

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, May 4, 2022

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Comments from the Public

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

4. Approval of Minutes

- 4.1 Approval of Committee of the Whole Minutes of April 6, 2022.
[2022-04-06 COW Draft Minutes](#)

5. Finance Committee, Trustee Darlene Johnson

Discussion and action possible on the following items.

- 5.1 Monthly Treasury Report and Revenue/Expenditure Guideline Report For March (*For information purposes only, no action required*)
[2022-03 March Revenue & Expenditure Report.pdf](#)
[2022-03 March Treasury Report.pdf](#)
- 5.2 Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$564,360.54.
[050422 VB COW Packet.pdf](#)
- 5.3 Discussion and possible recommendation on a Service Agreement for managed IT Services with Velocity Solutions.
[Service Agreement with IT Contractor Velocity Solutions](#)

6. Health and Recreation Committee, Trustee John Meiners

Discussion and action possible on the following items

- 6.1 Discussion and possible recommendation on Special Event Application from American Legion Post #375 use of Field Park for Maxwell Street Days June 10, 11, 12; July 15, 16, 17; August 19, 20, 21; September 9, 10, 11.

[Maxwell Street Days 2022](#)

- 6.2 Announcement of Ribbon Cutting Ceremony and Kick-Off Concert on June 4, 2022 at the new Indianhead Park Outdoor Performance Stage.

[2022 Concert Flyer](#)

- 6.3 Discussion and possible recommendation to Village Board for approval of a Special Event Application for National Night Out at Field Park on August 2, 2022 from 6 pm to 8:30 pm.

[8-2-2022 - National Night Out](#)

- 6.4 Discussion and possible recommendation to the Village Board for approval of the Special Event Permit Application for Memorial Day Parade on May 30, 2022.

[5-30-2022 Memorial Day Parade Application](#)

- 6.5 Discussion and possible recommendation to approve a Special Event Permit Application for the Mukwonago Community Library 'Summer Library Program' kick-off event on June 11, 2022 from 10 am - 1 pm at Washington Park.

[06-11-2022 - Washington Park - Library event](#)

- 6.6 Discussion and possible recommendation to approve a Miniwaukan lease agreement with the Tribe Baseball Organization for the upstairs portion of the Miniwaukan Braves Building for equipment storage in the amount of \$75 per month due May 1 of each year.

[Cover Report Tribe Lease](#)

[Miniwaukan Lease Agreementv3](#)

- 6.7 Announcement of the Mukwonago Public Opinion Survey for residents to help participate in the Comprehensive Outdoor Recreation Plan Update and needs in the Community. <https://www.surveymonkey.com/r/MukwonagoParks>

[Mukwonago Survey Flyer](#)

7. Judicial Committee, Trustee Reeves

Discussion and action possible on the following items

- 7.1 Discussion regarding Site Plan Review Ordinance and process from Administrator Schnook and Attorney Bayer.

- 7.2 Discussion regarding the proposal to recognize the "No Mow May" movement.

[Cover Report - No Mow May Movement](#)

8. Library Board of Trustees, Trustee Brill

- 8.1 Library Director Report for April 2022.

[Library Director Report - 2022-04](#)

9. Public Works Committee, Trustee Eric Brill

Discussion and action possible on the following items

- 9.1 Presentation and review of the Adaptive Management Final Report and progress of the program.
[Cover Report Annual Adaptive Management Report 2022](#)
[Annual Adaptive Management Report](#)
- 9.2 Discussion on the Rochester Street Temporary Pedestrian Bump outs *(for information only)*
[Bump Out Documents](#)
- 9.3 Discussion on a Surface Transportation Program-U Grant Application. *(For Information Only)*
[Surface Transportation Program Grant Information](#)
- 9.4 Discussion and possible recommendation on the Atkinson Street Lift Station Redesign and Task Order 2022-06 with Ruekert-Mielke, Inc. in the amount of \$20,670.
[Cover Report Atkinson LS Redesign](#)
[Task Order 2022-06 Atkinson Street Lift Station Redesign](#)

10. Downtown Development Committee, Trustee Scott Reeves

Next Meeting Scheduled for May 26, 2022 at 6:00PM

11. Closed Session

Closed session pursuant to **Wis. Stats § 19.85 (1) (c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body concerning the performance of the village economic development functions; and pursuant to **Wis. Stats. § 19.85(1)(e)** (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with the Briohn Builders, and Gearbox Express.

12. Reconvene in Open Session

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

13. 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.

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING Wednesday, April 6, 2022

Time: **5:30 pm**

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

Call to Order

Meeting was called to order by President Winchowky 5:30pm.

Roll Call

Board Members Present

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

Also Present:

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Mike Michalski, Village Engineer
Nathan Bayer, Village Attorney
Ron Bittner, Public Works Director
Wayne Castle, Utilities Director
Tim Rutenbeck, Building Inspector Supervisor
Jeff Stein, Fire Chief

Comments from the Public

Hearing none, public comments closed at 5:32pm.

Approval of Minutes

Approve Committee of the Whole Minutes of March 2, 2022.

Decker/Meiners motion to approve Committee of the Whole Minutes of March 2, 2022 as amended.

Amendments submitted by Trustee Johnson included:

On Page 2 of 5 pages (Purchase Policy on small contracts):

(1st Paragraph) Trustee Johnson noted she had been discussing suggestions and ideas with Administrator Schnook to not have all these small contracts come to the board but felt there should be a minimal amount between these certain small contracts." And On Page 3 of 5 pages (re: Field Park Pavillion Renovation) 3rd Line from the paragraph: Trustee Johnson explained she has been in that building during the National Night Out event; she feels it is a wise decision to look at renovating the Pavillion Building.

Unanimously carried.

Finance Committee, Trustee Meiners

Monthly Treasury Report and Revenue/Expenditure guideline report for February

For Information only. No action was required.

Discussion and possible recommendation to approve Accounts Payable vouchers in the amount of \$501,206.75

Meiners/Johnson motion to recommend approval of Accounts Payable vouchers in the amount of \$501,206.75.

Trustee Meiners noted that he did have a conversation about utilities costs, and Water and Sewer are usually the reason for the large cost. Unanimously carried.

Discussion and possible recommendation to approve an extension and amendment of the existing Tower/Land Lease Agreement with Cello Partnership d/b/a Verizon Wireless.

Meiners/Decker motion to recommend approval of an extension and amendment of the existing Tower/Land Lease Agreement with Cello Partnership d/b/a Verizon Wireless.

Utilities Director Castle noted it is one of the cellular carriers on one of our water towers looking to upgrade equipment and lengthen contract.

Attorney Bayer the new total amount \$52,977.02 each year. An Amendment was drafted in the beginning of the month and they did come back this morning with some minor changes, but nothing substantial. They are considered non-substantive changes to form. All of the terms are exactly the same. Unanimously carried.

Health and Recreation Committee, Trustee Decker

Update on the (CORP) Comprehensive Outdoor Recreation Plan process.

DPW Director Bittner introduced Becky Binz from MSA professionals who is updating the CORP Plan. She noted the CORP (Comprehensive Outdoor Recreation Plan) is a 5 year plan meant to guide the development on the entire park system. It is used to help assess the needs of the community and maintenance etc. It is to help guide budgeting decisions and DNR grants in the future. She reviewed the Project Schedule noting this is the kick off meeting. They will be conducting a Needs Assessment and community survey in May and June, and hope to have a recommendation in July & August for adoption in September. They will have an Online survey and will have hard copies available. The survey will be released about April 25th for about 4 weeks. She is asking trustees to tour the village parks and ask them to submit their needs. No action was required.

Discussion and possible recommendation on a Park Permit for Phantom Glen Park on July 3, 2022 for a Joint Fireworks display with Phantom Lakes Management District.

Decker/Johnson motion to recommend approval of a Park Permit for Phantom Glen Park on July 3, 2022 for a Joint Fireworks display with Phantom Lakes Management District.

DPW Bittner reminded them same plan of operation last year. Chiefs will close park at park and the management district will sweep park in the morning. Unanimously carried.

Library Board of Trustees, Trustee Brill

Library Director Report for the month of March 2022.

Library Director Armour was present to introduce the new Circulation Supervisor, Emily Ceithamer. No action was required.

Public Works Committee, Trustee Brill

Discussion and possible recommendation on Resolution 2022-28 a Resolution to name unimproved Right of Way within the Village Limits, that the portion of East-West unimproved Right-of-Way, off of E Wolf Run, to be called "Deback Drive" and that the portion of North-South unimproved Right-of-Way, off of Maple Ave, be called "Quail Boulevard."

Trustee Brill, requested this is not an urgent matter and would like to table or put off this discussion until another date.

Discussion and possible recommendation to award the 2022 Mukwonago professional inspection to AYRES, pending final approval by the village attorney for the Mukwonago Dam inspection in the amount of \$2,750.00.

Brill/Decker motion to recommend awarding the 2022 Mukwonago professional inspection to AYRES, pending final approval by the village attorney for the Mukwonago Dam inspection in the amount of \$2,750.00. It does get split with the town. DPW Bittner noted there is an agreement in place that we split the cost 50/50 of maintenance of the dam. Unanimously carried.

Protective Services, Trustee Adler

Police Report for the month of February 2022.

This was for information purposes. No action was required.

Discussion and possible recommendation on Turnout Gear replacement using settlement money as discussed at the last joint meeting not to exceed \$34,000.

Adler/Brill motion to recommend approval of the purchase of Turnout Gear replacement using settlement money as discussed at the last joint meeting not to exceed \$34,000.

Chief Stein noted that typically 10-year service period on the equipment. This is a rotation. Unanimously carried.

Discussion and possible recommendation on the Intercept Agreement with Kettle Moraine Fire Department.

Chief Stein noted this allows for the department to bill for services used.

Adler/Meiners motion to recommend approval of on the Intercept Agreement with Kettle Moraine Fire Department, subject to Town approval.

Chief Stein noted that typically one Tahoe with one paramedic is sent, ALS services when available. If we don't have staffing available, we do not send someone.

Unanimously carried.

Village Administrator

Update on 200 Grand Ave.

Administrator Schnook noted this is in response to request from Trustee Meiners about that development. He met with Building Inspector for history and wanted to provide to the board an update. Inspector Rutenbeck noted the developer had a few hurdles. To get the building ready for occupancy the deadline is 3 years, which is the Maximum timeline per state building code. He did meet with them today. They asked about relocate the air condensing units to the street side. It was recommended if they wish for that, they will need to return to plan commission. Trustee Meiners questions the definition of timely manner, and expressed concerns for sitting there and weathered not being completed. He feels this is an embarrassment.

Closed Session

Decker/Johnson motion to go into Closed Session pursuant to Wis. Stats. § 19.85(1)(e) (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with the Briohn Builders, Gearbox, and Campbell Construction at 6:24pm.

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

Unanimously carried.

Reconvene into Open Session

Decker/Meiners motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) 7:45pm.

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

Trustee Decker thanked all the staff and board members for the time he spent here and would like to congratulate the amount of movement made over the years and many advancements. Thanks, Ron, for years on park and recreation committee.

Administrator Schnook noted that Board Training will be starting on April 20th at 5:30pm. Government overview 101.

Trustee Johnson wanted to thank Trustee Walsh for his service on the Village Board. Trustee Walsh wishes the best to everyone and thanks them for their time.

Adjournment

Meeting was adjourned at 7:47pm

Respectfully Submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer

PERIOD ENDING 03/31/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	89,694.00	3,605.62	86,088.38	4.02
PTAX	GENERAL PROPERTY TAX	3,006,389.00	2,455,424.56	550,964.44	81.67
TAXES	OTHER TAXES	436,463.00	99,461.03	337,001.97	22.79
IGOVTRV	INTERGOVERNMENTAL REVENUES	847,509.00	144,784.15	702,724.85	17.08
LICPER	LICENSES & PERMITS	446,937.00	88,669.26	358,267.74	19.84
LAWORD	FINES & FORFEITURES	173,000.00	50,324.46	122,675.54	29.09
PUBCHGS	PUBLIC CHARGES FOR SERVICES	30,488.00	6,939.15	23,548.85	22.76
LEISURE	LEISURE ACTIVITIES	72,000.00	0.00	72,000.00	0.00
IGOVTC	INTERGOVERNMENTAL CHARGES	200,201.00	79,872.88	120,328.12	39.90
INVTINC	INVESTMENT INCOME	11,300.00	2,494.60	8,805.40	22.08
TOTAL REVENUES		5,313,981.00	2,931,575.71	2,382,405.29	55.17
Expenditures					
5111	VILLAGE BOARD	67,713.00	12,508.46	55,204.54	18.47
5112	HISTORIC PRESERVATION	290.00	0.07	289.93	0.02
5120	MUNICIPAL COURT	37,954.00	14,281.47	23,672.53	37.63
5130	VILLAGE ATTORNEY	118,750.00	19,224.64	99,525.36	16.19
5141	VILLAGE ADMINISTRATOR	180,709.00	33,595.16	147,113.84	18.59
5142	CLERK-TREASURER	249,528.00	47,130.54	202,397.46	18.89
5144	ELECTIONS	26,900.00	2,325.61	24,574.39	8.65
5145	FINANCE DEPARTMENT	69,428.00	(3,070.57)	72,498.57	(4.42)
5150	IT SERVICES	15,000.00	770.34	14,229.66	5.14
5151	INDEPENDENT AUDITING	14,000.00	1,117.22	12,882.78	7.98
5153	ASSESSMENT OF PROPERTY	20,550.00	4,392.72	16,157.28	21.38
5154	RISK & PROPERTY INSURANCE	128,103.00	45,267.96	82,835.04	35.34
5160	VILLAGE HALL	48,836.00	11,011.86	37,824.14	22.55
5211	POLICE ADMINISTRATION	1,208,497.00	241,037.71	967,459.29	19.95
5212	POLICE PATROL	1,066,620.00	224,293.10	842,326.90	21.03
5213	CRIME INVESTIGATION	256,544.00	51,881.36	204,662.64	20.22
5215	POLICE TRAINING	12,000.00	2,203.99	9,796.01	18.37
5220	FIRE STATION (VILLAGE)	11,075.00	6,102.76	4,972.24	55.10
5235	EMERGENCY GOVERNMENT	2,000.00	0.00	2,000.00	0.00
5241	BUILDING INSPECTOR	282,221.00	55,644.92	226,576.08	19.72
5247	BOARD OF APPEALS	1,050.00	143.54	906.46	13.67
5254	DAMS	8,435.00	1,802.11	6,632.89	21.36
5300	DPW GENERAL ADMINISTRATION	356,588.00	75,230.89	281,357.11	21.10
5323	GARAGE	65,256.00	23,354.75	41,901.25	35.79
5324	MACHINERY & EQUIPMENT	113,045.00	28,240.55	84,804.45	24.98
5335	ENGINEERING	75,000.00	0.00	75,000.00	0.00
5341	STREETS & ALLEYS	22,024.00	2,279.11	19,744.89	10.35
5342	STREET LIGHTING	180,500.00	28,309.59	152,190.41	15.68
5343	CURBS GUTTERS & SIDEWALKS	25,631.00	0.00	25,631.00	0.00
5344	STORM SEWER	16,470.00	0.00	16,470.00	0.00
5345	STREET CLEANING	16,672.00	0.00	16,672.00	0.00
5346	BRIDGES & CULVERTS	2,550.00	0.00	2,550.00	0.00
5347	SNOW & ICE CONTROL	122,249.00	19,884.27	102,364.73	16.27
5348	STREET SIGNS & MARKINGS	16,297.00	3,783.65	12,513.35	23.22
5362	GARBAGE COLLECTION	3,664.00	651.71	3,012.29	17.79
5431	ANIMAL POUND	2,550.00	0.00	2,550.00	0.00
5512	MUSEUM	12,600.00	1,736.55	10,863.45	13.78
5521	PARKS	187,471.00	19,588.38	167,882.62	10.45
5522	CELEBRATIONS	8,200.00	3,342.59	4,857.41	40.76
5611	FORESTRY	24,296.00	8,490.71	15,805.29	34.95
5613	WEED CONTROL	210.00	0.00	210.00	0.00
5632	PLANNING DEPARTMENT	123,701.00	23,774.71	99,926.29	19.22
5660	STORMWATER MASTER PLAN	11,500.00	574.06	10,925.94	4.99
5670	ECONOMIC DEVELOPMENT	57,799.00	7,675.58	50,123.42	13.28
5900	OTHER FINANCING USES	43,505.00	0.00	43,505.00	0.00
TOTAL EXPENDITURES		5,313,981.00	1,018,582.07	4,295,398.93	19.17
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		5,313,981.00	2,931,575.71	2,382,405.29	55.17
TOTAL EXPENDITURES		5,313,981.00	1,018,582.07	4,295,398.93	19.17
NET OF REVENUES & EXPENDITURES		0.00	1,912,993.64	(1,912,993.64)	100.00

PERIOD ENDING 03/31/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	40,403.00	1,047.46	39,355.54	2.59
PTAX	GENERAL PROPERTY TAX	194,835.00	48,708.75	146,126.25	25.00
EBIX	EBIX REVENUES	1,041,995.00	190,463.50	851,531.50	18.28
IGOVTRV	INTERGOVERNMENTAL REVENUES	84,000.00	9,079.06	74,920.94	10.81
PUBCHGS	PUBLIC CHARGES FOR SERVICES	100.00	0.00	100.00	0.00
IGOVTC	INTERGOVERNMENTAL CHARGES	194,835.00	32,470.50	162,364.50	16.67
INVTINC	INVESTMENT INCOME	270.00	79.86	190.14	29.58
TOTAL REVENUES		1,556,438.00	281,849.13	1,274,588.87	18.11
Expenditures					
5140	ADMINISTRATIVE & GENERAL	27,869.00	6,967.23	20,901.77	25.00
5221	FIRE ADMINISTRATION	1,002,618.00	222,201.79	780,416.21	22.16
5222	FIRE SUPPRESSION	57,880.00	12,000.10	45,879.90	20.73
5223	FIRE TRAINING	27,429.00	5,909.95	21,519.05	21.55
5231	AMBULANCE	357,904.00	76,140.37	281,763.63	21.27
5232	AMBULANCE TRAINING	14,738.00	3,830.86	10,907.14	25.99
5700	CAPITAL OUTLAY EXPENDITURES	38,000.00	2,000.00	36,000.00	5.26
5880	USE OF GRANTS/DONATIONS	0.00	980.00	(980.00)	100.00
5900	OTHER FINANCING USES	30,000.00	0.00	30,000.00	0.00
TOTAL EXPENDITURES		1,556,438.00	330,030.30	1,226,407.70	21.20
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		1,556,438.00	281,849.13	1,274,588.87	18.11
TOTAL EXPENDITURES		1,556,438.00	330,030.30	1,226,407.70	21.20
NET OF REVENUES & EXPENDITURES		0.00	(48,181.17)	48,181.17	100.00

PERIOD ENDING 03/31/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	100.00	0.00	100.00	0.00
UTILREV	UTILITY REVENUES	2,139,000.00	503,129.46	1,635,870.54	23.52
CONTRIB	CONTRIBUTED CAPITAL	150,000.00	43,333.00	106,667.00	28.89
MISCINC	MISC INCOME UTILITIES	142,200.00	50,626.65	91,573.35	35.60
IGOVTC	INTERGOVERNMENTAL CHARGES	1,500.00	42.65	1,457.35	2.84
INVTINC	INVESTMENT INCOME	2,549.00	372.57	2,176.43	14.62
TOTAL REVENUES		2,435,349.00	597,504.33	1,837,844.67	24.53
Expenditures					
5900	OTHER FINANCING USES	337,101.00	0.00	337,101.00	0.00
6200	PUMPING OPERATIONS	133,036.00	30,570.98	102,465.02	22.98
6210	PUMPING MAINTENANCE	113,828.00	6,875.03	106,952.97	6.04
6300	WATER TREATMENT OPERATIONS	68,562.00	10,789.93	57,772.07	15.74
6310	WATER TREATMENT MAINTENANCE	33,180.00	3,331.81	29,848.19	10.04
6450	T&D-DISTR RSRVR/STNDP MAINT	3,933.00	2,219.43	1,713.57	56.43
6451	T&D-MAINS MAINTENANCE	47,611.00	1,722.14	45,888.86	3.62
6452	T&D-SERVICES MAINTENANCE	42,809.00	2,149.77	40,659.23	5.02
6453	T&D-METERS MAINTENANCE	29,647.00	2,076.52	27,570.48	7.00
6454	T&D-HYDRANTS MAINTENANCE	48,513.00	209.72	48,303.28	0.43
6901	METER READING LABOR	9,711.00	904.40	8,806.60	9.31
6902	ACCOUNTING & COLLECTING LABOR	82,865.00	19,743.91	63,121.09	23.83
6920	ADMINISTRATIVE & GENERAL EXP	979,850.00	155,066.91	824,783.09	15.83
6950	YEAR END ACCOUNTING ADJUSTMENT	504,703.00	0.00	504,703.00	0.00
TOTAL EXPENDITURES		2,435,349.00	235,660.55	2,199,688.45	9.68
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,435,349.00	597,504.33	1,837,844.67	24.53
TOTAL EXPENDITURES		2,435,349.00	235,660.55	2,199,688.45	9.68
NET OF REVENUES & EXPENDITURES		0.00	361,843.78	(361,843.78)	100.00

PERIOD ENDING 03/31/2022

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	YTD BALANCE 03/31/2022	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	1,000.00	23.58	976.42	2.36
UNCLASSIFIED	Unclassified	10,000.00	0.00	10,000.00	0.00
UTILREV	UTILITY REVENUES	1,707,000.00	425,510.75	1,281,489.25	24.93
LICPER	LICENSES & PERMITS	186,800.00	31,773.00	155,027.00	17.01
CONTRIB	CONTRIBUTED CAPITAL	96,000.00	16,014.00	79,986.00	16.68
MISCINC	MISC INCOME UTILITIES	150,000.00	33,375.22	116,624.78	22.25
INVSTINC	INVESTMENT INCOME	4,699.00	846.67	3,852.33	18.02
TOTAL REVENUES		2,155,499.00	507,543.22	1,647,955.78	23.55
Expenditures					
5900	OTHER FINANCING USES	82,893.00	0.00	82,893.00	0.00
8010	WWTP-TREATMENT/DISPOSAL/GP	519,468.00	129,068.05	390,399.95	24.85
8020	LIFT STATIONS/PUMPING EQUIP	28,227.00	3,575.43	24,651.57	12.67
8030	WASTEWATER COLLECTION SYSTEM	50,085.00	3,555.21	46,529.79	7.10
8300	ACCOUNTING/COLLECTING	80,865.00	19,404.98	61,460.02	24.00
8400	ADMINISTRATIVE & GENERAL	637,277.00	59,145.25	578,131.75	9.28
8900	YEAR END ACCOUNTING ADJUSTMENT	756,684.00	0.00	756,684.00	0.00
TOTAL EXPENDITURES		2,155,499.00	214,748.92	1,940,750.08	9.96
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		2,155,499.00	507,543.22	1,647,955.78	23.55
TOTAL EXPENDITURES		2,155,499.00	214,748.92	1,940,750.08	9.96
NET OF REVENUES & EXPENDITURES		0.00	292,794.30	(292,794.30)	100.00
TOTAL REVENUES - ALL FUNDS					
TOTAL REVENUES - ALL FUNDS		11,461,267.00	4,318,472.39	7,142,794.61	37.68
TOTAL EXPENDITURES - ALL FUNDS		11,461,267.00	1,799,021.84	9,662,245.16	15.70
NET OF REVENUES & EXPENDITURES		0.00	2,519,450.55	(2,519,450.55)	100.00

