

Village of Mukwonago
Notice of Meeting and *Amended* Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, May 6, 2020

Time: 7:00 pm

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

Virtual Meeting Log On Information

Join Zoom Meeting: <https://us02web.zoom.us/j/84457738265>

Meeting ID: 844 5773 8265

Dial by your location +1 312 626 6799 US (Chicago)

1. Call to Order

2. Roll Call

3. Approval of Minutes

- 3.1 Motion to approve Committee of the Whole minutes from April 1, 2020.
[2020-04-01 Draft COW Minutes](#)

4. Downtown Development Committee, Trustee Walsh

Discussion and action possible on the following items

- 4.1 Update/Status Report from the Downtown Development Committee (DDC), and further direction on resuming committee meetings.

[Agenda Request - DDC Update](#)

- 4.2 Discussion and possible recommendation to direct Admin & Staff to continue to work on developing a Village of Mukwonago Small Business Assistance and Stimulus Plan for final presentation.

[Agenda Request - Small Business Economic Assistance](#)

[Village 2020 DRAFT Zero Interest Loan Program 2020](#)

5. Finance Committee, Trustee Meiners

Discussion and action possible on the following items

- 5.1 Monthly Treasurer Report and Revenue/Expenditure Guideline Report For March
(For information purposes only, no action required)

[2020-03 March Treasury Report](#)

[2020-03 March Revenue & Expenditure Report](#)

- 5.2 Motion to recommend to the Village Board to approve Vouchers in the amount of \$668,680.13.

- 5.3 Motion to recommend approval of **Resolution 2020-18** a Resolution to provide for compensation to the Village Board members appointed to the Board of Review.
[RESOLUTION 2020-18](#)

6. Health and Recreation Committee, Trustee Decker

Discussion and action possible on the following items

- 6.1 Motion to recommend approval of the Special Event Application from the Mukwonago Chamber of Commerce for the Farmers Market at Field Park on Wednesdays between May 20, 2020 and October 14, 2020.
[Farmers Market Special Event App](#)
- 6.2 Motion to recommend approval of a License Agreement between Wisconsin Electric Power Company (We Energies) and the Village of Mukwonago for a Trail License.
[Trail License 2020](#)
- 6.3 Discussion and possible recommendation on an Ordinance amending section 45-14 and 45-16 regarding the co-existence of the public site fee with the park impact fee.
[Ord Amend Sec 45-14 and 45-16](#)

7. Judicial Committee, Trustee Walsh

Discussion and action possible on the following items

- 7.1 Discussion and recommendation to approve a contract amendment for Zoning Code Rewrite with Civi Tek Consulting, Inc. to commence work immediately on conditional uses to meet State Code guidelines at a cost of \$2,100.
[Civi Tek First Amendment](#)
- 7.2 Discussion and possible recommendation on reducing annual fees for Class B liquor license holders.
[Agenda Request - Liquor Fees](#)

8. Protective Services, Trustee Adler

Discussion and action possible on the following items

- 8.1 American Legion Post #375 has cancelled the May 25, 2020 Memorial Day Parade, due to COVID-19 current situation. *(information only)*
- 8.2 Village of Mukwonago Police Department 2019 Annual Report *(for information only, no action required)*
[2019 Annual Report MKPD](#)
- 8.3 Annual Fire Department Report for 2019 *(for Information only, no action required)*
[2019 Annual Report Document](#)

9. Public Works Committee, Trustee Brill

Discussion and action possible on the following items

- 9.1 Motion to recommend approval of a sewer credit in the amount of \$254.99 for 1311 Riverton Drive for an exterior water leak.
[UB Appeal](#)
- 9.2 Motion to recommend approval of Change Order #1 for River Park Estates paving, a cost reduction of \$15,843.30 on the contract price due to a calculation error.
[River Park Estates - CO](#)
- 9.3 Discussion and possible action on a request from Bielinski Development, Inc., to amend the Meadowland Townhomes Developers Agreement to extend the time frame to install infrastructure to December 1, 2022, and direct staff to amend agreement accordingly for the next Committee of the Whole.
[Request - Bielinski Homes](#)
[Meadowland DA](#)
- 9.4 Discussion and possible recommendation on the Well #3 rehab project and update.
- 9.5 Motion to recommend to the Village Board to approve **Task Order No. 2020-06** from Ruekert Mielke, Inc. for the Design and Bidding of CTH LO Sanitary Sewer Rehabilitation in the amount of \$20,820.
[2020-06 CTH LO Sanitary Sewer Rehabilitation](#)
- 9.6 Discussion and possible recommendation on an amendment to the Agreement for the Development of Improvements for Box Self Storage, LLC.
[Box Self Amend - Final 050620](#)
- 9.7 Discussion and possible recommendation to approve a Letter of Credit Reduction for Phantom Lakes Preserve.
[Phantom Lakes Preserve - Letter of Credit Reduction #1](#)

10. 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, APRIL 1, 2020**

Time: **5:30 pm**

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

Call to Order

Virtual Meeting via Zoom Platform was called to order by President Winchowky at 5:30pm at Mukwonago Municipal Building/Board Room, 440 River Crest Court

Roll Call

Board Members Present:

Eric Brill
James Decker
Darlene Johnson
Jay Vermeulen
Jason Wamser
Roger Walsh
Fred Winchowky

Also Present:

John Weidl, Village Administrator
Diana Dykstra, Clerk/Treasurer
Diana Doherty, Finance Director
Ron Bittner, DPW Director
Dave Brown, Utility Director
Kevin Schmidt, Police Chief
Mark Blum, Village Attorney
Ben Kohout, Village Planner
Bob Harley, Building Inspector

Approval of Minutes

Decker/Johnson Motion to approve minutes from March 4, 2020 Committee of the Whole meeting. Unanimously carried.

Finance Committee, Trustee Vermeulen

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

Motion to recommend to the Village Board to approve Vouchers in the amount of \$447,056.21.

Johnson/Decker motion to recommend to the Village Board to approve Vouchers in the amount of \$447,056.21. Unanimously carried.

Motion to recommend approval to award a contract for Zoning Code and Sign Code Re Write to Civitek Consulting, Inc. for \$68,800.

Planner Kohout noted there were three quotes received Foth, Vandewalle, and Civitek.
Decker/Brill motion to recommend approval to award a contract for Zoning Code and Sign Code Re Write to Civitek Consulting, Inc. for \$68,800.

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

Health and Recreation Committee, Trustee Decker

Notification of the cancellation of the Annual Easter Egg Hunt sponsored by the Mukwonago Lions Foundation, located at Field Park April 4, 2020 (*this is for information only*)

Judicial Committee, Trustee Walsh

Motion to recommend to the Village Board to approve an Ordinance amending Section 78-1 of the Village of Mukwonago Municipal Code regarding the composition, duties, and power of the Board of Review.

Johnson/Walsh motion to recommend approval to amend Ordinance 78-1. It was noted it is \$50, compensation will not be retroactive for 2019, and there will be a resolution setting the rate.

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

Personnel Committee, Trustee Johnson

Motion to recommend to the Village Board to approve the request for educational pay incentive from Officer Taylor Zajichek

Decker/Vermuelen motion to recommend approval for the request for educational pay incentive from Officer Taylor Zajichek

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

Motion to recommend to the Village Board to approve Resolution 2020-17 a Resolution of the Village of Mukwonago Regarding Essential Governmental Functions/Employees, and general approval to utilize other village employees to supplement the Election Inspector shortage.

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

Public Works Committee, Trustee Wamser

Motion to recommend to the Village Board to approve a Storm Water Maintenance Agreement with Bielinski Homes, Inc., for Chapman Farms Subdivision, a 64.51 acre development.

Johnson/Decker motion to recommend to the Village Board to approve a Storm Water Maintenance Agreement with Bielinski Homes, Inc., for Chapman Farms Subdivision, a 64.51 acre development.

It was noted this it is subject to engineer conditions dated 3-23-20

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

Discussion, update, and possible recommendation to the Village Board to approve Well #3 repairs

Utility Director Brown noted they are making progress. The tool now has to stay. They gained 8-10 feet and they will be out of money next Tuesday. They have spent \$77,000 so far and need approximately \$30,000.

Decker/Johnson motion to recommend approval of an additional \$30,000 for the Well #3 repairs. Roll Call: "Yes" Trustee Brill, Decker, Johnson, Vermeulen, Walsh, Wamser, and Winchowky. Unanimously carried.

Discussion and possible action to approve I-43 Elevated Tank Painting Final Payment Request

Decker/Johnson motion to approve 1-43 Elevated Tank Painting Final Pay Request in the amount of \$32,487. Roll Call: "Yes" Trustee Brill, Decker, Johnson, Vermeulen, Walsh, Wamser, and Winchowky. Unanimously carried.

Discussion and possible recommendation to approve Task Order 2020-04 for Mulcahy Shaw to install, collect data, maintain, and remove the flow meters and Ruekert & Mielke, Inc. to evaluate analyze, and recommend improvements associated with the Atkinson Pump Station Capacity.

Decker/Johnson motion to recommend approval of Task Order 2020-04. It was noted on the northwest side of the Village they have a pump station they have seen increase in flows. They want to install six flow meters and evaluate to see if they can pinpoint a leak or capacity issue. Utility Director Brown noted the funds to cover this expense would come from impact fees for the collection systems. Roll Call: "Yes" Trustee Brill, Decker, Johnson, Vermeulen, Walsh, Wamser, and Winchowky. Unanimously carried.

Adjournment

Meeting was Adjourned at 6:54pm

Respectfully Submitted,

/s/ Diana Dykstra, CMC
Village Clerk-Treasurer



Committee/Board:	COTW 05-06-2020
Topic:	DDC Update
From:	Roger Walsh
Department:	
Presenter:	Roger Walsh
Date of Committee Action (if required):	05-06-2020
Date of Village Board Action (if required):	

Information

Subject:

**Downtown Development Committee, (DDC), Update/Status Report
Resuming Village Committee Meetings open to the Public.**

Background Information/Rationale:

**Membership update. 2020 and 2021 Voting/Non-voting Terms
Due to Covid-19 all committee meetings were canceled until further notice.
Current Status on resuming meetings is May 26th.
Streetscaping/Wayfinding Preliminary Plan will be completed in May.**

Key Issues for Consideration:

**Future Remote Public Meetings & Social Distancing
Approved Moderator(s) and Procedures**

Fiscal Impact (If any):

Requested Action by Committee/Board: Possible discussion and further direction on resuming committee meetings.

Attachments



Committee/Board:	COTW
Topic:	Downtown Small Business Economic Assistance & Stimulus
From:	Roger Walsh
Department:	DDC Chair & Administrator/Economic Development Director
Presenter:	John Weidl
Date of Committee Action (if required):	Committee of the Whole 05-06-2020
Date of Village Board Action (if required):	

Information

Subject:

Discussion and Possible Action on:

Downtown Mukwonago Small Business Economic Assistance & Stimulus Grant/Loan Program

Background Information/Rationale:

On April 13 a Village Board Member forwarded some general ideas regarding helping small businesses at the local level related to Pandemic Closures. On April 14th I discussed this with John Weidl including Grant program and the existing 0% Kiva Loan program to incentivize and provide stimulus to Small Main Street type businesses. Village Economic Intern, Makenzee Wilcox included Loan Concept into research she was doing on other programs to create a Draft Application. (See Attached Draft Application and Sample Programs) At this initial Concept level, I spoke with an accountant, another small business owner and a Commercial Lender for feedback on pros and cons. John Weidl indicates has communicated with other administrators & Economic Development Organizations including Waukesha County Center for Growth. All Trustees, Department Heads, Staff, Businesses and the general public are seeing and hearing about Federal, State, and Local assistance and stimulus programs.

I believe the goal is to create a fiscally responsible successful program with the tools to support and retain viable existing downtown businesses in the short term. The long term result should be geared toward stimulating sustainable economic growth beyond the current Pandemic conditions

Admin & Staff would continue to gather information modeled off of existing programs with a track record and adapt to the Village of Mukwonago.

Key Issues for Consideration: Some Issues for Consideration are provided.

Needs Assessment: Mukwonago “task force” or local business focus group conference meeting facilitated by Village Administrator. Size and composition to be determined. Possible Survey of our existing business data base.



Define the Mission and Goal(s) of the Program to Target Recipients

Funding: CBDG (Community Block Development Grant Funds) Defederalized grant funds previously designated by HUD for downtown revitalization and development. Use of other Village funds Subject to Village Board approval.

Application Administration: (See attached Draft Application)

DDC proposed as the structure for the Selection Committee

Objective Ranking and Selection Process based on legally acceptable criteria

Does receiving other Federal, State, or other Fund program assistance disqualify?

Administration of Funds:

Oversight and Collection

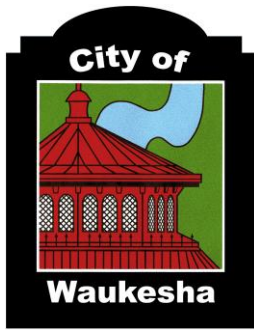
Fiscal Impact (If any): Village Administrator has indicated potential request of \$50,000 distributed in 0% Loan amounts up to \$10,000 with ability to provide up to \$2,500 in the form of a grant.

Requested Action by Committee/Board:

Recommendation to direct Admin & Staff to continue work on developing a Village of Mukwonago Small Business Assistance and Stimulus Plan for final presentation.

Attachments

**DRAFT: Village of Mukwonago Zero Interest Loan Program
Waukesha Sample Programs**



CITY OF WAUKESHA

Administration

201 Delafield Street, Waukesha, WI 53188
Tel: 262.524.3701 fax: 262.524.3899
www.ci.waukesha.wi.us

Committee: Finance	Date: 4/27/2020
Common Council Item Number: CC _____	Date: 4/27/2020
Submitted By: Jeff Fortin, Senior Planner	City Administrator Approval: Kevin Lahner, City Administrator
Finance Department Review: Diane Gard, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Authorize the creation, funding and implementation of the Waukesha Works Economic Recovery Grant program	

Details:

The Waukesha Works Economic Recovery Grant Program is being created to provide rent, mortgage, utility bill and extraordinary cost assistance for small businesses in the City that have been impacted by COVID-19. The grant funds can also be used to fund capital improvement projects in business spaces such as interior repair/remodel, painting, and maintenance projects.

In order to create the program, staff created an online survey which was distributed to businesses via the City's website, City Newsletter, City social media (Facebook and Twitter), staff contacts, the Waukesha Business Alliance, Waukesha Center For Growth, Waukesha Chamber, Waukesha Downtown Business Association, UW Extension, Small Business Development Center, and an article in the Waukesha Freeman. As of Thursday, April 23, there have been 174 responses. The proposed Waukesha Works Economic Recovery Program was created with the input from businesses on what types of assistance they feel would benefit them the most. The grant funds could be used for the following:

- **Rent/mortgage and/or utility reimbursement or assistance for the months of April, May and June.** This would be used to reimburse businesses for mortgage or rent payments and/or utilities in these months. If payments have not or cannot be paid, the program would pay bank/lending institution, landlords and utilities directly. Mortgage payments made only on properties and the spaces in those properties that house the main operations for the business.
- **Marketing, advertising, signage, and special equipment needed to modify business during and after Safer At Home order.** This includes paid social media promotions, print advertising, temporary signage, or any special equipment purchased to continue business operations during the Safer At Home Order. This grant will be reimbursable or paid by the City directly to the vendor.
- **Physical improvements to business space while closed/partially closed (includes correcting code violations).** This 50 percent matching grant can include interior repair/remodel, painting, improving ADA accessibility, and maintenance projects done while your business is closed due to the safer at home order. Projects can either be reimbursed with paid invoices or the City can pay contractors directly after



confirmation that the work is complete and lien waivers received. All applicable permits must be pulled, and inspections completed or funds will not be dispersed. These funds can be also used to remedy any outstanding code violation orders.

Grant application scoring criteria will be determined by a grant committee. The Community Development Department will review applications using this criteria.

The proposed funding for the Waukesha Works program will be \$500,000 from undesignated fund balance. Understanding the demand for funds will be high, we are also proposing the following requirements and limitations:

1. If applicant has received any funding through other programs to offset rent, mortgage payments, or utility payments, such as the Small Business Administration Paycheck Protection Program (PPP) or Economic Injury Disaster Loan (EIDL) Program, that amount must be disclosed on the application form.
2. Mortgage reimbursement/payment shall be done on a pro-rated basis if the building contains residential units or other unused/unoccupied space or leasable space not used by the applicant's business.
3. Per business maximum grant of \$10,000.
4. Applicants will be required to submit verification of number of employees, costs, and other information depending on grant type. This includes but is not limited to mortgage/bank loan information, tenant lease, invoices, 1st quarter IRS Form 941, and any other documents requested to verify costs.
5. Grants are reimbursable when the business has already paid eligible costs and have provided paid invoices for verification. Grants where the eligible costs have not been paid by the business will be paid directly to the bank, landlord, contractor, etc. by the City of Waukesha.

The Mayor would create a committee to administer this grant. It would be comprised of two Council members, a member of the Redevelopment Authority, who is also with the Waukesha Business Alliance, a representative from the Waukesha Center for Growth, and City staff. The committee will create the grant scoring criteria, which Community Development Department staff will apply to the applications. Once the criteria are applied Community Development will bring that information and a recommendation to the committee for approval. Once the funds have been allocated staff will prepare a report to the Common Council with a program update.

Options & Alternatives:

1. Approve the request and staff will move forward with program creation.
2. Deny the request and the program will not be created.

Financial Remarks: The program will be funded with \$500,000 of undesignated fund balance. Pre-audit calculations indicate that the 2019 budget will end with an approximately \$1 million surplus. This is due in part to higher than budgeted returns on investments, one-time sales of City property, and higher than budgeted hotel/motel tax receipts. Additionally, some departmental expenditures are projected to finish the year under budget. Use of \$500,000 of undesignated fund balance will still result in a net increase to our reserve funds while also providing economic relief to a major segment of our local economy. If approved a Special Revenue Fund will be created and account numbers assigned.

Staff Recommendation: Staff recommends the Common Council approve the creation of and funding for the Waukesha Works Economic Recovery Grant Program.



Waukesha Works Economic Recovery Grant

The City of Waukesha has created a new grant program to assist small businesses (20 or fewer employees) who have been impacted by the COVID-19 Pandemic and the State of Wisconsin “Safer at Home” orders. This program provides rent, mortgage, utility bill and extraordinary cost assistance for businesses impacted by COVID-19. The grant funds can also be used to fund capital improvement projects in your business space such as interior repair/remodel, painting, maintenance, and code compliance projects. Grants are available up to \$10,000 maximum depending on project scope, demonstrated need, and fund availability.

Grant Eligibility

- Business must have been in operation as of March 1, 2020.
- Business must be located in the City of Waukesha
- 20 or fewer full time equivalent (FTE) employees at the time of the Safer at Home Order
- Franchises, national or regional chains are not eligible
- Local non-profits are eligible. National or regional nonprofits are not eligible.
- Business had to either be closed (non-essential) or had business operations severely limited and/or modified by the State of Wisconsin Safer at Home orders.

What the funds can be used for?

Rent reimbursement or assistance. Grant funds can be used to reimburse your businesses for rent paid in April, May and June or if rent has not or cannot be paid, the program would pay landlords directly.

Mortgage reimbursement or assistance The grant can be used to reimburse your businesses for mortgage payments for the months of April, May and June, or if mortgage has not or cannot be paid, the program would pay bank/lending institution directly.

Utility Payments. Reimbursement or assistance with any utility payments for your business location for the months of April, May and June.

Marketing, advertising, signage, and special equipment needed to modify business during Safer At Home order. This includes paid social media promotions, print advertising, temporary signage, or any special equipment purchased to continue business operations during the Safer At Home Order. This grant will be reimbursable or paid by the City directly to the vendor.

Physical improvements to your business space. This program can provide a 50% match for projects such as interior repair/remodel, painting, improving ADA accessibility, and other maintenance projects done while your business is closed due to the safer at home order. Projects can either be reimbursed with paid invoices or the City can pay the 50% match directly to contractors after confirmation that the work is complete. All applicable permits must be pulled and inspections completed or funds will not be dispersed.

Fixing outstanding code violations. Funds can be used to remedy any outstanding code violation orders on your property while the business is closed due to the Safer at Home order. All applicable permits must be pulled and inspections completed or funds will not be dispersed.

Other program restrictions

- Applicants must disclose any COVID-19 related funding received through other programs to offset or forgive rent, mortgage payments, or utility payments. This includes funds received through the Paycheck Protection Program or any other governmental assistance programs.
- Mortgage reimbursement/payment shall be done on a pro-rated basis if the building contains residential units or other unused/unoccupied space or leasable space not used by your business.
- Per business maximum grant of \$10,000. Grants may be adjusted based on other COVID-19 funds received.
- Applicants will be required to submit verification of costs, employees and other information depending on grant type. This includes but is not limited to mortgage/bank loan information, tenant lease, invoices, 1st quarter IRS Form 941 Tax filing forms, and any other documents requested to verify costs.
- Any entity receiving a check from the City of Waukesha will need to complete a [W-9 form](#)

For any questions about the program, please contact the Community Development Department:

Email: jfortin@waukesha-wi.gov

Phone: 262-524-3755

Waukesha Works Economic Recovery Grant Application Form

Business Information

Business Name: _____

Type of Business: _____

Owner/Applicant Name(s): _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Work Phone: _____ Alternate Phone: _____

E-Mail: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Number of Full Time Equivalent (FTE) Employees*:

Before COVID-19: _____ Currently: _____

**A Full Time Equivalent (FTE) is used to convert the hours worked by several part-time employees into the hours worked by full-time employees assuming an 8 hour workday. For example two (2) part-time employees working 20 hours per week is the equivalent of one FTE (40 hours).*

☐ Please provide a copy of your first quarter IRS Form 941 for employee count verification.

Economic Impact Information

Please check the box that best describes the impact COVID-19 and Wisconsin's Safer At Home Orders have had on your business operations:

☐ We have had to shut down completely (non-essential)

☐ We have had to scale back operations (such as curbside/pickup only)

☐ We have had to layoff employees

☐ Other: _____

☐ No Impact

Please provide a brief explanation of what adverse economic impact COVID-19 and Wisconsin's Safer At Home Orders have had on your business: _____

Have you received any other grants, loans or financial relief during the Safer at Home Order:

☐ Yes ☐ No

If you answered "yes" please check relief you have received:

☐ Rent or mortgage payment reduction, deferment or forgiveness

☐ Funds from SBA Paycheck Protection Program (PPP). Please include amount: \$_____.

☐ Funds from SBA Economic Injury Disaster Loan Program (EIDL) Please include amount: \$_____.

☐ Funds from other programs (Government, non-profit, businesses, etc.) (Please include name and amount: _____)

SIGNATURE REQUIRED

By signing below I understand that all application materials are subject to Open Records Law and may be disclosed to the public if requested.

Sign here: _____ Date: _____

Please Print Name: _____

Application may be submitted electronically to:

jfortin@waukesha-wi.gov

Or via US Mail to:

What Grant Program(s) are You Applying For

Please check all that apply. You will need to submit all required materials and information prior to receiving grant funds. The City may request additional information prior to approving your application. Please see front page for grant descriptions.

☐ Rent or Mortgage Reimbursement or Assistance

Please check what describes your business space:

☐ I rent the space for my business ☐ I own the space for my business

What type of assistance are you seeking:

☐ Rent or Mortgage Reimbursement ☐ Direct Payment Assistance

What is your monthly rent or mortgage payment: _____

☐ Is any of the space you own or rent occupied by a business other than your own or are there residential units? ☐ Yes ☐ No

If you answered yes, please list all other businesses, rental units, estimated square footage, and rental income for these other uses:

☐ Provide copy of lease or statements showing monthly rent or mortgage payments.

☐ If you are requesting reimbursement for rent or mortgage you already paid during eligible months, provide receipts or other evidence of payment.

☐ If you are requesting rent or mortgage assistance (direct payment to landlord or bank), please provide information below. Rental or mortgage assistance payments will be paid directly to landlord or bank. They will also need to submit a W-9 form which can be obtained here: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

Landlord or Bank Information:

Landlord Or Bank Name: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact phone: _____

E-Mail address: _____

Date rent is due: _____

☐ Business Utility Bill Reimbursement or Assistance

☐ For reimbursement please submit paid invoices or screenshot from utility bill pay website showing the utility payments you have already made during eligible months.

☐ For assistance (direct payment) you will need to provide a copy of the utility bills and the mailing address of the utility being paid.

☐ Marketing, advertising, signage, and special equipment needed to modify business during Safer At Home order.

☐ For reimbursement please submit paid invoices or screenshot from websites showing the payments you have already made during eligible months.

☐ For assistance (direct payment) you will need to provide a copy of any invoices and the mailing address for where the payments should be sent to. They will also need to submit a W-9 form which can be obtained here: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

☐ Improvements to Business Space or Correcting Code Violations (50% match limit for improvements)

Are there any outstanding code violations on your property?

☐ Yes ☐ No. If you answered yes, please list: _____

☐ Please provide a summary of any planned improvements or renovations and estimated costs: _____

☐ Lien waivers will be required from contractors upon completion of work.

☐ Provide copies of contractor estimates. It is recommended you obtain at least two (2) estimates. The City will get back you with a grant amount. **Do not start work until you have received notice from the City that your grant was awarded. The City is not responsible for work started prior to you receiving confirmation of your grant award.**

☐ Please select how you would like to receive your grant funds:
☐ Reimbursement (you must send us paid invoices to receive funds)
☐ Direct Payment to Contractors (Contractors must submit a W-9 form which can be obtained here:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>

Village of Mukwonago

Zero Interest Loan Program

[Village of Mukwonago, 440 River Crest Court, Mukwonago, WI, 53149-262-363-6420](#)

I. PURPOSE

The Village of Mukwonago's Zero Interest Loan Program will give small businesses in the Village downtown district financial support. The goal of this program will be to help businesses of 10 employees or less with their business needs during a time of Village State of Emergency. The Village will use CDBG funds to provide 0% interest loans up to \$10,000 per qualifying business to be paid back over 3-years.

II. TARGET AREA

The target area is the Village of Mukwonago's Retail Center Overlay and Multi-purpose Perimeter Overlay, as defined in Section 100-153 of the Mukwonago Village Ordinance- and as shown in the following exhibits.

III. OBJECTIVES

The Zero Interest Loan Program has the following objectives:

1. To help small businesses.
2. To retain employees of small businesses with 10 employees or less.

IV. FUNDING

The funding for this program is provided by Mukwonago's CDBG funds. Loans will be distributed on a first come, first serve basis, and will be limited to the funds currently available. The Village of Mukwonago's Downtown Development Committee will review applications and provide recommendations to the Village Board.

The approval process will consider how much debt the Village believes you are able to take on based on the financial information you provide.

Maximum Grant Amount

Loans have a maximum of \$10,000 per qualifying business, until all available funds are expended.

V. APPLICANT ELIGIBILITY REQUIREMENTS

The program is intended to assist small businesses in the Downtown Overlay District.

1. Businesses must be located within the established Multi-Purpose Overlay (Exhibit A) or Retail Center (Exhibit B), in the Downtown Overlay District.

Village of Mukwonago Zero Interest Loan Program

2. Businesses must have 10 employees or less. At the request of the applicant and approval of the Downtown Development Committee, the employee requirement may be waived.
3. Applicants must agree to retain all current employees for the next 6 months following the award date. Note: *Except for a justifiable reason, such as restaurants who have a larger staff that cannot fulfill their typically duties.*
4. Applicants must provide a good or service. This will typical be retail businesses.
5. Applicants must have a bank account.
6. Applicants must use this loan for business purposes.

Eligible Costs

The program will fund the following:

1. Rent, Mortgage, or Lease
2. Employee retention
3. Exterior Signage
4. Exterior Lighting
5. Other exterior improvements to improve visibility
6. Improve technological infrastructure E.g. Online sales
7. Other ideas, if explained outcomes match the spirit of the guidelines

Note: Funds may not be used towards permit fees for all above work requiring Village building or review permit fees.

VI. APPROVAL PROCESS

1. Applications should be submitted electronically to the Village Planner at planner@villageofmukwonago.com or mailed/dropped off at Village Hall, 440 River Crest Ct., Mukwonago, WI 53149.
2. If the application meets all requirements of the Zero Interest Loan Program, a Conditional Letter of Approval will be sent to the owner/tenant. This letter may require modifications to the original application.
3. The applicant must submit number of employees and proof of location within the designated area.
4. Following approval by the [Downtown Development Committee](#), recommendation will be given to the Village Board.
5. Following approval from the Village Board, the applicant must sign the grant agreement, provided on an approved form by Village hall, and returned to the Village Hall.

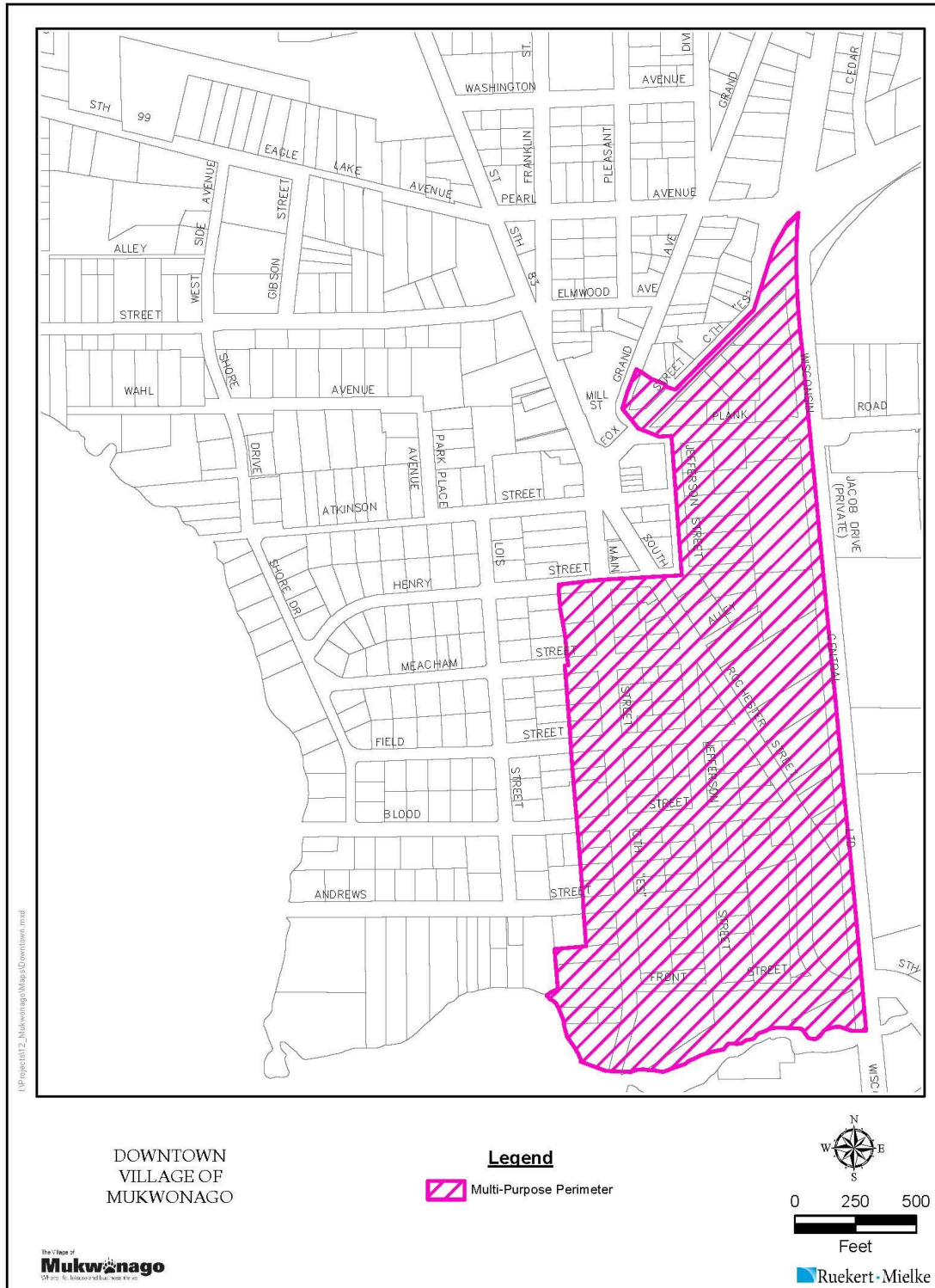
VII. POST APPROVAL PROCESS

Monies will be distributed to the applicant upon completion of the following activities:

1. Applicants, after approval, have up to 6 months to use their funds. If an applicant needs more time to use funds, he or she must provide a written statement with a reasonable justification for an extension to the Downtown Development Committee. Extensions are reviewed and considered by the Village Board and are not guaranteed.
2. After approval, Village Board has the discretion to grant up to \$2,500 without requiring repayment for up to that amount. Example: If you need \$5,000 but cannot pay back the entire \$5,000, the Village Board could provide up to \$2,500 grant money that does not need to be paid back. * rough
3. Applicants will need to agree to repayment of the loan in monthly payments beginning either 30 days after the Village State of Emergency Declaration is lifted, or 6 months after your loan gets disbursed into your bank account, whichever occurs later. This amount will be determined based on your loan amount divided over a 3-year period.
4. Applicants may choose to begin payments after 12 months of approval or spread payments over a 5-year period with the penalty of the loan having a 2.5% interest rate.
5. Property taxes and utility payments must be current, and applicants may have no debts in arrears to the Village when the grant is considered.

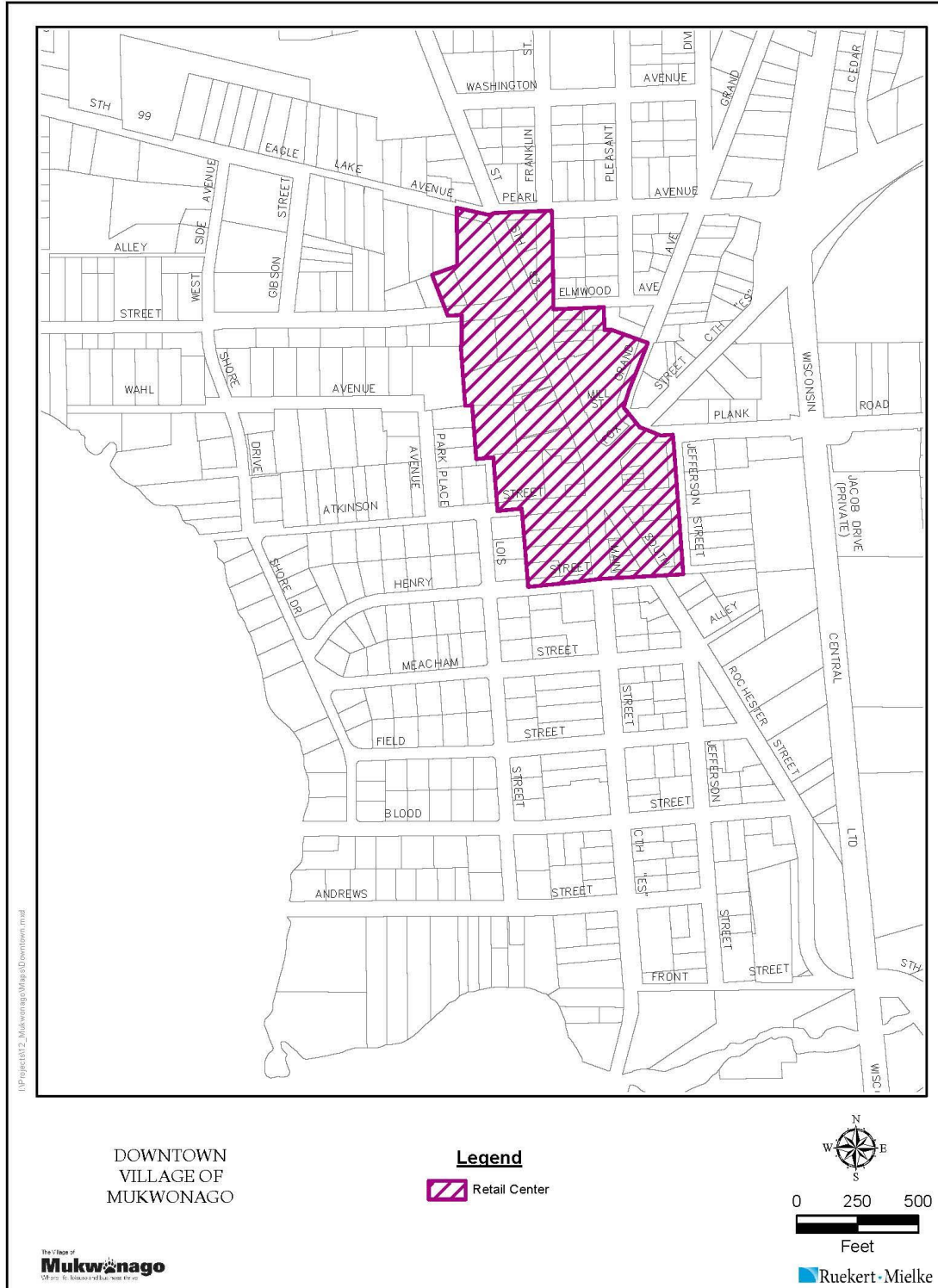
Village of Mukwonago Zero Interest Loan Program

A. Multi-Purpose Map



Village of Mukwonago Zero Interest Loan Program

B. Retail Center Map



Village of Mukwonago Zero Interest Loan Program

VIII. APPLICATION (Please fill all lines, if not applicable use N/A)

Name of business: _____

Business address: _____

Applicant name: _____

Telephone number: _____

E-Mail address: _____

Applicant mailing address: _____

What good or service do you provide? _____

How many employees do you currently have? (10 or less to qualify) _____

Do you agree to retain all current employees for the next 6 months following the award date?

☐ Yes

☐ No, if no please explain _____

Provide a business description: Explain what your business does, why it was founded, who your clientele is, how your business is run, what your business represents, day to day operations, future goals, and any awards or accomplishments your business has earned. This should be about two paragraphs. Please attach any supplemental documents to application and include photos of your business.

Purpose of your loan: Communicate the general and long-term effects of the loan. Describe your business needs and select all that apply below.

☐ Employee retention

☐ Rent, mortgage, or lease

☐ Exterior Signage

☐ Exterior Lighting

☐ Other exterior improvements to improve visibility

☐ Improve technological infrastructure

E.g. Online sales

☐ Code Violations

☐ ADA Compliance

☐ Other: _____

Total amount requested (up to \$10,000) _____

What evidence will you provide to support that the funds are used for eligible business purposes?
(Please attach any documents referenced electronically with completed application).

Do we have permission to do a credit check, check bank records, check tax records or profit loss statement to demonstrate viability?

- ☐ Yes
☐ No

State Filing, and Employer Identification Number (EIN), or a business number: _____

Personal Guarantee: I _____ as the preparer of this application do hereby certify to the accuracy and completeness of the statements made and information supplied in this application. Dated this ____ day of _____, 2020.

By signing below, Applicant agrees that all above information is true and accurate. Should any of the information be provided not be accurate, the Village, at its discretion, will demand a full refund of any awarded funds within 15 days of the Village requesting such funds in writing.

Signature of Applicant

Print Name

Disclaimer: If resources provided are not used on the allotted items or an approved grant application is made for items outside the immediate scope of the application, it is considered a loan payable at 2% interest annual.

APPLICANTS WHO DEViate FROM THE APPROVED APPLICATION WILL BE DISQUALIFIED FROM THIS GRANT PROGRAM.

TREASURERS REPORT		Mar-20	TOTAL	Citizens	LGIP	Long Term Investments - Johnson Bank & ADM
GENERAL VILLAGE						
100-111xxx	General Fund	2,510,011.86	584,141.63	876,303.87	1,049,566.36	
100-111005/020/033	Checking/MRA/Accrued Sick	1,034,471.58	630,458.76	295,348.91	108,663.91	
150-111300	Fire Department	215,580.22	215,580.22			
200-110xxx	Lynch & Chapman Blvd	187,772.12	187,772.12			
210-111xxx	Wisc Development - RLF	209,360.62			209,360.62	
220-111xxx	TID#3-General	1,258,880.16	26,773.38	863,922.63	368,184.15	
240-111xxx	TID#4-General	6,259.66	6,259.66	-		
250-111xxx	TID#5-General	3,717,441.29	149,769.96	3,567,671.33		
300-111xxx	Debt Service	1,933,539.48	8,486.16	1,925,053.32		
320-111300	Fire Department Designated	257,045.95	132,714.44	124,331.51		
340-111xxx	Village Designated Funds	294,934.56	221,013.76	73,920.80		
410-111300	Recycling	263,770.06	224,849.56	38,920.50		
430-111300	Capital Equipment	21,464.69	14,120.18	7,344.51		
440-111xxx	Library	329,838.20	319,677.34	10,160.86		
480-111xxx	Capital Improvement Funds	2,212,434.11	296,278.38	1,663,743.04	252,412.69	
500-111300	Stormwater District #1	55,220.10	55,220.10			
600-111xxx	Impact Fees	260,233.46	8,245.85	251,987.61		
720-111xxx	Taxroll	702,976.80	490,795.51	212,181.29		
810-111xxx	Parkland Site	325,077.41	88,728.63	236,348.78		
TOTAL		15,796,312.33	3,660,885.64	10,147,238.96	1,988,187.73	
WATER UTILITY						
610-111300	Cash	72,009.58	72,009.58			
610-111200	Bonds & Unrestricted Cash	485,900.79		485,900.79		
610-111400	Long Term Debt	88,473.87			88,473.87	
610-111050	Current Year Debt Reserve	259,089.28	259,089.28	-		
610-111060	Required Debt Reserve	599,101.72	-	177,441.48	421,660.24	
610-111080	Impact Fee	12,496.97	8,999.92	3,497.05		
610-111033	Accrued Sick Pay	5,570.61			5,570.61	
TOTAL		1,522,642.82	340,098.78	666,839.32	515,704.72	
SEWER UTILITY						
620-111300	Cash	20,931.83	20,931.83			
620-111200	Bonds & Unrestricted Cash	470,664.33		470,664.33		
610-111400	Long Term Debt	21,136.11			21,136.11	
620-111030	Reserve Capacity Assessment	874,597.09	8,039.58	309,074.15	557,483.36	
620-111060	Required Debt Reserve	714,476.91	-	-	714,476.91	
620-111050	Current Year Debt Reserve	242,518.28	242,518.28	-		
620-111070	Equipment Replacement Fund	469,232.17	-	-	469,232.17	
620-111080	Impact Fee	638,727.58	3,422.20	635,305.38		
620-111033	Accrued Sick Pay	5,558.44		5,558.44	-	
TOTAL		3,457,842.74	274,911.89	1,420,602.30	1,762,328.55	
GRAND TOTAL		20,776,797.89	4,275,896.31	12,234,680.58	4,266,221.00	
Prepared by Diana Doherty				balance check	20,776,797.89	-

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 03/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	22,000.00	8,735.09	13,264.91	39.70
PTAX	GENERAL PROPERTY TAX	2,671,895.00	2,035,407.54	636,487.46	76.18
TAXES	OTHER TAXES	392,000.00	1,218.17	390,781.83	0.31
IGOVTRV	INTERGOVERNMENTAL REVENUES	861,478.00	143,212.93	718,265.07	16.62
LICPER	LICENSES & PERMITS	337,597.00	70,190.95	267,406.05	20.79
LAWORD	FINES & FORFEITURES	165,000.00	57,694.68	107,305.32	34.97
PUBCHGS	PUBLIC CHARGES FOR SERVICES	38,817.00	8,909.09	29,907.91	22.95
LEISURE	LEISURE ACTIVITIES	98,000.00	0.00	98,000.00	0.00
IGOVTC	INTERGOVERNMENTAL CHARGES	209,200.00	43,420.38	165,779.62	20.76
INVTINC	INVESTMENT INCOME	86,500.00	30,626.97	55,873.03	35.41
TOTAL REVENUES		4,882,487.00	2,399,415.80	2,483,071.20	49.14
Expenditures					
5111	VILLAGE BOARD	54,829.00	21,376.00	33,453.00	38.99
5112	HISTORIC PRESERVATION	290.00	0.00	290.00	0.00
5120	MUNICIPAL COURT	44,630.00	14,298.34	30,331.66	32.04
5130	VILLAGE ATTORNEY	78,780.00	21,322.50	57,457.50	27.07
5141	VILLAGE ADMINISTRATION/FINANCE	233,369.00	26,486.92	206,882.08	11.35
5142	CLERK-TREASURER	224,096.00	45,639.56	178,456.44	20.37
5144	ELECTIONS	23,400.00	4,917.90	18,482.10	21.02
5151	INDEPENDENT AUDITING	13,000.00	1,431.87	11,568.13	11.01
5153	ASSESSMENT OF PROPERTY	19,850.00	4,374.18	15,475.82	22.04
5154	RISK & PROPERTY INSURANCE	132,800.00	48,832.35	83,967.65	36.77
5160	VILLAGE HALL	56,133.00	13,906.30	42,226.70	24.77
5191	UNCOLLECTED TAX	0.00	1,720.34	(1,720.34)	100.00
5211	POLICE ADMINISTRATION	1,177,535.00	291,053.37	886,481.63	24.72
5212	POLICE PATROL	976,998.00	234,116.21	742,881.79	23.96
5213	CRIME INVESTIGATION	241,298.00	50,044.37	191,253.63	20.74
5215	POLICE TRAINING	12,000.00	2,632.97	9,367.03	21.94
5220	FIRE STATION (VILLAGE)	8,198.00	2,451.29	5,746.71	29.90
5235	EMERGENCY GOVERNMENT	2,350.00	0.00	2,350.00	0.00
5241	BUILDING INSPECTOR	231,858.00	48,740.48	183,117.52	21.02
5247	BOARD OF APPEALS	1,000.00	0.19	999.81	0.02
5254	DAMS	7,652.00	1,530.07	6,121.93	20.00
5300	DPW GENERAL ADMINISTRATION	332,956.00	102,735.18	230,220.82	30.86
5323	GARAGE	49,502.00	13,221.60	36,280.40	26.71
5324	MACHINERY & EQUIPMENT	87,848.00	23,134.41	64,713.59	26.33
5335	ENGINEERING	50,000.00	3,343.59	46,656.41	6.69
5341	STREETS & ALLEYS	24,298.00	1,990.38	22,307.62	8.19
5342	STREET LIGHTING	172,500.00	47,302.61	125,197.39	27.42
5343	CURBS GUTTERS & SIDEWALKS	25,526.00	97.00	25,429.00	0.38
5344	STORM SEWER	16,208.00	2,453.93	13,754.07	15.14
5345	STREET CLEANING	11,438.00	0.00	11,438.00	0.00
5346	BRIDGES & CULVERTS	5,033.00	0.00	5,033.00	0.00
5347	SNOW & ICE CONTROL	126,777.00	43,705.36	83,071.64	34.47
5348	STREET SIGNS & MARKINGS	10,776.00	3,571.20	7,204.80	33.14
5362	GARBAGE COLLECTION	4,293.00	205.64	4,087.36	4.79
5431	ANIMAL POUND	2,750.00	2,420.00	330.00	88.00
5512	MUSEUM	11,000.00	1,557.01	9,442.99	14.15
5521	PARKS	173,872.00	10,631.45	163,240.55	6.11
5522	CELEBRATIONS	4,119.00	2,384.27	1,734.73	57.88
5611	FORESTRY	30,555.00	7,200.57	23,354.43	23.57
5613	WEED CONTROL	1,618.00	0.00	1,618.00	0.00
5632	PLANNING DEPARTMENT	123,658.00	25,938.54	97,719.46	20.98
5660	STORMWATER MASTER PLAN	12,000.00	240.00	11,760.00	2.00
5670	ECONOMIC DEVELOPMENT	65,694.00	19,455.05	46,238.95	29.61
TOTAL EXPENDITURES		4,882,487.00	1,146,463.00	3,736,024.00	23.48
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		4,882,487.00	2,399,415.80	2,483,071.20	49.14
TOTAL EXPENDITURES		4,882,487.00	1,146,463.00	3,736,024.00	23.48
NET OF REVENUES & EXPENDITURES		0.00	1,252,952.80	(1,252,952.80)	100.00

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 03/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	0.00	3,772.19	(3,772.19)	100.00
PTAX	GENERAL PROPERTY TAX	222,854.00	55,713.51	167,140.49	25.00
EBIX	EBIX REVENUES	1,034,294.00	269,334.35	764,959.65	26.04
IGOVTRV	INTERGOVERNMENTAL REVENUES	6,000.00	0.00	6,000.00	0.00
PUBCHGS	PUBLIC CHARGES FOR SERVICES	1,500.00	300.00	1,200.00	20.00
IGOVTC	INTERGOVERNMENTAL CHARGES	222,854.00	55,713.51	167,140.49	25.00
INVTINC	INVESTMENT INCOME	1,000.00	256.90	743.10	25.69
TOTAL REVENUES		1,488,502.00	385,090.46	1,103,411.54	25.87
Expenditures					
5140	ADMINISTRATIVE & GENERAL	26,361.00	6,590.25	19,770.75	25.00
5221	FIRE ADMINISTRATION	939,371.00	227,163.86	712,207.14	24.18
5222	FIRE SUPPRESSION	62,798.00	9,438.30	53,359.70	15.03
5223	FIRE TRAINING	42,478.00	8,197.58	34,280.42	19.30
5231	AMBULANCE	328,347.00	87,611.71	240,735.29	26.68
5232	AMBULANCE TRAINING	22,601.00	4,086.15	18,514.85	18.08
5700	CAPITAL OUTLAY EXPENDITURES	34,000.00	9,175.85	24,824.15	26.99
5900	OTHER FINANCING USES	32,546.00	0.00	32,546.00	0.00
TOTAL EXPENDITURES		1,488,502.00	352,263.70	1,136,238.30	23.67
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		1,488,502.00	385,090.46	1,103,411.54	25.87
TOTAL EXPENDITURES		1,488,502.00	352,263.70	1,136,238.30	23.67
NET OF REVENUES & EXPENDITURES		0.00	32,826.76	(32,826.76)	100.00

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 03/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	100.00	0.00	100.00	0.00
UTILREV	UTILITY REVENUES	2,002,653.00	493,107.85	1,509,545.15	24.62
CONTRIB	CONTRIBUTED CAPITAL	100,000.00	8,663.00	91,337.00	8.66
MISCINC	MISC INCOME UTILITIES	137,000.00	103,039.34	33,960.66	75.21
IGOVTC	INTERGOVERNMENTAL CHARGES	1,500.00	(178.68)	1,678.68	(11.91)
INVTINC	INVESTMENT INCOME	52,100.00	7,911.38	44,188.62	15.18
TOTAL REVENUES		2,293,353.00	612,542.89	1,680,810.11	26.71
Expenditures					
5140	ADMINISTRATIVE & GENERAL	200.00	18.29	181.71	9.15
5900	OTHER FINANCING USES	267,896.00	0.00	267,896.00	0.00
6200	PUMPING OPERATIONS	112,320.00	30,718.77	81,601.23	27.35
6210	PUMPING MAINTENANCE	189,232.00	2,095.90	187,136.10	1.11
6300	WATER TREATMENT OPERATIONS	68,537.00	11,233.33	57,303.67	16.39
6310	WATER TREATMENT MAINTENANCE	13,838.00	2,408.97	11,429.03	17.41
6450	T&D-DISTR RSRVR/STNDP MAINT	21,740.00	434.58	21,305.42	2.00
6451	T&D-MAINS MAINTENANCE	54,847.00	10,904.99	43,942.01	19.88
6452	T&D-SERVICES MAINTENANCE	39,152.00	1,632.22	37,519.78	4.17
6453	T&D-METERS MAINTENANCE	20,166.00	2,414.35	17,751.65	11.97
6454	T&D-HYDRANTS MAINTENANCE	35,162.00	37.13	35,124.87	0.11
6901	METER READING LABOR	3,532.00	227.55	3,304.45	6.44
6902	ACCOUNTING & COLLECTING LABOR	73,400.00	19,025.56	54,374.44	25.92
6920	ADMINISTRATIVE & GENERAL EXP	995,777.00	69,800.43	925,976.57	7.01
6950	YEAR END ACCOUNTING ADJUSTMENT	397,554.00	0.00	397,554.00	0.00
TOTAL EXPENDITURES		2,293,353.00	150,952.07	2,142,400.93	6.58
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,293,353.00	612,542.89	1,680,810.11	26.71
TOTAL EXPENDITURES		2,293,353.00	150,952.07	2,142,400.93	6.58
NET OF REVENUES & EXPENDITURES		0.00	461,590.82	(461,590.82)	100.00

PERIOD ENDING 03/31/2020

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	YTD BALANCE 03/31/2020	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	1,500.00	0.00	1,500.00	0.00
UNCLASSIFIED	Unclassified	10,000.00	0.00	10,000.00	0.00
UTILREV	UTILITY REVENUES	1,590,640.00	447,468.41	1,143,171.59	28.13
LICPER	LICENSES & PERMITS	101,600.00	6,153.00	95,447.00	6.06
CONTRIB	CONTRIBUTED CAPITAL	80,000.00	3,201.00	76,799.00	4.00
MISCINC	MISC INCOME UTILITIES	250,000.00	66,778.26	183,221.74	26.71
INVSTINC	INVESTMENT INCOME	41,175.00	16,061.27	25,113.73	39.01
TOTAL REVENUES		2,074,915.00	539,661.94	1,535,253.06	26.01
Expenditures					
5140	ADMINISTRATIVE & GENERAL	120.00	6.76	113.24	5.63
5900	OTHER FINANCING USES	88,014.00	0.00	88,014.00	0.00
8010	WWTP-TREATMENT/DISPOSAL/GP	564,304.00	100,203.37	464,100.63	17.76
8020	LIFT STATIONS/PUMPING EQUIP	31,499.00	3,982.67	27,516.33	12.64
8030	WASTEWATER COLLECTION SYSTEM	105,867.00	2,519.72	103,347.28	2.38
8300	ACCOUNTING/COLLECTING	73,400.00	18,525.78	54,874.22	25.24
8400	ADMINISTRATIVE & GENERAL	576,232.00	64,365.92	511,866.08	11.17
8900	YEAR END ACCOUNTING ADJUSTMENT	635,479.00	0.00	635,479.00	0.00
TOTAL EXPENDITURES		2,074,915.00	189,604.22	1,885,310.78	9.14
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		2,074,915.00	539,661.94	1,535,253.06	26.01
TOTAL EXPENDITURES		2,074,915.00	189,604.22	1,885,310.78	9.14
NET OF REVENUES & EXPENDITURES		0.00	350,057.72	(350,057.72)	100.00
TOTAL REVENUES - ALL FUNDS		10,739,257.00	3,936,711.09	6,802,545.91	36.66
TOTAL EXPENDITURES - ALL FUNDS		10,739,257.00	1,839,282.99	8,899,974.01	17.13
NET OF REVENUES & EXPENDITURES		0.00	2,097,428.10	(2,097,428.10)	100.00

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	5/7/2020	\$	277,965.41
Library Accounts Payable		\$	6,398.23
Spectrum (ach withdrawal)		\$	2,959.40
WE Energies (ach withdrawal)		\$	35,158.23
Tax Lottery Credit (4-15-2020)		\$	174,019.88
US Bank (ach withdrawal)		\$	21,617.32
Manual Checks or E-checks issued	04/03/20 & 04/07/20	\$	5,685.30
Manual Checks or E-checks issued	4/13/2020	\$	1,160.25
Manual Checks or E-checks issued	4/15/2020	\$	10,064.26
Manual Checks or E-checks issued	4/16/20 E-checks	\$	75,498.63
Manual Checks or E-checks issued	4/16/20 PR checks	\$	5,458.71
Manual Checks or E-checks issued	4/27/2020	\$	52,694.51
Total for Approval:		\$	<u>668,680.13</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: 10-33 VEHICLE SERVICES, LLC				
1544	CAPITAL BUDGET - SQUADS & EQUIPMENT PUT	430-5700-571100	1,232.50	1,232.50 POLICE
TOTAL VENDOR 10-33 VEHICLE SERVICES, LLC				1,232.50
VENDOR NAME: 5 ALARM FIRE & SAFETY				
169017-1	SCBA CAPITAL PROJECT	430-5700-571300	1,030.00	1,030.00 FIRE
TOTAL VENDOR 5 ALARM FIRE & SAFETY				1,030.00
VENDOR NAME: AIRGAS USA LLC				
9099995782	EMS SUPPLIES	150-5231-531100	604.76	604.76 FIRE
TOTAL VENDOR AIRGAS USA LLC				604.76
VENDOR NAME: ALSCO				
IMIL1557027	APRIL 9TH MAT CLEANING SERVICE	100-5211-539400	43.89	43.89 POLICE
IMIL1561141	APRIL 23 MAT CLEANING IN DEPARTMENT	100-5211-539400	43.89	43.89 POLICE
TOTAL VENDOR ALSCO				87.78
VENDOR NAME: AM TOWING				
W26561	STREET SWEEPER REPAIRS	100-5324-539500	1,754.93	1,754.93 DPW
W26611	PATROL TRUCK # 9 REPAIRS	100-5324-539500	971.91	971.91 DPW
TOTAL VENDOR AM TOWING				2,726.84
VENDOR NAME: ANICH LUMBER				
56299	SHOP STOCK STEEL	100-5323-531100	195.30	195.30 DPW
TOTAL VENDOR ANICH LUMBER				195.30
VENDOR NAME: AT & T MOBILITY				
287291370101X04152	(AT&T FIRST NET APRIL CELLULAR AND AIRCAR	100-5211-522500	580.33	580.33 POLICE
TOTAL VENDOR AT & T MOBILITY				580.33
VENDOR NAME: AURORA HEALTH CARE				
1795688	PHYSICAL & DRUG SCREEN FOR NEW RESERVE O	100-5212-521900	96.00	96.00 POLICE
TOTAL VENDOR AURORA HEALTH CARE				96.00
VENDOR NAME: BAKER TILLY VIRCHOW KRAUSE				

