURS: 3	QPTS: 12.00	GPA: 4.00

Degrees Conferred

15 credits

CUMULATIVE SUMMARY

Total Completed HRS	CSU Earned HRS	CSU Attempted HRS
69	15	15
CSU CUMQPTS	CSU CUMGPA	PROGRAM CUMGPA
60.00	4.00	4.00
TRANSFER HRS	DEMONSTRATED COMP.	
54		

END OF TRANSCRIPT

Unofficial Transcript

294006

Michael L Kubiak

To: Village of Mukwonago Personnel Committee
From: Village of Mukwonago Police Commission
Date: December 24, 2019
Re: Request for educational pay incentive for Officer Michael Kubiak

A request for educational pay incentive for Officer Michael Kubiak was brought forth by Chief Kevin Schmidt via email, since there were no regular scheduled Police Commission meeting for the month of December 2019.

As Chair for the Police Commission, I reviewed Officer Kubiak's application and associated documents for "Pay Incentive Plan," as outlined in Article 6 of the contract between the Village of Mukwonago and the Police Association. I concur with Chief Schmidt's recommendation that Officer Kubiak receives the pay incentive for Associates + 15 credits, or \$700.00, as set forth in the current police contract.

I, therefore, request the approval of this matter, by the Personnel Committee at its earliest convenience.

Thank you for your consideration.

Respectfully Submitted,

Kenneth Johnson

Kenneth Johnson
Police Commission / Chairperson

CC: Chief of Police, Kevin Schmidt
Officer Michael Kubiak
Village of Mukwonago Police Commission

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend approval to the Village Board to have the Village President sign the lighting agreement with WE Energies for the additional street light on Fox River View.
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner
Date of Committee Action (if required)	January 8, 2020
Date of Village Board Action (if required)	January 15, 2020

Information

Subject:

Motion to recommend approval to the Village Board to have the Village President sign the lighting agreement with WE Energies for the additional street light on Fox River View.

Background Information/Rationale:

The Fox River View home owners association requested an additional street light on Fox River View. They are willing to pay the installation cost of \$5,076.89 with the Village assuming the monthly lighting charge of \$14.84. after installation.

Key Issues for Consideration:

We are requesting a recommendation to the Village Board to have the Village president sign the lighting agreement with WE Energies for the additional street light on Fox River View.

Fiscal Impact (if any):

\$14.84 added to the WE Energies monthly lighting charges for street lights.

Requested Action by Committee/Board:

Attachments

Fox River View Street Light



We Energies
231 W. Michigan St.
Milwaukee, WI 53203
www.we-energies.com

December 9, 2019

Village of Mukwonago
Attn: Ron Bittner
440 River Crest Ct.
Mukwonago, WI 53149

Subject: Work Request 4373793; Lighting at 1631 Fox River Run V/Mukwonago - Option 1 - One Fixture

Dear Ron :

This letter details a work request for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$5,076.89, and does not include site restoration. Net monthly charges will initially increase by \$14.84, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin.

Review the following prior to providing authorization and payment:

- Luminaires are controlled to provide dusk to dawn operation.
- Customer must contact We Energies for lighting maintenance.
- Fixtures are warranted until removed.
- Non-Standard poles and conductors are warranted for 15 years.
- Customer must locate private underground facilities and grant or obtain, without expense to We Energies, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
- Termination or change requests after installation and prior to conclusion of the initial term result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
- All applicable lighting tariff terms and conditions are available at we-energies.com.
- We Energies does not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

Please sign the enclosed documents and return them, along with payment for the upfront charge (payable to We Energies) in the envelope provided. Material will be ordered upon receipt of required authorizations and payment. Work request will be scheduled when all contingencies are met. If you have any questions, please call me at 920-563-1273. We look forward to working with you on your lighting project.

Sincerely,

Deborah Domagalski

By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature: _____ Date: _____

Print name: _____ Title: _____

Enclosures

Non-Standard Lighting Record - WI

Billing Name				VILLAGE OF MUKWONAGO			
Billing Address							
C/T/V		State		WI		Zip	
						53149	
Service Address, if different than Billing Address							
Name							
Address							
C/T/V		State				Zip	
Premise Account				Install		Remove	
New Account? ☐ Yes				Customer Type			
				Governmental (MS4 / LE6)			
Work Request				4373793			
Related Work Request							
Page # / of #				1 OF 1			

[illegible]

	\$	4,594.89	Total Upfront Customer Contribution
	\$14.84	Total monthly charges, or net change, before taxes	

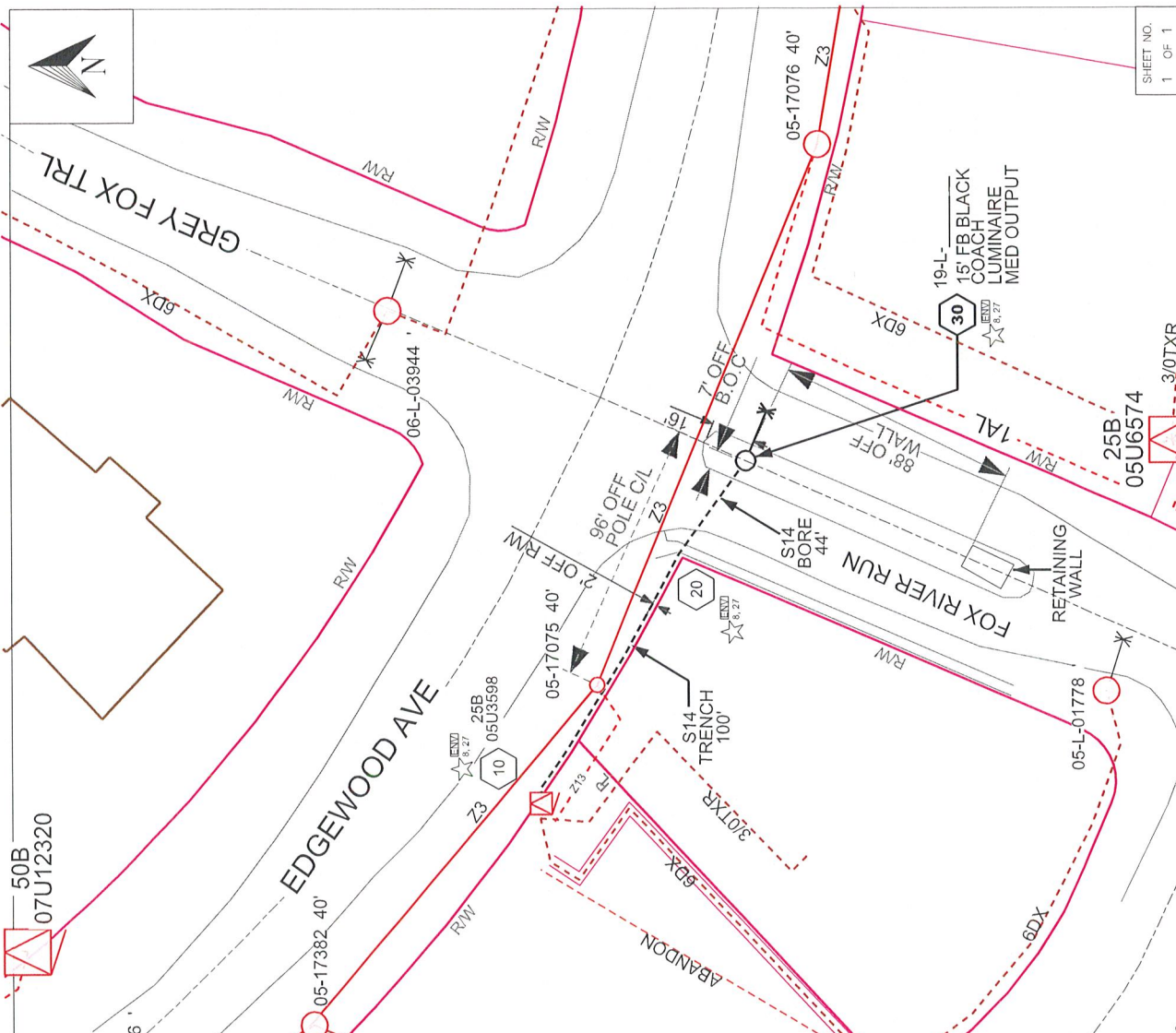
* Monthly total subject to future rate changes approved by Public Service Commission

Comments:

Authorization:

Property Owner / Authorized Representative Signature

Date _____



COMMON INFORMATION STAKING REQUIREMENTS: ☒ SURVEYOR ☐ STAKED ☐ YES ☒ NO ☐ DESIGNER ☐ NOT NEEDED RESTORE PRIVATE PROPERTY: ☒ WE ENERGIES ☐ CUSTOMER WORK IS APPROX 57 FT. DIRECTION SW OF CL OF EDGEWOOD AVE NEAREST CROSS STREET (PLEASE PROVIDE STREET NAME)		ELECTRIC INFORMATION OPER. MAP # 3924744804 FEDERLINE # Z77396 CATV JOINT USE # TEL JOINT USE #	
PROPOSED GAS SERVICE INFORMATION MTR SIZE: MTR TYPE: PRES: ☐ LFV SERV PIPE SIZE: MATERIAL: ☐ RELIGHT MTR LOC: FT. OF CORNER ☐ CURB VLV CONSTRUCTION TYPE: ☐ THE IN LIPING		RAILROAD PERMITTING/FLAGGING REQUIRED ☐ YES ☒ NO RR NAME CORROSION CONTACT: PHONE #:	
SECTION / TOWN / RANGE: SW1/4 SEC 19, T5N, R19E SITE VISIT COMPLETED BY: JOB OWNER: DEBORAH DOMAGALSKI 920-563-1273			
MAIN CONTACTS: ☐ CONTRACTOR/BUILDER: ☐ PLUMBER/HVAC: ☐ ELECTRICIAN: ☒ CUSTOMER: RON BITTNER 262-363-6447			
CONTINGENCIES & COMMENTS: DIGGERS HOTLINE / MISS DIG REQUIRED WE ENERGIES ☐ WILL / ☒ WILL NOT RESTORE WE ENERGIES ☐ WILL / ☒ WILL NOT HAUL SPOIL CUSTOMER IS REQUIRED TO LOCATE ALL PRIVATE UNDERGROUND FACILITIES PRIOR TO INSTALLATION WE ENERGIES IS NOT RESPONSIBLE FOR ROOT DAMAGE			
CONSTRUCTION REMARKS . .			
CUSTOMER'S SIGNATURE OF APPROVAL		DATE	
CRITICAL SAFETY RULES - EO: 1. Enclosed space procedures 2. Excavation and shoring 3. Rubber gloves and sleeves 4. Fall protection 5. Lock out - Tag out 6. Seat belts 7. Securing parked vehicles			