TREASURERS REPORT	Mar-2022	TOTAL	Citizens	LGIP	Long Term Investments - Johnson Bank & ADM
-------------------	----------	-------	----------	------	--

GENERAL VILLAGE

100-111xxx	General Fund	4,284,446.66	458,322.66	2,765,405.58	1,060,718.42
100-111005/020/033	Checking/MRA/Accrued Sick	1,100,631.26	694,410.98	295,986.13	110,234.15
150-111300	Fire Department	271,891.05	135,664.19	136,226.86	
200-110xxx	Community Development (Deback)	1,317,202.84	1,354.24	1,315,848.60	
210-111xxx	Wisc Development - RLF	138,280.96	3,016.42	135,264.54	-
220-111xxx	TID#3-General	981,713.29	236,572.71	731,647.13	13,493.45
240-111xxx	TID#4-General	307,876.88	229,812.89	78,063.99	
250-111xxx	TID#5-General	3,408,829.79	290,916.10	3,117,913.69	
300-111xxx	Debt Service	1,525,774.25	229,028.70	1,296,745.55	
320-111300	Fire Department Designated	304,678.88	84.14	304,594.74	
340-111xxx	Village Designated Funds	551,206.41	30,749.21	520,457.20	
350-111xxx	American Rescue Plan Act	421,926.19		421,926.19	
410-111300	Recycling	300,224.03	201,165.75	99,058.28	
430-111300	Capital Equipment	418,337.03	66,901.30	351,435.73	
440-111xxx	Library	423,171.03	202,766.93	220,404.10	
480-111xxx	Capital Improvement Funds	3,484,478.47	30,737.19	2,997,978.52	455,762.76
500-111300	Stormwater District #1	25,657.39	9,606.00	16,051.39	
600-111xxx	Impact Fees	427,401.89	62,711.13	364,690.76	
720-111xxx	Taxroll	597,596.41	596,669.97	926.44	
810-111xxx	Parkland Site	230,837.97	16,171.06	214,666.91	
TOTAL		20,522,162.68	3,496,661.57	15,385,292.33	1,640,208.78

WATER UTILITY

610-111300	Cash	294,187.68	294,187.68		
610-111200	Bonds & Unrestricted Cash	472,720.99		472,720.99	
610-111400	Long Term Debt	26,133.75			26,133.75
610-111050	Current Year Debt Reserve	139,353.71	139,353.71	-	
610-111060	Required Debt Reserve	525,913.78	-	118,643.04	407,270.74
610-111080	Impact Fee	44,318.52	43,810.56	507.96	
610-111033	Accrued Sick Pay	8,774.21		8,774.21	-
TOTAL		1,511,402.64	477,351.95	600,646.20	433,404.49

SEWER UTILITY

620-111300	Cash	103,114.67	103,114.67		
620-111200	Bonds & Unrestricted Cash	1,090,700.75		1,090,700.75	
610-111400	Long Term Debt	124,731.82			124,731.82
620-111030	Sewer Connection Fee	157,354.44	37,256.67	120,097.77	-
620-111060	Required Debt Reserve	727,946.45	-	16,683.04	711,263.41
620-111050	Current Year Debt Reserve	247,521.39	247,521.39	-	
620-111070	Equipment Replacement Fund	728,739.09	-	533,526.85	195,212.24
620-111080	Impact Fee	737,366.66	16,631.35	720,735.31	
620-111033	Accrued Sick Pay	8,774.21		8,774.21	-
TOTAL		3,926,249.48	404,524.08	2,490,517.93	1,031,207.47

GRAND TOTAL	25,959,814.80	4,378,537.60	18,476,456.46	3,104,820.74
-------------	---------------	--------------	---------------	--------------

Prepared by Diana Doherty

balance check

25,959,814.80

-

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	4/28/2022	\$	74,471.50
Library Accounts Payable	4/22/2022	\$	39,346.81
Charter Communications/Spectrum (ach withdrawal)	4/8/2022	\$	1,796.47
US Bank (ach withdrawal)	4/25/2022	\$	15,739.85
We Energies (ach withdrawal)	4/21/2022	\$	47,305.49
Check Disbursement - Court	4/6/2022	\$	8,047.86
Check Disbursement -Invoice Cloud	4/8/2022	\$	311.35
Check Disbursement - Lottery Credit	4/6/2022	\$	227,472.68
Check Disbursement - Waukesha County Legal Recording	4/8/2022	\$	90.00
Check Disbursement - Library Invoice	4/13/2022	\$	2,100.00
Check Disbursement - Quarterly Sales Tax	4/27/2022	\$	218.20
Check Disbursement - Payroll Related	4/11/2022	\$	209.45
Check Disbursement - Payroll Related	4/13/2022	\$	134,102.24
Check Disbursement - Payroll Related	4/27/2022	\$	13,148.64
	Total for Approval:	\$	<u>564,360.54</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: AC SERVICE INC						
39645	VH FURNACE REPAIR	100-5160-539500	118.00	118.00	DPW	05/05/2022
TOTAL VENDOR AC SERVICE INC				118.00		
VENDOR NAME: AIRGAS USA LLC						
9986549173	AIRGAS INVOICE RENTAL SMALL	150-5231-531100	485.19	485.19	FIRE	05/05/2022
9987005195	AIRGAS INVOICE LARGE LEASE	150-5231-531100	115.38	115.38	FIRE	05/05/2022
9702583519	AIRGAS INVOICE CREDIT	150-5231-531100	(150.66)	(150.66)	FIRE	05/05/2022
9124886057	AIRGAS ANNUAL LEASE SMALL AND LARGE CYLI	150-5231-531100	2,808.00	2,808.00	FIRE	05/05/2022
9702608866	AIRGAS INVOICE CREDIT	150-5231-531100	(150.66)	(150.66)	FIRE	05/05/2022
9987270924	AIRGAS RENTAL CYLINDER SMALL	150-5231-531100	150.66	150.66	FIRE	05/05/2022
TOTAL VENDOR AIRGAS USA LLC				3,257.91		
VENDOR NAME: ALSCO						
IMIL1793394	VH WALKOFF MATS	100-5160-521900	75.04	75.04	DPW	05/05/2022
IMIL1771181	VH WALK OFF MATS	100-5160-521900	48.67	48.67	DPW	05/05/2022
IMIL1795600	PD MAT CLEANING SERVICE	100-5211-539400	54.18	54.18	POLICE	05/05/2022
TOTAL VENDOR ALSCO				177.89		
VENDOR NAME: AMAZON CAPITOL SERVICES						
1QPMX39G3947	PERFORMANCE STAGE TABLET OTTTER BOX	100-5521-531100	79.99	79.99	DPW	05/05/2022
13VGC7K9MVCH	3 RING BINDERS FOR BOARD	100-5111-531100	41.79	41.79	CLERK	05/05/2022
1VV4WFXW77PN	FLEX FILE ORGANIZER	100-5141-531100	61.64	61.64	ADMIN	05/05/2022
TOTAL VENDOR AMAZON CAPITOL SERVICES				183.42		
VENDOR NAME: AT & T MOBILITY						
287291370101041520	AT&T PD CELL PHONES AND HOTSPOTS	100-5211-522500	628.02	628.02	POLICE	05/05/2022
TOTAL VENDOR AT & T MOBILITY				628.02		
VENDOR NAME: BAYSIDE PRINTING LLC						
140292	UTILITY BILLING - 1ST QTR 2022	410-5363-531200	64.76	647.56	ALLOCATE	05/05/2022
		610-6920-692300	291.40			
		620-8400-852000	291.40			
140294	PRINTING 1ST QUARTER UB NEWSLETTER	100-5142-531200	13.05	939.60	ALLOCATE	05/05/2022
		100-5141-521900	78.30			
		410-5363-531200	78.30			
		440-5511-531200	78.30			
		610-6902-690300	71.78			
		620-8400-852000	71.77			
		500-5344-531200	78.30			
		610-6920-692300	469.80			
TOTAL VENDOR BAYSIDE PRINTING LLC				1,587.16		
VENDOR NAME: C & M AUTO PARTS INC						
6079-361006		100-5241-539500	54.53	54.53	BUILDING	05/05/2022
6079-350822	SQUAD 34 BRAKES	100-5212-539500	152.51	152.51	POLICE	05/05/2022
TOTAL VENDOR C & M AUTO PARTS INC				207.04		
VENDOR NAME: CENTRAL OFFICE SYSTEMS						

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 2/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: CENTRAL OFFICE SYSTEMS						
76086932	MAY LEASE PAYMENT	100-5142-531200	15.51	165.00	ALLOCATE	05/05/2022
		100-5300-539900	16.02			
		100-5120-531100	11.10			
		100-5141-531100	1.70			
		100-5145-531100	18.04			
		100-5241-531200	3.35			
		100-5632-531200	4.98			
		100-5211-531200	26.55			
		150-5221-531100	12.06			
		410-5363-531200	1.65			
		440-5511-531200	22.64			
		500-5344-531200	1.65			
		610-6902-690300	15.05			
		620-8300-840000	14.70			
76086412	COPIER INVOICE	150-5221-531100	92.00	92.00	FIRE	05/05/2022
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				257.00		
VENDOR NAME: CIESLIK, NICHOLAS						
REFUND 042022	UB REFUND ACCT 6475 - FINAL BILL OVER PY	610-0000-142000	194.71	194.71	ALLOCATE	04/28/2022
TOTAL VENDOR CIESLIK, NICHOLAS				194.71		
VENDOR NAME: CINTAS						
4117308423	SATFF UNIFORMS	100-5323-531100	110.64	110.64	DPW	05/05/2022
4117308443	WATER/WWTF UNIFORM SERVICE	610-6920-693000	56.25	112.51	UTILITIES	05/05/2022
		620-8010-827000	56.26			
411656105	WATER/WWTF UNIFORM SERVICE	610-6920-693000	56.26	112.51	UTILITIES	05/05/2022
		620-8010-827000	56.25			
4116656098	SATFF UNIFORMS	100-5323-531100	110.64	110.64	DPW	05/05/2022
TOTAL VENDOR CINTAS				446.30		
VENDOR NAME: DOMINION VOTING SYSTEMS						
DVS144049	ELECTION SUPPLIES - DOMINION	100-5144-531100	59.96	59.96	CLERK	05/05/2022
TOTAL VENDOR DOMINION VOTING SYSTEMS				59.96		
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS						
2336007	EMS SUPPLIES	150-5231-531100	703.65	703.65	FIRE	05/05/2022
2336008	EMS SUPPLIES	150-5231-531100	107.89	107.89	FIRE	05/05/2022
2319496	EMS SUPPLIES	150-5231-531100	765.61	765.61	FIRE	05/05/2022
2319497	EMS SUPPLIES	150-5231-531100	31.26	31.26	FIRE	05/05/2022
RGA042930	EMP CREDIT EMS SUPPLIES	150-5231-531100	(336.95)	(336.95)	FIRE	05/05/2022
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				1,271.46		
VENDOR NAME: EXCEL BUILDING SERVICES LLC						
3825	PD APRIL CLEANING SERVICE	100-5211-539400	975.00	975.00	POLICE	05/05/2022
TOTAL VENDOR EXCEL BUILDING SERVICES LLC				975.00		

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 3/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: FASTENAL COMPANY						
WIMUK92364	HEARING PROTECTION	100-5323-534800	50.36	50.36	DPW	05/05/2022
WIMUK92186	WWTF MOWER TRAILER	620-8010-827000	14.14	14.14	UTILITIES	05/05/2022
WIMUK92211	WWTF EQUIPMENT TRAILER SHELVING	620-8010-827000	2.99	2.99	UTILITIES	05/05/2022
WIMUK92004	WWTF EQUIPMENT TRAILER	620-8010-827000	103.63	103.63	UTILITIES	05/05/2022
WIMUK91976	WWTF EQUIPMENT TRAILER	620-8010-827000	27.80	27.80	UTILITIES	05/05/2022
WIMUK91973	WWTF EQUIPMENT TRAILER	620-8010-827000	9.90	9.90	UTILITIES	05/05/2022
WIMUK91961	WWTF EQUIPMENT TRAILER	620-8010-827000	5.98	5.98	UTILITIES	05/05/2022
WIMUK91958	WWTF EQUIPMENT TRAILER	620-8010-827000	16.51	16.51	UTILITIES	05/05/2022
WIMUK91956	WWTF EQUIPMENT TRAILER	620-8010-827000	37.65	37.65	UTILITIES	05/05/2022
WIMUK91903	DRILL BIT	100-5323-531100	33.51	33.51	DPW	05/05/2022
WIMUK90413	SELF TAPING SCREWS	100-5324-539500	(252.63)	(252.63)	DPW	05/05/2022
TOTAL VENDOR FASTENAL COMPANY				49.84		
VENDOR NAME: GALLS LLC						
020871563	PD NEW UNIFORM ISSUE BECKER	100-5211-534700	129.70	129.70	POLICE	05/05/2022
020871562	PD NEW UNIFORM ISSUE DOLINAR	100-5211-534700	226.58	226.58	POLICE	05/05/2022
TOTAL VENDOR GALLS LLC				356.28		
VENDOR NAME: HAWKINS WATER TREATMENT						
6162517	WATER CHEMICALS FOR TREATMENT	610-6300-663100	1,866.05	1,866.05	UTILITIES	05/05/2022
6162510	WWTF POLYMER FOR SLUDGE THICKENING AND T	620-8010-825000	1,111.00	1,876.32	UTILITIES	05/05/2022
		620-8010-824000	765.32			
6164611	WATER CHEMICAL REPAIR PARTS	610-6300-663200	192.36	192.36	UTILITIES	05/05/2022
TOTAL VENDOR HAWKINS WATER TREATMENT				3,934.73		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,						
52679	MISCELLANEOUS MATTERS	100-5130-521900	880.00	1,040.00	FINANCE	05/05/2022
		250-5130-521900	160.00			
52680	PROSECUTIONS	100-5130-521900	1,080.00	1,080.00	FINANCE	05/05/2022
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				2,120.00		
VENDOR NAME: HOME DEPOT						
2022 MAR DPW	PARK AND SHOP SUPPLIES	100-5521-531100	70.44	79.41	DPW	05/05/2022
		100-5323-531100	8.97			
2022 MAR LIBRARY	HARDWARE	440-5511-531100	9.98	9.98	LIBRARY	05/05/2022
TOTAL VENDOR HOME DEPOT				89.39		
VENDOR NAME: JAMES IMAGING SYSTEMS						

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 4/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: JAMES IMAGING SYSTEMS					
1175321	COPIES KONICA 450I - 01/01/22 - 03/31/22	100-5142-531200 34.34	365.33	ALLOCATE	05/05/2022
		100-5300-539900 35.47			
		100-5120-531100 24.59			
		100-5141-531100 3.76			
		100-5145-531100 39.94			
		100-5241-531200 7.42			
		100-5632-531200 11.03			
		100-5211-531200 58.78			
		150-5221-531100 26.71			
		410-5363-531200 3.65			
		440-5511-531200 50.12			
		500-5344-531200 3.65			
		610-6902-690300 33.32			
		620-8300-840000 32.55			
TOTAL VENDOR JAMES IMAGING SYSTEMS			365.33		
VENDOR NAME: JOHNSON SAND & GRAVEL INC					
92213	CONOE LAUNCH ROAD GRAVEL	100-5521-531100 1,217.94	1,217.94	DPW	05/05/2022
TOTAL VENDOR JOHNSON SAND & GRAVEL INC			1,217.94		
VENDOR NAME: KIESLERS POLICE SUPPLY					
IN188499	2022 UNIFORM ALLOWANCE - SCHUBEL	100-5212-534600 452.55	452.55	POLICE	05/05/2022
TOTAL VENDOR KIESLERS POLICE SUPPLY			452.55		
VENDOR NAME: KINDER MATTHEW					
2022 BOOT ALLOWANCE	2022 BOOT ALLOWANCE - KINDER	620-8010-827000 100.00	100.00	UTILITIES	05/05/2022
TOTAL VENDOR KINDER MATTHEW			100.00		
VENDOR NAME: KING, CARLYJO					
REFUND 042022	UB REFUND ACCT 6483 - FINAL BILL OVER PY	610-0000-142000 217.27	217.27	ALLOCATE	04/28/2022
TOTAL VENDOR KING, CARLYJO			217.27		
VENDOR NAME: LFGEORGE INC					
IC83639	STUMP GRINDER TEETH	100-5324-539500 290.43	290.43	DPW	05/05/2022
TOTAL VENDOR LFGEORGE INC			290.43		
VENDOR NAME: LIFE-ASSIST, INC.					
1196563	EMS SUPPLIES	150-5231-531100 45.50	45.50	FIRE	05/05/2022
TOTAL VENDOR LIFE-ASSIST, INC.			45.50		
VENDOR NAME: MACQUEEN EQUIPMENT					
P23676	SWEEPER PARTS	100-5345-539500 143.70	143.70	DPW	05/05/2022
TOTAL VENDOR MACQUEEN EQUIPMENT			143.70		
VENDOR NAME: MARCO TECHNOLOGIES					
INV9873155	WWTF COPIER COSTS	620-8400-851000 44.50	44.50	UTILITIES	05/05/2022
TOTAL VENDOR MARCO TECHNOLOGIES			44.50		

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 5/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: MARTENS PLBG & HTG INC						
61067	URINAL STUD	100-5521-531100	27.00	27.00	DPW	05/05/2022
TOTAL VENDOR MARTENS PLBG & HTG INC				27.00		
VENDOR NAME: MEDLINE INDUSTRIES, INC						
1988818866	EMS SUPPLIES	150-5231-531100	25.80	25.80	FIRE	05/05/2022
1988548704	EMS SUPPLIES	150-5231-531100	57.30	57.30	FIRE	05/05/2022
1988499790	EMS SUPPLIES	150-5231-531100	170.24	170.24	FIRE	05/05/2022
1980882417	EMS SUPPLIES	150-5231-531100	197.10	197.10	FIRE	05/05/2022
TOTAL VENDOR MEDLINE INDUSTRIES, INC				450.44		
VENDOR NAME: MILLIKIN, RYAN						
REFUND 042022	UB REFUND ACCT 6838 - FINAL BILL OVER PY	610-0000-142000	194.77	194.77	ALLOCATE	04/28/2022
TOTAL VENDOR MILLIKIN, RYAN				194.77		
VENDOR NAME: MSA PROFESSIONAL SERVICES, INC.						
R08352005.0-1	CORP PAYMENT	480-5140-521900	1,950.00	1,950.00	DPW	05/05/2022
TOTAL VENDOR MSA PROFESSIONAL SERVICES, INC.				1,950.00		
VENDOR NAME: NAPA AUTO PARTS - SP018						
160905	TORO HYD. HOSES	100-5324-539500	116.32	116.32	DPW	05/05/2022
161757	TORO TIRE TUBE	100-5324-539500	9.73	9.73	DPW	05/05/2022
TOTAL VENDOR NAPA AUTO PARTS - SP018				126.05		
VENDOR NAME: NORTHERN LAKE SERVICE INC						
417198	WATER BAC-T TESTING	610-6300-663200	122.00	122.00	UTILITIES	05/05/2022
417070	WWTF SLUDGE ANALYSIS	620-8010-825500	970.53	970.53	UTILITIES	05/05/2022
416640	WATER BAC-T SAMPLES	610-6300-663200	145.00	145.00	UTILITIES	05/05/2022
TOTAL VENDOR NORTHERN LAKE SERVICE INC				1,237.53		
VENDOR NAME: OFFICE PRO						
0454370-001 VH	OFFICE SUPPLIES	100-5142-531100	10.72	53.60	ALLOCATE	05/05/2022
		100-5145-531100	10.72			
		100-5141-531100	10.72			
		100-5632-531100	10.72			
		100-5241-531100	10.72			

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 6/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: OFFICE PRO						
0454370-001	COPY PAPER	100-5241-531100	3.33	163.96	ALLOCATE	05/05/2022
		100-5142-531100	15.43			
		100-5145-531100	17.90			
		100-5141-531100	1.69			
		100-5632-531100	4.95			
		100-5323-531100	15.92			
		100-5120-531100	11.03			
		100-5211-531100	26.38			
		150-5221-531100	11.99			
		440-5511-531100	22.50			
		410-5363-531100	1.64			
		500-5344-531100	1.64			
		610-6920-692100	14.95			
		620-8300-840000	14.61			
TOTAL VENDOR OFFICE PRO				217.56		
VENDOR NAME: PHANTOM LAKES MGMT DISTRICT						
2022 DONATION	FIREWORKS DISPLAY CONTRIBUTION	100-5522-531100	2,500.00	2,500.00	FINANCE	05/05/2022
TOTAL VENDOR PHANTOM LAKES MGMT DISTRICT				2,500.00		
VENDOR NAME: POMPS TIRE SERVICE, INC						
60271824	SQUAD 34 TIRES	100-5212-539500	533.56	533.56	POLICE	05/05/2022
TOTAL VENDOR POMPS TIRE SERVICE, INC				533.56		
VENDOR NAME: PRINT PACK & SHIP CENTER						
03152022	LAMENATED WARD MAPES	100-5144-531100	90.00	90.00	CLERK	05/05/2022
TOTAL VENDOR PRINT PACK & SHIP CENTER				90.00		
VENDOR NAME: QUILL LLC						
24466540 DPW	PARK AND SHOP SUPPLIES	100-5323-531100	103.98	203.54	DPW	05/05/2022
		100-5521-531100	99.56			
24466540 VH						
	OFFICE COPY PAPER	100-5241-531100	0.67	33.18	ALLOCATE	05/05/2022
		100-5142-531100	3.12			
		100-5145-531100	3.63			
		100-5141-531100	0.34			
		100-5632-531100	1.00			
		100-5323-531100	3.22			
		100-5120-531100	2.23			
		100-5211-531100	5.34			
		150-5221-531100	2.43			
		440-5511-531100	4.55			
		500-5344-531100	0.33			
		410-5363-531100	0.33			
		610-6920-692100	3.03			
		620-8300-840000	2.96			
TOTAL VENDOR QUILL LLC				236.72		