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 2/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: BAKER TILLY VIRCHOW KRAUSE			
BT1578276	2019 AUDIT - PROGRESS BILL #2	100-5151-521900 4,185.47	22,800.00 FINANCE
		150-5221-521900 1,269.48	
		200-5141-521900 2,010.33	
		410-5363-521900 475.00	
		430-5141-521900 780.43	
		440-5511-521900 878.71	
		480-5151-521900 1,633.17	
		500-5344-521900 28.92	
		600-5140-582700 6.69	
		600-5140-582800 31.50	
		600-5140-582900 6.54	
		610-5140-582600 53.47	
		620-5140-583000 19.75	
		220-5151-521900 300.00	
		240-5151-521900 600.00	
		250-5151-521900 3,500.00	
		610-6920-692300 3,500.00	
		620-8400-852000 3,500.00	
		810-5140-521900 20.54	
TOTAL VENDOR BAKER TILLY VIRCHOW KRAUSE			22,800.00
VENDOR NAME: BOUND TREE MEDICAL LLC			
83600975	EMS SUPPLIES	150-5231-531100 120.00	120.00 FIRE
TOTAL VENDOR BOUND TREE MEDICAL LLC			120.00
VENDOR NAME: BRAUN THYSSEN KRUPP ELEVATOR			
6632	VILLAGE HALL ELEVATOR INSPECTION	100-5160-521900 193.36	193.36 DPW
TOTAL VENDOR BRAUN THYSSEN KRUPP ELEVATOR			193.36
VENDOR NAME: C & M AUTO PARTS INC			
6079-315399	JD TRACTOR OIL FILTERS	100-5324-539500 33.98	33.98 DPW
6079-315686	SQD#38 - NEW BATTERY	100-5212-539500 129.99	129.99 POLICE
6079-316215	JDTRACTOR BELT	100-5324-539500 28.94	28.94 DPW
TOTAL VENDOR C & M AUTO PARTS INC			192.91
VENDOR NAME: CARDINAL PRINT GROUP			
17174	OFF TIME (VAC, HO, COMP) REQUEST FORMS	100-5212-531200 39.00	39.00 POLICE
17173	OVERTIME/COMPENSATORY TIME SLIPS	100-5212-531200 72.50	72.50 POLICE
TOTAL VENDOR CARDINAL PRINT GROUP			111.50
VENDOR NAME: CENTRAL OFFICE SYSTEMS			

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 3/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: CENTRAL OFFICE SYSTEMS				
67697220	MAY 2020 LEASE PAYMENT	100-5142-531200	23.10	165.00 ALLOCATE
		150-5221-531100	21.45	
		220-5140-531200	1.65	
		410-5363-531200	3.30	
		440-5511-531200	8.25	
		500-5344-531200	1.65	
		610-6902-690300	54.45	
		620-8400-851000	51.15	
67696809	COPIER INVOICE	150-5221-531100	92.00	92.00 FIRE
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				257.00
VENDOR NAME: CENTURYLINK				
2020 APRIL	2020 APRIL TELEPHONE SERVICE	100-5142-522500	73.31	521.48 MULTIPLE
		100-5323-522500	93.13	
		100-5512-522500	113.73	
		440-5511-522500	111.80	
		610-6920-692100	31.78	
		620-8400-851000	97.73	
2020 APRIL 301231498	2020 APRIL PD TELEPHONE BILL 301231498	100-5211-522500	53.71	53.71 POLICE
TOTAL VENDOR CENTURYLINK				575.19
VENDOR NAME: CERTIFIED LABORATORIES				
3909557	WATER WWTF DISENFECTANT	610-6920-693000	230.85	461.69 UTILITIES
		620-8010-827000	230.84	
3910215	WWTF DISENFECTANT	620-8010-827000	169.53	169.53 UTILITIES
TOTAL VENDOR CERTIFIED LABORATORIES				631.22
VENDOR NAME: CHEMTRADE CHEMICALS US LLC				
92879676	PHOSPHORUS REMOVAL CHEMICAL	620-8010-824000	9,642.15	9,642.15 UTILITIES
TOTAL VENDOR CHEMTRADE CHEMICALS US LLC				9,642.15
VENDOR NAME: CINTAS				
4048887565	UNIFORM SERVICE	610-6920-693000	46.88	93.75 UTILITIES
		620-8010-827000	46.87	
4048887607	STAFF UNIFORMS	100-5323-531100	96.92	96.92 DPW
4047720601	UNIFORM SERVICE	610-6920-693000	46.88	93.75 UTILITIES
		620-8010-827000	46.87	
4047720689	SATFF UNIFORMS	100-5323-531100	96.92	96.92 DPW
4048330421	UNIFORM SERVICE	610-6920-693000	39.88	79.75 UTILITIES
		620-8010-827000	39.87	
4048330556	STAFF UNIFORMS	100-5323-531100	96.92	96.92 DPW

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 4/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: CINTAS			
	TOTAL VENDOR CINTAS		558.01
VENDOR NAME: CIT			
35252338	WWTF PHONE SERVICE	620-8400-851000 88.64	88.64 UTILITIES
	TOTAL VENDOR CIT		88.64
VENDOR NAME: CITY OF DELAFIELD			
2020 SCIT DUES	2020 SUBURBAN CRITICAL INCIDENT TEAM (SC100-5211-521900	6,000.00	6,000.00 POLICE
	TOTAL VENDOR CITY OF DELAFIELD		6,000.00
VENDOR NAME: CITY OF MUSKEGO			
2020 FEB BOTS GRAN	2020 FEBRUARY BOTS ALCOHOL ENFORCEMENT/S100-4300-435500	1,039.24	1,039.24 POLICE
	TOTAL VENDOR CITY OF MUSKEGO		1,039.24
VENDOR NAME: CITY OF NEW BERLIN			
2020 FEB BOTS GRAN	2020 FEBRUARY BOTS ALCOHOL ENFORCEMENT/100-4300-435500	1,677.56	1,677.56 POLICE
	TOTAL VENDOR CITY OF NEW BERLIN		1,677.56
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY			
BCJ 2501	OFFICER KUBIAK COURSE BCJ 2501-CRIMINOLO100-5212-516300	690.00	690.00 POLICE
	TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY		690.00
VENDOR NAME: CORE & MAIN LP			
M200679	WATER SERVICE REPAIR PARTS	610-6452-665200 124.50	124.50 UTILITIES
	TOTAL VENDOR CORE & MAIN LP		124.50
VENDOR NAME: COTTRELL, DARRELL OR JEAN			
REFUND042020	UB REFUND ACCT 4290	610-0000-142000 600.00	600.00 ALLOCATE
	TOTAL VENDOR COTTRELL, DARRELL OR JEAN		600.00
VENDOR NAME: DE LAGE LANDEN FINANCIAL			
67641340	COPY MACHINE LEASE- APRIL	100-5211-521900 108.00	108.00 POLICE
	TOTAL VENDOR DE LAGE LANDEN FINANCIAL		108.00
VENDOR NAME: DIGGERS HOTLINE INC			
200338301	DIGGERS HOTLINE LOCATING	610-6920-693000 123.38	123.38 UTILITIES
	TOTAL VENDOR DIGGERS HOTLINE INC		123.38
VENDOR NAME: EBIX			
10211	EBIX INVOICE	150-5231-521900 6,711.82	6,711.82 FIRE
	TOTAL VENDOR EBIX		6,711.82
VENDOR NAME: EHLERS			
83216	FINANCIAL CONSULT - DEBACK DRIVE/OVERLAY100-5141-521900	5,200.00	5,200.00 ADMIN
	TOTAL VENDOR EHLERS		5,200.00
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS			
2153381	EMS SUPPLIES	150-5231-531100 57.52	57.52 FIRE
2156005	EMS SUPPLIES	150-5231-531100 336.38	336.38 FIRE
2158441	EMS SUPPLIES	150-5231-531100 304.10	304.10 FIRE

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
2159109	EMS SUPPLIES	150-5231-531100	457.15	457.15	FIRE
2160252	EMS SUPPLIES	150-5231-531100	159.80	159.80	FIRE
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				1,314.95	
VENDOR NAME: ENTRANCE SYSTEMS					
30690	ELECTRIC GATE MAINTENANCE	620-8010-833000	460.00	460.00	UTILITIES
TOTAL VENDOR ENTRANCE SYSTEMS				460.00	
VENDOR NAME: ENVIRONMENT CONTROL					
491-613CM	VH CLEANING	100-5160-521900	(184.05)	(184.05)	DPW
13904-613	VILLAGE HALL CLEANING	100-5160-521900	298.00	298.00	DPW
TOTAL VENDOR ENVIRONMENT CONTROL				113.95	
VENDOR NAME: FASTENAL COMPANY					
WIMUK82137	TIGER MOWER BEARINGS	100-5324-539500	79.52	79.52	DPW
WIMUK82109	SHOP SUPPLIES	100-5323-531100	20.97	20.97	DPW
WIMUK81921	WWTF LAB HAND TOWELS	620-8010-826000	25.80	25.80	UTILITIES
TOTAL VENDOR FASTENAL COMPANY				126.29	
VENDOR NAME: FOTH INFRASTRUCTURE &					
66961	STREETSCAPE AND WAYFINDING SIGNAGE	480-5700-521900	6,900.00	6,900.00	PLANNER
TOTAL VENDOR FOTH INFRASTRUCTURE &				6,900.00	
VENDOR NAME: GARDEN MART/THE					
2020 APRIL 23 0854	VILLAGE HALL LANDSCAPING	100-5160-582100	59.96	59.96	DPW
2020 APRIL 23 1217	VILLAGE HALL LANDSCAPING SUPPLIES	100-5160-539500	2,376.00	2,376.00	DPW
TOTAL VENDOR GARDEN MART/THE				2,435.96	
VENDOR NAME: GENESEE AGGREGATE CORP					
T9900	WWTF SAND AND STONE HAULING CHARGE TO RE	620-8010-833000	854.75	854.75	UTILITIES
9900	SAND AND STONE FOR DRYING BEDS 1 AND 3	620-8010-833000	1,335.63	1,335.63	UTILITIES
TOTAL VENDOR GENESEE AGGREGATE CORP				2,190.38	
VENDOR NAME: HAWKINS WATER TREATMENT					
4698795	WATER TREATMENT CHEMICALS	610-6300-663100	502.50	502.50	UTILITIES
4696482	WATER CHEMICALS FOR TREATMENT	610-6300-663100	2,218.10	2,218.10	UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				2,720.60	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
49398	MEADOWLAND TOWN HOMES	100-0000-211425	52.50	52.50	FINANCE
49397	MISC MATTERS	100-5130-521900	4,980.50	4,980.50	FINANCE
49399	PROSECUTIONS	100-5130-521900	607.50	607.50	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				5,640.50	
VENDOR NAME: HOME DEPOT					

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 6/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: HOME DEPOT				
2020 APRIL DPW	MISC PARK, VILLAGE HALL AND SHOP SUPPLIE	100-5521-531100	286.23	820.52 DPW
		100-5160-539500	34.31	
		100-5323-539500	230.99	
		100-5323-531100	20.58	
		100-5160-531100	248.41	
TOTAL VENDOR HOME DEPOT				820.52
VENDOR NAME: HORN OIL				
2020 MARCH FUEL	MONTHLY FUEL	100-5212-535100	1,792.04	4,876.30 ALLOCATE
		100-5241-535100	67.26	
		100-5324-535100	890.64	
		150-5222-535100	341.67	
		150-5231-535100	1,321.24	
		610-6920-693300	266.91	
		620-8010-828000	41.39	
		100-5324-539500	49.00	
		100-5324-535100	37.20	
		620-8010-832000	68.95	
TOTAL VENDOR HORN OIL				4,876.30
VENDOR NAME: JEFFERSON FIRE & SAFETY				
IN117265	NOZZLE REPAIR	150-5222-539500	97.95	97.95 FIRE
TOTAL VENDOR JEFFERSON FIRE & SAFETY				97.95
VENDOR NAME: JENNIFER OR AARON REHL				
2020 PARK REFUND	2020 PARK RESERVATION CANCELLED	100-4820-485000	175.00	175.00 CLERK
TOTAL VENDOR JENNIFER OR AARON REHL				175.00
VENDOR NAME: JET VAC ENVIRONMENTAL				
0000002498	NEW VALVE EXCERCISER ACCESSORIES	610-0000-139200	4,465.00	4,465.00 UTILITIES
TOTAL VENDOR JET VAC ENVIRONMENTAL				4,465.00
VENDOR NAME: KARL JAMES & COMPANY LLC				
MUK002020000010	BRANDING NARRATIVE AND LOGO DESIGN	100-5141-521900	5,000.00	7,500.00 ADMIN
		100-5670-521900	2,500.00	
MUK002020000018	ADD PROPERTY TAX ICON TO WEBSITE	100-5142-521900	350.00	350.00 CLERK
TOTAL VENDOR KARL JAMES & COMPANY LLC				7,850.00
VENDOR NAME: LANGE ENTERPRISES INC				
72178	VILLAGE HALL MAILBOX SIGN	100-5160-531100	33.11	33.11 DPW
72215	STREET SIGN SUPPLIES	100-5348-531100	1,279.05	1,279.05 DPW
TOTAL VENDOR LANGE ENTERPRISES INC				1,312.16
VENDOR NAME: LEE RECREATION LLC				
12706-20	FIELD PARK PLAY STRUCTURE INSTALLATION	480-5700-584900	25,590.00	25,590.00 DPW

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 7/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: LEE RECREATION LLC					
TOTAL VENDOR LEE RECREATION LLC				25,590.00	
VENDOR NAME: LYNCH MOTOR VEHICLE GROUP					
1GC3YLE7XLF203119	2020 SILVERODO PICKUP	430-5700-571200	38,188.88	38,188.88	DPW
TOTAL VENDOR LYNCH MOTOR VEHICLE GROUP				38,188.88	
VENDOR NAME: MACQUEEN EQUIPMENT					
P14599	STREET SWEEPER PARTS	100-5345-539500	493.64	493.64	DPW
TOTAL VENDOR MACQUEEN EQUIPMENT				493.64	
VENDOR NAME: MARTENS PLBG & HTG INC					
51787	PARK UNRIAL REPLACEMENT	100-5521-531100	1,400.00	1,400.00	DPW
53599	PHANTOM GLEN BATHROOM REMODEL	480-5700-584900	9,977.00	9,977.00	DPW
TOTAL VENDOR MARTENS PLBG & HTG INC				11,377.00	
VENDOR NAME: MATT WINCHESTER					
2020 REIMBURSEMENT	2020 CLOTHING ALLOWANCE - WINCHESTER	150-5222-534600	50.00	50.00	FIRE
TOTAL VENDOR MATT WINCHESTER				50.00	
VENDOR NAME: MESSAGEUS.COM					
200910134	WWTF PHONE	620-8400-851000	7.67	7.67	UTILITIES
TOTAL VENDOR MESSAGEUS.COM				7.67	
VENDOR NAME: MRA - THE MANAGEMENT ASSOC					
00363187	HR INFO RESOURCE ANNUAL FEE	100-5141-521900	1,250.00	1,250.00	FINANCE
TOTAL VENDOR MRA - THE MANAGEMENT ASSOC				1,250.00	
VENDOR NAME: MUKWONAGO AUTO PARTS - GENERAL					
098506	SKIDSTEER PARTS	620-8010-827000	83.51	83.51	UTILITIES
099885	WATER GENERATOR MAINT.	620-8010-821300	33.53	33.53	UTILITIES
099339	HYDRANT FLUSHING	610-6454-665400	43.97	43.97	UTILITIES
098978	JD BROOM PARTS	100-5324-539500	5.69	5.69	DPW
099128	DYE FOR LEAK TESTING TIGER MOWER	100-5324-539500	14.58	14.58	DPW
TOTAL VENDOR MUKWONAGO AUTO PARTS - GENERAL				181.28	
VENDOR NAME: MUKWONAGO LIONS FOUNDATION					
2020 PARK REFUND	2020 PARK RENTAL REFUND - EASTER EGG HUN	100-4820-485000	50.00	70.00	CLERK
		100-4430-445300	20.00		
TOTAL VENDOR MUKWONAGO LIONS FOUNDATION				70.00	
VENDOR NAME: MUKWONAGO ROTARY CLUB					
2020 Q2 DUES	2ND Q DUES	100-5211-532400	41.00	123.00	FINANCE
		100-5141-532400	41.00		
		100-5300-532400	41.00		
TOTAL VENDOR MUKWONAGO ROTARY CLUB				123.00	
VENDOR NAME: NOAH CURTIS					

34

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 8/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: NOAH CURTIS				
2020 CLOTHING REIM	2020 CLOTHING REIMBURSEMENT - NOAH CURTI	150-5222-534600 50.00	50.00	FIRE
TOTAL VENDOR NOAH CURTIS			50.00	
VENDOR NAME: NORTH SHORE BANK FSB				
2020 MELO PAYOUT	2020 PAYOUT ADJUSTMENT FOR MELO SICK LEA	100-5211-515800 930.10	930.10	FINANCE
TOTAL VENDOR NORTH SHORE BANK FSB			930.10	
VENDOR NAME: OLSEN SAFETY EQUIPMENT				
0375986-IN	SAFETY GLASSES	620-8010-827000 77.00	77.00	UTILITIES
TOTAL VENDOR OLSEN SAFETY EQUIPMENT			77.00	
VENDOR NAME: PARAGON DEVELOPMENT SYSTEMS				
1135156	BADGER BOOKS	430-5700-571000 15,136.00	15,136.00	FINANCE
1135157	BADGER BOOKS	430-5700-571000 242.00	242.00	FINANCE
15005615	BADGER BOOKS	430-5700-571000 26.00	26.00	FINANCE
TOTAL VENDOR PARAGON DEVELOPMENT SYSTEMS			15,404.00	
VENDOR NAME: PARK VIEW MIDDLE SCHOOL				
2020 PARK REFUND	2020 REFUND FOR PARK RENTAL 6/8/2020	100-4820-485000 175.00	175.00	CLERK
TOTAL VENDOR PARK VIEW MIDDLE SCHOOL			175.00	
VENDOR NAME: PHIL'S ELECTRIC DRAIN SERVICE				
240603	PRIVATE LATERAL CLEANOUT DUE TO OUR MAIN	620-8030-531000 185.00	185.00	UTILITIES
TOTAL VENDOR PHIL'S ELECTRIC DRAIN SERVICE			185.00	
VENDOR NAME: PORT-A-JOHN, INC				
1311910-IN	PARKS PORTABLE RESTROOMS	100-5521-531100 88.00	88.00	DPW
TOTAL VENDOR PORT-A-JOHN, INC			88.00	
VENDOR NAME: PROHEALTH CARE FOUNDATION				
2020 PARK REFUND	2020-04-02 PARK REFUND - PARK WALK FOR C	100-4430-445300 20.00	795.00	CLERK
		100-4820-485000 550.00		
		100-4820-485000 225.00		
TOTAL VENDOR PROHEALTH CARE FOUNDATION			795.00	
VENDOR NAME: PROHEALTH CARE LAB BILLING				
17433063	OAWI ARREST BLOOD DRAW	100-5212-521900 35.00	35.00	POLICE
TOTAL VENDOR PROHEALTH CARE LAB BILLING			35.00	
VENDOR NAME: PROHEALTH CARE MEDICAL ASSOC INC				
303253	WATER PREEMPLOYMENT PHYSICAL	610-6920-693000 182.00	182.00	UTILITIES
303077	RESERVE OFFICER DRUG AND PHYSICAL TEST	100-5212-521900 95.00	95.00	POLICE
302895	ENTRY PHYSICAL	150-5221-521900 401.00	401.00	FIRE
TOTAL VENDOR PROHEALTH CARE MEDICAL ASSOC INC			678.00	
VENDOR NAME: PROVEN POWER INC				
02-328089	JD BROOM AND BLOWER BEARINGS	100-5324-539500 68.84	68.84	DPW

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 9/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: PROVEN POWER INC			
	TOTAL VENDOR PROVEN POWER INC		68.84
VENDOR NAME: QUILL LLC			
6135608	LYSOL ANTIBACTERIAL KITCHEN CLEANER FOR 100-5212-531100	8.45	8.45 POLICE
6024752	WYPALL WIPES FOR CLEANING AND TAB DIVIDE 100-5211-531100	8.68	62.56 POLICE
	100-5211-539400	53.88	
6147877	WYPALL WIPES FOR CLEANING - 2 BOXES OF X 100-5211-539400	37.36	37.36 POLICE
6024285	PAPER 100-5142-531100	7.84	55.98 ALLOCATE
	150-5221-531100	7.28	
	220-5140-531100	0.56	
	410-5363-531100	1.12	
	440-5511-531100	2.80	
	500-5344-531100	0.56	
	610-6902-690300	18.47	
	620-8400-856000	17.35	
6024285 VH	11 X 17 PAPER AND GLUE STICKS 100-5141-531100	76.99	104.57 FINANCE
	100-5142-531100	27.58	
TOTAL VENDOR QUILL LLC			268.92
VENDOR NAME: RICOH USA, INC			
33359116	COPIER LEASE PAYMENT 100-5142-531200	23.88	170.61 FINANCE
	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	
	610-6902-690300	56.30	
	620-8400-851000	52.89	
TOTAL VENDOR RICOH USA, INC			170.61
VENDOR NAME: RUEKERT & MIELKE, INC.			
131593	12-10044-300 BOX SELF STORAGE- CONSTRUCT 100-0000-211425	179.76	179.76 FINANCE
131594	12-10057-100 EDGEWOOD APARTMENTS DEVELOP 100-0000-211425	581.26	581.26 FINANCE
131595	12-10062-102 MASD HIGH SCHOOL EXPANSION 100-0000-211425	157.50	157.50 FINANCE
131605	12-10109-300 SUPER PRODUCTS EROSION CONT 100-0000-211425	160.51	160.51 FINANCE
131607	12-10118-300 TOUCHPAD ELECTRONICS - EROS 100-0000-211425	160.51	160.51 FINANCE
131608	12-10120-300 PHANTOM LAKES PRESERVE - CO 100-0000-211425	12,101.77	12,101.77 FINANCE
131611	12-10130-100 HITTMAN PROPERTY DEVELOPMEN 100-0000-211425	545.25	545.25 FINANCE
131613	1292136-102 CHAPMAN FARM VILLAS DEVELOPM 100-0000-211425	218.00	218.00 FINANCE
131590	12-00000.100 General Services 100-5335-521900	8,114.91	8,900.91 FINANCE
	100-5521-531100	786.00	
131591	12-00000.300 Water Utility Services 610-6920-692300	932.50	932.50 FINANCE
131592	12-00000.400 Sewer Utility Services 620-8400-852000	611.69	611.69 FINANCE

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 10/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: RUEKERT & MIELKE, INC.				
131596	12-10063.210 2020 GIS Services - GIS Dat	610-6920-692300 1,262.50 100-5344-521900 850.00	2,112.50	FINANCE
131597	12-10068.300 Construction Services Sugde	250-5335-521900 420.50	420.50	FINANCE
131599	12-10075.300 WWTF Septage Receiving, Dig	620-0000-000110 528.56	528.56	FINANCE
131600	12-10081.300 Well 5 Iron Filter / Constr	610-0000-000109 9,184.10	9,184.10	FINANCE
131602	12-10096.300 Deback Drive Infrastructure	200-5335-521900 6,050.05	6,050.05	FINANCE
131603	12-10098.110 Mukwonago WWTF Phosphorus A	620-8400-852000 1,472.25	1,472.25	FINANCE
131604	12-10104.300 Mukwonago Animal Hospital R	100-0000-211400 158.00	158.00	FINANCE
131606	12-10015.300 2019 Well & Well Pump Impro	610-6920-692300 1,774.50	1,774.50	FINANCE
131610	12-10029.200 Miniwaukan Park Multi-Use T	480-5700-585000 2,061.00	2,061.00	FINANCE
131612	12-92041.486 2020 SCADA Service Work	610-6920-692300 1,638.55 620-8400-852000 1,638.55	3,277.10	FINANCE
131614	12-92136.203 Chapman Farms / Special Ass	200-5335-521900 256.00	256.00	FINANCE
TOTAL VENDOR RUEKERT & MIELKE, INC.			51,844.22	
VENDOR NAME: SABEL MECHANICAL LLC				
3586	6" SCUM PIT DRAIN VALVE	620-8010-833000 1,226.50	1,226.50	UTILITIES
TOTAL VENDOR SABEL MECHANICAL LLC			1,226.50	
VENDOR NAME: SCAN GROUP				
202063	PPE FACE SHIELDS ELECTION WORKERS	100-5144-531100 112.50	112.50	CLERK
TOTAL VENDOR SCAN GROUP			112.50	
VENDOR NAME: SHRED-IT USA				
8129656376	MONTHLY SHREDDING BILL	100-5211-539500 144.44	144.44	POLICE
8129619147	DOCUMENT SHREDDING SERVICE	100-5141-531100 31.19 100-5142-531100 15.59 100-5632-531100 15.60	62.38	FINANCE
TOTAL VENDOR SHRED-IT USA			206.82	
VENDOR NAME: STRYKER SALES CORP				
2993186M	EMS SUPPLIES	150-5231-531100 664.02	664.02	FIRE
2987767M	PHYSIO CONTROL LP15 SRVICE CONTRACT	150-5231-539500 6,364.80	6,364.80	FIRE
TOTAL VENDOR STRYKER SALES CORP			7,028.82	
VENDOR NAME: SUSTAINABLE WILDLIFE HABITATS				
2525017	PARK AND STREET TREES	340-5890-580601 2,041.25	2,041.25	DPW
TOTAL VENDOR SUSTAINABLE WILDLIFE HABITATS			2,041.25	
VENDOR NAME: THE EXPEDITERS INC				
2566	EMERGENCY TELEVISIONING LO FOR COUNTY HIGHW	620-8030-531000 1,794.50	1,794.50	UTILITIES
TOTAL VENDOR THE EXPEDITERS INC			1,794.50	
VENDOR NAME: TRILOGY CONSULTING LLC				
1030	OUTSIDE SERVICES RATE QUESTIONS	620-8400-852000 27.50	27.50	UTILITIES

05/01/2020 10:34 AM
User: mschneider
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/07/2020 - 05/07/2020
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 11/12

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: TRILOGY CONSULTING LLC					
	TOTAL VENDOR TRILOGY CONSULTING LLC			27.50	
VENDOR NAME: VANGUARD COMPUTERS INC					
50109	SAFER AT HOME WORKSTATIONS	100-5141-531100	1,576.52	1,576.52	ADMIN
50050	SAFER AT HOME WORKSTATION	100-5141-531100	788.26	788.26	ADMIN
	TOTAL VENDOR VANGUARD COMPUTERS INC			2,364.78	
VENDOR NAME: VERIZON WIRELESS					
3909577	VERIZON INVOICE	150-5221-522500	100.20	100.20	FIRE
9852488122	MONTHLY BILL 885503900-00002	150-5221-522500	20.65	275.25	MULTIPLE
		100-5323-522500	20.65		
		610-6920-692100	116.98		
		620-8400-851000	116.97		
9852488123	VERIZON 2020 APRIL BILL 885503900-00003	150-5221-522500	353.14	353.14	FIRE
9852488121	2020 APRIL MONTHLY BILL	100-5141-522500	137.01	650.97	MULTIPLE
		100-5241-522500	83.21		
		150-5221-522500	5.54		
		100-5211-522500	2.20		
		100-5323-522500	124.74		
		610-6920-692100	149.14		
		620-8400-851000	149.13		
	TOTAL VENDOR VERIZON WIRELESS			1,379.56	
VENDOR NAME: W C T C FIRING RANGE					
APR-2020	FIREARMS TRAININ ON 04/21 FOR DEPARTMENT	100-5215-533500	160.00	160.00	POLICE
	TOTAL VENDOR W C T C FIRING RANGE			160.00	
VENDOR NAME: WATERFORD STILLHOUSE					
12	2 GALLONS OF HAND SANITIZER	100-5212-531100	70.00	70.00	POLICE
	TOTAL VENDOR WATERFORD STILLHOUSE			70.00	
VENDOR NAME: WAUKESHA CTY TREASURER					
2020-00000025	TAXES TAX PROCESSING INSTALLMENT WAUKESHA	100-5142-521900	2,805.22	2,805.22	CLERK
2020-00000048	MARCH 2020 INMATE BILLING	100-5212-521900	17.45	17.45	POLICE
	TOTAL VENDOR WAUKESHA CTY TREASURER			2,822.67	
VENDOR NAME: WI DEPT OF JUSTICE-TIME					
455TIME-0000008562	2ND QUARTER BADGER NET, TIME ACCESS & OF	100-5211-521900	2,250.00	2,250.00	POLICE
	TOTAL VENDOR WI DEPT OF JUSTICE-TIME			2,250.00	
VENDOR NAME: WI DNR					
WU87147	WATER DNR USAGE FEE	610-6920-692800	125.00	125.00	UTILITIES
	TOTAL VENDOR WI DNR			125.00	
VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC					
AR43370	COPEIR LEASE	620-8400-851000	38.50	38.50	UTILITIES
	TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC			38.50	

INVOICE				APPROVAL	
NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	DEPARTMENT
VENDOR NAME: WOODLINE 2 LLC 254988	DPW SHOP DOOR REPLACEMENT	100-5323-539500	2,120.00	2,120.00	DPW
TOTAL VENDOR WOODLINE 2 LLC				2,120.00	
VENDOR NAME: ZARNOTH BRUSH WORKS 0179851-IN	SWEEPER BROOM	100-5345-539500	399.90	399.90	DPW
TOTAL VENDOR ZARNOTH BRUSH WORKS				399.90	
VENDOR NAME: ZEP SALES & SERVICE 9005070674	FLOOR CLEANER	150-5222-531100	99.20	198.40	FIRE
		150-5231-531100	99.20		
TOTAL VENDOR ZEP SALES & SERVICE				198.40	
GRAND TOTAL:				277,965.41	

04/30/2020 09:43 AM
User: rgallo
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/10/2020 - 04/10/2020
JOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/4

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2035173928 40048	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/13/2020 CKIM	04/10/2020	3.14 3.14	0.00	Paid	Y 04/09/2020
2035173929 40049	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/13/2020 CKIM	04/10/2020	51.22 51.22	0.00	Paid	Y 04/09/2020
2035173930 40050	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/13/2020 CKIM	04/10/2020	600.11 600.11	0.00	Paid	Y 04/09/2020
2035173931 40051	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/13/2020 CKIM	04/10/2020	10.08 10.08	0.00	Paid	Y 04/09/2020
2035169336 40052	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/11/2020 CKIM	04/10/2020	8.39 8.39	0.00	Paid	Y 04/09/2020
2035169337 40053	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/11/2020 CKIM	04/10/2020	8.95 8.95	0.00	Paid	Y 04/09/2020
2035169339 40054	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/11/2020 CKIM	04/10/2020	45.83 45.83	0.00	Paid	Y 04/09/2020
2035181779 40055	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/18/2020 CKIM	04/10/2020	24.87 24.87	0.00	Paid	Y 04/09/2020
2035181780 40056	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/18/2020 CKIM	04/10/2020	45.05 45.05	0.00	Paid	Y 04/09/2020
2035181781 40057	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/18/2020 CKIM	04/10/2020	24.62 24.62	0.00	Paid	Y 04/09/2020

04/30/2020 09:43 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/10/2020 - 04/10/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 2/4

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
2035181782 40058	BAKER & TAYLOR INC. BOOKS 440-5700-532800	03/18/2020 CKIM	04/10/2020	44.09 44.09	0.00	Paid	Y 04/09/2020
70120048 40063	CENGAGE LEARNING BOOKS 440-5700-532800	03/12/2020 CKIM	04/10/2020	24.04 24.04	0.00	Paid	Y 04/09/2020
70115072 40064	CENGAGE LEARNING BOOKS 440-5700-532800	03/11/2020 CKIM	04/10/2020	22.10 22.10	0.00	Paid	Y 04/09/2020
70103413 40065	CENGAGE LEARNING BOOKS 440-5700-532800	03/09/2020 CKIM	04/10/2020	49.38 49.38	0.00	Paid	Y 04/09/2020
5604107 40179	QUILL LLC CLEANING SUPPLIES 440-5511-531100	03/17/2020 CKIM	04/10/2020	139.70 139.70	0.00	Paid	Y 04/09/2020
5601364 40180	QUILL LLC CLEANING SUPPLIES 440-5511-531100	03/17/2020 CKIM	04/10/2020	16.30 16.30	0.00	Paid	Y 04/09/2020
AR109459 40047	OFFICE COPYING EQUIPMENT SERVICE 2/12/20-3/11/20 440-5511-531000	03/08/2020 CKIM	04/10/2020	457.31 457.31	0.00	Paid	Y 04/09/2020
B5887901 40059	BRODART BOOKS 440-5700-532800	03/12/2020 CKIM	04/10/2020	335.27 335.27	0.00	Paid	Y 04/09/2020
B5885993 40060	BRODART BOOKS 440-5700-532800	03/10/2020 CKIM	04/10/2020	26.67 26.67	0.00	Paid	Y 04/09/2020
B5882934 40061	BRODART BOOKS 440-5700-532800	03/05/2020 CKIM	04/10/2020	29.68 29.68	0.00	Paid	Y 04/09/2020

04/30/2020 09:43 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/10/2020 - 04/10/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 3/4

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
B5884034 40062	BRODART BOOKS 440-5700-532800	03/06/2020 CKIM	04/10/2020	14.72 14.72	0.00	Paid	Y 04/09/2020
441730 40181	GRUNAU COMPANY, INC BACKFLOW INSPECTION & REPAIR 440-5511-539500	03/20/2020 CKIM	04/10/2020	931.61 931.61	0.00	Paid	Y 04/09/2020
MARCH 40183	THE APPOINTED HOUSEWIFE RESTROON CLEANING 440-5511-531000	03/14/2020 CKIM	04/10/2020	300.00 300.00	0.00	Paid	Y 04/09/2020
MARCH 40066	TERRY BUCHMANN MARKERS 440-5511-531100	03/09/2020 CKIM	04/10/2020	72.40 72.40	0.00	Paid	Y 04/09/2020
5059162062 40178	RICOH USA, INC 12/26/19-3/25/20 440-5511-531000	03/21/2020 CKIM	04/10/2020	366.15 366.15	0.00	Paid	Y 04/09/2020
492204 40182	WILS 2020 BUYING POOL 440-5511-534400	03/25/2020 CKIM	04/10/2020	2,726.00 2,726.00	0.00	Paid	Y 04/09/2020
IMIL1554879 40232	ALSCO DUSTERS 440-5511-531100	04/02/2020 CKIM	04/10/2020	20.55 20.55	0.00	Paid	Y 04/09/2020
# of Invoices:	27	# Due:	0	Totals:	6,398.23	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				6,398.23	0.00		

--- TOTALS BY GL DISTRIBUTION ---

440-5511-531000	OUTSIDE SERVICES	1,123.46
440-5511-531100	SUPPLIES	248.95
440-5511-534400	SHARED COUNTY DATABASES	2,726.00
440-5511-539500	REPAIRS & MAINTENANCE	931.61
440-5700-532800	BOOKS	1,368.21

04/30/2020 09:43 AM
User: rgallo
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/10/2020 - 04/10/2020
JOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	440 - LIBRARY FUND			6,398.23	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5511 - LIBRARY SERVICES			5,030.02	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			1,368.21	0.00		

04/30/2020 09:45 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/21/2020 - 04/21/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 1/2

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

04062020							
40301	TIME WARNER CABLE	04/06/2020	04/14/2020	2,959.40	0.00	Paid	Y
	MONTHLY BILL-APRIL 2020	rgallo					04/14/2020
	100-5120-522500	TELEPHONE		79.08			
	100-5141-522500	TELEPHONE		87.03			
	100-5142-522500	TELEPHONE		157.04			
	100-5144-521900	PROFESSIONAL SERVICES		26.34			
	100-5211-522500	TELEPHONE		838.63			
	100-5241-522500	TELEPHONE		44.30			
	100-5323-522500	TELEPHONE		79.79			
	100-5512-522500	TELEPHONE		166.96			
	150-5221-522500	TELEPHONE		797.39			
	220-5140-522500	TELEPHONE		2.53			
	410-5363-522500	Telephone		5.07			
	440-5511-522500	TELEPHONE		586.60			
	500-5344-522500	Telephone		2.53			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		43.05			
	620-8400-851000	OFFICE SUPPLIES & EXPENSES		43.06			
# of Invoices:	1	# Due:	0	Totals:	2,959.40	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					2,959.40	0.00	

--- TOTALS BY GL DISTRIBUTION ---

100-5120-522500	TELEPHONE	79.08
100-5141-522500	TELEPHONE	87.03
100-5142-522500	TELEPHONE	157.04
100-5144-521900	PROFESSIONAL SERVICES	26.34
100-5211-522500	TELEPHONE	838.63
100-5241-522500	TELEPHONE	44.30
100-5323-522500	TELEPHONE	79.79
100-5512-522500	TELEPHONE	166.96
150-5221-522500	TELEPHONE	797.39
220-5140-522500	TELEPHONE	2.53
410-5363-522500	Telephone	5.07
440-5511-522500	TELEPHONE	586.60
500-5344-522500	Telephone	2.53
610-6920-692100	OFFICE SUPPLIES & EXPENSES	43.05
620-8400-851000	OFFICE SUPPLIES & EXPENSES	43.06

04/30/2020 09:45 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/21/2020 - 04/21/2020

Page: 2/2

JOURNALIZED OPEN AND PAID

BANK CODE: GEN - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			1,479.17	0.00		
	150 - FIRE/AMBULANCE FUND			797.39	0.00		
	220 - TID#3 - GENERAL			2.53	0.00		
	410 - RECYCLING FUND			5.07	0.00		
	440 - LIBRARY FUND			586.60	0.00		
	500 - STORM WATER UTILITY			2.53	0.00		
	610 - WATER UTILITY FUND			43.05	0.00		
	620 - SEWER UTILITY FUND			43.06	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5120 - MUNICIPAL COURT			79.08	0.00		
	5140 - ADMINISTRATIVE & GENERAL			2.53	0.00		
	5141 - VILLAGE ADMINISTRATION/FINA			87.03	0.00		
	5142 - CLERK-TREASURER			157.04	0.00		
	5144 - ELECTIONS			26.34	0.00		
	5211 - POLICE ADMINISTRATION			838.63	0.00		
	5221 - FIRE ADMINISTRATION			797.39	0.00		
	5241 - BUILDING INSPECTOR			44.30	0.00		
	5323 - GARAGE			79.79	0.00		
	5344 - STORM SEWER			2.53	0.00		
	5363 - RECYCLING			5.07	0.00		
	5511 - LIBRARY SERVICES			586.60	0.00		
	5512 - MUSEUM			166.96	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			43.05	0.00		
	8400 - ADMINISTRATIVE & GENERAL			43.06	0.00		

04/30/2020 09:47 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/29/2020 - 04/29/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 1/6

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20200403 40565	WE ENERGIES 6819-119-729 Hall 100-5160-522200	04/02/2020 rgallo 6819-119-729 Hall	05/05/2020	936.72 936.72	0.00	Paid	Y 04/30/2020
20200403 40566	WE ENERGIES 6819-119-729 Hall Gas 100-5160-522400	04/02/2020 rgallo 6819-119-729 Hall Gas	05/05/2020	261.33 261.33	0.00	Paid	Y 04/30/2020
20200403 40567	WE ENERGIES 0437-358-622 Flashers 100-5211-522200	04/02/2020 rgallo 0437-358-622 Flashers	05/05/2020	9.64 9.64	0.00	Paid	Y 04/30/2020
20200403 40568	WE ENERGIES 5000-725-767 PD Tower meter #05662 100-5211-522200	04/02/2020 rgallo 5000-725-767 PD Tower meter #05662	05/05/2020	43.57 43.57	0.00	Paid	Y 04/30/2020
20200403 40569	WE ENERGIES 8818-483-919 Tower Radio Bldg 100-5211-522200	04/02/2020 rgallo 8818-483-919 Tower Radio Bldg	05/05/2020	11.86 11.86	0.00	Paid	Y 04/30/2020
20200403 40570	WE ENERGIES 7410-051-890 Police 100-5211-522200	04/02/2020 rgallo 7410-051-890 Police	05/05/2020	1,351.51 1,351.51	0.00	Paid	Y 04/30/2020
20200403 40571	WE ENERGIES 8011-380-768 Police Garage 100-5211-522200	04/02/2020 rgallo 8011-380-768 Police Garage	05/05/2020	94.25 94.25	0.00	Paid	Y 04/30/2020
20200403 40572	WE ENERGIES 7879-450-073 Mukw Dam 100-5254-522200	04/02/2020 rgallo 7879-450-073 Mukw Dam	05/05/2020	22.47 22.47	0.00	Paid	Y 04/30/2020
20200403 40573	WE ENERGIES 3893-949-966 DPW Elec 100-5323-522200	04/02/2020 rgallo 3893-949-966 DPW Elec	05/05/2020	359.74 359.74	0.00	Paid	Y 04/30/2020
20200403 40574	WE ENERGIES 3608-115-165 DPW Gas 100-5323-522400	04/02/2020 rgallo 3608-115-165 DPW Gas	05/05/2020	336.98 336.98	0.00	Paid	Y 04/30/2020

04/30/2020 09:47 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/29/2020 - 04/29/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 2/6

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20200403 40575	WE ENERGIES 5001-021-384 Street Lights 100-5342-522200	04/02/2020 rgallo	05/05/2020	6,628.03 6,628.03	0.00	Paid	Y 04/30/2020
20200403 40576	WE ENERGIES 8808-380-714 Street Lights 100-5342-522200	04/02/2020 rgallo	05/05/2020	2,372.19 2,372.19	0.00	Paid	Y 04/30/2020
20200403 40577	WE ENERGIES 1438-746-449 Street Lights 100-5342-522200	04/02/2020 rgallo	05/05/2020	56.57 56.57	0.00	Paid	Y 04/30/2020
20200403 40578	WE ENERGIES 0647-211-550 School Crossing Lights 100-5342-522200	04/02/2020 rgallo	05/05/2020	17.06 17.06	0.00	Paid	Y 04/30/2020
20200403 40579	WE ENERGIES 0659-874-941 Museum 100-5512-522200	04/02/2020 rgallo	05/05/2020	206.17 206.17	0.00	Paid	Y 04/30/2020
20200403 40580	WE ENERGIES 2405-680-633 Andrews St. 100-5521-522200	04/02/2020 rgallo	05/05/2020	102.94 102.94	0.00	Paid	Y 04/30/2020
20200403 40581	WE ENERGIES 8046-699-403 Field Park 100-5521-522200	04/02/2020 rgallo	05/05/2020	118.51 118.51	0.00	Paid	Y 04/30/2020
20200403 40582	WE ENERGIES 8658-233-953 Fld Prk Baseball Lights 100-5521-522200	04/02/2020 rgallo	05/05/2020	21.02 21.02	0.00	Paid	Y 04/30/2020
20200403 40583	WE ENERGIES 6837-391-587 Parks 100-5521-522200	04/02/2020 rgallo	05/05/2020	26.32 26.32	0.00	Paid	Y 04/30/2020
20200403 40584	WE ENERGIES 5864-823-491 Concession Building 100-5521-522200	04/02/2020 rgallo	05/05/2020	67.04 67.04	0.00	Paid	Y 04/30/2020

04/30/2020 09:47 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/29/2020 - 04/29/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 3/6

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20200403 40585	WE ENERGIES 2054-702-968 Parks 100-5521-522200	04/02/2020 rgallo	05/05/2020	0.00 0.00	0.00	Paid	Y 04/30/2020
20200403 40586	WE ENERGIES 3277-621-318 F. Park Sump Pump 100-5521-522200	04/02/2020 rgallo	05/05/2020	19.16 19.16	0.00	Paid	Y 04/30/2020
20200403 40587	WE ENERGIES 1610-585-380 Parks 100-5521-522200	04/02/2020 rgallo	05/05/2020	44.76 44.76	0.00	Paid	Y 04/30/2020
20200403 40588	WE ENERGIES 3051-426-864 Miniwaukan Pavilion 100-5521-522200	04/02/2020 rgallo	05/05/2020	21.68 21.68	0.00	Paid	Y 04/30/2020
20200403 40589	WE ENERGIES 6881-040-700 Miniwauken Park 100-5521-522200	04/02/2020 rgallo	05/05/2020	20.34 20.34	0.00	Paid	Y 04/30/2020
20200403 40590	WE ENERGIES 7698-426-664 Fire 150-5221-522200	04/02/2020 rgallo	05/05/2020	1,694.62 1,694.62	0.00	Paid	Y 04/30/2020
20200403 40591	WE ENERGIES 9248-740-506 Library Elec 440-5511-522200	04/02/2020 rgallo	05/05/2020	1,739.52 1,739.52	0.00	Paid	Y 04/30/2020
20200403 40592	WE ENERGIES 4843-559-306 Library Gas 440-5511-522400	04/02/2020 rgallo	05/05/2020	683.32 683.32	0.00	Paid	Y 04/30/2020
20200403 40593	WE ENERGIES 9069-575-087 Well #3 Elec 610-6200-662200	04/02/2020 rgallo	05/05/2020	694.60 694.60	0.00	Paid	Y 04/30/2020
20200403 40594	WE ENERGIES 4400-457-029 Well #3 Gas 610-6200-662200	04/02/2020 rgallo	05/05/2020	34.66 34.66	0.00	Paid	Y 04/30/2020

04/30/2020 09:47 AM
User: rgallo
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/29/2020 - 04/29/2020
JOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: EFT

Page: 4/6

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20200403 40595	WE ENERGIES 2409-366-321 Well #4 Elec 610-6200-662200	04/02/2020 rgallo	05/05/2020	636.54 636.54	0.00	Paid	Y 04/30/2020
20200403 40596	WE ENERGIES 0465-443-270 Well #4 Gas 610-6200-662200	04/02/2020 rgallo	05/05/2020	114.81 114.81	0.00	Paid	Y 04/30/2020
20200403 40597	WE ENERGIES 0801-988-732 Well #5 610-6200-662200	04/02/2020 rgallo	05/05/2020	2,896.62 2,896.62	0.00	Paid	Y 04/30/2020
20200403 40598	WE ENERGIES 4607-813-092 Well #6 610-6200-662200	04/02/2020 rgallo	05/05/2020	1,058.94 1,058.94	0.00	Paid	Y 04/30/2020
20200403 40599	WE ENERGIES 3234-559-591 Well #7 610-6200-662200	04/02/2020 rgallo	05/05/2020	1,488.11 1,488.11	0.00	Paid	Y 04/30/2020
20200403 40600	WE ENERGIES 9291-834-028 Greenwald 610-6200-662200	04/02/2020 rgallo	05/05/2020	329.44 329.44	0.00	Paid	Y 04/30/2020
20200403 40601	WE ENERGIES 8016-691-668 Booster Station 610-6200-662200	04/02/2020 rgallo	05/05/2020	729.33 729.33	0.00	Paid	Y 04/30/2020
20200403 40602	WE ENERGIES 3068-463-180 Tower 610-6200-662200	04/02/2020 rgallo	05/05/2020	32.04 32.04	0.00	Paid	Y 04/30/2020
20200403 40603	WE ENERGIES 7843-678-578 Atkinson Pump 620-8020-821000	04/02/2020 rgallo	05/05/2020	546.94 546.94	0.00	Paid	Y 04/30/2020
20200403 40604	WE ENERGIES 8238-765-652 Fox River View 620-8020-821000	04/02/2020 rgallo	05/05/2020	169.83 169.83	0.00	Paid	Y 04/30/2020

04/30/2020 09:47 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/29/2020 - 04/29/2020

Page: 5/6

JOURNALIZED OPEN AND PAID

BANK CODE: GEN - CHECK TYPE: EFT

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
20200403 40605	WE ENERGIES 6478-966-911 1224 Riverton 620-8020-821000	04/02/2020 rgallo	05/05/2020	100.21 100.21	0.00	Paid	Y 04/30/2020
20200403 40606	WE ENERGIES 8051-462-203 1240 N. Rochester 620-8020-821000	04/02/2020 rgallo	05/05/2020	122.62 122.62	0.00	Paid	Y 04/30/2020
20200403 40607	WE ENERGIES 7282-806-809 Holz Elec 620-8010-821100	04/02/2020 rgallo	05/05/2020	8,311.57 8,311.57	0.00	Paid	Y 04/30/2020
20200403 40608	WE ENERGIES 2404-776-809 Holz Gas 620-8010-821200	04/02/2020 rgallo	05/05/2020	196.49 196.49	0.00	Paid	Y 04/30/2020
20200403 40609	WE ENERGIES 9276-498-259 Digester Gas 620-8010-821200	04/02/2020 rgallo	05/05/2020	341.92 341.92	0.00	Paid	Y 04/30/2020
20200403 40610	WE ENERGIES 2008-500-143 Parks-200 S Rochester 100-5342-522200	04/02/2020 rgallo	05/05/2020	22.61 22.61	0.00	Paid	Y 04/30/2020
20200403 40611	WE ENERGIES 6482-485-554 police-CTH E N of 100-5211-522200	04/02/2020 rgallo	05/05/2020	63.63 63.63	0.00	Paid	Y 04/30/2020

04/30/2020 09:47 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/29/2020 - 04/29/2020

Page: 6/6

JOURNALIZED OPEN AND PAID

BANK CODE: GEN - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

# of Invoices:	47	# Due:	0	Totals:	35,158.23	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					35,158.23	0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	6819-119-729 Hall	936.72
100-5160-522400	6819-119-729 Hall Gas	261.33
100-5211-522200	0437-358-622 Flashers	1,574.46
100-5254-522200	7879-450-073 Mukw Dam	22.47
100-5323-522200	3893-949-966 DPW Elec	359.74
100-5323-522400	3608-115-165 DPW Gas	336.98
100-5342-522200	5001-021-384 Street Lights	9,096.46
100-5512-522200	0659-874-941 Museum	206.17
100-5521-522200	2405-680-633 Andrews St.	441.77
150-5221-522200	7698-426-664 Fire	1,694.62
440-5511-522200	9248-740-506 Library Elec	1,739.52
440-5511-522400	4843-559-306 Library Gas	683.32
610-6200-662200	9069-575-087 Well #3 Elec	8,015.09
620-8010-821100	7282-806-809 Holz Elec	8,311.57
620-8010-821200	2404-776-809 Holz Gas	538.41
620-8020-821000	7843-678-578 Atkinson Pump	939.60

--- TOTALS BY FUND ---

100 - GENERAL FUND	13,236.10	0.00
150 - FIRE/AMBULANCE FUND	1,694.62	0.00
440 - LIBRARY FUND	2,422.84	0.00
610 - WATER UTILITY FUND	8,015.09	0.00
620 - SEWER UTILITY FUND	9,789.58	0.00

--- TOTALS BY DEPT/ACTIVITY ---

5160 - VILLAGE HALL	1,198.05	0.00
5211 - POLICE ADMINISTRATION	1,574.46	0.00
5221 - FIRE ADMINISTRATION	1,694.62	0.00
5254 - DAMS	22.47	0.00
5323 - GARAGE	696.72	0.00
5342 - STREET LIGHTING	9,096.46	0.00
5511 - LIBRARY SERVICES	2,422.84	0.00
5512 - MUSEUM	206.17	0.00
5521 - PARKS	441.77	0.00
6200 - PUMPING OPERATIONS	8,015.09	0.00
8010 - WWTP-TREATMENT/DISPOSAL/GP	8,849.98	0.00
8020 - LIFT STATIONS/PUMPING EQUIP	939.60	0.00

04/30/2020 09:48 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/01/2020 - 04/01/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/2

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
APRIL 2020 40172	EAST TROY SCHOOL DISTRICT LOTTERY CREDIT APRIL 2020 720-0000-246200	04/01/2020 rgallo	04/03/2020	2,388.92	0.00	Paid	Y 04/01/2020
	EAST TROY SCHOOL TAX-APRIL 2020			2,388.92			
APRIL 2020 40175	MUKWONAGO AREA SCHOOLS LOTTERY CREDIT 720-0000-246000 720-0000-246000	04/01/2020 rgallo	04/03/2020	132,182.71	0.00	Paid	Y 04/01/2020
	WAUKESHA COUNTY SCHOOL TAX APRIL 2020			132,132.80			
	WALWORTH COUNTY SCHOOL TAX-APRIL 2020			49.91			
APRIL 2020 40176	PHANTOM LAKES MGMT DISTRICT LOTTERY CREDIT 720-0000-245000	04/01/2020 rgallo	04/03/2020	885.11	0.00	Paid	Y 04/01/2020
	PHANTOM LAKES MGT DIST TAX-APRIL 2020			885.11			
APRIL 2020 40174	W C T C LOTTERY CREDIT 720-0000-246100	04/01/2020 rgallo	04/03/2020	6,170.28	0.00	Paid	Y 04/01/2020
	WAUKESHA TECH COLLEGE TAX-APRIL 2020			6,170.28			
APRIL 2020 40170	WALWORTH CTY TREASURER COUNTY LOTTERY CREDIT 720-0000-243110	04/01/2020 rgallo	04/03/2020	1,003.82	0.00	Paid	Y 04/01/2020
	WALWORTH COUNTY TAX-APRIL 2020			1,003.82			
APRIL 2020 40173	WAUKESHA CTY TREASURER LOTTERY CREDIT 720-0000-243100	04/01/2020 rgallo	04/03/2020	31,176.18	0.00	Paid	Y 04/01/2020
	WAUKESHA COUNTY TAX-APRIL 2020			31,176.18			
APRIL 2020 40171	GATEWAY TECHNICAL COLLEGE LOTTERY CREDIT 720-0000-246300	03/25/2020 rgallo	04/03/2020	212.86	0.00	Paid	Y 04/01/2020
	GATEWAY COLLEGE TAX-APRIL 2020			212.86			
# of Invoices:	7	# Due:	0	Totals:	174,019.88	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					174,019.88	0.00	

--- TOTALS BY GL DISTRIBUTION ---

720-0000-243100	WAUKESHA COUNTY TAX-APRIL 2020	31,176.18
720-0000-243110	WALWORTH COUNTY TAX-APRIL 2020	1,003.82
720-0000-245000	PHANTOM LAKES MGT DIST TAX-APRIL 2020	885.11
720-0000-246000	WAUKESHA COUNTY SCHOOL TAX APRIL 2020	132,182.71
720-0000-246100	WAUKESHA TECH COLLEGE TAX-APRIL 2020	6,170.28
720-0000-246200	EAST TROY SCHOOL TAX-APRIL 2020	2,388.92
720-0000-246300	GATEWAY COLLEGE TAX-APRIL 2020	212.86

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY FUND ---							
	720 - TAX ESCROW AGENCY FUND			174,019.88	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 - BALANCE SHEET ACCOUNT			174,019.88	0.00		

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 1/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
SCHMIDT KEVIN B 40530	US BANK K SCHMIDT HOTEL ROOM FOR CHIEF'S 100-5211-533500	04/22/2020 rgallo	04/22/2020	(129.00) (129.00)	0.00	Paid	Y 04/22/2020
BITTNER RONALD 40531	US BANK REFUND WHOA 410-5363-533500 100-5323-533500 500-5344-533500	03/24/2020 rgallo Training & Travel TRAINING & TRAVEL Training & Travel	04/28/2020	(300.00) (50.00) (150.00) (100.00)	0.00	Paid	Y 04/23/2020
STIEN JEFFREY R 40532	US BANK REFUND EMS SUPPLIES- COVID 150-5231-531100	03/25/2020 rgallo SUPPLIES	04/28/2020	(154.90) (154.90)	0.00	Paid	Y 04/23/2020
CASTLE WAYNE A 40533	US BANK REFUND WWTF SUBSCRIPTION 620-8400-852000	04/01/2020 rgallo OUTSIDE SERVICES EMPLOYED	04/28/2020	(104.99) (104.99)	0.00	Paid	Y 04/23/2020
HARLEY ROBERT J 40560	US BANK REFUND FOR CONT ED IN APRIL 2020 100-5241-533500	03/17/2020 rgallo TRAINING & TRAVEL	04/28/2020	(164.00) (164.00)	0.00	Paid	Y 04/28/2020
FRISCH LAURA L 40561	US BANK REFUND FROM STAPLES 440-5511-531100	04/04/2020 rgallo SUPPLIES	04/28/2020	(28.79) (28.79)	0.00	Paid	Y 04/28/2020
ISELY MARY JO 40562	US BANK REFUND AMAZON AND DISNEY PLUS 440-5700-532900 440-5700-532900 440-5700-532900 440-5511-533500	03/28/2020 rgallo AV MATERIAL AV MATERIAL AV MATERIAL TRAINING & TRAVEL	04/28/2020	(82.41) (2.00) (0.51) (6.06) (73.84)	0.00	Paid	Y 04/28/2020
ZIMMERMANN ANGE 40563	US BANK REFUND COR AMAZON/UWEX/WI LIB ASSOC 440-5511-533100 440-5511-533500 440-5511-533500	03/27/2020 rgallo PROGRAMMING- TRAINING & TRAVEL TRAINING & TRAVEL	04/28/2020	(541.51) (65.41) (346.10) (130.00)	0.00	Paid	Y 04/28/2020
MILLER KENNETH 40564	US BANK REFUND FOR HOME DEPOT RETURN UTILITY	04/10/2020 rgallo	04/28/2020	(14.53)	0.00	Paid	Y 04/28/2020