WE ENERGIES - ELECTRIC OPERATIONS		STANDARD WIRE KEY		WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)					
UNLESS OTHERWISE NOTED IN THIS DOCUMENT, THE FOLLOWING NOTES APPLY: -LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD. -MAINTAIN 2" MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE. -THIS APPLIES TO GAS AND WATER MAINS. -MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS. -MAINTAIN 5' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND SEWER. -MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS. NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON EXCAVATION, BACKFILLING AND CLEARANCES CAN BE FOUND IN STD. 281-02.		OVERHEAD PRIMARY E, F, H, Q, R, W, X or Z Z 1 #2 ACSR Z1 1 #1/0 ACSR Z2 1 #3/0 ACSR Z3 3 #2 ACSR Z4 3 #1/0 ACSR Z5 3 #3/0 ACSR Z7 3 #336 ACSR Z9 SPECIAL LIST ON SKETCH Z10 1 WIRE REMOVAL Z11 2 WIRE REMOVAL Z12 3 WIRE REMOVAL		STATIC WIRE - SW 1/0AS for W, H and J; 2/0AS for R DIRECT BURY PRIMARY - E, F, H, Q, R, W, X or Z Z13 1 #1 AL 25KV X22 1 #2 Cu 15KV X23 3 #2 Cu 15KV Z14 3 #1 AL 25KV Z15 3 #500 AL 28KV X16 1 #2 AL 15KV Z25 3 #2 Cu 25KV X17 3 #2 AL 15KV X26 3 #500 Cu 15KV X18 3 #500 AL 15KV Z27 3 #500 Cu 28KV R19 3 #1/0 AL 35KV Z28 3 #750 Cu 28KV R20 3 #750 AL 35KV Z29 SPECIAL - LIST Z21 3 #750 AL 28KV ON SKETCH		NEUTRAL N 1-#2 ACSR N1 1-#1/0 ACSR N2 1-#3/0 ACSR N3 1-#4/0 AL N4 1-#336 ACSR N5 REMOVAL GUYING G 1/4" ARM GUY G1 5/16" ARM GUY G2 3/8" ARM GUY G3 5/16" POLE GUY G4 3/8" POLE GUY G5 7/16" POLE GUY S 6DX S1 4 TX S2 2 TX S3 1/0 TXR S4 3/0 TXR S5 350 TXR S6 750 TXR S7 1/0 TXF S8 4/0 TXF S9 336 TXR S10 750 TXF S11 3 WIRE REMOVAL S12 3 WIRE MAIN S14 6DX CIC S15 1/0TX CIC		SECONDARY - 1PHASE \$ 1/0 TXF \$1 4/0 TXF \$2 336 TXF \$3 3/0 TX \$4 350 TX \$5 750 TX \$6 1/0 QXF \$7 3/0 QXF \$8 350 QXR \$9 750 QXR \$10 3 WIRE REMOVAL \$11 3/0 QXR \$12 4 WIRE REMOVAL	
EROSION CONTROL LEGEND APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION INLET PROTECTION, TYPE 12" WATTLE or 12"/20" SEDIMENT LOG or 9.5"/20" EROSION EEL STONE DITCH CHECK ROCK BAG MULCH SOIL STABILIZER, TYPE A EROSION MAT CLASS I, TYPE A EROSION MAT CLASS I, TYPE B EROSION MAT CLASS I, TYPE A URRAN EROSION MAT CLASS I, TYPE B URRAN EROSION MAT CLASS II EROSION MAT CLASS III VEGETATIVE BUFFER TRACKING PAD TIMBER MAT SILT FENCE TEMPORARY SEDIMENT BASIN SURFACE WATER FLOW		General 1. If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project. Erosion Control 2. If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented. 3. Erosion Control BMP's shall meet or exceed the approved WDNR Storm Water Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const_standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards. 4. Inspect installed erosion control BMP's at least one time per week and after 1/2" rain events; repair as necessary. 5. When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor. Contaminated Soils 6. Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector. Spills 7. If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478: a. Any quantity of oil is spilled into surface water; b. Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land; c. Any oil spill containing greater than 500 ppm PCB; d. Five gallons or more of oil spilled to the ground; e. Any oil spill involving a police department, fire department, DNR, or concerned property owner. Notes 8 through 27 apply as noted at specific points within each work request: Dewatering 8. Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent. Wetlands 9. As much as practicable, the majority of the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands. 10. All work shall be conducted to minimize soil disturbance. No rutting will be allowed within the wetlands. 11. If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations. 12. Excavated soils cannot be stockpiled in wetlands.		Waterways 13. All excess spoils shall be removed from wetlands and placed in a suitable upland location. 14. Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations. 15. Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface. 16. No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams. 17. No crossing of navigable waterways with equipment can occur. Foot traffic is allowed. 18. Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion. Threatened and Endangered Species 19. Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided. 20. In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15. 21. Exclusion fencing must be installed at the work area prior to March 15. 22. A qualified biologist must be present when conducting work at this location. Invasive Species 23. State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Right-of-Way Best Management Practices should be followed: (http://council.wisconsinforestry.org/invasives/transportation/). Cultural and Historical Resources, cont. 24. The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction. 25. If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it. 26. A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities. Fract-out Contingency Plan 27. A fracture-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components. a. Continuously inspect the bore paths for fract-outs in order to respond quickly and appropriately. b. Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a fract-out occur. c. A vac truck shall be accessible on short notice in order to respond quickly to a fract-out.					

Appendix A

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend approval to the Village Board to authorize the Village President to sign the documents related to WE Energies work order 4243187 for the downtown street light project.
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner
Date of Committee Action (if required)	1/8/20
Date of Village Board Action (if required)	1//15/20

Information

Subject:

Motion to recommend approval to the Village Board to authorize the Village President to sign the documents related to WE Energies work order 4243187 for the downtown street light project.

Background Information/Rationale:

Additional LED street lights combined with converting current lights to LEDs were identified as a pedestrian safety measure for the downtown area.

Key Issues for Consideration:

We are requesting a recommendation to the Village Board to authorize the Village President to sign the documents related to WE Energies work order 4243187 for the downtown street light project.

Fiscal Impact (if any):

A one time installation charge of \$4,013.18 and a increase of \$179.15 to the monthly WE Energies street lighting charges.

Requested Action by Committee/Board:

Attachments

Downtown Streetlight LED addition and conversion



We Energies
231 W. Michigan St.
Milwaukee, WI 53203
www.we-energies.com

November 4, 2019

Village of Mukwonago
PO Box 206
Mukwonago, WI 53149-0206

Subject: Work Request 4243187; Lighting at Various Locations

Dear Mr. Bittner:

This letter details a work request for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$4,013.18, and does not include site restoration. Net monthly charges will initially increase by \$179.15, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin.

Review the following prior to providing authorization and payment:

- Luminaires are controlled to provide dusk to dawn operation.
- Customer must contact We Energies for lighting maintenance.
- Fixtures are warranted until removed.
- Non-Standard poles and conductors are warranted for 15 years.
- Customer must locate private underground facilities and grant or obtain, without expense to We Energies, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
- Termination or change requests after installation and prior to conclusion of the initial term result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
- All applicable lighting tariff terms and conditions are available at we-energies.com.
- We Energies does not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

Please sign the enclosed documents and return them, along with payment for the upfront charge (payable to We Energies) in the envelope provided. Material will be ordered upon receipt of required authorizations and payment. Work request will be scheduled when all contingencies are met. If you have any questions, please call me at 920-563-1273. We look forward to working with you on your lighting project.

Sincerely,

Deborah Domagalski

By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature: _____ Date: _____

Print name: _____ Title: _____

Enclosures

Standard Lighting Record-WI

Billing Name	VILLAGE OF MUKWONAGO			
Billing Address	PO BOX 206			
C/T/V	MUKWONAGO	State	WI	Zip 53149
Service Address, if different than Billing Address				
Name	VILLAGE OF MUKWONAGO			
Address	ROCHESTER ST (PEARL AVE TO HENRY ST)			
C/T/V	VILLAGE OF MUKWONAGO	State	WI	Zip 53149

New Account? ☐ Yes	Premise	Install	Remove
	Account	500-258-452	500-258-452
Customer / Rate Options	Governmental (MS3/GL1/ LE5)		
Work Request	4243187		
Related Work Request			
Page #/ of #	1 OF 2		

Fixture															Install / Remove Date
Ref #	Pole #	Rate	Qty	Style	Source	Color	Fixt Class	Watts / fixture	Fixture Install Charge	Facilities/ fixture per mo	Energy Class (kWh)	Energy fixture per mo	Total / mo w/ Source Charge *	Location Description	
100	15-14460	MS3	-1	Cobra,FCO	HPS	Gray	None	150	\$0	\$15.75	n/a	included	(\$15.75)	NW CORNER OF CTH LO AND N ROCHESTER ST INTERSECTION	
100	15-14460	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	NW CORNER OF CTH LO AND N ROCHESTER ST INTERSECTION	
110	15-14464	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	100' SOUTH OF SW CORNER OF CTH LO AND N ROCHESTER ST INTERSECTION	
120	16-02433	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	130' NORTH OF LAKE ST - ON WEST SIDE OF N ROCHESTER ST	
130	16-02439	MS3	-1	Cobra,FCO	HPS	Gray	None	150	\$0	\$15.75	n/a	included	(\$15.75)	SW CORNER OF LAKE ST AND N ROCHESTER INTERSECTION	
130	16-02439	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	SW CORNER OF LAKE ST AND N ROCHESTER INTERSECTION	
140	15-12958	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0	\$18.35	n/a	included	(\$18.35)	170' SOUTH OF LAKE ST ON EAST SIDE OF N ROCHESTER	
140	15-12958	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	170' SOUTH OF LAKE ST ON EAST SIDE OF N ROCHESTER	
150	16-02441	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	280' SOUTH OF LAKE ST ON EAST SIDE OF N ROCHESTER ST	
160	97-10198	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0	\$18.35	n/a	included	(\$18.35)	370' SOUTH OF LAKE ST ON EAST SIDE OF N ROCHESTER ST	
160	97-10198	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	370' SOUTH OF LAKE ST ON EAST SIDE OF N ROCHESTER ST	
170	16-00757	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	275' NORTH OF FOX ST ON WEST SIDE OF N ROCHESTER ST	
180	16-00756	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0	\$18.35	n/a	included	(\$18.35)	165' NORTH OF FOX ST ON WEST SIDE OF ROCHESTER ST	
180	16-00756	LE5	1	Rectangular	LED	Gray	F	165	\$225	\$16.82	58-60	\$6.35	\$24.17	165' NORTH OF FOX ST ON WEST SIDE OF N ROCHESTER ST	
				Poles, GL1											
				Spans, GL1											
Additional charges for service extension, permits, etc.															
										\$413.18					

Comments: * Monthly total subject to future rate changes approved by Public Service Commission \$ 388.18 SPAN INSTALL T&M CHARGES.