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 7/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: REINDERS, INC.					
6009853-00	5900 TORO PARTS	100-5324-539500	307.15	307.15 DPW	05/05/2022
TOTAL VENDOR REINDERS, INC.			307.15		
VENDOR NAME: RUEKERT & MIELKE, INC.					
141085	12-00000.100 General Services	100-5335-521900	2,012.49	2,680.74 FINANCE	05/05/2022
		250-5335-521900	594.00		
		100-5660-521900	74.25		
141086	12-00000.300 Water Utility Services	610-6920-692300	574.00	574.00 FINANCE	05/05/2022
141087	12-10063.210 2022 GIS Services - GIS Dat	620-8400-852000	262.05	262.05 FINANCE	05/05/2022
141089	12-10096.300 Deback Drive Infrastructure	200-5335-521900	2,767.51	2,767.51 FINANCE	05/05/2022
141091	12-10098.122 WWTF Phosphorus Assistance	620-8400-852100	4,441.15	4,441.15 FINANCE	05/05/2022
141092	12-10115.200 2019 Well & Well Pump Impro	610-6920-692300	618.00	618.00 FINANCE	05/05/2022
141094	12-10131.200 Atkinson Pump Station Capac	620-0000-000104	635.51	635.51 FINANCE	05/05/2022
141096	12-10141.300 Indianhead Park Outdoor Per	480-5700-584900	1,698.50	1,698.50 FINANCE	05/05/2022
141100	12-10151.310 WWTF Aeration Upgrade / Con	620-0000-000105	191.50	191.50 FINANCE	05/05/2022
141101	12-10163.100 Banker Wire Expansion / Rev	100-0000-211400	627.75	627.75 FINANCE	05/05/2022
141102	12-10166.300 Milwaukee Tool Temporary Lo	100-0000-211400	210.13	210.13 FINANCE	05/05/2022
141103	12-10170.100 600 Perkins Drive IDC / Rev	100-0000-211400	1,157.00	1,157.00 FINANCE	05/05/2022
141107	12-92041.700 2022 SCADA Service Work	610-6920-692300	724.28	1,924.57 FINANCE	05/05/2022
		620-8400-852000	1,200.29		
141090	12-10097.100 MAPLE CENTRE DEVELOPMENT RE	100-0000-211425	2,469.00	2,469.00 FINANCE	05/05/2022
141093	12-10127.100 210 MCDIVITT LANE EXPANSION	100-0000-211425	2,035.75	2,035.75 FINANCE	05/05/2022
141095	12-10134.100 200 GRAND AVENUE CONDOS / R	100-0000-211425	156.94	156.94 FINANCE	05/05/2022
141097	12-10147.300 MINOR ESTATES PHASE 4 / CON	100-0000-211425	1,050.13	1,050.13 FINANCE	05/05/2022
141098	12-10148.100 GOODWILL OF MUKWONAGO / DEV	100-0000-211425	2,345.00	2,345.00 FINANCE	05/05/2022
141099	12-10149.310 EDGEWOOD CONDOS / EROSION C	100-0000-211425	578.25	578.25 FINANCE	05/05/2022
141104	12-10174.300 LYNCH BUILDING ADDITION	100-0000-211425	1,183.13	1,183.13 FINANCE	05/05/2022
141108	12-92136.302 CHAPMAN FARM / CHAPMAN FARM	100-0000-211425	209.19	209.19 FINANCE	05/05/2022
141109	12-92136.303 CHAPMAN FARM / CHAPMAN RESI	100-0000-211425	13,262.82	13,262.82 FINANCE	05/05/2022
141110	12-92191.103 PRO HEALTH EXPANSION / 2018	100-0000-211425	228.00	228.00 FINANCE	05/05/2022
TOTAL VENDOR RUEKERT & MIELKE, INC.			41,306.62		
VENDOR NAME: SHERWIN-WILLIAMS					
7677-9	WWTF RAS RM PAINT	620-8010-824000	119.98	119.98 UTILITIES	05/05/2022
TOTAL VENDOR SHERWIN-WILLIAMS			119.98		
VENDOR NAME: ULINE					
147383248	WWTF RAS RM. PARTS CABINET	620-8010-833000	423.19	423.19 UTILITIES	05/05/2022
TOTAL VENDOR ULINE			423.19		
VENDOR NAME: USA BLUEBOOK					
947417	WATER HYDRANT MAINT. FLUSHING	610-6454-665400	173.89	173.89 UTILITIES	05/05/2022
TOTAL VENDOR USA BLUEBOOK			173.89		
VENDOR NAME: VERIZON WIRELESS					

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 8/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: VERIZON WIRELESS						
9904070579	MARCH - APRIL 2022 PHONE BILL	100-5141-522500	51.60	957.20	MULTIPLE	05/05/2022
		100-5241-522500	101.48			
		150-5221-522500	61.62			
		100-5211-522500	12.82			
		100-5323-522500	335.47			
		610-6920-692100	173.90			
		620-8400-851000	173.90			
		100-5632-522500	46.41			
9904070580	2022 APRIL CELL BILL ACCT# 885503900-000	150-5221-522500	20.78	275.73	MULTIPLE	05/05/2022
		100-5323-522500	20.78			
		610-6920-692100	117.09			
		620-8400-851000	117.08			
9904070581	VERIZON INVOICE WITH IPADS	150-5700-571400	1,249.08	1,590.95	FIRE	05/05/2022
		150-5221-522500	341.87			
9903315459	VERIZON INVOICE	150-5221-522500	50.10	50.10	FIRE	05/05/2022
TOTAL VENDOR VERIZON WIRELESS				2,873.98		
VENDOR NAME: VERMEER WISCONSIN INC.						
20255384	WOOD CHIPPER BOLTS	100-5324-539500	58.40	58.40	DPW	05/05/2022
TOTAL VENDOR VERMEER WISCONSIN INC.				58.40		
VENDOR NAME: WAUKESHA CTY TREASURER						
2022-20040046	WAUKESHA COUNTY MARCH INMNATE BILLING	100-5212-521900	18.80	18.80	POLICE	05/05/2022
TOTAL VENDOR WAUKESHA CTY TREASURER				18.80		
VENDOR NAME: WI DEPT OF JUSTICE CIB						
G3385 202203	BACKGROUND CHECKS	150-5221-521900	20.00	20.00	FIRE	05/05/2022
L6812T 202203	BACKGROUND CHECKS	100-0000-242205	49.00	49.00	CLERK	05/05/2022
TOTAL VENDOR WI DEPT OF JUSTICE CIB				69.00		
VENDOR NAME: WI DEPT OF JUSTICE-TIME						
455TIME-0000012257	WI DOJ CIB BADGERNET AND TIME ACCESS 2ND	100-5211-521900	2,244.00	2,244.00	POLICE	05/05/2022
TOTAL VENDOR WI DEPT OF JUSTICE-TIME				2,244.00		
VENDOR NAME: WI RURAL WATER ASSOCIATION						
4313	WATER SAFETY TRAINING	610-6920-693000	117.58	117.58	UTILITIES	05/05/2022
TOTAL VENDOR WI RURAL WATER ASSOCIATION				117.58		
VENDOR NAME: ZEP SALES & SERVICE						
9007346017	ZEP INVOICE	150-5231-531100	201.98	403.95	FIRE	05/05/2022
		150-5222-531100	201.97			
TOTAL VENDOR ZEP SALES & SERVICE				403.95		

04/28/2022 11:22 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 05/05/2022 - 05/05/2022
UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

INVOICE			APPROVAL	POST
NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT DEPARTMENT	DATE
GRAND TOTAL:			74,471.50	

04/28/2022 09:44 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34161 - 34188

Page 1/4

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
04/22/2022	GEN	34161	IMIL1786722	ALSCO	SUPPLIES	531100	5511	69.71
04/22/2022	GEN	34162#	1R1H-RFYJ-FWRJ	AMAZON CAPITOL SERVICES	SUPPLIES	531100	5511	164.91
			1N36-JMDC-DGTC		META SPACE EQUIPMENT & SUPPLIE	531400	5511	525.01
			1VH6-JDXJ-JQTH		THINGERY PURCHASES	533000	5511	363.56
			1GXJ-L4JQ-LYWM		PROGRAMMING	533100	5511	27.40
			1XY6-4LKQ-LPNJ		PROGRAMMING	533100	5511	106.50
			1XY6-4LKQ-PLXR		OUTREACH	533300	5511	44.92
			1XY6-4LKQ-JVCD		OUTREACH	533300	5511	76.99
			1N36-JMDC-F7J4		BOOKS	532800	5700	117.63
			1WCF-4FNR-FG3N		BOOKS	532800	5700	(40.97)
			16MP-PHGL-MVW4		AV MATERIAL	532900	5700	555.65
			1XY6-4LKQ-JJ6X		DONATED FUND EXPENDITURES	580600	5890	459.98
CHECK GEN 34162 TOTAL FOR FUN								2,401.58
04/22/2022	GEN	34163	40353	AMERICA AQUARIA	OUTSIDE SERVICES	531000	5511	85.00
04/22/2022	GEN	34164	2036586898	BAKER & TAYLOR INC.	BOOKS	532800	5700	30.61
			2036586899		BOOKS	532800	5700	759.17
			2036586900		BOOKS	532800	5700	4.51
			2036603503		BOOKS	532800	5700	32.29
			2036603504		BOOKS	532800	5700	189.62
			2036624407		BOOKS	532800	5700	1,191.23
			2036624408		BOOKS	532800	5700	560.12
			2036624409		BOOKS	532800	5700	8.47
			2036633819		BOOKS	532800	5700	72.23
			2036633820		BOOKS	532800	5700	777.91
			2036633821		BOOKS	532800	5700	10.15
			2036633822		BOOKS	532800	5700	9.60
			2036651177		BOOKS	532800	5700	14.62
			2036651178		BOOKS	532800	5700	20.96
			2036651179		BOOKS	532800	5700	693.18
			2036661998		BOOKS	532800	5700	15.83
			2036661999		BOOKS	532800	5700	37.31
			2036662000		BOOKS	532800	5700	1,308.41
			2036670240		BOOKS	532800	5700	950.83
			2036670241		BOOKS	532800	5700	193.80
CHECK GEN 34164 TOTAL FOR FUN								6,880.85
04/22/2022	GEN	34165	B6382362	BRODART	BOOKS	532800	5700	94.6

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34161 - 34188

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
			B6383358		BOOKS	532800	5700	87.29
			B6383366		BOOKS	532800	5700	363.67
			B6384937		BOOKS	532800	5700	67.14
			B6386496		BOOKS	532800	5700	136.84
			B6388068		BOOKS	532800	5700	127.88
			B6391101		BOOKS	532800	5700	436.14
			B6399551		BOOKS	532800	5700	167.59
			B6396265		BOOKS	532800	5700	268.51
			B6402892		BOOKS	532800	5700	74.25
			CHECK GEN 34165 TOTAL FOR FUN					1,823.94
04/22/2022	GEN	34166	77419727	CENGAGE LEARNING	BOOKS	532800	5700	82.37
			77404313		BOOKS	532800	5700	374.27
			77430856		BOOKS	532800	5700	21.59
			77425767		BOOKS	532800	5700	53.58
			77447668		BOOKS	532800	5700	60.78
			77513376		BOOKS	532800	5700	91.17
			77588821		BOOKS	532800	5700	25.59
			CHECK GEN 34166 TOTAL FOR FUN					709.35
04/22/2022	GEN	34167	7101304	DEMCO INC	SUPPLIES	531100	5511	234.06
			7109549		SUPPLIES	531100	5511	336.33
			CHECK GEN 34167 TOTAL FOR FUN					570.39
04/22/2022	GEN	34168	960002756	EMCOR SERVICES	REPAIRS & MAINTENANCE	539500	5511	1,517.00
04/22/2022	GEN	34169	MARCH	ERIC HUEMMER	MILEAGE	533200	5511	32.12
04/22/2022	GEN	34170	381826	FINDAWAY WORLD	AV MATERIAL	532900	5700	118.98
04/22/2022	GEN	34171	31254347	GREAT AMERICAN FINANCIAL SVCS	OUTSIDE SERVICES	531000	5511	353.14
			31449128		OUTSIDE SERVICES	531000	5511	353.14
			CHECK GEN 34171 TOTAL FOR FUN					706.28
04/22/2022	GEN	34172	SE24205	GUTHRIE & FREY WATER CONDITIO	REPAIRS & MAINTENANCE	539500	5511	526.41
04/22/2022	GEN	34173	930024026	ILLINGWORTH KILGUST	CONTRACTUAL SERVICES	522000	5511	2,263.00
			930023701		REPAIRS & MAINTENANCE	539500	5511	2,670.00
			930023775		REPAIRS & MAINTENANCE	539500	5511	1,285.41
			930023838		REPAIRS & MAINTENANCE	539500	5511	3,634.7

04/28/2022 09:44 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34161 - 34188

Page 3/4

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 440 LIBRARY FUND									
			930023820		REPAIRS & MAINTENANCE	539500	5511	3,725.42	
			930023934		REPAIRS & MAINTENANCE	539500	5511	900.86	
				CHECK GEN 34173 TOTAL FOR FUN					14,479.47
04/22/2022	GEN	34174	37221594	JOHNSON CONTROLS SECURITY	CONTRACTUAL SERVICES	522000	5511	1,832.10	
04/22/2022	GEN	34175	497	KLASSY KLEANERS	OUTSIDE SERVICES	531000	5511	960.00	
04/22/2022	GEN	34176#	APRIL 2022	LIBRARY PETTY CASH	SUPPLIES	531100	5511	8.12	
			APRIL 2022		PROGRAMMING	533100	5511	164.79	
			APRIL 2022		OUTREACH	533300	5511	9.44	
			APRIL 2022		DONATED FUND EXPENDITURES	580600	5890	3.45	
				CHECK GEN 34176 TOTAL FOR FUN					185.80
04/22/2022	GEN	34177	884961	MICROMARKETING LLC	AV MATERIAL	532900	5700	204.72	
04/22/2022	GEN	34178#	501912335	MIDWEST TAPE	DIGITAL MATERIALS	534000	5511	480.68	
			501824477		BOOKS	532800	5700	126.97	
			501790230		AV MATERIAL	532900	5700	62.98	
			501857178		AV MATERIAL	532900	5700	79.98	
			501891585		AV MATERIAL	532900	5700	228.95	
			501960611		AV MATERIAL	532900	5700	39.99	
				CHECK GEN 34178 TOTAL FOR FUN					1,019.55
04/22/2022	GEN	34179	32022	MUELLER AMY	PROGRAMMING	533100	5511	100.00	
04/22/2022	GEN	34180	Q4	MUKWONAGO ROTARY CLUB	OUTREACH	533300	5511	138.50	
04/22/2022	GEN	34181	PR 03/17/2022	MUNICIPAL PROPERTY INSURANCE	INSURANCE PREMIUMS	522600	5511	197.00	
04/22/2022	GEN	34182	0000860	PROVISIONAL PRESS	DONATED FUND EXPENDITURES	580600	5890	1,034.40	
04/22/2022	GEN	34183	23956869	QUILL LLC	SUPPLIES	531100	5511	112.18	
			24122402		SUPPLIES	531100	5511	17.98	
			24115536		SUPPLIES	531100	5511	286.89	
			24112451		SUPPLIES	531100	5511	17.81	
			24098216		SUPPLIES	531100	5511	59.99	
				CHECK GEN 34183 TOTAL FOR FUN					494.85
04/22/2022	GEN	34184	5064207867	RICOH USA, INC	OUTSIDE SERVICES	531000	5511	599.06	
04/22/2022	GEN	34185	109834	ROMAN ELECTRIC CO., INC.	REPAIRS & MAINTENANCE	539500	5511	334.00	

04/28/2022 09:44 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34161 - 34188

Page 4/4

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
04/22/2022	GEN	34186	23001	TAYLOR COMPUTER SERVICES, INC	CONTRACTUAL SERVICES	522000	5511	306.05
04/22/2022	GEN	34187	6100126	UNIQUE MANAGEMENT	OUTSIDE SERVICES	531000	5511	19.70
04/22/2022	GEN	34188	785310	ZOOLOGICAL SOCIETY OF MKE	DONATED FUND EXPENDITURES	580600	5890	1,000.00
			19707654		DONATED FUND EXPENDITURES	580600	5890	1,000.00
				CHECK GEN 34188 TOTAL FOR FUN				2,000.00
					Total for fund 440 LIBRARY FUND			39,346.81
				TOTAL - ALL FUNDS				39,346.81

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

04/28/2022 09:47 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 467
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/08/2022	GEN	467 (E)	CHARTER COMMUNICATIONS	MONTHLY BILL	100-5120-522500	37.69
		467 (E)		MONTHLY BILL	100-5141-522500	15.95
		467 (E)		MONTHLY BILL	100-5142-522500	143.88
		467 (E)		MONTHLY BILL	100-5145-522900	70.33
		467 (E)		MONTHLY BILL	100-5160-522500	29.49
		467 (E)		MONTHLY BILL	100-5211-522500	459.32
		467 (E)		MONTHLY BILL	100-5241-522500	40.96
		467 (E)		MONTHLY BILL	100-5323-522500	73.93
		467 (E)		MONTHLY BILL	100-5512-522500	177.96
		467 (E)		MONTHLY BILL	150-5221-522500	368.19
		467 (E)		MONTHLY BILL	410-5363-522500	4.57
		467 (E)		MONTHLY BILL	440-5511-522500	294.26
		467 (E)		MONTHLY BILL	500-5344-522500	2.28
		467 (E)		MONTHLY BILL	610-6920-692100	38.83
		467 (E)		MONTHLY BILL	620-8400-851000	38.83
						1,796.47
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		1,796.47

04/28/2022 10:01 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 1/18

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
ARMOUR ABBY							
52989	SIGNUPGENIUS	04/06/2022	04/22/2022	11.99	0.00	Paid	Y
	AARP SIGN UP SOFTWARE	MROCKLEY					04/22/2022
	440-5511-533300	OUTREACH		11.99			
BITTNER RONALD							
52990	US BANK	03/31/2022	04/22/2022	(150.00)	0.00	Paid	Y
	BRENNEN REGISTRATION REFUND	MROCKLEY					04/22/2022
	100-5323-533500	TRAINING & TRAVEL		(150.00)			
BITTNER RONALD							
52991	PICKLEBALLCENTRAL	04/01/2022	04/22/2022	899.96	0.00	Paid	Y
	PICKLEBALL NETS AND POSTS	MROCKLEY					04/22/2022
	100-5521-531100	SUPPLIES		899.96			
BONK JASON							
52992	USPS PO 5657100149	04/01/2022	04/22/2022	4.50	0.00	Paid	Y
	WATER POSTAGE FOR WATER SAMPLES	MROCKLEY					04/22/2022
	610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT		4.50			
BROWN DAVID							
52993	PALMYRA CITGO	04/04/2022	04/22/2022	24.52	0.00	Paid	Y
	WWTF MOWER GAS NON ETHANOL	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		24.52			
BROWN DAVID							
52994	MENARDS BURLINGTON WI	04/05/2022	04/22/2022	657.25	0.00	Paid	Y
	WWTF SHELIVING UNITS	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		657.25			
BROWN DAVID							
52995	MENARDS BURLINGTON WI	04/05/2022	04/22/2022	31.46	0.00	Paid	Y
	WWTF SHELIVING UNIT BRACKETS	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		31.46			
CASTLE WAYNE A							
52996	BUFFALO WILD WINGS 0216	03/14/2022	04/22/2022	19.59	0.00	Paid	Y
	WATER WAYNE DINNER WRWA CONF.	MROCKLEY					04/22/2022
	610-6920-693000	MISC GENERAL EXPENSES		19.59			

04/28/2022 10:01 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 2/18

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
CASTLE WAYNE A 52997	CITY OF LA CROSSE - PAY S WATER WAYNE WRWA CONF. PARKING 610-6920-693000	03/15/2022 MROCKLEY	04/22/2022	24.00 24.00	0.00	Paid	Y 04/22/2022
	MISC GENERAL EXPENSES						
CASTLE WAYNE A 52998	GUNDERSEN HOTEL & SUIT WATER WRWA CONF. MOTEL JASON 610-6920-693000	03/18/2022 MROCKLEY	04/22/2022	384.00 384.00	0.00	Paid	Y 04/22/2022
	MISC GENERAL EXPENSES						
CASTLE WAYNE A 52999	GUNDERSEN HOTEL & SUIT WATER WRWA CONF. WAYNE MOTEL 610-6920-693000	03/18/2022 MROCKLEY	04/22/2022	384.00 384.00	0.00	Paid	Y 04/22/2022
	MISC GENERAL EXPENSES						
CASTLE WAYNE A 53000	KWIK TRIP 77500007757 WATER WRWA CONF. FUEL 610-6920-693000	03/18/2022 MROCKLEY	04/22/2022	48.58 48.58	0.00	Paid	Y 04/22/2022
	MISC GENERAL EXPENSES						
CASTLE WAYNE A 53001	US BANK WATER MICROSOFT MAINT. REFUND 610-6920-692300	03/22/2022 MROCKLEY	04/22/2022	(104.99) (104.99)	0.00	Paid	Y 04/22/2022
	OUTSIDE SERVICES EMPLOYED						
DOHERTY DIANA 53002	US BANK CANCELANATION OF MS 365 FAMILY PLAN 100-5145-522900	03/23/2022 MROCKLEY	04/22/2022	(104.99) (104.99)	0.00	Paid	Y 04/22/2022
	SOFTWARE SUPPORT/MAINTENANCE						
DOHERTY DIANA 53003	UDEMY: ONLINE COURSES UDEMY ONLINE PAYROLL COURSE 100-5145-533500	03/23/2022 MROCKLEY	04/22/2022	16.79 16.79	0.00	Paid	Y 04/22/2022
	TRAINING & TRAVEL						
DYKSTRA DIANA 53004	WISCUNCLERKS BOARD OF REVIEW TRAINING 100-5153-539900	03/22/2022 MROCKLEY	04/22/2022	80.00 80.00	0.00	Paid	Y 04/22/2022
	BOARD OF REVIEW TRAINING						