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 2/16

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution 610-6210-662500			(14.53)			
BITTNER RONALD 40371	MINUTEMAN PRESS ABSENTEE ENVELOPES 100-5144-531100	04/01/2020 rgallo	04/28/2020	494.57 494.57	0.00	Paid	Y 04/15/2020
BITTNER RONALD 40372	COUSINS SUBS #9160 ELECTION LUNCH 100-5144-531100	04/07/2020 rgallo	04/28/2020	272.63 272.63	0.00	Paid	Y 04/15/2020
BITTNER RONALD 40373	AMZN MKTP US*1F9WV4803 SHOP SUPPLIES 100-5323-531100	04/15/2020 rgallo	04/28/2020	28.98 28.98	0.00	Paid	Y 04/15/2020
BROWN DAVID 40374	PIZZA HUT 035644 WWTF CONFINED SPACE TANK CLEANING 620-8010-832000	03/19/2020 rgallo	04/28/2020	76.34 76.34	0.00	Paid	Y 04/15/2020
BROWN DAVID 40375	PIZZA HUT 035644 WATER LUNCH VILLAGE HALL 610-6920-693000	03/24/2020 rgallo	04/28/2020	95.08 95.08	0.00	Paid	Y 04/15/2020
BROWN DAVID 40376	SCADATEC INC WATER WWTF SCADA SERVICE CONTRACT 610-6920-693000 620-8400-852000	03/25/2020 rgallo	04/28/2020	280.00 140.00 140.00	0.00	Paid	Y 04/15/2020
CASTLE WAYNE A 40378	MICROSOFT*STORE WWTF MICROSOFT SUBSCRIPTION 620-8400-852000	04/01/2020 rgallo	04/28/2020	104.99 104.99	0.00	Paid	Y 04/15/2020
CASTLE WAYNE A 40379	MICROSOFT*STORE WWTF MICROSOFT SUBSCRIPTION 620-8400-852000	04/01/2020 rgallo	04/28/2020	104.99 104.99	0.00	Paid	Y 04/15/2020
CASTLE WAYNE A 40380	USPS PO 5657100149 WATER FLUORIDE SAMPLE SHIPPING 610-6300-663200	04/02/2020 rgallo	04/28/2020	3.80 3.80	0.00	Paid	Y 04/15/2020
CASTLE WAYNE A 40381	RIVER S EDGE WASH & LUBE WWTF 2015 SERVICE TRUCK	04/07/2020 rgallo	04/28/2020	68.24	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 3/16

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution 610-6920-693300			68.24			
DELIKAT CODY 40382	USPS PO 5657100149 WATER FLOURIDE LAB TESTING 610-6300-663200	03/17/2020 rgallo	04/28/2020	3.80 3.80	0.00	Paid	Y 04/15/2020
	TRANSPORTATION EXPENSES OPERATION SUPPLY/EXP-TREATMENT						
DELIKAT CODY 40383	AMZN MKTP US*NC6RT7QC3 WATER SCREEN PROTECTORS FOR PHONES 610-6920-692100	03/18/2020 rgallo	04/28/2020	15.78 15.78	0.00	Paid	Y 04/15/2020
	OFFICE SUPPLIES & EXPENSES						
DELIKAT CODY 40384	AMZN MKTP US*156EZ0MS3 WWTF MAP RACK HOLDERS 620-8010-827000	03/25/2020 rgallo	04/28/2020	83.60 83.60	0.00	Paid	Y 04/15/2020
	OPERATION SUPPLY/EXPENSE						
DEMOTTO CHRIS 40385	HAHN ACE - MUKWONAGO LYSOL CLEANER FOR DEPARTMENT 100-5212-531100	03/26/2020 rgallo	04/28/2020	9.65 9.65	0.00	Paid	Y 04/15/2020
	SUPPLIES						
DOHERTY DIANA 40386	GOVERNMENT FINANCE OFFIC GFOA WEBINAR 100-5141-533500	03/24/2020 rgallo	04/28/2020	35.00 35.00	0.00	Paid	Y 04/15/2020
	TRAINING & TRAVEL						
DOHERTY DIANA 40387	GOVERNMENT FINANCE OFFIC GFOA ANNUAL RENEWAL 100-5141-532400	03/25/2020 rgallo	04/28/2020	170.00 170.00	0.00	Paid	Y 04/15/2020
	MEMBERSHIP DUES						
DYKSTRA DIANA 40388	PRINTELECT BALLOT BAG, ELECTION SIGNS 100-5144-531100	03/17/2020 rgallo	04/28/2020	245.05 245.05	0.00	Paid	Y 04/15/2020
	BALLOT BAG, ELECTION SIGNS						
DYKSTRA DIANA 40389	ZOOM.US ZOOM MEETING LICENSE 100-5111-539900	03/23/2020 rgallo	04/28/2020	157.40 157.40	0.00	Paid	Y 04/15/2020
	ZOOM MEETING LICENSE						
DYKSTRA DIANA 40390	AMZN MKTP US*2B9V513V3 SANITIZER 100-5144-531100	03/26/2020 rgallo	04/28/2020	109.89 109.89	0.00	Paid	Y 04/15/2020
	SANITIZER						
DYKSTRA DIANA 40391	AMZN MKTP US*9M33T4OL3 SANITIZER WAND 100-5144-531100	03/27/2020 rgallo	04/28/2020	40.98 40.98	0.00	Paid	Y 04/15/2020
	SANITIZER WAND						

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 4/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
DYKSTRA DIANA 40392	AMZN MKTP US*CT7VF4W03 PPE PROTECTION FOR ELECTIONS 100-5144-531100	03/29/2020 rgallo	04/28/2020	93.96 93.96	0.00	Paid	Y 04/15/2020
DYKSTRA DIANA 40393	AMZN MKTP US*OX2ZU5AR3 AM HEADPHONES FOR LAPTOP 100-5142-531100	04/02/2020 rgallo	04/28/2020	37.99 37.99	0.00	Paid	Y 04/15/2020
DYKSTRA DIANA 40394	AMAZON.COM*QV3WW55L3 AMZN LOGITECH MOUSE 100-5142-531100	04/03/2020 rgallo	04/28/2020	39.95 39.95	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40395	STAPLS0182538256000002 PAPER PRODUCTS 440-5511-531100	03/18/2020 rgallo	04/28/2020	33.82 33.82	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40396	FACEBK *D59USQEY82 SPECIAL EVENT AD 440-5890-580600	03/19/2020 rgallo	04/28/2020	110.33 110.33	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40397	STAPLS0182538256000001 PAPER PRODUCTS 440-5511-531100	03/31/2020 rgallo	04/28/2020	28.79 28.79	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40398	DOLLAR GENERAL #10855 MASK SUPPLIES 440-5890-580600	04/01/2020 rgallo	04/28/2020	6.30 6.30	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40400	DOLLAR GENERAL #10855 MASK SUPPLIES 440-5890-580600	04/04/2020 rgallo	04/28/2020	19.95 19.95	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40401	AMZN MKTP US*IR3T293E3 3D PRINTERS 440-5890-580600	04/05/2020 rgallo	04/28/2020	1,336.19 1,336.19	0.00	Paid	Y 04/15/2020
FRISCH LAURA L 40402	WM SUPERCENTER #1571 MASK SUPPLIES 440-5890-580600	04/06/2020 rgallo	04/28/2020	167.96 167.96	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 5/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
FRISCH LAURA L 40403	PAYPAL *STRAPCRAFTS ELASTIC 440-5890-580600	04/07/2020 rgallo	04/28/2020	50.19 50.19	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
FRISCH LAURA L 40404	MAILCHIMP *MONTHLY MONTHLY PLAN 440-5511-534000	04/08/2020 rgallo	04/28/2020	59.99 59.99	0.00	Paid	Y 04/15/2020
	DIGITAL MATERIALS						
FRISCH LAURA L 40405	WM SUPERCENTER #1571 MASK SUPPLIES 440-5890-580600	04/09/2020 rgallo	04/28/2020	283.12 283.12	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
FRISCH LAURA L 40406	AMZN MKTP US*YW7MQ1M83 HEPA FILTERS 440-5890-580600	04/11/2020 rgallo	04/28/2020	347.40 347.40	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
FRISCH LAURA L 40407	AMZN MKTP US*2K95675I3 SHEET PROTECTORS 440-5511-531100	04/12/2020 rgallo	04/28/2020	100.57 100.57	0.00	Paid	Y 04/15/2020
	SUPPLIES						
FRISCH LAURA L 40408	DNH*GODADDY.COM WORDPRESS RENEWAL 440-5511-534000	04/12/2020 rgallo	04/28/2020	119.88 119.88	0.00	Paid	Y 04/15/2020
	DIGITAL MATERIALS						
GOURDOUX LINDA 40409	PICK N SAVE #384 ELECTION BREAKFAST 100-5144-531100	04/07/2020 rgallo	04/28/2020	49.54 49.54	0.00	Paid	Y 04/15/2020
	BREAKFAST ELECTION WORKERS						
GOURDOUX LINDA 40410	PIZZA HUT 035644 ELECTION DINNER 100-5144-531100	04/07/2020 rgallo	04/28/2020	33.61 33.61	0.00	Paid	Y 04/15/2020
	DINNER ELECTION WORKERS						
ISELY MARY JO 40413	AMZN MKTP US*6P3BH12G3 DVDS 440-5700-532900	03/23/2020 rgallo	04/28/2020	53.80 53.80	0.00	Paid	Y 04/15/2020
	AV MATERIAL						
ISELY MARY JO 40414	AMZN MKTP US*UU61D9ON3 DVDS 440-5700-532900	03/27/2020 rgallo	04/28/2020	325.38 325.38	0.00	Paid	Y 04/15/2020
	AV MATERIAL						

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 6/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
ISELY MARY JO 40418	NETFLIX.COM STREAMING SERVICE 440-5511-534000	04/01/2020 rgallo	04/28/2020	15.99 15.99	0.00	Paid	Y 04/15/2020
ISELY MARY JO 40419	AMZN MKTP US*B30JZ22U3 DVD 440-5700-532900	04/06/2020 rgallo	04/28/2020	39.98 39.98	0.00	Paid	Y 04/15/2020
ISELY MARY JO 40421	ACORN.TV ACORN TV MONT MONTHLY PLAN 440-5511-534000	04/08/2020 rgallo	04/28/2020	6.29 6.29	0.00	Paid	Y 04/15/2020
KINDER MATTHEW 40422	WAL-MART #4677 MISC COMPUTER EQUIPMENT 620-8010-827000	03/20/2020 rgallo	04/28/2020	212.30 212.30	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40423	FARM & FLEET OF WAUKESHA WATER FUEL TRANSFER TANK FOR 610-6200-662300	03/18/2020 rgallo	04/28/2020	349.99 349.99	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40424	THE HOME DEPOT #4921 WATER WELL 4 BUILDING FLOOR MAINT. 610-6210-662300	03/18/2020 rgallo	04/28/2020	103.36 103.36	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40425	THE HOME DEPOT 4921 WATER WELL PAINT AND SUPPLIES 610-6210-662300	03/18/2020 rgallo	04/28/2020	560.52 560.52	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40426	THE HOME DEPOT 4921 WATER WELL 4 BUILDING MAINTENANCE / 610-6210-662300 610-6920-693300	03/23/2020 rgallo	04/28/2020	764.64 264.64 500.00	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40427	THE HOME DEPOT #4921 WATER WELL BUILDING MAINTENANCE 610-6210-662300	03/24/2020 rgallo	04/28/2020	115.95 115.95	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40428	THE HOME DEPOT #4921 WATER WELL BUILDING MAINTENANCE 610-6210-662300	03/25/2020 rgallo	04/28/2020	21.08 21.08	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 7/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
MILLER KENNETH 40429	THE HOME DEPOT #4921 WATER WELL BUILDING MAINTENANCE 610-6210-662300	03/26/2020 rgallo	04/28/2020	77.11 77.11	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40430	THE HOME DEPOT 4921 WATER WELL BUILDING MAINTENANCE AND 610-6210-662300 610-6920-693300	03/30/2020 rgallo	04/28/2020	328.29 228.29 100.00	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40431	THE HOME DEPOT #4921 WELL BUILDING MAINTENANCE 610-6210-662300	04/01/2020 rgallo	04/28/2020	4.98 4.98	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40432	THE HOME DEPOT #4921 WELLBUILDING MAINTENANCE 610-6210-662300	04/01/2020 rgallo	04/28/2020	150.11 150.11	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40433	THE HOME DEPOT #4921 WELL BUILDING MAINTENANCE 610-6210-662300	04/03/2020 rgallo	04/28/2020	37.48 37.48	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40434	THE HOME DEPOT #4921 WELL BUILDING MAINTENANCE 610-6210-662300	04/08/2020 rgallo	04/28/2020	8.34 8.34	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40435	THE HOME DEPOT 4921 WELL BUILDING MAINTENANCE 610-6210-662300	04/08/2020 rgallo	04/28/2020	349.84 349.84	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40436	MENARDS BURLINGTON WI WATER WELL BUILDING MAINTENANCE/ 610-6210-662300 610-6920-693300	04/09/2020 rgallo	04/28/2020	169.50 69.50 100.00	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40437	THE HOME DEPOT #4921 WATER BUILDING MAINTENANCE 610-6210-662300	04/09/2020 rgallo	04/28/2020	103.21 103.21	0.00	Paid	Y 04/15/2020
MILLER KENNETH 40439	THE HOME DEPOT #4921 WATER WELL BUILDING MAINTENANCE	04/13/2020 rgallo	04/28/2020	168.75	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 8/16

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	GL Distribution 610-6210-662300			168.75			
PETERSON RANDY 40440	MILL SUPPLY INC SNOW PLOW SEAL KIT 100-5324-539500	03/16/2020 rgallo	04/28/2020	25.97	0.00	Paid	Y 04/15/2020
	REPAIRS & MAINTENANCE			25.97			
PETERSON RANDY 40441	NORTHERN TOOL EQUIP STEAM CLEANER/PRESSURE WASHER 100-5323-531100	03/26/2020 rgallo	04/28/2020	2,599.99	0.00	Paid	Y 04/15/2020
	SUPPLIES			2,599.99			
PETERSON RANDY 40442	HARBOR FREIGHT TOOLS 544 WATER PROOF STORAGE BOXES 100-5611-531100	04/10/2020 rgallo	04/28/2020	59.18	0.00	Paid	Y 04/15/2020
	SUPPLIES			59.18			
SCHMIDT KEVIN B 40443	STAPLS0182527081000001 ENVELOPES, KLEENEX, & BINDER CLIPS 100-5211-531100	03/17/2020 rgallo	04/28/2020	30.83	0.00	Paid	Y 04/15/2020
	SUPPLIES			30.83			
SCHMIDT KEVIN B 40445	WM SUPERCENTER #1571 INK FOR CHIEF SCHMIDT'S PRINTER 100-5211-531100	04/02/2020 rgallo	04/28/2020	52.27	0.00	Paid	Y 04/15/2020
	SUPPLIES			52.27			
SCHMIDT KEVIN B 40446	STAPLS0183002450000001 3 CARTONS OF MULTIFOLD PAPER TOWELS 100-5211-539400	04/08/2020 rgallo	04/28/2020	48.75	0.00	Paid	Y 04/15/2020
	BLDG REPAIRS & MAINTENANCE			48.75			
SCHMIDT KEVIN B 40447	KRANZ INC. 6 PACK OF LYSOL DISINFECT WIPES 100-5211-539400	04/09/2020 rgallo	04/28/2020	45.04	0.00	Paid	Y 04/15/2020
	BLDG REPAIRS & MAINTENANCE			45.04			
SCHMIDT KEVIN B 40448	STAPLS0183087691000003 3 PACKS OF 8-TAB DIVIDER TABS 100-5211-531100	04/10/2020 rgallo	04/28/2020	4.23	0.00	Paid	Y 04/15/2020
	SUPPLIES			4.23			
SCHMIDT KEVIN B 40449	STAPLS0183087691000001 1 - 3 RING 5-INCH BINDER 100-5211-531100	04/14/2020 rgallo	04/28/2020	18.75	0.00	Paid	Y 04/15/2020
	SUPPLIES			18.75			
SMITH JAMES A 40450	THE HOME DEPOT 4921 SAFETY TRAILER TOOL BOX 620-8010-827000	03/23/2020 rgallo	04/28/2020	898.00	0.00	Paid	Y 04/15/2020
	OPERATION SUPPLY/EXPENSE			898.00			

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 9/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
STIEN JEFFREY R 40451	AMZN MKTP US*0J1JL1Z73 EMS SUPPLIES-COVID 150-5231-531100	03/20/2020 rgallo	04/28/2020	45.99 45.99	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40452	AMZN MKTP US*B89D21403 EMS SUPPLIES-COVID 150-5231-531100	03/21/2020 rgallo	04/28/2020	119.27 119.27	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40453	AMZN MKTP US*Z29ZN42F3 EMS SUPPLIES- COVID 150-5231-531100	03/23/2020 rgallo	04/28/2020	123.85 123.85	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40454	AMZN MKTP US*HQ3UO0IP3 EMS SUPPLIES- COVID 150-5231-531100	03/23/2020 rgallo	04/28/2020	151.97 151.97	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40455	WM SUPERCENTER #1571 EMS SUPPLIES- COVID DECON 150-5231-531100	03/24/2020 rgallo	04/28/2020	17.76 17.76	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40456	MARSH ELECTRONICS EMS SUPPLIES- COVID 150-5231-531100	03/24/2020 rgallo	04/28/2020	500.00 500.00	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40457	AMZN MKTP US*N61QF6L33 EMS SUPPLIES- COVID 150-5231-531100	03/25/2020 rgallo	04/28/2020	154.90 154.90	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40458	WI EMS ASSOCMEMBERSHIP WEMSA MEMBERSHIP 150-5221-532400	03/27/2020 rgallo	04/28/2020	300.00 300.00	0.00	Paid	Y 04/15/2020
STIEN JEFFREY R 40460	TRACTOR SUPPLY #339 SOFTNER SALT 150-5221-531100	04/08/2020 rgallo	04/28/2020	16.00 16.00	0.00	Paid	Y 04/15/2020
STREIT DANIEL 40461	AMAZON.COM*M13MW7KJ3 4 GOOGLE CHROMECAST FOR SETTING UP 430-5700-571100	03/22/2020 rgallo	04/28/2020	140.00 140.00	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 10/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
STREIT DANIEL 40462	TALL COP SAYS STOP WEB TRAINING FOR OFFICER 100-5213-533500	03/30/2020 rgallo	04/28/2020	29.00 29.00	0.00	Paid	Y 04/15/2020
	TRAINING & TRAVEL						
STREIT DANIEL 40463	IN *ARROWHEAD SCIENTIFIC PROTECTIVE FACE SHIELDS FOR OFFICERS 100-5212-531100	04/02/2020 rgallo	04/28/2020	174.65 174.65	0.00	Paid	Y 04/15/2020
	SUPPLIES						
STREIT DANIEL 40464	AMAZON.COM*9V5UX1QR3 AMZN 3 BOXES OF XL NITRIL DISPOSABLE 100-5211-531100	04/03/2020 rgallo	04/28/2020	27.12 9.04	0.00	Paid	Y 04/15/2020
	SUPPLIES			18.08			
	100-5212-531100						
SURA MATTHEW J 40465	MICROSOFT*OFFICE 365 HOME COMPUTER LICENSING 150-5221-531100	04/01/2020 rgallo	04/28/2020	104.99 104.99	0.00	Paid	Y 04/15/2020
	SUPPLIES						
WEGNER LEE 40466	SHERRILLTRE TUFFTALK COMMUNICATION SYSTEM 100-5347-531100	04/03/2020 rgallo	04/28/2020	1,712.87 570.00	0.00	Paid	Y 04/15/2020
	SUPPLIES			570.00			
	100-5521-531100			572.87			
	100-5611-531100						
WEIDL JOHN S 40467	BESTBUYCOM805697971641 SAFER AT HOME EQUIPMENT 100-5141-531100	03/24/2020 rgallo	04/28/2020	57.79 57.79	0.00	Paid	Y 04/15/2020
	SUPPLIES						
WEIDL JOHN S 40468	AMZN MKTP US*R17R14JK3 SAFER AT HOME EQUIPMENT 100-5141-531100	03/25/2020 rgallo	04/28/2020	73.84 73.84	0.00	Paid	Y 04/15/2020
	SUPPLIES						
WEIDL JOHN S 40469	BESTBUYCOM805697971641 SAFER AT HOME EQUIPMENT 100-5141-531100	03/25/2020 rgallo	04/28/2020	52.54 52.54	0.00	Paid	Y 04/15/2020
	SUPPLIES						
WEIDL JOHN S 40470	AMZN MKTP US*GW0BQ0BW3 SAFER AT HOME EQUIPMENT 100-5141-531100	03/26/2020 rgallo	04/28/2020	9.17 9.17	0.00	Paid	Y 04/15/2020
	SUPPLIES						

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 11/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
WEIDL JOHN S 40471	AMZN MKTP US*OK7ZK0KI3 SAFER AT HOME EQUIPMENT 100-5141-531100	03/26/2020 rgallo	04/28/2020	139.22 139.22	0.00	Paid	Y 04/15/2020
WEIDL JOHN S 40472	BESTBUYCOM805700434129 SAFER AT HOME EQUIPMENT 100-5141-531100	03/27/2020 rgallo	04/28/2020	1,079.29 1,079.29	0.00	Paid	Y 04/15/2020
WEIDL JOHN S 40473	BESTBUYCOM805700434129 SAFER AT HOME EQUIPMENT 100-5141-531100	03/27/2020 rgallo	04/28/2020	7.54 7.54	0.00	Paid	Y 04/15/2020
WEIDL JOHN S 40474	E AND S SWEETS VH CANDY FOR STAFF - THANK YOUS 100-5141-531100	04/01/2020 rgallo	04/28/2020	131.33 131.33	0.00	Paid	Y 04/15/2020
WEIDL JOHN S 40475	AMZN MKTP US*DF8813K73 AM SAFER AT HOME EQUIPMENT 100-5141-531100	04/04/2020 rgallo	04/28/2020	11.59 11.59	0.00	Paid	Y 04/15/2020
WEIDL JOHN S 40476	AMAZON.COM*HH6ZG8I73 AMZN SAFER AT HOME EQUIPMENT 100-5141-531100	04/09/2020 rgallo	04/28/2020	74.00 74.00	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40477	AMZN MKTP US*TG5HR0N83 KIDS CODING GAME 440-5511-533000	03/17/2020 rgallo	04/28/2020	30.88 30.88	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40478	AMZN MKTP US*RQ81744N3 BEE-BOT DOCKING STATION 440-5511-533000	03/18/2020 rgallo	04/28/2020	99.99 99.99	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40479	ZOOM.US 3-20-20 - 3-19-21 SUBSCRIPTION 440-5511-533500	03/20/2020 rgallo	04/28/2020	157.40 157.40	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40480	AMZN MKTP US*ZS00L5SV3 TRIPOD 440-5511-533100	03/24/2020 rgallo	04/28/2020	65.41 65.41	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 12/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
ZIMMERMANN ANGE 40481	AMAZON.COM*SG4E81IF3 AMZN COLORING BOOKS 440-5511-533100	03/24/2020 rgallo	04/28/2020	27.45 27.45	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40482	AMZN MKTP US*8P08G9H53 TRIPOD 440-5511-533100	03/24/2020 rgallo	04/28/2020	41.68 41.68	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40483	AMZN MKTP US*J86Y27M03 TRIPOD 440-5511-533100	03/25/2020 rgallo	04/28/2020	70.41 70.41	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40486	AMAZON.COM*069XI60L3 AMZN 3D PRINTERS 440-5890-580600	03/28/2020 rgallo	04/28/2020	716.82 716.82	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40487	AMZN MKTP US*B11R098Z3 TRIPOD 440-5511-533100	03/28/2020 rgallo	04/28/2020	69.21 69.21	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40488	AMZN MKTP US*DT2QY2VJ3 AM FILAMENT 440-5890-580600	03/29/2020 rgallo	04/28/2020	51.40 51.40	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40489	AMAZON.COM*5J8CE8Y83 AMZN 3D PRINTER 440-5890-580600	03/29/2020 rgallo	04/28/2020	363.90 363.90	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40490	AMZN MKTP US*8J8PA67S3 FILAMENT 440-5890-580600	03/29/2020 rgallo	04/28/2020	228.75 228.75	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40491	AMZN MKTP US*OP1JV89B3 FILAMENT 440-5890-580600	03/31/2020 rgallo	04/28/2020	104.75 104.75	0.00	Paid	Y 04/15/2020
ZIMMERMANN ANGE 40492	AMZN MKTP US*1R0RH6G73 PUZZLES 440-5890-580600	04/01/2020 rgallo	04/28/2020	101.80 101.80	0.00	Paid	Y 04/15/2020

04/30/2020 09:42 AM
 User: rgallo
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/28/2020 - 04/28/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 13/16

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
ZIMMERMANN ANGE 40493	AMZN MKTP US*F92K85MB3 3D PRINTER 440-5890-580600	04/04/2020 rgallo	04/28/2020	820.75 820.75	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
ZIMMERMANN ANGE 40494	AMAZON.COM*YH0EW0NL3 AMZN FILAMENT 440-5890-580600	04/05/2020 rgallo	04/28/2020	277.61 277.61	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
ZIMMERMANN ANGE 40495	AMZN MKTP US*YH0TP9ZL3 AM FILAMENT 440-5890-580600	04/05/2020 rgallo	04/28/2020	240.74 240.74	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
ZIMMERMANN ANGE 40496	AMAZON.COM*ZJ06574E3 AMZN 3D PRINTERS 440-5890-580600	04/05/2020 rgallo	04/28/2020	723.14 723.14	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
ZIMMERMANN ANGE 40497	AMAZON.COM*W19050NL3 BOOK 440-5700-532800	04/06/2020 rgallo	04/28/2020	18.55 18.55	0.00	Paid	Y 04/15/2020
	BOOKS						
ZIMMERMANN ANGE 40499	PAYPAL *ZZP EBAY ZZP ELASTIC/ MASKS 440-5890-580600	04/08/2020 rgallo	04/28/2020	106.74 106.74	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
ZIMMERMANN ANGE 40500	ADOBE IL CREATIVE CLD ILLUSTRATOR 440-5511-534000	04/09/2020 rgallo	04/28/2020	22.04 22.04	0.00	Paid	Y 04/15/2020
	DIGITAL MATERIALS						
ZIMMERMANN ANGE 40501	ADOBE CREATIVE CLOUD CREATIVE CLOUD SUBSCRIPTION 440-5511-534000	04/11/2020 rgallo	04/28/2020	83.99 83.99	0.00	Paid	Y 04/15/2020
	DIGITAL MATERIALS						
ZIMMERMANN ANGE 40502	PAYPAL *BERACHA INC EBAY ELASTIC/ MASKS 440-5890-580600	04/13/2020 rgallo	04/28/2020	104.98 104.98	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
ZIMMERMANN ANGE 40503	AMZN MKTP US*1P5NU9GI3 3D FILAMENT 440-5890-580600	04/15/2020 rgallo	04/28/2020	284.17 284.17	0.00	Paid	Y 04/15/2020
	DONATED FUND EXPENDITURES						
# of Invoices:	119	# Due:	0	Totals:	23,137.45	0.00	

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/28/2020 - 04/28/2020

Page: 14/16

JOURNALIZED OPEN AND PAID

BANK CODE: GEN - CHECK TYPE: EFT

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
# of Credit Memos:	9	# Due:	0	Totals:	(1,520.13)	0.00	
Net of Invoices and Credit Memos:					21,617.32	0.00	

--- TOTALS BY GL DISTRIBUTION ---

100-5111-539900	ZOOM MEETING LICENSE	157.40
100-5141-531100	SUPPLIES	1,636.31
100-5141-532400	MEMBERSHIP DUES	170.00
100-5141-533500	TRAINING & TRAVEL	35.00
100-5142-531100	HEADPHONES FOR LAPTOP	77.94
100-5144-531100	ABSENTEE ENVELOPES	1,340.23
100-5211-531100	SUPPLIES	115.12
100-5211-533500	TRAINING & TRAVEL	(129.00)
100-5211-539400	BLDG REPAIRS & MAINTENANCE	93.79
100-5212-531100	SUPPLIES	202.38
100-5213-533500	TRAINING & TRAVEL	29.00
100-5241-533500	TRAINING & TRAVEL	(164.00)
100-5323-531100	SUPPLIES	2,628.97
100-5323-533500	TRAINING & TRAVEL	(150.00)
100-5324-539500	REPAIRS & MAINTENANCE	25.97
100-5347-531100	SUPPLIES	570.00
100-5521-531100	SUPPLIES	570.00
100-5611-531100	SUPPLIES	632.05
150-5221-531100	SUPPLIES	120.99
150-5221-532400	MEMBERSHIP DUES	300.00
150-5231-531100	SUPPLIES	958.84
410-5363-533500	Training & Travel	(50.00)
430-5700-571100	POLICE DEPT CAPITAL EQUIP	140.00
440-5511-531100	SUPPLIES	134.39
440-5511-533000	THINGERY PURCHASES	130.87
440-5511-533100	PROGRAMMING	208.75
440-5511-533500	TRAINING & TRAVEL	(392.54)
440-5511-534000	DIGITAL MATERIALS	308.18
440-5700-532800	BOOKS	18.55
440-5700-532900	AV MATERIAL	410.59
440-5890-580600	DONATED FUND EXPENDITURES	6,446.99
500-5344-533500	Training & Travel	(100.00)
610-6200-662300	OPERATION SUPPLY/EXP-PUMPING	349.99
610-6210-662300	OPERATION SUPPLY/EXP-PUMPING	2,263.16
610-6210-662500	MAINTENANCE-PUMPING	(14.53)
610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT	7.60
610-6920-692100	OFFICE SUPPLIES & EXPENSES	15.78
610-6920-693000	MISC GENERAL EXPENSES	235.08
610-6920-693300	TRANSPORTATION EXPENSES	768.24
620-8010-827000	OPERATION SUPPLY/EXPENSE	1,193.90
620-8010-832000	MAINTENANCE-LIFT STATIONS/PUMP	76.34
620-8400-852000	OUTSIDE SERVICES EMPLOYED	244.99

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/28/2020 - 04/28/2020

Page: 15/16

JOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: EFT

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			7,841.16	0.00		
	150 - FIRE/AMBULANCE FUND			1,379.83	0.00		
	410 - RECYCLING FUND			(50.00)	0.00		
	430 - CAPITAL EQUIPMENT FUND			140.00	0.00		
	440 - LIBRARY FUND			7,265.78	0.00		
	500 - STORM WATER UTILITY			(100.00)	0.00		
	610 - WATER UTILITY FUND			3,625.32	0.00		
	620 - SEWER UTILITY FUND			1,515.23	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5111 - VILLAGE BOARD			157.40	0.00		
	5141 - VILLAGE ADMINISTRATION/FINA			1,841.31	0.00		
	5142 - CLERK-TREASURER			77.94	0.00		
	5144 - ELECTIONS			1,340.23	0.00		
	5211 - POLICE ADMINISTRATION			79.91	0.00		
	5212 - POLICE PATROL			202.38	0.00		
	5213 - CRIME INVESTIGATION			29.00	0.00		
	5221 - FIRE ADMINISTRATION			420.99	0.00		
	5231 - AMBULANCE			958.84	0.00		
	5241 - BUILDING INSPECTOR			(164.00)	0.00		
	5323 - GARAGE			2,478.97	0.00		
	5324 - MACHINERY & EQUIPMENT			25.97	0.00		
	5344 - STORM SEWER			(100.00)	0.00		
	5347 - SNOW & ICE CONTROL			570.00	0.00		
	5363 - RECYCLING			(50.00)	0.00		
	5511 - LIBRARY SERVICES			389.65	0.00		
	5521 - PARKS			570.00	0.00		
	5611 - FORESTRY			632.05	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			569.14	0.00		
	5890 - USE OF DESIGNATED FUNDS			6,446.99	0.00		
	6200 - PUMPING OPERATIONS			349.99	0.00		
	6210 - PUMPING MAINTENANCE			2,248.63	0.00		
	6300 - WATER TREATMENT OPERATIONS			7.60	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			1,019.10	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			1,270.24	0.00		
	8400 - ADMINISTRATIVE & GENERAL			244.99	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			205.00			
	0960			4,812.56			
	1051			212.30			
	1275			451.42			

04/30/2020 09:42 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/28/2020 - 04/28/2020

Page: 16/16

JOURNALIZED OPEN AND PAID

BANK CODE: GEN - CHECK TYPE: EFT

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	2365			441.44			
	2380			1,636.31			
	2544			725.22			
	3064			9.65			
	4325			1,712.87			
	4366			103.18			
	4746			104.99			
	5538			370.77			
	6347			83.15			
	6370			1,429.74			
	6639			282.02			
	7403			898.00			
	7940			2,664.49			
	8378			199.87			
	8389			3,313.15			
	9625			2,685.14			
	9708			796.18			

04/27/2020 02:46 PM
User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/01/2020 - 04/27/2020

Page 1/2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/03/2020	GEN	144 (E)	PAYROLLDATA.COM	OTHER PAYROLL FEES PR 04/03/20	100-5111-539900	32.11
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5120-539900	9.17
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5141-539900	29.61
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5142-539900	9.17
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5144-521900	26.25
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5211-539900	42.53
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5212-539900	62.54
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5213-521900	9.17
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5241-539900	9.17
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5300-539900	41.28
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5632-539900	4.59
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	100-5670-521900	4.59
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	150-5221-539900	178.89
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	440-5511-539900	95.07
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	610-6920-693000	21.68
		144 (E)		OTHER PAYROLL FEES PR 04/03/20	620-8400-856000	17.10
						592.92
04/03/2020	GEN	145 (E)	GREAT WEST RETIREMENT SERVICES	DEFERRED COMPENSATION PR 040320	100-0000-215250	500.00
		145 (E)		DEFERRED COMPENSATION PR 040320	150-0000-215250	74.00
		145 (E)		DEFERRED COMPENSATION PR 040320	610-0000-215250	100.00
		145 (E)		DEFERRED COMPENSATION PR 040320	620-0000-215250	100.00
						774.00
04/03/2020	GEN	29609	VANTAGEPOINT TRANSFER AGENTS	DEFERRED COMPENSATION PR 040320	100-0000-215250	2,917.90
		29609		DEFERRED COMPENSATION PR 040320	150-0000-215250	1.46
		29609		DEFERRED COMPENSATION PR 040320	440-0000-215250	465.59
		29609		DEFERRED COMPENSATION PR 040320	500-0000-215250	6.62
		29609		DEFERRED COMPENSATION PR 040320	610-0000-215250	301.64
		29609		DEFERRED COMPENSATION PR 040320	620-0000-215250	232.86
						3,926.07
04/07/2020	GEN	146 (E)	WI DEPT OF REVENUE QTRLY TAX	WI SALES TAX - 1ST QTR 2020	100-4820-485000	210.37
		146 (E)		WI SALES TAX - 1ST QTR 2020	100-4820-485500	22.14
		146 (E)		WI SALES TAX - 1ST QTR 2020	440-4600-430700	80.80
		146 (E)		WI SALES TAX - 1ST QTR 2020	440-4600-431700	64.71

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		146 (E)		WI SALES TAX - 1ST QTR 2020	440-4670-431100	14.29
						392.31
			TOTAL - ALL FUNDS	TOTAL OF 4 CHECKS		5,685.30

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/13/2020	GEN	147 (E)	VILLAGE OF MUKWONAGO	B19-0005 CHAPMAN FARMS VILLAS	100-0000-211425	1,160.25
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		1,160.25

04/27/2020 02:44 PM
User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/15/2020 - 04/15/2020

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/15/2020	GEN	29621	DARWIN GREENWALD	FINES/FEES PAID ANTOINETTE HAYES	100-0000-233000	205.36
04/15/2020	GEN	29622	DOUSMAN TRANSPORT	COURT PAYMENT	100-0000-233000	634.32
04/15/2020	GEN	29623	GIANNA FARRINGTON	COURT FEES REFUND	100-0000-233000	86.20
04/15/2020	GEN	29624	TREASURER STATE OF WI	COURT FINES MARCH 2020	100-0000-242400	7,099.38
04/15/2020	GEN	29625	WALWORTH CTY TREASURER	COURT FINES MARCH 2020	100-0000-243250	10.00
04/15/2020	GEN	29626	WAUKESHA CTY TREASURER	COURT FINES MARCH 2020	100-0000-243240	2,029.00
			TOTAL - ALL FUNDS	TOTAL OF 6 CHECKS		10,064.26

04/27/2020 02:48 PM
User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/16/2020 - 04/16/2020

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/16/2020	GEN	148 (E)	EMPLOYEE TRUST FUNDS	MAY 2020 PREM HEALTH INSURANCE	100-0000-215300	49,650.03
		148 (E)		MAY 2020 PREM HEALTH INSURANCE	150-0000-215300	9,151.64
		148 (E)		MAY 2020 PREM HEALTH INSURANCE	440-0000-215300	7,379.26
		148 (E)		MAY 2020 PREM HEALTH INSURANCE	500-0000-215300	117.05
		148 (E)		MAY 2020 PREM HEALTH INSURANCE	610-0000-215300	4,106.71
		148 (E)		MAY 2020 PREM HEALTH INSURANCE	620-0000-215300	3,911.29
						74,315.98
04/16/2020	GEN	149 (E)	GREAT WEST RETIREMENT SERVICES	PR 041720 DEF COMP	100-0000-215250	500.00
		149 (E)		PR 041720 DEF COMP	150-0000-215250	74.00
		149 (E)		PR 041720 DEF COMP	610-0000-215250	100.00
		149 (E)		PR 041720 DEF COMP	620-0000-215250	100.00
						774.00
04/16/2020	GEN	150 (E)	PAYROLLDATA.COM	PAYROLL PROCESSING FEES PR 041720	100-5111-539900	25.54
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5120-539900	7.30
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5141-539900	21.89
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5142-539900	7.30
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5211-539900	32.84
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5212-539900	36.49
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5213-521900	7.30
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5241-539900	7.30
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5300-539900	32.84
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5632-539900	3.65
		150 (E)		PAYROLL PROCESSING FEES PR 041720	100-5670-521900	3.65
		150 (E)		PAYROLL PROCESSING FEES PR 041720	150-5221-539900	113.10
		150 (E)		PAYROLL PROCESSING FEES PR 041720	440-5511-539900	76.62
		150 (E)		PAYROLL PROCESSING FEES PR 041720	610-6920-693000	18.24
		150 (E)		PAYROLL PROCESSING FEES PR 041720	620-8400-856000	14.59
						408.65
TOTAL - ALL FUNDS				TOTAL OF 3 CHECKS		75,498.63

04/27/2020 02:49 PM
User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 29696 - 29697

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/16/2020	GEN	29696	MINNESOTA LIFE INSURANCE	MAY 2020 PREM LIFE INSURANCE	100-0000-215301	1,136.57
		29696		MAY 2020 PREM LIFE INSURANCE	150-0000-215301	116.97
		29696		MAY 2020 PREM LIFE INSURANCE	440-0000-215301	181.52
		29696		MAY 2020 PREM LIFE INSURANCE	500-0000-215301	1.04
		29696		MAY 2020 PREM LIFE INSURANCE	610-0000-215301	73.57
		29696		MAY 2020 PREM LIFE INSURANCE	620-0000-215301	66.94
						1,576.61
04/16/2020	GEN	29697	VANTAGEPOINT TRANSFER AGENTS	PR 041720 DEF COMP ID 318363 / ACCT 100-0000-215250 305155		2,880.99
		29697		PR 041720 DEF COMP ID 318363 / ACCT 440-0000-215250		465.59
		29697		PR 041720 DEF COMP ID 318363 / ACCT 610-0000-215250		346.91
		29697		PR 041720 DEF COMP ID 318363 / ACCT 620-0000-215250		188.61
						3,882.10
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		5,458.71

04/27/2020 02:45 PM
User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/27/2020 - 04/27/2020

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/27/2020	GEN	151 (E)	DELTA DENTAL OF WISCONSIN	MAY 2020 DENTAL PREMIUMS	100-0000-215304	245.88
04/27/2020	GEN	152 (E)	INVOICE CLOUD	MONTHLY CREDIT CARD PROCESSING FEES	100-5142-539900	24.00
		152 (E)		MONTHLY CREDIT CARD PROCESSING FEES	100-5241-539900	72.00
		152 (E)		MONTHLY CREDIT CARD PROCESSING FEES	410-5363-539900	42.33
		152 (E)		MONTHLY CREDIT CARD PROCESSING FEES	610-6902-690300	42.34
		152 (E)		MONTHLY CREDIT CARD PROCESSING FEES	620-8300-840000	42.33
						223.00
04/27/2020	GEN	153 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - MARCH 2020	100-0000-215200	30,092.79
		153 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	150-0000-215200	8,915.75
		153 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	440-0000-215200	5,307.44
		153 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	500-0000-215200	61.26
		153 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	610-0000-215200	1,939.12
		153 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	620-0000-215200	1,899.60
						48,215.96
04/27/2020	GEN	29698	AFLAC	ACCOUNT# V1553 APRIL PREMS	100-0000-215302	309.72
		29698		ACCOUNT# V1553 APRIL PREMS	150-0000-215302	250.75
		29698		ACCOUNT# V1553 APRIL PREMS	500-0000-215302	1.58
		29698		ACCOUNT# V1553 APRIL PREMS	610-0000-215302	50.76
		29698		ACCOUNT# V1553 APRIL PREMS	620-0000-215302	50.74
						663.55
04/27/2020	GEN	29699	MUKWONAGO PROFESSIONAL	APRIL 2020 FIRE UNION DUES	150-0000-215500	270.00
04/27/2020	GEN	29700	MUKWONAGO PROFESSIONAL POLICE	APRIL 2020 POLICE UNION DUES	100-0000-215500	550.00
04/27/2020	GEN	29701	VILLAGE OF MUKWONAGO MRA	APRIL 2020 FSA	100-0000-215350	2,075.94
		29701		APRIL 2020 FSA	150-0000-215350	425.38
		29701		APRIL 2020 FSA	440-0000-215350	23.84
		29701		APRIL 2020 FSA	500-0000-215350	0.976
						2,526.12
TOTAL - ALL FUNDS				TOTAL OF 7 CHECKS		52,694.51

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend approval of Resolution 2020-18 a Resolution to provide for compensation to the Village Board members appointed to the Board of Review.
From:	Diana Dykstra
Department:	Administration
Presenter:	Mark Blum
Date of Committee Action (if required)	May 6, 2020
Date of Village Board Action (if required)	May 20, 2020

Information
Subject:

Motion to recommend approval of **Resolution 2020-18** a Resolution to provide for compensation to the Village Board members appointed to the Board of Review.

Background Information/Rationale:

In April the Village Board approved an ordinance to amend Section 78-1 to allow for the compensation of the Board of Review. This Resolution is the next step to establish the amount as an amendment to the 2020 Fee Schedule.

This resolution is administrative and completes the process.

Key Issues for Consideration:**Fiscal Impact (if any):**

The amount approved in April was \$50.

Requested Action by Committee/Board:

Attachments

RESOLUTION 2020-18

**VILLAGE OF MUKWONAGO
WAUKESHA/WALWORTH COUNTIES**

RESOLUTION NO. 2020-18

**RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF MUKWONAGO
TO PROVIDE FOR COMPENSATION TO VILLAGE BOARD MEMBERS
APPOINTED TO THE BOARD OF REVIEW**

WHEREAS, the Village Board of the Village of Mukwonago approved the amendment to Section 78-1 of the Village Code on April 15, 2020; and

WHEREAS, said Ordinance provided for the creation of Section 78-1(c) of the Village Code, providing for compensation to be paid to the members of the Village Board appointed to the Board of Review as a stipend for the services they provide on said Board; and

WHEREAS, the Village Board is desirous of establishing the stipend for Village Trustees on the Board of Review as an amendment to the Village's Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of Mukwonago, that effective with the 2020 Board of Review the Village Trustees shall receive a stipend in the sum of \$50.00 each for their participation in the Board of Review.

BE IT FURTHER RESOLVED that this is not a modification to general Village Trustee compensation and is solely to provided to those Trustees who participate on the Board of Review.

BE IT FURTHER RESOLVED that Village Staff is hereby directed to take such steps are necessary to effectuate the intention of this Resolution.

Adopted this _____ day of _____, 2020.

APPROVED:

Attestation:

Fred Winchowky, Village President

Diana Dykstra, Village Clerk

FM

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149
Phone: (262) 363-6420
Fax: (262) 363-6425
www.villageofmukwonago.com

RECEIVED
APR 17 2020

VILLAGE OF MUKWONAGO SPECIAL EVENT PERMIT APPLICATION

BY: _____ Application Fee: See fee sheet

Date Submitted: 1-28-2020

Total Fees Paid: _____

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Area Chamber of Commerce

Mailing Address: 100 Atkinson St

City: Mukwonago

State: WI

Zip: 53149

Phone Number: 262-363-7758

Is the organization a 501(c)3 organization? ☐ YES ☒ NO

Website Address: www.mukwonagochamber.org

Event Contact Person: Amy Mueller April Reszka

Mailing Address: 100 Atkinson St

City: Mukwonago

State: WI

Zip: 53149

Home Phone: /

Work Phone: 262-363-7758

Cell Phone: 414-852-7773
262 751 1651

Email Address: Mukwonago Farmers Market @ gmail.com
Director@ mukwonagochamber.org

EVENT INFORMATION

Name of the Event: Mukwonago Farmers Market

Date(s) of the Event: May 20 - Oct 14, 2020 Wednesdays

Event Start Time: 12:00 Vendors - 2:00 public

Event End Time: 6:00 public - 7:00 Vendors gone

Location of the Event: Field Park

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

Farmers Market with growers + producers, open to the public for shopping.
In addition to weekly growers and producers - the following dates will
have up to 10 additional vendors: Artisans June 3, July 1, Aug 5,
Sept 2 and Oct 7; Kid programs June 17, Pet products July 15, Car
show Aug 19, Senior programs Sept 16

E. Based on the class definitions found in the manual, what class is your event? ☐ CLASS I ☐ CLASS II

F. Estimated # of participants: 600 Spectators: _____ Vendors: 30

OTHER INFORMATION

- A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.* ☐ YES ☒ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: 0
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* ☒ YES ☐ NO
- D. Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- E. Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES ☒ NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES ☒ NO
- H. Does your event involve amplified music? ☐ YES ☒ NO
 If yes, will the amplified music be a: ☐ Band ☐ DJ ☐ Other
 Hours of amplified music: _____
- I. Please list the number of security staff you will be providing for the event: 0
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? 2
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event. Each vendor sets up their own 10ft x 10ft tent. All tents must be weighted or staked.* ☒ YES ☐ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☒ YES ☐ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
Put Farmers Market banner up on May 14th, take down Oct 15th
Two Barricades
Four Garbage Cans
***Please see plan of operation
- P. Have you reviewed and do you have a copy of the Village of Mukwonago Special Events Manual and the Village of Mukwonago Ordinance? ☒ YES ☐ NO

INSURANCE REQUIREMENTS

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

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

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

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

Application:

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

Other Documents:

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

DEPOSIT REQUIREMENTS

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

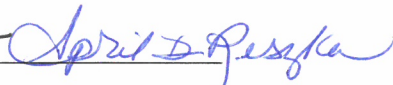
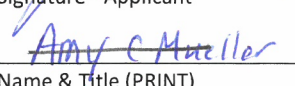
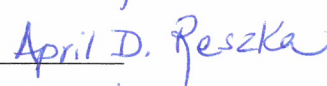
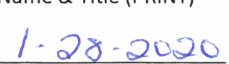
TERMINATION OF AN EVENT

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

CERTIFICATION

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

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

 _____ Signature - Applicant	 _____ Signature - Applicant
 _____ Name & Title (PRINT)	 _____ Name & Title (PRINT)
 _____ Date	 _____ Date

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

MUKWONAGO 2020 EVENTS



• **FARMERS' MARKET** - Producers Only! Family Friendly!

WINTER FARMERS' MARKET: 2nd & 4th Saturdays November thru April - 9am-12pm inside the Mukwonago Community Library.

SUMMER FARMERS' MARKET: Wednesdays, May 20th thru October 14th. 2-6pm at Field Park Mukwonago

• **SPRING FLING** - April 18th - Chamber's Largest Fundraiser of the Year! This Annual Chamber event includes a silent and live auction, raffles, entertainment and business networking. Join us for dinner hosted at The Cotton Exchange in Waterford. Open to the public. Registration Required.

• **GOLF EVENT** - June 25th - **Calling all Golfers!** Come enjoy 18 holes of golf with a cart, includes lunch & dinner. In addition; hole-in-one events, putting competitions, raffles and more. Whether you are an avid golfer, casual golfer, or a first-timer - you won't want to miss this event. Held at Morningstar Golfers Club. Open to the public. Registration required.

• **BALLOONS OVER MUKWONAGO** - July 17th thru 19th - **A Hot Air Balloon Event!** Bring a lawn chair, sit back & relax with the opportunity to see early morning and evening Hot Air Balloon launches and night glows. Enjoy food trucks, spirits, family fun activities, entertainment & merchandise. Event grounds between Parkview Middle School and Mukwonago Area School District Office.

****ALL BALLOON OPERATIONS ARE WIND AND WEATHER DEPENDENT****

• **FALL FEST** - September 19th - **Celebrate Fall in Downtown Mukwonago!** Enjoy the village wide celebration visiting many local businesses offering special events. Outdoor festivities including a craft and vendor fair, family friendly activities, chili cook-off and more will line the streets in Downtown Mukwonago (Main St, Fox St, Atkinson St). Grab a bite to eat at one of our food tents or dine-in at one of the local restaurants.

• **MIDNIGHT MAGIC** - December 5th - **Community Christmas Celebration!** Magic fills Mukwonago with this Village-wide Christmas celebration featuring an Indoor Marketplace at Mukwonago High School (over 150 crafters and vendors), Professional Pictures with Santa, Live Nativity, Horse-Drawn Carriage Rides, Dog Sled Pulls, Santa Train Rides and a Gingerbread House Decorating Contest. A Christmas Parade at 3pm will fill the streets with magic. Finish this memorable day watching a colorful firework display.

• **MAXWELL STREET DAYS FLEA MARKET** - June 13 & 14, July 18 & 19, August 15 & 16, September 12 & 13 - **Saturday & Sunday from 8am-5pm** Held in Field Park (corner of Hwy 83 & NW/Veterans Way) featuring over 650 sellers. For more details contact: 262-363-1501 maxwellstreetdays.net

To register for Chamber events and for up to date information follow us on Facebook and visit our website at www.mukwonagochamber.org

Mukwonago Farmers' Market

2020 Special Event Vender Application

Mukwonago Farmers' Market hosts 3 Special Events that accept additional vendors during the weekly Farmers' Market. Each Special Event is ONE DAY ONLY and allows you to promote your business, program or activity.

Wednesdays 2-6pm Field Park, Mukwonago

June 17th - Busy Kids Day (Promote your kid related programs & activities, no sales allowed)

July 15th - PETacular (Promote your pet related business or program, sale of pet related items allowed)

September 16th - Seniors Day (Promote your senior related programs & activities, no sales allowed)

- \$10 per stall. Each stall space is 10ft x 10ft with room for one vehicle to be parked directly behind.
- Vendors can begin setting up at 1pm. Vendors MUST be set up by the start of the Market at 2pm and remain set up until the close of the Market at 6pm.
- You must provide your own chairs, tables & tent. Tents must be weighted or staked.
- Market is held rain or shine. The Mukwonago Farmers' Market retains the right to cancel the MFM due to severe weather. No refunds.

Business Name _____ Contact Name _____

Phone _____ E-mail _____

Address _____ City _____ Zip _____

Circle Event(s) applying for: Busy Kids Day PETacular Seniors Day

PETacular Only

Will you have live animals at the event? If so, how many and what type?

Will you be selling anything? If so, list each item (use back of application if more room is required):

What will you be promoting or demonstrating? (Sales not allowed during Busy Kids or Seniors Day)

The Mukwonago Farmers' Market Committee reserves the right to final Exhibitor/ Vendor approval

The renter of a market booth holds harmless the Mukwonago Area Chamber of Commerce & Tourism Center and the Village of Mukwonago, from and against all causes of action, claims, demands, suits, liability, or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of use of any rented or occupied market space or in connection with any action or omission of the renter who shall defend the above (Mukwonago Area Chamber of Commerce and Tourism Center) in any such cause of action or claim.

Signature _____ Date _____

Mail application and payment to: **Mukwonago Area Chamber of Commerce, 100 Atkinson St., Mukwonago, WI 53149.**

Please make checks made payable to MACC 262.363.7758 or email MukwonagoFarmersMarket@gmail.com

MUKWONAGO AREA CHAMBER OF COMMERCE & TOURISM CENTER

100 Atkinson Street, Mukwonago, WI 53149

Farmers' Market- Every Wednesday, May 20 - October 14, 2020 - 2pm - 6pm

Plan of Operation

Mukwonago Area of Chamber of Commerce & Tourism Center's Mission Statement:

The Mukwonago Area Chamber of Commerce & Tourism Center is an organization of community focused leaders dedicated to promoting a positive business environment by supporting economic development through networking, educating and promoting our local businesses, as a voice and resource for business, education, agriculture, civic and community organizations throughout the Mukwonago Area.

Farmers' Market Plan of Operation

Both Entrances Open: Hwy 83 and NN/Veterans Parkway

Farmers' Market to be held at Field Park - Please see area map attached

Farmers' Market Manager on premise from 12:30 - 6:30pm

Set-up 12pm, cleanup 6:01pm

Expecting: 600+ patrons and 30 vendors

Please note monthly "Special Events" - Please see Special Events application attached

No electricity provided

Community Booth allowing local businesses, clubs and organizations to promote themselves

DPW:

- Please Hang Banner on May 14th
- Barricades (2) - Both ends of the Market
- Picnic Tables removed from Vendor Booth Area
- Garbage Cans (4) - Throughout Market

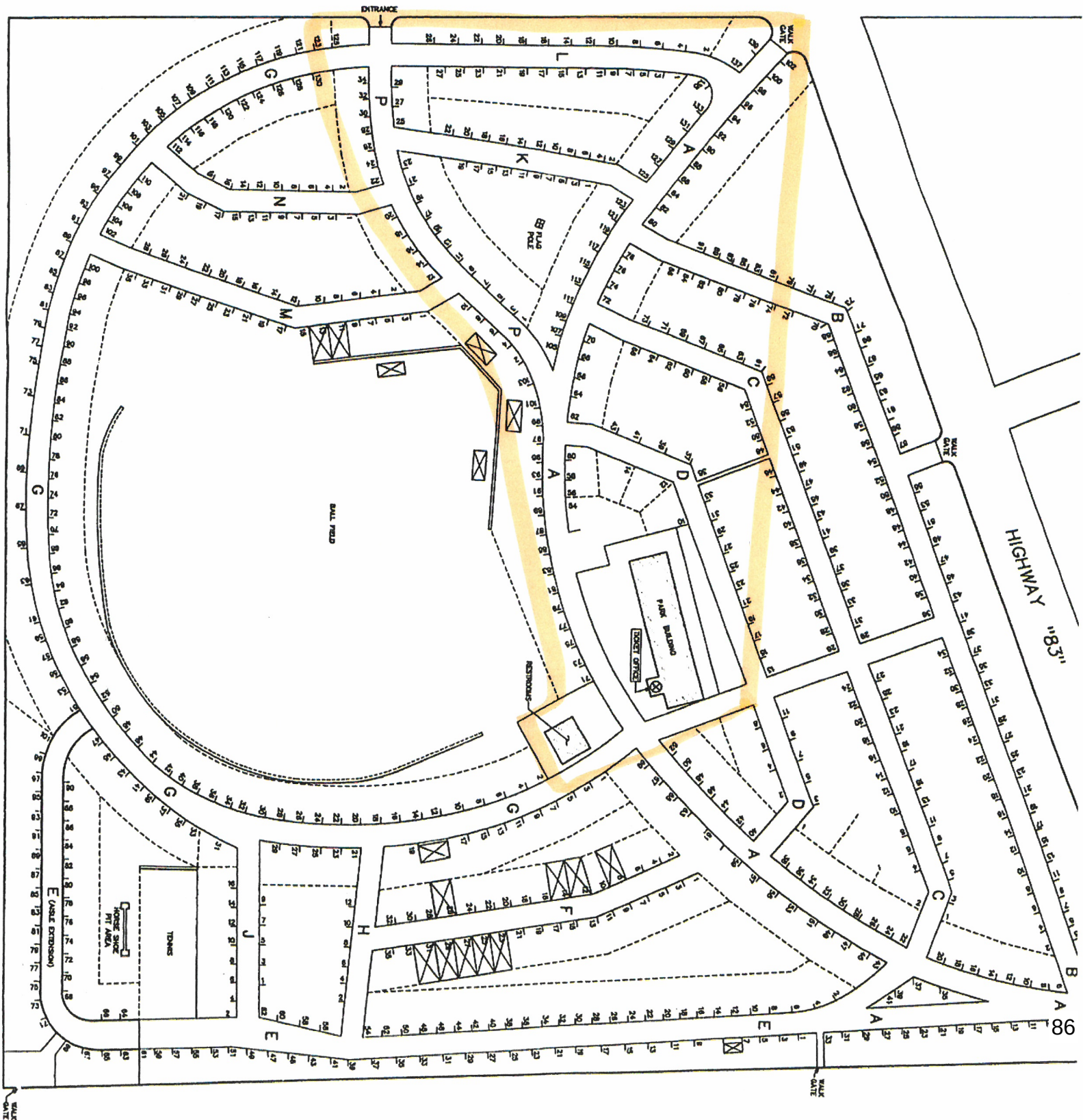
Please call April Reszka at the chamber office with any questions (262) 363-7758

MAXWELL STREET PARK LAYOUT

WITHIN VILLAGE OF MUKWONAGO
"FIELD PARK"

PREPARED BY:
FARRIS, HANSEN & ASSOCIATES,
ENGINEERS, ARCHITECTS, & SURVEYOR
7 RIDGWAY COURT, P.O. BOX 437
ELKHORN, WISCONSIN 53121
PHONE: (414) 723-2098
FAX: (414) 723-5886
PROJECT NO. 4909

HIGHWAY "NN"



HIGHWAY "83"

MUKWONAGO AREA CHAMBER OF COMMERCE & TOURISM CENTER
100 Atkinson Street, Mukwonago, WI 53149

Mukwonago Farmers' Market - Every Wednesday, May 20 - October 14, 2020 - 2-6pm

Plan of Operation

Mukwonago Area of Chamber of Commerce & Tourism Center's Mission Statement:

The Mukwonago Area Chamber of Commerce & Tourism Center is an organization of community focused leaders dedicated to promoting a positive business environment by supporting economic development through networking, educating and promoting our local businesses, as a voice and resource for business, education, agriculture, civic and community organizations throughout the Mukwonago Area.