Authorization:

Property Owner / Authorized Representative Signature

Date _____

Standard Lighting Record-WI

Billing Name				VILLAGE OF MUKWONAGO			
Billing Address				PO BOX			
C/T/V				MUKWONAGO			
				State	WI	Zip	53149
Service Address, if different than Billing Address							
Name				VILLAGE OF MUKWONAGO			
Address				ROCHESTER ST (PEARL AVE TO HENRY ST)			
C/T/V				VILLAGE OF MUKWONAGO			
				State	WI	Zip	53149
Premise Account				500-258-452			
New Account?				☐ Yes			
Customer / Rate Options				Governmental (MS3/GL1/LE5)			
Work Request				4243187			
Related Work Request							
Page #/ of #				2 OF 2			
Install				500-258-452			
Remove				500-258-452			

Fixture															
Ref #	Pole #	Rate	Qty	Style	Source	Color	Fixt Class	Watts / fixture	Fixture Install Charge	Facilities/ fixture per mo	Energy Class (kWh)	Energy / fixture per mo	Total / mo w/ Source Charge *	Location Description	Install / Remove Date
190	72-1540	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0		n/a	included	(\$18.35)	190' NE OF N ROCHESTER ST ON SOUTH SIDE OF FOX ST	
190	72-1540	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	190' NE OF N ROCHESTER ST ON SOUTH SIDE OF FOX ST	
200	16-00772	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0		n/a	included	(\$18.35)	SW CORNER OF N ROCHESTER ST AND MAIN ST INTERSECTION	
200	16-00772	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	SW CORNER OF N ROCHESTER ST AND MAIN ST INTERSECTION	
210	87-01110	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0		n/a	included	(\$18.35)	200' SOUTH OF MAIN ST AND N ROCHESTER INTERSECTION ON EAST SIDE OF MAIN ST	
210	87-01110	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	200' SOUTH OF MAIN ST AND N ROCHESTER INTERSECTION ON EAST SIDE OF MAIN ST	
220	16-00754	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0		n/a	included	(\$18.35)	SE CORNER OF ATKINSON ST AND S ROCHESTER ST	
220	16-00754	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	SE CORNER OF ATKINSON ST AND S ROCHESTER ST	
230	76-8708	MS3	-1	Cobra,FCO	HPS	Gray	None	150	\$0		n/a	included	(\$15.75)	MIDWAY BETWEEN MAIN ST AND JEFFERSON ST ON SOUTH SIDE OF ATKINSON ST	
230	76-8708	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	MIDWAY BETWEEN MAIN ST AND JEFFERSON ST ON SOUTH SIDE OF ATKINSON ST	
240	08-11129	MS3	-1	Cobra,FCO	HPS	Gray	None	100	\$0		n/a	included	(\$13.52)	150' NORTH OF HENRY ST ON WEST SIDE OF S ROCHESTER ST	
240	08-11129	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	150' NORTH OF HENRY ST ON WEST SIDE OF S ROCHESTER ST	
250	16-06236	MS3	-1	Cobra,FCO	HPS	Gray	None	200	\$0		n/a	included	(\$18.35)	NW CORNER OF HENRY ST AND S ROCHESTER ST INTERSECTION	
250	16-06236	LE5	1	Rectangular	LED	Gray	F	165	\$225		58-60	\$6.35	\$24.17	NW CORNER OF HENRY ST AND S ROCHESTER ST INTERSECTION	
				Poles, GL1											
				Spans, GL1											
Additional charges for service extension, permits, etc.															

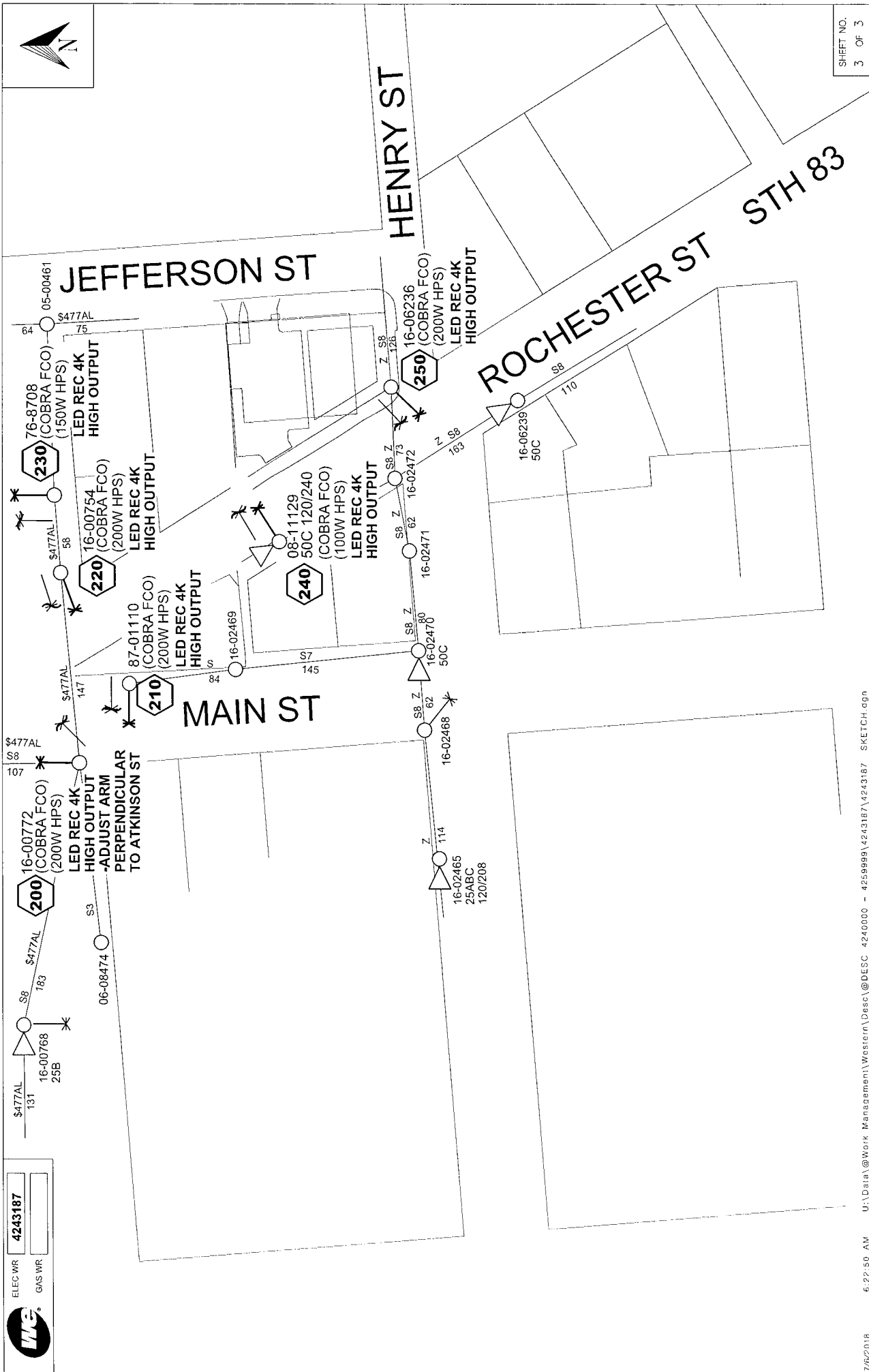
* Monthly total subject to future rate changes approved by Public Service Commission

Comments:

Authorization: _____ Date _____

Property Owner / Authorized Representative Signature _____

U:\Data\@Work Management\Western\Desc\@DESC 4240000 - 4259999\4243187\4243187 STD LIGHTING RECORD 2 OF 2



AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend approval to the Village Board to authorize the Village President to sign the WE Energies lighting agreement for the River Park Estates LED street light conversion.
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner
Date of Committee Action (if required)	1/8/20
Date of Village Board Action (if required)	1/15/20

Information

Subject:

Motion to recommend approval to the Village Board to authorize the Village President to sign the WE Energies lighting agreement for the River Park Estates LED street light conversion.

Background Information/Rationale:

As costs continue to increase with development, LED conversions along with the Village LED standard for new lighting, provides another avenue in reducing the long term costs associated with street lighting. The Public Works Department budgeted for a LED street light conversion program in 2020 on WE Energies lighting. River Park Estates was selected based on the number of lights to coincide with the budgeted amount.

Key Issues for Consideration:

We are requesting a recommendation to the Village Board to authorize the Village President to sign the WE Energies lighting agreement for the River Park Estates LED street light conversion.

Fiscal Impact (if any):

\$6,600 in installation charges and the initial monthly charges increasing by \$42.79 based on current energy prices. The overall saving will come after the 84 month facility charge when the monthly rates will be reduced to \$7.77, a decrease of approximately 48%. The long term saving based on today's rates would reflect a savings of \$39,700.32 over the next 20 years on the 44 lights as outlined on page two of the conversion sheet. WE Energies provides all maintenance for the street lighting under their agreement.

Requested Action by Committee/Board:

Attachments

Authorization Cover Letter WI River Park Estates Mukwonago.pdf
ROL CONV INFO MUKWONAGO RIVER ESTATES.pdf
wi_lightingrates RPE.pdf
RPE.pdf
WE Energies Email.pdf



We Energies
231 W. Michigan St.
Milwaukee, WI 53203
www.we-energies.com

December 19, 2019

Ron Bittner
Village of Mukwonago
630 East Veterans Way
Mukwonago, WI
53149

Subject: Work Request 4473120; Lighting at River Park Estates in Mukwonago Streets

Dear Mr. Bittner:

This letter details a work request for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$6,600.00, and does not include site restoration. Net monthly charges will initially increase by \$42.79, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin.