04/28/2022 10:01 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 3/18

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
DYKSTRA DIANA 53005	ZOOM.US 888-799-9666 ZOOM LICENSE VILLAGE 100-5142-521900	03/23/2022 MROCKLEY	04/22/2022	157.40	0.00	Paid	Y 04/22/2022
	ZOOM LICENSE VILLAGE			157.40			
DYKSTRA DIANA 53006	UW EXTENSION PLAN COMMISSION WORKSHOP DYKSTRA 100-5142-533500	03/23/2022 MROCKLEY	04/22/2022	40.00	0.00	Paid	Y 04/22/2022
	PLAN COMMISSION WORKSHOP DYKSTRA			40.00			
DYKSTRA DIANA 53007	WISCMUNCLERKS ALCOHOL LICENSING TRAINING 100-5142-533500	03/25/2022 MROCKLEY	04/22/2022	15.00	0.00	Paid	Y 04/22/2022
	ALCOHOL LICENSING TRAINING			15.00			
DYKSTRA DIANA 53008	IIMC* EVENT REG SCHOLARSHIP - IIMC EVENT REG 100-5142-533500	03/28/2022 MROCKLEY	04/22/2022	754.00	0.00	Paid	Y 04/22/2022
	SCHOLARSHIP - IIMC EVENT REG			754.00			
DYKSTRA DIANA 53009	ICMA ONLINE DEVELOPMENT PROCESS TRAINING 100-5141-533500	03/28/2022 MROCKLEY	04/22/2022	149.00	0.00	Paid	Y 04/22/2022
	DEVELOPMENT PROCESS TRAINING			149.00			
DYKSTRA DIANA 53010	AVIS.COM PREPAY SCHOLARSHIP - IIMC CAR RENTAL 100-5142-533500	03/28/2022 MROCKLEY	04/22/2022	441.06	0.00	Paid	Y 04/22/2022
	SCHOLARSHIP - IIMC CAR RENTAL			441.06			
DYKSTRA DIANA 53011	UW EXTENSION PLAN COMMISSION TRAINING 100-5111-533500 100-5142-533500	03/30/2022 MROCKLEY	04/22/2022	120.00	0.00	Paid	Y 04/22/2022
	PLAN COMMISSION TRAINING			80.00			
	PLAN COMMISSION TRAINING			40.00			
DYKSTRA DIANA 53012	CHULA VISTA RESORT HOTEL FOR WMCA AUG CONF 100-5142-533500	03/31/2022 MROCKLEY	04/22/2022	153.79	0.00	Paid	Y 04/22/2022
	HOTEL FOR WMCA AUG CONF			153.79			

04/28/2022 10:01 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 4/18

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
DYKSTRA DIANA 53013	PICK N SAVE #384 ELECTION SUPPLIES 100-5144-531100	04/04/2022 MROCKLEY	04/22/2022	45.19 45.19	0.00	Paid	Y 04/22/2022
	ELECTION DAY SUPPLIES						
DYKSTRA DIANA 53014	COUSINS SUBS #9160 DEVELOPMENT PROCESS TRAINING LUNCH 100-5141-539900	04/12/2022 MROCKLEY	04/22/2022	84.36 84.36	0.00	Paid	Y 04/22/2022
	DEVELOPMENT PROCESS TRAINING LUNCH						
DYKSTRA DIANA 53015	LEAGUE OF WISCONSIN MUNIC LEAGUE 101 TRAINING REEVES 100-5111-533500	04/13/2022 MROCKLEY	04/22/2022	110.00 110.00	0.00	Paid	Y 04/22/2022
	LEAGUE 101 TRAINING REEVES						
GOURDOUX LINDA 53016	CHULA VISTA RESORT WMCA CONF HOTEL DEPUTY CLERK 100-5144-533500	03/31/2022 MROCKLEY	04/22/2022	90.00 90.00	0.00	Paid	Y 04/22/2022
	WMCA CONF HOTEL DEPUTY CLERK						
ISELY MARY JO 53017	AMZN DIGITAL*166D82C01 KINDLE BOOK 440-5700-532800	03/22/2022 MROCKLEY	04/22/2022	14.99 14.99	0.00	Paid	Y 04/22/2022
	BOOKS						
ISELY MARY JO 53018	US BANK ROKU CREDIT 440-5511-533000	03/28/2022 MROCKLEY	04/22/2022	(10.50) (10.50)	0.00	Paid	Y 04/22/2022
	THINGERY PURCHASES						
ISELY MARY JO 53019	WM SUPERCENTER #1571 THINGERY SUPPLIES 440-5511-533000	03/28/2022 MROCKLEY	04/22/2022	14.86 14.86	0.00	Paid	Y 04/22/2022
	THINGERY PURCHASES						
ISELY MARY JO 53020	NETFLIX.COM 4/1/22-4/30/22 STREAMING SERVICE 440-5511-533000	04/01/2022 MROCKLEY	04/22/2022	19.99 19.99	0.00	Paid	Y 04/22/2022
	THINGERY PURCHASES						

04/28/2022 10:01 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 5/18

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 53021	ACORN TV ANNUAL US 1 YEAR SUBSCRIPTION 440-5511-533000	04/09/2022 MROCKLEY THINGERY PURCHASES	04/22/2022	73.49 73.49	0.00	Paid	Y 04/22/2022
ISELY MARY JO 53022	WALMART.COM AA DVD 440-5700-532900	04/09/2022 MROCKLEY AV MATERIAL	04/22/2022	10.78 10.78	0.00	Paid	Y 04/22/2022
ISELY MARY JO 53023	WALMART.COM AA DVD 440-5700-532900	04/09/2022 MROCKLEY AV MATERIAL	04/22/2022	123.66 123.66	0.00	Paid	Y 04/22/2022
KIM CATHRYN 53024	IMAGESTUFF.COM SLP GIVAWAYS 440-5890-580600	03/18/2022 MROCKLEY DONATED FUND EXPENDITURES	04/22/2022	68.45 68.45	0.00	Paid	Y 04/22/2022
KIM CATHRYN 53025	ZOOM.US 888-799-9666 ZOOM MEETINGS 440-5511-534000	03/20/2022 MROCKLEY DIGITAL MATERIALS	04/22/2022	157.40 157.40	0.00	Paid	Y 04/22/2022
KIM CATHRYN 53026	THE HOME DEPOT #4921 BATTERIES FOR PROGRAM 440-5511-531400	03/22/2022 MROCKLEY META SPACE EQUIPMENT & SUPPLIE	04/22/2022	39.74 39.74	0.00	Paid	Y 04/22/2022
KIM CATHRYN 53027	THE HOME DEPOT #4921 REPAIR SUPPLIES 440-5511-531100	03/22/2022 MROCKLEY SUPPLIES	04/22/2022	10.95 10.95	0.00	Paid	Y 04/22/2022
KIM CATHRYN 53028	IMAGESTUFF.COM SLP GIVEAWAYS 440-5890-580600	03/23/2022 MROCKLEY DONATED FUND EXPENDITURES	04/22/2022	40.95 40.95	0.00	Paid	Y 04/22/2022

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 6/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
53029	LABOR LAW CENTER	03/23/2022	04/22/2022	33.90	0.00	Paid	Y
	LABOR LAW POSTER	MROCKLEY					04/22/2022
	440-5511-531100	SUPPLIES		33.90			
KIM CATHRYN							
53030	WM SUPERCENTER #1571	03/25/2022	04/22/2022	34.50	0.00	Paid	Y
	OFFICE SUPPLIES	MROCKLEY					04/22/2022
	440-5511-531100	SUPPLIES		34.50			
KIM CATHRYN							
53031	MICHAELS #9490	03/25/2022	04/22/2022	89.99	0.00	Paid	Y
	ROLLING CART	MROCKLEY					04/22/2022
	440-5511-531400	META SPACE EQUIPMENT & SUPPLIE		89.99			
KIM CATHRYN							
53032	FACEBK *SYGAXD77M2	03/31/2022	04/22/2022	10.71	0.00	Paid	Y
	AD BOOST	MROCKLEY					04/22/2022
	440-5511-533300	OUTREACH		10.71			
KIM CATHRYN							
53033	FACEBK *F5KF2E77M2	04/04/2022	04/22/2022	9.29	0.00	Paid	Y
	AD BOOST	MROCKLEY					04/22/2022
	440-5511-533300	OUTREACH		9.29			
KIM CATHRYN							
53034	WAL-MART #1571	04/04/2022	04/22/2022	66.93	0.00	Paid	Y
	METASPACE PROGRAM SUPPLIES	MROCKLEY					04/22/2022
	440-5511-531400	META SPACE EQUIPMENT & SUPPLIE		66.93			
KIM CATHRYN							
53035	WM SUPERCENTER #1571	04/05/2022	04/22/2022	48.11	0.00	Paid	Y
	BINGO PRIZES	MROCKLEY					04/22/2022
	440-5511-533100	PROGRAMMING		48.11			
KIM CATHRYN							
53036	ONTIMETEL DIALMYCALLS	04/05/2022	04/22/2022	10.00	0.00	Paid	Y
	CARRIER LOOK UP	MROCKLEY					04/22/2022
	440-5511-534000	DIGITAL MATERIALS		10.00			

04/28/2022 10:01 AM

User: MROCKLEY

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 7/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
53037	DPIND.COM	04/06/2022	04/22/2022	71.95	0.00	Paid	Y
	SLP GIVEAWAYS	MROCKLEY					04/22/2022
	440-5890-580600	DONATED FUND EXPENDITURES		71.95			
KIM CATHRYN							
53038	COLOR CRAFT VINYL	04/07/2022	04/22/2022	15.40	0.00	Paid	Y
	LETTERS FOR INFO DESK	MROCKLEY					04/22/2022
	440-5511-531100	SUPPLIES		15.40			
KIM CATHRYN							
53039	CANVA* I03383-30442571	04/07/2022	04/22/2022	350.00	0.00	Paid	Y
	TRIFOLDS	MROCKLEY					04/22/2022
	440-5511-533300	OUTREACH		350.00			
KIM CATHRYN							
53040	DPIND.COM	04/08/2022	04/22/2022	30.00	0.00	Paid	Y
	SLP GIVEAWAYS	MROCKLEY					04/22/2022
	440-5890-580600	DONATED FUND EXPENDITURES		30.00			
KIM CATHRYN							
53041	PICK N SAVE #384	04/08/2022	04/22/2022	110.00	0.00	Paid	Y
	AAPR THANK YOU GIFT CARDS	MROCKLEY					04/22/2022
	440-5890-580600	DONATED FUND EXPENDITURES		110.00			
KIM CATHRYN							
53042	MAILCHIMP *MISC	04/08/2022	04/22/2022	69.99	0.00	Paid	Y
	MONTHLY NEWSLETTER	MROCKLEY					04/22/2022
	440-5511-534000	DIGITAL MATERIALS		69.99			
KIM CATHRYN							
53043	WAL-MART #1571	04/11/2022	04/22/2022	75.71	0.00	Paid	Y
	AARP THANK YOU/ GRANT MONEY	MROCKLEY					04/22/2022
	440-5890-580600	DONATED FUND EXPENDITURES		75.71			
KIM CATHRYN							
53044	HERO FORGE	04/11/2022	04/22/2022	7.99	0.00	Paid	Y
	TEEN D&D PRINT FILES	MROCKLEY					04/22/2022
	440-5511-533100	PROGRAMMING		7.99			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 8/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
53045	ADOBE CREATIVE CLOUD	04/11/2022	04/22/2022	83.99	0.00	Paid	Y
	CREATIVE CLOUD	MROCKLEY					04/22/2022
	440-5511-534000	DIGITAL MATERIALS		83.99			
KIM CATHRYN							
53046	CANVA* I03388-33327885	04/12/2022	04/22/2022	32.50	0.00	Paid	Y
	BUSINESS CARDS	MROCKLEY					04/22/2022
	440-5511-533300	OUTREACH		32.50			
KIM CATHRYN							
53047	CANVA* I03388-34194516	04/12/2022	04/22/2022	17.00	0.00	Paid	Y
	APPOINTMENT CARDS	MROCKLEY					04/22/2022
	440-5511-533300	OUTREACH		17.00			
KIM CATHRYN							
53048	HERO FORGE	04/12/2022	04/22/2022	55.93	0.00	Paid	Y
	TEEN D&D PRINT FILES	MROCKLEY					04/22/2022
	440-5511-533100	PROGRAMMING		55.93			
KINDER MATTHEW							
53049	THE HOME DEPOT #4921	03/28/2022	04/22/2022	109.48	0.00	Paid	Y
	RAS RM MAINTENANCE	MROCKLEY					04/22/2022
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		109.48			
KREISER ROBERT							
53050	WM SUPERCENTER #1571	03/21/2022	04/22/2022	4.97	0.00	Paid	Y
	BATTERIES FOR FRONT DOOR CHIME	MROCKLEY					04/22/2022
	100-5211-539400	BLDG REPAIRS & MAINTENANCE		4.97			
KREISER ROBERT							
53051	AMZN MKTP US*106M63LQ1 AM	04/14/2022	04/22/2022	40.49	0.00	Paid	Y
	USB DRIVES	MROCKLEY					04/22/2022
	100-5213-531100	SUPPLIES		40.49			
KREISER ROBERT							
53052	AMZN MKTP US*1A2Y39PD0	04/14/2022	04/22/2022	55.95	0.00	Paid	Y
	SPTI HOODS	MROCKLEY					04/22/2022
	100-5211-531100	SUPPLIES		55.95			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 9/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
MCCUEN BRENNAN							
53053	UWCC REGISTRATIONS	03/29/2022	04/22/2022	85.00	0.00	Paid	Y
	MCUEN UW REGISTRATION	MROCKLEY					04/22/2022
	100-5323-533500	TRAINING & TRAVEL		85.00			
MCCUEN BRENNAN							
53054	UWCC REGISTRATIONS	03/29/2022	04/22/2022	85.00	0.00	Paid	Y
	MCUEN UW REGISTRATION	MROCKLEY					04/22/2022
	100-5323-533500	TRAINING & TRAVEL		85.00			
MCCUEN BRENNAN							
53055	UWCC REGISTRATIONS	03/29/2022	04/22/2022	85.00	0.00	Paid	Y
	MCUEN UW REGISTRATION	MROCKLEY					04/22/2022
	100-5323-533500	TRAINING & TRAVEL		85.00			
MILLER KENNETH							
53056	THE HOME DEPOT #4921	03/14/2022	04/22/2022	10.57	0.00	Paid	Y
	WWTF WAYNES OFFICE FLOOR	MROCKLEY					04/22/2022
	620-8010-834000	MAINT-GENERAL PLANT/STRUCTURES		10.57			
MILLER KENNETH							
53057	WAL-MART #1571	03/16/2022	04/22/2022	13.62	0.00	Paid	Y
	WWTF EQUIPMENT TRAILER ELECTRIC	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		13.62			
MILLER KENNETH							
53058	THE HOME DEPOT #4921	03/16/2022	04/22/2022	195.75	0.00	Paid	Y
	WWTF EQUIPMENT TRAILER TIE DOWN	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		195.75			
MILLER KENNETH							
53059	US BANK	03/25/2022	04/22/2022	(26.82)	0.00	Paid	Y
	WWTF EQUIPMENT TRAILER TAX REFUND	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		(26.82)			
MILLER KENNETH							
53060	NORTHERN TOOL EQUIP	03/25/2022	04/22/2022	514.41	0.00	Paid	Y
	WWTF EQUIPMENT TRAILER TIE DOWN	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		514.41			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 10/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
MILLER KENNETH							
53061	US BANK	03/28/2022	04/22/2022	(34.35)	0.00	Paid	Y
	WWTF EQUIPMENT TRAILER PARTS REFUND	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		(34.35)			
MILLER KENNETH							
53062	MOTORS ONLINE, LLC	03/29/2022	04/22/2022	806.98	0.00	Paid	Y
	WATER/WWTF ELECTRIC HEATER FAN	MROCKLEY					04/22/2022
	610-6200-662300	OPERATION SUPPLY/EXP-PUMPING		403.49			
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		403.49			
MILLER KENNETH							
53063	THE HOME DEPOT #4921	04/04/2022	04/22/2022	5.96	0.00	Paid	Y
	WWTF REOUTE SEWER VENT IN SHOP	MROCKLEY					04/22/2022
	620-8010-834000	MAINT-GENERAL PLANT/STRUCTURES		5.96			
MILLER KENNETH							
53064	MENARDS BURLINGTON WI	04/05/2022	04/22/2022	738.53	0.00	Paid	Y
	WATER EQUIPMENT TRAILER SHELIVING	MROCKLEY					04/22/2022
	610-6452-665200	MAINTENANCE-SERVICES		738.53			
MILLER KENNETH							
53065	THE HOME DEPOT #4921	04/06/2022	04/22/2022	68.62	0.00	Paid	Y
	WWTF RAS RM PAINTING SUPPLIES	MROCKLEY					04/22/2022
	620-8010-834000	MAINT-GENERAL PLANT/STRUCTURES		68.62			
MILLER KENNETH							
53066	HARBOR FREIGHT TOOLS 544	04/07/2022	04/22/2022	37.92	0.00	Paid	Y
	WWTF SHOP TOOL BOX ORGANIZERS	MROCKLEY					04/22/2022
	620-8010-827000	OPERATION SUPPLY/EXPENSE		37.92			
MILLER KENNETH							
53067	SAFELITE AUTOGLASS	04/08/2022	04/22/2022	171.12	0.00	Paid	Y
	WWTF TRAVERSE WINDSHIELD REPAIR	MROCKLEY					04/22/2022
	620-8030-828000	TRANSPORTATION EXPENSE		171.12			
PETERSON RANDY							
53068	RUBBERCAL	03/17/2022	04/22/2022	735.62	0.00	Paid	Y
	SWEEPER TUBE	MROCKLEY					04/22/2022
	100-5345-539500	REPAIRS & MAINTENANCE		735.62			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 11/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
PETERSON RANDY							
53069	HOSE AND FITTING SUPPLY	03/18/2022	04/22/2022	224.32	0.00	Paid	Y
	HOSE FITTINGS	MROCKLEY					04/22/2022
	100-5324-539500	REPAIRS & MAINTENANCE		224.32			
PETERSON RANDY							
53070	SLE EQUIPMENT	03/25/2022	04/22/2022	768.48	0.00	Paid	Y
	MOWER BLADES	MROCKLEY					04/22/2022
	100-5324-539500	REPAIRS & MAINTENANCE		768.48			
PETERSON RANDY							
53071	GMPARTSSTOR	04/01/2022	04/22/2022	50.58	0.00	Paid	Y
	TRUCK #3 PARTS	MROCKLEY					04/22/2022
	100-5324-539500	REPAIRS & MAINTENANCE		50.58			
PETERSON RANDY							
53072	US BANK	04/04/2022	04/22/2022	(36.60)	0.00	Paid	Y
	MOWER BLADE REFUND	MROCKLEY					04/22/2022
	100-5324-539500	REPAIRS & MAINTENANCE		(36.60)			
STIEN JEFFREY R							
53073	AMERICAN HEART SHOPCPR	03/16/2022	04/22/2022	975.00	0.00	Paid	Y
	HEARTCODE BLS ONLINE CPR	MROCKLEY					04/22/2022
	150-5232-533500	TRAINING & TRAVEL		975.00			
STIEN JEFFREY R							
53074	PICK N SAVE #384	03/16/2022	04/22/2022	20.84	0.00	Paid	Y
	STATION SUPPLIES	MROCKLEY					04/22/2022
	150-5221-531100	SUPPLIES		20.84			
STIEN JEFFREY R							
53075	AMZN MKTP US*1Z3QX08P2	03/17/2022	04/22/2022	73.50	0.00	Paid	Y
	CPR TRAINER PADS	MROCKLEY					04/22/2022
	150-5232-531100	SUPPLIES		73.50			
STIEN JEFFREY R							
53076	LOVES COUNTRY 00003673	03/17/2022	04/22/2022	72.02	0.00	Paid	Y
	TRAILER PICKUP TRIP	MROCKLEY					04/22/2022
	150-5222-531100	SUPPLIES		72.02			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 12/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R							
53077	KWIK TRIP 10200010298	03/17/2022	04/22/2022	15.00	0.00	Paid	Y
	TRAILER PICKUP TRIP	MROCKLEY					04/22/2022
	150-5222-531100	SUPPLIES		15.00			
STIEN JEFFREY R							
53078	AMZN MKTP US*1Z6ET6RP2	03/20/2022	04/22/2022	462.00	0.00	Paid	Y
	CPR AED TRAINERS	MROCKLEY					04/22/2022
	150-5232-531100	SUPPLIES		462.00			
STIEN JEFFREY R							
53079	AMAZON.COM*1N3AH7GZ2	03/23/2022	04/22/2022	179.97	0.00	Paid	Y
	STATION SUPPLIES HARD DRIVES	MROCKLEY					04/22/2022
	150-5221-531100	SUPPLIES		179.97			
STIEN JEFFREY R							
53080	AMAZON.COM*167PB13M1 AMZN	03/23/2022	04/22/2022	44.10	0.00	Paid	Y
	SUPPLIES	MROCKLEY					04/22/2022
	150-5221-531100	SUPPLIES		32.92			
	150-5231-531100	SUPPLIES		11.18			
STIEN JEFFREY R							
53081	AMZN MKTP US*169JY4JA2	03/30/2022	04/22/2022	59.37	0.00	Paid	Y
	EMS SUPPLIES WIRELESS KEYBOARDS	MROCKLEY					04/22/2022
	150-5231-531100	SUPPLIES		59.37			
STIEN JEFFREY R							
53082	WAL-MART #1571	04/01/2022	04/22/2022	9.28	0.00	Paid	Y
	STATION SUPPLIES	MROCKLEY					04/22/2022
	150-5221-531100	SUPPLIES		9.28			
STIEN JEFFREY R							
53083	AMZN MKTP US*1H4E17HR1	04/03/2022	04/22/2022	43.47	0.00	Paid	Y
	AMBULANCE COMPUTER BASES	MROCKLEY					04/22/2022
	150-5231-531100	SUPPLIES		43.47			
STIEN JEFFREY R							
53084	WAL-MART #1571	04/04/2022	04/22/2022	34.02	0.00	Paid	Y
	EMS SUPPLIES	MROCKLEY					04/22/2022
	150-5231-531100	SUPPLIES		34.02			