Farmers' Market Plan of Operation (All Season):

- One Entrance Open: Hwy 83 (NN/Veterans Parkway – closed)
- Farmers' Market to be held at Field Park - Please see area map attached
- Farmers' Market Manager on premise from 12:30 - 6:30pm
- Set-up 12pm, cleanup 6:01pm
- Expecting: 600+ patrons and 30 vendors (first weeks we expect a lower number of vendors)
- Please note monthly "Special Events" - Please see Special Events application attached
- No electricity provided
- Community Booth allowing local businesses, clubs and organizations to promote themselves
- DPW:
 1. Please Hang Banner on May 14th
 2. Barricades (2) - Both ends of the Market
 3. Picnic Tables removed from Vendor Booth Area
 4. Garbage Cans (4) - Throughout Market

Per Covid-19 regulations from the State of Wisconsin Executive Orders we will incorporate and direct vendors with the following information:

In Addition until the Covid-19 Regulations are lifted:

1. Farmers' markets, farm and produce stands are allowed to be open.
2. Shoppers are not allowed to touch the product until sold.
3. No samples; all food is to be consumed off-site.
4. Practice social distancing; 6 feet apart. Booths set farther apart.
5. Social Distancing Signs will be posted.
6. Vendors tents setup on one side only for one way walking around park circle. Flow of traffic paths will be marked.
7. Use "caution tape" around vendor tables to identify distance. As well as block off in-between vendors to ensure customers remain on one-way path.
8. Vendors will be required to have hand sanitizer at tent.
9. Vendors will be required to Wash hands with soap and water for at least 20 seconds as frequently as possible or use hand sanitizer.
10. Vendors required to wear gloves and masks.
11. Cover cough or sneezes in the sleeve or elbow (not hands).
12. Regularly clean high-touch surfaces.
13. Chamber will remain current with COVID-19 related directives and contact 2-1-1 with general questions about COVID-19 or through. <https://www.dhs.wisconsin.gov/covid-19/index.htm>
14. Resources and questions specific to program and new regulations can be directed to: dhswicfnnp@dhs.wisconsin.gov

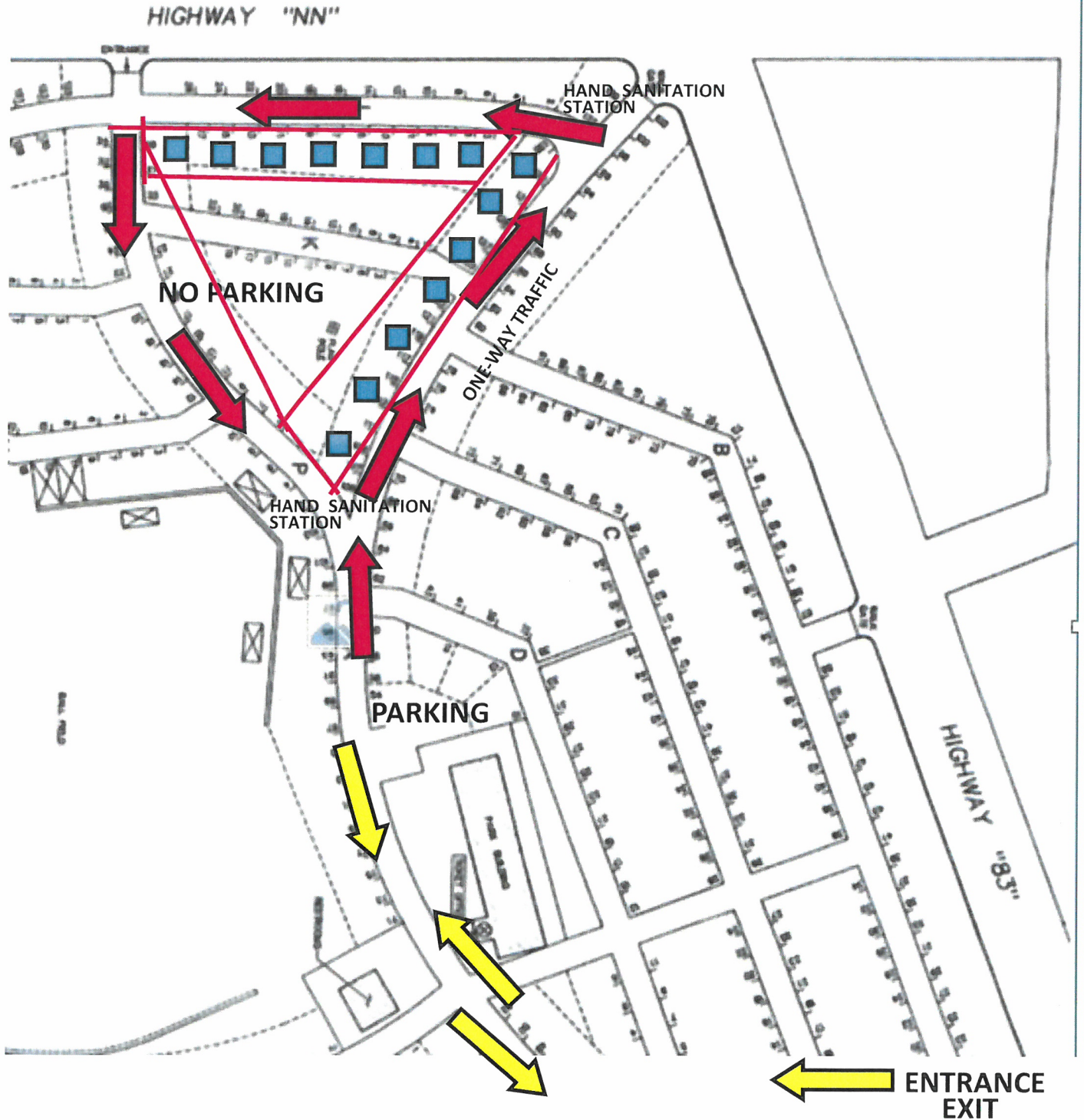
Please call April Reszka at the Chamber office with any questions (262) 363-7758 or email assistant@mukwonagochamber.org

MUKWONAGO AREA CHAMBER OF COMMERCE & TOURISM CENTER
100 Atkinson Street, Mukwonago, WI 53149

Mukwonago Farmers' Market - Every Wednesday, May 20 - October 14, 2020 - 2-6pm

Temporary Plan of Operation for Covid-19

All patrons enter and exit on Highway 83 (yellow arrows). NN entrance will remain closed.
Parking will take place by the pavilion. One-way foot traffic around the market (red arrows). Booths on the north-side of the walkway. Caution tape shown in red on front and back sides of each vendor space.
Vendor Spaces will be 12X12 with a 12X12 space on both sides of each booth. Hand Sanitation Stations.





100 Atkinson Street
Mukwonago, WI 53149
Phone: 262.363.7758
director@mukwonagochamber.org
www.mukwonagochamber.org

September 12, 2019

Dear Village Board:

I am sending this letter to acknowledge a new fee schedule that will be implemented for the Mukwonago Farmers' Market at Field Park for the 2020 summer Farmers' Market season. The 2020 summer Farmers' Market season will run from May 20th to October 14th, totaling 22 weeks. The fee we agreed upon is \$20 per week, which equates to \$440 for the 2020 summer season. Please invoice the Mukwonago Area Chamber of Commerce for the total amount prior to the start of the season.

The Chamber is a not-for-profit organization that relies on partnerships such as this to provide community-enriching services to the greater Mukwonago area.

Thank you for your continued partnership.

Sincerely,

April D. Reszka
Executive Director

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149
Phone: (262) 363-6420
Fax: (262) 363-6425
www.villageofmukwonago.com

VILLAGE OF MUKWONAGO PARK FACILITIES RENTAL APPLICATION FIELD PARK

Date Submitted: 1-28-2020

Complete, accurate and specific information must be entered. Please Print.

GUIDELINES

This form must be completely in its entirety and submitted to the Village of Mukwonago Clerk's Office, 440 River Crest Court, Mukwonago, WI, 53149, for approval. A signed copy authorizing the use of the Park Facility will be returned to the requesting party. Fees and the park form must be on file **two (2) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office
ATTN: Field Park Usage
440 River Crest Ct
Mukwonago, WI 53149
Email to: lgourdoux@villageofmukwonago.com

FEES (check all that apply)

- | | | |
|---|----------------------------|----------|
| ☐ Field Park Pavilion A Resident (Main Pavilion) – 1-49 people | \$100.00 per day | \$ _____ |
| ☐ Field Park Pavilion A Resident (Main Pavilion) – 50-100 people | \$150.00 per day | \$ _____ |
| ☐ Field Park Pavilion A Resident (Main Pavilion) – more than 100 people | \$175.00 per day | \$ _____ |
| ☐ Field Park Pavilion B Resident (Ball Diamond Pavilion) | \$75.00 per day | \$ _____ |
| ☐ Field Park Pavilion C Resident (Playground Pavilion) | \$75.00 per day | \$ _____ |
| ☐ Field Park Baseball Field Reservation (for non-athletic organizations) | \$25.00 per day | \$ _____ |
| ☐ Field Park Baseball Field Lights | \$40.00 per day | \$ _____ |
| ☐ Entire Park Resident | \$200.00 per day | \$ _____ |
| ☐ Electricity and Coordination (Pavilions B or C) | \$15.00 per day | \$ _____ |
| ☐ Non-Resident Fee | Additional \$25.00 per day | \$ _____ |

Farmers' Market - Northeast end of Park #20/wk = \$440.00 per day
Special Rate
Fee Total \$ 440.00

DEPOSIT (check all that apply)

- | | | |
|---|----------|----------|
| ☐ Field Park Pavilion A and/or entire park Deposit | \$200.00 | \$ _____ |
| ☐ Field Park Pavilion B and C Deposit | \$100.00 | \$ _____ |
| ☐ Key Deposit | \$25.00 | \$ _____ |

Deposit Total \$ _____

APPLICANT INFORMATION

Name: Amy Mueller - Mukwonago Area Chamber of Commerce
Address: 100 Atkinson St City: Mukwonago State: WI Zip: 53149
Daytime Phone: 414-852-7773 Fax: _____
E-Mail: MukwonagoFarmersMarket@gmail.com

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Area Chamber of Commerce
Mailing Address: 100 Atkinson St City: Mukwonago State: WI Zip: 53149
Phone Number: 262-363-7758 Is the organization a 501(c)3 organization?: ☐ YES ☒ NO
Website Address: www.mukwonagochamber.org

RENTAL INFORMATION

Date(s) of the Event: May 20 - Oct 14, 2020 - Wednesdays
Estimated # of Participants: 600
NOTE: (If there are 150 people or more, a special event permit will be required under separate application):
Event Start Time: 12:00 - Vendors 2:00 - Public Event End Time: 6:00 public - 7:00 Vendors gone

A. Generally describe your event and its purpose.

Farmers Market with growers and producers, open to the public for shopping

B. Will you be serving alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses may be necessary under separate application.*

☐ YES ☒ NO

C. Does your event involve amplified music? No

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

Hours of amplified music: _____

D. If you will be using the baseball field lights, what are the times needed?

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

☒ YES ☐ NO

Each vendor sets up their own 10 ft x 10 ft tent. All tents must be weighted or staked.

F. Please describe your dumpster/clean-up plan.

Garbage cans on site for shoppers waste.

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

Put Farmers Market Banner up on May 14th, take down Oct 15th
Two Barricades
Four Garbage Cans
* please see plan of operation.

INSURANCE REQUIREMENTS

The applicant will provide an indemnity bond if the event has 50-149 people per day. The applicant will obtain liability insurance for an event that includes alcohol or has 150 or more people per day. Proof of this insurance, with coverage no less than \$1,000,000 which names and endorses the Village, its officers, agents, employees, and contractors as an additional insured party is due no later than 20 days before the event.

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

DEPOSIT REQUIREMENTS

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

TERMINATION OF AN EVENT

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

CERTIFICATION

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


Signature- Applicant

Amy C Mueller
Print Name

1-28-2020
Date

FOR OFFICE USE ONLY			
Date Fees/Deposit Paid	Receipt #	Date Deposit Returned	Permit #
Key # Issued	Date Key Issued	Key # Returned	Date Key Issued
Application forwarded to: ☐ Administrator ☐ Building Inspection ☐ Fire Department ☐ Police Department ☐ Public Works Department			

LICENSE AGREEMENT

THIS LICENSE, Made and entered into this ____ day of _____, 2020, by and between Wisconsin Electric Power Company, a Wisconsin corporation, doing business as We Energies, hereinafter referred to as "Licensor", and Village of Mukwonago, a municipal corporation, hereinafter referred to as "Licensee"; (Individually sometimes referred to as "Party", collectively as "Parties").

WITNESSETH:

Licensor, for and in consideration of the covenants, conditions, and agreements hereinafter contained, hereby grants license and permission unto Licensee, to develop, at Licensee's sole cost and expense, and use a part of Licensor's right of way lands (hereinafter "Lands") as a recreation trail (hereinafter "Premises") and to place thereon a trail for hiking, biking, and cross-country skiing and other similar non-motorized recreational uses (hereinafter "Trail") for use by the general public and for no other purpose or purposes whatsoever (except those purposes as may be determined by Licensor for its own use), which Premises is located West of Holz Parkway to Village Parking lot, north of I-94, being a part of the Southwest ¼ of Section 25, Township 5 North, Range 18 East, Village of Mukwonago in Waukesha County, Wisconsin. The general location of said Lands and Premises is shown highlighted on the maps marked Exhibit "A", attached hereto and made a part hereof. Licensor recommends a 10 foot wide road grade asphalt trail with a 1 foot gravel edge on both sides of the trail with road grade rating.

The License and permission herein granted is subject to the following conditions:

1. Term: The term of this License Agreement (hereinafter "License") shall be for a period of five (5) years (hereinafter "Initial Term") and continue thereafter on a year to year basis subject to termination as hereinafter provided. This License shall commence on the above date which is the date the last of the Parties hereto executed this License (hereinafter "Commencement Date")
2. Termination: Upon expiration of the Initial Term, this License may be terminated at any time by either Party hereto by providing at least 90 days prior written notice to the other Party of such termination. Notwithstanding any of the terms and conditions contained herein, should Licensor require exclusive use of any part of its Lands, including the Premises, for its purposes, then Licensor may, at any time, including during the Initial Term, terminate the License in whole or in part on such part or parts of the Lands or Premises it requires, and Licensee shall, not later than 90 days after receiving notice of such termination, at its sole cost and expense, relocate, remove or re-route the Trail from such part or parts of the Lands.
3. Non Use: Licensee shall have one (1) full year, beginning at the Commencement Date of this License, to begin construction of the Trail and one (1) full year after the start of construction to complete construction, as permitted herein. If Licensee fails to begin construction of the Trail within one (1) year of the Commencement Date or complete construction of the Trail within one (1) year, this License shall terminate immediately without notice from Licensor.
4. Base Rent: During the Initial Term and extensions thereto, no Base Rent shall be due.
5. Assignment: Licensee shall not assign this License nor permit any transfer by operation of law or otherwise of the interest in the herein-described Premises acquired through this License unless otherwise approved by Licensor in writing.
6. Acceptance of Premises: Licensor offers and Licensee agrees to take the Premises in an "as is" condition and Licensor makes no warranty or representation of any kind as to the condition, quality or suitability of the soil, subsoil

or surfacing of the Premises and Lands or anything thereon or therein, unless the same is specifically set forth in this License, for the purposes to which Licensee will utilize the Premises. Licensee has examined the Premises described hereinabove and knows the condition thereof and no representations as to the condition and repair thereof and no agreements to make any alterations, repairs or improvements in or about the licensed Lands and Trail have been made by Licensor. Licensee's taking possession of the Premises shall be conclusive evidence as against Licensee that the Premises were in good order and satisfactory condition for use as a Trail and other permitted ancillary uses. Licensor shall not be liable for any damages arising from acts or neglect of Licensee or its invitees or users of the Premises, whether authorized to use the Lands and Premises or not.

7. Permitted and Prohibited Uses: The Premises shall be used for the purpose of constructing, installing, operating, maintaining, using, repairing, and removing a recreation trail and permitted appurtenances thereto for hiking, biking, and cross-country skiing and other similar non-motorized recreational uses and for no other reason whatsoever. No vehicles, trucks, cars or equipment are to be parked or materials stored on said Lands or Premises at any time without specific written approval of Licensor. Furthermore, the Licensee agrees that no motorized vehicles, including but not limited to cars, trucks, snowmobiles, motor bikes, mini-bikes, motorcycles, mopeds, go-carts and all-terrain vehicles will be used, operated or permitted on the Lands or Premises. However, Licensee shall be permitted to use motorized vehicles for the patrol, maintenance and other permitted uses of the Lands and Premises. The Licensee also agrees that no horses will be used or permitted on the Lands and Premises. Licensee agrees that no kites, model airplanes or similar or dissimilar objects that may come in contact with or in close proximity to the facilities of Licensor or the American Transmission Company LLC (hereinafter "ATC") and its successors and assigns, will be used, operated or permitted on the Lands and Premises.
8. Signage: Licensee shall not place or maintain or allow to be placed or maintained by any person or persons, any signs or advertising billboards upon the Lands or Premises at any time, except as required or permitted by this Section. Licensee shall install and maintain signs that are necessary to identify Licensee's Trail and occupancy of the Lands and Premises at every road crossing and at least every 2,600 feet along the Trail or more frequently as desired by Licensor. Such identification signs shall include the We Energies approved corporate logo and shall state "In cooperation with We Energies" or such other signs as Licensor may reasonably require. Licensee further agrees to post, maintain at all times, and if necessary, replace signs that expressly state the uses that are permitted and prohibited under Section hereof. In addition, Licensee hereby agrees to post safety and traffic signs along the Trail and at road crossings, railroad crossings, driveways, farm crossings and any other vehicular crossings along the Trail. All signs must be approved by Licensor prior to erection or installation on the Lands or Premises.
9. Zoning and Permits: Licensee hereby agrees that Licensor has made no representations that the Premises are properly zoned for the proposed use by Licensee, and it is expressly understood that Licensee hereby assumes any and all obligations and responsibilities with respect to compliance with all applicable zoning laws and ordinances of any regulatory bodies which may have jurisdiction. Any change in zoning must be approved by Licensor. This License is conditioned on Licensee's obtaining all necessary permits and authority for the proposed use. All permits required hereunder shall be acquired by Licensee at its sole cost and expense. If permits are required, a copy of the final permits must be provided to the Licensor prior to the commencement of any work on the Lands or Premises by Licensee and upon reasonable time for Licensor to review the permits.
10. Governmental Jurisdiction: Licensee shall, in the use and occupancy of the Premises, comply with all laws, ordinances, rules and regulations of Village of Mukwonago, Waukesha County, State of Wisconsin and all other governmental bodies having jurisdiction, over the operation of Licensee's or Licensor's business or occupation of the Lands and Premises.
11. Construction and Other Liens: Licensee shall have no authority, express or implied, to create or place any lien or encumbrance of any kind or nature whatsoever upon, or in any manner to bind, the interest of Licensor in the Premises or Lands or to charge the Base Rent payable hereunder, if any, for any claim in favor of any person

dealing with Licensee, including those who may furnish materials or perform labor for any construction or repairs. Licensee covenants and agrees that it will pay or cause to be paid all sums legally due and payable by it on account of any labor performed, materials, services or supplies furnished in connection with any work performed on the Premises and Lands by or at Licensee's direction on which any lien is or can be validly and legally asserted against its interest in the Premises or the improvements thereon and that it will save and hold Licensor harmless from any and all loss, liability, cost or expense, including costs of suit and reasonable attorney's fees, based on or arising out of asserted claims or liens against the Leasehold estate or against the right, title and interest of the Licensor in the Premises and Lands or under the terms of this License. Licensee will not permit any construction lien or any other liens which may be imposed by law affecting Licensor's or its mortgagees' interest in the Premises and Lands to be placed upon the Premises or Lands arising out of any action or claimed action by Licensee, and in case of the filing of any such lien Licensee will promptly pay same. Licensee shall provide Licensor with Lien Waivers from all contractors and subcontractors for all work performed and material and services supplied by or on its behalf at the Premises or Lands. If any such lien shall remain in force and effect for ten (10) days after written notice thereof from Licensor to Licensee and Licensee has not posted with Licensor a bond in the amount of at least 125% thereof, Licensor shall have the right and privilege of paying and discharging the same or any portion thereof without inquiry as to the validity thereof, and any amounts so paid, including expenses and interest, shall be so much Additional Rent hereunder due from Licensee to Licensor and shall be paid to Licensor immediately on presentation of a bill therefor. Notwithstanding the foregoing, Licensee shall have the right to contest any such lien in good faith and with all due diligence so long as any such contest, or action taken in connection therewith, protects the interest of Licensor and Licensor's mortgagee in the Lands, and Licensor and any such mortgagee are, by the expiration of said ten (10) day period, furnished such protection, and indemnification against any loss, liability, cost or expense related to any such lien and the contest thereof as are satisfactory to Licensor and any such mortgagee. If Licensee has posted a bond with Licensor in the amount of 125% of the liens, such liens can and will be cleared within 180 days of filing. However, Licensor reserves the right at any time prior to the expiration of said 180 day period to make a demand on said bond to clear its title in the event such liens would prevent Licensor's lawful use or transfer of its property in any way or to prevent any loss of Licensor's fee simple ownership rights. Licensor reserves the right to make demand on any such bond immediately upon expiration of said 180 day period. Licensor agrees to notify Licensee of its intent to secure the release of any such liens from the posted bond. No temporary or permanent construction may occur in wetlands. If any work is proposed within wetlands, the Licensee must obtain the appropriate permits from the Wisconsin Department of Natural Resources ("WDNR") and the Army Corps of Engineers ("ACOE"). The Licensee must provide a copy of the application and final permits to Licensor prior to working within the wetland and provided Licensor has reasonable time to review said permits.

12. Diggers Hotline: Licensee shall contact Diggers Hotline at (800) 242-8511 to locate any underground facilities at least five (5) days prior to any work, excavation or construction on the Lands and Premises in order to determine the location of electric, telephone, water, communication and natural gas facilities within the Lands, Premises and surrounding lands in the vicinity of the contemplated work and the applicable clearance requirements for work performed in the proximity of such facilities.
13. Plan Review and Approval: Licensee shall submit to Licensor and to ATC for its review and written approval, detailed site plans and construction drawings (hereinafter "Plans") showing the proposed location of the Trail with respect to the Lands and Utility Facilities, which Plans shall also include proposed grade changes, Trail cross sections, signs and other improvements to the Premises which Licensee desires to construct or install. If Licensee intends to use any fill on Licensor's Lands, Licensee shall include the type and source of any fill material on the Plans and any fill material used shall be subject to inspection and analysis by Licensor for the presence of Hazardous Material as defined in Section _____ hereinafter. Licensee will not install or construct or permit to be installed or constructed, any improvements upon, or make any alterations or substantive changes to the approved plans for the Premises without first submitting plans and specifications to Licensor and receiving Licensor's approval thereof.

14. Height Restrictions: Licensee hereby agrees that no vehicles or equipment will be used, stored operated or permitted on the Lands or Premises having a height in excess of 12 feet above original ground grade level, unless otherwise approved in writing by Licensor and/or ATC as their respective interests lie.
15. Runoff Control: Licensee and its contractors shall follow those best management practices to prevent or control site runoff and erosion in accordance with the Wisconsin Department of Natural Resources (hereinafter "WDNR") publication "Wisconsin Construction Site Best Management Practice Handbook." It shall also be the responsibility of the contractor to determine if and when a permit to discharge storm water associated with a construction activity as per Wisconsin NR 216, or subsequent statute, law, ordinance, act, rule or regulation, is required. Following the completion of Licensee's work, all adjoining areas shall be restored.
16. Drainage and Grade Changes: Licensee shall be permitted, at its sole cost and expense, to grade, level, and apply crushed stone and/or asphalt paving and plant grass on the Trail and Premises as may be permitted by Licensor except that the Licensee shall not in any manner alter or change the original ground grade level of the Premises, or alter in any manner the drainage on the Lands or Premises without obtaining written permission from Licensor. Licensor, at its sole discretion, may require Licensee to install such drainage facilities as Licensor may deem necessary to adequately drain the Lands and Premises, which facilities are made necessary due to or arising out of any filling, grading, leveling, paving or use by the Licensee hereunder. All such drainage facilities (including culverts, storm sewers, ditches, etc.) shall be installed by and at the expense of the Licensee and to the complete satisfaction of Licensor. Any existing culverts that run beneath Licensor's lands must be maintained or enhanced; they can not be removed, filled or otherwise blocked.
17. Maintenance and Landscaping: Licensee shall, at its sole cost and expense, keep the Licensed Lands and Premises routinely mowed and free of weeds to the satisfaction of the local Weed Commissioner and Licensor. Licensor reserves the right to trim and/or cut down any trees and shrubs on the Lands and Premises. Licensee further agrees that it shall maintain the entire Premises as a Trail as described hereinabove, and perform such other landscaping maintenance necessary to maintain an appearance suitable to such use as a Trail for biking, hiking and cross-country skiing and other similar non-motorized recreational uses. Licensee shall not plant any trees or shrubs on the Lands or Premises without the express written permission of the Licensor. Licensee agrees to keep the Lands and Premises clean and free from all debris, rubbish, litter and trash. Licensee shall be permitted or upon request of Licensor, to place trash containers at convenient locations on the Premises. Such containers shall be emptied on a regular basis, prior to overflowing or creating a nuisance, by Licensee.
18. Work Standards: During construction, use of and repairs or maintenance to the Lands or Premises pursuant to this License, while in proximity to electrical conductors or gas facilities presently existing or to be installed at some future date, Licensee hereby agrees to conform to all laws, rules, ordinances, acts and regulations such as O.S.H.A. Safety and Health Regulations for Construction dealing with safe work practices and the operation of equipment near electrical lines and equipment and the provisions and requirements of the Wisconsin Administrative Code, Rules of the Department of Commerce and any amendments thereto. Licensee shall, at all times, comply with the provisions of the Wisconsin State Electric Code, compiled by the Department of Commerce and the Public Service Commission of Wisconsin, and all amendments thereto. Any work done by Licensee on the Lands or Premises shall be performed in such a manner as not to interfere with the use of Licensor's Lands for electric lines, gas lines, communication lines and related or unrelated facilities, both overhead and underground, which presently exist or might be installed at a later date.
19. Damage to Facilities: Licensee hereby agrees to effectively prevent damage to electrical facilities, communication facilities or related facilities due to or arising out of the construction, installation, operation, maintenance, repairs, removals and use of the Lands and Premises by Licensee, its employees, agents, contractors, customers or invitees. In the event the Lands, Premises or adjoining lands or existing electrical and communication facilities or related or unrelated facilities thereon are damaged as a result of activities conducted

on or in any way connected with Licensee's construction, installation, operation, maintenance, repairs, removals or use of the Lands or Premises by Licensee, its employees, agents, contractors, customers or invitees, repairs shall be completed by or at the direction of Licenser and paid for by Licensee upon presentation of a bill therefor.

20. Movement of Licenser Facilities: In the event it is necessary for Licenser, ATC or existing tenants, permittees or licensees to reconstruct, protect, modify, adjust, replace or relocate its facilities due to the aforementioned use of Licenser's Lands and/or the construction, operation, maintenance or existence of Licensee's facilities, Licensee agrees to promptly reimburse Licenser, ATC or such affected tenants, permittees or licensees upon presentation of a bill for the costs and expenses incurred by Licenser as a result thereof but Licensee shall be given the option of moving or relocating its material and equipment to reduce or eliminate costs associated herewith.
21. Proximity to Gas Lines/Facilities: During construction, installation, operation, maintenance, repairs, removals and use of the Lands and Premises pursuant to this License, while in proximity to gas lines and gas facilities presently existing or to be installed at some future date, Licensee hereby agrees to exercise due caution, comply with all applicable safety laws and regulations and take or suffer no action which results in the gas lines or gas facilities being placed in violation of any applicable law or regulation. In the event the Lands, Premises, adjoining lands or existing gas facilities or related facilities thereon are damaged as a result of activities conducted on or in any way connected with Licensee's construction, installation, operation, maintenance, repairs, removals or use of the Lands or Premises by Licensee, its employees, agents, contractors, customers or invitees, repairs shall be completed by or at the direction of Licenser and paid for by Licensee upon presentation of a bill therefor.
22. Solid Waste: Licensee shall not cause or permit any solid wastes to accumulate or be stored in or about the Lands or Premises. All solid wastes shall be properly stored, handled and routinely disposed of off the Lands and Premises in a manner that complies with applicable federal, state and local laws, codes and/or regulations. Licensee shall not store, handle or dispose of solid wastes in a manner that will pollute or contaminate the atmosphere, ground or water or which may adversely affect the health, welfare or safety of persons whether located on the Lands, Premises or elsewhere.
23. Hazardous Materials: Licensee its agents, employees, contractors, and invitees shall not cause or permit any Hazardous Material to be brought upon, kept, or used in or about the Lands or Premises or Licenser's adjoining lands .The use and/or storage of Hazardous Material by or for any assignee is prohibited. Licensee shall not discharge, leak, or emit, or permit to be discharged, leaked, or emitted, any material into the atmosphere, ground, storm water or sanitary sewer system, or any body of water, if such material (as determined by the Licenser or any governmental authority) does or may pollute or contaminate the same, or may adversely affect (a) the health, welfare, or safety of persons, whether located on the Lands, Premises or elsewhere; or (b) the condition, use, or enjoyment of any other real or personal property.

As used herein, the term "Hazardous Material" means:

- a. Any "hazardous waste" as defined by the Resource Conservation and Recovery Act of 1976, as amended from time to time, and regulations promulgated thereunder;
- b. Any "hazardous substance" as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, and regulations promulgated thereunder;
- c. Any oil, petroleum products, and their byproducts; and

- d. Any substance which is or becomes regulated by any federal, state, or local governmental authority.

Licensee agrees that it shall be fully liable for all costs and expenses related to the use, storage, and disposal of Hazardous Material kept on the Premises or Lands by the Licensee and the Licensee shall give immediate notice to the Licensor of any violation or potential violation of the provisions of this Section _____. Licensee shall defend, indemnify, and hold harmless Licensor and its agents from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs, or expenses (including, without limitation, attorneys' and consultant fees, court costs, and litigation expenses) of whatever kind or nature, known or unknown, contingent or otherwise, arising out of or in any way related to:

- aa. The presence, disposal, release, or threatened release of any such Hazardous Material which is on, from, or affects soil, water, vegetation, buildings, personal property, persons, animals, or otherwise;
- bb. Any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to such Hazardous Material;
- cc. Any lawsuit brought or threatened, settlement reached, or government order relating to such Hazardous Material; or
- dd. Any violation of any laws applicable thereto. The provisions of this Section shall be in addition to any other obligations and liabilities Licensee may have to Licensor at law or equity and shall survive the transactions contemplated herein and shall survive the termination of this License.

Provided Licensee is not in violation of any federal, state or local laws, rules, ordinances or orders existing at the signing hereof or at some future date pertaining to vehicular discharge, leak, release or emission of any antifreeze, oil, petroleum products and their byproducts from Licensee's vehicles or those of its employees, contractors, visitors and invitees affecting the Premises and Lands and provided any such discharge, release or emission is in the typically small amounts associated with parking lot and driveway usage, Licensee shall not be considered to be in violation of this Section. Any larger discharge, leak, release or emission of antifreeze, oil, petroleum products and their byproducts resulting in pooling or runoff of the products must be quickly and thoroughly cleaned up by Licensee and properly disposed of off Licensor's lands or Licensee will be considered in violation of this Section.

Licensee shall not be considered in violation of this Section due to the presence of fuel in the fuel tanks of its vehicles or the vehicles of its employees, agents, contractors and invitees.

Nothing contained herein shall be construed to preclude Licensee from using Hazardous Materials in the routine maintenance of the Lands or Premises without the prior consent of Licensor so long as such materials are readily available to the general public or are applied by a contractor licensed for such application and are used in compliance with federal, state or local laws and regulations for its intended purpose and is applied in the manner and quantities recommended by the product manufacturer and the Wisconsin Department of Agriculture, Trade and Consumer Protection.

24. Job Inspector Notification: Licensee agrees to contact Rollie Simatic 414-944-5955 or such other person or phone number as Licensor may from time to time designate, within the specified time limits to inform him about the following occurrences:

- a) At least seven (7) days prior to the commencement of the project herein permitted.

- b) Within seven (7) calendar days after the termination of the License herein permitted with a plan for restoration.
- c) Within seven (7) calendar days after the restoration has been completed.
- d) Within seven (7) calendar days after a lapse of six (6) months since Licensee accepted this License if the project herein permitted has not been undertaken by such date; within seven (7) calendar days after each six (6) month interval thereafter until the project herein permitted is undertaken.

It is not Licensor's intent to serve as or in lieu of a building inspector, but to serve and protect Licensor's interest in the Lands and Premises and other improvements and its communication, electrical, gas and other facilities. In the event Licensor's inspector(s) reasonably determines that communication, electric, gas or other facilities of Licensor are in danger of being damaged or certain construction activity poses a threat to human life, Licensee hereby agrees that Licensor's inspector(s) is empowered to immediately shut down and stop all threatening activity and the work shall not restart until Licensor's inspector is satisfied that the dangerous situation has been resolved to his or her satisfaction. The cost of Licensor's reasonable supervision shall be itemized and billed separately to Licensee and Licensee agrees to promptly reimburse Licensor for its reasonable cost.

- 25. Indemnification/Insurance: Licensee hereby agrees to indemnify, save and hold harmless Licensor, its affiliated corporations and their respective directors, officers and employees against any and all loss, cost, liability, damage and expense, including attorney's fees incurred by Licensor on account of any injury to or death of any person or persons whomsoever or on account of damage to property sustained by any person or persons whomsoever caused by, connected with or arising directly or indirectly, wholly or in part, from any use, permitted or not, or operation of the Lands and Premises resulting in any manner from the privileges herein given and whether authorized for such use or not, or the failure of Licensee to observe the covenants of this License; excepting, however, any claims or actions arising out of the sole negligence or willful acts of Licensor. Licensee agrees to deliver to the Licensor a certificate to the effect that it has in full force and effect a comprehensive general liability insurance policy, which may be supplemented by an umbrella policy, issued by a reputable insurance company and Bodily Injury Liability coverage in the amount of \$1,000,000 each person, \$2,000,000 each accident, and Property Damage Liability coverage in the amount of \$250,000 each accident, and further providing that Licensor will receive at least ten (10) days notice in writing of any cancellation thereof and naming Licensor as an additional insured. Licensee agrees to continue such insurance in force during the entire term of this License, and shall furnish like certificates for any renewal thereof.
- 26. Safety and Protection: The Licensee hereby agrees, at its sole cost and expense, to erect and maintain any barricades, guard rails, fencing, and/or safety devices for protection as they relate to the protection of the Licensor's and ATC's electric facilities, gas facilities and related construction and operational procedures. The Licensee agrees to maintain the same in good condition, repair and appearance at all times. Licensee will submit to Licensor any and all plans and specifications for the installation of barricades, guard rails, fencing and/or safety devices or protection which may be installed on the Lands and Premises and such installations shall not be made without the consent and prior written approval of Licensor. No fencing, barricades or other improvements shall be installed or erected for any purpose which will obstruct, interfere with or impede the free access of Licensor or ATC to the Lands, Premises or facilities.
- 27. Galvanic/Stray Current/Grounding: Licensee agrees to release Licensor from any responsibility for damage or personal injury resulting from electromagnetic fields electrolysis due to local galvanic or stray current conditions on or along said Lands. Further, Licensee agrees to assume all costs for electrolysis protection. All improvements, including bridges, shall be grounded unless otherwise approved in writing by Licensor.

28. Removal of Improvements: Licensee hereby agrees, upon the expiration or early termination of this License by forfeiture, lapse of time or otherwise, if so requested in writing by Licensor, to remove promptly, at its sole cost and expense, all or part of its improvements including Trail surfaces and drainage structures from the Lands or Premises. In the event Licensee cannot or is unable or unwilling to remove said improvements and related facilities as directed by Licensor, Licensee hereby authorizes Licensor to do so, and Licensee hereby agrees to reimburse Licensor for any and all expenses incurred in connection therewith, including restoration as hereinafter required, upon presentation of a bill therefor, and Licensee hereby agrees to indemnify and save harmless Licensor from all liability of any kind whatsoever that Licensor may have incurred by such removal.
29. Restoration: Licensee agrees to restore or cause to restore the Lands and Premises of Licensor to the condition existing prior to any disturbance to such Lands and Premises. Licensee further agrees that upon the earlier termination or expiration of this License by either Party, the Lands, including the Premises shall be restored to the condition existing prior to any disturbance or improvement from the aforementioned use of Lands and Premises. Included, but not limited to, in such restoration, after construction and subsequent to termination of this License, shall be the spreading of topsoil and sowing perennial type grass seed on any disturbed areas, replacement of crushed stone and/or paved surfacing, replanting of shrubs and other ground cover and repair of fences and gates or other damages incurred due to or arising out of the permission herein given.
30. Snow Plowing: Licensee shall be permitted to plow, but not pile, the snow on the Premises in the event it desires to do so.
31. Taxes: During the License Term, Licensee shall be responsible for all taxes on the Licensed Space, such taxes being defined as any and all federal, state and local governmental, quasi-governmental or public authority taxes, assessments and charges of any kind or nature, whether general, special, ordinary or extraordinary (but not including income or franchise taxes or any other taxes imposed upon or measured by Licensor's income or profits, except as provided below), or payments to governmental authorities in lieu thereof, whether or not in contemplation of the parties to this License, which Licensor shall pay or become obligated to pay because of or in connection with the ownership, renting, or operation of the Licensed Space (including but not limited to charges for the installation, maintenance, repair and replacement of sewer/water, curb, gutter and roadway) and of the personal property, fixtures, machinery, equipment, systems and apparatus located thereon or used in connection therewith. Taxes shall include, without limitation, all real and personal property taxes (attributable to the year in which paid), sales taxes, assessments (special or otherwise), fire inspections, transit taxes and ad valorem taxes but shall not include penalties or late fees thereon unless the penalty and/or late fees are directly attributable to Licensee. Taxes shall also include all fees, costs and expenses (including, legal fees and court costs) paid by Licensor in connection with protesting or contesting or seeking a refund or reduction of and/or negotiating with public authorities with respect to any of the aforesaid taxes, regardless of whether Licensor is ultimately successful. If at any time during the term hereof, a tax or excise on rents or other tax however described, other than an income tax, is levied or assessed by the United States or the State of Wisconsin, or any political subdivision thereof, on account of the rents hereunder or the interest of Licensor under this License, such tax shall constitute and be included in taxes. Any taxes paid by Licensor hereunder shall be reimbursable to Licensor by Licensee as Additional Rent
32. Breach of License: In the event Licensee shall breach or violate any of the terms, conditions or provisions of this License, or if any governmental agency having jurisdiction shall serve any demand, order or notice, including violations relating to zoning or municipal ordinances, upon Licensor or Licensee, the Licensee shall, at its sole cost and expense, correct said breach or violation and comply with said demand, order or notice within 30 days of its receipt of such written notice or as stated within said demand, order or notice. In the further event that Licensee does not correct said breach or violation or comply with said demand, order or notice within the required time period, it shall be lawful for Licensor, without liability to Licensee, without notice or demand, to declare said License terminated and to re-enter the Premises either with or without process of law and to expel,

remove and put out Licensee or any person or persons occupying the Premises, using such force as may be necessary so to do and to repossess and enjoy the Lands and Premises again as before this grant of License without prejudice to any remedies which might otherwise be used for the preceding breach of covenants; Licensee hereby expressly waiving all right to any notice or demand under any statute relating to forcible entry and detainer. The decision of Licensors shall be final and binding upon Licensee concerning any breach or default in the covenants and agreements contained in this License. Licensee shall be liable to Licensors for any and all costs incurred, including reasonable attorneys' fees owing to or arising out of any action taken pursuant to this provision in which Licensors prevail.

33. Licensors Right to Enter: The Licensors reserve unto itself and ATC and for their employees, agents and contractors the right, at any time, to enter upon the Lands and Premises by any means necessary i) for performing studies, gathering of air, water, soil and other material samples, ii) for inspection of the Premises in order to verify Licensee's compliance with the Lease terms, iii) for access to Licensors' Lands including the Premises, iv) to inspect, patrol, construct, install, operate, maintain, replace and repair electric lines, gas lines, communication equipment and related and unrelated facilities and equipment, both overhead and underground, upon, over, across, in and beneath the Premises and the Lands without liability to Licensee, the same as though this License had not been entered into. Licensors or ATC through Licensors may, without liability to Licensee, require Licensee to immediately vacate all or part of the Premises upon notice to do so in the event Licensors deem it necessary to make emergency repairs to its facilities. In the event it becomes necessary for Licensors or ATC to install or erect additional electric lines, natural gas lines, communication lines and/or related facilities at some future date, Licensee hereby agrees to vacate as much of the Premises as Licensors and/or ATC deem necessary and for such periods of time as may be necessary to install, modify, reconstruct or erect such facilities upon receipt of notice from Licensors to do so. Licensors and/or ATC shall perform and complete all work under this Section as quickly as is reasonable possible to minimize the inconvenience to Licensee.

Licensee further agrees that it shall immediately vacate the Premises and close down the Trail upon notification by Licensors that weather conditions exist or may develop which could cause dangerous conditions such as icing on trees and wires.

34. Paramount Rights: The rights of the Licensors and ATC to utilize the Lands and Premises in their utility business will at all times be and remain paramount to the rights herein granted to Licensee and nothing stated herein is to be construed as restricting Licensors from granting rights to other Parties or persons in, upon or under the Lands and/or Premises for but not limited to driveways, streets, sidewalks, sewers, water pipes and mains, drainage tiles and pipes, gas mains and pipelines, communication circuits and other allied uses. It is understood and agreed that this License is subject to all existing easements, grants and licenses.
35. Fees and Charges: As a condition of the agreement, Licensee shall not charge at any time fee for the use of the Trail except that Licensee may be permitted to charge a fee for group activities or special events upon written consent of Licensors, which consent shall not be unreasonably withheld.
36. Alcoholic Beverages Prohibited: Licensee covenants and agrees that alcoholic liquors or beverages are not permitted on the Lands and Premises.
37. Police Protection: Licensee shall be permitted to provide or arrange for the provision of all law enforcement and shall be permitted to reasonably require such law enforcement personnel to patrol the Premises as it deems reasonable under this License.
38. Notices: All notices to Licensors shall be sent by a reputable overnight delivery service, registered or certified mail, addressed to Wisconsin Electric Power Company, Property Management, Room P129, 231 West Michigan Street, Milwaukee, Wisconsin 53201, or at such other address or place as Licensors may from time to time

designate in writing. Personal delivery with a signature acknowledgement of receipt by Licensor is always an acceptable means of delivery.

All notices to Licensee shall be sent by a reputable overnight delivery service, registered or certified mail addressed to _____ or at such other place as Licensee may from time to time designate in writing. Personal delivery with a signature acknowledgement of receipt by Licensee is always an acceptable means of delivery.

39. Waiver of Terms and Conditions: Failure of Licensor or Licensee to enforce or insist upon compliance with any of the terms or conditions of this License shall not constitute a general waiver or relinquishment of any such terms or conditions, but the same shall be and remain at all times in full force and effect.
40. Costs and Attorney Fees: Licensee shall pay and discharge all reasonable costs, expenses and attorney fees that may be incurred or paid by Licensor in enforcing the covenants and agreements of this License where litigation is not commenced. In the event litigation is commenced by Licensor or Licensee to enforce any provision of this License, the prevailing Party (as determined by a judgment in favor of one Party or the other) shall be entitled to recover from the other, as additional costs, its reasonable attorney fees and costs incurred in connection with such action.
41. No Joint Venture: The agreements contained herein are not intended, nor shall the same be deemed or construed, to create a partnership between Licensor and Licensee, to make them joint ventures, nor to make Licensor in any way responsible for the debts or losses of Licensee.
42. Obligations Survive: All obligations of Licensee hereunder not fully performed as of the expiration or earlier termination of the term of this License shall survive the expiration or earlier termination of the term hereof, including without limitation, all payment obligations with respect to taxes and all obligations concerning the condition of the Lands.
43. Binding Effect: The covenants and agreements herein contained shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns, except as otherwise provided in Section hereof.
44. Captions: The captions in this License are inserted only as a matter of convenience and for reference and in no way define, limit, construe or describe the scope or intent of such sections or paragraphs of this License nor in any way affect this License.
45. Severability of Provisions: If any term, covenant or condition of the License or the application thereof to any person or Party or circumstance shall, to any extent, be invalid or unenforceable at any time, the remainder of the License, or the application of such term, covenant or condition to persons, Parties, or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this License shall be valid and be enforced to the fullest extent permitted by law.
46. Interpretation: The laws of the State of Wisconsin shall govern the validity, performance and enforcement of this License. Whenever the singular number is used, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders.
47. Acceptance: Licensee hereby accepts this License upon the terms, conditions, restrictions hereinbefore set forth, and do covenant to keep and perform each and every one of said terms conditions and restrictions.

The covenants herein contained shall bind the Parties mutually and their respective successors and assigns.

IN WITNESS WHEREOF, the said WISCONSIN ELECTRIC POWER COMPANY has caused these presents to be signed by Tonya M. Peters, its Manager of Property Management on the _____ day of _____, 2020, and the said _____, has caused these presents to be signed by its _____ and its _____ and its corporate seal to be hereunto affixed this _____ day of _____, 2020.

In Presence Of:

WISCONSIN ELECTRIC POWER COMPANY
(Licensor)

By _____
Tonya M. Peters, Manager of Property Management

VILLAGE OF MUKWONAGO
(Licensee)

By: _____
Name: _____
Title: _____

ATTEST:

By _____

R:\Data\as\Real Estate\Recreation Trails\Recreation Trails\MASTER REC TRAIL LICENSE TEMPLATES\MASTER REC TRAIL LICENSE TEMPLATE 2020.doc

This document was drafted by Julie Simmons on behalf of We Energies, P. O. Box 2046, Milwaukee, Wisconsin 53201.



We Energies recommends a 10 foot wide road grade asphalt trail with a 1 foot gravel edge on both sides of the trail with road grade rating. This is a utility cooridor and heavy trucks will be driving over the trail.

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

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

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

RICHARD S. HIPPENMEYER
(1911-1979)

WILLIAM F. REILLY
(1932-2007)

EMAIL: MGBLUM@HRBLAWFIRM.COM

March 16, 2020

Via Email (rbittner@villageofmukwonago.com)

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

Re: Ordinance Amending Sections 45-14 and 45-16

Dear Ron:

I have been doing some thinking about the Village's public site fee and its interrelationship with the park impact fee. When you and I originally discussed this, I indicated that I felt there was a redundancy between the parkland site fee and park impact fee and therefore, we could not charge both.

I still agree there is a redundancy in this regard; however, I have some concerns about repealing the parkland site fee altogether. As you know, the way the parkland site fee is structured, the Ordinance references the dedication of public lands as part of a Plat or CSM. If there is no parkland being dedicated as part of the Plat or CSM, we establish the parkland site fee so money would be reserved towards the cost of acquisition of future parkland. I believe there will continue to be instances where the Village will want land dedicated to it. That begs the question if that does not occur, whether there should be a fee to be charged for the acquisition of future park lands.

As I believe I have also mentioned to you, there are different rules regarding the length of time we have to maintain both the public site fees, as well as the impact fees. In addition, there are restrictions on what we can use each fee for. As a consequence, my feeling is that it would be a mistake to delete the public site fee altogether. In fact, I think there would be a place for both, although I do believe there needs to be language stating the amount of the public site fee that may have already been paid should be offset against whatever impact fee might be due for park lands. I believe this would maximize the Village's options with respect to these fees, while preventing a situation where there is a double charge for the same thing.

As a result of these conclusions, I am prepared to recommend to the Board that we not appeal the public site fee; but rather, we make revisions to Chapter 45 of the Code (specifically Sections 14 and 16) to accommodate the co-existence of the public site fee with the park impact fee. Enclosed is a draft of the Ordinance I propose to be used to accomplish this.

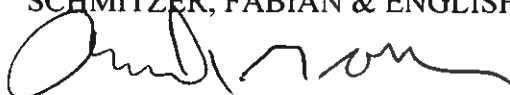
Mr. Dave Brown
Village of Mukwonago
March 16, 2020
Page | 2

If you still wish to go ahead with a complete repealing of the public site fee, I can certainly do that. However, that would beg the question of what we do with the land dedication portion of the Ordinance and the circumstance where a developer does not dedicate land.

Please look this over and then we can discuss this matter. Thank you for your consideration of the above and the enclosed.

Sincerely,

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

A handwritten signature in black ink, appearing to read 'Mark G. Blum', written over the printed name.

Mark G. Blum
Village Attorney

MGB/jb
Enc.

Cc: Mr. John Weidl
Ms. Diana Dykstra
Ms. Diana Doherty

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. ____

**ORDINANCE TO AMEND SECTIONS 45-14 and 45-16
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE
REGARDING PARKLAND SITE FEES**

WHEREAS the Village of Mukwonago, pursuant to Section 45-14 of the Village Code provides that whenever a tract of land is to be divided to create a subdivision, and includes a proposed playground, park, open space site or other public land, the proposed public lands are to be dedicated to the Village at the rate of one acre of land for every proposed fifteen dwelling units as set forth on the Plat; and

WHEREAS, said Ordinance further provides for a parkland site fee; and

WHEREAS, the parkland site fee is further referenced in Section 45-16 of the Code, and provides that if the sub-divider is not required to dedicate public lands that a fee for the acquisition of public sites is to be assessed; and

WHEREAS, the Village has created a new impact fee for parklands; and

WHEREAS, it appears the parkland site fee and the park impact fee would be redundant to each other; and

WHEREAS, the Village Board wishes to clarify the circumstances under which each fee would be assessed.

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

SECTION I

Section 45-14(b)(3) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (3) In the event the subdivider is not required to dedicate lands for playgrounds, parks, open space or other public lands, a public site fee shall be levied against the subdivider at the time of application for final Plat or CSM approval at the rate, and according to the procedures, established in Section 45-16(k).

SECTION II

Section 45-16(k) of the Municipal Code of the Village of Mukwonago is hereby repealed and recreated to read as follows:

- (k) *Public Site Fees.* If the subdivider is not required to dedicate public lands within this proposed Plat or Certified Survey Map as provided in Sec. 45-14 of this Chapter, the fee for the acquisition of public sites to serve future inhabitants of the proposed subdivision or minor subdivision shall be paid to the Village Treasurer at the time of the first application of approval for final Plat or CSM of said CSM or subdivision. However, any parkland site fees shall be offset against the amount of the park impact fees being charged.

SECTION III

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

SECTION IV

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

SECTION V

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

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2020.

APPROVED:

Fred Winchowky, Village President

Countersigned:

Diana Dykstra, Village Clerk/Treasurer

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Discussion and recommendation to approve a contract amendment for Zoning Code Rewrite with Civi Tek Consulting, Inc. to commence work immediately on conditional uses to meet State Code guidelines at a cost of \$2,100.
From:	Ben Kohout
Department:	Planning & Zoning
Presenter:	Village Planner, Ben Kohout
Date of Committee Action (if required)	May 6, 2020
Date of Village Board Action (if required)	

Information

Subject:

Discussion and recommendation to approve a contract amendment for Zoning Code Rewrite with Civi Tek Consulting, Inc. to commence work immediately on conditional uses to meet State Code guidelines at a cost of \$2,100.

Background Information/Rationale:

The state legislature passed a new law in 2017 that made fundamental changes to how municipalities in Wisconsin review and act on conditional use applications. In response, the Village adopted Ordinance 967 in 2019.

Beyond that, staff believes there are other provisions in the zoning code that should be addressed now (in the next several months) instead of waiting to address them with the zoning code rewrite project which will be completed in that last quarter of 2021. Under the new law, approval of a conditional use application is essentially assured as long as the petitioner shows they will comply with the municipality's conditions and requirements. Staff has identified at least 25 conditional land uses that could potentially pose an unacceptable risk to the Village and ultimately to property owners in the area around a proposed conditional use. In addition, staff determined that many of these land uses have few if any conditions/requirements.

If so requested, Civi Tek will undertake a review of the Village's zoning code and develop a set of recommended revisions to address these and other issues. This work will be done as part

of the existing contract. The \$2,100 proposed will be simply deducted from the previously approved amount for the contract.

Key Issues for Consideration:

Fiscal Impact (if any):

n/a

Requested Action by Committee/Board:

Attachments

Civi Tek First Amendment

**FIRST AMENDMENT OF THE AGREEMENT BETWEEN VILLAGE
OF MUKWONAGO AND CIVI TEK CONSULTING, LLC**

The agreement between the Village of Mukwonago (Client) and Civi Tek Consulting LLC (Consultant) relating to the rewrite of the Village's zoning/sign code is amended as set forth herein.

- A. The Consultant will review the Village's zoning code to evaluate potential revisions relating to conditional uses in light of 2017 Wisconsin Act 67. The Consultant will especially review procedures, conditions, and requirements relating to conditional uses. The consultant's findings and recommendations will be submitted to the Village within three weeks of the effective date of this amendment. Based on direction provided by the Village, the Consultant will then draft an ordinance with the proposed changes.
- B. The work will be done for \$2,100, which will be deducted from the budget amount allocated to Phase 2.
- C. All other aspects of the agreement remain unchanged.
- D. This amendment will become effective when signed by both parties on the date of the last signature.

Consultant

Civi Tek Consulting, LLC



Tim Schwecke, AICP

04-24-2020

Date

Client

Village of Mukwonago

Name and Title

Date



Village of Mukwonago

AGENDA ITEM REQUEST FORM

Committee/Board:	CotW, Judicial Committee
Topic:	Class B Liquor License Relief
From:	Trustee Walsh @ request of John Weidl
Department:	Admin/Econ Development
Presenter:	
Date of Committee Action (if required):	For Discussion and Possible Board Direction At the 05-06-2020 COTW
Date of Village Board Action (if required):	

Information

Subject: Class B Liquor License Fees

Background Information/Rationale:

On April 14th, John Weidl and I began an information sharing process to discuss incremental, (rapid short term) and holistic, (longer term) Village responses to the economic impact of the Pandemic. The Village Board acted both short term and longer term at the last Board meeting. \$50,000 of 2020 budgeted expense was delayed while Admin, Department Heads, and Staff re-evaluate current budget items and proactively plan for future loss of revenue through 2021.

This item is presented for consideration as a short-term fee revenue suggestion.