Review the following prior to providing authorization and payment:

- Luminaires are controlled to provide dusk to dawn operation.
- Customer must contact We Energies for lighting maintenance.
- Fixtures are warranted until removed.
- Non-Standard poles and conductors are warranted for 15 years.
- Customer must locate private underground facilities and grant or obtain, without expense to We Energies, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
- Termination or change requests after installation and prior to conclusion of the initial term result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
- All applicable lighting tariff terms and conditions are available at we-energies.com.
- We Energies does not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

Please sign the enclosed documents and return them, along with payment for the upfront charge (payable to We Energies) in the envelope provided. Material will be ordered upon receipt of required authorizations and payment. Work request will be scheduled when all contingencies are met. If you have any questions, please call me at #414-221-4454. We look forward to working with you on your lighting project.

Sincerely,

Andrea Hatton

By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature: _____

Date: _____

Print name: _____

Title: _____

Enclosures

RIVER PARK ESTATES - VILLAGE OF MUKWONAGO
WE ENERGIES STREET LIGHTS

Rate Code	POLE #	Pole Material	Wattage	LAMP	FIXTURE	Pole Location	Current Monthly	LED Conversion Fixture	LED Upfront Cost	Monthly < 84	Monthly > 84
MS-3 WI	01-08079	Wood	100	HPS	Cobra-FCO	CUL DU SAC AT RAINBOW CT	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3251	Wood	100	HPS	Cobra-FCO	NW COR WESTERN TRAIL & RIVER PARK CIR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3198	Wood	100	HPS	Cobra-FCO	WS WESTERN TRAIL 250' S OF CHURCHWAY	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0283	Wood	150	HPS	Cobra-SCO	WS EASTERN TRAIL 450' N OF RIVER PARK CIR E	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	62-3781	Wood	100	HPS	Cobra-FCO	ES RIVER PARK CIR W & WESTERN TRAIL	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	02-14642	Wood	100	HPS	Cobra-FCO	[74-3200] WS RIVER PARK CIR W 200' N OF RIVERTON DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	54-6258	Wood	100	HPS	Cobra-FCO	DEAD END CROWN CT 200' N OF RIVER PARK CIR W	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3252	Wood	100	HPS	Cobra-FCO	SW COR SUNDOWN CT & RIVER PARK CIR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-10902	Wood	150	HPS	Cobra-FCO	NS RIVER PARK CIR E 225' E OF RAINBOW CT	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0300	Wood	150	HPS	Cobra-FCO	WS RAINBOW CT 300' N OF RIVER PARK CIR	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	75-2621	Wood	100	HPS	Cobra-SCO	SS RIVERTON DR 175' W OF SUMMIT CT	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	63-4081	Wood	100	HPS	Cobra-FCO	ES RIVER PARK CIR W 250' N OF ST JAMES ST	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3199	Wood	100	HPS	Cobra-FCO	ES WESTERN TRAIL 300' N OF CHURCHWAY	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	58-5650	Wood	100	HPS	Cobra-FCO	WS WESTERN TRAIL 250' S OF RIVER PARK CIR W	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0298	Wood	150	HPS	Cobra-FCO	WS RAINBOW CT 350' S OF RIVERTON DR	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	63-5540	Wood	100	HPS	Cobra-FCO	NW COR RIVER PARK CIR W & ST JAMES ST	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-02900	Wood	150	HPS	Cobra-FCO	ES EASTERN TRAIL 400' S OF RIVERTON DR	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0289	Wood	150	HPS	Cobra-FCO	WS EASTERN TRAIL 700' S OF RIVERTON DR	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	75-2622	Wood	100	HPS	Cobra-FCO	NE COR RIVERTON DR & SUMMIT CT	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0299	Wood	150	HPS	Cobra-FCO	ES RAINBOW CT 750' S OF RIVERTON DR	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05715	Wood	100	HPS	Cobra-FCO	NS OF RIVERTON DR 360' E OF SUMMIT CT	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	01-08079	Wood	100	HPS	Cobra-FCO	NE COR OF RIVERTON DRIVE RIVER PARK CIRCLE(75-2626)	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0282	Wood	150	HPS	Cobra-FCO	NE COR RIVER PARK CIR E & EASTERN TRAIL	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05713	Wood	100	HPS	Cobra-FCO	NS OF RIVERTON DR 650' E OF PARK RIVER CIR E	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3274	Wood	100	HPS	Cobra-FCO	WS RIVER PARK CIR W 200' S OF RIVERTON DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	63-4084	Wood	100	HPS	Cobra-FCO	[TEMP 3936] ES RIVERTON DR 250' N OF RIVER PARK CIR W (1118 RIVERTON DR)	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3238	Wood	100	HPS	Cobra-SCO	DEAD END SUNDOWN CT 300' W OF RIVER PARK CIR W	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05710	Wood	100	HPS	Cobra-FCO	SE COR OF RIVER PARK CIR E + RIVERTON DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-0297	Wood	150	HPS	Cobra-FCO	NW COR RIVERTON DR & EASTERN TRAIL	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3272	Wood	100	HPS	Cobra-FCO	WS RIVER PARK CIR W & RIVERTON DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	10-08392	Wood	100	HPS	Cobra-FCO	[74-3273] DEADEND CHURCHWAY 150' E OF WESTERN TRAIL	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05714	Wood	100	HPS	Cobra-FCO	NS OF RIVERTON RD 500' E OF SUMMIT CT	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	63-4083	Wood	100	HPS	Cobra-FCO	1127 RIVERTON DRIVE	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05709	Wood	100	HPS	Cobra-FCO	WS OF PARK CIR E 300' N OF DAHMS DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-3275	Wood	100	HPS	Cobra-FCO	WS WESTERN TRAIL 550' N OF CHURCHWAY	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05711	Wood	100	HPS	Cobra-FCO	NS OF RIVER PARK CIR W 360' W OF RIVERTON DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	76-0296	Wood	150	HPS	Cobra-FCO	[78-0296] DEAD END EASTERN TRAIL 200' N OF RIVERTON DR	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05712	Wood	100	HPS	Cobra-FCO	ES OF RIVERTON DR 370' E OF RIVER PARK CIR E	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	75-2629	Wood	100	HPS	Cobra-FCO	SE COR RIVERTON DR & RAINBOW CT	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	74-7088	Wood	100	HPS	Cobra-FCO	NW COR WESTERN TRAIL & CHURCHWAY	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77

RIVER PARK ESTATES - VILLAGE OF MUKWONAGO
WE ENERGIES STREET LIGHTS

Rate Code	POLE #	Pole Material	Wattage	LAMP	FIXTURE	Pole Location	Current Monthly	LED Conversion Fixture	LED Upfront Cost	Monthly < 84	Monthly > 84
MS-3 WI	75-2630	Wood	100	HPS	Cobra-FCO	DEAD END SUMMIT CT 350' N OF RIVERTON DR	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05707	Wood	100	HPS	Cobra-FCO	180' E OF EASTERN TRL SS OF RIVER PARK CIR E	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	78-10901	Wood	150	HPS	Cobra-FCO	NW COR RIVER PARK CIR E & RAINBOW CT	\$15.75	Oval Low	\$150.00	\$15.05	\$7.77
MS-3 WI	91-05708	Wood	100	HPS	Cobra-FCO	SE COR OF DAHMS DR + RIVER PARK CIR E	\$13.52	Oval Low	\$150.00	\$15.05	\$7.77
							\$619.41		\$6,600.00	\$662.20	\$341.88

Fixture Count 44

	Monthly	7 Years	10 Years	15 Years	20 Years
Current	\$619.41	\$52,030.44	\$74,329.20	\$111,493.80	\$148,658.40
Proposed	\$662.20	\$55,624.80	\$67,932.48	\$88,445.28	\$108,958.08

Savings (\$42.79) (\$3,594.36) \$6,396.72 \$23,048.52 \$39,700.32

Upfront Cost \$6,600.00

We Energies
NIGHT AURA® LIGHTING RATES EFFECTIVE JANUARY 1, 2015
STATE OF WISCONSIN

RATE SCHEDULE	CLASS OF SERVICE	FLAT RATE	
Ms-3	Standard Street or Alley Lighting (Munis only) Sodium 50 W 70 W 100 W 150 W 200 W 250 W 400 W Metal Halide 175 W 250 W 400 W Embedded Credit for new street light	10.04 11.63 13.52 15.75 18.35 20.83 27.69 25.14 26.41 30.57 86.50	 per lighting unit
GI-1	Standard Area Lighting Sodium: 70 W 100 W 150 W 200 W 250 W 400 W Metal Halide: 175 W 250 W 400 W Pole (contracted prior to 1/26/06) \$2.80/mo. Span (contracted prior to 1/26/06) \$2.73/mo.	<u>Standard</u> 11.63 13.52 15.75 18.35 20.83 27.69 25.14 26.41 30.57	<u>Directional Flood</u> 15.01 19.76 28.87 26.45 27.85 31.82
Ms-4	Non-standard Street & Area Lighting * 50 W Sodium 70 W Sodium 100 W Sodium 150 W Sodium 175 W Metal Halide 200 W Sodium 250 W Sodium and Metal Halide 400 W Sodium and Metal Halide	2.30 3.39 5.25 7.44 8.43 9.84 12.25 18.93	plus Facilities Charge plus Facilities Charge plus Facilities Charge plus Facilities Charge plus Facilities Charge plus Facilities Charge plus Facilities Charge plus Facilities Charge
AI-1	Alley Lighting (Municipal Customer-Owned): 0 – 10 W LED 10 – 20 W LED 20 – 30 W LED 30 – 40 W LED 40 – 50 W LED 50 – 60 W LED 50 W Sodium 70 W Sodium 100 W Sodium	2.32 2.65 3.06 3.48 3.89 4.29 4.29 5.38 7.24	

* Option "A" - Facilities charge is 1.9% of the estimated installed cost.

Option "B" - Facilities charge is 0.5% of the estimated installed cost plus the one time estimated installed cost payable upon installation.