04/28/2022 10:01 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

Page: 13/18

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R 53085	AMZN MKTP US*1A88D34Z0 PAGER BATTERIES 150-5222-539500	04/11/2022 MROCKLEY	04/22/2022	143.76	0.00	Paid	Y 04/22/2022
	REPAIRS & MAINTENANCE			143.76			
STIEN JEFFREY R 53086	NIKE INC FREISEMA CLOTHING - NIKE 150-5221-534600	04/13/2022 MROCKLEY	04/22/2022	159.57	0.00	Paid	Y 04/22/2022
	CLOTHING ALLOWANCE			159.57			
STREIT DANIEL 53087	STAPLS0198905856000001 PD CLEANING AND OFFICE SUPPLIES 100-5211-531100	03/25/2022 MROCKLEY	04/22/2022	34.88	0.00	Paid	Y 04/22/2022
	SUPPLIES			34.88			
SUKOWATY JAYME 53088	DNR WS2 EM1 EPAY DEM SRVF WATER JAYME WATER LICENSE RENEWAL 610-6920-693000	03/23/2022 MROCKLEY	04/22/2022	0.90	0.00	Paid	Y 04/22/2022
	MISC GENERAL EXPENSES			0.90			
SUKOWATY JAYME 53089	DNR WS2 EM1 EPAY DEM SALE WATER JAYME LICENSE RENEWAL 610-6920-693000	03/23/2022 MROCKLEY	04/22/2022	45.00	0.00	Paid	Y 04/22/2022
	MISC GENERAL EXPENSES			45.00			
SURA MATTHEW J 53090	VERATHON INC EMS SUPPLIES 150-5231-531100	03/15/2022 MROCKLEY	04/22/2022	400.00	0.00	Paid	Y 04/22/2022
	SUPPLIES			400.00			
SURA MATTHEW J 53091	NPI/RAM MOUNTS NPI MOUNTS 150-5700-571400	03/16/2022 MROCKLEY	04/22/2022	530.43	0.00	Paid	Y 04/22/2022
	AMBULANCE CAPITAL EQUIP			530.43			
SURA MATTHEW J 53092	DROPBOX*Z95ZWYR59FJ6 DROP BOX ULTRASOUND 150-5231-531100	03/23/2022 MROCKLEY	04/22/2022	119.88	0.00	Paid	Y 04/22/2022
	SUPPLIES			119.88			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 14/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
SURA MATTHEW J							
53093	NPI/RAM MOUNTS	03/23/2022	04/22/2022	172.23	0.00	Paid	Y
	NPI MOUNTS	MROCKLEY					04/22/2022
	150-5700-571400	AMBULANCE CAPITAL EQUIP		172.23			
SURA MATTHEW J							
53094	SONANCE, INC.	03/23/2022	04/22/2022	459.00	0.00	Paid	Y
	IPOINT CASES	MROCKLEY					04/22/2022
	150-5700-571400	AMBULANCE CAPITAL EQUIP		459.00			
SURA MATTHEW J							
53095	QUANTUM EMS LLC	03/31/2022	04/22/2022	294.00	0.00	Paid	Y
	EMS REPAIRS	MROCKLEY					04/22/2022
	150-5231-539500	REPAIRS & MAINTENANCE		294.00			
SURA MATTHEW J							
53096	MICROSOFT*MICROSOFT 365 F	04/01/2022	04/22/2022	104.99	0.00	Paid	Y
	MICROSOFT 365	MROCKLEY					04/22/2022
	150-5221-531100	SUPPLIES		104.99			
SURA MATTHEW J							
53097	IPOINTPRODUCTS.COM	04/07/2022	04/22/2022	60.00	0.00	Paid	Y
	IPOINT	MROCKLEY					04/22/2022
	150-5231-531100	SUPPLIES		60.00			
SURA MATTHEW J							
53098	APPLE.COM/BILL	04/08/2022	04/22/2022	0.99	0.00	Paid	Y
	APPLE STORAGE	MROCKLEY					04/22/2022
	150-5231-531100	SUPPLIES		0.99			
WEGNER ANDREW P							
53099	TRACTOR SUPPLY #339	04/02/2022	04/22/2022	339.94	0.00	Paid	Y
	TRAILER-UTV CAPITAL PROJECT	MROCKLEY					04/22/2022
	430-5700-571300	FIRE DEPT CAPITAL EQUIP		339.94			
Total Purchase Card Vendor: 0002 US BANK				15,739.85	0.00		
# of Invoices:	104	# Due:	0	Totals:	16,208.10	0.00	
# of Credit Memos:	7	# Due:	0	Totals:	(468.25)	0.00	
Net of Invoices and Credit Memos:				15,739.85	0.00		

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 15/18

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

--- TOTALS BY GL DISTRIBUTION ---

100-5111-533500	TRAINING & TRAVEL	190.00
100-5141-533500	TRAINING & TRAVEL	149.00
100-5141-539900	OTHER	84.36
100-5142-521900	PROFESSIONAL SERVICES	157.40
100-5142-533500	TRAINING & TRAVEL	1,443.85
100-5144-531100	SUPPLIES	45.19
100-5144-533500	TRAINING & TRAVEL	90.00
100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE	(104.99)
100-5145-533500	TRAINING & TRAVEL	16.79
100-5153-539900	OTHER	80.00
100-5211-531100	SUPPLIES	90.83
100-5211-539400	BLDG REPAIRS & MAINTENANCE	4.97
100-5213-531100	SUPPLIES	40.49
100-5323-533500	TRAINING & TRAVEL	105.00
100-5324-539500	REPAIRS & MAINTENANCE	1,006.78
100-5345-539500	REPAIRS & MAINTENANCE	735.62
100-5521-531100	SUPPLIES	899.96
150-5221-531100	SUPPLIES	348.00
150-5221-534600	CLOTHING ALLOWANCE	159.57
150-5222-531100	SUPPLIES	87.02
150-5222-539500	REPAIRS & MAINTENANCE	143.76
150-5231-531100	SUPPLIES	728.91
150-5231-539500	REPAIRS & MAINTENANCE	294.00
150-5232-531100	SUPPLIES	535.50
150-5232-533500	TRAINING & TRAVEL	975.00
150-5700-571400	AMBULANCE CAPITAL EQUIP	1,161.66
430-5700-571300	FIRE DEPT CAPITAL EQUIP	339.94
440-5511-531100	SUPPLIES	94.75
440-5511-531400	META SPACE EQUIPMENT & SUPPLIE	196.66
440-5511-533000	THINGERY PURCHASES	97.84
440-5511-533100	PROGRAMMING	112.03
440-5511-533300	OUTREACH	431.49
440-5511-534000	DIGITAL MATERIALS	321.38
440-5700-532800	BOOKS	14.99
440-5700-532900	AV MATERIAL	134.44
440-5890-580600	DONATED FUND EXPENDITURES	397.06
610-6200-662300	OPERATION SUPPLY/EXP-PUMPING	403.49

04/28/2022 10:01 AM

User: MROCKLEY

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 16/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT			4.50			
610-6452-665200	MAINTENANCE-SERVICES			738.53			
610-6920-692300	OUTSIDE SERVICES EMPLOYED			(104.99)			
610-6920-693000	MISC GENERAL EXPENSES			906.07			
620-8010-827000	OPERATION SUPPLY/EXPENSE			1,413.76			
620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT			512.97			
620-8010-834000	MAINT-GENERAL PLANT/STRUCTURES			85.15			
620-8030-828000	TRANSPORTATION EXPENSE			171.12			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 17/18

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			5,035.25	0.00		
	150 - FIRE/AMBULANCE FUND			4,433.42	0.00		
	430 - CAPITAL EQUIPMENT FUND			339.94	0.00		
	440 - LIBRARY FUND			1,800.64	0.00		
	610 - WATER UTILITY FUND			1,947.60	0.00		
	620 - SEWER UTILITY FUND			2,183.00	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5111 - VILLAGE BOARD			190.00	0.00		
	5141 - VILLAGE ADMINISTRATOR			233.36	0.00		
	5142 - CLERK-TREASURER			1,601.25	0.00		
	5144 - ELECTIONS			135.19	0.00		
	5145 - FINANCE DEPARTMENT			(88.20)	0.00		
	5153 - ASSESSMENT OF PROPERTY			80.00	0.00		
	5211 - POLICE ADMINISTRATION			95.80	0.00		
	5213 - CRIME INVESTIGATION			40.49	0.00		
	5221 - FIRE ADMINISTRATION			507.57	0.00		
	5222 - FIRE SUPPRESSION			230.78	0.00		
	5231 - AMBULANCE			1,022.91	0.00		
	5232 - AMBULANCE TRAINING			1,510.50	0.00		
	5323 - GARAGE			105.00	0.00		
	5324 - MACHINERY & EQUIPMENT			1,006.78	0.00		
	5345 - STREET CLEANING			735.62	0.00		
	5511 - LIBRARY SERVICES			1,254.15	0.00		
	5521 - PARKS			899.96	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			1,651.03	0.00		
	5890 - USE OF DESIGNATED FUNDS			397.06	0.00		
	6200 - PUMPING OPERATIONS			403.49	0.00		
	6300 - WATER TREATMENT OPERATIONS			4.50	0.00		
	6452 - T&D-SERVICES MAINTENANCE			738.53	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			801.08	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			2,011.88	0.00		
	8030 - WASTEWATER COLLECTION SYSTE			171.12	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			(88.20)			
	0707			1,541.38			
	1051			109.48			
	1275			713.23			
	2365			247.27			

04/28/2022 10:01 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2022 - 04/22/2022
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 18/18

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	2544			2,149.80			
	4175			101.41			
	5311			11.99			
	5538			34.88			
	5724			2,141.52			
	6347			90.00			
	6370			2,291.90			
	6639			755.18			
	6899			339.94			
	8389			2,502.31			
	8756			45.90			
	8764			4.50			
	8798			255.00			
	9625			1,742.40			
	9708			749.96			

04/28/2022 10:05 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT FOR BOARD

Page: 1/7

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4084308373 53100	WE ENERGIES 0700126680-00001 Digester Gas 620-8010-821200	03/28/2022 MROCKLEY 0700126680-00001 Digester Gas	04/20/2022	186.38 186.38	0.00	Paid	Y 04/20/2022
4084308373 53101	WE ENERGIES 0700126680-00002 Well #3 Elec 610-6200-662200	03/28/2022 MROCKLEY 0700126680-00002 Well #3 Elec	04/20/2022	1,473.59 1,473.59	0.00	Paid	Y 04/20/2022
4084308373 53102	WE ENERGIES 0700126680-00003 Street Lights 100-5342-522200	03/28/2022 MROCKLEY 0700126680-00003 Street Lights	04/20/2022	3,783.76 3,783.76	0.00	Paid	Y 04/20/2022
4084308373 53103	WE ENERGIES 0700126680-00004 Greenwald 610-6200-662200	03/28/2022 MROCKLEY 0700126680-00004 Greenwald	04/20/2022	297.33 297.33	0.00	Paid	Y 04/20/2022
4084308373 53104	WE ENERGIES 0700126680-00005 Booster Station 610-6200-662200	03/28/2022 MROCKLEY 0700126680-00005 Booster Station	04/20/2022	1,336.41 1,336.41	0.00	Paid	Y 04/20/2022
4084308373 53105	WE ENERGIES 0700126680-00007 1240 N. Rochester 620-8020-821000	03/28/2022 MROCKLEY 0700126680-00007 1240 N. Rochester	04/20/2022	140.86 140.86	0.00	Paid	Y 04/20/2022
4084308373 53106	WE ENERGIES 0700126680-00008 Police Garage 100-5211-522200	03/28/2022 MROCKLEY 0700126680-00008 Police Garage	04/20/2022	147.99 147.99	0.00	Paid	Y 04/20/2022
4084308373 53107	WE ENERGIES 0700126680-00009 Fld Prk Baseball 100-5521-522200	03/28/2022 MROCKLEY 0700126680-00009 Fld Prk Baseball Lights	04/20/2022	21.50 21.50	0.00	Paid	Y 04/20/2022
4084308373 53108	WE ENERGIES 0700126680-00010 Fox River View 620-8020-821000	03/28/2022 MROCKLEY 0700126680-00010 Fox River View	04/20/2022	203.68 203.68	0.00	Paid	Y 04/20/2022

04/28/2022 10:05 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT FOR BOARD

Page: 2/7

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4084308373 53109	WE ENERGIES 0700126680-000011 DPW Elec 100-5323-522200	03/28/2022 MROCKLEY 0700126680-000011 DPW Elec	04/20/2022	418.08 418.08	0.00	Paid	Y 04/20/2022
4084308373 53110	WE ENERGIES 0700126680-000012 Fire 150-5221-522200	03/28/2022 MROCKLEY 0700126680-000012 Fire	04/20/2022	2,098.88 2,098.88	0.00	Paid	Y 04/20/2022
4084308373 53111	WE ENERGIES 0700126680-000013 police-CTH E N of 100-5211-522200	03/28/2022 MROCKLEY 0700126680-000013 police-CTH E N of Sugd	04/20/2022	17.74 17.74	0.00	Paid	Y 04/20/2022
4084308373 53112	WE ENERGIES 0700126680-000014 Hall 100-5160-522200	03/28/2022 MROCKLEY 0700126680-000014 Hall	04/20/2022	816.71 816.71	0.00	Paid	Y 04/20/2022
4084308373 53113	WE ENERGIES 0700126680-000014 Hall Gas 100-5160-522400	03/28/2022 MROCKLEY 0700126680-000014 Hall Gas	04/20/2022	369.85 369.85	0.00	Paid	Y 04/20/2022
4084308373 53114	WE ENERGIES 0700126680-000016 Miniwauken Park 100-5521-522200	03/28/2022 MROCKLEY 0700126680-000016 Miniwauken Park	04/20/2022	45.05 45.05	0.00	Paid	Y 04/20/2022
4084308373 53115	WE ENERGIES 0700126680-000017 Holz Elec 620-8010-821100	03/28/2022 MROCKLEY 0700126680-000017 Holz Elec	04/20/2022	10,385.99 10,385.99	0.00	Paid	Y 04/20/2022
4084308373 53116	WE ENERGIES 0700126680-000018 Parks 100-5521-522200	03/28/2022 MROCKLEY 0700126680-000018 Parks	04/20/2022	21.50 21.50	0.00	Paid	Y 04/20/2022
4084308373 53117	WE ENERGIES 0700126680-000019 Atkinson Pump 620-8020-821000	03/28/2022 MROCKLEY 0700126680-000019 Atkinson Pump	04/20/2022	424.03 424.03	0.00	Paid	Y 04/20/2022

04/28/2022 10:05 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT FOR BOARD

Page: 3/7

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4084308373 53118	WE ENERGIES 0700126680-000020 Well #6 610-6200-662200	03/28/2022 MROCKLEY	04/20/2022	1,116.49 1,116.49	0.00	Paid	Y 04/20/2022
4084308373 53119	WE ENERGIES 0700126680-000021 DPW Gas 100-5323-522400	03/28/2022 MROCKLEY	04/20/2022	605.78 605.78	0.00	Paid	Y 04/20/2022
4084308373 53120	WE ENERGIES 0700126680-000022 Concession 100-5521-522200	03/28/2022 MROCKLEY	04/20/2022	83.22 83.22	0.00	Paid	Y 04/20/2022
4084308373 53121	WE ENERGIES 0700126680-000023 Well #3 Gas 610-6200-662200	03/28/2022 MROCKLEY	04/20/2022	9.57 9.57	0.00	Paid	Y 04/20/2022
4084308373 53122	WE ENERGIES 0700126680-000024 Parks-200 S 100-5342-522200	03/28/2022 MROCKLEY	04/20/2022	23.36 23.36	0.00	Paid	Y 04/20/2022
4084308373 53123	WE ENERGIES 0700126680-000027 Police 100-5211-522200	03/28/2022 MROCKLEY	04/20/2022	1,578.31 1,578.31	0.00	Paid	Y 04/20/2022
4084308373 53124	WE ENERGIES 0700126680-000028 Miniwaukan 100-5521-522200	03/28/2022 MROCKLEY	04/20/2022	22.22 22.22	0.00	Paid	Y 04/20/2022
4084308373 53125	WE ENERGIES 0700126680-000029 F. Park Sump Pump 100-5521-522200	03/28/2022 MROCKLEY	04/20/2022	20.20 20.20	0.00	Paid	Y 04/20/2022
4084308373 53126	WE ENERGIES 0700126680-000031 Holz Gas 620-8010-821200	03/28/2022 MROCKLEY	04/20/2022	113.89 113.89	0.00	Paid	Y 04/20/2022

04/28/2022 10:05 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT FOR BOARD

Page: 4/7

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4084308373 53127	WE ENERGIES 0700126680-000032 Well #4 Elec 610-6200-662200	03/28/2022 MROCKLEY 0700126680-000032 Well #4 Elec	04/20/2022	1,815.05 1,815.05	0.00	Paid	Y 04/20/2022
4084308373 53128	WE ENERGIES 0700126680-000033 Parks 100-5521-522200	03/28/2022 MROCKLEY 0700126680-000033 Parks	04/20/2022	46.35 46.35	0.00	Paid	Y 04/20/2022
4084308373 53129	WE ENERGIES 0700126680-000034 Street Lights 100-5342-522200	03/28/2022 MROCKLEY 0700126680-000034 Street Lights	04/20/2022	62.12 62.12	0.00	Paid	Y 04/20/2022
4084308373 53130	WE ENERGIES 0700126680-000036 Flashers 100-5211-522200	03/28/2022 MROCKLEY 0700126680-000036 Flashers	04/20/2022	10.87 10.87	0.00	Paid	Y 04/20/2022
4084308373 53131	WE ENERGIES 0700126680-000037 Well #4 Gas 610-6200-662200	03/28/2022 MROCKLEY 0700126680-000037 Well #4 Gas	04/20/2022	108.72 108.72	0.00	Paid	Y 04/20/2022
4084308373 53132	WE ENERGIES 0700126680-000038 Museum 100-5512-522200	03/28/2022 MROCKLEY 0700126680-000038 Museum	04/20/2022	268.09 268.09	0.00	Paid	Y 04/20/2022
4084308373 53133	WE ENERGIES 0700126680-000039 Well #5 610-6200-662200	03/28/2022 MROCKLEY 0700126680-000039 Well #5	04/20/2022	2,873.46 2,873.46	0.00	Paid	Y 04/20/2022
4084308373 53134	WE ENERGIES 0709449777-00001 Library Gas 440-5511-522400	03/28/2022 MROCKLEY 0709449777-00001 Library Gas	04/20/2022	1,213.82 1,213.82	0.00	Paid	Y 04/20/2022
4084308373 53135	WE ENERGIES 0709449777-00002 Library Elec 440-5511-522200	03/28/2022 MROCKLEY 0709449777-00002 Library Elec	04/20/2022	2,387.58 2,387.58	0.00	Paid	Y 04/20/2022

04/28/2022 10:05 AM
 User: MROCKLEY
 DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
 JOURNALIZED PAID
 VENDOR CODE: 0034 - CHECK TYPE: EFT
 WE ENERGIES REPORT FOR BOARD

Page: 5/7

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4084308373 53136	WE ENERGIES 0712697628-00001 Tower Radio Bldg 100-5211-522200	03/28/2022 MROCKLEY 0712697628-00001 Tower Radio Bldg	04/20/2022	21.34 21.34	0.00	Paid	Y 04/20/2022
4084308373 53137	WE ENERGIES 0712697628-00002 Mukw Dam 100-5254-522200	03/28/2022 MROCKLEY 0712697628-00002 Mukw Dam	04/20/2022	22.65 22.65	0.00	Paid	Y 04/20/2022
4084308373 53138	WE ENERGIES 0712697628-00003 PD Tower meter 100-5211-522200	03/28/2022 MROCKLEY 0712697628-00003 PD Tower meter #05662	04/20/2022	43.75 43.75	0.00	Paid	Y 04/20/2022
4084308373 53139	WE ENERGIES 0712697628-00004 1224 Riverton 620-8020-821000	03/28/2022 MROCKLEY 0712697628-00004 1224 Riverton	04/20/2022	150.35 150.35	0.00	Paid	Y 04/20/2022
4084308373 53140	WE ENERGIES 0712697628-00006 Well #7 610-6200-662200	03/28/2022 MROCKLEY 0712697628-00006 Well #7	04/20/2022	1,726.66 1,726.66	0.00	Paid	Y 04/20/2022
4084308373 53141	WE ENERGIES 0712697628-00007 School Crossing 100-5342-522200	03/28/2022 MROCKLEY 0712697628-00007 School Crossing Lights	04/20/2022	15.71 15.71	0.00	Paid	Y 04/20/2022
4084770031 53142	WE ENERGIES 0700126680-00015 STREET LIGHTS 100-5342-522200	03/28/2022 MROCKLEY 0700126680-00015 STREET LIGHTS	04/20/2022	10,318.83 10,318.83	0.00	Paid	Y 04/20/2022
4074408999 53143	WE ENERGIES 0700126680-00006 Field Park 100-5521-522200	03/28/2022 MROCKLEY 0700126680-00006 Field Park	04/20/2022	317.79 317.79	0.00	Paid	Y 04/20/2022
4037787921 53144	WE ENERGIES 0700126680-000025 Tower 610-6200-662200	03/28/2022 MROCKLEY 0700126680-000025 Tower	04/20/2022	33.17 33.17	0.00	Paid	Y 04/20/2022

04/28/2022 10:05 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT FOR BOARD

Page: 6/7

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

4037787921							
53145	WE ENERGIES	03/28/2022	04/20/2022	106.81	0.00	Paid	Y
	0700126680-00030 Andrews Street	MROCKLEY					04/20/2022
	100-5521-522200	0700126680-00030 Andrews Street		106.81			

# of Invoices:	46	# Due:	0	Totals:	47,305.49	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					47,305.49	0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	ELECTRIC	816.71
100-5160-522400	GAS	369.85
100-5211-522200	ELECTRIC	1,820.00
100-5254-522200	ELECTRIC	22.65
100-5323-522200	ELECTRIC	418.08
100-5323-522400	GAS	605.78
100-5342-522200	ELECTRIC	14,203.78
100-5512-522200	ELECTRIC	268.09
100-5521-522200	ELECTRIC	684.64
150-5221-522200	ELECTRIC	2,098.88
440-5511-522200	ELECTRIC	2,387.58
440-5511-522400	GAS	1,213.82
610-6200-662200	FUEL OR POWER PURCHASED	10,790.45
620-8010-821100	WWTP ELECTRIC POWER	10,385.99
620-8010-821200	NAT GAS/ADMIN BLDG/HEAT EXCH	300.27
620-8020-821000	PUMPING POWER & FUEL	918.92

04/28/2022 10:05 AM

User: MROCKLEY

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/20/2022 - 04/20/2022
JOURNALIZED PAID
VENDOR CODE: 0034 - CHECK TYPE: EFT
WE ENERGIES REPORT FOR BOARD

Page: 7/7

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			19,209.58	0.00		
	150 - FIRE/AMBULANCE FUND			2,098.88	0.00		
	440 - LIBRARY FUND			3,601.40	0.00		
	610 - WATER UTILITY FUND			10,790.45	0.00		
	620 - SEWER UTILITY FUND			11,605.18	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5160 - VILLAGE HALL			1,186.56	0.00		
	5211 - POLICE ADMINISTRATION			1,820.00	0.00		
	5221 - FIRE ADMINISTRATION			2,098.88	0.00		
	5254 - DAMS			22.65	0.00		
	5323 - GARAGE			1,023.86	0.00		
	5342 - STREET LIGHTING			14,203.78	0.00		
	5511 - LIBRARY SERVICES			3,601.40	0.00		
	5512 - MUSEUM			268.09	0.00		
	5521 - PARKS			684.64	0.00		
	6200 - PUMPING OPERATIONS			10,790.45	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			10,686.26	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			918.92	0.00		