A newspaper article link was forwarded to Roger Walsh, Judicial Chair from John Weidl regarding action by the Village of Delafield to reduce Class B Liquor License Fees. (See Link & Attached Article). Per Village Clerk-Treasurer, the Village has 7 Class B/BLB License Holders @\$600 each.= \$4,200. (See Attachment for other fees)

Key Issues for Consideration:

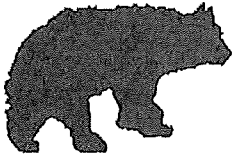
Village response to Pandemic Covid-19 Economic Impact on Local Businesses.

This is limited to Class B License Holders affected by shut-down related loss of sales.

Per JW: "It would only apply to beer and wine. Not reserve licenses because that minimum is set by law. And it wouldn't apply to gas stations or other liquor stores that are still in operation through COVID-19."

Consideration and possible discussion of other fee waivers and reduction of additional or other categories of fees.

Some Class B fees have already been paid. Each Class B License, per Clerk-Treasurer, is \$600.



Note: Village Administrator/Economic Development Director is collaborating with DDC Chair and Staff, and is in communication with a variety of local administrators and economic development agencies and organizations to sift through a large volume of Federal, State, and Local ideas to create a viable Village of Mukwonago program Subject to Board Direction and Approval.

Fiscal Impact (If any):

Reduction of a Village Revenue Source. Amount TBD

Requested Action by Committee/Board:

Admin/Econ Development Director seeking direction from Board regarding reducing annual fee for Class B liquor license holders.

Attachments
Delafield Newspaper Link & Article
Memo from Village Clerk-Treasurer

https://www.gmtoday.com/business/delafield-cuts-liquor-license-fees-for-bars-restaurants/article_73f36330-8629-11ea-a1c5-17e4020e142c.html

“DELAFIELD — Hoping to provide some relief to the owners of shuttered bars and restaurants, the Delafield Common Council voted this week to cut the annual fees for Class B liquor license holders.

Mayor Kent Atwell pitched the idea to aldermen earlier this week, looking for a way to help the business owners, he said.

The break — a 50 percent reduction in the cost of licenses — is only for businesses that serve beer, wine or liquor on the premises. There will be no fee reduction for gas stations, grocers and other businesses that serve packaged alcohol.



Village of Mukwonago

AGENDA ITEM REQUEST FORM

"I just wanted to give some relief to our small businesses," Atwell said Thursday. "I just thought it wasn't reasonable to charge the full price for the license when the state government has taken away their ability to use the licenses. I thought a reasonable compromise would be to cut the license fee in half."

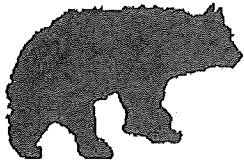
According to information provided to aldermen on Monday, the move will impact 24 license holders in Delafield and reduce the city's expected liquor license revenue this year by \$5,400.

It remains unclear if any other municipalities in Waukesha County will follow Delafield's example in cutting Class B liquor license fees.

Waukesha Mayor Shawn Reilly said Thursday that the city currently has no plans to reduce liquor license fees.

Brookfield Mayor Steve Ponto gave a similar response.

"We haven't discussed it at this point. We are open to considering other suggestions on how we can assist the business community, but we haven't discussed that," Ponto said."



Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149
(262) 363-6420 Fax: (262)363-6425

www.villageofmukwonago.com

MEMORANDUM

TO: Roger Walsh, Judicial Committee Chair
FROM: Diana Dykstra, Clerk-Treasurer
RE: Liquor License Data
DATE: April 29, 2020

Below are the calculations of fees and numbers of licenses you requested.

License Type	Number Issued	Cost Each
Class B Liquor/Beer	7	\$600
Class B Reserve Liq/Beer	3	\$600
Class A Liquor/Beer	9	\$800
Class A Beer	3	\$300
Class B/C Beer/Wine	2	\$200

This totals about \$14,500 in Alcohol License fees for 24 businesses

Operator Licenses (Bartender Licenses)

\$33 each plus \$10 each for background check = \$43 each

256 Operator Licenses were issued in 2019

This totals around \$11,008 for Bartender License Fees.

VILLAGE OF MUKWONAGO
POLICE DEPARTMENT



COURAGE		RESPECT
LEADERSHIP		COMPETENCE
INTEGRITY		RESTRAINT
262.363.6435 • 627 S. Rochester Street Mukwonago, Wi 53149		

Kevin B. Schmidt • Chief of Police

The Vision and Mission of the Village of Mukwonago Police Department

VISION

A Village of Mukwonago where all citizens can live safely and without fear, protected by a police department with the highest ethical and professional standards.

MISSION

The staff of the Village of Mukwonago Police Department strives to provide all citizens, residents and visitors with professional law enforcement. We accept our obligation to protect the rights and liberties of all persons, regardless of race, sex, religious background, or ethnicity. We understand the importance that people place on their personal safety and the safety of their property.

We pledge to:

- Be responsive to the community and understand that the needs of the community may change over time.
- Be proactive in matters of crime prevention and community involvement.
- Be impartial in our contacts with all.
- Work in partnership with the members of the community, to make Mukwonago a better place to live, work and visit.





CORE VALUES

COMPETENCE

We are prudent stewards of the public's grant of authority and resources. We are accountable for the quality of our performance and the standards of our conduct. We are exemplary leaders and exemplary followers.

COURAGE

We place the safety of others before our own and accept our moral responsibility to take action against injustice and wrongdoing. Police members are expected to take prudent risks on behalf of the public.

INTEGRITY

We recognize the complexity of police work and exercise discretion in ways that are beyond reproach and worthy of public trust. Honesty and truthfulness are fundamental elements of integrity. It is our duty to earn public trust through consistent words and actions. We are honest in word and deed.

LEADERSHIP

We seek to influence human behavior to achieve organizational goals that serve the public while developing individuals, teams and the organization for future service. We accept our responsibility to be leaders, both within the community and among our peers, and for the actions of our colleagues and ourselves. We are all responsible for the performance, reputation and morale of the department.

RESPECT

We hold life in the highest regards. We treat all citizens and colleagues with dignity and respect, and are fair and impartial as we perform our duties.

RESTRAINT

We use the minimum force and authority necessary to accomplish a proper police purpose. We demonstrate self-discipline, even when no one is listening or watching.



Village of Mukwonago Police Department

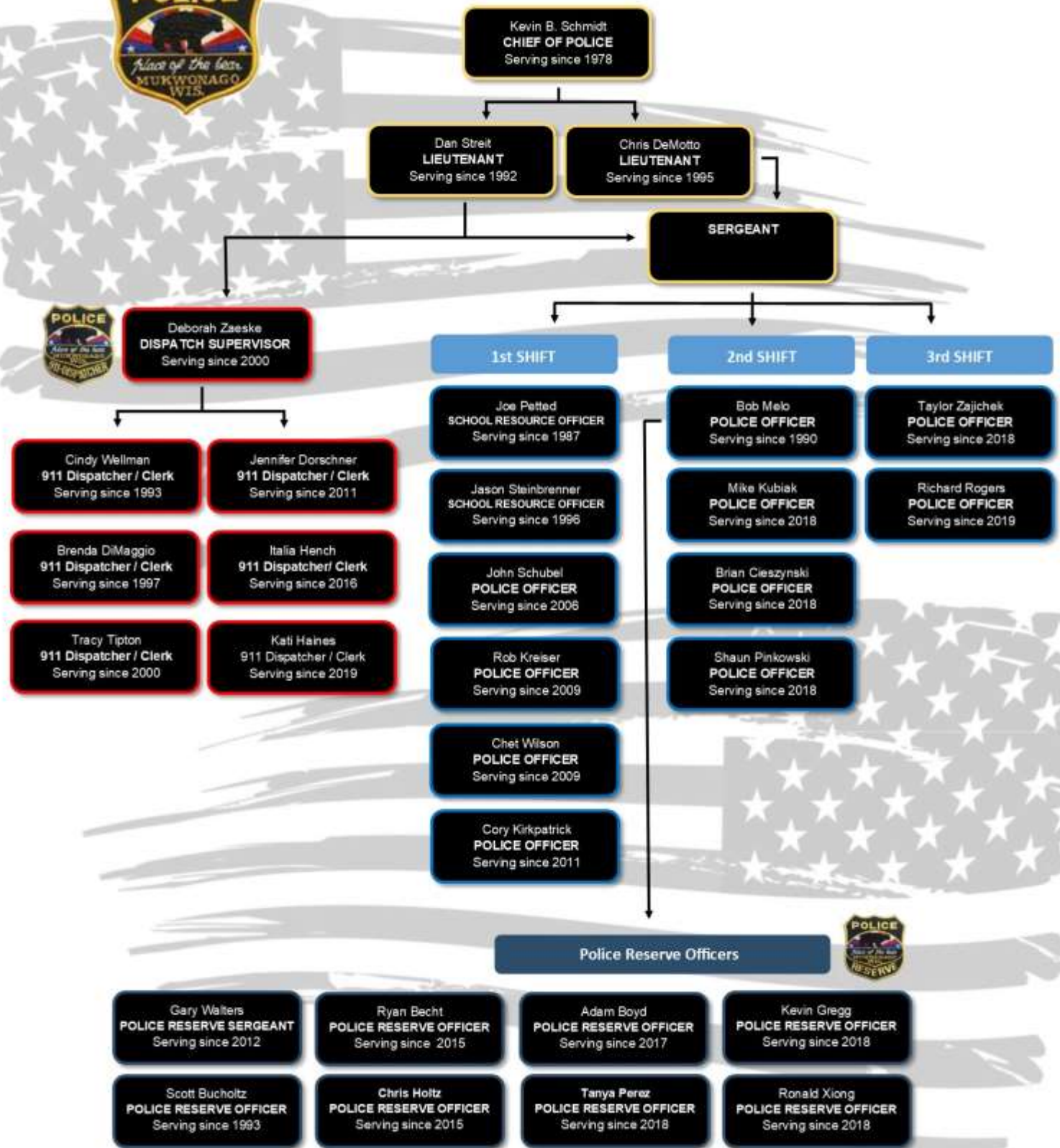




Table of Contents

Village Officials	5
Message From the Chief	6
Department Flow Chart	4
Welcome New Officers	8
Support From the Community	11 & 12
Employee Recognition	8
Chaplain Program Information	15
HVE Traffic Grants	14
Police Reserve and Explorer Program	16
Active Shooter Information	14
SCIT	16
Making a Difference	17 & 18
National Night Out	19 & 20
Bike Patrol / Neighborhood Watch	21
School Resource Officer Program	22 & 23
NIBRS Crime Data	24 & 25
Citations by Offense	26 & 27
Village and Town Contacts	30
Squad/Patrol Vehicle Descriptions	32
Mileage & Gasoline Totals	33
Members Years of Service	34
Reasons for Paid Overtime	35
Overtime Breakdown	36 & 37
Crime Clock	38

Village Officials

President

Fred Winchowky

Trustees

James Decker

Darlene Johnson

Jay Vermeulen

Jason Wamser

Roger Walsh

Eric Brill

Police Commission

Kenneth Johnson

Robert Douglas

Timothy Spersted

Kenneth Werner

Karl Kettner





Message from the chief

Message from the Chief

I am pleased to share with you the Village of Mukwonago Police Department's 2019 Annual Report.

The department is located at 627 S. Rochester Street (STH 83), about ½ a mile north of I-43. The department consists of 15 officers, which includes command staff, 7 dispatchers/clerks, and currently 8 Police Reserve Officers who assist the department at special events.

The department provides police service to the Village of Mukwonago 24-hours-per-day, 7 days-per-week. Our dispatch center provides dispatch service to the Village of Mukwonago PD, the Town of Mukwonago PD and boat patrol, the Town of Eagle Boat Patrol, and the Mukwonago Fire Department.

The Village of Mukwonago Police Department members remain committed to our core values (Competence, Courage, Integrity, Leadership, Respect, and Restraint). We strive to achieve our vision of a community where all citizens can live safely and without fear. We are dedicated to our mission of providing professional law enforcement to all by being responsive to the community needs, be proactive in crime prevention and community involvement, be impartial in our contacts with everyone and work together with all members of the community.

I would like to thank the Village Board, Police Commission and all other employees of the Village of Mukwonago. Together we can and have made a difference. On behalf of all the members of the department, thank you for providing us with the resources to complete our mission.

In 2019, we had two new employees join the Department.. In January, Kati Haines was hired as a Police Dispatcher/Clerk. In September, part-time Police Reserve Officer Richard Rogers was promoted to a full-time Police Officer position. This is our 15th police officer position in the Village, and our first addition to the department since 2000.

We also said goodbye to a former Police Officer/Police Chief. Retired Police Chief James N. Frank passed away in December after a brief illness. Please see the next page for a tribute to Chief Frank.

I want to thank Chaplain Kevin and Chaplain Rob for the many hours they have volunteered to the department. The dedication and passion for the Chaplain program is very evident in both of these fine men. They have assisted our officers with grieving residents in the Mukwonago area who have lost a loved one. Both Chaplains have a dedication to serve our Community and I cannot thank them enough for all they do.

Lastly, I want to give my sincere thanks to the men and women of the department. Our job is not an easy one. We put in long hours, work nights, weekends and holidays when our families want us with them. Many times, we see the worse in people and the unthinkable things one human being does to another human being. Thank you for all your hard work and support. Great employees are the ones who inspire their boss as much as the boss inspires them. Thank you all for being an inspiration to me. And on behalf of all the residents, business owners and visitors in Mukwonago, thank you for working to keep us all safe.

Kevin B. Schmidt
Chief of Police

Kevin B. Schmidt

121



In Remembrance

It is with great sadness that we announce that 2019 brought the passing of retired Chief James N. Frank. Chief Frank passed away after a brief illness on December 27, 2019. He was 80 years old.

Jim was born in Milwaukee on May 14, 1939, where he graduated high school and continued his education in the Police Academy. Jim was a proud police officer for over 40 years, working for the Milwaukee Police Department, Montello, the Town of East Troy and retiring with the Village of Mukwonago as their Police Chief. After serving as a police officer in Milwaukee and Montello, he was hired as a police officer in Mukwonago in 1971. In 1972, he was promoted to Chief of Police. Chief Frank retired in 1999. We thank him for his service to our department and community.

On July 22, 1994 he married Margie May Dunnington who preceded him in death in 2013. Jim loved to fish and follow his favorite Wisconsin football teams, the Packers and Badgers. Up until his illness he still resided in the Village of Mukwonago.



GREAT GIFT ~ Retired Village of Mukwonago Police Chief James Frank (left) and Sgt. Investigator Kevin Schmidt are pictured with the antique call box given to Frank as a retirement gift. (Photo by Jim Fisherty)





Welcome

Welcome to Our Newest Officer!



(Left) The Village of Mukwonago Police Department welcomes Officer Richard Rogers to the department. He was sworn in as the newest member of the department on Thursday, September 5, 2019 at the Mukwonago Village Hall. You may recognize Richard as he has been a police reserve officer with the department since 2018.

Employee Recognition



Congratulations are in order to Officer Chet Wilson on this much deserved award. **Law Enforcement Officer of the Year** presented by the Rotary Club of Mukwonago.

Years of Service Recognition

The Village held their employee recognition dinner in January of 2020. Several police department employees were recognized for their years of full-time service to the Village. The Village acknowledges 5/10/15/20/25/30/35 years of service. Some of the employees have passed their anniversary date while others will reach it in 2020. Below are the employees who were recognized.

Officer Robert Melo - 30 years
 Lt. Chris DeMotto - 25 years
 Dispatcher Cynthia Wellman - 25 years
 Dispatcher Deborah Zaeske - 20 years
 Dispatcher Tracy Tipton - 20 years
 Officer Robert Kreiser - 10 years
 Officer Chet Wilson - 10 years



(Left) School Resource Officer Joe Petted being presented with a THANK YOU card from the students of Park View Middle School.



Ice Rescue Recognition

On Thursday, December 26th 2019, at approximately 3:45pm, Mukwonago Dispatcher Tracy Tipton answered a 911 call about two children who had fallen through the ice on a manmade retention pond. The caller, Danielle Castro, reported the children were hanging on to the edge of the hole in the ice screaming for help. Recognizing the sense of urgency, Dispatcher Tipton quickly dispatched the Mukwonago Fire Department and Officers.

Danielle and Estanislado Castro were driving in the area when they noticed an unoccupied bicycle and the two children in the icy water. Mr. Castro ran to the edge of the pond, attempting to calm the children after directing Mrs. Castro to quickly retrieve rope from their residence nearby. She returned with an extension cord.

There was approximately 50 feet of thin ice to get to the children in water that was later found out to be approximately 7 feet deep.

It was at this point that Officer Wilson and Mr. Castro entered the icy water and began breaking the ice to make their way to the children. It was at this time that the Mukwonago Water Rescue arrived on scene.

As Officer Wilson neared the children, Mukwonago FD Lt. Ryan Moeller found three people in the water. One of the kids was treading water strongly but the other child was struggling to stay above the water. The ice to the children had been broken open by Officer Wilson who was tethered to Mr. Castro at the shoreline by the extension cord. Lt. Moeller entered the water and joined Officer Wilson. The last section of ice between them and the breached hole was broken. Officer Wilson grabbed the hand of the closest child. Lt. Moeller was able to circle around Officer Wilson and grab both children in his arms. All four were then pulled back to shore. Once on shore, both children and the Officer Wilson were escorted into the awaiting ambulance.

The Mukwonago Police Department and Mukwonago Fire Department recognized Estanislado and Danielle Castro, MKPD Dispatcher Tracy Tipton, MKPD Officer Chet Wilson and MFD Lt. Ryan Moeller for the lifesaving steps they took during this treacherous situation. It was truly a team effort by all involved that prevented this incident from becoming a tragedy. They were presented awards at the February 5, 2020 village board meeting.



Pictured (left to right): MFD Chief Stien, MFD Lt. Ryan Moeller, Estanislado and Danielle Castro, MKPD Officer Chet Wilson, MKPD Dispatcher Tracy Tipton, Village of Mukwonago President Fred Winchowky and MKPD Chief Schmidt



New in 2019

Mindshare

In 2019, the Mukwonago Dispatch Center replaced two Motorola Centracome Elite dispatch consoles that were purchased in 2008 and 2010. These consoles originally came out in 1995; they are no longer serviced and they reached their end of life. They were replaced with two Mindshare VOIP dispatch consoles.

These new consoles have P25 technology, a Linux operating system, are scalable for the future, have advanced interfaces with other radio manufacturers, no single point failure and provide mobile dispatch capabilities. We were able to use similar, but enhanced, screen layout to provide a seamless transition.



Live Scan Electronics Fingerprint System

In 2019, the National Criminal History Improvement Program awarded Wisconsin \$451,000 in funds to purchase and install electronic fingerprint capturing devices throughout Wisconsin. The Mukwonago Police Department applied for some of these funds and was awarded just over \$17,000. The cost to the department was a 10% overall match.

The LiveScan system replaces officers taking ink fingerprints and mailing the fingerprint cards to WI DOJ and the FBI. The system purchased is an IDEMIA LiveScan station and it went live in May.

It is fully compatible with and shares information with State and Federal fingerprint systems. LiveScan is a digital system that not only takes fingerprints (also known as tenprints) but will scan and submit palmprints and the "blade" edge of each hand. It can also be used as a Fast ID to get an individual's name in minutes and it digitally adds the individual's photo to their fingerprints. Upgrades were also purchased to intergrade the department's report management system with the LiveScan.

The Mukwonago Police Department averages about 60 walk-in fingerprint request a year. These requests are generally for licensing verification for teachers, federal employees, concealed weapon request and securities. We also fingerprint about 200 municipal arrests per year.





Support from the Community

Support from the Community

We cannot do our job without the support and help of the community. Below are just a few examples of the wonderful support we received from the community this year.



(Left) The Village and Town of Mukwonago Police Department Officers handed out Green Bay Packer cards while on patrol. We would like to thank Lynch of Mukwonago for partnering with the Department in their sponsorship of the program. Pictured left to right are Police Chief Kevin Schmidt, Lynch of Mukwonago's General Manager Mark Greene, Sales Representative Chris Walker and Used Car Manager Matt Weinstock.

(Right) Thank you to the Bay View Veterinary Clinic staff for their donation of a microchip scanner. They raised funds to purchase the microchip scanners. With the generous donations of many, Bay View Veterinary was able to purchase a microchip scanner for the Village and Town of Mukwonago and East Troy Police Departments. This will allow us to check any stray cats or dogs for a microchip and return the pet to the owner. Pictured are staff of Bay View Veterinary Clinic presenting the scanners to the Police Departments.



(Above) Thank you to the Mukwonago VFW Post #7221 for their donation to the Village of Mukwonago Police Department. VFW Post #7221 has supported our department for many years with donations and their Police Officer of the Year program.

Pictured is Commander James Paar presenting the check to Lieutenant Chris DeMotto.



(Below) Thank you to Moose Lodge #1057 of Muskego for their donation of Tommy Moose stuffed animals. Tommy Moose program provides plush Tommy Moose dolls at no cost to police officers, firefighters, and ambulance personnel all over North America. The first-responders keep Tommy in their vehicles, ready to be given to children when they are involved in fires, accidents or other traumatic situations.

Pictured are members of the Moose Lodge #1057 presenting Tommy Moose dolls to the Village of Mukwonago and Muskego Police Departments and the Mukwonago and Tess Corners Fire Departments.





Support from the Community



(Left) In honor of Police week in the month of May, Shielded Hearts brought the department goodie bags and treats. Shielded Hearts is a group of women in committed relationships with men in Law Enforcement and their mission is to encourage hope and love by community service and education. Pictured is Officer Melo.

(Right) Certificate and flowers as a show of support during Law Enforcement Police week.



(Above) A very thoughtful family dropping off pizza dinner one night at the department, just to say Thank You. Pictured is Officer Kubiak.



(Above) Goodie bags from Citizens Bank of Mukwonago for all members of the department. Pictured are Officer Petted, Officer Kirkpatrick and Officer Cieszynski with Citizens Bank staff members.



(Above) Masons Lodge 247 Mukwonago with a monetary donation to be designated for installation of Emergency vehicle Pre-emption Devices in the Village of Mukwonago to increase the safety of emergency responders and for the residents of Mukwonago. Photographed: Mukwonago Fire Chief Jeff Stien, Jeff Brenner, and Roy Hubler.



Support from the Community



(Above) Police Chief Kevin Schmidt, Village President Fred Winchowsky and Fire Chief Jeff Stien accept donations to their departments from Walmart #1571.



(Above) Waukesha State Bank Mukwonago branch brought in lunch for National Telecommunicators Week in April. Pictured Chief Kevin Schmidt.



(Left) The Schroeder family dropped off some amazing treats for the dispatchers in honor of Telecommunicators Week in April.



Prescription Drop Box / Drug Take Back Events

The medication disposal unit installed in the lobby in 2014 was again put to good use throughout 2019. **In 2019 we accepted approximately 346 pounds of medications in the drop box!** The red drop box can be accessed in the lobby 24-hours-per-day.

We also participated in Drug Take Back events at DNG ProHealth (125 pounds) in the spring and Walgreens (75 pounds) in the fall. Including the take back events, that is a total of approximately 546 pounds collected and properly disposed of.





Traffic Safety Grants

Once again the Village of Mukwonago Police Department and our partners (City of Muskego and Town of Mukwonago Police Departments) were targeted by the Wisconsin Department of Transportation - Bureau of Traffic Safety (BOTS) for three traffic safety grants.

The three grants targeted, impaired driving, aggressive driving, speeding, and lack of seatbelt usage; to help reduce traffic crashes and injuries from those accidents. In all the Village police department deployed 34 times with our partners. Deployments ran in the spring, summer and fall months in four-hour blocks. During the 18 deployments for the Impaired Driving grant, our task force as a whole made 360 traffic stops.

We also participated in all three national mobilizations; Click It or Ticket, Drive Sober Get Pulled Over and Drive Sober Winter.



Civilian Response to an Active Shooter Event

Since 2002, the Advanced Law Enforcement Rapid Response Training (ALERT) Program at Texas State University has been used to train law enforcement officers across the nation in how to rapidly respond to dangerous active threat situations. Over the years we've seen response times shorten and the capabilities of law enforcement increase. As a result of increased public awareness, many citizens have asked what individuals can do protect themselves and reduce the dangers faced during one of these events. **Avoid | Deny | Defend** has been developed as an easy to remember method for individuals to follow. As we've seen that hiding and hoping isn't a very effective strategy. Watch the Avoid Deny Defend Video below on You Tube (<https://www.youtube.com/watch?v=j0lt68YxLQQ>) for an 11.5 minute overview of how to save your life in an Active Shooter Event. What You Do Matters.

The Mukwonago Police Department held three Civilian Response to an Active Shooter Event classes in Mukwonago, in 2019. Officer Mike Kubiak is the newest trainer and will be working with Lt Chris DeMotto on hosting future classes. Lt DeMotto was also a guest speaker on the topic for the Wisconsin Congregational Association - Smart Church 3rd annual summit which was held in May.





Police Chaplain Program

Since its inception at the end of 2015, the chaplain program continues to be staffed by volunteers: Rev. Rob Jadrnicek (Lead Pastor at LifePoint Church) and Rev. Kevin Clark (Pastor at First Congregational Church). Having received formal training in police and fire chaplaincy and Critical Incident Stress Management, our chaplains are available whenever a crisis arises.

They are also proactively involved in the police and fire departments by:

- Regularly riding along
- Attending various department trainings
- Assisting with National Night Out
- Attending swearing in ceremonies of new officers
- Participating in the 9/11 Memorial Ceremony at the Fire Department
- Attending the Waukesha County Police Memorial Service
- Providing support to officers, EMS and their families



Rev. Rob Jadrnicek



Rev. Kevin Clark





Mukwonago Police Reserve & Explorer Program

Submitted by Officer Melo, Reserve Director

The success story of the Mukwonago Police Reserve program showed itself again in 2019. The men and women of the program once again stepped up and assisted the department in covering all of the village's special events without incident. I would like to commend these officers for their efforts.



Once again we had one of our Reserve Officers, Richard Rogers, advance through the program and earn a position as a full time officer with the Village of Mukwonago Police Department. Congratulations Richard!



We also sponsored three Reserve Officers, Tanya Perez, Kevin Gregg and Ronald Xiong, in the 2019 720 hour police recruit academy. I am please to say that all three successfully completed the academy in December and are ready to continue on with their attempts to achieve a full time law enforcement position.

Lastly, with my upcoming retirement in March of 2020, we have been grooming Officer Brian Cieszynski to take over as director of the Reserve Program. Brian started out his career with the Mukwonago Police Department as a Reserve Officer and advanced through the ranks to a full time position. I have every bit of confidence in Brian and I'm sure he will not let down the department or the community down as he takes over leadership of the Reserve Officers.

Suburban Critical Incident Team (S.C.I.T)

The Suburban Critical Incident Team has 28 tactical officers, 2 K9 handlers, 3 command positions, and 17 negotiators. These officers are from nine area police departments; City of Brookfield, City of New Berlin, City of Muskego, City of Delafield, Village of Mukwonago, Village of Pewaukee, Village of Chenequa, Village of Hartland and the Village of Elm Grove. Officer Melo is currently assigned to the team as a negotiator and Officer Cory Kirkpatrick is assigned as a tactical operator.

To join SCIT; officers must demonstrate skill, knowledge and competence, at their department, to be selected by their supervisor to apply for the team. There are three main phases to the application process; physical fitness, marksmanship and an oral interview. Failure in any one area results in removal from the process however officers may be able to participate in the application process the following year. If an officer is selected to join the team, they attend a basic swat training class and will continue to training with the team until approved by command to be operational, which can take a year.

Team activity was up from 2018 however still slightly below the average since the team's inception. There were 13 team activations in 2019 and the team completed their 125th operation. Of the 13 activations there were 4 dignitary protection activations and 7 search/arrest warrant activations. In 2019, dignitary protection activations were down however this is expected to increase in 2020 due to the Democratic National Convention event in Milwaukee.

In 2019, the team also received approval from the nine jurisdictions served to purchase a Terradyne rescue vehicle. The acquisition of the rescue vehicle will result in added protection for tactical officers on operations. This rescue vehicle is a key asset when removing injured civilians or officers from a hostile environment. Delivery of the rescue vehicle is expected in late April 2020.





Making a difference

Salvation Army Bell Ringing

In 2019, department members once again attended the annual Salvation Army bell ringing competition against the Fire Department. It took place on December 8th at WalMart from 4:00 PM to 8:00 PM. The Village Police Department again teamed up with the Town of Mukwonago Police Department. The competition has been held since 2012 and every year, the police department has collected more money. The money collected at Pick n Save and WalMart stays in the Mukwonago area to help local families.

Those that attend are in uniform and are invited to bring along their family members as they greet shoppers, ring the bell and collect money for this great cause. It's a great way for us to interact with the community and show our support for those in need.

And the totals are in for 2019 ...

Fire Department	\$ 924.11
Police Department	\$ 1,588.67

That is a total of \$2512.78 to help people in the Mukwonago community, up almost \$1000 from 2018's total.

(Right) Thank you to the Mukwonago Sons of the American Legion Post for their generous donation. Pictured is Lt DeMotto, American Legion Post 375 Commander Michelle Adams and Sons of the American Legion Post 375 Adjutant Louis Anich



(Right) Bike donation to Rebels on a Mission to be used for a bike giveaway event.



(Left) Officer Kreiser and Officer Rogers participated in **Trunk or Treat** on October 12th at the Waukesha County Courthouse. Although a little cold and windy, still a great turnout!

It's a free event to give kids an opportunity to Trick or Treat obstacle free. [#safehalloween](#)





Making a difference

(Below) Mukwonago Home Depot Safety Event in October. Officer Kubiak and Officer Rogers attended.



(Left) Officer Kirkpatrick and Reserve Officer Rogers spending some time with children at St John's Lutheran Church and School in August.

Officers Pinkowski and Zajichuk played with the Muk-Town Magic against the Harlem Wizards in October. Hosted by Rolling Hills Elementary PTO.



Lieutenant DeMotto Playing a little four square with students at Clarendon Avenue Elementary School.



(Above) Officer Petted and Reserve Officer Perez representing the Village of Mukwonago at a Police Party for a very special kindergarten student at Eagle Elementary. The party included pizza, dancing and bonding including officers from several area departments.



Bike Patrol Program

The bicycle patrol program was started in 2004 with donations from the Knights of Columbus and Wonago Biking.

Officer Kreiser is the current bike patrol officer and will often utilize the bicycle patrol for special events such as parades, bikes races, community events and also regular patrols.



Neighborhood Watch Program

The Neighborhood Watch program is one of the department's oldest community programs. The program helps join police officers with the residences they serve. The goal is to work together to deter crime and help keep Mukwonago safe. We rely on members of the community to help notice strangers or activity that is out of place.

To start your own Neighborhood Watch program, talk to your neighbors. Find out who is interested in participating and set up a meeting. Meetings can be held at someone's home or a community room. Contact Lt Chris DeMotto at (262) 363-6436 or email him at cdemotto@mkpd.org to help you get started.



Talks / Tours / Events

The Mukwonago Police Department provides numerous educational talks and tours to the public. Several times a year Girl and Boy Scout troops meet at the department to earn a merit badge in crime prevention. The tour takes the children to our dispatch center where they can see where 911 calls go to and see how police and fire units are dispatched. They also see the officer work areas, prisoner process area, armory, squad cars and the officer's equipment. We also educate them and provide handouts containing anti-drug messages, crime prevention, stranger danger and other general safety practices.



We also participate in talks at the local driver's education school and helped out with knife safety for a Boy Scout merit badge.

Pictured is Officer Zajichek with Girl Scout Troop #31558 providing a tour in May of 2019.



National Night Out

The Village of Mukwonago Police Department, working in conjunction with the Mukwonago Neighborhood Watch group, is very proud of the growing popularity of this annual event held at Field Park on the first Tuesday of August each year.

The National Night Out event aims to heighten crime and drug prevention awareness, generate support for and the participation in local anti-crime efforts, strengthen neighborhood spirit and police-community partnerships, and send a message to local criminals that neighborhoods are organized, on the look out, and fighting back!

The Village of Mukwonago Police Department was proud to partner with the Town of Mukwonago Police Department, Village of Mukwonago Public Works, and Mukwonago Fire Department to host the event. Donors included:

- WE Energies
- Kwik Trip
- Citizen's Bank of Mukwonago
- Mukwonago AB U-Stor
- AM Towing
- John Amato Ford
- Aerogas
- Pick N Save
- Garden Mart
- Mukwonago Animal Hospital
- Mukwonago YMCA
- Sweet Delight Kettle Corn

Their financial and material support of the above donors helped greatly to make the event a huge success.

We are looking forward to continuing the growth of this awesome event with so many wonderful people that make up the fabric of our community - all in the name of keeping Mukwonago a safe place to work, visit and play!





National Night Out *continued*

We are also very proud to partner with the Village of Mukwonago Board of Trustees and President who all attended this event as well as the staff of the Mukwonago Police who also volunteered for this event.





School Resource Officer Program

The School Resource Officer Program began at the Mukwonago High School in December 1999 as a result of a partnership with the Village of Mukwonago Police Department and the Mukwonago Area School District. In September 2018, we also partnered to place a School Resource Officer in the Park View Middle School.

This program is a proactive approach towards reducing and preventing problems associated with adolescents in the school. The program assists in providing the students with a safe learning environment and preventing incidents of school violence. The Officers are also involved in many programs in the Schools and the community.

Prime for Life - a program which provides drug and alcohol information to at risk students.

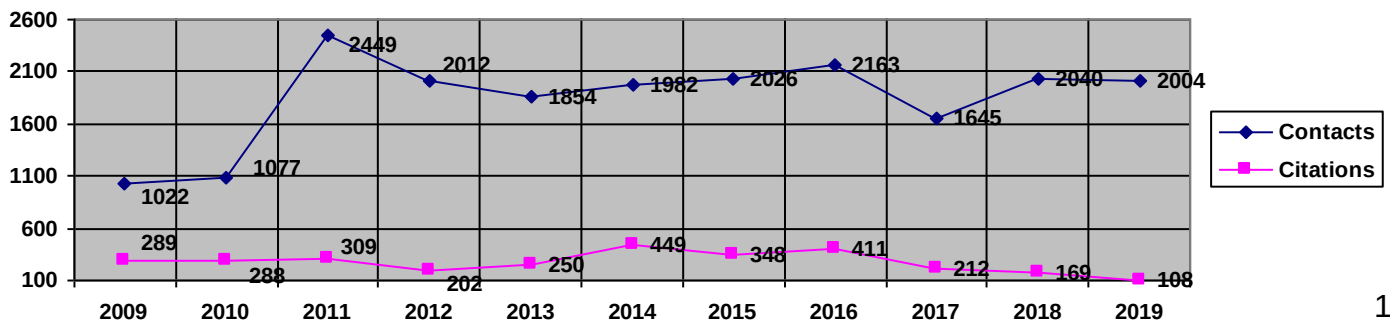
Tobacco Abatement Resolution – Developing measures to stop using tobacco products.

Quick 25/50 Program - Coordinator of crime stoppers and the Quick 25/50 Program.

Our current School Resource Officer at Mukwonago High School is **Officer Jason Steinbrenner** and at Park View Middle School is **Officer Joseph Petted**.

Mukwonago High School

OFFICER CONTACTS		CITATIONS	
ACTIVITY	2019 TOTAL	ACTIVITY	2019 TOTAL
Incidents	236	Parking	70
Student Contacts	620	Juvenile Referral	7
Meetings	260	Disorderly Conduct	6
Parent Calls / Emails	138	Poss Controlled Substance	5
Other Calls / Emails	462	Truancy	5
Locker Searches	4	Misc. Traffic	5
Verbal Warnings	68	Poss Tobacco by Minor	4
Citations/Referrals	108	Theft	3
Class Talks	11	Battery	1
Reports Taken	51	Criminal Damage to Property	1
Other	46	Negligent Handling of Burning Materials	1
TOTAL	2,004	TOTAL	108





Park View Middle School

OFFICER CONTACTS		CITATIONS	
ACTIVITY	2019 TOTAL	ACTIVITY	2019 TOTAL
Incidents	57	Poss Controlled Substance	2
Student Contacts	179	Poss Drug Paraphernalia	0
Meetings	63	Disorderly Conduct	2
Parent Calls / Emails	137	Indecent Language Or Conduct	2
Other Calls / Emails	176	Poss Tobacco By a Minor	8
Locker Searches	26	Truancy	0
Verbal Warnings	36	Underage Drinking	1
Citations	16	Theft	0
Class Talks	24	Parking	0
Traffic Control in Lot	303	Misc Traffic	0
Reports Taken	24	Battery	1
Emergency Detention	1	Carrying Concealed Weapon	2
TOTAL	1,042	TOTAL	18

In September of 2018, Officer Joe Petted began a new role as School Resource Officer at Park View Middle School. He is pictured below with staff and students.





2019 NIBRS Data

National Incident Based Reporting System

In 2015, Lt. Streit began working to upgrade the department's crime reporting from the Uniform Crime Report (UCR) to the National Incident Based Reporting System (NIBRS). He obtained a grant to fund updating the department's ProPhoenix Records Management System and developed tools to assist officers with NIBRS compliant data entry.

UCR and NIBRS are both regulated by the FBI and both use the same general concepts. NIBRS goes into greater detail than UCR and has 46 Group A offenses while UCR only has 8 Part I offenses. UCR does not differentiate between completed and attempted crimes while NIBRS does. Also, UCR tends to only report the most serious offense reported when multiple crimes are reported in the same period of time, location, and person/group of people. The great thing about NIBRS is the data can be submitted electronically in the form of ASCII text files, needing no manual input. UCR data is written documents that have to be hand entered into a computer system for analysis. Within a few years, the FBI will require all law enforcement agencies to report NIBRS data instead of UCR data.

Group A Reported Arrests		
Crimes Against Persons	Offenses	Total Arrests
TOTAL CRIME	216	103
Murder & Non-Negligent Manslaughter	0	0
Manslaughter by Negligence	0	0
Sex Offenses	4	0
Rape	1	0
Sodomy	0	0
Sexual Assault w/Object	0	0
Fondling	3	0
Sex offenses - Nonforcible	0	0
Incest	0	0
Statutory Rape	0	0
Aggravated Assault	1	1
Simple Assault	9	7
Intimidation	3	1
Kidnapping/Abduction	1	0
Human Trafficking	0	0
Human Trafficking, Commercial Sex Acts	0	0
Human Trafficking, Involuntary Servitude	0	0



Crimes Against Property	Offenses	Total Arrests
Robbery	0	0
Burglary	2	0
Theft/Larceny	84	51
Theft - Pocket-picking	0	0
Theft - Purse Snatching	0	0
Theft - Shoplifting	52	45
Theft from Building	5	1
Theft - Coin Operated Machine	0	0
Theft from Motor Vehicle	4	0
Theft of Motor Vehicle Parts	2	0
Theft - All Other Larceny	21	5
Motor Vehicle Theft	1	0
Stolen Property Offenses	0	0
Arson	0	0
Counterfeiting/Forgery	9	0
Fraud Offenses	16	2
Fraud - False Pretenses	3	0
Fraud - Credit Card/ATM	3	2
Fraud - Impersonation	5	0
Fraud - Welfare	0	0
Fraud - Wire	0	0
Fraud - Identity Theft	5	0
Fraud - Hacking/computer invasion	0	0
Embezzlement	0	1
Extortion/Blackmail	0	0
Bribery	0	0
Destruction/Vandalism	20	6



2019 NIBRS Data *continued*

National Incident Based Reporting System

NIBRS only reports the highest level arrest for any incident where UCR report all arrests. For example, if you look at our Drug Equipment number, we had 26 incidents but only 2 arrests. That is because in most of those incidents, we also arrested the person for Possession of a Controlled Substance so only that arrest is reported, not the Narcotic Equipment arrest.

Crimes Against Society	Offenses	Total Arrests
Weapon Law Violations	3	3
Prostitution Offenses	0	0
Prostitution	0	0
Prostitution - Assisting	0	0
Prostitution - Purchasing	0	0
Drug/Narcotic Violations	40	27
Drug Equipment Violations	23	4
Gambling Offenses		
Gambling - Betting	0	0
Gambling - Operating	0	0
Gambling - Equipment Violations	0	0
Gambling - Sports Tampering	0	0
Pornography	0	0
Animal Cruelty	0	0

Group B Arrests	
TOTAL CRIME (including juvenile)	88
Bad Checks	1
Curfew/Loitering/Vagrancy	3
Disorderly Conduct	28
Driving Under the Influence	23
Family Offenses, Nonviolent	0
Liquor Law Violation	13
Peeping Tom	0
Trespass of Real Property	5
All other Offenses	15



2019 Activity - Citation & Arrest by Month

MONTH	CITATIONS ISSUED	ARRESTS			
		Felony	Misdemeanor	Non-Criminal	TOTAL Arrests
JANUARY	218	3	5	14	22
FEBRUARY	240	2	6	12	20
MARCH	310	9	11	13	33
APRIL	308	1	9	15	25
MAY	360	8	1	15	24
JUNE	287	1	4	28	33
JULY	244	4	11	5	20
AUGUST	260	5	16	17	38
SEPTEMBER	150	3	11	19	33
OCTOBER	198	5	12	20	37
NOVEMBER	203	4	7	25	36
DECEMBER	172	2	3	12	17

TOTAL 2019 CITATIONS ISSUED	2,950
TOTAL 2019 ARRESTS	388



2019 Citations Issued by Offense -

TRAFFIC OFFENSES			
Alter Veh. Registration Plate	1	Illegal Passenger Riding on M	1
Automobile Following Too Close	1	Illegal Window Tint	1
AUTOMOBILE FOLLOWING TOO CLOSELY	13	Improper Display/Plates	30
Cracked/Damaged Vehicle Winds	1	Improper Parking On/Off Roadway	1
Defective Horn or Unnecessary	1	Improper Passing/Stopped School	2
Deviation from Designated Lane	1	Improper Right Turn	4
Display Unauth. Veh. Registration	11	IMPROPER/ATTACH REAR REG DECAL/TAG	6
Driving Too Fast for Condition	4	Inattentive Driving	62
Equip Motor Vehicle with Ille	1	Minor Operate Motorcycle w/o	1
EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	119	No Tail Lamp/Defective Tail Lamp	48
EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	224	NON-REGISTRATION OF AUTO, ETC	205
EXCEEDING SPEED ZONES, ETC. (20-24 MPH)	53	NON-REGISTRATION OF OTHER VEHICLE	1
EXCEEDING SPEED ZONES, ETC. (25-29 MPH)	4	Obstructed Driver's Vision-Re	2
EXCEEDING SPEED ZONES, ETC. (30-34 MPH)	3	OPERATE AFTER REV/SUSP OF REG	52
EXCEEDING SPEED ZONES, ETC. (45+ MPH)	2	Operate M/V w/o Insurance	309
Fail to Signal Turn	1	Operate M/V w/o Proof of Insurance	4
Fail/Comply Stopping Light Red	1	Operate Motor Veh. w/o Adequate	2
Fail/Display Vehicle License	86	OPERATE MOTOR VEHICLE BY PERMITTEE W/O AUTH PERSON >21	1
Fail/Equip Required Bumper	2	Operate Motor Vehicle w/o 2 H	1
Fail/Equip with Proper Headlamp	1	Operate Motorcycle w/o Valid	1
Fail/Notify DMV of Address/Name	1	Operate Vehicle w/ NonWhite	1
Fail/Notify DMV-Add./Name/Col	2	Operate Vehicle w/o Registration	34
Fail/Signal Turn/Unsafe Turn	1	Operate Vehicle w/o Stopping	46
Fail/Stop at Stop Sign	35	Operate w/o Carrying License	1
Fail/Stop for Unloading School bus	8	Operate w/o Valid License	18
Fail/Yield - Making Left Turn (Result Bodily Harm)	1	OPERATE W/O VALID LICENSE (2ND)	4
Fail/Yield for Yield Sign	2	OPERATE W/O VALID LICENSE (EXP W/IN 3 MTHS)	7
Fail/Yield Right/Way from Stop	5	OPERATE WITH CONTROL SUBST (1ST)	1
Fail/Yield while Making Left	12	OPERATE WITH RESTRICTED CONTROLLED SUBSTANCE (5TH OR 6TH)	1
Failure to Notify Police of Accident	2	OPERATING AFTER SUSPENSION	2
FAILURE TO OBEY SIGN OR SIGNAL	1	Operating Left of Center Line	4
Failure to Obey Traffic Officer	16	OPERATING W/PAC (1ST)	6
FYR to Ped/Bicycle/EPAMD/Unco	3	OPERATING W/PAC (2ND)	2
FYR TO PEDESTRIAN, BICYCLIST, OR EPAMD	1	OPERATING W/PAC (3RD)	3
HIT AND RUN	1	OPERATING W/PAC (4TH)	1
Hit and Run Prop	5	OPERATING W/PAC >=0.15 (1ST)	1
Hit and run unattended vehicle	6	OPERATING WHILE REVOKED (FORFEITURE)	12
IID TAMPERING/FAIL TO INSTALL/VIOLEATE COURT ORDER	5	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)	14
Illegal Materials on Windshield	1	Operating While Suspended	59
Illegal Pass of School Bus Red	3		



2019 Citations Issued by Offense - ADULT *continued*

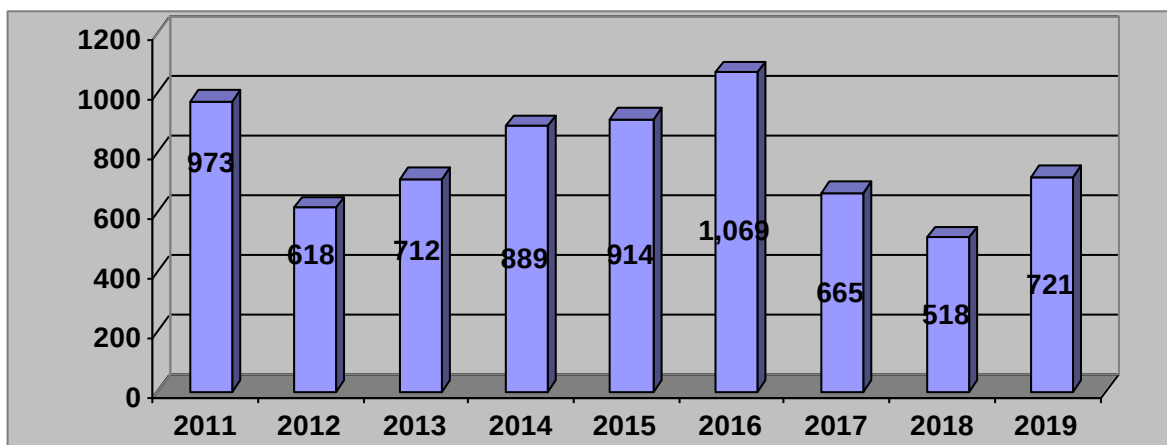
OPERATING WHILE SUSPENSION	27	NON - TRAFFIC OFFENSES	
OPERATING WHILE UNDER THE INFLUENCE	12	Battery	3
OPERATING WHILE UNDER THE INFLU (2ND)	2	CARRY CONCEALED WEAPON	2
OPERATING WHILE UNDER THE INFL (3RD)	3	Cat Running at Large	1
Operation w/o Required Lamps	6	COUNTY/MUN. RETAIL THEFT-ALTER PRICE	1
Operator Fail/Have Passenger	3	Criminal Damage to Property	5
Operator Make Illegal Right	2	CRIMINAL TRESPASS TO DWELLING	3
Operator Violate Red Traffic	25	Criminal Trespass to Land (943.13)	3
Other Headlamp Equipment Viol	2	DISORDERLY CONDUCT	11
OWI (1ST W/PASSENGER < 16 YRS OLD)	1	DISORDERLY CONDUCT - COUNTY/ MUNICIPALITY	1
OWI (4th)	1	Dog Running at Large	2
OWI (5th or 6th)	1	Fire Code Violations (NFPA)	2
OWI (7th, 8th or 9th)	1	Loitering/Curfew	3
Pass Veh Stopped for Ped/Bicy	1	Loud and Unnecessary Noise	1
Passing in No-Passing Zone	1	N200049 (MISC)	25
Possess Open Intoxicants in M	5	Neg Hand Burning Mat (941.10)	1
PROB LICENSEE OPER CLASS D VEH W/ OTHER PERSON IN VEH	3	Open Burning Violation	1
Reckless Driving-Endanger Saf	1	Parking Lot Traffic Violation	33
Ride in Vehicle w/o Wearing S	11	Plumbing Code Violations	1
SPEEDING ON FREEWAY (11-15 MPH)	14	Possess Cont Subst 961.41(3g)(b)	17
SPEEDING ON FREEWAY (16-19 MPH)	51	Possess Drug Paraphernalia	8
SPEEDING ON FREEWAY (20-24 MPH)	23	Possess/Tobacco Minor (254.92)	17
SPEEDING ON FREEWAY (25-29 MPH)	2	Public Nuisance - Outside Junk Storage	10
SPEEDING ON FREEWAY (30-34 MPH)	1	Resisting or Obstructing an Officer	3
T104607 (MISC)	557	RETAIL THEFT - INTENT TAKE (<=\$500/COMBINES W/INTERNET SALES)	1
Truck Following Too Closely	2	RETAIL THEFT - INTENTIONALLY TAKE (<=\$500)	29
Unclean/Defective Lights	403	Retail Theft (943.50)	1
Unreasonable and Imprudent Speed	28	RETAIL THEFT-INTENTIONALLY TAKE(<=\$2500)	1
Unsafe backing	8	THEFT-MOVABLE PROPERTY >\$10,000	1
Unsafe passing on right	1	THEFT-MOVABLE PROPERTY<=\$2500	7
Unsafe Turn-At Intersection	2	Truancy	4
VEH. OPERATOR FLEE/ELUDE OFFICER	1	Unauthorized Collection Waste	1
Vehicle Operator Fail/Wear Seat	103	UNDERAGE DRINKING-POSSESS UNDER 14	1
VIOL OF CHILD SAFETY RESTRAINT - CHILD 4 YRS BUT < 8 YRS	3	UNDERAGE DRINKING-POSSESS-17-20	12
VIOLATE GDL RESTRICTIONS - PASSENGER (1ST)	1	Unlicensed Veh/Minibike Viol	1
TOTAL TRAFFIC	2,900	TOTAL NON-TRAFFIC	213
		TOTAL CITATIONS (2019)	3,113



2019 Parking Violations

Parked Blocking a Sidewalk/Driveway	3
Parked In a Fire Lane	3
Parked In a Handicap Zone	13
Parked In a No Parking Zone	19
Parked Left Wheel to Curb	18
Parked Without Permit (MHS)	66
Parked More Than 2 hour Limit	3
Parked More than 24 hours/Abandoned	8
No parking 6am—9am	1
No parking 10pm—6am	0
Parked On Grass in Village Park	7
Parked in Excess of Limits - Municipal Parking Lot	0
Parked Too Close to a Fire Hydrant	2
Parking on cul-de-sac	3
Park Less than 15ft from Crosswalk	3
Park More Than 1ft from Curb	1
Winter Parking—Parked during Snow Emergency	28
Winter Parking—Parked on Wrong Side of Street	130
Winter Parking—Parked Without a Permit	412
TOTAL 2019 PARKING VIOLATIONS	721

By Year Comparison



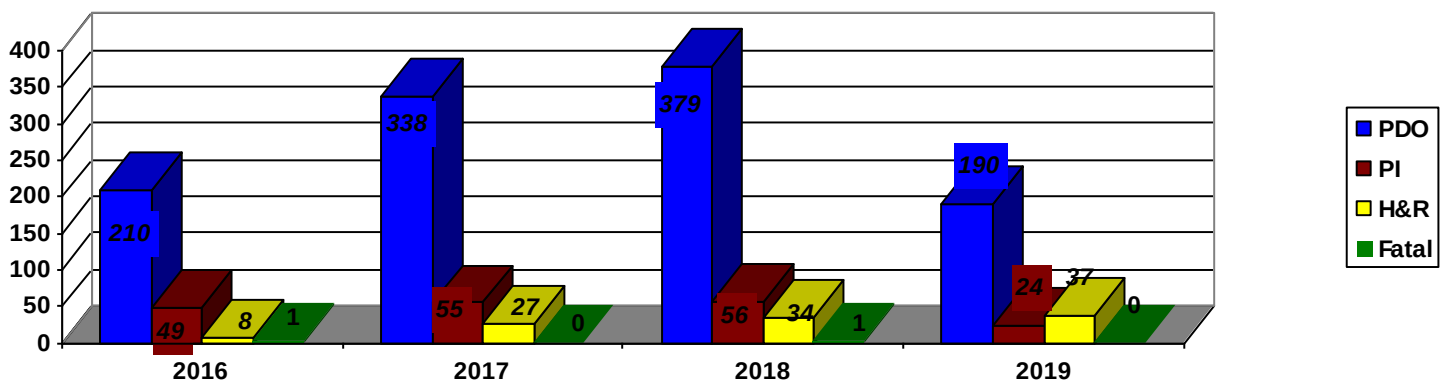


2019 Accident Reports

MONTH	PDO	PI	Hit & Run	FATAL	TOTAL
JANUARY	15	1	4	0	20
FEBRUARY	21	3	2	0	26
MARCH	13	3	1	0	17
APRIL	11	2	2	0	15
MAY	23	2	3	0	28
JUNE	16	2	5	0	23
JULY	19	2	0	0	21
AUGUST	9	0	6	0	15
SEPTEMBER	12	1	2	0	15
OCTOBER	12	3	5	0	20
NOVEMBER	19	3	2	0	24
DECEMBER	20	2	5	0	27

Total 2019 Property Damage Only Accidents	190
Total 2019 Personal Injury Accidents	24
Total Hit and Run Accidents	37
Total 2019 Fatal Accidents	0
TOTAL 2019 ACCIDENTS	251

By Year Comparison





Village of Mukwonago Contacts

	FIRST SHIFT	SECOND SHIFT	THIRD SHIFT	911 CALLS	TOTAL CONTACTS
JANUARY	1916	1351	547	155	3969
FEBRUARY	1780	1347	481	85	3693
MARCH	2077	1437	569	104	4187
APRIL	2154	1507	637	105	4403
MAY	2215	1589	611	119	4534
JUNE	2318	2035	633	144	5130
JULY	2524	1951	787	158	5420
AUGUST	2199	1708	598	137	4642
SEPTEMBER	2063	1530	661	129	4383
OCTOBER	2155	1484	708	109	4456
NOVEMBER	1940	1350	614	107	4011
DECEMBER	1944	1501	679	140	4264
TOTAL	25,285	18,790	7,525	1,492	53,092

Total Contacts in 2018 - 50,258

Town of Mukwonago Contacts

	FIRST SHIFT	SECOND SHIFT	THIRD SHIFT	911 CALLS	TOTAL
JANUARY	502	738	829	49	2,118
FEBRUARY	401	699	937	48	2085
MARCH	554	864	1005	46	2469
APRIL	470	588	787	42	1887
MAY	395	627	769	49	1840
JUNE	457	563	701	47	1768
JULY	359	595	633	68	1655
AUGUST	362	548	674	52	1636
SEPTEMBER	275	484	531	35	1325
OCTOBER	322	412	659	50	1443
NOVEMBER	306	427	669	51	1453
DECEMBER	360	598	581	48	1587
TOTAL	4,763	7,143	8,775	585	21,266

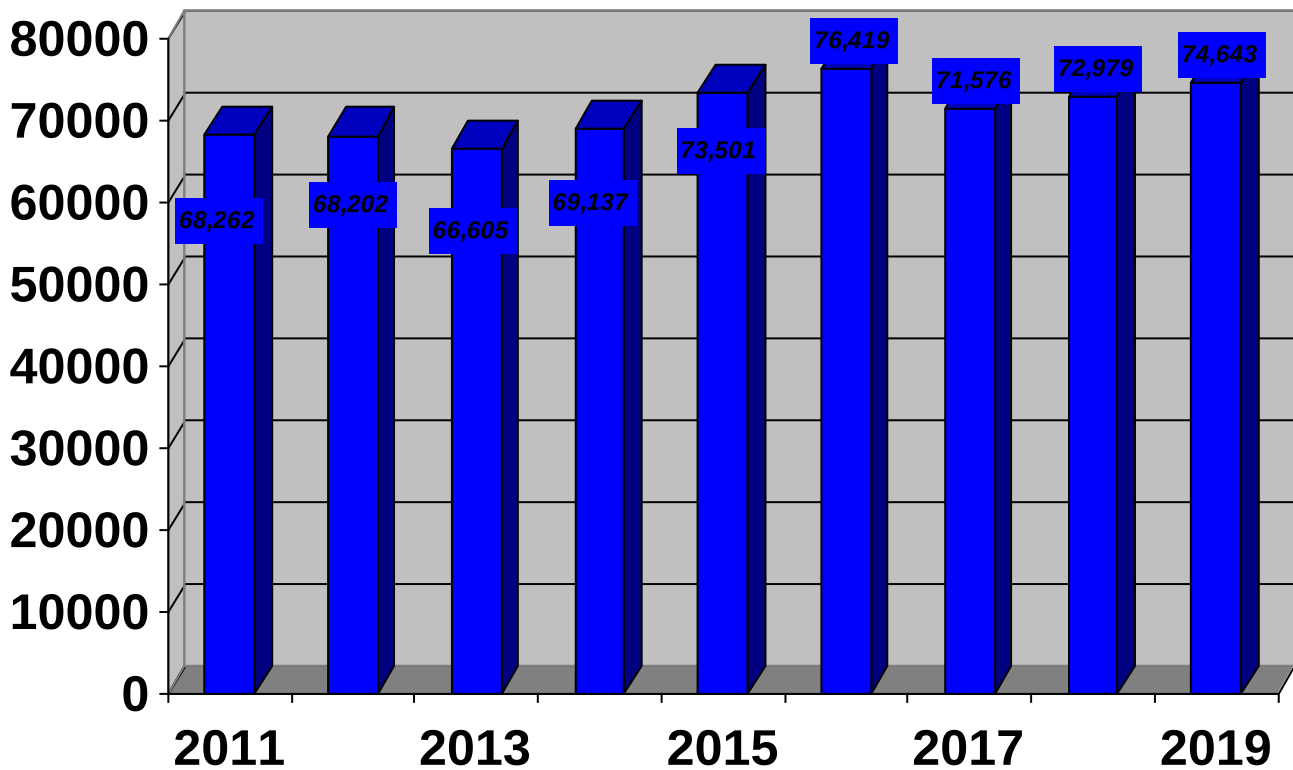
Total Contacts in 2018 - 22,486



2019 Police Contacts

DEPARTMENT	TOTAL NUMBER OF CONTACTS	PERCENTAGE OF THE TOTAL CONTACTS
VILLAGE OF MUKWONAGO	53,092	71%
TOWN OF MUKWONAGO	21,266	28%
TOWN OF MUKWONAGO BOAT PATROL	146	1%
TOWN OF EAGLE BOAT PATROL	139	1%
TOTAL	74,643	100%

By Year Comparison





Mukwonago Police Department

Squad Patrol / Fleet



Marked Squad



Marked Squad



Squad 32



Squad 26



Bicycle Patrol



Squad 33



Squad / Patrol Vehicle Descriptions

SQUAD 24	2018 Ford Interceptor SUV, black and white marked squad placed into service June 2018.
SQUAD 26	2010 Ford Expedition, black in color, investigator/supervisor vehicle placed in service on June 1, 2010.
SQUAD 28	2017 Ford Interceptor SUV, black in color, unmarked patrol/supervisor squad placed into service October 2016.
SQUAD 30	2019 Ford Interceptor SUV, black and white marked squad placed in service September of 2019.
SQUAD 32	2017 Ford Interceptor, black in color, marked squad placed into service May 2017.
SQUAD 33	1997 Chevrolet pickup truck, black and white taken out of service January 25, 2019. 2019 Chevrolet Silverado, black and white, placed in service January 25, 2019.
SQUAD 34	2017 Ford Interceptor SUV, black and white marked squad placed in service July 2017.
SQUAD 36	2016 Ford Interceptor SUV, black and white marked squad placed into service August 2016.
SQUAD 38	2006 Chevrolet Impala, tan unmarked squad taken out of June 2019. 2019 Ford Interceptor SUV, black and white marked squad placed in service July 2019.
POLICE BICYCLE	2004 Trek 4900 Mountain Bicycle.