We Energies
NIGHT AURA® LIGHTING RATES EFFECTIVE JULY 1, 2015
STATE OF WISCONSIN

Rate Schedule LED

Installation and Facilities Charge – Standard Lighting Fixture

Light Fixture	Installed Cost Per Light Fixture Range		Installation Charge (per Light Fixture)	Facilities Charge (per Light Fixture, per Month)		Early Removal Charge (x Months Remaining in Initial Term)
Class	From	To		During Initial Term*	After Initial Term*	
A	\$1	\$249	\$100	\$9.26	\$3.65	\$5.61
B	\$250	\$349	\$125	\$10.59	\$4.22	\$6.37
C	\$350	\$449	\$150	\$12.15	\$4.87	\$7.28
D	\$450	\$549	\$175	\$13.70	\$5.52	\$8.19
E	\$550	\$649	\$200	\$15.26	\$6.17	\$9.10
F	\$650	\$749	\$225	\$16.82	\$6.82	\$10.00
G	\$750	\$849	\$250	\$18.38	\$7.47	\$10.91
H	\$850	\$949	\$275	\$19.94	\$8.12	\$11.82
I	\$950	\$1,049	\$300	\$21.49	\$8.77	\$12.73

Installation and Facilities Charge – Non-Standard Lighting Fixture

Light Fixture	Installed Cost Per Light Fixture Range		Installation Charge	Facilities Charge (per Light Fixture, per Month)		Early Removal Charge (x Months Remaining in Initial Term)
Class	From	To		During Initial Term*	After Initial Term*	
A	\$1	\$249	**	\$6.20	\$3.62	\$2.58
B	\$250	\$349	**	\$6.77	\$4.19	\$2.58
C	\$350	\$449	**	\$7.42	\$4.84	\$2.58
D	\$450	\$549	**	\$8.07	\$5.49	\$2.58
E	\$550	\$649	**	\$8.72	\$6.14	\$2.58
F	\$650	\$749	**	\$9.37	\$6.79	\$2.58
G	\$750	\$849	**	\$10.02	\$7.44	\$2.58
H	\$850	\$949	**	\$10.67	\$8.09	\$2.58
I	\$950	\$1,049	**	\$11.32	\$8.74	\$2.58
J	\$1,050	\$1,149	**	\$11.97	\$9.39	\$2.58
K	\$1,150	\$1,249	**	\$12.62	\$10.04	\$2.58
L	\$1,250	\$1,349	**	\$13.27	\$10.69	\$2.58
M	\$1,350	\$1,449	**	\$13.92	\$11.34	\$2.58
N	\$1,450	\$1,549	**	\$14.57	\$11.99	\$2.58
O	\$1,550	\$1,649	**	\$15.22	\$12.64	\$2.58
P	\$1,650	\$1,749	**	\$15.87	\$13.29	\$2.58
Q	\$1,750	\$1,849	**	\$16.52	\$13.94	\$2.58
R	\$1,850	\$1,949	**	\$17.17	\$14.59	\$2.58
S	\$1,950	\$2,049	**	\$17.82	\$15.24	\$2.58
T	\$2,050	\$2,149	**	\$18.47	\$15.89	\$2.58

Source Charge, LED \$1.00 per fixture per month

Energy Charge (per month per light fixture)

Monthly		Monthly		Monthly	
kWh	Charge	kWh	Charge	kWh	Charge
0-3	\$0.32	40-42	\$4.44	79-81	\$8.57
4-6	\$0.63	43-45	\$4.76	82-84	\$8.89
7-9	\$0.95	46-48	\$5.08	85-87	\$9.21
10-12	\$1.27	49-51	\$5.40	88-90	\$9.52
13-15	\$1.59	52-54	\$5.71	91-93	\$9.84
16-18	\$1.90	55-57	\$6.03	94-96	\$10.16
19-21	\$2.22	58-60	\$6.35	97-99	\$10.48
22-24	\$2.54	61-63	\$6.67	100-102	\$10.79
25-27	\$2.86	64-66	\$6.98	103-105	\$11.11
28-30	\$3.17	67-69	\$7.30	106-108	\$11.43
31-33	\$3.49	70-72	\$7.62	109-111	\$11.75
34-36	\$3.81	73-75	\$7.94	112-114	\$12.06
37-39	\$4.13	76-78	\$8.25	115-117	\$12.38

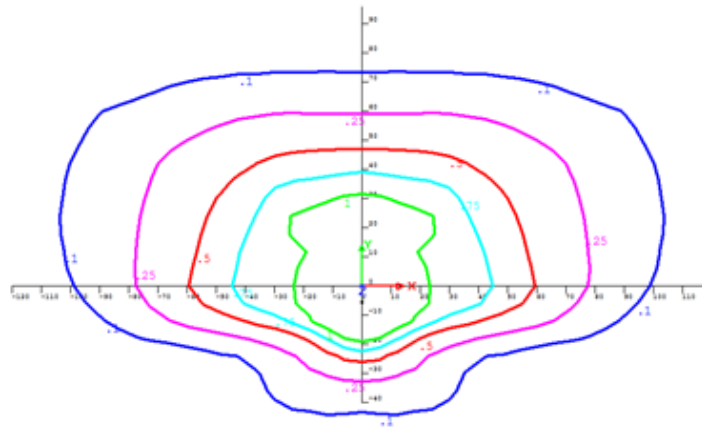
Standard LED

Rates LE-4 / LE-6

Oval, Gray						
Lumen Output	Fixture Class	Rated Watts	Billed kWh	Installation Charge	Monthly Rate <84 mon	Monthly Rate 85 +mon
Low 3K	C	48	17	\$150	\$15.05	\$7.77
Low 4K	C	43	16	\$150	\$15.05	\$7.77
Med 3K	D	97	35	\$175	\$18.51	\$10.33
Med 4K	D	97	35	\$175	\$18.51	\$10.33
High 4K	E	157	57	\$200	\$22.29	\$13.20

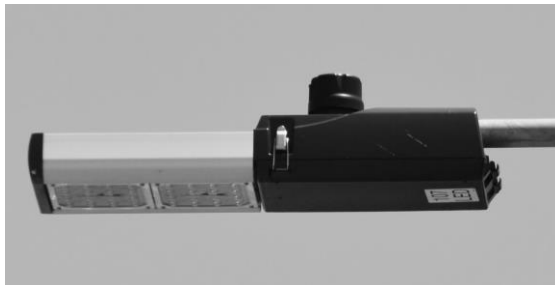


Medium Output shown

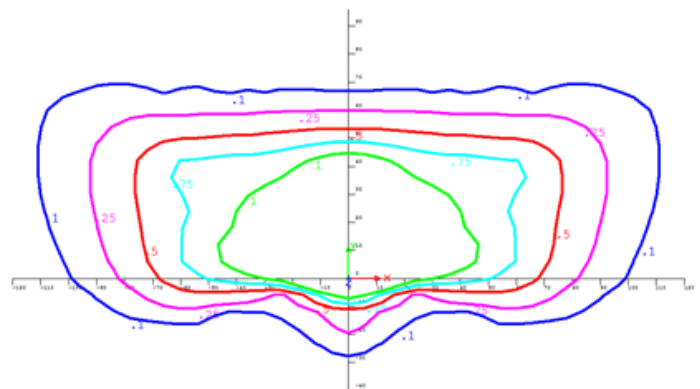


Medium Oval @30' MH

Rectangular, Dark Bronze						
Lumen Output	Fixture Class	Rated Watts	Billed kWh	Installation Charge	Monthly Rate <84 mon	Monthly Rate 85 +mon
Low 3K	D	59	21	\$175	\$16.92	\$8.74
Low 4K	D	50	18	\$175	\$16.60	\$8.42
Med 3K	E	104	37	\$200	\$20.39	\$11.30
Med 4K	E	93	34	\$200	\$20.07	\$10.98
High 4K	F	165	59	\$225	\$24.17	\$14.17



Medium Output shown



Medium Rectangular @30' MH

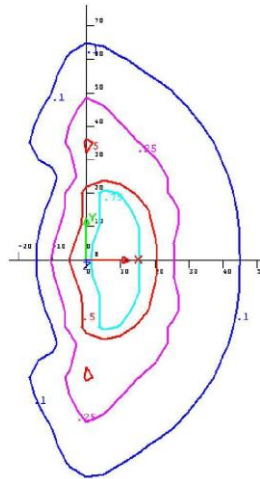
Standard LED

Rates LE-4 / LE-6

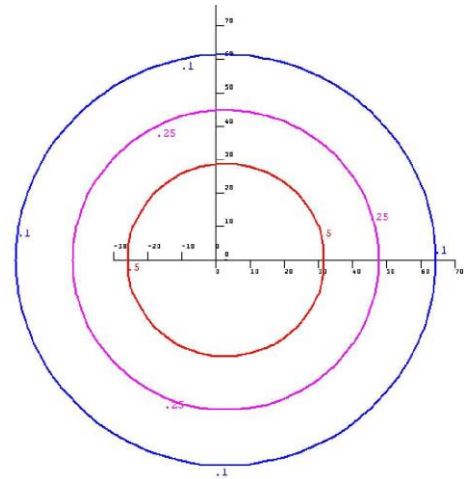
Yard Light, Gray						
Lumen Output	Fixture Class	Rated Watts	Billed kWh	Installation Charge	Monthly Rate <84 mon	Monthly Rate 85 +mon
V Low	B	22	8	\$125	\$12.54	\$6.17
Low	B	40	14	\$125	\$13.18	\$6.81



Very Low includes 3" lens
Low includes 2" glare shield



Very Low @ 25' MH

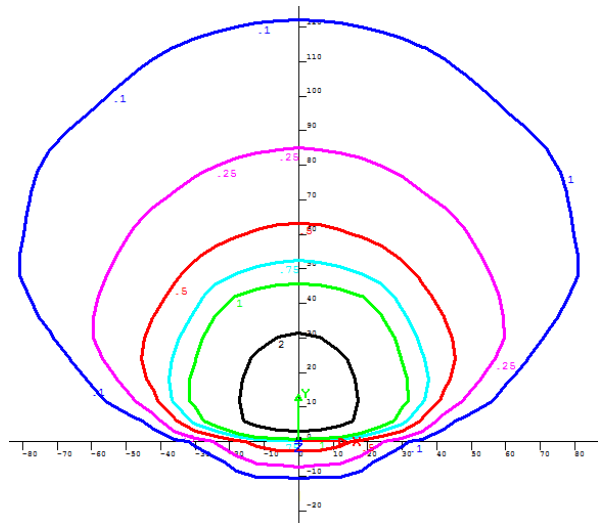


Low @ 25' MH

Flood Light, Dark Bronze						
Lumen Output	Fixture Class	Rated Watts	Billed kWh	Installation Charge	Monthly Rate <84 mon	Monthly Rate 85 +mon
Low	E	85	31	\$200	\$19.75	\$10.66
Med	G	129	47	\$250	\$24.46	\$13.55
High	H	199	72	\$275	\$28.56	\$16.74



Medium Output shown



Medium Floodlight @ 30' MH

Ron Bittner

From: Hatton, Andrea <Andrea.Hatton@wecenergygroup.com>
Sent: Thursday, December 19, 2019 12:31 PM
To: Ron Bittner
Subject: Information Re: LED Conversion of Street Lights in River Park Estates
Attachments: ROL CONV INFO MUKWONAGO RIVER ESTATES.pdf; Authorization Cover Letter WI River Park Estates Mukwonago.pdf; led_standard_wi.pdf; wi_lightingrates.pdf

Importance: High

Mr. Bittner,

My co-worker Deb Domagalski has informed us that you have expressed some interest in converting some Mukwonago area street lights to LED. I have attached some information for your review. Please find a cost summary of current lights found in the River Park Estates neighborhood. There are currently 44 lights with either 100W or 150W cobra HPS fixtures. We would recommend our Low Oval LED fixture for all which has a \$150 upfront installation fee per fixture for a total upfront cost of \$6,600. I have included some fixture and rate information as well so you can have a visual of the recommended fixture – located on pg. 1 of the LED Standard WI - PDF. The letter attached is an authorization letter that will need to be signed and returned along with a check for \$6,600 if it is decided that the project will be moving forward. The letter addresses how the check is to be made out and the address at the top left-hand corner is where it should be returned.