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/06/2022	GEN	34001	ARROWHEAD BP	COURT RESTITUTION	100-0000-233000	50.00
04/06/2022	GEN	34002	TREASURER STATE OF WI	COURT FINES & FEES	100-0000-242400	5,885.46
04/06/2022	GEN	34003	TREASURER WAUKESHA COUNTY	COURT FINES & FEES	100-0000-243240	2,112.40
			TOTAL - ALL FUNDS	TOTAL OF 3 CHECKS		8,047.86

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/08/2022	GEN	468 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - MARCH	100-5142-539900	14.12
		468 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	100-5241-539900	104.12
		468 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	410-5363-539900	64.37
		468 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	610-6902-690300	64.37
		468 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	620-8300-840000	64.37
						311.35
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		311.35

04/28/2022 10:13 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34004 - 34010
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/06/2022	GEN	34004	EAST TROY SCHOOL DISTRICT	LC TAX SETTLEMENT	720-0000-246200	2,586.45
04/06/2022	GEN	34005	GATEWAY TECHNICAL COLLEGE	LC TAX SETTLEMENT	720-0000-246300	220.98
04/06/2022	GEN	34006	MUKWONAGO AREA SCHOOLS	LC TAX SETTLEMENT	720-0000-246000	175,949.65
04/06/2022	GEN	34007	PHANTOM LAKES MGMT DISTRICT	LC TAX SETTLEMENT	720-0000-245000	1,396.07
04/06/2022	GEN	34008	WALWORTH CTY TREASURER	LC TAX SETTLEMENT	720-0000-243110	1,115.76
04/06/2022	GEN	34009	WAUKESHA CTY TREASURER	LC TAX SETTLEMENT	720-0000-243100	39,176.10
04/06/2022	GEN	34010	WCTC	LC TAX SETTLEMENT	720-0000-246100	7,027.67
			TOTAL - ALL FUNDS	TOTAL OF 7 CHECKS		227,472.68

04/28/2022 10:17 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34086 - 34088
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/08/2022	GEN	34086	WAUKESHA COUNTY REGISTER OF DEEDS	RECORD COVID SOLUTIONS	100-5632-531200	30.00
04/08/2022	GEN	34087	WAUKESHA COUNTY REGISTER OF DEEDS	RECORDING CUP MINIWAUKEN PARK	100-5632-531200	30.00
04/08/2022	GEN	34088	WAUKESHA COUNTY REGISTER OF DEEDS	RECORD CUP CAMBELL CONSTRUCTION	100-0000-211400	30.00
			TOTAL - ALL FUNDS	TOTAL OF 3 CHECKS		90.00

04/28/2022 10:22 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 34089
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/13/2022	GEN	34089	1451 DALE PAINTING	PAINTING	440-5890-580600	2,100.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		2,100.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/27/2022	GEN	479 (E)	WI DEPT OF REVENUE QTRLY TAX	WI DEPT OF REVENUE QTRLY TAX	100-5160-539900	6.22
		479 (E)		WI DEPT OF REVENUE QTRLY TAX	100-5521-539900	99.21
		479 (E)		WI DEPT OF REVENUE QTRLY TAX	440-5511-539900	112.77
						218.20
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		218.20

04/28/2022 10:30 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 469
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/11/2022	GEN	469 (E)	UKG INC.	PAYROLL ACA PRINTING 1095C FORMS	100-5141-539900	5.90
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5142-539900	5.90
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5145-539900	11.80
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5211-539900	35.40
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5212-539900	26.55
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5213-521900	5.90
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5241-539900	5.90
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5300-539900	23.60
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	100-5632-539900	2.95
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	150-5221-539900	29.50
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	440-5511-539900	32.45
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	610-6902-690300	14.75
		469 (E)		PAYROLL ACA PRINTING 1095C FORMS	620-8300-840000	8.85
						209.45
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		209.45

04/28/2022 10:34 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/13/2022 - 04/13/2022
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/13/2022	GEN	34090	MINNESOTA LIFE INSURANCE	MAY 2022 LIFE INSURANCE	100-0000-215301	995.58
		34090		MAY 2022 LIFE INSURANCE	150-0000-215301	162.12
		34090		MAY 2022 LIFE INSURANCE	440-0000-215301	120.14
		34090		MAY 2022 LIFE INSURANCE	610-0000-215301	30.22
		34090		MAY 2022 LIFE INSURANCE	620-0000-215301	180.88
						1,488.94
04/13/2022	GEN	34091	MISSION SQUARE RETIREMENT	RETIREMENT PR 04/15/2022 ACCT 305155	100-0000-215250	2,791.91
		34091		RETIREMENT PR 04/15/2022 ACCT 305155	150-0000-215250	11.81
		34091		RETIREMENT PR 04/15/2022 ACCT 305155	440-0000-215250	685.50
		34091		RETIREMENT PR 04/15/2022 ACCT 305155	610-0000-215250	181.71
		34091		RETIREMENT PR 04/15/2022 ACCT 305155	620-0000-215250	364.60
						4,035.53
04/13/2022	GEN	470 (E)	EMPLOYEE TRUST FUNDS	MAY 2022 HEALTH INSURANCE	100-0000-215300	53,325.06
		470 (E)		MAY 2022 HEALTH INSURANCE	150-0000-215300	8,399.69
		470 (E)		MAY 2022 HEALTH INSURANCE	440-0000-215300	7,040.39
		470 (E)		MAY 2022 HEALTH INSURANCE	610-0000-215300	3,488.42
		470 (E)		MAY 2022 HEALTH INSURANCE	620-0000-215300	5,954.18
						78,207.74
04/13/2022	GEN	471 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT PR 04/15/2022	100-0000-215250	580.00
		471 (E)		RETIREMENT PR 04/15/2022	150-0000-215250	600.52
						1,180.52
04/13/2022	GEN	472 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - MARCH 2022	100-0000-215200	30,227.37
		472 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	150-0000-215200	9,150.60
		472 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	440-0000-215200	4,975.88
		472 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	610-0000-215200	2,037.28
		472 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	620-0000-215200	2,798.38
						49,189.51
			TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS		134,102.24

04/28/2022 10:39 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/27/2022 - 04/27/2022
Banks: GEN

Page 1/2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/27/2022	GEN	34189	AFLAC	ACCOUNT# V1553 SUPPLEMENTAL	100-0000-215302	318.87
		34189		ACCOUNT# V1553 SUPPLEMENTAL	150-0000-215302	317.21
		34189		ACCOUNT# V1553 SUPPLEMENTAL	440-0000-215302	2.30
		34189		ACCOUNT# V1553 SUPPLEMENTAL	620-0000-215302	233.38
						871.76
04/27/2022	GEN	34190	MISSION SQUARE RETIREMENT	RETIREMENT PR 04/29/22 ACCT 305155	100-0000-215250	2,849.16
		34190		RETIREMENT PR 04/29/22 ACCT 305155	440-0000-215250	677.63
		34190		RETIREMENT PR 04/29/22 ACCT 305155	610-0000-215250	214.68
		34190		RETIREMENT PR 04/29/22 ACCT 305155	620-0000-215250	344.63
						4,086.10
04/27/2022	GEN	34191	MUKWONAGO PROFESSIONAL	APRIL 2022 FIRE UNION DUES	150-0000-215500	405.00
04/27/2022	GEN	34192	MUKWONAGO PROFESSIONAL POLICE	APRIL 2022 POLICE UNION DUES	100-0000-215500	825.00
04/27/2022	GEN	34193	VILLAGE OF MUKWONAGO MRA	APRIL 2022 FSA	100-0000-215350	2,657.00
		34193		APRIL 2022 FSA	150-0000-215350	493.83
		34193		APRIL 2022 FSA	610-0000-215350	7.55
		34193		APRIL 2022 FSA	620-0000-215350	229.00
						3,387.38
04/27/2022	GEN	475 (E)	DELTA DENTAL OF WISCONSIN	MAY 2022 DENTAL PREMIUMS	100-0000-215304	389.84
		475 (E)		MAY 2022 DENTAL PREMIUMS	150-0000-215304	20.98
		475 (E)		MAY 2022 DENTAL PREMIUMS	440-0000-215304	51.72
		475 (E)		MAY 2022 DENTAL PREMIUMS	610-0000-215304	9.61
		475 (E)		MAY 2022 DENTAL PREMIUMS	620-0000-215304	0.15
						472.30
04/27/2022	GEN	476 (E)	DELTA DENTAL OF WISCONSIN	MAY 2022 VISION PREMIUMS	100-0000-215303	56.32
		476 (E)		MAY 2022 VISION PREMIUMS	440-0000-215303	35.76
						92.08
04/27/2022	GEN	477 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT PR 04/29/2022	100-0000-215250	580.00
		477 (E)		RETIREMENT PR 04/29/2022	150-0000-215250	600.52
						1,180.52
04/27/2022	GEN	478 (E)	UKG INC.	PAYROLL PROCESSING FEES MARCH 2022	100-5111-539900	92.75
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5120-539900	26.5

04/28/2022 10:39 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 04/27/2022 - 04/27/2022
Banks: GEN

Page 2/2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5141-539900	13.25
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5142-539900	26.50
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5144-521900	265.00
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5145-539900	66.25
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5211-539900	119.25
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5212-539900	132.50
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5213-521900	26.50
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5241-539900	26.50
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5300-539900	92.75
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	100-5632-539900	13.25
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	150-5221-539900	556.50
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	440-5511-539900	278.25
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	610-6902-690300	53.00
		478 (E)		PAYROLL PROCESSING FEES MARCH 2022	620-8300-840000	39.75
						1,828.50
			TOTAL - ALL FUNDS	TOTAL OF 9 CHECKS		13,148.64

**SERVICE AGREEMENT
FOR THE PROVISION OF INFORMATION TECHNOLOGY (IT) MANAGED
SERVICES FOR THE VILLAGE OF MUKWONAGO**

This Agreement is made and entered into this____day of May, 2022, by and between **Velocity Solutions**, hereinafter referred to as the “Service Provider,” and the **Village of Mukwonago**, Wisconsin, hereinafter referred to as the “Village”.

In consideration of the mutual agreements contained herein, the Village and the Service Provider agree as follows:

1. The Village will:

The Village will pay the Service Provider an hourly rate of \$85 per hour for the services provided as described within this Agreement. Such payment shall be full compensation for all services rendered and for all supervision, labor, and other incidental costs incurred by the Service Provider in carrying out its duties and responsibilities as provided herein. The Village shall issue payment within 30 days of receipt of monthly invoices that reflect only hours of actual support services provided. Payment is to be used strictly for service hours outlined in this Agreement and cannot be used as a credit for hardware, software, or anything else not in this Agreement.

To expedite payment of invoices under this Agreement, the invoices should be sent to the following:

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

The Village will provide a sufficient area/room for the provision of the services described in any municipal facility as needed to perform the duties and responsibilities of the Service Provider as enumerated herein, including access to municipal computers, databases, and the like at a reasonable date and time so as to not adversely impact ongoing municipal functions at the Village. The Village will make available to the Service Provider any information, reports, equipment, and data in possession of the Village necessary for the Service Provider to carry out its duties and responsibilities as enumerated herein. In order for the Service Provider to perform the duties and responsibilities as enumerated below, and to efficiently manage the Village’s data infrastructure, the Village agrees to make no changes to the IT infrastructure without consultation with the Service Provider.

2. The Service Provider will:

The Service Provider hereby agrees to perform technology services requested by said Village as follows: The Service Provider will be expected to assist with IT related functions that are to include: Client Management, Server Management, Network Maintenance, On-call support, Cyber Security, Vendor Management and Network Architecture and Design. Service Provider shall provide on-call personnel to respond to daily network and user needs, in addition to monitoring

and patching. The Service Provider will be expected to assist in a “coordinator” role on various issues within the scope of essential duties and responsibilities. Examples of the “coordinator role” include the following:

- Reporting to the Village on the status of the Village’s IT network.
- Working with Department Heads/designees to help them implement IT related activities within their office.
- Serving as the de facto Director of IT for the Village.

Service Provider will provide a minimum of 8 hours of IT service to the Village per week. These 8 hours shall be conducted physically at Village facilities.

2. **Duration:**

This Agreement will become effective upon signature. This Agreement by and between the Village of Mukwonago and the Service Provider shall have a duration from **xxxx, 2022 through xxxxx, 2023**, with additional one-year options for a potential to perform IT support for up to five years. The Village of Mukwonago will have the sole discretion to exercise these options.

3. **Negotiation of Rate Adjustment in Future Years:**

If the Village exercises the option to extend the Agreement beyond the initial 1-year term, any rate increase will be subject to a CPI-U (The Consumer Price Index for All Urban Consumers) adjustment as well as a possible hourly rate renegotiation at the discretion and request of the Service Provider.

4. **Use of Village Name:**

It is understood and agreed that the name of the Village and the municipal location may not be used by the Service Provider or its agents in any promotional materials without prior approval of the Village.

5. **Independent Contractor:**

It is understood and agreed that the Service Provider is an independent contractor for the performance of all services described within this Agreement. Nothing contained in this Agreement shall be deemed or interpreted to constitute the independent contractor as a partner, agent or employee of the Village, nor shall either party have any authority to bind the other.

6. **Assignment:**

This Agreement is not assignable by the Service Provider without the express written consent of the Village, and in the event of bankruptcy, assignment for the benefit of creditors, or a petition for receivership relative to the Service Provider, the Village may, without notice, declare this Agreement at an end, at its option.

7. **Liability and insurance:**

The Service Provider shall, before commencing work, procure and maintain for the duration of the Agreement professional liability insurance with minimum limits of \$1,000,000.00 per occurrence. This insurance must apply to the Service Provider's agents, employees, representatives, and sub-contractors. The insurance provider must be licensed in the State of Wisconsin to provide the coverage.

8. **Confidentiality:**

Service Provider acknowledges and agrees that it will not disclose any information obtained in performing services pursuant to this Agreement. Service Provider agrees to hold all information in strictest confidence and will take proper and appropriate steps, at all times, to protect such information from disclosure to third parties. All information obtained from the Village will be used by Service Provider only in connection with its rights and obligations under this Agreement and no other use will be made of it. A violation of this paragraph will be a material violation of this Agreement. The parties also acknowledge that the Village is subject to Wisconsin open records law and will comply therewith.

9. **Notice:**

Any and all notices related to this Agreement, including notice regarding cancellation, shall be via certified mail to:

Village:
Village of Mukwonago
Village Administrator's Office
440 River Crest Court
Mukwonago, WI 53149

Service Provider:
Mr. John Wisniewski
Velocity Solutions
W268S8380 Alpine Drive
Mukwonago, WI 53149

10. **Disputes:**

In the event of a dispute between Village and Service Provider arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. If the parties cannot thereafter resolve the dispute, each party shall nominate a senior officer of its management to meet to resolve the dispute by direct negotiation or mediation. Should such negotiation or mediation fail to resolve the dispute, either party may end this agreement with 60 days written notice. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder.

11. **Wisconsin Law:**

This Agreement shall be governed by and construed with the laws of the State of Wisconsin.

12. **Complete Agreement:**

This Agreement represents the entire of listing of the terms, obligations, and responsibilities of the parties. This Agreement may be modified only in writing by an amendment signed by both parties.

13. **Endorsement:**

By endorsing this Agreement both the Service Provider and the Village indicate that each has the authority to bind to the terms of this Agreement. The Service Provider in executing this Agreement acknowledges that it has not been induced to enter into this Agreement by any understanding or promise or other statement, whether verbal or written, by or on behalf of the Village concerning any matter not expressed herein. The Service Provider acknowledges that the Village has relied upon the proposal submitted by the Service Provider and has awarded the Agreement in reliance thereon.

VELOCITY SOLUTIONS

VILLAGE OF MUKWONAGO

By _____

By _____

Title:

Village President

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

6-10, 11, 12
7-15, 16, 17
8-19, 20, 21
9-9, 10, 11

Date Submitted: _____

Event Date: _____

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

Maxwell Street Days

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	4x \$100.00 per day	\$ 400
☐ 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	8x \$200.00 per day	\$ 1,600
☒ Electricity and Coordination (Pavilions B or C)	8x \$15.00 per day	\$ 120
☐ Non-Resident Fee	Additional \$25.00 per day	\$ _____
Fee Total		\$ 2,120 \$ 1,720

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: Timothy J. Flory Vice Commander
Address: [REDACTED] State: WI Zip: 53156
Daytime Phone: [REDACTED]
E-Mail: timflory@charter.net

ORGANIZATION INFORMATION

Name of Organization: American Legion Post #375
Mailing Address: 627 E. VETERAN'S WAY City: MUKWONAGO State: WI Zip: 53149
Phone Number: 262-363-3580 Is the organization a 501(c)3 organization? ☒ YES ☐ NO
Website Address: Post375.ORG

RENTAL INFORMATION

Date(s) of the Event: JUNE 11-12 JULY 16-17 AUG 20-21 SEP 10-11

Estimated # of Participants: _____

NOTE: (If there are 150 people or more, a special event permit will be required under separate application):

Event Start Time: 0600 Event End Time: 1700

A. Generally, describe your event and its purpose.

MAXWELL STREET DAYS FLEA MARKET

B. Please provide your COVID-19 Action Plan

C. 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

D. Does your event involve amplified music?

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

Hours of amplified music: _____

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

F. 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

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

THREE 30yd Dumpsters
Boy Scout Troop #363 To Clean Park And General Trash
Pickup During And After Each Event Post #375
Provides 55g Trash Barrels Throughout The Grounds

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

Picnic TABLES

INSURANCE REQUIREMENTS

The Applicant will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

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
Timothy J. Flory
Print Name

3-28-22
Date

FOR OFFICE USE ONLY			
Date Fees/Deposit Paid 4-2-22	Receipt # 163539	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 ☐ Clerk ☐ Utilities - Sewer or Water			

Linda Gourdoux

From: Christopher DeMotto
Sent: Monday, August 23, 2021 10:51 AM
To: timflury@charter.net
Cc: Daniel Streit; Chief Jeff Stien; Ron Bittner; Brennen McCuen; Brian Cieszynski; Linda Gourdoux; Gary Walters
Subject: CTH NN Gate

Good Morning Tim,

In checking the permit for the application for Maxwell Street Days you are listed as the contact for the American Legion. I am sure you are aware we have been trying to get people to use the crosswalk at STH 83 and CTH NN and not cross mid-block on CTH NN. Even with signs we have been struggling to keep pedestrians from taking the risk of crossing in mid-block. With that said we are going to close and latch the CTH NN gate, after the vendors enter from the park about 8am, starting the next Maxwell Street Days. Unfortunately, our next step would be to have officers enforce municipal and State laws for Jaywalking, which I really don't want to do.

If there is a way you can get the word out about not crossing mid-block that would help. The Village will also explore options to help educate people about Jaywalking, like posting on our message boards. If you have any questions please contact me.

Assistant Chief Chris DeMotto
Village of Mukwonago PD
627 South Rochester St
Mukwonago, WI 53149
(262)363-6436

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

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: _____

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: AMERICAN Legion Post #375
Mailing Address: 627 E. VETERAN'S WAY City: MUKWONAGO State: WI Zip: 53149
Phone Number: 262-363-3580 Is the organization a 501(c)3 organization?: ☒ YES ☐ NO
Website Address: Post375.org
Event Co: [REDACTED]
Mailing: [REDACTED] Zip: 53156
Home Phone: _____ Work Phone: _____ Cell Phone: 262-894-6492
Email Address: timflury@charter.net

EVENT INFORMATION

Name of the Event: MAXWELL STREET DAYS Date(s) of the Event: JUNE 11-12 JULY 16-17 AUG 20-21
Event Start Time: 0600 Event End Time: 1700 SEP 10-11
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. Please provide your COVID-19 Action Plan.
- C. 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.
- D. 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.
- E. Generally describe your event and its purpose.

Flea Market, Community Event

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

G. Estimated # of participants: 6,000 Spectators: 3,000 Vendors: 500

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: 2
- 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? Possibly
 If yes, will the amplified music be a: ☐ Band ☐ DJ ☒ Other
 Hours of amplified music: Noon - 4pm
- I. Please list the number of security staff you will be providing for the event: Village Police
- J. Will you need barricades provided by the Village for your event? ☐ YES ☒ NO
 If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☒ YES ☐ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☐ YES ☒ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☒ YES ☐ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
Picnic TABLES

- 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 provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

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).

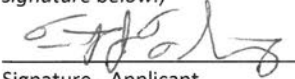
TERMINATION OF AN EVENT

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

Timothy J. Flury, Vice Cdr.
Name & Title (PRINT)

Name & Title (PRINT)

Date

Date

FOR OFFICE USE ONLY			
Date Fees Paid 4-2-22	Receipt # 6-3539	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

VILLAGE OF MUKWONAGO PRESENTS



**Mt.
OLIVE**
HIGH-POWERED ROCK



SATURDAY JUNE 4, 2022

INDIANHEAD PARK

850 MAIN STREET, MUKWONAGO

Free Concert!
Bring your Lawn Chair

6:15PM - New Outdoor Performance Stage

Ribbon Cutting

6:30PM - 10PM

Mt. Olive Concert

*Food Trucks include Pina Mexican Eats and Scotts
Dog House*

On Site and Street Parking Available



**Beer Sales provided by
Mukwonago Rotary Club**

No Carry -Ins Allowed

www.villageofmukwonago.com

74

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: 4-13-22

Event Date: 8-2-22

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 | \$300.00 per day | \$ _____ |
| ☐ Electricity and Coordination (Pavilions B or C) | \$15.00 per day | \$ _____ |
| ☐ Non-Resident Fee | Additional \$25.00 per day | \$ _____ |

Fee Total \$ 0

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 \$ 0

APPLICANT INFORMATION

Name: LT. Michael Kubiak
Address: 627 S. Rochester ST City: Mukwonago State: WI Zip: 53149
Daytime Phone: 262-363-6435 Fax: _____
E-Mail: mkubiak@MKPD.org

ORGANIZATION INFORMATION

Name of Organization: Village of Mukwonago Police
Mailing Address: 627 S. Rochester ST City: Mukwonago State: WI Zip: 53149
Phone Number: 262-363-6435 Is the organization a 501(c)3 organization? ☐ YES ☒ NO
Website Address: _____

RENTAL INFORMATION

Date(s) of the Event: 8-2-22
Estimated # of Participants: 300-500
NOTE: (If there are 150 people or more, a special event permit will be required under separate application):
Event Start Time: 6pm Event End Time: 8:30 pm

A. Generally, describe your event and its purpose.

National Night Out is a Community event that involves the Police, Fire, and other Organizations.

B. Please provide your COVID-19 Action Plan

C. 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

D. Does your event involve amplified music?

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

Hours of amplified music: _____

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

F. 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

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

will clean up with DPW assistance.