SQUAD #	24	26	28	30	32	33	34	36	38
YEAR & MAKE	2018 Ford	2010 Ford	2017 Ford	2019 Ford	2017 Ford	2019 Chevy Truck	2017 Ford	2016 Ford	2019 Ford (July - Dec)
SPEEDOMETER, 01/01/2019	10,469	74,031	16,431	0	65,171	0	94,924	43,316	0
SPEEDOMETER, 12/31/2019	45,029	79,444	21,044	10,528	70,565	3006	113,366	75,450	21,708
TOTAL MILES (Annual)	34,560	5,413	4,613	10,528	5,394	3006	18,442	32,134	21,708
AVERAGE DAILY MILES	94.7	14.8	12.6	28.8	14.8	8.8	50.5	88	118

2019 TOTAL MILEAGE	135,798
2019 AVERAGE DAILY MILES	372.1
2019 TOTAL GASOLINE (Gallons)	10,198



Department Members

Years of service to the department and the community

41 - 45 Years

Chief Kevin Schmidt (1978)
Crossing Guard Judy Podany (1978)

36 - 40 Years

30-35 Years

Officer Joseph Petted (1987)

25 - 29 Years

Officer Robert Melo (1990)
Lieutenant Daniel Streit (1992)
Dispatcher/Clerk Cynthia Wellman (1993)
Reserve Officer Scott Buchholtz (1993)

20 - 24 Years

Sergeant Christopher DeMotto (1995)
Officer Jason Steinbrenner (1996)
Dispatcher/Clerk Brenda DiMaggio (1997)

15 - 19 Years

Dispatch Supervisor/Clerk Deborah Zaeske (2000)
Dispatcher/Clerk Tracy Tipton (2000)

10-14 Years

Officer John Schubel (2006)
Officer Robert Kreiser (2009)
Officer Chet Wilson (2009)

5 - 9 Years

Dispatcher/Clerk Jennifer Dorschner (2011)
Officer Cory Kirkpatrick (2011)
Reserve Officer Gary Walters (2012)

0 - 4 Years

Reserve Officer Ryan Becht (2015)	Officer Taylor Zajicek (2018)
Reserve Officer Chris Holtz (2015)	Reserve Officer Tanya Perez (2018)
Dispatcher/Clerk Italia Hench (2016)	Reserve Officer Ronald Xiong (2018)
Reserve Officer Adam Boyd (2017)	Reserve Officer Kevin Gregg (2018)
Officer Michael Kubiak (2018)	Officer Richard Rogers (2019)
Officer Brian Cieszynski (2018)	Dispatcher/Clerk Kati Haines (2019)
Officer Shaun Pinkowski (2018)	



Reasons for Paid 2019 Overtime

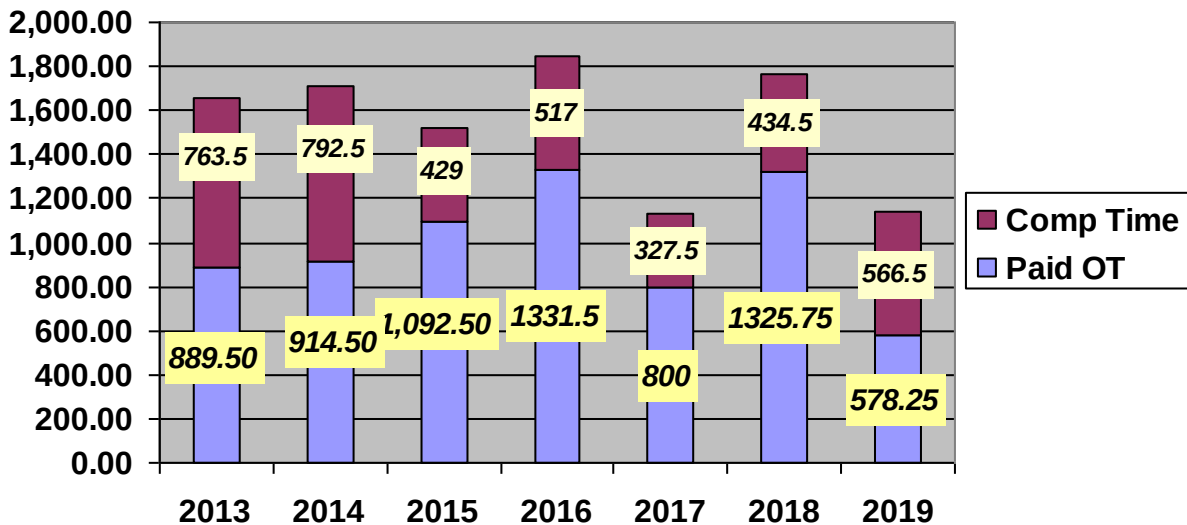
TYPE	HOURS
Cover Shift	103.75
HVE/Speed Enforcement Grant *	96
Training	75.75
Parade Duty	57
Administration	34.25
Emergency Detentions	31.5
County Court	30
Report Writing	29.5
School Liaison/MHS Events **	27.5
Criminal Investigation	23.25
Summerfeste ***	14
Extra Patrol	13.25
Arrest/Prisoner Transport	12
St. James Festival	10
Suburban Critical Incident Team (SCIT)	6.5
Municipal Court	5.75
Accident Investigation	4.25
Maxwell Street Days	4
2019 TOTAL PAID OVERTIME	578.25

*Village reimbursed by State Grant

** Village reimbursed by MHS for some of these hours

*** Village reimbursed by organizations running event

Comparison of Previous Years





2019 Overtime Hours Report

PATROL	PAID	COMP TIME (HRS)
Officer Joseph Petted	36.5	60.5
Officer Robert Melo	56.25	0
Officer Jason Steinbrenner	48.5	93.5
Officer John Schubel	98.25	0
Officer Robert Kreiser	89.25	55
Officer Chet Wilson	47	16.5
Officer Cory Kirkpatrick	30.75	5.5
Officer Michael Kubiak	45.5	11
Officer Brian Cieszynski	49	5.5
Officer Shaun Pinkowski	15.5	22
Officer Taylor Zajichuk	28.75	0
Officer Richard Rogers	9	0
TOTAL PATROL HOURS	554.25	269.5

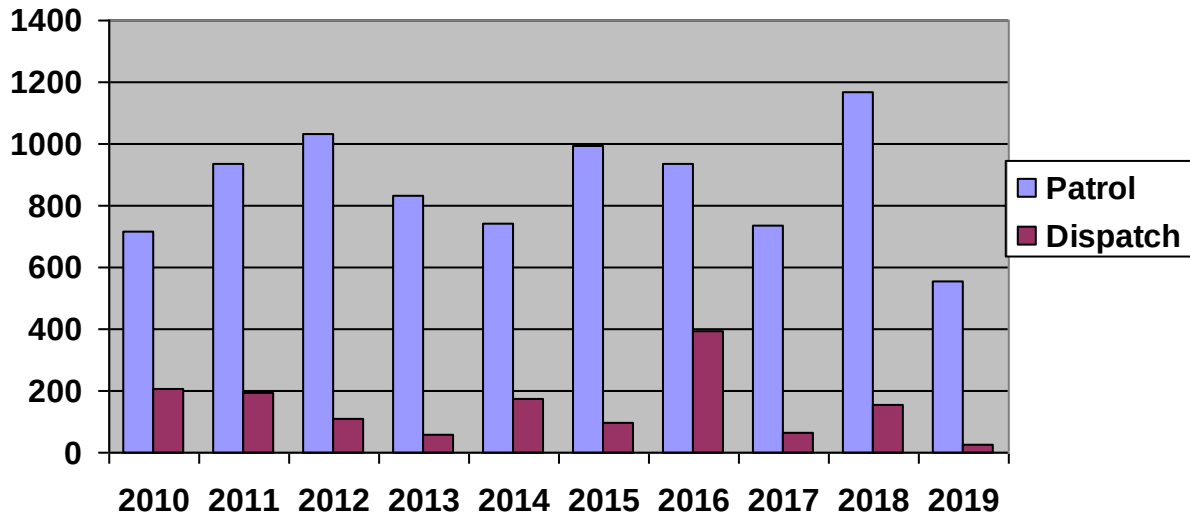
DISPATCHER/CLERK	PAID	COMP TIME (HRS)
Dispatch Supervisor/Clerk Debbie Zaeske	3.75	66
Dispatcher/Clerk Cynthia Wellman	2	33
Dispatcher/Clerk Brenda DiMaggio	4.75	60.5
Dispatcher/Clerk Tracy Tipton	4.5	33
Dispatcher/Clerk Jennifer Dorschner	2.5	60.5
Dispatcher/Clerk Italia Hensch	2.5	38.5
Dispatcher Clerk Kati Haines	4	5.5
TOTAL DISPATCHER/CLERK HOURS	24	297

Total 2019 Overtime Hours

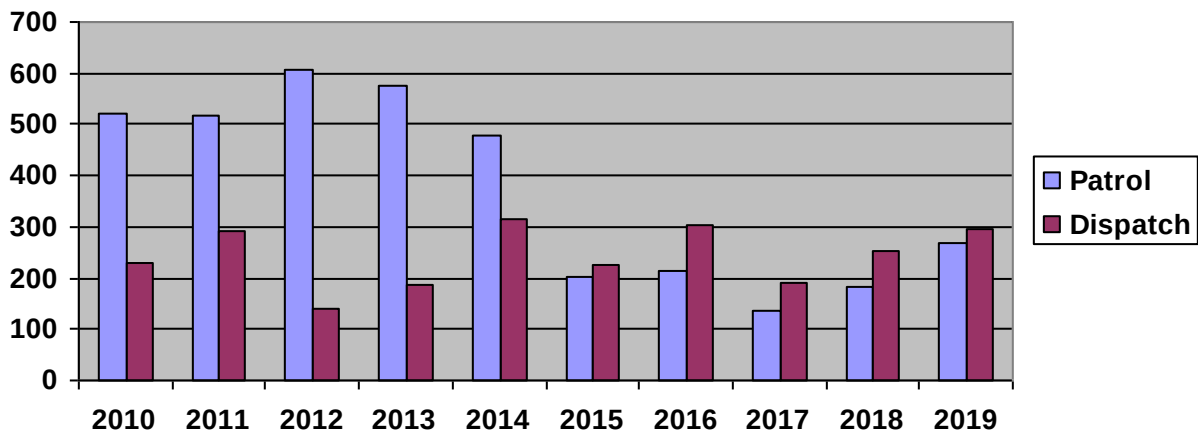
	PAID	COMP TIME (HRS)
PATROL HOURS	554.25	269.5
CLERK/DISPATCHER HOURS	24	297
TOTAL MKPD HOURS	578.25	566.5



Paid Overtime



Comp Time





Mukwonago Police Department: 2019 Crime Clock



One Violent Crime

2019: Every 121 days, 16 hours
2018: Every 60 days 20 hours
2017: Every 73 days
2016: Every 45 days 18 hours
2015: Every 121 days 16 hours

Violent Crime includes murder and non-negligent manslaughter, rape, robbery & aggravated assault.

One Property Crime

2019: Every 4 days 4 hours 41 minutes 23 seconds
2018: Every 3 days 4 hours 10 minutes 26 seconds
2017: Every 1 day 9 hours 49 minutes 21 seconds
2016: Every 2 days 12 hours 9 minutes 52 seconds
2015: Every 2 days 9 hours 15 minutes 14 seconds

Property Crime includes burglary, theft/larceny, motor vehicle theft and arson.

One Fraud Complaint every
2019: 22 days 19 hours
30 minutes

One Theft every
2019: 4 days 8 hours
17 minutes 9 seconds
2018: 3 days 12 hours
13 minutes 51 seconds
2017: 1 day 12 hours
11 minutes 54 seconds
2016: 2 days 20 hours
37 minutes 30 secs
2015: 2 days 12 hours
50 minutes

One Burglary every
2019: 182 days 12 hours
2018: 40 days 13 hours
20 minutes
2017: 36 days 12 hours
2016: 26 days 3 hours
25 minutes 43 seconds
2015: 91 days 6 hours

One Motor Vehicle Theft every
2019: 365 days
2018: 182 days 12 hours
2017: 52 days 3 hours
25 minutes 43 seconds
2016: 91 days 12 hours
2015: 73 days

* 2016 Leap Year



Mukwonago Fire Department Annual Report 2019

www.mukwonagofire.org

Table of Contents

Mission/ Vision Statement.....	3
Core Values.....	4
Chief's Report.....	5
Role of Mukwonago Fire Department Personnel.....	6
Executive Summary.....	9

Fire

Total Number of Incidents/Ave. Number of Responders.....	10
Fire Incidents by District.....	11
Mutual Aid Received/Given.....	11
Fire Loss and Saved.....	12
Fire Incident Type.....	12
Fire Incident Alarm Time Analysis.....	14
Fire Incident by Day of the Week/Shift.....	15

Emergency Medical Services

EMS Runs by City.....	16
Times of EMS calls by Day of the Week.....	17
Ambulance Primary Role of Unit.....	18
Transport Hospital.....	19
Inter-facility Transfer Information.....	20
Provider Primary Impression.....	21
CPR Report.....	24

Training

Public Education and Prevention Programs/Training Analysis.....	26
---	----

Apparatus

Engines.....	29
Aerial/ Water Movement/Specialty Apparatus.....	30
Water Operations.....	31
Personnel Vehicles.....	32
Ambulances.....	33



Mission Statement

It is the mission of the Mukwonago Fire Department to provide a range of programs designed to protect the lives and property of the inhabitants of the Village and Town of Mukwonago from the adverse effects of fire, sudden medical emergencies or exposure to any dangerous condition created by either man or nature.

Vision Statement

The Mukwonago Fire Department will continually strive to exceed our citizen's expectations working within a healthy, safe and innovative environment that enhances the professional and efficient delivery of emergency services. We also strive to be an organization providing community safety education and information keen to anticipate, influence and embrace change

Core Values

Integrity – openness, honesty, loyalty and honor; leading through example to achieve a common goal by actions

Professional Development – commitment to continually expand the abilities of personnel, encourage continuous education and advancement opportunities as becoming officers

Accountability – all personnel, management and otherwise providing a level of accountability to each other and the community and the implementation of responsible measuring

Teamwork – develop and maintain a sense of family camaraderie and loyalty to one another and to the community; provide a sense of help and encouragement for all and by all

Innovation – progressive, pro-active, modern, open and creative; open and receptive to all input and feedback

Chief's Report

I appreciate you taking the time to see whom we are and what we do. Should you have further questions or are interested in joining this organization you can contact us. We are always looking for additional highly motivated and team oriented people to join our staff.

In 2019, MFD total call volume reached 2234 calls. MFD responded to 24 less EMS calls but 16 additional Fire requests. MFD continued providing inter-facility transports when available. Daytime staffing was two full time, two POP and the Duty Officer for daytime coverage during the week and one additional POP position on the weekends. In 2019 91.85% of the available POP shifts were filled. **814 hours were not filled, equating to 68- 12 hour shifts, 19% of the year the department was short staffed.** As we examine our operations we have taken an emphasis on transitional firefighting and trying to predict fire flow while working with minimal staffing.

The department consists of Paid on Call (POC), Paid on Premise (POP) and 7 full time staff, including the Fire Chief. Additionally there are two POP staff from 6am to 6pm Monday thru Friday and two POP 0800-1800hrs and one POP 0600-1800hrs on the weekends. POC staff 6pm to 6am seven days a week on a rotating schedule. We have seen an increasing trend of staff coming from outside the village and town of Mukwonago. POC membership is declining nationally and MFD is not immune to this trend. We have seen a cultural change towards POP staff during the daytime hours seven days a week. The struggle is that area departments are competing for the same pool of POP staff. Due to the shortage of available trained individuals recruitment of POP staff is becoming as challenging as is POC staffing. Many area departments have implemented POP staffing and have increased pay rates which creates a competition for these individuals. In addition, several departments are hiring fulltime staff. Several of our POC/POP staff have been hired fulltime. In 2019 MFD hired 10 POC/POP staff and lost 17 POC/POP due to fulltime positions, work changes, participation issues and life challenges. Overall since 2012 to 2019 MFD has hired 123 individuals and lost 123 individuals resulting in a **zero increase** in staffing since 2011.

This was the driving force of requesting of a Mukwonago Fire Department Study examining administration, staffing, operations, future growth and needs. RW Management was hired to take on this task. Results will be presented in March or April of 2020. The Town and Village boards along with the Fire Chief, will set forth a plan to address any recommendations. As stated above staffing and budget are the major concerns moving into the future. I am available to address any questions.

Everyone is welcome at any time to stop in, meet your firefighters, and look at your apparatus. As well as responding to calls, members have spent numerous hours in training and education to keep their skills at top levels. Enjoy the following more detailed information in the following pages.

Sincerely,

Jeffrey R. Stien
Fire Chief

Role of Mukwonago Fire Department Personnel

Save life, Protect Property, Render Assistance... IN ADDITION...

The role of today's fire department personnel is quite different from that of years past. The fire service is constantly changing to meet the needs of the community under ever changing times.

Mukwonago Fire Department Personnel need to possess certain attributes in order to be successful in the role of Firefighter/EMT: commitment, dedication, integrity, confidence, resilience, adaptability, effective communication skills.

A common image of the firefighter is that of fighting fires. The reality is this is a small fraction of the role. Personnel are cross-trained in fire and EMS skills. This is effective utilization of the limited number of personnel on the Mukwonago Fire Department. Fire and EMS personnel function in a multi-faceted role within these common areas:

Prevention

Bi-annual inspections and education activities that prevent fire, aid in rapid extinguishment, or limiting the loss of life and property.

- Business, school, residential facility, and home safety inspections
- Education presentations in daycare facilities and schools
- Facility tours
- Open house and other public relations activities to enhance the public's perception of the Mukwonago Fire Department.
- Maintain excellent working relationships with other local departments such as Police and Department of Public Works.

Preparation

Maintaining all aspects of the Mukwonago Fire Department and its Personnel in a state of readiness.

- Routine apparatus and equipment checks – observing and checking for needed repairs, replacement, expirations and deficiencies
- Cleaning – apparatus and equipment will last longer and function more effectively. Station cleaning is also important in preparation should the need to open our doors for displaced members of the community.
- Personnel ensuring their own fitness levels are such that they are prepared for the physically and mentally demanding work.

- In house training monthly for EMT's, Paramedics, Fire Department, Duty Company and Dive Team.
- External training at WCTC, Gateway Technical College, seminars or other experiential opportunities to further the knowledge of Mukwonago Fire Department Personnel and to stay current with ever changing technologies.
- Perform administration duties related to records and documentation, thus promoting an overall efficient operation of the Mukwonago Fire Department.

Protection

Programs in place to protect Mukwonago Fire Department Personnel and the community in the event of an emergency.

- Vaccinations against influenza, scheduled TB skin tests, scheduled personal protective equipment inspections and routine cleaning.
- Annual SCBA flow and fit tests
- Annual apparatus pump testing, ladder testing and hose testing
- Fire Code and ordinance enforcement.

Response

Putting necessary items into place to expedite the response of Mukwonago Fire Department in the event of an emergency and safely mitigate any incident.

- Driver training and education regarding safe and prompt responses.
- Familiarizing all personnel with the Mukwonago community.
- Familiarizing personnel in the use of GPS units in all apparatus.
- Be prepared for incidents that not only involve fire and medical emergencies but also:
 - Motor vehicle accidents
 - Hazardous materials leaks
 - Railroad incidents
 - Water and Ice emergencies
 - Natural disasters, and
 - Any other response for which requested.
- Operate apparatus such as engines, aerial devices, water tenders, trailers, ambulances and support vehicles within the vehicle's design parameters so that the apparatus is used safely and effectively.
- Responsible for all firefighting duties involved in the incident necessary to save lives and property, combat, extinguish and/or prevent fires and effectively perform these duties as required under emergency conditions frequently involving considerable hazards.

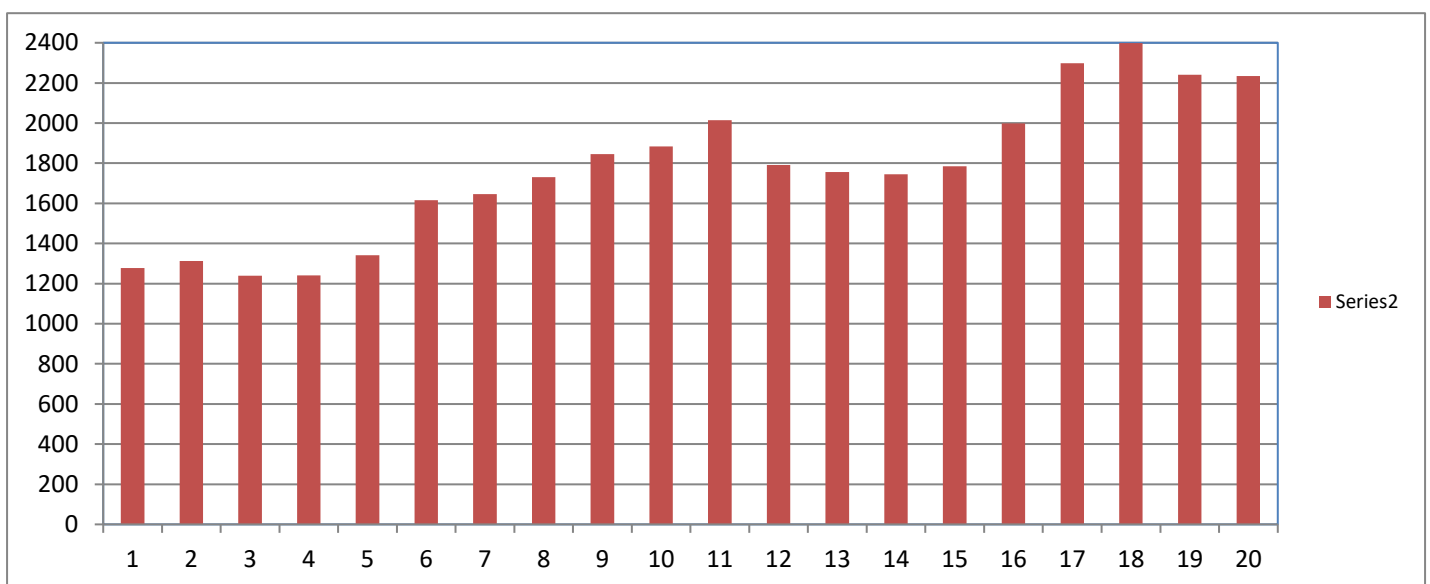
- Provide medical assistance and administer medical procedures to stabilize a patient's condition and prepare them for transport to medical care facilities.
- Safely perform rescue operations for the victim and rescue personnel.

Executive Summary

Year	Total	Total % Change	EMS	EMS % Change	Fire	Fire % Change
2000	1277	0.0				
2001	1312	2.7				
2002	1239	-5.6				
2003	1241	0.2				
2004	1342	8.1				
2005	1615	20.3				
2006	1646	1.9	1361		285	
2007	1730	5.1	1426	4.8	304	6.7
2008	1845	6.6	1537	7.8	308	1.3
2009	1883	2.1	1625	5.7	258	-16.2
2010	2015	7.0	1694	4.2	321	24.4
2011	1791	-11.1	1563	-7.7	228	-29.0
2012	1756	-2.0	1508	-3.5	248	8.8
2013	1745	-0.6	1497	-0.7	248	0.0
2014	1784	2.2	1531	2.3	253	2.0
2015	1998	12.0	1719	12.3	279	10.3
2016	2298	15.0	2020	17.5	278	-0.4
2017	2399	4.4	2117	4.8	282	1.4
2018	2241	-6.6	1994	-5.8	247	-12.4
2019	2234	-0.3	1970	-1.2	264	6.9

Inter-Facilities 07-06-15
Full year of Inter-facilities

% Inc. 74.94





Total Number of Fire Incidents 264

Agency Name	Total Number of Incidents	Total Number of Responders	Average
Mukwonago Fire Department	264	1,160	4.39

Fire Incidents by District

East Troy	3
Other	5
Tess Corners	1
Vernon	6
Wales-Genesee	1
Waterford	2
Western Lakes	2
Zone 1 Town NW	22
Zone 2 Town NE	11
Zone 3 Town SW	34
Zone 4 Village	177

Total	264
--------------	------------

Fire District 1, 2, 3 are the Town of Mukwonago and District 4 is the Village of Mukwonago.

Mutual Aid Given and Received

Mutual Aid Given		Mutual Aid Received	
111 - Building fire	1	251 - Excessive heat, scorch burns with no ignition	1
611 - Dispatched and cancelled en route	1	311 - Medical assist, assist EMS crew	7
111 - Building fire	1	322 - Motor vehicle accident with injuries	8
111 - Building fire	1	324 - Motor vehicle accident with no injuries.	3
611 - Dispatched and cancelled en route	1	351 - Extrication of victim(s) from building/structure	1
111 - Building fire	1	362 - Ice rescue	1
611 - Dispatched and cancelled en route	1	411 - Gasoline or other flammable liquid spill	1
100 - Fire, other	1	412 - Gas leak (natural gas or LPG)	1
113 - Cooking fire, contained to container	1	445 - Arcing, shorted electrical equipment	1
651 - Smoke scare, odor of smoke	1	651 - Smoke scare, odor of smoke	1
611 - Dispatched and cancelled en route	2		
111 - Building fire	1		
111 - Building fire	1		
		Total	25
Total	14		

Mutual aid request are made when additional resources or staffing are needed that exceed the current resources or when there is no staffing to handle the call due to being on multiple or other calls. Mukwonago FD is part of MABAS Division 106. The mutual aid requests listed above are for fire calls only.

Basic Incident Type Code And Description	<u>Types of Incidents</u>		Property Loss	Content Loss	Total Loss	Loss Percent
	Incidents	Percent				
100 - Fire, other	1	0.38%				
111 - Building fire	7	2.65%				
113 - Cooking fire, confined to container	2	0.76%				
118 - Trash or rubbish fire, contained	2	0.76%				
131 - Passenger vehicle fire	1	0.38%	35,000.00	5,000.00	40,000.00	80.40%
132 - Road freight or transport vehicle fire	2	0.76%	5,000.00	250.00	5,250.00	10.55%
138 - Off-road vehicle or heavy equipment fire	1	0.38%	2,500.00		2,500.00	5.03%
142 - Brush or brush-and-grass mixture fire	2	0.76%				
143 - Grass fire	1	0.38%				
151 - Outside rubbish, trash or waste fire	1	0.38%				
251 - Excessive heat, scorch burns with no ignition	3	1.14%				
311 - Medical assist, assist EMS crew	9	3.41%				
322 - Motor vehicle accident with injuries	42	15.91%				
324 - Motor vehicle accident with no injuries.	29	10.98%				
341 - Search for person on land	1	0.38%				
351 - Extrication of victim(s) from building/structure	1	0.38%				
353 - Removal of victim(s) from stalled elevator	1	0.38%				
360 - Water & ice-related rescue, other	1	0.38%				
362 - Ice rescue	1	0.38%				
411 - Gasoline or other flammable liquid spill	2	0.76%				
412 - Gas leak (natural gas or LPG)	7	2.65%				
413 - Oil or other combustible liquid spill	2	0.76%				
424 - Carbon monoxide incident	4	1.52%				
441 - Heat from short circuit (wiring), defective/worn	4	1.52%				
442 - Overheated motor	1	0.38%				
443 - Breakdown of light ballast	2	0.76%				
444 - Power line down	6	2.27%				
445 - Arcing, shorted electrical equipment	6	2.27%				
500 - Service call, other	2	0.76%				
511 - Lock-out	1	0.38%				
520 - Water problem, other	1	0.38%				
522 - Water or steam leak	3	1.14%				
531 - Smoke or odor removal	5	1.89%		2,000.00	2,000.00	4.02%
542 - Animal rescue	1	0.38%				
551 - Assist police or other governmental agency	4	1.52%				
553 - Public service	1	0.38%				

2019 Annual Report Mukwonago Fire Department

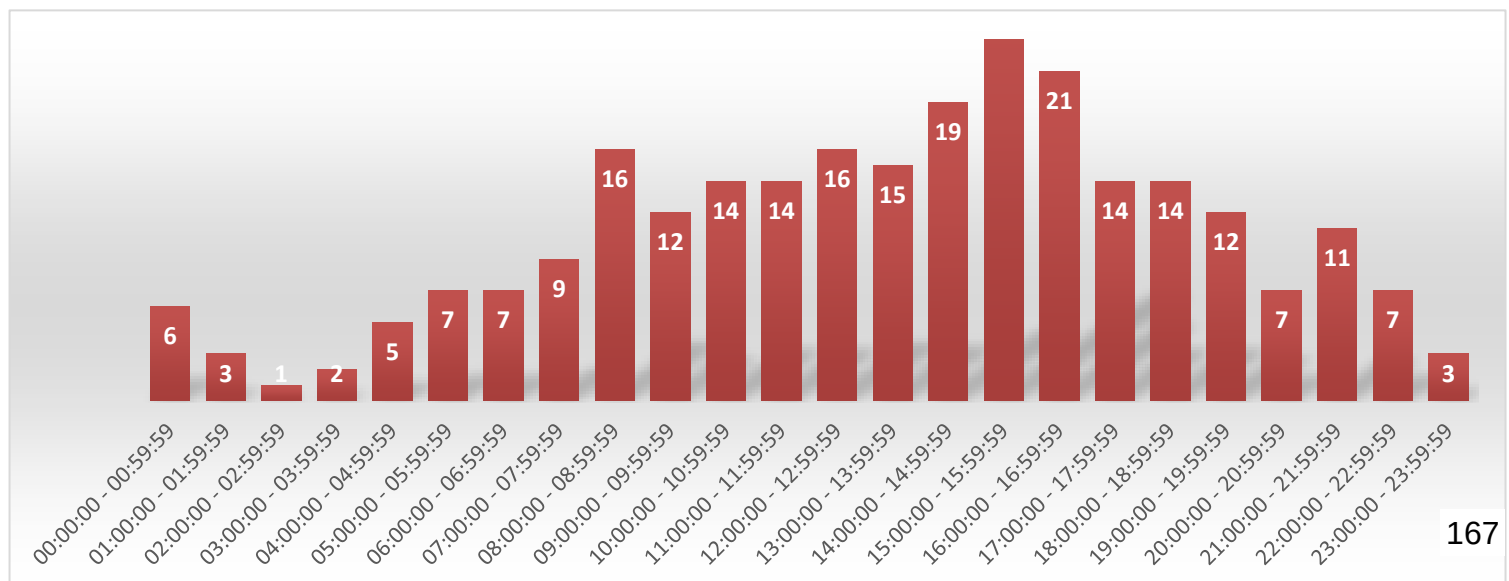
561 - Unauthorized burning	1	0.38%
571 - Cover assignment, standby, moveup	2	0.76%
600 - Good intent call, other	3	1.14%
611 - Dispatched and cancelled en route	24	9.09%
651 - Smoke scare, odor of smoke	3	1.14%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.38%
653 - Smoke from barbecue, tar kettle	1	0.38%
671 - HazMat release investigation w/no HazMat	1	0.38%
700 - False alarm or false call, other	2	0.76%
733 - Smoke detector activation due to malfunction	4	1.52%
735 - Alarm system sounded due to malfunction	14	5.30%
736 - CO detector activation due to malfunction	17	6.44%
741 - Sprinkler activation, no fire - unintentional	1	0.38%
743 - Smoke detector activation, no fire - unintentional	7	2.65%
744 - Detector activation, no fire - unintentional	2	0.76%
745 - Alarm system activation, no fire - unintentional	18	6.82%
746 - Carbon monoxide detector activation, no CO	1	0.38%
814 - Lightning strike (no fire)	2	0.76%

264	42,500.00	7,250.00	49,750.00	100%
-----	-----------	----------	-----------	------

Fire Incidents Alarm Time Analysis

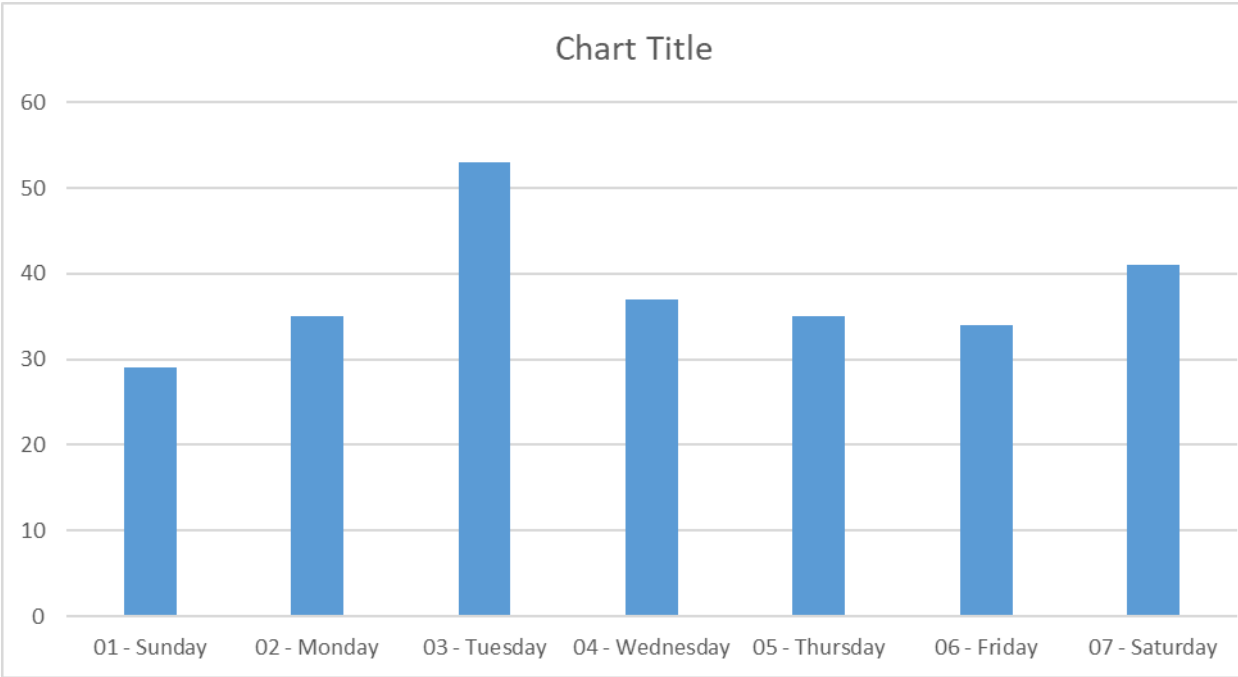
Hour of Day	Number of Incidents
00:00:00 - 00:59:59	6
01:00:00 - 01:59:59	3
02:00:00 - 02:59:59	1
03:00:00 - 03:59:59	2
04:00:00 - 04:59:59	5
05:00:00 - 05:59:59	7
06:00:00 - 06:59:59	7
07:00:00 - 07:59:59	9
08:00:00 - 08:59:59	16
09:00:00 - 09:59:59	12
10:00:00 - 10:59:59	14
11:00:00 - 11:59:59	14
12:00:00 - 12:59:59	16
13:00:00 - 13:59:59	15
14:00:00 - 14:59:59	19
15:00:00 - 15:59:59	29
16:00:00 - 16:59:59	21
17:00:00 - 17:59:59	14
18:00:00 - 18:59:59	14
19:00:00 - 19:59:59	12
20:00:00 - 20:59:59	7
21:00:00 - 21:59:59	11
22:00:00 - 22:59:59	7
23:00:00 - 23:59:59	3

NFIRS Calls by Time of Day



Fire Incidents by the Day of the Week

Day of Week	Number of Incidents
01 - Sunday	29
02 - Monday	35
03 - Tuesday	53
04 - Wednesday	37
05 - Thursday	35
06 - Friday	34
07 - Saturday	41
Total	264



Emergency Medical Services



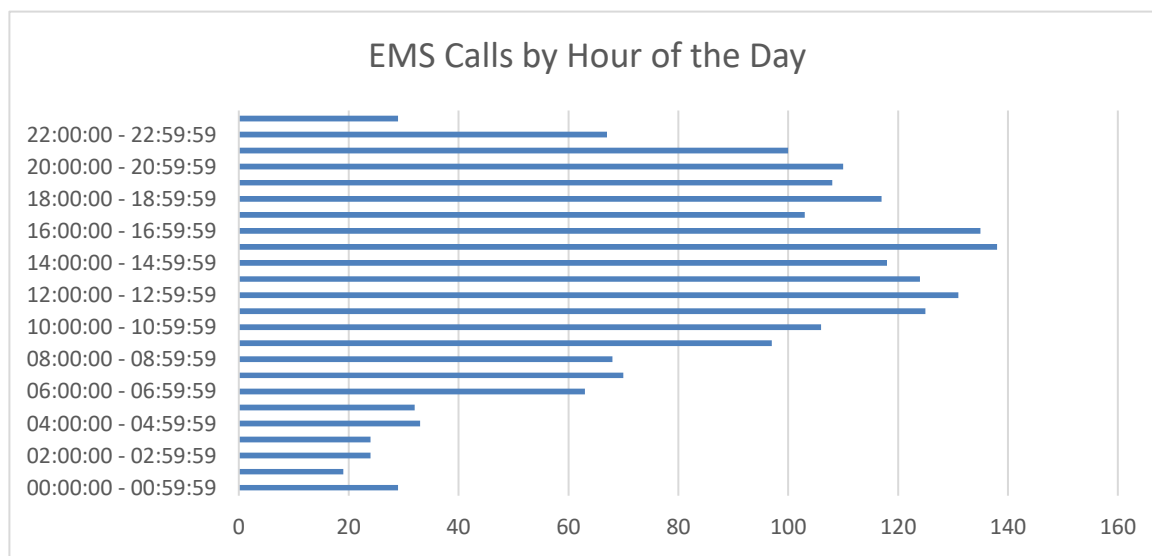
EMS Runs by City

Runs by Municipality 2019

Incident City Name	Number of Runs	Percent of Total Runs
Village of Mukwonago	1,593	80.86%
Town of Mukwonago	170	8.63%
East Troy	115	5.84%
Eagle	47	2.39%
Village of North Prairie	18	0.91%
Big Bend	13	0.66%
Palmyra	5	0.25%
Vernon	3	0.15%
Waterford	3	0.15%
Other	2	0.10%
Town of Waukesha	1	0.05%
Total	1,970	100.00%

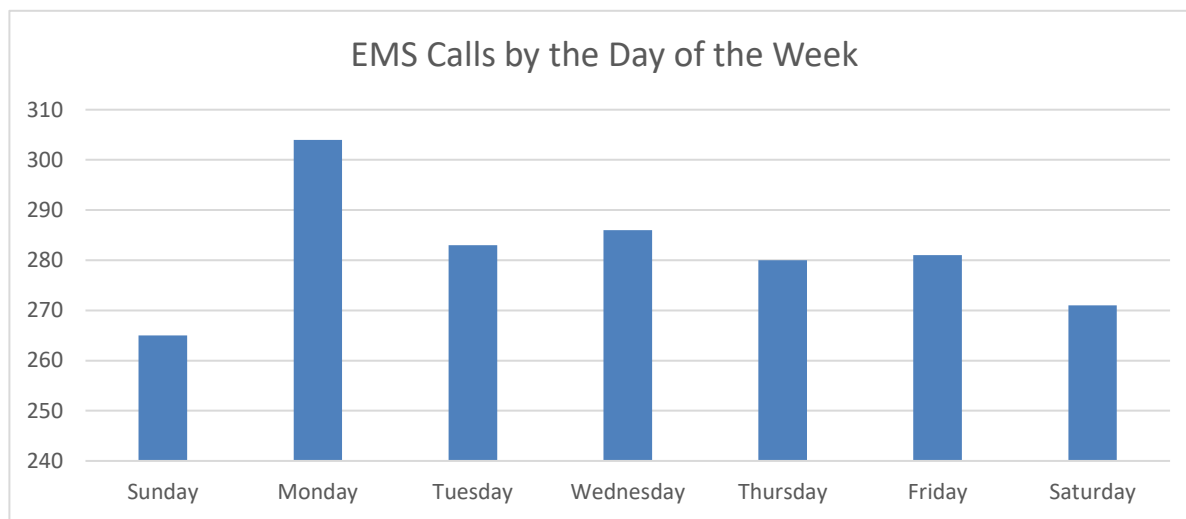
2019 Annual Report Mukwonago Fire Department

Incident Hour Of Day	EMS Runs	Percent
00:00:00 - 00:59:59	29	1.47%
01:00:00 - 01:59:59	19	0.96%
02:00:00 - 02:59:59	24	1.22%
03:00:00 - 03:59:59	24	1.22%
04:00:00 - 04:59:59	33	1.68%
05:00:00 - 05:59:59	32	1.62%
06:00:00 - 06:59:59	63	3.20%
07:00:00 - 07:59:59	70	3.55%
08:00:00 - 08:59:59	68	3.45%
09:00:00 - 09:59:59	97	4.92%
10:00:00 - 10:59:59	106	5.38%
11:00:00 - 11:59:59	125	6.35%
12:00:00 - 12:59:59	131	6.65%
13:00:00 - 13:59:59	124	6.29%
14:00:00 - 14:59:59	118	5.99%
15:00:00 - 15:59:59	138	7.01%
16:00:00 - 16:59:59	135	6.85%
17:00:00 - 17:59:59	103	5.23%
18:00:00 - 18:59:59	117	5.94%
19:00:00 - 19:59:59	108	5.48%
20:00:00 - 20:59:59	110	5.58%
21:00:00 - 21:59:59	100	5.08%
22:00:00 - 22:59:59	67	3.40%
23:00:00 - 23:59:59	29	1.47%
Total	1970	100.00%

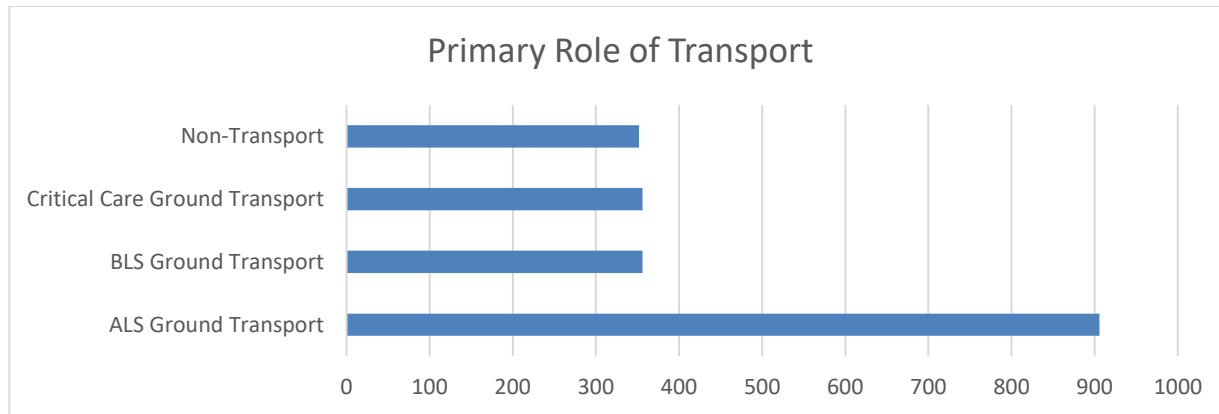


2019 Annual Report Mukwonago Fire Department

Incident Day	EMS Runs	Percent
Sunday	265	13.45%
Monday	304	15.43%
Tuesday	283	14.37%
Wednesday	286	14.52%
Thursday	280	14.21%
Friday	281	14.26%
Saturday	271	13.76%
Total	1970	100.00%



Primary Role Of Unit	EMS Runs	Percent
ALS Ground Transport	906	45.99%
BLS Ground Transport	356	18.07%
Critical Care Ground Transport	356	18.07%
Non-Transport	352	17.87%
Total	1970	100.00%



Destination Name	Hospital Code	EMS Runs	Percent
		243	12.34%
Aurora Lakeland Medical Center	132	11	0.56%
Aurora Medical Center - Summit	316	17	0.86%
Aurora Medical Center - Summit	53066	21	1.07%
Aurora Medical Center - West Allis	149	3	0.15%
Aurora Mem Hosp of Burlington	14	11	0.56%
Children's Hospital of Wisconsin (CHOW)	135	22	1.12%
Clement J Zablocki VA Medical Center	53295	3	0.15%
Elmbrook Memorial Hospital	183	1	0.05%
Fort Memorial Hospital	133	2	0.10%
Froedtert Memorial Lutheran Hospital	232	28	1.42%
Mooreland Reserve Health Center	233	3	0.15%
Not Transported	6024	247	12.54%
Oconomowoc Memorial Hospital	113	5	0.25%
St. Lukes Medical Center	160	17	0.86%
VA Milwaukee (Clement J Zablocki Veterans Affairs)	125503	3	0.15%
Waukesha Memorial Hospital	41	1,085	55.08%
Waukesha Memorial Outpatient Center	42	246	12.49%
WHEATON FRANCISCAN HEALTHCARE-ELMBROOK	262	2	0.10%
Total		1970	100.00%

2019 Annual Report Mukwonago Fire Department

	2015	2016		2017		2018		2019	
		Admissio ns	Transfer s	Admissio ns	Transfer s	Admissio ns	Transfer s	Admissio ns	Transfer s
January	None	103	6	113	13	106	10	94	8
February	None	71	10	80	6	78	8	100	12
March	None	96	10	82	13	90	9	98	9
April	None	83	5	106	12	100	14	115	17
May	None	95	15	84	9	96	8	118	19
June	None	86	8	70	15	93	5	99	10
July	95	80	4	90	8	116	12	84	19
August	121	105	6	93	9	90	10	103	6
Septemb er	100	81	11	89	10	93	8	109	10
October	90	69	14	90	11	95	9	98	10
Novembe r	93	96	4	87	10	89	10	109	13
Decembe r	92	108	9	111	13	108	15	124	17
Total	591	1073	102	1095	129	1154	118	1251	150
	591		1175		1224		1272		1401
% Increase					4.17		3.92		10.14
MFD									
Trans	362		814		871		776		729
MFD %	61.25		69.28		71.16		61.01		52.03

ProHealth Care provided the number of admission and transfer requests related to the Mukwonago ER. The total numbers include any inter-facility transport request. This includes other than a ProHealth Care facility. As you can see the percentage transported by Mukwonago FD declined in 2018 and 2019 and this is direct result of freezing a Paid on Premise (POP) position, meaning it was not open to be filled due to budgetary restraints. Other causes include available staffing for POP staff were lower due to several staff being hired full time to other fire departments. .

Primary Impression	Runs	Percent
History of falling (Z91.81)	164	8.32%
	142	7.21%
Acute pain, not elsewhere classified (G89.1)	108	5.48%
Weakness (R53.1)	87	4.42%
Pneumonia, unspecified (J18.9)	73	3.71%
Acute abdomen (R10.0)	69	3.50%
Altered mental status (R41.82)	69	3.50%
Chest pain, unspecified (R07.9)	65	3.30%
Generalized abdominal pain (R10.84)	62	3.15%
Cardiac arrhythmia/dysrhythmia (I49.9)	50	2.54%
Respiratory distress, acute (J80)	49	2.49%
Back Pain (M54.9)	48	2.44%
Repeated falls (R29.6)	45	2.28%
Syncope and collapse (R55)	45	2.28%
Infection (Unknown Source) (A31)	40	2.03%
GI Bleed (K29.71)	36	1.83%
Dizziness and giddiness (R42)	32	1.62%
COPD with exacerbation (J44.1)	30	1.52%
Stroke (I63.9)	30	1.52%
Injury of head (S09.90)	28	1.42%
Seizures without status epilepticus (G40.909)	27	1.37%
Septicemia (1); or Sepsis (2) (A41.9)	27	1.37%
Cardiac Arrest (I46.9)	26	1.32%
Injury of hip (S79.91)	26	1.32%
Not Applicable	26	1.32%
Urinary Tract Infection (UTI) (N39.0)	26	1.32%
Overdose/Drug Ingestion (itICD.047)	24	1.22%
CHF (I50.9)	23	1.17%
Appendicitis, acute (K35.80)	19	0.96%
Behavioral / psychiatric disorder (F99)	19	0.96%
Hypoglycemia, unspecified (E16.2)	17	0.86%
Head bleed (I62.9)	15	0.76%
Hypotension (I95.9)	15	0.76%
Cardiac Chest Pain (STEMI) Inferior wall (I21.1)	14	0.71%
Epistaxis (Nose Bleed) (R04.0)	14	0.71%
TIA (G45.9)	14	0.71%
Fever (R50.9)	13	0.66%
Headache (R51)	13	0.66%
Angina (1); or Ischemic chest pain (2) (I20.9)	12	0.61%
Chest Pain, Other [non-cardiac] (R07.89)	12	0.61%
Cancer, unspecified (D49)	11	0.56%

2019 Annual Report Mukwonago Fire Department

Cardiac Chest Pain (STEMI) Anterior wall (I21.0)	11	0.56%
Injury of lower leg (S89.9)	11	0.56%
Asthma with exacerbation (J45.901)	10	0.51%
Nausea and vomiting (R11)	10	0.51%
Pulmonary embolism (I26)	10	0.51%
Diarrhea (K59.1)	9	0.46%
Injury of wrist, hand, or fingers (S69.9)	8	0.41%
Respiratory disorder, unspecified (J98.9)	8	0.41%
Alcohol dependence with withdrawal, unspecified (F10.239)	7	0.36%
Alcohol use, unspecified with intoxication (F10.92)	7	0.36%
Dehydration (E86.0)	7	0.36%
Injury of face (S09.93)	7	0.36%
Injury of lower back (S39.92)	7	0.36%
Injury of neck (S19.9)	7	0.36%
Injury of shoulder or upper arm (S49.9)	7	0.36%
Injury, unspecified (T14.90)	7	0.36%
Seizures with status epilepticus (G40.901)	7	0.36%
Alcohol use, unspecified (F10.9)	6	0.30%
Allergic Reaction (T78.40)	6	0.30%
Constipation (K59.00)	6	0.30%
Diabetes with hypoglycemia (1); or Hypoglycemia-Diabetes (2) (E13.64)	6	0.30%
Nausea with vomiting, unspecified (R11.2)	6	0.30%
Pelvic and perineal pain (R10.2)	6	0.30%
Suicide attempt (T14.91)	6	0.30%
Uterine or vaginal bleeding, abnormal (N93.9)	6	0.30%
Hypertension (I10)	5	0.25%
Hypothermia (T68)	5	0.25%
Injury of ankle (S99.91)	5	0.25%
Injury of thigh (upper leg) (S79.92)	5	0.25%
Acute bronchitis, unspecified (J20.9)	4	0.20%
Choking (itICD.046)	4	0.20%
Foreign body in digestive system, part unspecified (T18.9)	4	0.20%
Injury of abdomen (S39.91)	4	0.20%
Injury of forearm (S59.91)	4	0.20%
Non-specified Sedative, hypnotic or anxiolytic related disorders (F13)	4	0.20%
Pneumothorax (J93.9)	4	0.20%
Acute bronchospasm (J98.01)	3	0.15%
Diabetes with hyperglycemia (1); or Hyperglycemia-Diabetes (2) (E13.65)	3	0.15%
Influenza, unspecified (Flu) (J11)	3	0.15%
Injury of foot (S99.92)	3	0.15%
Subdural hemorrhage, traumatic (S06.5)	3	0.15%
Anaphylactic shock (T78.2)	2	0.10%
Anemia, unspecified (D64.9)	2	0.10%

2019 Annual Report Mukwonago Fire Department

Chronic pain, not elsewhere classified (G89.2)	2	0.10%
Common cold (J00)	2	0.10%
Esophageal obstruction (K22.2)	2	0.10%
Foreign body in respiratory tract, part unspecified (T17.9)	2	0.10%
Opioid related disorders (F11)	2	0.10%
Pulmonary edema, acute (J81.0)	2	0.10%
Unspecified infectious disease (B99.9)	2	0.10%
Unspecified visual disturbance (H53.9)	2	0.10%
Altitude Sickness (T70.29)	1	0.05%
Angina, unstable (I20.0)	1	0.05%
Burn, unspecified location and degree (T30.0)	1	0.05%
Cardiac Chest Pain (STEMI) Posterior Wall (itICD.079)	1	0.05%
Cardiac tamponade (I31.4)	1	0.05%
Croup (J05.0)	1	0.05%
Ectopic pregnancy (O00)	1	0.05%
Epidural hemorrhage (S06.4)	1	0.05%
Foreign body in genitourinary tract, part unspecified (T19.9)	1	0.05%
GERD (K21)	1	0.05%
Gunshot (itICD.048)	1	0.05%
Hallucinogen related disorders (F16)	1	0.05%
Hematemesis (K92.0)	1	0.05%
Hemothorax, traumatic (S27.1)	1	0.05%
Inhalant related disorders (F18)	1	0.05%
Injury of elbow (S59.90)	1	0.05%
Injury of eye and orbit (S05)	1	0.05%
Injury of nose (S09.92)	1	0.05%
Injury of pelvis (S39.93)	1	0.05%
Intracranial injury, unspecified (S06.9)	1	0.05%
Labor (itICD.049)	1	0.05%
Migraine (G43.9)	1	0.05%
Ocular pain, unspecified eye (H57.10)	1	0.05%
Other reduced mobility (Z74.09)	1	0.05%
Pneumothorax, traumatic (S27.0)	1	0.05%
Pre-eclampsia (O14.9)	1	0.05%
Pregnancy with contractions (O62.0)	1	0.05%
Respiratory condition due to chemicals, gases, fumes, and vapors (J68.9)	1	0.05%
Respiratory failure, unspecified (J96.9)	1	0.05%
RSV (B97.4)	1	0.05%
Subarachnoid hemorrhage, traumatic (S06.6)	1	0.05%
Tooth pain (K08.8)	1	0.05%
Unspecified chronic gastritis with bleeding (K29.51)	1	0.05%
Vomiting due to pregnancy (O21.9)	1	0.05%
Total	1970	100.00%

2019 CPR Report

The CPR program at the Mukwonago Fire Department has continued to educate the public and offer our citizens the opportunity to become CPR certified. Starting in 2020 we have now started to offer online certification and check offs to our students, to provide more options. We anticipate this to be a less time consuming and more flexible option for the students to obtain CPR certification and better the community. AHA offers the availability to obtain certification online through their website and the only remaining aspect each student needs to do is be checked off by a licensed instructor, which is now something done at the Mukwonago Fire Department. This allows the students to complete the class at their leisure without being stuck in a classroom for hours, and the check off portion is a quick interaction scheduled at their convenience. This is being done in response to requests of multiple customers for a more flexible training option with the increased busyness and hectic lifestyles. At this time we are only offering online checkoff for Heartsaver certifications and potentially in the future we may consider adding other courses. The checkoff costs for each class is as follows:

Heartsaver CPR/AED - \$25

Heartsaver First Aid - \$25

Heartsaver CPR/AED/First Aid - \$30

For the 2019 year we taught 15 CPR classes, with a total number of 70 students. Our instructors get paid on an hourly basis and we paid out to our instructors a total amount of \$1,590.00 for their services and time. We needed to provide some maintenance to some of our CPR products as well as replacing some of our supplies which cost \$555.15. Now the money that we brought in from our CPR classes was \$2,970.00, and this includes a number of classes that we did not charge for CPR due to the students being Mukwonago Fire Department members requiring renewal. Overall we had a financial difference of positive \$824.85, for the 2019 year.