Please review the documentation and let us know if you have any questions or concerns.

Thank you,

Andrea Hatton
Lighting Consultant
Direct: 414-221-4454
Andrea.Hatton@wecenergygroup.com



Committee/Board:	Public Works/Committee of Whole/Village Board
Topic:	Design, Bidding and Construction Services for River Park Estates Rehabilitation Phase 2
From:	Michael Michalski
Department:	Public Works
Presenter:	Jerad Wegner
Date of Committee Action (if required):	January 8, 2019
Date of Village Board Action (if required):	January 15, 2019

Information

Subject: Approval of the Ruekert Mielke, Inc. task order for design, bidding and construction services of River Park Estates Rehabilitation Phase 2.

Background Information/Rationale: The Task Order is to provide engineering and construction related services for the design, bidding and construction of the River Park Estates Rehabilitation Phase 2.

Key Issues for Consideration: The project will include pulverizing the existing asphaltic pavement on designated streets within River Park Estates Subdivision, reuse of a limited amount of the pulverized material as base course and placement of a 4-inch asphaltic concrete pavement. Limited concrete curb and gutter and curb ramp repairs are anticipated. Limited catch basin and manhole repairs are anticipated. The Engineer's estimated construction cost is \$1,670,000.00.

Fiscal Impact (If any): \$86,817.

Requested Action by Committee/Board: We are requesting a recommendation to the Village Board for the approval of Ruekert Mielke, Inc. task order for River Park Estates Rehabilitation Phase 2 Design, Bidding and Construction Services.

Attachments

RM Task Order 2019-18

TASK ORDER

This is Task Order No. (2019-18)
consisting of 3 pages
Village of Mukwonago
River Park Estates Rehabilitation Phase 2

Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruekert-Mielke, Inc. (Engineer) dated December 21, 2017, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: River Park Estates Rehabilitation Phase 2
- B. Description: Design, Bidding and Construction Services

2. Services of Engineer

Prepare bidding documents for the above project. Administer public bidding and perform construction administration as requested by the Village, along with a project completion inspection.

Project Understanding:

The project will include pulverizing the existing asphaltic pavement on designated streets within River Park Estates Subdivision, reuse of a limited amount of the pulverized material as base course and placement of a 4-inch asphaltic concrete pavement. Limited concrete curb and gutter and curb ramp repairs are anticipated. Limited catch basin and manhole repairs and replacements are anticipated. The project manual will include exhibits and/or tables depicting the limits of pulverizing and paving work, a typical cross section of the repaved street, curb replacement, curb ramp replacement, and catch basin and manhole repair/replacement locations. No construction drawings will be prepared for this project. The Engineer's estimated construction cost is \$1,670,000.00.

Phase 200 – Design and Bidding

- Prepare and coordinate overall project schedule.
- Prepare project specifications and other bidding documents.
- Upload bidding documents for online viewing/ordering.
- Answer Contractor questions during bidding period.
- Attend Bid Opening.
- Review bids for completion of all contract requirements. Review prequalification statements, and bidder references.
- Issue Recommendation of Award and Notice of Award.
- Attend Village Board meeting to answer questions about the award of the project.

Phase 300 – Construction Review

- Provide construction review services.
- Field design and stakeout curb ramps.
- Administer the construction contract between the Owner and the Contractor. Duties to be performed are itemized in the Construction Contract between the Owner and the Contractor.
- Respond to Owner staff requests for information.
- Quantity measurements and quantity coordination with Contractor.
- Coordinate pay request with Owner Staff.
- Coordinate and attend pre-construction meeting.
- Coordinate and attend weekly site meetings.
- Respond to citizen questions during construction.
- Final project closeout.

Phase 310 – Record Drawings & GIS Data Updates

- Prepare record drawings to the Owner's standards.
- Incorporate the utility data into the Owner's GIS.

TASK ORDER

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
- Storm Water Management Plans,
- SEWRPC coordination,
- ACOE and DNR permitting,
- Wetland delineations,
- Environmental assessments or investigations,
- Funding requirements,
- Floodplain analysis and approvals,
- Permit applications not listed,
- Public Information Meetings,

3. Owner's Responsibilities

The Village will provide an exhibit showing the limits of asphaltic pulverizing and paving and a table of catch basins, manholes and curb repairs required for the project. Owner will pay for the cost of advertisement, Engineer's reimbursable expenses, reproduction of the bidding documents, distribution of the bidding documents, and will refer all bidders' questions to the Engineer for response.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
Advertisement for Bid	February 6, 2020
Bid Opening	February 20, 2020
Recommendation of Award	March 6, 2020

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
200 Design and Bidding	Lump Sum	\$12,325
300 Construction Review	Standard Hourly Rates	\$72,892
310 Record Drawings & GIS Data Updates	Lump Sum	\$ 1,600

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: None

9. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / Village of Mukwonago Master Agreement.
Level of Effort breakdown for Design and Construction.
Engineer's Estimated Construction Cost.

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 December 21, 2017, 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

By: _____

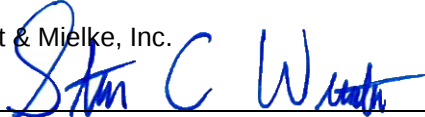
Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

By:  _____

Name: Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: December 11, 2019

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

River Park Estates Rehabilitation Phase 2

Engineering Services Estimate

	Jerad Wegner	Michael Michalski	Drafting	Sue Shird	
Initials	JJW	MEM		SJS	
Employee Class	E6	E3	ET-2	AA	Task Total
Hourly Rates	\$ 162	\$ 119	\$ 113	\$ 72	Dollars
Construction Phase					
Project Manual	4	36		8	\$ 5,508
Prepare Exhibits and Tables		8	24		\$ 3,664
100% Design Review					\$ -
1. Internal Quality Control Review	2	2			\$ 562
2. Village of Mukwonago Review	2	1			\$ 443
Prepare Advertisement for Bids		2		4	\$ 526
Answer Contractor Questions		2			\$ 238
Attend Bid Opening		3			\$ 357
Evaluate Bids, Prepare Bid Tab		1		4	\$ 407
Assist Village with Contractor References		2			\$ 238
Prepare Recommendation for Award		2		2	\$ 382
Construction Phase Subtotal (Hours) =	8	59	24	18	
Construction Phase Subtotal (Dollars) =	\$ 1,296	\$ 7,021	\$ 2,712	\$ 1,296	\$ 12,325

River Park Estates Rehabilitation Phase 2

Construction Services Estimate

	Michael Michalski	Steve Zaleski	Sue Shird	
Initials	MEM	SJZ	SJS	
Employee Class	E3	SET (Str Time)	AA	Task Total
Hourly Rates	\$ 119	\$ 99	\$ 72	Dollars
Construction Phase				
Prepare Contracts for Execution by Contractor and Owner	8		8	\$ 1,528
Preconstruction Conference (Agenda / Attend / Minutes)	16		16	\$ 3,056
Attend 4 Progress Meetings (Agendas / Attend / Minutes)	24		4	\$ 3,144
Review Submittals	6		2	\$ 858
Construction Review				\$ -
Curb Ramp Design and Inspection		136		\$ 13,464
Structure Repairs		280		\$ 27,720
Base Repairs		36		\$ 3,564
Mill and Overlay		70		\$ 6,930
Process 2 Pay Requests	16	4	6	\$ 2,732
Process 1 Routine Work Change Directives / Change Orders	6		2	\$ 858
Process Closeout Change Order	12		4	\$ 1,716
Substantial Completion Inspection/Punchlist	4	12	4	\$ 1,952
Follow-up Punchlist Inspections/Revised Punchlist	6	6	2	\$ 1,452
Prepare Final Quantities	12	2	4	\$ 1,914
Project Closeout Documents	12		8	\$ 2,004
Construction Phase Subtotal (Hours) =	122	546	60	
Construction Phase Subtotal (Dollars) =	\$ 14,518	\$ 54,054	\$ 4,320	\$ 72,892

ESTIMATED CONSTRUCTION COST

*River Park Estates Rehabilitation
Pulverize and Asphalt Overlay
Village of Mukwonago*