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

N/A

INSURANCE REQUIREMENTS

The Applicant will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

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

Date

Print Name

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 ☐ Clerk ☐ Utilities – Sewer or Water			

PARK AND FIELD USE POLICY

When not in reserved use, the Village of Mukwonago parks and fields are open to the public on a first-come first-serve basis so long as the property and equipment are used with care and for appropriate uses. **Village youth groups will apply separately. Contact the Village Clerk's office for more information.**

FOR RESERVED USE OF VILLAGE PARKS

In order to insure exclusive availability and proper preparation, the individual(s) or group(s) must comply with the following procedure:

1. A representative must appear in person at the Village Clerk's Office (Monday through Thursday, 8:00 a.m. to 5:00 p.m., and Friday, 8:00 a.m. to noon) to fill out an application for reserved use of a park facility at least **two (2) months in advance** of use. **Deposit must be paid upon submittal of the application, otherwise the park may be given to another party. The renter is responsible to pick up the pavilion key at the Clerk's Office 1-2 business days prior to their rental day. No items shall be stored in the pavilion prior to the rental day unless payment has been received for the extra day(s).**
2. Payment of all fees must be paid upon submittal of the application. Fees are listed on Page 1 of the application.
3. "Resident" is defined as a person, group, or company having a Village of Mukwonago address. The event must only be for the business or group within the Village limits, or personal events only for applicants residing in the Village.
4. A receipt and a copy of the executed application will be given at time of payment. This receipt and approved application should be taken to the park for evidence of reserve use priority if there is any dispute. If the park is not yielded by other individuals after visual inspection of receipt and polite request to vacate, the receipt holder should call the Mukwonago Police Department (363-6435).
5. CANCELLATIONS must be made a minimum of 24 hours in advance of reserved time. No cancellations can be made except from 8:00 a.m. to 4:30 p.m., Monday through Thursday, and 8:00 a.m. to noon on Friday. If Clerk's Office has received cancellation at least 24 hours prior to reserved time, a refund will be given. If less than 24 hours notice is given, no refund will be given.

RULES FOR THE USE OF ANY VILLAGE PARK

1. Only the facilities indicated are to be used. Inspection after use is required. Said inspection shall be performed by a representative of the Village as determined by the Public Works Director. The representative will have full authority to determine if the facilities have been cleaned sufficiently to warrant return of the deposit and that no damage to the facilities exist. In the event of a dispute, an appeal can be made to the Village Board.
2. Buildings, if used, must be cleaned by 9:00 a.m. of the day following their use. Picnic grounds and other areas must be clean and restored upon completion of the function unless special arrangements have been stated on the permit.

A. Cleaning includes:

- 1) Normal kitchen cleaning, picking up after yourself and wiping down facilities used.
 - 2) Garbage cans must be left clean in pavilion and in picnic areas. Park users are responsible to bring their own 55-gallon garbage bags, then they are to be placed in the dumpster in park.
 - 3) The floor in the pavilion must be cleaned thoroughly with soap and water when beer and soda are served.
 - 4) In all circumstances, the grounds must be restored no later than noon of the day following its use.
3. No grills are to be placed directly on the ground, otherwise parties will be responsible to replace the dead grass.
 4. If generators are to be used, they must be placed on the HWY 83 side of the park.
 5. A deposit in accordance with the schedule stated on page 1 is required from the individual, group or organization requesting use of any park facility. Please note:

Village of Mukwonago

440 River Crest Court

Mukwonago, WI 53149

Phone: (262) 363-6420

Fax: (262) 363-6425

www.villageofmukwonago.com

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: _____ 04-08-2022 _____

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: _____ VILLAGE OF MUKWONAGO POLICE DEPARTMENT/ NEIGHBORHOOD
WATCH _____

Mailing Address: _____ 627 S. Rochester St. _____ Mukwonago _____ 53149
City: _____ State: WI _____ Zip: _____
262-363-6435

Phone Number: _____ Is the organization a 501(c)3 organization?: → YES → ✗ NO

Website Address: _____

Event Contact Person: _____ LT. Mike
Kubiak _____

Mailing Address: _____ 627 S. Rochester St. _____ Mukwonago _____
City: _____ State: WI _____ Zip: _____
53149

Home Phone: _____ Work Phone: _____ 262-363-6435 _____ Cell Phone: _____

Email Address: _____

EVENT INFORMATION

Name of the Event: _____ National Night out 2022 _____ Date(s) of the Event: _____ 08-02-2022 _____

Event Start Time: _____ 6:00 PM _____ Event End Time: _____
8:30PM _____

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. Please provide your COVID-19 Action Plan.

C. 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.

- D. 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. E. Generally describe your event and its purpose.
- ___ Crime Prevention event held annually on the first Tuesday of August across the Nation. Various departments and local organizations showcase their equipment and services they offer. Various kids games and events throughout the park.

- F. Based on the class definitions found in the manual, what class is your event? → CLASS I → CLASS II
- G. Estimated # of participants: ___ 350-500 ___ Spectators: ___ 325-500 ___ Vendors: ___ 25-50 ___

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: _____
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-8300) for proper permits.* → YES → NO 896-
- 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 to
- 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 permits.* → YES → NO proper
- 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: _____ 12
- J. Will you need barricades provided by the Village for your event? → YES → NO
If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* → YES → NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* → YES → NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* → YES → NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* → YES → NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

-
-
-
-
- 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 of

INSURANCE REQUIREMENTS

The Special Event Sponsor will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

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
LT. Michael Kubiak

Signature - Applicant

Name & Title (PRINT)

Name & Title (PRINT)

04-07-2022

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

SPECIAL EVENT PERMIT APPLICATION

CONTACT INFORMATION AND FEES SHEET

DEPARTMENT CONTACTS:

Clerk/Treasurer (262) 363-6421
Building Inspection (262) 363-6419
Fire (262) 363-6426

Police (262) 363-6435
Public Works (262) 363-6447
Water/Sewer Utility (262) 363-6416

VILLAGE PERMIT AND OTHER FEES:

Class I Event (Includes alcohol and/or amplified music)	\$20 per day of event
Class II Event	\$10 per day of event
Electrical Inspection	\$75 per hour

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

VILLAGE OF MUKWONAGO SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Community American Legion Post 375
Mailing Address: 627 E Veterans Way City: Mukwonago State: WI Zip: 53147
Phone Number: 262-363-3580 Is the organization a 501(c)3 organization? ☒ YES ☐ NO
Website Address: Post375.org
Event Contact Person: Peter HAYS
Mailing Address: 
Home Phone: 
Email Address: hays.peterk63@yahoo.com

EVENT INFORMATION

Name of the Event: Memorial Day Parade Date(s) of the Event: MAY 30th 2020
Event Start Time: 9:00 AM Event End Time: 12:00 PM
Location of the Event: Start @ Parkview, end at Mukwonago Library

- 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.

Parade (Annual) to honor All Veterans on Memorial Day.

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

F. Estimated # of participants: 150 Spectators: many Vendors: NO

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? Same as last year
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☐ YES ☒ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
Police control of traffic

- 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

Patrick Hays Committee Chairman
Name & Title (PRINT)

04/21/2022
Date

Signature - Applicant

Name & Title (PRINT)

Date

FOR OFFICE USE ONLY			
Date Fees Paid 4-21-22	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



The American Legion Community Post No. 375

P.O. Box 152 * Mukwonago, Wisconsin 53149-0152

Phone: 262-363-3580

Apr 21st, 2022

Village of Mukwonago
440 River Crest Ct.
Mukwonago, WI 53149

The Village of Mukwonago President and Trustees are invited as guest of the
American Legion Post 375 to attend the Memorial Day Parade and Ceremony
On Monday May 30th . Assembly is at 9:00 am, Park View School. Step off at 9:30.

Please respond via email to hayspatrick63@yahoo.com with the names and titles of
Those who plan to attend. Please respond no later than Wednesday May 18th.

Sincerely,

Patrick Hays

Ceremony Chairman

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

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: 4/27/2022

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 COMMUNITY LIBRARY

Mailing Address: 511 DIVISION STREET City: MUKWONAGO State: WI Zip: 53149

Phone Number: (262) 363-6411 Is the organization a 501(c)3 organization?: ☐ YES ☐ NO

Website Address: www.mukwonagolib.org

Event Contact Person: ERIC HUEMMER

Mailing Address: 511 DIVISION STREET City: MUKWONAGO State: WI Zip: 53149

Home Phone: _____ Work Phone: (262) 363-6411 Ext. 4113 Cell Phone: (608) 438-3350

Email Address: EHUEMMER@MUKWONAGOLIBRARY.ORG

EVENT INFORMATION

Name of the Event: SUMMER LIBRARY PROGRAM KICK-OFF Date(s) of the Event: SATURDAY, JUNE 11, 2022

Event Start Time: 10:00 AM Event End Time: 1:00 PM

Location of the Event: LIBRARY PROPERTY AND WASHINGTON AVENUE 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. Please provide your COVID-19 Action Plan.
- C. 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.
- D. 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.
- E. Generally describe your event and its purpose.

To promote the Mukwonago Community Library's Summer Library Program (SLP), we will have a Kick-off event to attract local residence with fun activities, crafts, and games. We'll get attendees registered for SLP get them excited about reading. We will have live animals from GEE Funny Farm and inflatable obstacle course.

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

G. Estimated # of participants: 600 Spectators: _____ Vendors: _____

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: 2-3 hours
- 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? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☒ YES ☐ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☐ YES ☒ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
Not at this time.

- 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 provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

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).

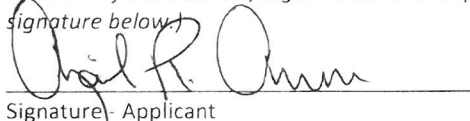
TERMINATION OF AN EVENT

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

Adan Arnow, Library Director
Name & Title (PRINT)

27 April 2022
Date


Signature - Applicant

ERIC HUEMMER, COMMUNITY ENGAGEMENT
Name & Title (PRINT)

4/27/2022
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

Summer Library Program Kick-Off 2022 Event Plan

Event Name: Summer Library Program Kick-Off

Event Location: Mukwonago Community Library / Washington Avenue Park

Organization: Mukwonago Community Library (MCL)

Date & Time: Saturday, June 11, 2022 | 10:00am – 1:00pm

Event Summary: To celebrate the end of the school year and promote the start of MCL's Summer Library Program (reading challenges and series of in-person programming) the Library is hosting the first annual SLP Kick-Off event. We'll register attendees for SLP and inform them about upcoming events while we have crafts, activities (inflatable slide/obstacle course), animals from GEE Funny Farm, and live music.

The event takes place from 10am-1pm so we would need to access the park starting at 8-9am that day for set-up and an hour afterwards for tear-down and clean-up.

COVID-19 Action Plan:

The MCL plans to follow any COVID-19 guidelines set out by Waukesha County for larger outdoor events at the time of the event. With the health and safety of our patrons being foremost in our minds, we will space out our activity stations for social distancing, have hand sanitizer spread throughout the event, and provide a mask to anyone requesting one.

Refuse Collection Plan:

The Library will provide 2-3 larger garbage and recycling cans throughout the event grounds (one pair at each end of the Library; a garbage can near any groups offering food). While our festivities shouldn't generate much refuse, we'll spot check every hour to see if the bags need to be replaced.

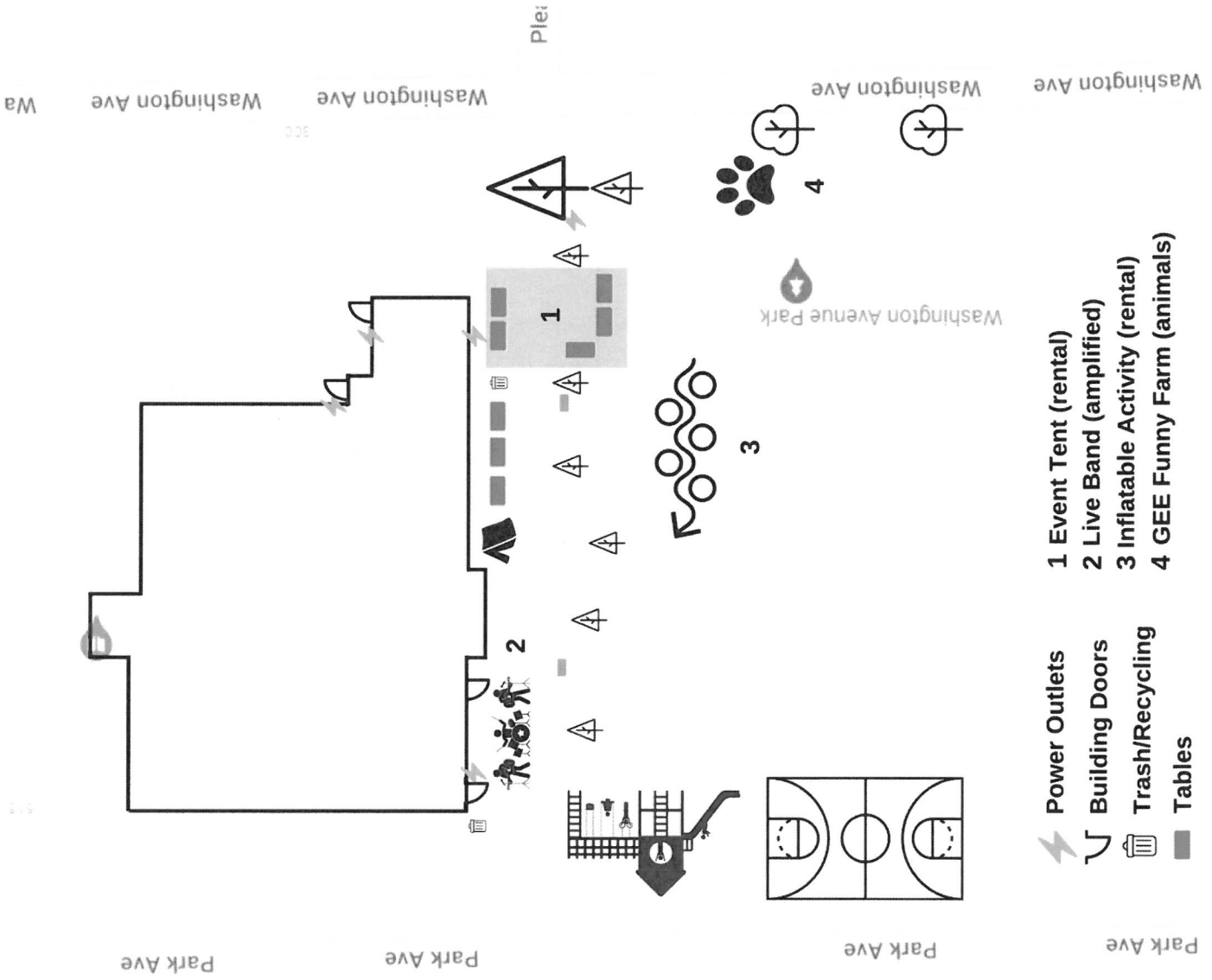
Parking Plan:

The Library does not intend to have any special attendee parking; the Library's parking lot will be on a first come, first served basis. Otherwise, residents attending the event will need to find street parking. Groups participating in the event (GEE Funny Farm, live music) will be encouraged to park on the street near their event station.

Food Offering:

The Friends of the Library group will be offering individually wrapped ice cream, otherwise we will not otherwise be offering any food or beverages. We've contacted the Waukesha County Health Department and confirmed that we do not need any special permits.

Off 2022 Event Layout





Agenda Cover Report

Date: 4/27/22	Committee/Board: Health and Recreation Committee
Submitted by: Ron Bittner	Department: Public works
Date of Committee Action: 5/4/22	Date of Village Board Action: 5/18/22

Subject:

Lease agreement with the Tribe Baseball Club.

Executive Summary:

The attached draft lease agreement was prepared for the upstairs portion of the Miniwaukan Braves building. The Tribe Baseball organization has proposed using the space for club's equipment storage. Public Works is recommending a \$75.00 per month fee based on a single annual payment due May 1st of each year.

Fiscal Impact:

\$900.00 annual income from the lease.

Executive Recommendation/Action:

We are requesting a recommendation of approval to the village board pending final approval by the village attorney.

☐ Attachments Included

**LEASE AGREEMENT FOR THE USE OF THE
BUILDING LOCATED AT MINIWAUKAN PARK**

This Lease Agreement is made and entered into this _____ day of _____, 2022, by and between the VILLAGE OF MUKWONAGO, a Wisconsin municipal corporation (hereinafter referred to as the "Village") with its principal office located at 440 River Crest Court, Mukwonago, Wisconsin, and MUKWONAGO TRIBE BASEBALL CLUB, INC., a Wisconsin non-profit corporation, with its principal address located at 1222 Bear Pass, No. 6, Mukwonago, Wisconsin, 53149 (hereinafter referred to as the "Tenant").

WHEREAS, the Village owns and operates Miniwaukan Park in the Village of Mukwonago, including the building located within that Park; and

WHEREAS, the Tenant is desirous of utilizing the upstairs portion of the structure at Miniwaukan Park for its youth baseball activities; and

WHEREAS, the parties are desirous of entering into a lease arrangement to provide for the Tenant's use of the upstairs portion of the building at Miniwaukan Park.

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:

1. The Village does hereby agree to lease to the Tenant the upstairs portion of the building at Miniwaukan Park in the Village of Mukwonago.
2. The rights of usage hereunder shall commence upon the execution of this Agreement.
3. The term of the Agreement shall be a period of one (1) year and shall automatically renew for a like period thereafter unless terminated, in writing, by either party not less than sixty (60) days prior to the expiration of the lease term.
4. The parties acknowledge that lease may otherwise be terminated immediately in the event of a breach of the terms of this Agreement.
5. Tenant agrees to pay the Village a monthly rental fee of Seventy-Five dollars (\$75). In addition, the Tenant shall be responsible for replacement of any lightbulbs that need to be replaced during the course of the tenancy. Tenant shall also be responsible for repairing any items damaged by Tenant in the leased space. The parties agree that the Village will inspect the premises monthly, and any repair items brought to the attention of the tenant will be addressed by the tenant, at tenant's expense, promptly. Violation of this section by the Tenant constitutes a breach of the agreement.
6. The Tennent agrees to pay the yearly lease in one payment prior to May 1st of each year.

7. The Tenant agrees to maintain the keyed access lock on the south door for the upstairs portion of the building at their expense, and the village shall rekey and maintain access from the north door to the upstairs portion of the building.

8. The Tenant acknowledges that this Lease is exclusive to the upstairs portion of the building, and the Village shall retain the right to lease the lower level of the building for concession sales.

9. Tenant acknowledges that this Agreement is solely for the use of the upstairs portion of the building at Miniwaukan Park and that a separate agreements and permission are necessary for the use of the playing fields.

10. The Tenant acknowledges that the leased space is a public venue and therefore, no activities to be engaged in the leased property may discriminate on the basis of race, sex, creed, age, national origin or any other prohibited basis of discrimination under federal law.

11. The Tenant is permitted to store records and/or equipment in the leased space; however, the Tenant acknowledges that it is solely responsible for insuring whatever may be stored in the leased space and expressly agrees not to store any hazardous or flammable materials.

12. The Tenant acknowledges that it is solely responsible for insuring the contents of any containers or materials which it may store in the premises.

13. The Tenant may not assign this Agreement or Sub-Lease the space without express written consent of the Village.

14. Pursuant to Wis. Stat. § 704.02, the provisions of this Agreement are severable. If any provision of this Agreement is rendered void or unenforceable by reason of any statute, rule, regulation, or judicial order, the invalidity or unenforceability of that provision does not affect other provisions of this Agreement that can be given effect without the invalid provision.

15. The Tenant acknowledges that the leased space may only be used for activities which are permitted to engage in according to law and further, agrees that utilization of the space will be consistent with federal or state statutes, Waukesha County or Village of Mukwonago Ordinances and the regulations of any other governmental entity with jurisdiction.

16. Tenant agrees not to store any hazardous or flammable materials in the building.

17. Tenant agrees not to sell alcohol unless it obtains a license permitting such sales.

18. Tenant agrees to indemnify and hold harmless the Village as and against any claims, actions, demands, causes of action, including, but not limited to actual attorney fees, however incurred or by whomever brought, arising from the Tenant's use of the leased space, as well as the Tenant's performance of the terms of this Agreement, including, but not limited to, property damage, injury or death arising from the operation of this Agreement and the activities conducted by the Tenant. Nothing contained in this Agreement is intended as a waiver of the Village to rely upon the immunities or limitations to liability as may be contained within Wisconsin Statutes §893.80 or other applicable law.

19. The Tenant shall provide evidence of liability insurance with limits of not less than \$1,000,000.00 per occurrence or \$2,000,000.00. Said policy shall name the Village of Mukwonago as an Additional Insured, on a primary and non-contributory basis, and must require notification to the Village of the cancellation or material amendment of the policy not less than thirty days prior to such change. In the event such termination is as a result of non-payment of premium, the notice may be made not less than 10 days prior to such cancellation. Evidence of the coverage must be provided in a form acceptable to the Village.

20. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

21. This Agreement contains the complete understanding of the parties with respect to the subject matter set forth herein and may only be amended in a written instrument executed by authorized representatives of both parties. The parties acknowledge that there are no other agreements, letters or contracts that, in any way, shall modify the terms of this Agreement.

22. The individuals executing the Agreement below represent and warrant that they have been duly authorized by the governing bodies of their respective organizations to execute the Agreement on their behalf.

Dated as of the date first above written.

VILLAGE:
Village of Mukwonago

TENANT:
Mukwonago Tribe Baseball Club, Inc.

By: _____
Fred Winchowky, President

By: _____

By: _____
Diana Dykstra, Village Clerk

By: _____

VILLAGE OF MUKWONAGO



MUKWONAGO PUBLIC OPINION SURVEY

**YOU'RE INVITED
TO A CONVERSATION
ABOUT PARKS**

The Village of Mukwonago is conducting a public survey for residents to learn more about the Comprehensive Outdoor Recreation Plan update and provide feedback on park and recreation needs in the community.

**Survey available online
April 25 – May 20.**

<https://www.surveymonkey.com/r/MukwonagoParks>

**Or, you can use
the QR code!**



We appreciate your time and feedback!



QUESTIONS?

Contact: Ron Bittner, Public Works Director, rbittner@villageofmukwonago.com

Hard copies will be at Village Hall and the Library.



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

Agenda Item Cover Report

Date: 4/29/22	Committee/Board: Judicial Committee
Submitted by: Chair - Scott Reeves	Department:
Date of Committee Action: 5/4/22	Date of Village Board Action:

Subject:

No Mow May Movement

Executive Summary:

Please see the attached request.

Fiscal Impact:**Executive Recommendation/Action:**

If the Committee so chooses, recommend to draft required ordinance amendments.