1111 Fox Street
Mukwonago, WI 53149
Phone: (262) 363-6426
Email: learncpr@mukwonagofire.org

MUKWONAGO FIRE DEPARTMENT CPR PROGRAM

Healthcare Provider : 6 hours
 Heartsaver CPR/AED: 5 hours
 Heartsaver CPR/AED/First Aid: 9 hours

Instructors: \$30/hour

AHA BLS

Date	Students	Instructor	Deposits	Withdrawals
29-Jan	1	1	\$0.00	\$0.00
9-Mar	4	1	\$60.00	\$0.00
7-Sep	5	2	\$0.00	\$180.00
19-Oct	1	1	\$0.00	\$0.00
28-Dec	1	1	\$0.00	\$0.00

Heartsaver CPR/AED

Date	Students	Instructor	Deposits	Withdrawals
14-Jan	3	3	\$180.00	\$150.00
9-Feb	6	2	\$360.00	\$0.00
16-Feb	6	3	\$360.00	\$300.00
7-Sep	2	2	\$120.00	\$150.00

Heartsaver CPR/AED/First Aid

Date	Students	Instructor	Deposits	Withdrawals
21-Aug	14	3	\$1,260.00	\$270.00
16-Dec	7	2	\$630.00	\$540.00

Bloodborne Pathogens

Date	Students	Instructor	Deposits	Withdrawals
16-Oct	7	1	\$0.00	\$0.00
16-Oct	3	1	\$0.00	\$0.00
24-Oct	7	1	\$0.00	\$0.00
28-Oct	2	1	\$0.00	\$0.00

Total	\$2,970.00	-\$1,590.00
Difference	\$1,380.00	

Purchased Supplies 2019

Training Masks	\$166.09
Training Masks	\$97.41
AHA Books	\$291.65
Total	\$555.15

Payments	\$2,970.00
Costs	\$1,590.00
Supplies	\$555.15
	\$824.85

Listed below are public education and prevention activities attended by Mukwonago Fire Department. Categories are listed, number of classes reflect occurrences, and attendees indicate MFD staff in attendance for that particular event. There were 64 events, 192 total MFD participants totaling 483.50 hours for those related events. This does not include any fire or EMS related trainings, meetings or administration.

Public Education and Prevention Activities 2019

Category	Classes	Pct of Classes	Attendees	Pct of Attendees	Hours	Pct of Hours
EM21 Public CPR	7	10.93%	15	7.81%	61.50	12.71%
ES Event Standby	10	15.62%	22	11.45%	75.00	15.51%
FIRST First Aid	2	3.12%	3	1.56%	6.50	1.34%
FP01 Fire Prevention	11	17.18%	39	20.31%	92.25	19.07%
PD Parade Detail	6	9.37%	33	17.18%	45.00	9.30%
SEF Special Event-Fire	13	20.31%	47	24.47%	155.75	32.21%
TOUR In and out of station tours	14	21.87%	32	16.66%	41.50	8.58%
WD02 Work Detail-EMS	1	1.56%	1	0.52%	6.00	1.24%
Totals	64		192		483.50	

All Trainings 2019

Category	Classes	Pct of Classes	Attendees	Pct of Attendees	Hours	Pct of Hours
AC Apparatus Committee	3	0.92%	8	0.59%	15.00	0.46%
AD01 Administrative Procedures	30	9.20%	32	2.36%	59.50	1.84%
AL Aerial Ladders	4	1.22%	28	2.07%	57.00	1.76%
AO Ambulance Orientation	1	0.30%	2	0.14%	2.00	0.06%
CADETTR Cadet Training	8	2.45%	36	2.66%	77.00	2.38%
CHOFF Chief officer Meeting	1	0.30%	3	0.22%	3.00	0.09%
CM Commission Meeting	4	1.22%	4	0.29%	4.25	0.13%
CPRIR CPR Instructor Recertification	1	0.30%	2	0.14%	8.00	0.24%
DM Department Meeting	11	3.37%	155	11.47%	133.00	4.11%
DOC Documentation	2	0.61%	10	0.74%	10.00	0.30%
DOCF Documentation-Fire	1	0.30%	1	0.07%	1.50	0.04%
DT01 General Driver Training	2	0.61%	10	0.74%	28.00	0.86%
EM02 ALS Skills Testing	1	0.30%	7	0.51%	19.25	0.59%
EM11 WMD/HIPPA/BLOODS	6	1.84%	30	2.22%	29.25	0.90%
EM12 ALS Training	11	3.37%	77	5.69%	189.00	5.85%
EM13 BLS Training	23	7.05%	150	11.10%	245.25	7.59%
EM20 CPR Recertification	3	0.92%	9	0.66%	40.00	1.23%
EM21 Public CPR	7	2.14%	15	1.11%	61.50	1.90%
EP Emergency Preparedness	9	2.76%	9	0.66%	25.25	0.78%
EQUIP REPLA Equipment Replacement Committee	1	0.30%	2	0.14%	4.00	0.12%
ES Event Standby	10	3.06%	22	1.62%	75.00	2.32%
EVALUATIONS Evaluations	3	0.92%	14	1.03%	17.00	0.52%
FDS Fire Department Study	2	0.61%	7	0.51%	12.50	0.38%
FE Forcible Entry	2	0.61%	26	1.92%	65.00	2.01%
FI01 Fire Inspections	1	0.30%	1	0.07%	4.00	0.12%
FIRST First Aid	2	0.61%	3	0.22%	6.50	0.20%
FP01 Fire Prevention	11	3.37%	39	2.88%	92.25	2.85%
FSM Full Time Staff Meeting	1	0.30%	8	0.59%	4.00	0.12%
GL Ground Ladders	3	0.92%	31	2.29%	59.00	1.82%
HAZENV Hazardous Enviroment Investigation	1	0.30%	1	0.07%	1.75	0.05%
HO Hydrant Operations	1	0.30%	8	0.59%	16.00	0.49%
HOSE Hose Advancement	2	0.61%	20	1.48%	46.00	1.42%
LIVEFIRE Live Fire training	1	0.30%	28	2.07%	229.00	7.09%
MABAS MABAS Meeting	8	2.45%	8	0.59%	38.00	1.17%
MED Medication Review	2	0.61%	7	0.51%	7.00	0.21%
NSARI National SAR Initiative	1	0.30%	1	0.07%	1.00	0.03%
OD Officer Development	9	2.76%	37	2.73%	53.00	1.64%
ORI Orientation	2	0.61%	12	0.88%	28.00	0.86%
PALS PALS Recertification	1	0.30%	11	0.81%	71.50	2.21%

2019 Annual Report Mukwonago Fire Department

Category	Classes	Pct of Classes	Attendees	Pct of Attendees	Hours	Pct of Hours
PARA OR Paramedic Orientation	5	1.53%	10	0.74%	45.00	1.39%
PARA RE Paramedic Refresher	2	0.61%	16	1.18%	133.25	4.12%
PD Parade Detail	6	1.84%	33	2.44%	45.00	1.39%
PO Pump Operations	3	0.92%	25	1.85%	65.00	2.01%
PPE Personal Protective Equipment	1	0.30%	6	0.44%	6.00	0.18%
PREPLAN Pre-Plan	2	0.61%	12	0.88%	18.25	0.56%
PSOG Policy-SOG	1	0.30%	1	0.07%	2.00	0.06%
RETR Recruit Training	25	7.66%	95	7.03%	425.75	13.18%
RT Recruit Testing	24	7.36%	38	2.81%	75.75	2.34%
RWO Rural Water Operations	1	0.30%	3	0.22%	3.00	0.09%
S & R Search and Rescue	1	0.30%	11	0.81%	32.50	1.00%
SAFETY Safety Committee	3	0.92%	11	0.81%	11.00	0.34%
SEF Special Event-Fire	13	3.98%	47	3.47%	155.75	4.82%
SEOPS Small Equipment Operations	2	0.61%	8	0.59%	13.75	0.42%
TC Training Committee	4	1.22%	9	0.66%	5.25	0.16%
TOUR In and out of station tours	14	4.29%	32	2.36%	41.50	1.28%
VE Vehicle Extrication	2	0.61%	23	1.70%	47.50	1.47%
WATER Water Rescue	8	2.45%	56	4.14%	156.00	4.83%
WATSUPP Water Supply	1	0.30%	7	0.51%	17.50	0.54%
WCFCFA Waukesha Fire Chief's Association	7	2.14%	7	0.51%	10.75	0.33%
WD01 Work Detail	8	2.45%	26	1.92%	75.00	2.32%
WD02 Work Detail-EMS	1	0.30%	1	0.07%	6.00	0.18%
Totals	326		1351		3,229.75	

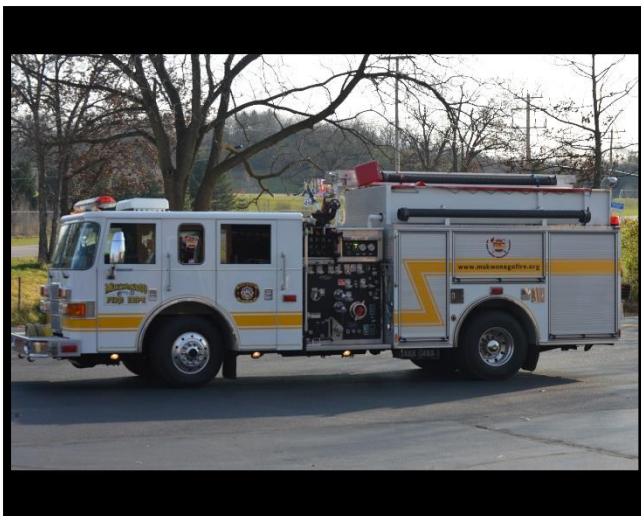
The above chart indicates all the hours of trainings, meetings and personal development MFD members attend throughout the last year. Emergency services are very demanding and continuous training is required to keep up with ever changing challenges members will encounter. A total of 3,229.75 hours of training completed for 2019.

Engines



Vehicle: 3461 – Spartan Darley
Year Purchased: 1990
Approximate Cost: \$ 190,000
Replacement Year: Retire-Discontinue 2021
Replacement Cost: \$740,000 (Pumper-Tender)

Vehicle: 3462 – 2002 Pierce Enforcer
Year Purchased: 2002
Approximate Cost: \$ 285,000
Replacement Year: 2031
Replacement Cost: \$ 500,000



Vehicle: 3463 – 2001 Pierce Enforcer Rescue Style
Pumper
Year Purchased: 2008
Approximate Cost: \$ 198,000
Replacement Year: 2026
Replacement Cost: \$ 300,000 (Tender with Pump)

Aerial Apparatus

Vehicle: 3471 – Rosenbauer Cobra 101'
Year Purchased: 2013
Approximate Cost: \$ 775,000
Replacement Year: 2038
Replacement Cost: \$ 1,000,000



Water Movement Apparatus



Vehicle: 3492 – GMC/Monroe Tender
Year Purchased: 1986
Approximate Cost: Unknown
Replacement Year: 2021
Replacement Cost: \$675,000 (Pumper-Tender)

Specialty Apparatus



Vehicle: 3482 – Ford F350
Year Purchased: 2016
Approximate Cost: \$ 37,819
Replacement Year: 2035
Replacement Cost: \$ 66,000

Vehicle: 3484 –2008 6x6 and Trailer
Year Purchased: 2014
Approximate Cost: \$ 6,695
Replacement Year: 2028
Replacement Cost: \$ 50,000



Water Operations

(Ice and open water)



Vehicle: 3496 – 1998 Rescue One
Year Purchased: 1997
Approximate Cost: \$ 13,000
Replacement Year: 2024
Replacement Cost: \$50,000

Vehicle: 3487 – 2000 Freightliner Med Tec
Year Purchased: 2000
Approximate Cost: \$ 130,000
Replacement Year: TBD
Replacement Cost: Discontinue



Personnel Vehicles



Vehicle: 3481 – Chevrolet
Year Purchased: 1989
Approximate Cost: \$ 10,000
Replacement Year: 2020

Replacement Cost: \$40,000

Vehicle: 3488 – Chevrolet Tahoe
Year Purchased: 2015
Approximate Cost: \$45,000
Replacement Year: 2023
Replacement Cost: \$55,000



Vehicle: Car 1- 2015 Ford Interceptor
Year Purchased: 2014
Approximate Cost: \$30,000
Replacement Year: 2022
Replacement Cost: \$40,000



Vehicle: Car 2 – Chevrolet Suburban
Year Purchased: 2009
Approximate Cost: \$30,000
Replacement Year: 3488 will be rotated to this position
Replacement Cost: \$ 0.00

Ambulances

Vehicle: 3451 – 2016 Med Tec Ford E-450 Remount
Year Purchased: 2016
Approximate Cost: \$ 142,000
Replacement Year: 2022
Replacement Cost: \$ 240,000 new



Vehicle:
Year



3452 – 2017 Horton E-450
Purchased: 2017
Approximate Cost: \$ 196,000
Replacement Year: 2023
Replacement Cost: \$ 140,000 remount

2019 Annual Report Mukwonago Fire Department

Vehicle: 3453 – 2019 Med Tec Ford E-450 Remount
Year Purchased: 20
Approximate Cost: \$ 116,691
Replacement Year: 2025
Replacement Cost: \$ 240,000 new





Committee/Board:	Public Works
Topic:	UB Appeal
From:	Dave Brown
Department:	Utilities
Presenter:	Dave Brown
Date of Committee Action (if required):	05/06/20
Date of Village Board Action (if required):	05/20/20

Information

Subject: UB Appeal

Background Information/Rationale:

The homeowner said the outside hose bib froze and broke and ran for some time before being found. The employee did not observe the leak. We were called after billing was done and he complained about the sewer bill and told us what had happened. We have not given credits in the past unless we observed the leak to know it did not go down the sewer. The employee did do a thorough check of all the homes plumbing and could not find any signs of any internal leaks or repairs made. The employee even checked the internal parts of the toilet for signs of a past high water mark and none were found. The employee is strongly convinced that the water all leaked outside and did not go down the sewer. Based on strong observations I would recommend allowing the credit.

Key Issues for Consideration:

Fiscal Impact (If any):

Normal usage was 2,000 gallons and this resident used 45,000 gallons in this billing period. Sewer is billed based on water consumption.

This water did not drain into the sewer system, it drained outside, so there was no treatment or cost to the village for sewer. 43,000 gallons @5.93/1,000 gals is a \$254.99 credit for sewer.

Requested Action by Committee/Board:

Approve sewer credit of \$254.99

Attachments

Letter & Usage Report

From: Gene Krueger [<mailto:erkrueg@gmail.com>]
Sent: Tuesday, April 7, 2020 8:51 PM
To: Lissa Berndt <lberndt@villageofmukwonago.com>
Subject: Utility Bill Appeal

To Whom It May Concern,

I am writing this letter to appeal my utility bill in the amount of \$589.28 for 1311 Riverton Dr., Mukwonago. The account number is 4781.

First off, I realize how insignificant this issue is with the coronavirus pandemic going on, and we hope everyone stays well.

I have lived in Mukwonago for about 30 years, and this is the only time I have had an issue. The problem occurred this winter when my rear hose bibb was accidentally turned on. I really do not know how this happened, whether I did not turn the water completely off inside or if the water was accidentally turned on outside. Either way, the hose was attached but there was a leak at the connection of the hose to the hose bibb. This leak continued for a considerable length of time without me noticing it, resulting in a very large water usage. This occurred as a complete accident. I would like to point out that more than half of my Utility Bill is for the Sewer charge. The extra water dripping from the hose connection fell to grade and never utilized the sewer system. The sewer was never "stressed" for this additional amount of water. Also, I typically use a relatively small amount of water due to the fact that I am the only person in the household. I believe I am charged a certain "minimum" amount that results in me paying a premium for the water I actually use. I am not sure this is true, but that is what I am lead to believe.

So with all that being said, I hope you can reduce my current total Utility Bill; in comparison, my previous bill was \$139.91. Thank you for your consideration and review of this matter.

Sincerely,
Eugene Krueger
1311 Riverton Dr.
Mukwonago, Wi 53149

History Register

Tuesday, April 14, 2020

1/3

Account #		Service Address		Customer Name		Balance Due	
Posted	Created	Trx Info	Item Name	Meter Read	Usage	Amount	Balance
Billing Item		Rate Name	Billed Usgr Due Date	Transaction	Type		
4781		1311 RIVERTON DR		KRUEGER, EUGENE		\$589.28	
03/04/20	03/04/20	03:35	Meter Read	WATER	496	45	\$0.00
12/03/19	12/06/19	12:03	Meter Read	WATER	451	2	\$0.00
09/03/19	09/06/19	02:07	Meter Read	WATER	449	6	\$0.00
05/31/19	03/01/19	12:00	Meter Read	WATER	443	1	\$0.00
03/01/19	03/01/19	12:00	Meter Read	WATER	442	2	\$0.00
11/30/18	11/30/18	12:00	Meter Read	WATER	440	3	\$0.00
08/31/18	08/31/18	12:00	Meter Read	WATER	437	5	\$0.00
06/01/18	06/01/18	12:00	Meter Read	WATER	432	3	\$0.00
03/05/18	03/05/18	12:00	Meter Read	WATER	429	2	\$0.00
12/01/17	12/01/17	12:00	Meter Read	WATER	427	3	\$0.00
09/01/17	09/01/17	12:00	Meter Read	WATER	424	5	\$0.00
06/01/17	06/01/17	12:00	Meter Read	WATER	419	3	\$0.00
03/01/17	03/01/17	12:00	Meter Read	WATER	416	3	\$0.00
12/01/16	12/01/16	12:00	Meter Read	WATER	413	2	\$0.00
09/01/16	09/01/16	12:00	Meter Read	WATER	411	3	\$0.00
06/03/16	06/03/16	12:00	Meter Read	WATER	408	3	\$0.00
03/01/16	03/01/16	12:00	Meter Read	WATER	405	3	\$0.00
12/02/15	12/02/15	12:00	Meter Read	WATER	402	2	\$0.00
08/31/15	08/31/15	12:00	Meter Read	WATER	400	6	\$0.00
06/03/15	06/03/15	12:00	Meter Read	WATER	394	3	\$0.00
03/03/15	03/03/15	12:00	Meter Read	WATER	391	3	\$0.00
12/02/14	12/02/14	12:00	Meter Read	WATER	388	3	\$0.00
09/02/14	09/02/14	12:00	Meter Read	WATER	385	3	\$0.00
06/03/14	06/03/14	12:00	Meter Read	WATER	382	3	\$0.00

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend approval of Change Order #1 for River Park Estates paving, a cost reduction of \$15,843.30 on the contract price due to a calculation error.
From:	Ron Bittner
Department:	Public Works
Presenter:	Jerad Wegner
Date of Committee Action (if required)	5/6/20
Date of Village Board Action (if required)	5/20/20

Information
Subject:

Motion to recommend approval of Change Order #1 for River Park Estates paving, a cost reduction of \$15,843.30 on the contract price due to a calculation error.

Background Information/Rationale:

Due to a calculation error, There is a cost reduction of \$15,843.30 on the contract price.

Key Issues for Consideration:

Approval of change order #1 for the river Park Estates street rehabilitation project.

Fiscal Impact (if any):

Project estimate is reduced by \$15,843.30

Requested Action by Committee/Board:

Attachments

River Park Estates - CO

Change Order No. One (1)

Date of Issuance: April 14, 2020

Effective Date: April 14, 2020

Contract: River Park Estates Rehabilitation Phase 2
 Contractor: Wolf Paving Company, Inc.
 Address: 612 N. Sawyer Road
 Oconomowoc, WI 53066

Owner: Village of Mukwonago
 Engineer: Ruekert & Mielke, Inc.
 Engineer's Project No.: 12-10128.200
 Effective Date of Contract: April 10, 2020

The Contract is modified as follows upon execution of this Change Order:

Description:

Lower unit price of Bid Item No 82 - "3-inch Asphalt driveway replacement" from \$240.74 per square foot to \$10.47 per square foot. Total Contract Price is anticipated to **decrease by \$26,481.05** for this item.

Direct Contractor to pavement pulverize and overlay of Dahms Drive . Total Contract Price is anticipated to **increase by \$10,637.75** for this item.

Reason for Change Order:

Correct error in unit price submitted with bid.

Decision made by Village to include Dahms Drive on April 9, 2020.

Attachments:

Correspondence from Wolf Paving Company, Inc. dated February 20, 2020 and Analysis of Change Order No. 1.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ 1,402,046.43	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase/Decrease from previously approved Change Orders: \$ 0.00	Increase/Decrease from previously approved Change Orders No. ____ to No. ____: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ 1,402,046.43	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Decrease of this Change Order: \$ 15,843.30	Increase/Decrease of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ 1,386,203.13	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: Michael E. Michalski
 Engineer (Authorized Signature)

By: _____
 Owner (Authorized Signature)

By: Ben Dack
 Contractor (Authorized Signature)

Michael E. Michalski
 Ruekert & Mielke, Inc.

Village of Mukwonago

Wolf Paving, Inc.

Date: April 14, 2020

Date: _____

Date: 4/15/2020

00 63 63-1

04/14/20

Shird, Susan

From: Brian Gallick <Brian.Gallick@wolfpaving.com>
Sent: Thursday, February 20, 2020 9:26 AM
To: Michalski, Michael
Cc: Ron Bittner
Subject: RE: Mukwonago Village River Park Estates Rehabilitation Project

Hi Mike,

Yes the correct unit price for bid item #82 should have been \$10.47/SF.

Thank you,
Brian Gallick
Project Estimator/Manager



Wolf Paving Co., Inc
612 N. Sawyer Rd
Oconomowoc, WI 53066

Phone: 262.965.2121 x.223
Mobile: 608.209.3484
Email: Brian.Gallick@wolfpaving.com
Website: www.WolfPaving.com

Notice: The information contained in this e-mail and any attached documents may be privileged, confidential and protected from disclosure. If you are not the intended recipient you may not read, copy, distribute or use this information. If you have received this communication in error, please notify the sender immediately by replying to this message and then delete it from your system.

From: Michalski, Michael <mmichalski@ruekert-mielke.com>
Sent: Thursday, February 20, 2020 8:44 AM
To: Brian Gallick <Brian.Gallick@wolfpaving.com>
Cc: Ron Bittner <rbittner@villageofmukwonago.com>
Subject: Mukwonago Village River Park Estates Rehabilitation Project

Hi Brian,

As we discussed earlier today, we came across an incorrect unit price for the 3-inch asphalt driveway replacement bid item that was clearly wrong. You indicated that the bid item subtotal shown on the bid was for the amount you intended for the total bid price. However we, nor the municipality, cannot legally change the bid unit prices according to Section 00 21 13 Instructions to bidders. Therefore, we will recommend award using the adjusted total of the Base Bid in the amount of \$1,341,541.65. Could you provide to me your intended unit price and subtotal for the Bid Item #82 - 3-inch asphalt driveway replacement and we will adjust the price through a Change Order once the Contract Documents have been Executed. If you have any questions please feel free to contact me.

Thank you,
Mike

Michael E. Michalski
Project Engineer



262-953-3004



262-391-3552
mmichalski@ruekert-mielke.com
ruekertmielke.com

Explore our new **Video Gallery**
to watch the latest expert webinars.



WATCH NOW

R/M was named a Top Workplace! Learn more about [our culture](#).

ANALYSIS OF CHANGE ORDER NO. 1

OWNER: Village of Mukwonago
PROJECT: River Park Estates Rehabilitation Phase 2
DATE PREPARED: April 14, 2020

ITEM NO.	ITEM DESCRIPTION	UNIT	ORIGINAL ESTIMATED QUANTITY	UNIT PRICE	ORIGINAL CONTRACT AMOUNT	REVISED ESTIMATED QUANTITY	REVISED UNIT PRICE	REVISED ESTIMATED CONTRACT AMOUNT
75	Pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	45,765	\$3.17	\$ 145,075.05	46,340.00		146,897.80
76	Excavation below subgrade, if required	C.Y.	735	\$19.80	\$ 14,553.00	745.00		14,751.00
77	Geotextile subgrade stabilization, if required	S.Y.	2,200	\$2.95	\$ 6,490.00	2,230.00		6,578.50
78	Excavation below subgrade (EBS) backfill, if required	TON	1,470	\$22.80	\$ 33,516.00	1,490.00		33,972.00
80	2 1/2-inch Asphaltic Concrete Binder Course	TON	6,920	\$56.50	\$ 390,980.00	7,010.00		396,065.00
81	1 1/2-inch Asphaltic Concrete Surface Course	TON	4,155	\$59.75	\$ 248,261.25	4,205.00		251,248.75
82	3-inch Asphalt driveway replacement	S.F.	115	\$240.74	\$ 27,685.10		\$10.47	1,204.05
SUBTOTAL OF ORIGINAL CONTRACT ITEMS					\$ 968,560.40			\$860,717.10

ORIGINAL CONTRACT AMOUNT \$1,402,046.43
EXECUTED CHANGE ORDERS \$0.00
CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER \$1,402,046.43

REVISED ESTIMATED CONTRACT AMOUNT WITH THIS CHANGE ORDER (\$15,843.30)
CONTRACT PRICE PRIOR TO THIS CHANGE ORDER \$1,402,046.43
CONTRACT PRICE INCORPORATING THIS CHANGE ORDER \$1,386,203.13

CHANGE ORDER NO. 1 TOTAL AMOUNT (\$15,843.30)
CURRENT PERCENT OF CONTINGENCY -1.13%

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Discussion and possible action on a request from Bielinski Development, Inc., to amend the Meadowland Townhomes Developers Agreement to extend the time frame to install infrastructure to December 1, 2022, and direct staff to amend agreement accordingly for the next Committee of the Whole.
From:	Ben Kohout
Department:	Planning & Zoning
Presenter:	Ben Kohout, Village Planner
Date of Committee Action (if required)	May 6, 2020
Date of Village Board Action (if required)	TBD

Information

Subject:

Discussion and possible action on a request from Bielinski Development, Inc., to amend the Meadowland Townhomes Developers Agreement to extend the time frame to install infrastructure to December 1, 2022, and direct staff to amend agreement accordingly for the next Committee of the Whole.

Background Information/Rationale:

Bielinski Development, Inc., has requested the Village to consider extending the timeframe regarding the installation of public water and sanitary sewer service to service their proposed townhome development. The previously approved development of Meadowland Townhomes are proposed to be six (6) duplexes (12 total units) in a townhome architectural style to be located on the Northwest corner of County Highway NN (West Veterans Parkway) and County Highway EE.

The developer has communicated Village staff they intend to start construction following their existing project, Chapman Farms Phase One (Villas). As such, they are requesting the Village Board to consider an amendmen to the Developer's Agreement to have infrastructure to be dedicated to the Village and to service their property to be installed by December 1, 2022.

Key Issues for Consideration:

The Developer agreement, as recorded, states the Developer is to start construction within 12 months after the Village Engineer authorizes construction to commence. There is no timeline by which Bielinski was to commence construction, with the development approval via

resolution, and the work never commenced. It is clear that the developer is offering to have everything in place by December 1, 2022 to help in clarifying this question.

Staff recognizes the current COVID 19 pandemic and some associated uncertainties with the economy and developments locally and is agreeable to the request by the developer.

Fiscal Impact (if any):

n/a

Requested Action by Committee/Board:

Attachments

Request - Bielinski Homes
Meadowland DA

From: John Donovan [mailto:jdonovan@bielinski.com]
Sent: Wednesday, April 22, 2020 11:20 AM
To: Ben Kohout <bkohout@villageofmukwonago.com>
Subject: Meadowland Townhomes, Mukwonago, WI

Hi Ben,

Based on the current situation of the coronavirus pandemic and the expensive development costs associated with this project our focus is on Chapman Villas Phase I. We asking that the Village agree to amend the Meadowland Townhomes Developers Agreement to extend the timeframe on this development to December 1, 2022. Attached is the agreement but there is not a specific date, only a 12 month period from engineer approvals. Please discuss with the VP Fred, Admin. John W., Village Atty. Mark B. and respond back to us on the process needed to move this forward.

Thanks, and stay healthy!

John Donovan

Acquisitions & Development Manager
Bielinski Homes
Office - 262.548.5570
Cell - 414-587-8081
bielinski.com



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

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

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

RICHARD S. HIPPENMEYER
(1911-1979)

WILLIAM F. REILLY
(1932-2007)

EMAIL: MGBLUM@HRBLAWFIRM.COM

October 7, 2019

**Via Email (ddykstra@villageofmukwonago.com)
and US Mail**

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

Re: Meadowland Townhomes LLC – Developers Agreement

Dear Diana:

Enclosed is the original Developers Agreement between the Village and Meadowland Townhomes, LLC, which I am providing for you to retain in the Village's files.

Thank you for your attention to this matter.

Sincerely,

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



Mark G. Blum
Village Attorney

MGB/jb
Enc.

Cc: Mr. Jerad Wegner
Mr. Ron Bittner
Mr. Dave Brown

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

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

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

RICHARD S. HIPPENMEYER
(1911-1979)

WILLIAM F. REILLY
(1932-2007)

EMAIL: MGBLUM@HRBLAWFIRM.COM

October 7, 2019

Via Email (voeller@bielinski.com) ONLY

Attorney Tim Voeller
Bielinski Homes, Inc.
1830 Meadow Lane
Pewaukee, WI 53072

Re: Meadowland Townhomes SWMA

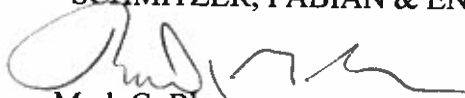
Dear Tim:

Enclosed is a recorded copy of the Developers Agreement between the Village and Meadowland Townhomes, LLC for your file.

Thank you for your attention to this matter.

Sincerely,

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



Mark G. Blum

MGB/jb
Enc.

Cc: Village of Mukwonago

DEVELOPMENT AGREEMENT

Document Number

Title of Document

4423617REGISTER OF DEEDS
WAUKESHA COUNTY, WI
RECORDED ONSeptember 24, 2019 11:39 AM
James R Behrend
Register of Deeds16 PGS
TOTAL FEE:\$30.00
TRANS FEE:\$0.00

Book Page -



The property affected by this Agreement is legally described on the attached Exhibit A.

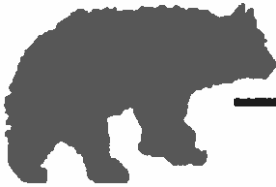
Record this document with the Register of Deed

Name and Return Address

Atty. Mark G. Blum
PO Box 766
Waukesha, WI 53187-0766

(Parcel Identification Number)

Drafted By:Attorney Mark G. Blum
Hippenmeyer, Reilly, Blum,
Schmitzer, Fabian & English, S.C.
720 Clinton St., PO Box 766
Waukesha, WI 53187-0766
Phone: (262) 549-8181
Email: mgbлум@hrblawfirm.com



Mukwonago – Place of the Bear

a Waukesha County blue chip community

www.villageofmukwonago.com

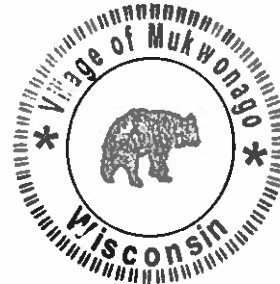
Village of Mukwonago

CERTIFICATION

I, Diana Dykstra, the duly appointed Village Clerk/Treasurer of the Village of Mukwonago, do hereby certify that the attached Exhibits are a true and correct copy of the original and if they are not legible or readable, a copy of the original is available from the Village of Mukwonago Clerk's Office.

Dated this 10th day of September, 2019


Diana Dykstra, Village Clerk/Treasurer



This Certification relates to the Exhibits the Development Agreement with Meadowland Townhomes, LLC and the Village of Mukwonago.

**DEVELOPMENT AGREEMENT FOR DEVELOPMENT IMPROVEMENTS FOR THE
MEADOWLAND TOWNHOMES (APARTMENTS) DEVELOPMENT
VILLAGE OF MUKWONAGO**

THIS AGREEMENT is made and entered into this ____ day of _____, 2019, by and between Meadowland Townhomes, LLC, hereinafter referred to as the “**DEVELOPER**”, and the Village of Mukwonago, hereinafter referred to as the “**MUNICIPALITY**”, a Wisconsin municipal corporation located in Waukesha and Walworth Counties, Wisconsin, for the Meadowland Townhome Development at the northwest corner of County Trunk Highway NN (a/k/a Veterans Parkway) and County Trunk Highway EE.

RECITALS

WHEREAS, DEVELOPER has gained **MUNICIPALITY** approval to construct twelve (12) residential rental units on 2.54 acres pursuant to Resolution No. 2018-070 approved by **MUNICIPALITY** on November 18, 2018 (shown as **EXHIBIT A**), and

WHEREAS, the subject property is zoned by **MUNICIPALITY** as R-5 Low Density Multi-Family Residential District, and

WHEREAS, approval of said development includes installation of certain public improvements and completion of site improvements within the public right-of-way and within the subject property (shown on **EXHIBIT B**), and

WHEREAS, the **DEVELOPER** and **MUNICIPALITY** desire to memorialize their agreed upon terms of development within this **AGREEMENT**.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby covenant and agree as follows:

I. DEVELOPER OBLIGATIONS

1. **DEVELOPER** agrees to extend public sanitary sewer and water main lines (Village utilities) to the northern property line as shown on **EXHIBIT B**. If all or portion of the Village utilities lie within the subject property, **DEVELOPER** shall provide **MUNICIPALITY** with easements for the Village utilities in a form subject to approval by the **MUNICIPALITY** attorney. Said easements shall be recorded in the Office of the Waukesha County Register of Deeds in conjunction with the recording of this document.
2. **DEVELOPER** agrees to extend the multi-use trail that exists along the north side of County Trunk Highway NN east of County Trunk Highway EE across the intersection of the highways with pavement markings and along County Trunk Highway NN adjacent to the subject site as shown on **EXHIBIT B**, subject to approval of the Waukesha County Highway Department.
3. **DEVELOPER** agrees to construct and maintain the emergency access to County Trunk Highway NN as shown on **EXHIBIT B** and approved by **MUNICIPALITY**, subject to approval of the Waukesha County Highway Department.
4. **DEVELOPER** shall adhere to conditions of approval appearing within **EXHIBIT A**.

5. **DEVELOPER** must comply with all storm water control regulations and erosion control as established by **MUNICIPALITY**, and shall conform to the Storm Water Maintenance Agreement attached as **EXHIBIT C**.
6. **DEVELOPER** agrees to obtain all permits necessary to make the improvements to the Property as required by the approving agencies with jurisdiction.
7. Upon approval, the plans and specifications as provided for in **EXHIBIT B** approved by **MUNICIPALITY** Public Works Director, Utilities Director, and Village Engineer, the **DEVELOPER** shall promptly commence and diligently pursue and complete the installation of certain public improvements and completion of site improvements within the public right-of-way and site improvements within the subject property, and not the actual construction of the buildings on the subject property, within twelve (12) months after the written approval from Village Engineer to **DEVELOPER** with authorization to commence construction of the approved plans as noted herein. The **DEVELOPER** agrees to construct the project in accordance with the approved plans and specifications and in compliance with all other applicable rules and standards of the **MUNICIPALITY**.
8. Storm Water Management Structures:
 - a. The **DEVELOPER** shall install all storm water management facilities including related public and private storm sewers required by the approved storm water management plan, **MUNICIPALITY** ordinances and the plans and specifications approved by the **MUNICIPAL** Engineer. **DEVELOPER** shall furnish the **MUNICIPALITY** with reproducible approved plans of the storm water system for the Property.
 - b. The **DEVELOPER** shall be responsible for the maintenance of all required storm water facilities located inside the property prior to acceptance of the storm sewer facilities by the **MUNICIPALITY**. After such acceptance of the storm sewer facilities the **DEVELOPER** shall remain responsible for the maintenance of the storm water facilities and such responsibilities shall run with the land. Maintenance shall include the responsibility of cleaning of storm water facilities of construction debris to assure that they perform adequately.
 - c. All underground services shall be constructed according to **MUNICIPAL** specifications and/or as reasonably required by **MUNICIPAL** Department Heads and **MUNICIPAL** Engineers.

II. INSURANCE

1. **DEVELOPER**, its contractors, subcontractors, lessees, successors and/or assigns shall, during their occupancy of the Property purchase or cause to be purchased, and continuously maintain in effect, insurance against such risks, both generally and specifically, with respect to the development as are customarily insured against in developments of like size and character, including, but not limited to, casualty insurance, comprehensive general liability insurance, physical damage insurance, builders risk insurance and other forms of insurance reasonably required, in the same form as other Wisconsin municipal entities. Such insurance shall be retained in such amounts and with terms of coverage generally customary to such Property and acceptable as to limits and form by the **MUNICIPALITY**. Such insurance shall name the **MUNICIPALITY** as an additional insured as its interests may appear on a primary and non-contributory basis. Said insurance shall further provide that notice will be provided to **MUNICIPALITY** in the event of cancellation or material modification of the policy not less than thirty (30) days prior to said cancellation, except in the event of cancellation for nonpayment of premium in which case the notice shall not be less

than ten (10) days. Said insurance shall be documented by an endorsement in a form satisfactory to the **MUNICIPALITY**. In the event the Property is damaged, or partially or fully destroyed, **DEVELOPER** shall cause the insurance proceeds from such loss to be used to promptly repair and restore the Property to its original condition.

III. EVENTS OF DEFAULT

1. Failure by the **DEVELOPER** to cause substantial and material completion of the project to occur pursuant to the terms, conditions and limitations of this **AGREEMENT** or to fulfill any obligations, conditions, agreements or covenants under this **AGREEMENT** shall be considered an event of default.
2. Failure of the **DEVELOPER** to observe or perform any other covenant, condition, obligation or agreement on its part to be observed or performed under this **AGREEMENT** within thirty (30) days after receipt of written notice of default from the **MUNICIPALITY** specifying such default, shall also be considered an event of default. In the event that the default is such that immediate harm to person or property may result from such default, the **DEVELOPER** shall be given five (5) days written notice to cure such default.
3. Remedies of Default. Whenever an event of default as referred occurs, the **MUNICIPALITY** may take any one or more of the following actions:
 - a) The **MUNICIPALITY** may suspend its performance under this **AGREEMENT** until it receives assurances from the **DEVELOPER**, deemed adequate by the **MUNICIPALITY**, that the **DEVELOPER** will cure its default and continue its performance of this Agreement;
 - b) In the case of an event of default which occurs prior to completion of the installation of certain public improvements and completion of site improvements with the public right-of-way, the **MUNICIPALITY** will have the right to enter the property and complete the improvements to draw upon the Letter of Credit to reimburse the **MUNICIPALITY** for this expense.
 - c) The **MUNICIPALITY** may take any action, including legal or administrative action in law or equity, which may reasonably be necessary or desirable to enforce performance and the observance of the obligations set forth herein.

These remedies shall not be deemed to be exclusive and the **MUNICIPALITY** shall have the right to pursue all rights or remedies available to it under applicable Wisconsin law. No delay or omission in pursuing any rights in the event of a default shall impair such right or power or shall be construed to be a waiver thereof. Such rights may be exercised from time to time as may be deemed expedient by the Village.

4. Whenever an event of default occurs and the **MUNICIPALITY** shall employ attorneys or other professionals or incur other expenses for the collection of payments due or to become due, or for the enforcement or performance or observance of any obligations or agreements on the part the **DEVELOPER** herein contained. The **DEVELOPER** agrees it shall, on demand thereof, pay the **MUNICIPALITY** the reasonable fees of such attorneys, or other professionals and such other expenses as may be incurred by the **MUNICIPALITY**.
5. Indemnification. **DEVELOPER** covenants and agrees that the **MUNICIPALITY** its governing body, members, officers, agents, including independent contractors, consultants, legal counsel, servants and employees, hereinafter collectively referred to as the "Indemnified Parties" shall not be liable for and **DEVELOPER** agrees to jointly and severally indemnify and hold harmless the Indemnified Parties against any loss or damage to the Property or any injury to or death of any

person occurring at or about or resulting from any defect in the project or from any costs or claim, including actual attorney fees, which may result from the **DEVELOPER'S** default under this **AGREEMENT**, except for any willful misrepresentation or any willful wanton misconduct of the Indemnified Parties, the **DEVELOPER** agrees to protect and defend the Indemnified Parties now and forever and further agrees to hold the aforesaid Indemnified Parties harmless from any claim, demand, suite, action or other proceedings whatsoever by any person or entity whatsoever arising or purportedly arising from the actions or inactions of the **DEVELOPER** (or other persons acting on its behalf or under its direction or control) under this Agreement or the transactions contemplated hereby or the acquisition, construction, installation, ownership and operation of the project.

IV. SURETY

1. **DEVELOPER** agrees to provide the **MUNICIPALITY** with estimates of the cost of the completion of the installation of on-site public improvements within easements granted to **MUNICIPALITY** and completion of public improvements within public right-of-ways in accordance with the terms of this **AGREEMENT**. The **MUNICIPALITY** shall review these estimates and shall approve the use of these estimates for the cost to complete the public improvements for the surety.
2. The **DEVELOPER** agrees to post a surety in the form of an irrevocable standby letter of credit in a form acceptable to the **MUNICIPALITY** which secures the performance of the construction work for the public improvements as provided for hereunder in the amount consistent with the approved estimate plus 20 percent.
3. Said surety shall remain in full force and effect until one year following the **MUNICIPALITY** acceptance of the public improvements.
4. During the course of construction, the **DEVELOPER** agrees to maintain such safety measures, signage, barriers and necessary traffic control direction as to protect the public from injury or damage during the course of the construction work. Said measures shall be in accordance with applicable traffic control standards and requirements including but not limited to the manual of uniform traffic control devices.
5. The **MUNICIPALITY** agrees to reduce the Letter of Credit based upon the acceptance of completed improvements by the **MUNICIPALITY**. The reduction of the Letter of Credit will be in the sole discretion of the **MUNICIPALITY** Village Board upon recommendation of the Village Engineer.
6. If **DEVELOPER** does not accurately complete the required work or the completed work is substandard in accordance with the **MUNICIPALITY** development standards and other applicable Codes, or if not less than 30 days prior to the expiration of the Surety, the **DEVELOPER** has not provided evidence of the renewal of the Surety, the **MUNICIPALITY** shall be entitled to draw upon the Surety and shall use the full Surety, or portions thereof, to complete the work by **MUNICIPALITY** Staff or through a contractor. If **DEVELOPER** adequately completes the required public improvements and/or repairs to the public improvements and completion is accepted by the **MUNICIPALITY** Village Engineer after acceptance of as-built drawings, after written request by **DEVELOPER** the **MUNICIPALITY** shall reduce the Surety in an amount equal to not more than twenty (20%) percent of the completed public improvements for a period not to exceed twelve (12) months after the date of the public improvements for which the Surety was provided are substantially complete. The **MUNICIPALITY** Village Board shall approve the reduction and said approval shall not be unreasonably withheld.

7. **As Built Plans.** **DEVELOPER** shall furnish the **MUNICIPALITY** with electronic and reproducible copies of all plans of sanitary sewer, storm water sewer and facilities and the public water supply system, including the location and elevation of laterals. Electronic copies of the plans shall be in the most current version of AutoCAD and in portable document format. The **MUNICIPAL ENGINEER** shall prepare "record drawings" of the improvements at **DEVELOPER's** expense within thirty (30) calendar days of receipt of the plans. These "record drawings are to be completed prior to the **MUNICIPALITY** acceptance of dedication.

V. MISCELLANEOUS

1. This **AGREEMENT** shall be governed and construed in accordance with the laws of the State of Wisconsin.
2. This **AGREEMENT** may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were on the same instrument.
3. This **AGREEMENT** may not be assigned without the express written permission of the **MUNICIPALITY**.
4. This **AGREEMENT** contains the entire **AGREEMENT** and understanding of the parties with respect to the subject matter hereof and may not be amended or modified except through an instrument executed by all parties hereto.
5. If any provision of the **AGREEMENT** shall be held, deemed to be or shall, in effect, be inoperative or unenforceable, the validity of any one or more phrases, sentences, clauses or sections contained in this Agreement shall not affect the remaining provisions or portions of this **AGREEMENT**.
6. The parties acknowledge that approval for the authority to execute this **AGREEMENT** has been obtained by the governing body of each party.
7. The provisions regarding indemnification and insurance shall survive the termination of this **AGREEMENT**.
8. The **DEVELOPER** and the **MUNICIPALITY** agree that there shall be no third-party beneficiaries of this Agreement.
9. In addition to the conditions otherwise set forth in this **AGREEMENT**, **DEVELOPER** shall pay to the **MUNICIPALITY** all required fees and charges, including payments or maintenance of an escrow account in favor of the **MUNICIPALITY** for incurred professional service charges. Said fees or the creation of an escrow account shall be made prior to the Village being required to issue any permit for the development of this Property.
10. **DEVELOPER** work on the Property shall start no sooner than 7:00 a.m., Monday through Saturday and work shall not extend beyond 7:00 p.m. at any time. Work on the Property shall not occur on Sundays or National Legal Holidays. For purposes of this provision, "work" shall mean the producing of any sound caused by the construction, construction equipment or construction vehicles or material deliveries. The time limitations do not restrict early arrival for staging or after-hours cleanup by construction workers. The time limitations do not apply to construction work not controlled by the **DEVELOPER**, such as private or public utilities. However, **DEVELOPER** shall make every effort to maintain compliance with these limitations.

11. **DEVELOPER** shall, at all times, maintain surrounding rights-of-way free from dirt, gravel and construction debris. When construction work occurs within rights-of-way, the rights-of-way shall be free from dirt, gravel and construction debris prior to the end of the construction day. **DEVELOPER**, at all times, shall maintain the property and surrounding properties free from construction debris and employee waste. If **DEVELOPER** does not comply with the requirements of this paragraph, the **MUNICIPALITY** may, after written notice to the **DEVELOPER** and upon **DEVELOPER** failure to promptly and reasonably act to cure such matters, utilize **MUNICIPALITY** employees and equipment to maintain the area and charge these expenses to the **DEVELOPER**.
12. The **DEVELOPER** agrees to abide by such further orders or directions as may be reasonably given by the **MUNICIPALITY**, as may be necessary to implement and carry out the terms and intent of this **AGREEMENT**. It is expressly understood and agreed that the terms of this **AGREEMENT** are covenants running with the land and binding on the **DEVELOPER**, its successors and/or assigns.
13. **DEVELOPER** shall be responsible for the repair to existing roadways and infrastructure for damage caused as the result of the construction activities or construction on the Property. Areas of the Project that are within the jurisdiction of other governmental agencies, such as Waukesha County, or the State of Wisconsin Department of Natural Resources or the State of Wisconsin Department of Transportation shall be developed in accordance with the requirements of those agencies. Costs incurred by the **MUNICIPALITY** from other governmental jurisdictions related to this Project shall be reimbursed by the **DEVELOPER** within 30 days of invoicing.
14. All work performed under the provisions of this **AGREEMENT** shall be done in a good and workmanlike manner, and in accordance with all Codes, applicable rules and regulations, governing or affecting the Property.
15. This Agreement shall be recorded with the Register of Deeds.
16. **Acceptance of Work.** The **MUNICIPALITY** shall review the **DEVELOPER** Public Improvements once completed and if acceptable to the **MUNICIPALITY** Engineer, accept such improvements as being in compliance with the standards and specifications of the **MUNICIPALITY**. Such review and acceptance where appropriate will occur within 60 days of written notice by the **DEVELOPER** that the **DEVELOPER** desires to have the **MUNICIPALITY** inspect and accept the improvements. At the option of the **MUNICIPALITY**, if the ground is frozen, the time for final inspection may be extended as necessary so that final inspection may take place in spring of the following year after vegetation has become established. Before obtaining acceptance of any work or any improvements, the **DEVELOPER** shall present to the **MUNICIPALITY** valid Lien Waivers from all persons providing materials or performing work on the improvements for which approval is sought. Acceptance by the **MUNICIPALITY** does not constitute a waiver by the **MUNICIPALITY** of the right to draw funds under the Letter of Credit because of defects in, or failure of, any improvement that is detected or which occurs following such acceptance. The **DEVELOPER** agrees that the dedication of the improvements and the required public improvements will not be accepted by the **MUNICIPALITY** until they have been reviewed and inspected for approval by the **MUNICIPALITY** Engineer and furthermore, until all outstanding **MUNICIPALITY** costs, including engineering and construction review charges, have been paid in full and Affidavits and Lien Waivers received by the **MUNICIPALITY** indicating the contractors and suppliers have been paid in full for all work and improvements furnished under this **AGREEMENT**. Sanitary sewer main and water main, and their respective service laterals, shall not be accepted until a complete breakdown of all construction, engineering and administrative costs incurred by the **DEVELOPER** are submitted to the **MUNICIPALITY** Engineer and **MUNICIPALITY** Clerk respectively. (This is necessary to aid in determining the sewer and water

utilities value on the **MUNICIPALITY** Financial Statements.) In addition, the water system installation shall not be accepted until the **MUNICIPALITY** obtains a bacteriologically safe sample. The **MUNICIPALITY** shall flush the main, obtain the sample and have all tests completed as may be required by the **MUNICIPALITY** at **DEVELOPER** cost. Said lines shall be pressure tested and the sewer mains shall be televised showing that there are no leaks in the lines and no construction debris within the sewer. The acceptance of the water and sewer mains shall be further subject to the **DEVELOPER** providing verification that they have been constructed in accordance with the **MUNICIPALITY** Standards and Specifications. **DEVELOPER** needs to maintain and repair all required **DEVELOPER** Public Improvements until the **MUNICIPALITY** formally accepts said improvements. The **DEVELOPER** shall provide the **MUNICIPALITY** with electronic and reproducible copies of all improvement plans. Electronic copies of all improvement plans shall be in the most current version of AutoCAD. The **MUNICIPALITY** Engineer shall prepare record drawings of the improvements at **DEVELOPER** sole expense within 30 days of the binder course placement.

17. **Warranty.** **DEVELOPER** warrants and guarantees that the installation of the sanitary sewer and water mains installed on the Property for a period of one year from the date of final acceptance by the **MUNICIPALITY** of all improvements completed by the **DEVELOPER** under this **AGREEMENT** against defects, in installation or materials. If any defect shall appear during the guaranteed period, the **DEVELOPER** agrees to make the acceptable repairs of the defective work. This includes but is not limited to the storm water facilities. The guaranteed period shall continue for a period of one year after the acceptance by the **MUNICIPALITY** of the improvements. A Letter of Credit or bond shall remain in full force for the time that any portion of the improvements have yet to be completed, and a portion of the bond is deemed adequate by the **MUNICIPALITY** Engineer, but not to exceed 20% of the original Letter of Credit or bond, shall remain in force for the one-year guarantee period.
18. **Utility Plans and Locations:**
 - A. **Utility Transformers, Pedestals and Boxes Location.** Developer shall furnish, construct and install the electrical service facilities, including phone, cable and other communication facilities (transformers, pedestals and boxes) in accordance with the designed plans: **Work Order No. 4351825, dated: 4/29/2019 and modified 7/10/19**, prepared by WE Energies and approved by the Village and the engineering firm representing the village. Any modification to the approved plans must be submitted to the Municipality Zoning Administrator for review and final approval. Landscaping shall be installed on any transformers, pedestals or boxes located in the street or side yard must be completed within 6 months of the energizing of all service facilities or by, prior to the first occupancy permit obtained, whichever occurs first.
 - B. **Natural Gas Facilities Location.** Developer shall furnish, construct and install the natural gas service facilities in accordance with the designed plans: **Work Order No. 4351828, dated: 6/11/2019**, prepared by WE Energies and approved by the Village and the engineering firm representing the village. Any modification to the approved plans must be submitted to the Municipality Zoning Administrator for review and final approval.
 - C. **Natural Gas Facility Relocation.** Developer shall furnish, construct and install the natural gas facilities relocation in accordance with the designed plans: **Work Order No. 4355239, dated: 6/11/2019**, prepared by WE Energies and approved by the Village and the engineering firm representing the village. Any modification to the approved plans must be submitted to the Municipality Zoning Administrator for review and final approval.

19. **Tracking Pad and Parking of Vehicles During Construction.** On the first day of construction as approved by **MUNICIPALITY** engineer, **DEVELOPER** shall install a tracking pad onto the **PROPERTY** from either of the two adjacent public right-of-ways as approved by Waukesha County Highway Department, after which a gravel parking lot or lots shall be installed for the parking of construction vehicles, construction deliveries, vehicles of construction employees and other vehicles involved in the construction of all improvements, including installation of private utilities. The tracking pad shall remain in place until the gravel base of private drive to access the residential buildings on the **PROPERTY** is completed. **DEVELOPER** shall adhere to all required erosion control measures during installation and usage of the tracking pad and on-site parking. No parking of construction vehicles, construction deliveries, vehicles of construction employees and other vehicles involved in the construction of all improvements, including installation of private utilities shall occur outside the boundary of **PROPERTY** after the first day of construction. Should **MUNICIPALITY** have the need to install signs to enforce these access parking restrictions on neighboring public right-of-ways, the cost of the signs and installation shall be borne by **DEVELOPER**. These parking restrictions include any vehicle involved with **MUNICIPALITY** inspection of construction. Notwithstanding the forgoing, construction vehicles used for the installation of utilities or other improvements that are installed outside of the **PROPERTY** may be parked outside of the **PROPERTY** when such **off-PROPERTY** work is taking place.
20. **Building Permits.** No building permits shall be issued for any of the residential buildings until the **MUNICIPALITY** has made all necessary approvals; utilities to serve the individual building sites are in place, inspected and accepted; a drivable year-round private drive (full asphaltic binder course pavement installed) is in place, inspected and accepted; all storm water management facilities have been completed, and all other required public improvements, except the final lift of asphalt, have been completed, inspected and approved. **MUNICIPALITY** shall provide written notice to **DEVELOPER** when all conditions within this paragraph have been satisfied to allow issuance of building permits. Notwithstanding the above, footing and foundation permits may be requested by **SUBDIVIDER** prior to acceptance as noted above with installation of the asphaltic binder course pavement on the private drive.
21. **Payment of Fees.** **DEVELOPER** shall be responsible for payment to **MUNICIPALITY** of all professional fees incurred during review, coordination and inspection of all activities related to **PROPERTY** development and installation of improvements. The fees may involve reimbursement of **MUNICIPALITY** staff time involving inspection of improvements and coordination with others to correct installation of improvements in accordance with **MUNICIPALITY** specifications.
22. **Compliance With Agreement.** The **DEVELOPER** shall fully comply with any and all provisions of this **AGREEMENT** and with all **MUNICIPAL** Ordinances, whether or not specifically addressed in this **AGREEMENT** including but not limited to:
 1. **Grading, Erosion Control and Barricades:**
 - a. The **DEVELOPER** shall furnish, install, and maintain during construction and until the **IMPROVEMENTS** are accepted by the **MUNICIPALITY**, all barricades and signs as required by the Manual of Uniform Traffic Control Devices (MUTCD) at all points where new rights-of-way extend or intersect existing streets and all street ends. Signs and barricades shall be required, furnished, and installed so as to conform to the Manual of Uniform Traffic Control Devices.

b. The **DEVELOPER** shall obtain the approval of the **MUNICIPAL** Engineer for erosion and runoff control measures as required by the **MUNICIPAL** Ordinances prior to grading, utility installation or any other land disturbance activity.

22. Notice. Any notice required or permitted by this **AGREEMENT** shall be deemed effective when personally delivered in writing or transmitted via email to the emails set forth below, provided that the transmitting party retains evidence of the successful facsimile transmission or three (3) days after notice is deposited with the U.S. Postal Service, postage prepaid, certified, and return receipt requested, and addressed as follows:

If to DEVELOPER:

*John Donovan
Bielinski Homes
1830 Meadow Lane, Suite A,
Pewaukee, WI 53072.
Email: jdonovan@bielinski.com*

WITH COPIES TO:

*Tim Voeller
Bielinski Homes
1830 Meadow Lane, Suite A,
Pewaukee, WI 53072.
Email: tvoeller@bielinski.com*

If to MUNICIPALITY:

*Mukwonago Village Clerk
440 River Crest Court
Mukwonago, WI 53149
Email: ddykstra@villageofmukwonago.com*

WITH COPIES TO:

*Jerad Wegner, P.E.
Ruekert-Mielke, Inc.
W233 N2080 Ridgeview Parkway
Waukesha, WI 53188
Email: jwegner@ruekert-mielke.com*

23. Recordation. The **MUNICIPALITY** may record a copy of this **AGREEMENT** or Affidavit indicating the existence of this **AGREEMENT** in the Register of Deeds Office. The **DEVELOPER** shall pay all cost of recording.