#	Description	Unit	Quantity	Unit Price	Total
1	Traffic Control	L.S.	1	\$5,000.00	\$5,000.00
2	Pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	43,740	\$2.80	\$122,472.00
3	2-1/2 inch Asphaltic Concrete Binder Course	TON	6,615	\$64.00	\$423,360.00
4	1-1/2 inch Asphaltic Concrete Surface Course	TON	3,790	\$76.00	\$288,040.00
4	Excavation Below Subgrade (5% areas)	C.Y.	730	\$21.00	\$15,330.00
5	Excavation Below Subgrade Backfill and Base Course	TON	1,460	\$18.00	\$26,280.00
6	Geotextile Subgrade Stabilization	S.Y.	2,190	\$4.00	\$8,760.00
7	Full Depth Sawcutting	L.F.	1,165	\$2.50	\$2,912.50
8	Spot Removal & Replacement of Concrete Curb and Gutter	L.F.	1,000	\$48.00	\$48,000.00
9	Spot Removal & Replacement of Sidewalk and Curb Ramps (14)	S.F.	5,000	\$14.00	\$70,000.00
10	Detectable Warning Field	S.F.	136	\$54.00	\$7,344.00
11	Storm Catch Basin w/Frame and Grate Replacement	EA	56	\$3,750.00	\$210,000.00
12	Adjust Storm Manhole Frame	EA	14	\$1,200.00	\$16,800.00
13	Adjust Sanitary Manhole Frame	EA	22	\$1,200.00	\$26,400.00
14	Sanitary Sewer Manhole Internal/External Seal Replacement	EA	38	\$650.00	\$24,700.00
15	Valve Box Adjustments	EA	65	\$550.00	\$35,750.00
16	Topsoil, Turf Grass Seed, Fertilizer and Erosion Matting	S.Y.	450	\$15.00	\$6,750.00
17	Inlet Protection - Type C	EA	54	\$60.00	\$3,240.00
	Sub Total				\$1,336,138.50
	Administration, Engineering & Contingencies			25%	\$334,034.63
	Estimated Total Project Cost				\$1,670,173.13

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Recommend to the Village Board to approve <u>Resolution 2020- 01</u> A resolution to establish a snowmobile route within the limits of the Village of Mukwonago.
From:	Kevin Schmidt
Department:	Police
Presenter:	Kevin Schmidt
Date of Committee Action (if required)	01/082020
Date of Village Board Action (if required)	1/15/2020

Information

Subject:

Recommend to the Village Board to approve **Resolution 2020- 01** A resolution to establish a snowmobile route within the limits of the Village of Mukwonago.

Background Information/Rationale:

Background Information/Rationale: Section #82-302 (i) (1) of the Village of Mukwonago Municipal Code states as follows:

(i) Snowmobile routes and trails designated.

(1) Routes designated. Except as provided in W.S.A., §§ 350.02 and 350.045, or for snowmobile events authorized in accordance with W.S.A., § 350.04, no person shall operate a snowmobile upon any public right-of-way, in any public park or on any other public municipal property in the village except upon snowmobile routes and trails designated by the village board. The designated routes to be used within the village limits shall be adopted yearly by resolution by the village board, a copy of which shall be on file with the village clerk.

Each winter season, the Village approves the designated snowmobile trails through the Village. The snowmobile trails through the Village of Mukwonago are on the attached map. The main trails run on the north side of the Village. The only trail in the Village that is not depicted on the attached map is the south side of Andrews Street from Main Street to Phantom Lake. The ordinance allows for operation between 6 AM to 10 PM. This is a posted route for snowmobiles only to obtain fuel at the Village Pumper.

Key Issues for Consideration:

The trails have not changed over the past several years. We received no snowmobile noise complaints on the Sno-Snoop trails last season.

Fiscal Impact (if any):

None

Requested Action by Committee/Board:

Attachments

[Resolution 2020 - 01](#)

[County Map](#)

[Village Map](#)

RESOLUTION 2020-XXX

**A RESOLUTION TO ESTABLISH A SNOWMOBILE ROUTE
WITHIN THE LIMITS OF THE VILLAGE OF MUKWONAGO**

WHEREAS, the Protective Services Committee has recommended to the Village Board that a snowmobile route be established within the Village limits, and:

WHEREAS, the Village Board has considered the recommendation of the Protective Services Committee, and:

WHEREAS, the trail shall follow the map as shown on the attached Exhibit “a”, and;

WHEREAS, the snowmobile trail shall generally be 10 to 12 feet wide and correctly marked per Wisconsin Department of Natural Resources standards, and;

WHEREAS, snowmobile traffic down Andrews Street is limited to the hours of 6:00 a.m. to 10:00 p.m.

NOW THEREFORE, be it resolved that the Village Board hereby approves a snowmobile route as shown in the attached pictorial description.

Dated and approved this 15th day of January, 2020.

Fred H. Winchowky, Village President

Attest: _____
Diana Dykstra, Village Clerk-Treasurer

2016 - Waukesha County Interactive Snowmobile Trail Map

Map Advertiser List - Click on [hyperlinks](#)

- [Road, Track, & Trail, LLC](#)
- [Rob's Performance Motorsports, LLC](#)
- [Stavbridge Inn and Suites](#)
- [Ashippun bp - Gas & Convenience](#)
- [G-Brock's Auto Repair](#)
- [Willson's Sport & Marine, Inc.](#)
- [Action Power Sports - Waukesha](#)
- [Brook-Falls Plumbing Service](#)
- [Competitive Edges - Landscaping](#)
- [Kuhrt General Store and Tavern](#)
- [Proven Power - Sales, Service, Rental](#)
- [North Lake Nomads Snowmobile Club](#)
- [Sluggo's Sports Pub and Grill](#)
- [Hanson's Pub in North Lake](#)
- [Dousman House - Restaurant](#)
- [Plantings & Designs - Gardening](#)
- [East Troy Marine](#)
- [Brake & Equipment Co.](#)
- [Woody's Pub & Grill in North Lake](#)
- [Knucklehead Pub & Grub in Eagle](#)
- [Don and Roy's Motorsports](#)
- [Wendy M. Wilbert, CPA - Accountant](#)
- [Corey Oil - Gas & Diesel - North Lake](#)
- [Tom & Di's Rustic Inn - Food & Drink](#)
- [Cedar Creek Motorsports - Cedarburg](#)
- [B&M Auto Sales & Parts, Inc.](#)
- [Pribnow's Maple Inn - Food & Drink](#)
- [The Halvy Lemon Irish Pub](#)
- [Ox and Cat's Sports Bar & Grill](#)
- [Carlee's Bar & Grill - Pewaukee](#)
- [Village Bowl - Buell's Sports Bar](#)
- [Kilpatrick Engine & Transmission, Inc.](#)
- [MW Enterprises - Snow & Ice Equip.](#)
- [Hollywood's Roadhouse Bar & Grill](#)
- [Blebel's True Value Hardware](#)
- [Sportland2 Powersports](#)
- [Sion-A-Rama - Menomonee Falls](#)
- [G.L.I.D.E. - Snowmobile Club](#)
- [Tim's Auto Parts, Inc. - Oconomowoc](#)
- [The Other Bar - Dousman](#)
- [Small Towne Gas - Mobil](#)
- [North Lake Inn - Fine Italian Food](#)
- [Gina's Sports Deck - Bar and Grill](#)
- [Eagle Springs Pub - Food and Drink](#)
- [18 West - Drinks Dining Banquets](#)
- [Hunter's Nest - Food & Drink](#)
- [Rock River Powersports, Inc.](#)
- [The Paper Chase Station - Mobil](#)
- [Quaden Motors, Inc.](#)
- [John Hartwig Motor Sports, Inc.](#)
- [Mukwonago Yamaha](#)
- [Cindi & Mike's Trackside Bar & Grill](#)
- [T.J.'s Roundabout Pub & Grill](#)
- [Nationwide Insurance - Jim Kelly](#)
- [Truck & Auto Elegance - Detailing](#)
- [Tailgators Sports Bar and Grille](#)
- [Summer's Saloon and Eatery](#)
- [Fuel Power Sports - West Bend](#)
- [Robb Brinkmann Construction, Inc.](#)
- [Golden Lake Pub](#)
- [Sussex Bowl - Bowling, Food & Drink](#)
- [AMSOIL - Jon Weinkauf & Gary Kleser](#)
- [Freedom Arms Unlimited - Firearms](#)
- [AER Trailer Sales - Waukesha](#)
- [Jamie's Customs & Powersports](#)
- [Brookwood Inn Restaurant & Catering](#)
- [A.J.'s Bar & Grill in Muskego](#)
- [Zianego Ready Mix, Inc.](#)
- [Radtko Appliance Sales & Service](#)
- [Dennis's Express Service - Repairs](#)
- [Curly's Waterfront Sports Bar & Grill](#)
- [Mike's Boat Winterizing](#)
- [Okayches Redi-Mix, Inc.](#)
- [G & W Vendors, Inc.](#)
- [A+ Power Sports and Trailer Sale](#)
- [Check's Evergreens](#)
- [New Berlin Suburban Sno-Hawks](#)
- [Throttle Jockeys Snowmobile Club](#)
- [John T. Bitner, DDS, LLC - Dentist](#)
- [Mid-States Distributing - Trailers](#)
- [Cornerstone Filling Station - Eagle](#)

ATTENTION
All trails in the county are closed if there is less than 6" of snow or the temperature is above 32°F.

Are you in doubt, whether or not to go out??
Call the Trail Conditions Hotline at: **1-414-299-0330** or visit us on the web at: www.waukeshasnow.org

NO TRESPASSING
• Do NOT go riding on the trails if they are closed!
• Stay on marked trails. No cutting corners or leaving the trail!
You will be arrested and fined if caught!
\$25 Reward Available
If information provided to a law enforcement officer leads to the arrest & conviction of a renegade snowmobiler

DNR Snowmobile Safety Classes
Available through local snowmobile clubs
Call: 262-781-0640 or 262-567-7295 for info.

Jefferson County Base Map provided by the Jefferson County Land Information Office

MAP LEGEND

Funded Trails

Club Trails

Funded Trail Intersections

Approximate Latitude & Longitude of Intersections

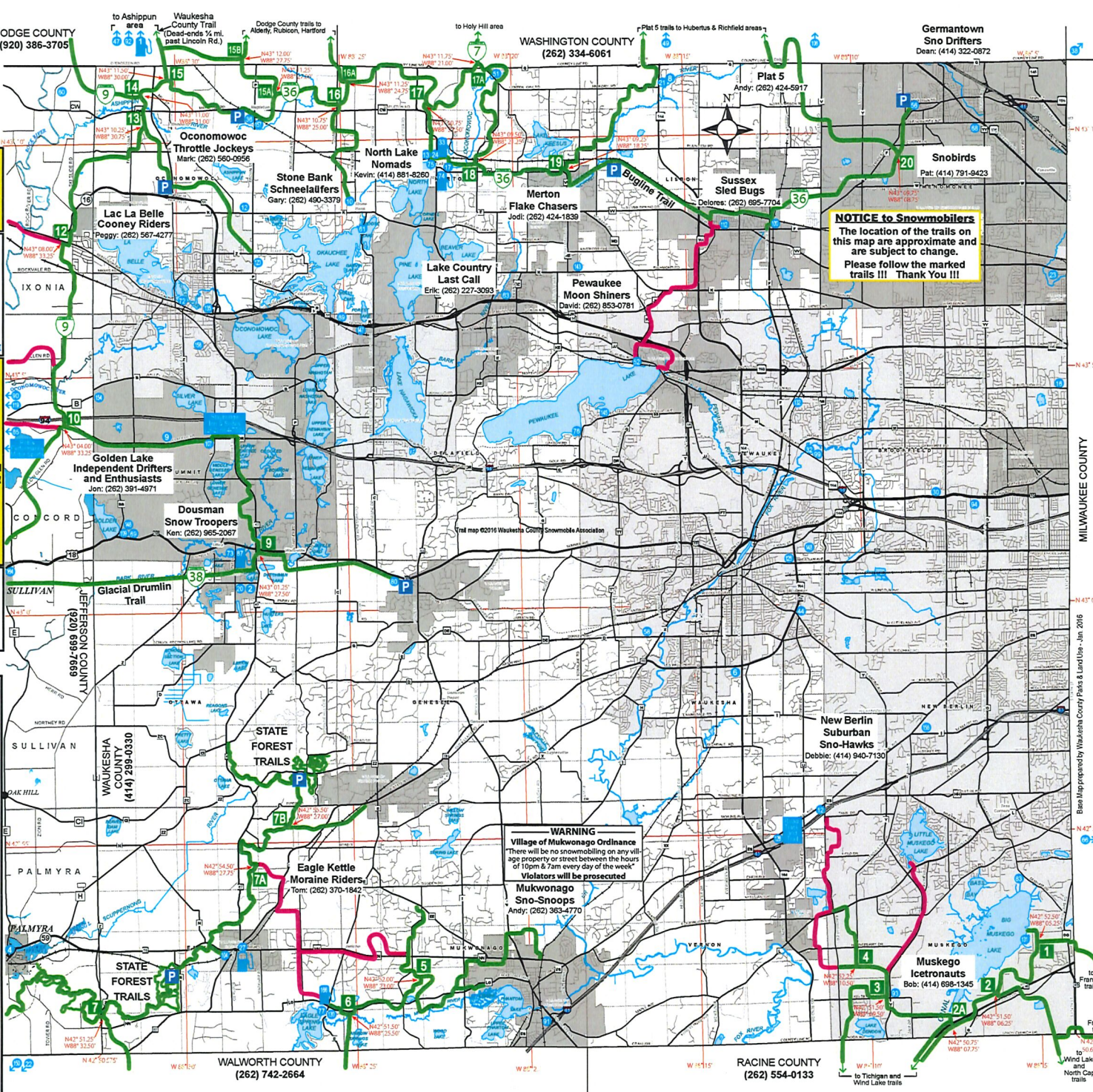
Please Patronize These Advertisers

Parking & Unloading

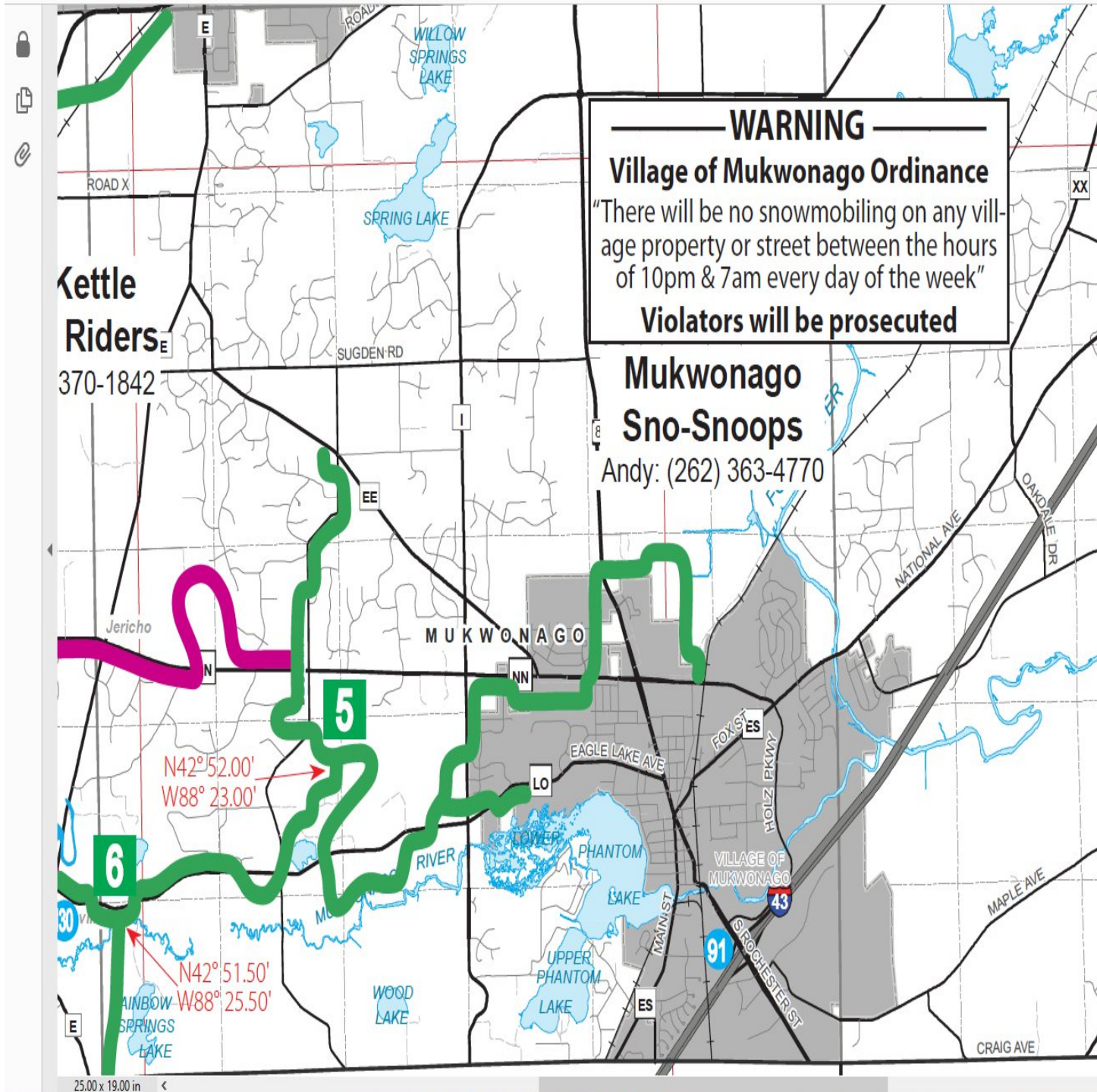
Fuel

'Corridor' Trails

Trail Conditions Hotline
1-414-299-0330



Base Map prepared by Waukesha County Parks & Land Use - Jan. 2016



AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Review of Pedestrian and Traffic Safety <i>(This item is for informational purposes only)</i>
From:	Kevin Schmidt
Department:	Police
Presenter:	Police Chief Kevin Schmidt
Date of Committee Action (if required)	N/a
Date of Village Board Action (if required)	N/a

Information

Subject:

 Review of Pedestrian and Traffic Safety *(This item is for informational purposes only)*
Background Information/Rationale:

In an effort to improve pedestrian safety in the downtown area, we have begun extra patrols and operations at pedestrian crosswalks.

Officers on first shift (8AM to 4PM) and second shift (4PM to 12PM) have been instructed to observe the crosswalk in the 200 block of N. Rochester Street (by the Fork in the Road) where the pedestrian crosswalk lights were installed. The officers are to monitor the crosswalk for a 15 to 30-minute period and watch for vehicles failing to yield to the pedestrian(s) using the crosswalk. This extra patrol has been going on for approximately 2 months and no violators have been observed.

The operation we have undertaken is a special assignment at other crosswalks. We have used the crosswalk on STH 83 at Lake Street. An officer, in full uniform and wearing a reflective traffic vest, periodically crosses the street in the crosswalk. According to the National Highway Traffic Safety Administration, a driver in a 25 mph speed zone needs 162 feet to react and then safely stop. We measure out and place a traffic cone, off the roadway in both directions, 165 feet from the crosswalk to symbolize the safe stopping distance. A squad is assigned to each side of the crosswalk to monitor the vehicles going in their direction. The officer on foot is instructed to enter the crosswalk prior to the vehicle reaching the safe stopping traffic cone indicator. If the vehicle fails to yield the right of way to the pedestrian officer in the crosswalk, the squad parked in that same direction will stop the vehicle. We have completed two of these operations, and stopped approximately thirteen (13) vehicles who failed to yield to the pedestrian. We did not issue citations on these two operations, choosing to educate the drivers stopped. We will be continuing these operations

and begin issuing traffic citations.

In regards to the intersection of STH 83 and Wolf Run, I am receiving more complaints from drivers on the DOT action of removing the flashing yellow turn arrow during peak times. I am gathering written complaints to forward to the DOT. I request that if any board members receive a complaint, please ask them to put it in writing and forward it to me.

Key Issues for Consideration:

The second operation was done during peak rush hour. We found that traffic was becoming backed up in both directions, so we stopped the operation after a half an hour.

Fiscal Impact (if any):

We run the operation when we have more than 3 officers on a shift, so it is done on their normal work shift.

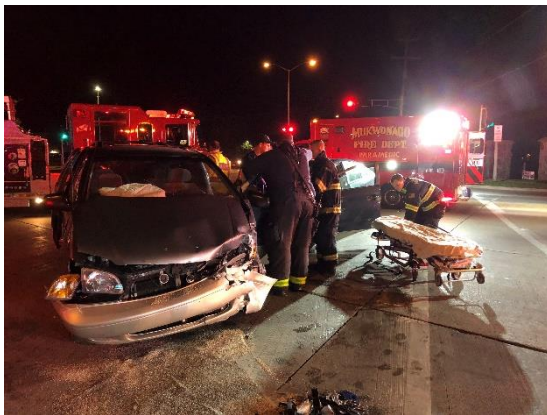
Requested Action by Committee/Board:

Attachments



Meet the Mukwonago Fire Department

Please join us for 1 hour as we answer questions regarding the future direction of Mukwonago's Fire and EMS services. Refreshments will be provided.



Where: 1111 Fox St. Mukwonago, WI

When: Thursday January 16th 2020

6pm: Station tours for all ages

Get an inside look at our fire station, trucks and more.

Fun for the whole family! Free Blood Pressure Checks

7pm: Community focus meeting

Tell us what we can do to serve you better!