24. No Vested Rights Granted.

A. Except as provided by law, or as expressly provided in this **AGREEMENT**, no vested right in connection with this project shall inure to the **DEVELOPER**. Nor does the **MUNICIPALITY** warrant by this **AGREEMENT** that the **DEVELOPER** is entitled to any other approvals required.

B. No Further Lot Division. No lot shall be further divided or lot lines adjusted by **DEVELOPER** without **MUNICIPALITY'S** approval.

C. No Waiver. No waiver of any provision of this **AGREEMENT** shall be deemed or constitute a waiver of any other provision, nor shall it be deemed or constitute a continuing waiver unless expressly provided for by a written amendment to this Agreement, nor shall this **AGREEMENT** be deemed a waiver of any subsequent default or defaults of the same type. The **MUNICIPALITY'S** failure to exercise any right under this **AGREEMENT** shall not constitute the approval of any wrongful act by the **DEVELOPER** or the acceptance of any **IMPROVEMENT**.

25. Amendment/Modification. This **AGREEMENT** may be amended or modified only by a written amendment approved and executed by the **MUNICIPALITY** and the **DEVELOPER**
26. Personal Jurisdiction and Venue. Personal jurisdiction and venue for any civil action commenced by either party to this **AGREEMENT** whether arising out of or relating to the **AGREEMENT** or Letter of Credit shall be deemed to be proper only if such action is commenced in the Circuit Court for Waukesha County. The **DEVELOPER** expressly waives his/her/their right to bring such action in or to remove such action or any other court whether state or federal.
27. Impact Fees. **DEVELOPER** shall pay to the **MUNICIPALITY**, prior to the **MUNICIPALITY** issuance of a Building Permit for a lot in the **SUBDIVISION**, all sewer, water and park impact fees for that lot.
28. Effective Date. This **AGREEMENT** shall be effective as of the date and year first written above.

Dated as of the date first above written.

MUNICIPALITY:

Village of Mukwonago

By: Fred Winchowky
Fred Winchowky, President

MUNICIPALITY:

Village of Mukwonago

By: Diana Dykstra
Diana Dykstra, Village Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally, came before me, this 21st day of August, 2019, the above-named Fred Winchowky and Diana Dykstra to me known to be the persons who executed the foregoing instrument and acknowledged the same.

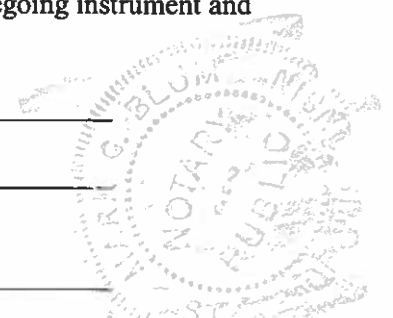
Mark G. Olson

Mark G. Olson

Print Name

Notary Public, State of Wisconsin

My Commission is permanent/expires: _____



DEVELOPER:

Meadowland Townhomes, LLC

By: Bielinski, LLC, sole member

By: _____

Frank Bielinski, Manager/Member

STATE OF WISCONSIN)
) ss.
 COUNTY OF WAUKESHA)

Personally, came before me, this 13th day of September, 2019, the above-named Frank Bielinski to me known to be the person who executed the foregoing instrument and acknowledged the same.



Timothy J. Voeller
 Timothy J. Voeller

Print Name

Notary Public, State of Wisconsin

My Commission is permanent/~~expires~~ _____

Exhibit A – Legal Description

The following description and reduced copy map identify the land parcel(s) affected by this Agreement. For a larger scale view of the referenced document, contact the Waukesha County Register of Deeds office.

Legal Description: PART OF THE NORTHWEST 1/4 AND SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 22, TOWNSHIP 5 NORTH, RANGE 18 EAST, VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN, DESCRIBED IN REEL 2879 AS IMAGE 258 OF WAUKESHA COUNTY RECORDS, DESCRIBED MORE PARTICULARLY AS FOLLOWS; COMMENCING AT A CONCRETE MONUMENT WITH BRASS CAP FOUND MARKING THE SOUTHWEST CORNER OF SAID SOUTHEAST 1/4 SECTION; THENCE N01°10'12"W, ALONG THE WEST LINE OF SAID SOUTHEAST 1/4 SECTION, 1118.50', TO THE INTERSECTION OF SAID WEST LINE AND THE NORTH RIGHT-OF-WAY LINE OF C.T.H. "NN", SAID INTERSECTION BEING THE PLACE OF BEGINNING OF THE LANDS TO BE DESCRIBED; THENCE N01°10'12"W, CONTINUING ALONG SAID WEST LINE, 540.66', TO A POINT ON A CURVE AT THE INTERSECTION OF SAID WEST LINE AND THE SOUTHWESTERLY RIGHT-OF-WAY LINE OF C.T.H. "EE"; THENCE ALONG SAID RIGHT-OF-WAY LINE AND SAID CURVE TO THE RIGHT, 612.59', SAID CURVE HAVING A RADIUS OF 1065.48' AND A CHORD BEARING S33°40'35"E, 604.19'; THENCE LEAVING SAID CURVE, S37°56'54"W, 54.40', TO A POINT ON THE AFOREMENTIONED NORTH RIGHT-OF-WAY LINE OF C.T.H. "NN"; THENCE N88°59'06"W, ALONG SAID RIGHT-OF-WAY LINE, 290.58', TO THE PLACE OF BEGINNING; THE ABOVE DESCRIBED LANDS CONTAIN 2.57 ACRES MORE OR LESS.

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Motion to recommend to the Village Board to approve Task Order No. 2020-06 from Ruekert Mielke, Inc. for the Design and Bidding of CTH LO Sanitary Sewer Rehabilitation in the amount of \$20,820.
From:	Jerad Wegner
Department:	Public Works
Presenter:	Jerad Wegner
Date of Committee Action (if required)	May 6, 2020
Date of Village Board Action (if required)	May 6, 2020

Information

Subject:

Motion to recommend to the Village Board to approve **Task Order No. 2020-06** from Ruekert Mielke, Inc. for the Design and Bidding of CTH LO Sanitary Sewer Rehabilitation in the amount of \$20,820.

Background Information/Rationale:

The Task Order is to provide design and bidding related services for the reconstruction of an existing 8-inch sanitary sewer along CTH LO, west of STH 83. The Village had planned to complete this work as part of the STH 83 WisDOT project but was recently notified by Waukesha County that they are planning to repave CTH LO from STH 83 to the west. The County is planning to complete this work this summer and the Village will need to replace their sewer prior to paving.

Key Issues for Consideration:

The replacement of this sanitary sewer has been on the Village's long term plan and was planned to be incorporated into the STH 83 WisDOT project. With the County planning to repave this stretch of roadway this summer, the Village will need to fast forward this work and complete the sanitary sewer replacement prior to paving.

Fiscal Impact (if any):

\$20,820

Requested Action by Committee/Board:

Attachments

2020-06 CTH LO Sanitary Sewer Rehabilitation

TASK ORDER

This is Task Order No. (2020-06),
consisting of 3 pages
Village of Mukwonago
CTH LO Sanitary Sewer Rehabilitation

Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruekert-Mielke, Inc. (Engineer) dated February 20, 2019, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: CTH LO Sanitary Sewer Rehabilitation
- B. Description: Waukesha County has indicated that they are planning to repave CTH LO from STH 83 to the west. The Village has an 8-inch sanitary sewer main in the area that is in need of rehabilitation. The Village had planned to incorporate this work into the STH 83 downtown project but will need to complete this work prior to the County paving this summer. The sewer segment is 385 feet long.

2. Services of Engineer

Phase 200 – Design and Bidding

- Perform site topographic survey, including measure downs of sanitary sewer.
- Site visit to review layout and planned construction.
- Prepare plan and profile set of drawings along the centerline alignment for proposed sanitary.
- Prepare plan of drawings for construction details, traffic control and erosion control.
- 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.

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
- 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 Coordinate with Ruekert Mielke staff to review draft plans, meet onsite to review layout and attend bid opening. 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.

TASK ORDER

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
Advertisement for Bid	June 3, 2020
Bid Opening	June 17, 2020
Recommendation of Award	July 1, 2020

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

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Lump Sum Estimate of Compensation for Services</u>
200 Design and Bidding	Lump Sum	\$20,820

B. The terms of payment are set forth in the Standard Terms and Conditions.

5. Consultants

N/A

6. Other Modifications to Standard Terms and Conditions

N/A

7. Attachments

Level of Effort breakdown for Design and Construction.

8. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / Village of Mukwonago Master Agreement

TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated February 20, 2019, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, _____.

OWNER:

Village of Mukwonago

By: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

By: Steven C Wurster

Name: Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: April 30, 2020

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

Fax: _____

Name: Jerad J Wegner, P.E.

Title: Team Leader/Project Manager

Address: W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

Email: jwegner@ruekert-mielke.com

Phone: 262-953-3006

Fax: 262-542-5631

**CTH LO Sanitary Sewer Rehabilitation
Engineering Services Estimate**

	Jerad Wegner	Michael Michalski	Survey	Drafting	Sue Shird	
Initials	JJW	MEM			SJS	
Employee Class	E6	E3	Crew Chief	ET-2	AA	Task Total
Hourly Rates	\$ 170	\$ 128	\$ 125	\$ 121	\$ 78	Dollars
Survey and Design Phase						
Design Survey and Measuredowns of Downstream Sewer			20			\$ 2,500
Onsite Walk Thru and Sewer Layout	2					\$ 340
Prepare Project Manual	4	36			8	\$ 5,912
Prepare Plan Set	8	24		32		\$ 8,304
100% Design Review						\$ -
1. Internal Quality Control Review	2	3				\$ 724
2. Village of Mukwonago Review	2	3				\$ 724
Prepare Advertisement for Bids		2			4	\$ 568
Answer Contractor Questions		2				\$ 256
Attend Bid Opening		3				\$ 384
Evaluate Bids, Prepare Bid Tab		1			4	\$ 440
Assist Village with Contractor References		2				\$ 256
Prepare Recommendation for Award		2			2	\$ 412
Construction Phase Subtotal (Hours) =	16	78	20	32	18	
Construction Phase Subtotal (Dollars) =	\$ 2,720	\$ 9,984	\$ 2,500	\$ 3,872	\$ 1,404	\$ 20,820

**Amendment to Agreement for the
Development
Of Improvements for
Box Self Storage LLC**

Document Number

Title of Document

The property affected by this Agreement is legally described on the attached Exhibit A.

Record this document with the Register of Deed.

Name and Return Address

Atty. Mark G. Blum
Hippenmeyer, Reilly, Blum, et. al.
PO Box 766
Waukesha, WI 53187-0766

(Parcel Identification Number)

Drafted By:

Attorney Mark G. Blum
Hippenmeyer, Reilly, Blum,
Schmitzer, Fabian & English, S.C.
720 Clinton St., PO Box 766
Waukesha, WI 53187-0766
Phone: (262) 549-8181
Email: mdblum@hrblawfirm.com



Mukwonago – Place of the Bear
a Waukesha County blue chip community

www.villageofmukwonago.com
Village of Mukwonago

CERTIFICATION

I, Diana Dykstra, the duly appointed Village Clerk/Treasurer of the Village of Mukwonago, do hereby certify that the attached photos and maps are a true and correct copy of the original and if they are not legible or readable, a copy of the original is available from the Village of Mukwonago Clerk's Office.

Dated this _____ day of May, 2020.

 Diana Dykstra,
 Village Clerk/Treasurer

This Certification relates to the Amendment to the Agreement for the Development of Improvements between the Village of Mukwonago and Box Self Storage, LLC.

**AMENDMENT TO AGREEMENT FOR THE DEVELOPMENT
OF IMPROVEMENTS FOR BOX SELF STORAGE, LLC**

This Amendment to Agreement for the Development of Improvements for Box Self Storage, LLC (hereinafter "Amendment") is made and entered into between THE BOX SELF STORAGE, LLC (hereinafter referred to as the "Developer") and the VILLAGE OF MUKWONAGO (hereinafter referred to as the "Municipality"); and

WHEREAS, the Municipality and Developer entered into a Development Improvement Agreement dated January 24, 2019 for the development of the property known as Certified Survey Map No. 11850 (a copy of CSM 11850 is attached as Exhibit A). That document was recorded with the Waukesha County Register of Deeds on October 22, 2019 as Document No. 4430351 (hereinafter referred to as the "Agreement"); and

WHEREAS, the Developer was responsible for making road improvements, as well as related appurtenances, such as curbing, in accordance with the terms of that Agreement; and

WHEREAS, the roadway and improvements, including the related appurtenances such as the curb work, was to have been completed prior to the issuance of any Occupancy Permits for the structures that were anticipated as part of the Agreement; and

WHEREAS, the Developer has advised that it will not be able to complete the final lift of asphalt or the replacement of a 100' section of curb that was not approved as part of the inspection of said work.

NOW, THEREFORE, in consideration of the Municipality consenting to the occupancy for the first three structures constructed on the premises in accordance with the Agreement, which structures are identified on the attached Exhibit B, the Developer agrees to the following:

1. Developer acknowledges that there is a 100' section of curb which did not pass inspection and said curbing needs to be removed and replaced. (See Exhibit D attached.) The Developer agrees to perform this work by not later than May 15, 2020 and therefore, the reference on the Construction Schedule to the Agreement (see attached Exhibit C) to the curb installation being completed by May 6, 2019 to May 10, 2019 is hereby revised accordingly. However, the Developer acknowledges that surety for the completion of this work shall remain in full force and effect. In the event the work is not completed by May 15, 2020, the Municipality shall have the right to draw upon the surety and complete the work itself.

2. Developer further acknowledges that the Municipality will be withholding Occupancy Permits for anything beyond the buildings as identified in the attached Exhibit B, until all work is satisfactorily completed and approved by the Village.

3. As a partial condition for the Village consenting to the occupancy, the Developer further agrees that it will install the binder course of asphalt in conditions satisfactory to the Village, and subject to the Village specifications, on the access road for the development. The Occupancy Permit will not be issued for Buildings 1-3 in Exhibit B until this condition is satisfactorily met. This provision shall be considered as being in addition to the conditions already present in the original Development Agreement. The Occupancy Permit shall not be granted until all conditions of the issuance of that Permit in the original Development Agreement and this Amendment are satisfied, together with all related provisions of the Mukwonago Village Code.

4. Nothing within this Amendment will modify the obligation of the Developer to install the final lift of asphalt on the publicly dedicated streets before May 31, 2021, as provided in the Article I, Subparagraph 3, c, of the Agreement.

5. All other terms and conditions of the Agreement are hereby ratified and affirmed, and all requirements of that Agreement shall remain in full force and effect.

MUNICIPALITY:
Village of Mukwonago

MUNICIPALITY:
Village of Mukwonago

By: _____
Fred Winchowky, President

By: Diana Dykstra, Clerk/Treasurer

STATE OF WISCONSIN)
COUNTY OF WAUKESHA) ss.

Personally came before me, this ____ day of _____, 2020, the above-named Fred Winchowky and Diana Dykstra, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission is permanent/expires:

DEVELOPER:
The Box Self Storage, LLC

DEVELOPER:
The Box Self Storage, LLC

By: _____

By: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF)

Personally came before me, this ____ day of _____, 2020, the above-named _____, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission is permanent/expires:

4396796

Book 119 Page 257-263



FORM ARC-101

CERTIFIED SURVEY MAP NO. 1185D

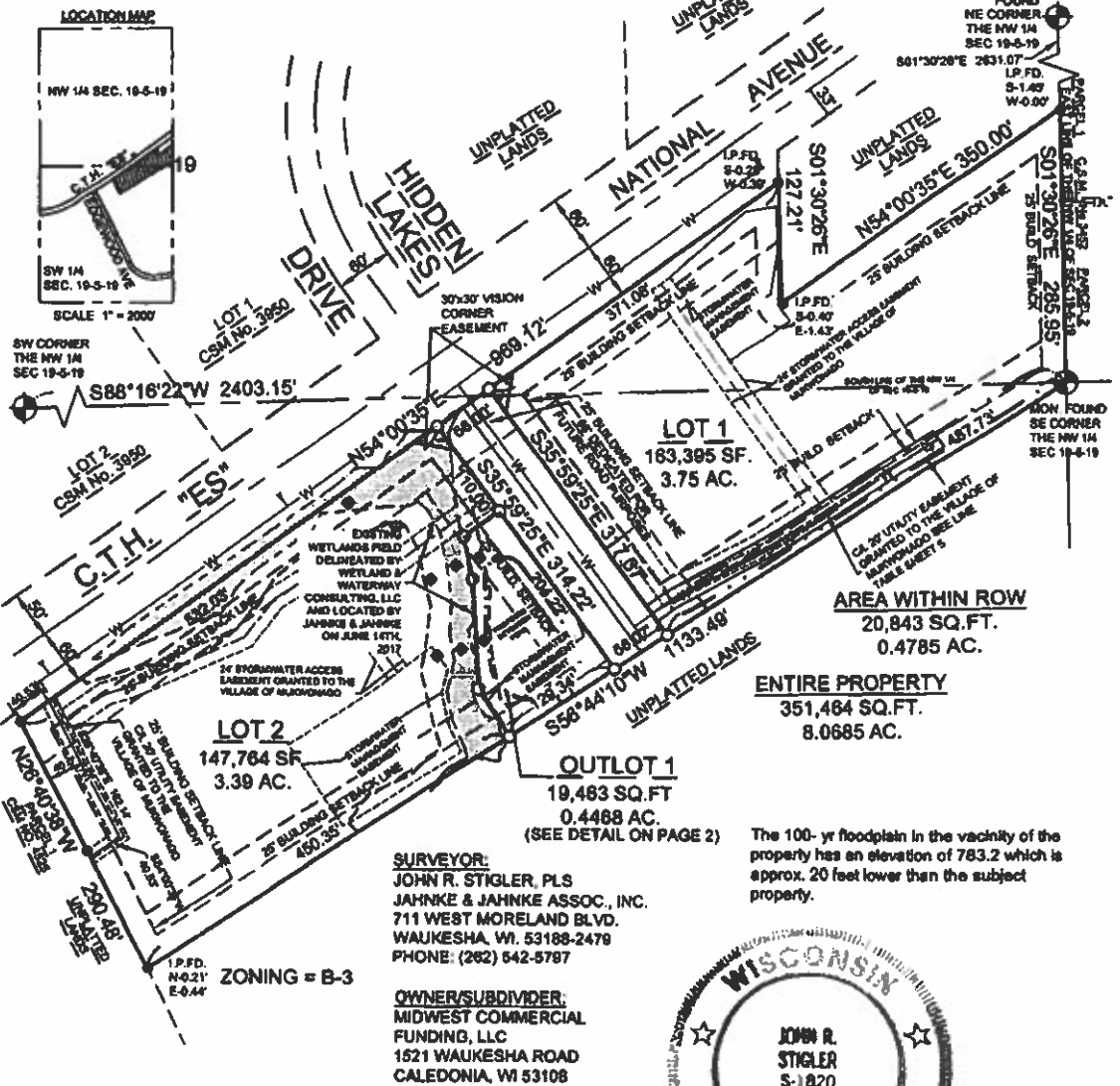
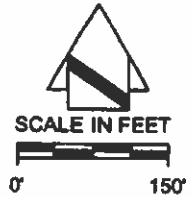
Sheet 1 of 7

Being a Redivision of Lot 1 of Certified Survey Map No. 7679, recorded as Document No. 2044202 and being part of the SE 1/4 of the NW 1/4 and the NE 1/4 of the SW 1/4 of Section 19, Town 5 North, Range 19 East, in the VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN

NOTE: DIRECT VEHICULAR ACCESS TO C.T.H. "ES" IS PROHIBITED.

WITHIN THE VISION CORNER EASEMENT, THE HEIGHT OF PLANTINGS, BERMS, FENCES, SIGNS AND OTHER STRUCTURES ARE LIMITED TO 24" ABOVE THE INTERSECTION ELEVATION. NO DRIVEWAYS ARE PERMITTED WITHIN THE VISION CORNER.

- LEGEND**
- SOIL BORING
 - 1" IRON PIPE FOUND
 - IRON PIPE 18" x 1" DIA. PLACED 1.13 LBS. PER LIN. FT.
 - SECTION CORNER MONUMENT



SURVEYOR:
JOHN R. STIGLER, PLS
JAHNKE & JAHNKE ASSOC., INC.
711 WEST MORELAND BLVD.
WAUKESHA, WI. 53188-2479
PHONE: (262) 542-5787

OWNER/SUBDIVIDER:
MIDWEST COMMERCIAL
FUNDING, LLC
1521 WAUKESHA ROAD
CALEDONIA, WI 53108

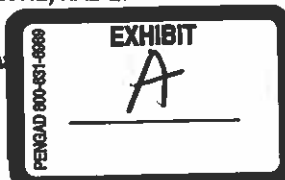
The 100- yr floodplain in the vicinity of the property has an elevation of 783.2 which is approx. 20 feet lower than the subject property.



JOHN R. STIGLER, Reg. No. S-1820
DATED this 8th DAY of SEPTEMBER, 2017
REVISED this 14th DAY of SEPTEMBER, 2018

REFERENCE BEARING: THE SOUTH LINE OF THE NORTHWEST 1/4 OF SEC. 19, T5N, R19E WAS USED AND HAS A BEARING OF S 88°16'22" W BASED ON WISCONSIN STATE PLANE COORDINATE SYSTEM (SOUTH ZONE) NAD-27

FILE NAME: S:\projects\S8551\dwg\ P.S. MUKWONAGO 1059

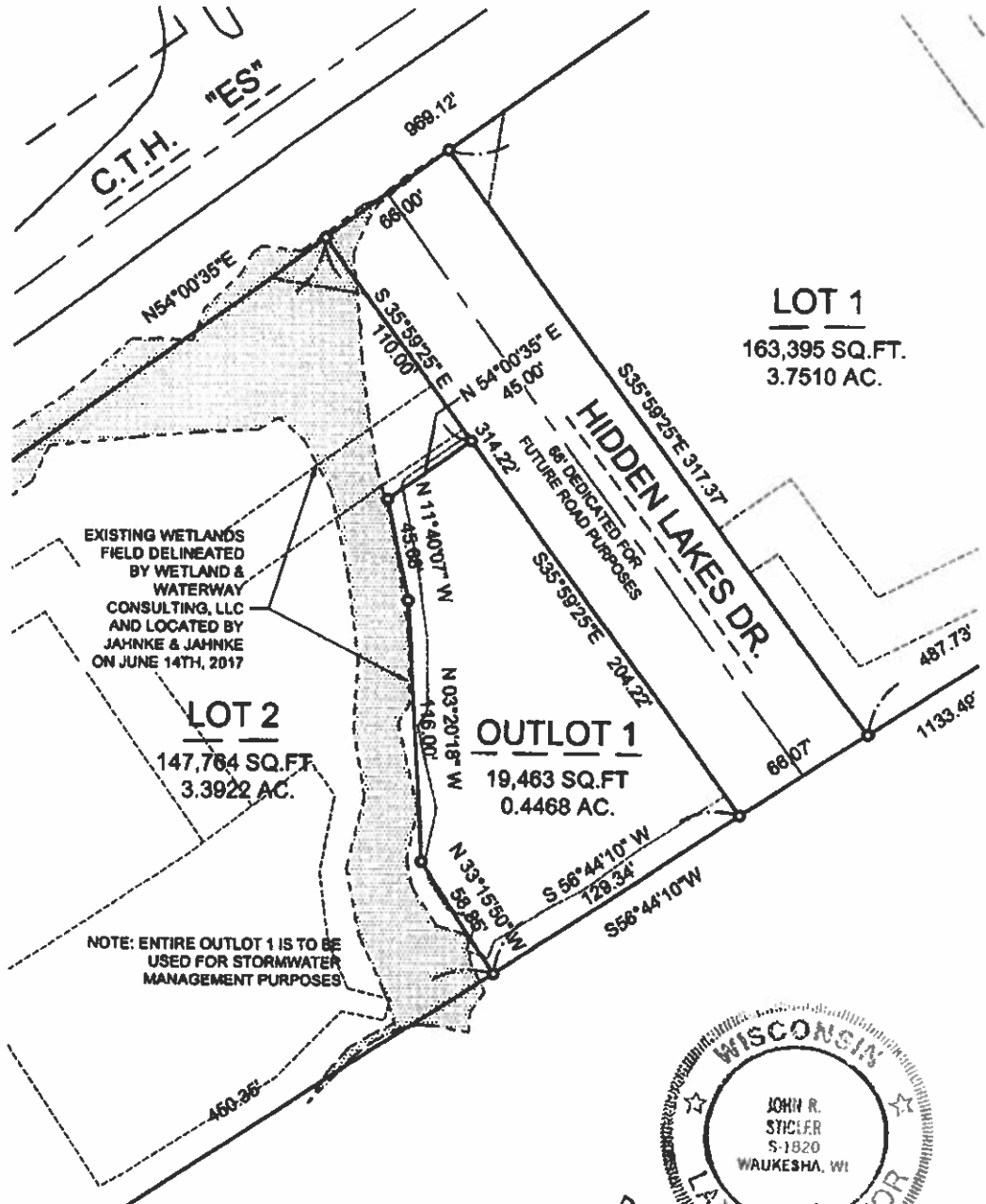


INSTRUMENT DRAFTED BY JOHN R. STIGLER

ARC
(262) 542-8200

FORM ARC-101

CERTIFIED SURVEY MAP NO. 11850 Sheet 2 of 7
Being a Redivision of Lot 1 of Certified Survey Map No. 7679, recorded as Document No. 2044202 and being part of the SE 1/4 of the NW 1/4 and the NE 1/4 of the SW 1/4 of Section 19, Town 5 North, Range 19 East, in the VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN



JOHN R. STIGLER, Surveyor No. S-1820
DATED this 6th DAY of SEPTEMBER, 2017
REVISED this 14th DAY of SEPTEMBER, 2018

FILE NAME: S:\projects\S8551\dwg\S8551CSM.dwg
P.S. MUKWONAGO 1059

INSTRUMENT DRAFTED BY JOHN R. STIGLER

ARC™
(262) 542-8200

FORM ARC-101

CERTIFIED SURVEY MAP NO. 11050

Sheet 3 of 7

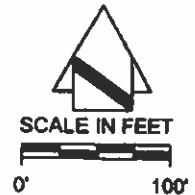
Being a Redivision of Lot 1 of Certified Survey Map No. 7679, recorded as Document No. 2044202
and being part of the SE 1/4 of the NW 1/4 and the NE 1/4 of the SW 1/4 of Section 19, Town 5 North,
Range 19 East, in the VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN

NOTE: DIRECT VEHICULAR ACCESS TO C.T.H. "ES" IS PROHIBITED.

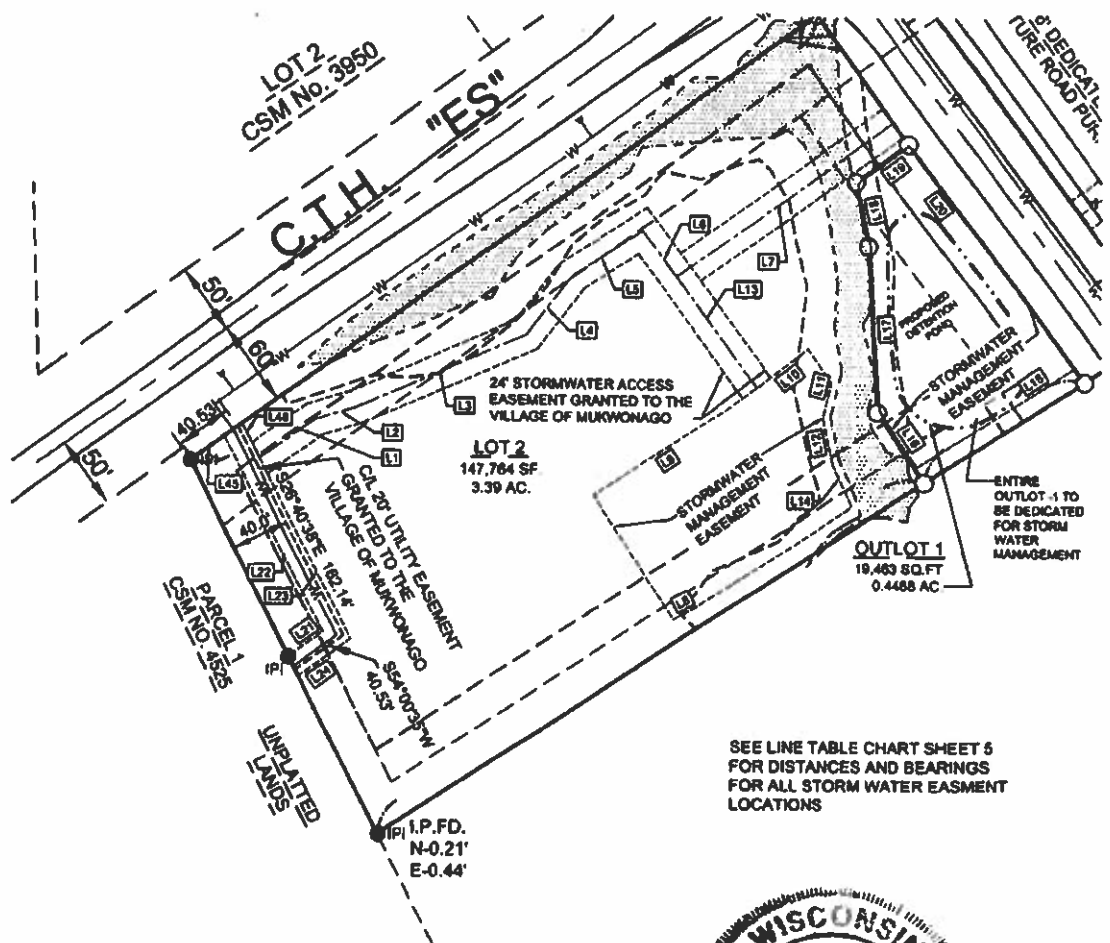
WITHIN THE VISION CORNER EASEMENT, THE HEIGHT OF PLANTINGS, BERMS, FENCES, SIGNS AND OTHER STRUCTURES ARE LIMITED TO 24" ABOVE THE INTERSECTION ELEVATION. NO DRIVEWAYS ARE PERMITTED WITHIN THE VISION CORNER.

LEGEND

- ◆ - SOIL BORING
- - 1" IRON PIPE FOUND
- - IRON PIPE 18" x 1" DIA. PLACED
1.13 LBS. PER LIN. FT.
- ✦ - SECTION CORNER MONUMENT



EASEMENT EXHIBIT



REFERENCE BEARING: THE SOUTH LINE OF THE NORTHWEST 1/4 OF SEC. 19, T5N, R19E WAS USED AND HAS A BEARING OF S 88°16'22" W BASED ON WISCONSIN STATE PLANE COORDINATE SYSTEM (SOUTH ZONE) NAD-27

FILE NAME: S:\projects\S8551\dwg\S8551CSM.dwg
P.S. MUKWONAGO 1059



JOHN R. STIGLER, Wis. Reg. No. S-1820
DATED this 6th DAY of SEPTEMBER, 2017
REVISED this 14th DAY of SEPTEMBER, 2018

INSTRUMENT DRAFTED BY JOHN R. STIGLER

260

ARC[™]
(262) 542-8200

FORM ARC-101

CERTIFIED SURVEY MAP NO. 11850

Sheet 5 of 7

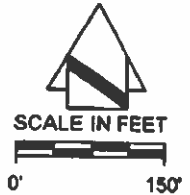
Being a Redivision of Lot 1 of Certified Survey Map No. 7679, recorded as Document No. 2044202 and being part of the SE 1/4 of the NW 1/4 and the NE 1/4 of the SW 1/4 of Section 19, Town 5 North, Range 19 East, in the VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN

NOTE: DIRECT VEHICULAR ACCESS TO C.T.H.
"ES" IS PROHIBITED.

WITHIN THE VISION CORNER EASEMENT, THE HEIGHT OF PLANTINGS, BERMS, FENCES, SIGNS AND OTHER STRUCTURES ARE LIMITED TO 24" ABOVE THE INTERSECTION ELEVATION. NO DRIVEWAYS ARE PERMITTED WITHIN THE VISION CORNER.

LEGEND

- - SOIL BORING
- - 1" IRON PIPE FOUND
- - IRON PIPE 18" x 1" DIA. PLACED 1.13 LBS. PER LIN. FT.
- - SECTION CORNER MONUMENT

**STORM WATER EASEMENT LINE TABLES**

Line Table		
Line #	Length	Direction
L1	47.232	N54° 00' 35.37"E
L2	29.128	N72° 45' 18.82"E
L3	127.878	N66° 25' 32.48"E
L4	51.008	N37° 07' 42.58"E
L5	58.887	N56° 44' 17.01"E
L6	40.070	S36° 00' 00.00"E
L7	184.848	S54° 00' 02.55"W
L13	94.787	S36° 00' 00.00"E

Line Table		
Line #	Length	Direction
L21	28.480	N53° 47' 29.29"E
L22	152.894	N26° 40' 38.00"W
L23	167.845	N26° 40' 38.00"W
L24	44.147	N53° 47' 29.29"E

Line Table		
Line #	Length	Direction
L30	107.845	N35° 59' 12.09"W
L31	104.637	N48° 27' 43.30"E
L32	32.748	N80° 30' 07.34"E
L33	104.102	S1° 28' 06.64"E
L34	19.907	S35° 54' 22.80"E
L35	25.395	S54° 05' 37.20"W
L36	28.111	S58° 40' 35.91"W
L37	21.019	S54° 00' 35.37"W

Line Table		
Line #	Length	Direction
L8	13.578	S61° 28' 17.57"W
L9	112.075	N56° 44' 10.00"E
L10	88.414	N52° 25' 19.65"E
L11	28.065	S13° 34' 33.51"W
L12	33.291	S11° 30' 01.52"E
L14	32.781	S25° 02' 33.09"E

Line Table		
Line #	Length	Direction
L25	105.217	N63° 01' 10.95"E
L26	78.189	N56° 44' 10.00"E
L27	285.289	N35° 59' 24.63"W
L28	82.889	S35° 59' 24.67"E
L29	27.000	N54° 00' 35.37"E

C/L UTILITY EASEMENT LINE TABLE

Line Table		
Line #	Length	Direction
L38	25.000	S54° 00' 35.37"W
L39	130.773	N60° 45' 55.69"E
L40	195.000	N56° 44' 10.00"E

Line Table		
Line #	Length	Direction
L15	126.881	S56° 31' 02.82"W
L16	47.214	N33° 08' 20.31"W
L17	58.878	N3° 44' 38.02"W
L18	45.348	N12° 12' 17.52"W
L19	44.383	N53° 58' 06.61"E
L20	190.887	S35° 59' 24.63"E

BOUNDARY TIE

Line Table		
Line #	Length	Direction
L45	44.164	S53° 39' 32.60"W
L46	27.361	N26° 40' 38.00"W



JOHN R. STIGLER - Wis. Reg. No. 51820
DATED this 6th DAY of SEPTEMBER, 2017
REVISED this 14th DAY of SEPTEMBER, 2018
INSTRUMENT DRAFTED BY JOHN R. STIGLER

ARC™
(262) 542-8200

FORM ARC-101

CERTIFIED SURVEY MAP NO. 11850

Sheet 6 of 7

Being a Re-division of Lot 1, Certified Survey Map No. 7679, recorded as Document No. 2044202
and being part of SE ¼ of the NW ¼ and the NE ¼ of the SW ¼ of Section 19, Town 5 North,
Range 19 East in the VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN

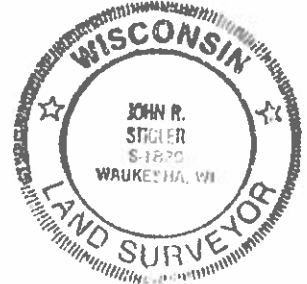
SURVEYOR'S CERTIFICATE:

I, John R. Stigler, professional land surveyor, being duly sworn on oath, hereby depose and states that I have surveyed, divided and mapped the following land bounded and described as follows:

Lot 1 as recorded in Volume 65 of Certified Survey Maps on Pages 315 thru 317 as Map No. 7679 and Document No. 2044202 being a part of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and of the Southeast Quarter (SE ¼) of the Northwest Quarter (NW ¼) of Section 19, Town 5 North, Range 18 East, Village of Mukwonago, Waukesha County, Wisconsin. Containing a gross area of 351,465 square feet (8.0685) and a net area excluding the land area within the road dedication of 330,622 square feet (7.5900 acres) of land.

I further certify that I have made such survey, land division and map by the direction of the owners of said land; that such map is a correct representation of the exterior boundaries of the land surveyed and map thereof made; and that I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes pertaining to Certified Survey Maps (Section 236.34) and the regulations of the Village of Mukwonago in surveying, dividing and mapping the same.

John R. Stigler
JOHN R. STIGLER - Wis. Reg. No. S-1820



STATE OF WISCONSIN)ss
WAUKESHA COUNTY)

The above certificate subscribed and sworn to me this 6th day of September, 2017.
Revised this 14th day of SEPTEMBER, 2018.

My commission expires April 6, 2021.

Peter A. Muehl
PETER MUEHL - NOTARY PUBLIC



OWNER: MIDWEST COMMERCIAL FUNDING, LLC

Instrument drafted by John R. Stigler

P.S. Mukwonago 1059

262

ARC
(262) 542-8200

FORM ARC-101

CERTIFIED SURVEY MAP NO. 1050

Sheet 7 of 7

Being a Re-division of Lot 1, Certified Survey Map No. 7679, recorded as Document No. 2044202
and being part of SE ¼ of the NW ¼ and the NE ¼ of the SW ¼ of Section 19, Town 5 North,
Range 19 East in the VILLAGE OF MUKWONAGO, WAUKESHA COUNTY, WISCONSIN

OWNER'S CERTIFICATE:

As owner, I hereby certify that I caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map. I also certify that this Certified Survey Map is required to be submitted to the following for approval: Village of Mukwonago

MIDWEST COMMERCIAL FUNDING LLC

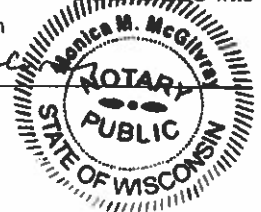
Robert Chandler
ROBERT CHANDLER - OWNER

STATE OF WISCONSIN)ss
COUNTY OF WAUKESHA)

Personally came before me this 18 day of April, 2019, the above named
ROBERT CHANDLER, to me known to be the owner of MIDWEST COMMERCIAL FUNDING LLC who
executed the foregoing instrument and acknowledged the same.

My commission expires 6/5/21

NOTARY PUBLIC -

**VILLAGE PLAN COMMISSION APPROVAL:**

Approved by the Plan Commission, Village of Mukwonago, this 6th day of September, 2017.
Revised this day of , 2018.

Fred Winchowky
FRED WINCHOWKY - PRESIDENT



Judith A. Taubert
JUDITH TAUBERT - SECRETARY

VILLAGE BOARD APPROVAL:

Approved by the Village Board, Village of Mukwonago, this 12th day of November, 2018

Fred Winchowky
FRED WINCHOWKY - CHAIRMAN

Judith A. Taubert
JUDITH TAUBERT - VILLAGE CLERK

4396796

REGISTER OF DEEDS
WAUKESHA COUNTY, WI
RECORDED ON

May 15, 2019 12:09 PM
James R. Behrend
Register of Deeds

7 PGS
TOTAL FEE \$30.00
TRANS FEE \$0.00

Book 119 Page 257-263

John R. Stigler
JOHN R. STIGLER - Wis. Reg. No. S-1820
Dated this 6th day of September, 2017
Revised this 12th day of SEPT., 2018



OWNER: MIDWEST COMMERCIAL FUNDING, LLC

Instrument drafted by John R. Stigler

P.S. Mukwonago 1059

STATE OF WISCONSIN
COUNTY OF WAUKESHA--REGISTER OF DEEDS

CERTIFICATE NO. 163853
THE UNDERSIGNED HEREBY CERTIFIES THAT THIS IS A
TRUE AND CORRECT COPY OF THE ORIGINAL ON FILE OR
RECORDED IN THE REGISTER OF DEEDS OFFICE.
WITNESS MY HAND AND SEAL.

5/15/19 James R. Behrend
DATE JAMES R. BEHREND
REGISTER OF DEEDS

12/10/19 per Bob Hurley
Bly. Insp. Supervisor. -BK.

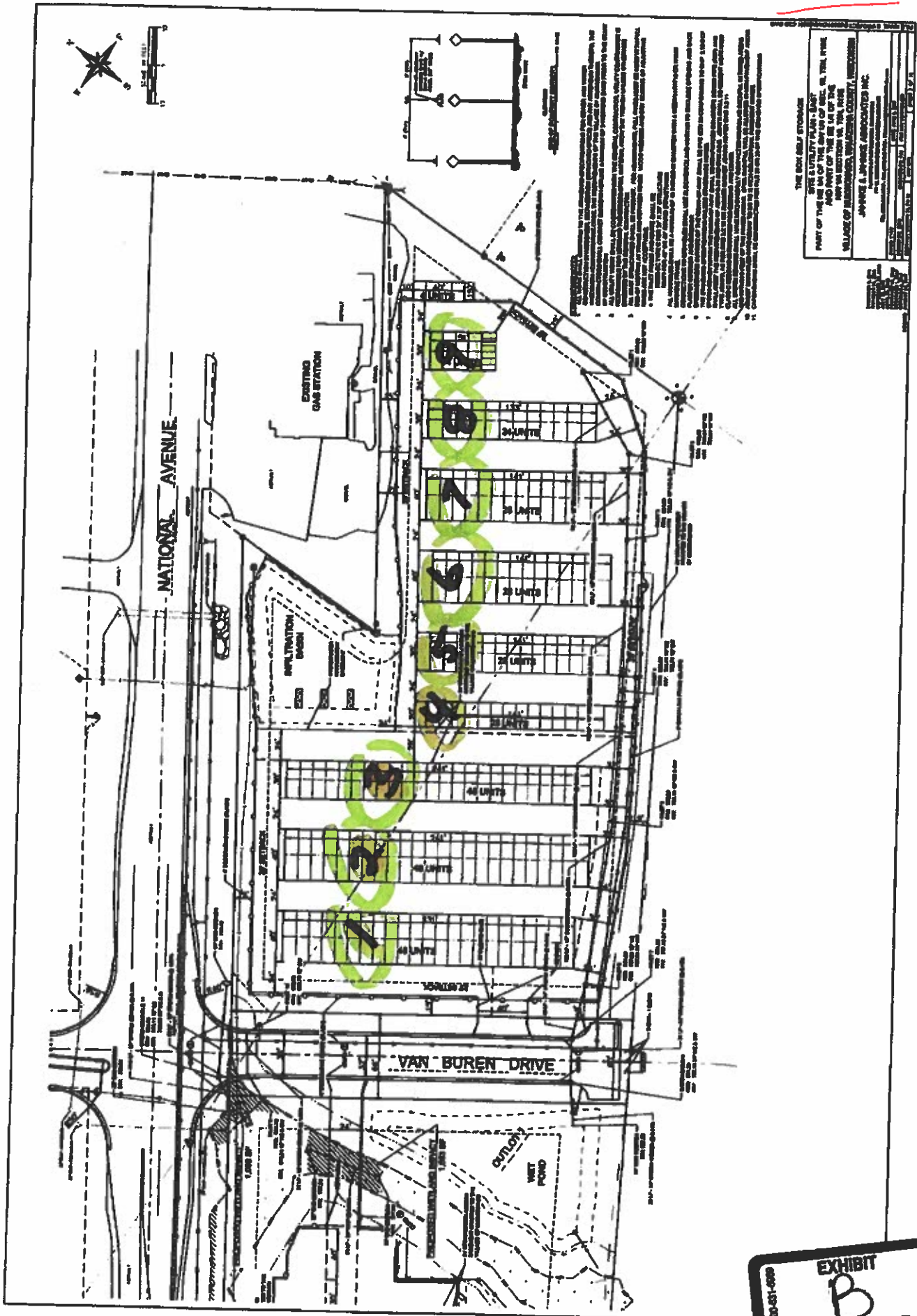
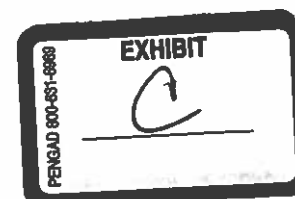


EXHIBIT C
The Box Self Storage Construction Schedule

Week #	Date	Operation Performed	Self Storage Construction
1	12/20-12/21	Silt fence and tracking pad	
2	12/24-12/28	Off for holidays	
3	1/2-1/4	Off for holidays	
4	1/7-1/11	Clear and grub	
4	1/7-1/11	Strip and stockpile topsoil east side partial	
4	1/7-1/11	Begin Excavation pond #1	
4	1/7-1/11	Cut and fill east side partial for buildings 1-3	
5	1/14-1/11	Install stone for buildings 1-3	
5	1/14-1/18	Excavate Infiltration basin	Buildings 1-3 begin Installation?
5	1/14-1/18	Begin water line install boring	
6	1/21-1/25	Install storm sewer	
6	1/21-1/25	Install culverts	
7	1/28-2/1	Cut and fill east side partial for next buildings	
7	1/28-2/1	Place stone for east side partial	
7	1/28-2/1	Cut and fill east side partial	
8	2/4-2/8	Water main install	Buildings 4-6 begin installation?
9	2/11-2/15	Water main install	
10	2/18-2/22	Strip topsoil west side	
11	2/25-3/1	Cut and fill west side	
11	2/25-3/1	Excavate Pond #2	
12	3/4-3/8	Place stone for west side	Buildings 7-10 begin installation?
13	3/11-3/15	Install clay liners for ponds if clay is available	
14	3/18-3/22	Place infiltration basin mix	
15	3/25-3/29	Topsoil respread	
16	4/1-4/5	Finish grade east side	
17	4/8-4/12	Finish grade west side	
18	4/15-4/19	Landscaping begins	
19	4/22-4/26	Fencing Install begins	
19	4/22-4/26	Landscaping complete	
20	4/29-5/3	Fencing Install complete	
21	5/6-5/10	Curb Install/Traffic Control	
22	5/13-5/19	Prepare for first lift	
22	5/13-5/19	Install first lift	





Construction Report Water

Mukwonago, Village of Midwest Storage Development

REPORT # 20191119KKJ

PROJECT # 12-10044.300

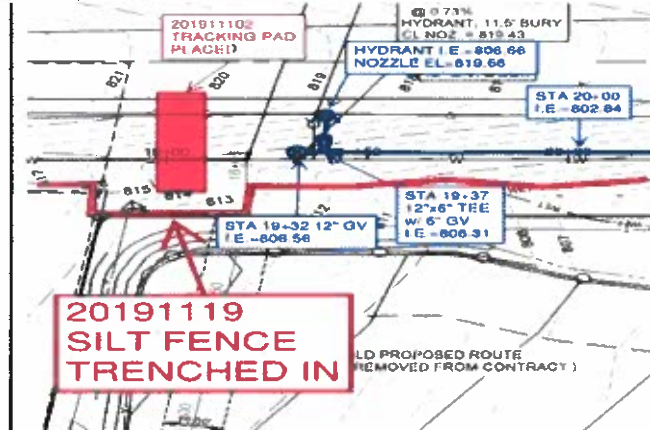
DATE Nov 19, 2019

CONTRACTOR Woleske

LOCATION Sheet 10 of 18
AM WEATHER Cloudy / 30 °
PM WEATHER Cloudy / 35 °

FROM STA 19+00 to 19+75 TO CB's 10 and 11

Drawings (Not to Scale)

**Crew**

Foreman Joe Woleske
1 Schmitt operator
1 Laborer
1 Schmitt laborer

Equipment

Equipment truck 1
Skid loader with trenching attachment 1
Backhoe 1
Generator with 3" pump 1
Quarry truck 1
Schmitt mini backhoe 1
Backhoe 1
Skid loader 1

Ground Conditions

Wet day

Bedding Cover

Bid Items Quantities

#	Description	QTY	Unit	Comment
---	-------------	-----	------	---------

Summary, Comments & Visitors

- 0700 CRT arrives on site. CRT will also be watching the grading crew in a separate report.
- Contractor using trenching machine to place silt fence around tracking pad, at STA 19+00.
- Contractor attempts to move water main fittings and materials out of the staging area on site, to open area along CTH "ES". This will avoid tracking mud onto the roadway. Too muddy to continue.
- 0930 Contractor leaves. CRT stays on site with grading crew. Village of Mukwonago inspector arrives on site with stop work order. Does not stop to speak with CRT.
- 1100 Jerry Schmitt arrives on site with mini excavator, to work on catch basins 10 and 11. CB 11 structure deck removed and top of structure cut down 6 1/2 inches with concrete saw. New deck, with proper opening location, placed. Schmitt moves to replace deck on catch basin 10, and finds that the entire structure is approximately 1' too far West. Schmitt will try to design a new deck that will allow frame to sit in proper location. Replacement deck left in place for paving purposes.
- 1500 Schmitt leaves. CRT works on report for 1/2 hour.

Working Times

Worker	From	To	Hours	Notes
Contractor	7:00 AM	9:30 AM	2.5	Woleske
Contractor	11:00 AM	3:00 PM	4	Schmitt
CRT	7:00 AM	11:00 AM	4	Shared time

CRT Signature

Kurt Just



REPORT # 20191119KKJ
PROJECT # 12-10044.300
DATE Nov 19, 2019
CONTRACTOR Woleske

20191119KKJ Silt fence around tracking pad area .JPG



20191119KKJ Trenching in silt fence .JPG



20191119KKJ Mini excavator arrives .JPG



20191119KKJ Trimming structure 11 .JPG



20191119KKJ CB 11 in alignment with curb .JPG



20191119KKJ CB 10 with deck off .JPG



REPORT # 20191119KKJPROJECT # 12-10044.300DATE Nov 19, 2019CONTRACTOR Woleske

20191119KKJ New deck for CB 10 .JPG



April 10, 2020

Mr. Fred Winchowky
Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Phantom Lakes Preserve
Letter of Credit Reduction #1

Dear President Winchowky:

We have reviewed Infinity Development's request, dated April 6, 2020, for a reduction in the Letter of Credit and acceptance of work for the Phantom Lakes Preserve development. Through review of punch list items and discussions with the Village Sewer and Water Utility staff, we are not recommending acceptance of the public utilities at this time as there are still punch list items to complete for the public sanitary sewer and water main. Additionally, the reduction amount requested by the developer did not fully align with the amount of work remaining on the site, nor the terms of the recorded Developer Agreement for the development. Through discussions with Infinity Development, we are recommending a reduction as shown in the table below:

ITEM	Current LOC Amount	Reduction Amount	Remaining Balance
Erosion Control & Restoration	\$32,542.00	\$17,542.00	\$15,000.00
Sanitary Sewer Construction	\$88,330.00	\$88,330.00	\$0.00
Water Main Construction	\$167,175.00	\$167,175.00	\$0.00
Storm Sewer and Storm Water Facilities (Including Restoration)	\$53,935.00	\$44,950.00	\$8,985.00
Contingencies (20%)	\$68,396.40	\$0.00	\$68,396.40
Total Letter of Credit Amount:	\$410,378.40	\$317,997.00	\$92,381.40

We believe that the current letter of credit in the amount of \$410,378.40 may be reduced by \$317,997.00 down to a new letter of credit amount of **\$92,381.40**. The new amount accurately represents the work remaining and amount of contingency that is required to be held under Article I, Section H of the Developer Agreement, until the 1-year guarantee period has expired.

We have discussed the punch list items with the Developer, and they have indicated that they are working on completing the items. We have recommended to the Developer that they resubmit for acceptance of the public utilities once those items are completed.

Attached to this letter you will find the required lien waivers from the Developer's Contractors, as required by the Developer Agreement.

If you or any staff or board member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Mr. Fred Winchowky
Phantom Lakes Preserve - Letter of Credit Reduction #1
April 10, 2020
Page 2

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch
Project Engineer
pgesch@ruekertmielke.com

Enclosure
PWG:pwg

cc: Diana Dykstra, Village of Mukwonago
John Weidl, Village of Mukwonago
Bob Harley, Village of Mukwonago
Mark G. Blum, Village of Mukwonago
Dave Brown, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Ben Kohout, Village of Mukwonago
Greg Petruski, Infinity Development
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

WAIVER OF LIEN

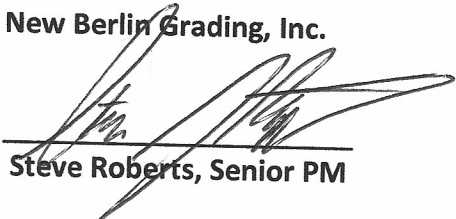
Date: March 24, 2020

For value received, We, hereby waive our rights and claims for lien on land and on buildings about to be erected, being erected, erected altered or repaired and to the appurtenances thereunto,

for INFINITY DEVELOPMENT LLC Owner,
by New Berlin Grading, Inc. Sub-Contractor,
same being situated in Waukesha County, State of Wisconsin,
described as Phantom Lake Reserve, a multi-tenant residential development
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, thru 2/29/2020.

New Berlin Grading, Inc.


Steve Roberts, Senior PM

Reference:
NBG Job #2004

WAIVER OF LIEN

Date: March 24, 2020

For value received, We, hereby waive our rights and claims for lien on land and on buildings about to be erected, being erected, erected altered or repaired and to the appurtenances thereunto,

for INFINITY DEVELOPMENT LLC Owner,

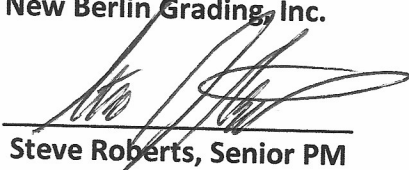
by New Berlin Grading, Inc. Sub-Contractor,

same being situated in Waukesha County, State of Wisconsin,

described as Phantom Lake Reserve, a multi-tenant residential development
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, thru 1/31/2020.

New Berlin Grading, Inc.


Steve Roberts, Senior PM

Reference:
NBG Job #2004

**CONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT**

Upon receipt of undersigned of a check from

Infinity Development, Inc.

(Maker of Check)

in the sum of \$ 270,300.00 payable to D.F. Tomasini Contractors, Inc.

(Amount of Check)

(Payee or Payees of Check)

and when check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien, stop notice, or bond right the undersigned has on the job of

Infinity Development, Inc.

(Owner)

located at Phantom Lakes Preserve, Mukwonago, WI

(Job Description)

to the following extent.

This release covers a progress payment for labor, services, equipment or materials furnished to

Infinity Development, Inc.

(Name)

through 2/25/2020

(Date)

only, and does not cover and retentions retained before or after the release date; extras furnished before the release date for which payment has not been received; extras or items furnished after the release date. Rights based upon work performed or items furnished under a written change order which has been fully executed by the parties prior to the release date are covered by this release unless specifically reserved by the claimant in this release. This release of any mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties to the contract based upon rescission, abandonment, or breach of the contract, or the right of the undersigned to recover compensation for furnished labor, services, equipment, or material covered by this release if that furnished labor, services, equipment, or material was not compensated by the progress payment. Before any receipt of this document relies on it, said party should verify evidence of payment to the undersigned.

Company: D.F. Tomasini Contractors, Inc.

(Company Name)

By: 

(Signature)

Kirk Dexheimer, President

(Name and Title)

Date: 3/4/2020

NOTE: This form complies with the requirements of Wisconsin Civil Code. It is to be used by a party who applies for a progress payment when the progress payment check has not yet cleared the bank.

**CONDITIONAL WAIVER AND RELEASE
UPON PROGRESS PAYMENT**

Upon receipt of undersigned of a check from

Infinity Development, Inc.

(Maker of Check)

in the sum of \$ 392,866.80 payable to D.F. Tomasini Contractors, Inc.

(Amount of Check)

(Payee or Payees of Check)

and when check has been properly endorsed and has been paid by the bank upon which it is drawn, this document shall become effective to release any mechanic's lien, stop notice, or bond right the undersigned has on the job of

Infinity Development, Inc.

(Owner)

located at Phantom Lakes Preserve, Mukwonago, WI

(Job Description)

to the following extent.

This release covers a progress payment for labor, services, equipment or materials furnished to

Infinity Development, Inc.

(Name)

through 3/25/2020

(Date)

only, and does not cover and retentions retained before or after the release date; extras furnished before the release date for which payment has not been received; extras or items furnished after the release date. Rights based upon work performed or items furnished under a written change order which has been fully executed by the parties prior to the release date are covered by this release unless specifically reserved by the claimant in this release. This release of any mechanic's lien, stop notice, or bond right shall not otherwise affect the contract rights, including rights between parties to the contract based upon rescission, abandonment, or breach of the contract, or the right of the undersigned to recover compensation for furnished labor, services, equipment, or material covered by this release if that furnished labor, services, equipment, or material was not compensated by the progress payment. Before any receipt of this document relies on it, said party should verify evidence of payment to the undersigned.

Company: D.F. Tomasini Contractors, Inc.

(Company Name)

By: 

(Signature)

Kirk Dexheimer, President

(Name and Title)

Date: 3/24/2020

NOTE: This form complies with the requirements of Wisconsin Civil Code. It is to be used by a party who applies for a progress payment when the progress payment check has not yet cleared the bank.