☒ **Attachments Included**

Diana Dykstra

From: Roger Walsh <walshmukv@outlook.com>
Sent: Monday, April 25, 2022 12:19 PM
To: Scott Reeves
Cc: Daniel Adler; Diana Dykstra; Fred Schnook
Subject: No Mow May

Follow Up Flag: Follow up
Flag Status: Flagged

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Hello Trustee Reeves,
Congratulations again on your recent election. I'm hoping I'm using the correct Village Trustee e-mail address.

3)
Judicial. This sub-committee shall be responsible for reviewing applications relating to retail fermented malt beverages and intoxicating liquors and other licenses as directed by law, alcohol operator licenses that need further review based upon request by Chief of Police, ordinances regarding environment, public safety and law enforcement, and conduct appeal hearings on all alcohol licenses pertaining to revocation, suspension, non-renewal or denial of licenses as well as abandoned and junked motor vehicles. Advisory members shall be the police chief and Village Clerk-Treasurer.

I recently read some articles about bee pollination and communities proactively responding to No Mow May requests from their constituents. Several Village residents have expressed interest in this movement.
Here's a link regarding No Mow May.
<https://www.nbc26.com/news/local-news/at-least-25-u-s-cities-to-follow-appleton-in-no-mow-may-initiative-for-bees-and-pollinators>

Please consider bringing this up for consideration at the May 4th COW meeting. It's a voluntary program.
I copied Trustee Adler on this because it may require two Trustees to request Agenda Item placement.

Thanks & Best Success,
Roger Walsh

Diana Dykstra

From: Scott Reeves
Sent: Monday, April 25, 2022 5:40 PM
To: Diana Dykstra; Daniel Adler
Cc: Fred Schnook
Subject: No Mow May

Follow Up Flag: Follow up
Flag Status: Flagged

It's been brought up to me by several Village of Mukwonago residents that they would like the village to participate in a No Mow May movement. From what I understand this is strictly volunteer and I'm not sure if municipal property is utilized in this way. Appleton has been doing it successfully for several years. I'm not sure if this is something that could be added to the COW agenda, I'm going to need some direction on that. I've attached a link covering the Appleton story.
<https://www.nbc26.com/news/local-news/at-least-25-u-s-cities-to-follow-appleton-in-no-mow-may-initiative-for-bees-and-pollinators>

Thank you, Scott Reeves

Start Content

No Mow May

Search Search De Pere

Q Submit

1. [Home](#)
2. [Government](#)
3. [Sustainability Commission](#)
4. [No Mow May](#)

CITY OF DE PERE: NO MOW MAY PROGRAM

No Mow May is a conservation initiative that encourages people to stop mowing or mow less often for the month of May to create habitat and provide resources for bees and other early-season pollinators. This is particularly important in urban areas where floral resources are often limited. First popularized by [Plantlife](#), an organization based in the United Kingdom, No Mow May is gaining traction across North America.

During the month of May, the City of De Pere will relax the enforcement of long-grass rules, allowing De Pere residents to delay or reduce lawn cutting as a way to promote pollinator-friendly habitat early in the growing season. No Mow May is a voluntary program for City residents. Participants are asked to register online or in-person and display their City-issued "No Mow May" yard sign in their front yard for the duration of the program. In-person registration and signs are available at the [City Municipal Service Center, 925 S. Sixth Street](#). No Mow May signs are anticipated to be available **beginning April 25, 2022**. Participants from 2021 should collect a new sign for 2022 participation. All signs are to be **returned by June 15, 2022** to the Municipal Service Center. The Municipal Service Center is open Monday through Thursday 6:30 AM to 4:00 PM and Friday 6:30 AM to 10:30 AM.

[Register here to participate in No Mow May](#)

No Mow May: 3 ways not mowing your lawn can benefit you, your local biodiversity, and your land:

It increases bee presence.

In one week of the No Mow May initiative in Appleton, a sampling of participating lawns indicated there was a fivefold increase in bee abundance and a threefold increase in bee diversity compared to nearby parkland that was mowed regularly. Plantlife's "Every Flower Counts" project had similar results where 80% of participating

lawns supported about 400 bees a day and 20% of lawns supported up to 4,000 bees a day! This increase in pollinator presence is one of the reasons why not mowing your lawn can also produce more flowers.

As long as your grass is growing, your number of flowers will too!

Plantlife's study also concluded that about 200 species were found growing in un-mowed lawns and some of them were rare plants. Several tall grass species such as knapweed take a while to reach flowering size, and they can't cope with being cut off regularly. Therefore, they only bloom in grass that has not been mown for a significant amount of time. Long grass allows for a greater variety of flowers that you wouldn't usually see with short, cut grass. While knapweed is considered an invasive species in the prairies of the US, the red clover plant has a similar growth pattern.

You'll save time, gas, and fertilizer.

Instead of dedicating an hour or more out of your week to cutting your grass, not mowing will allow you to instead enjoy your green spaces as they diversify and grow around you. You also won't have to purchase gas to power the lawnmower or fertilizer if you typically fertilize your lawn after you mow.

Tips for mowing long grass at the conclusion of No Mow May and promoting a healthy lawn:

- Adjust your mower to the highest setting and make the first pass to reduce the grass height. After you have reduced the grass height to a more manageable length, change the mower setting by reducing the height of the blade, before making a second pass.
- Do not cut more than 1/3 of the grass blade at a time in a single mowing. For example, if your grass is 6 inches tall, do not remove more than 2 inches of length. This helps prevent root stress and promotes turf vigor.
- **Reminder:** Do not mow or blow grass clippings into the street. Grass and leaves in the street can travel with rainwater into the City stormwater sewers. Many stormwater facilities flow directly into our local rivers without pretreatment and the added nutrients can cause algal blooms and other detrimental effects. Debris in the street can also be dangerous for drivers, especially motorcycles and bicycles.

What can we do outside of the Month of May to help our lawns, pollinators, and environment?

If you typically mow your lawn every week (or more frequently), **consider mowing every other week.** Research has shown this to increase the number of individuals and species variety of pollinators. An added bonus of a less-is-more approach to lawn care is that more mowing can be associated with [increased pests and allergy-causing plants](#) like ragweed. So instead of splitting your precious free time between mowing and trips to the pharmacy to deal with seasonal allergies, perhaps this spring you can relax and enjoy a cold beverage while enjoying the buzzing and fluttering critters in your yard.

Consider practicing [grasscycling](#).

Skip watering your lawn. EPA estimates that 30% of residential water usage is devoted to outdoor uses including watering lawns and gardens. Experts estimate that as much as 50 percent of water used for irrigation is wasted due to evaporation, wind, or runoff caused by inefficient irrigation methods and systems. When watering is needed, use a sprinkler that shoots low to the ground. Sprinkle your lawn, not sidewalks, driveways, or streets. Shape soil so water will sink in, rather than run off.

Reduce or eliminate the use of herbicides and pesticides. Besides being potentially harmful to our pollinators, chemicals and weed killers are not needed for a healthy lawn and they're one of the main reasons we have green

algae in our lakes and streams. Get a soil test so you know if your lawn needs more nutrients. Mulch to keep the lawn healthy, so it can outcompete weeds for light, nutrients, and water. If you must fertilize, do it in the fall. Sweep up fertilizer that falls on the street and sidewalk and dispose of it properly - water and fertilizer that go into the street go directly to the river or lake.

Bee pollinator friendly and explore these other resources:

- [Bee City USA](#)
- [Blue Thumb: Planting a pollinator friendly lawn](#)
- [USDA: Mowing frequency for pollinators](#)
- [University of Minnesota Bee Lab](#)

Contact Us

335 S Broadway
De Pere, WI 54115

 [Get Directions](#)

 [Staff Directory](#)

Topics of Interest

[COVID-19 \(Novel Coronavirus\) - De Pere Updates & Response](#)

[Mayoral Lineage & History](#)

[Proclamations & Commendations](#)

Jump to a topic or subtopic

Make a Selection



Go!

 [Maps](#)  [Jobs](#)  [Report It](#)  [Projects](#)  [Pay Online](#)  [Licenses & Permits](#)  [Recreation](#)
[Registration](#)  [Open Government](#)

© 2022 [City of De Pere, Wisconsin](#)

- [Privacy Policy](#)
- [Accessibility Statement](#)
- [Terms of Use](#)



Site Design and Content Management by
[Core Business Technologies](#)

Your information.
Your connection.
Your inspiration.

Spring Member Drive

Donate now

[\[https://give.wpr.org/page/16372/donate/1?](https://give.wpr.org/page/16372/donate/1?utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+D)

[utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+D](https://give.wpr.org/page/16372/donate/1?utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+D)

[\[https://give.wpr.org/page/16372/donate/1?](https://give.wpr.org/page/16372/donate/1?utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+Drive+Banner+&utm_cc)

[utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+Drive+Banner+&utm_cc](https://give.wpr.org/page/16372/donate/1?utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+Drive+Banner+&utm_cc)

[\[https://give.wpr.org/page/16372/donate/1?](https://give.wpr.org/page/16372/donate/1?utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+D)

[utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+D](https://give.wpr.org/page/16372/donate/1?utm_source=wpr.org&utm_medium=banner&utm_campaign=202204PLEDG&utm_term=Spring+Member+D)

[WPR \[HTTP://WPR.ORG\]](http://wpr.org)



A bee visits a sunflower during a campaign event for Snodgrass, a candidate for the Wisconsin State Assembly, on Wednesday, Aug. 12, 2020, in Appleton. *Angela Major/WPR*

What you need to know about No-Mow May, the bee-boosting trend sweeping Wisconsin

More communities are encouraging residents to put away their lawnmowers for next month to help pollinator populations grow

By Rob Mentzer

Published: Monday, April 18, 2022, 6:15am

Two years ago, Appleton became the first city in the U.S. to adopt "No-Mow May," an initiative designed to boost the population of bees and other pollinators.

The idea is to give homeowners the option of letting their lawns get a bit overgrown for a few weeks to ensure that bees that are coming out of hibernation have plenty of options for the nectar and pollen they need.

The initiative, which is optional everywhere it's been implemented, requires cities to temporarily waive enforcement of ordinances that require homeowners to maintain their lawns.

In Appleton in 2020, No-Mow May was met with success, and other cities including [Wausau](https://www.ci.wausau.wi.us/Home/Announcements/tabid/96/ID/1357/No-Mow-May.aspx) [https://www.ci.wausau.wi.us/Home/Announcements/tabid/96/ID/1357/No-Mow-May.aspx], [Oshkosh](https://www.thenorthwestern.com/story/news/local/oshkosh/2022/04/12/oshkosh-city-council-tuesday-considering-no-mow-may-biodiversity/9516621002/) [https://www.thenorthwestern.com/story/news/local/oshkosh/2022/04/12/oshkosh-city-council-tuesday-considering-no-mow-may-biodiversity/9516621002/], [Fort Atkinson](https://www.dailyunion.com/news/fort_atkinson/forts-heart-of-the-city-promotes-no-mow-may/article_19538dd2-b9e0-11ec-828b-5756b7728a9e.html) [https://www.dailyunion.com/news/fort_atkinson/forts-heart-of-the-city-promotes-no-mow-may/article_19538dd2-b9e0-11ec-828b-5756b7728a9e.html] and [Stevens Point](https://stevenspoint.com/1355/No-Mow-May) [https://stevenspoint.com/1355/No-Mow-May] adopted the idea the following year.

And like dandelions on an unmown lawn, this year the idea has spread even farther. No-Mow May will be observed in [De Pere](https://www.deperewi.gov/topic/subtopic.php?topicid=533&structureid=3) [https://www.deperewi.gov/topic/subtopic.php?topicid=533&structureid=3], [Wisconsin Rapids](https://www.wsaw.com/2022/04/06/wisconsin-rapids-adopts-no-mow-may/) [https://www.wsaw.com/2022/04/06/wisconsin-rapids-adopts-no-mow-may/], [La Crosse](https://www.wizmnews.com/2022/03/17/no-mowing-lawns-in-may-could-help-the-bees-in-the-la-crosse-area/) [https://www.wizmnews.com/2022/03/17/no-mowing-lawns-in-may-could-help-the-bees-in-the-la-crosse-area/] and other Wisconsin communities, as well as more distant places such as [Ann Arbor, Michigan](https://www.mlive.com/news/ann-arbor/2022/04/ann-arbor-promoting-no-mow-may-to-help-save-bees-other-pollinators.html) [https://www.mlive.com/news/ann-arbor/2022/04/ann-arbor-promoting-no-mow-may-to-help-save-bees-other-pollinators.html]; [Bangor, Maine](https://bangordailynews.com/2022/04/14/news/midcoast/rockland-lawns-growing-wild-joam40zk0w/) [https://bangordailynews.com/2022/04/14/news/midcoast/rockland-lawns-growing-wild-joam40zk0w/]; and New York's [Hudson Valley](https://hudsonvalleyone.com/2022/04/10/new-paltz-resolution-supports-no-mow-may/) [https://hudsonvalleyone.com/2022/04/10/new-paltz-resolution-supports-no-mow-may/].

What's the point of No-Mow May?

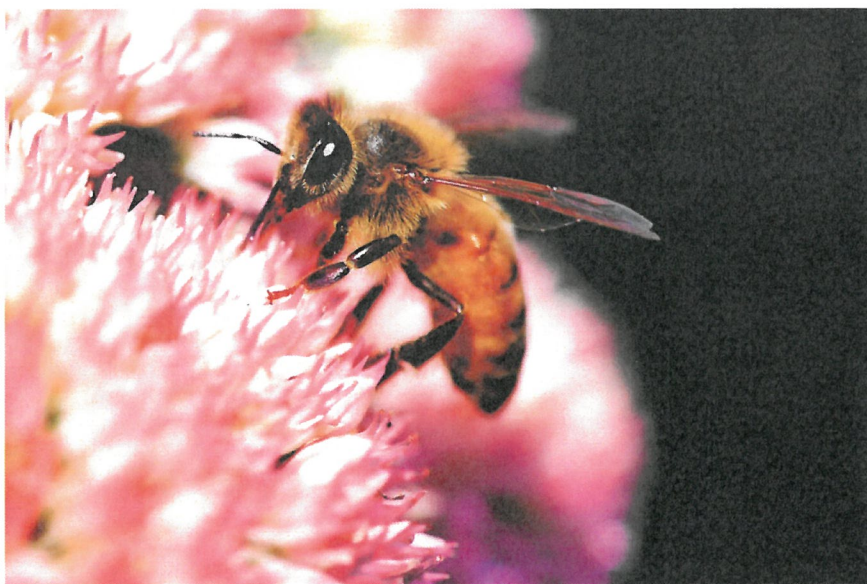
"Bees, and insects in general, are in a bit of a slump right now," said Israel Del Toro, a biology professor at Appleton's Lawrence University.

Studies have shown [steep declines in wild bee populations in the 21st century](https://www.pnas.org/doi/10.1073/pnas.1517685113) [https://www.pnas.org/doi/10.1073/pnas.1517685113]. It's a serious enough problem that the United Nations characterizes it as a [threat to the global food supply](https://www.un.org/en/observances/bee-day) [https://www.un.org/en/observances/bee-day].

Del Toro, who encountered the concept of a No-Mow May from an environmentalist group in the United Kingdom, was the driving force behind Appleton's pioneering initiative. There are many factors that are hurting bee populations, he said, including climate change and irresponsible uses of pesticides and herbicides.

But in his view, the biggest stressor is habitat loss.

No-Mow May ensures that bees and other pollinators have plentiful food sources as they come out of hibernation. Del Toro has also worked with the city of Appleton and Lawrence University to establish places in parks and public spaces that could be havens for native plants to support pollinators all summer long.



Danny Perez Photography [<https://www.flickr.com/photos/da100fotos/>] (cc/by/nc/nd)

It's also worth noting that the pollinators most affected are not the bees most people know. There are more than 500 species of bees, and unlike honey bees or bumblebees, most of them don't live in colonies.

"They're solitary little organisms," Del Toro said, and they do "the vast majority of pollinating in our urban ecosystems and in our agricultural ecosystems."

Does No-Mow May actually make a difference?

The evidence that No-Mow May works to boost local pollinator populations is striking.

Del Toro's [research in Appleton's first year of the program](https://www.researchgate.net/publication/344340220_No_Mow_May_lawns_have_higher_pollinator_richness)

[\[https://www.researchgate.net/publication/344340220 No Mow May lawns have higher pollinator richness\]](https://www.researchgate.net/publication/344340220_No_Mow_May_lawns_have_higher_pollinator_richness) with fellow Lawrence University professor Relena Ribbons found a fivefold increase in the number of pollinators and a threefold increase in pollinator species diversity in the spaces.

Del Toro said they expected to see populations increase, but that was a "staggering difference."

What if I love mowing my lawn, or just can't stand the grass looking messy?

Not everyone likes a shaggy lawn. In Appleton, the first year of No-Mow May did coincide with [an increase in complaints to the city](https://www.postcrescent.com/story/news/local/2020/05/28/lawns-grow-so-do-complaints-appletons-no-mow-may-initiative/5262701002/) [<https://www.postcrescent.com/story/news/local/2020/05/28/lawns-grow-so-do-complaints-appletons-no-mow-may-initiative/5262701002/>].

This year, Ruth Ludwig, a member of the Superior City Council, brought forward a No-Mow May resolution there; the council will [vote on it on Tuesday](https://www.superiortelegam.com/news/local/no-mow-may-proposal-heads-to-superior-city-council) [<https://www.superiortelegam.com/news/local/no-mow-may-proposal-heads-to-superior-city-council>]. Ludwig is a master gardener and loves watching the bees find flowers in her yard. But even in her own household, not everyone is completely sold on No-Mow May.

"My husband is one of those," she said. "He likes getting all the weeds out of the lawn. For him, it is therapeutic; he'll spend an afternoon pulling the weeds. In the spring, I do have to fight with him: 'Keep those dandelions. Let them grow, so it feeds the bees.'"



People pass by vast numbers of blossoming dandelions in a public park in Frankfurt, Germany, Thursday, May 3, 2018. *Michael Probst/AP Photo*

Del Toro said there is plenty of room for compromise. People can plant native flowers or allow growth only in parts of their yards. They can set up [bee hotels](https://pollinators.msu.edu/publications/building-and-managing-bee-hotels-for-wild-bees/) [https://pollinators.msu.edu/publications/building-and-managing-bee-hotels-for-wild-bees/], designed as habitats for solitary species like the [leafcutter bee](https://www.buzzaboutbees.net/leafcutter-bee.html) [https://www.buzzaboutbees.net/leafcutter-bee.html]. And they can simply reduce their own use of pesticides, herbicides and fertilizers that can play a role in harming bee populations.

"By all means, if it's really driving you crazy, and it's really hurting you to watch those flowers grow in your yard, go ahead and mow," Del Toro said. "There are plenty of other ways for you to get involved and participate."

My community doesn't have No-Mow May. How can I help the bees?

Bee City USA, an initiative of the Xerces Society for Invertebrate Conservation, [offers advice for people who want to support bees](https://beecityusa.org/no-mow-may/) [https://beecityusa.org/no-mow-may/], without running afoul of local ordinances. One is to "maintain a mowed buffer" that separates your lawn from your garden.

"Maintaining a tidy mowed edge also makes a busy natural planting look less overwhelming, and makes these spaces look intentional rather than neglectful," the nonprofit writes.

Bee City USA also recommends engaging your local city council to see whether an optional No-Mow May program might work in your community.

For Del Toro, the broader goal is to make people aware that each of us can find ways to help bees.

"It's much more than just not mowing," Del Toro said. "It's also thinking actively about pollinator conservation, and all the little habits we can get rid of that maybe are hurting pollinators."

Related Content

[Garden Talk: Time for lawn care \[/shows/garden-talk-time-lawn-care\]](/shows/garden-talk-time-lawn-care)



[\[/shows/garden-talk-time-lawn-care\]](/shows/garden-talk-time-lawn-care)

Now is the time to give some attention to your lawn. We talk with a sod expert about lawn alternatives, how and when to fertilize, and No Mow May.

Original Air Date: April 15, 2022

Wisconsin Public Radio, © Copyright 2022, Board of Regents of the University of Wisconsin System and Wisconsin Educational Communications Board.

Commenting Policy

Wisconsin Public Radio and WPR.org welcome civil, on-topic comments and opinions that advance the discussion from all perspectives of an issue. Comments containing outside links (URLs) will only be posted after they've been approved by a moderator. WPR.org will delete comments that violate our guidelines. Visit our social media [guidelines](/social-media-guidelines) [\[/social-media-guidelines\]](/social-media-guidelines) for more information about these policies.

Library Director Report: April 2022

Director Meetings and Activities

We won the Bridge's Improvement and Innovation Grant for \$2,500. All 24 libraries in the system are able to put in a proposal and competition is broken down by library size. We had a pretty competitive bracket, beating out 4 other "medium" size libraries. Nancy Aycock wrote the proposal for portable printmaking presses and screen-printing equipment to expand the MetaSpace 511's hands-on offerings for textiles and crafts. Makers will learn design, make print blocks out of linoleum and LEGO, use the laser machine to create woodcuts and custom rubber stamps, create screens through drawing and burning, and print designs using the Provisional Printing Press and screen-printing screens. The printing press and screen-printing will be good cross-over tools to encourage the use of the Cricut Maker Machine, 3D printers, laser machine and other equipment in the makerspace to create imagery on t-shirts, tote bags, posters, cards and more.

We have received a \$1,000 United Way grant to help cover the costs of hosting the AARP tax preparation. They asked that the money be spent on thanking the volunteers and the rest be put toward offsetting the costs of other this and other programs and resources for seniors and single mothers. Eric has done a fantastic job of coordinating this this year and making this intensive monthslong partnership as smooth as possible--other sites are even looking to copy the process!

One of our part-time Circulation Clerks has quit to focus on school. Emily and I have been conducting rolling interviews in the last couple weeks and have hired two more Circulation Clerks, finally bringing our numbers back up to what was budgeted. This was a lot to ask of a new Circulation Supervisor who has only been here for two months, but Emily has done a great job. She has also started to develop a training manual and has been improving communication within her team.

In my quest for improved security and clarity, Cathryn and I have been working hard on fixing our emergency procedures and mapping the numerous layers of security and safety systems. My goal is to go through each protocol from top to bottom, establishing clear procedures, properly training staff, and creating/improving documentation. Fire Chief Stien taught us about the fire system and gave the staff a tour during the All-Staff meeting on Tuesday. I created laminated floor plans marked with exits and extinguishers and placed them by every exit. We also created a "go" kit for the Librarian in Charge at the Info Desk that includes a yellow vest (for easy identification as the person in charge during an emergency), flashlight with strobe for signaling, and pockets with keys, floor plans, and phone numbers. I've also created a "go" area with all of our work schedules so in an emergency, the Librarian in Charge can grab the schedules and make sure we have evacuated all staff, too. Staff have said they appreciate the clarity on what their role is when an alarm goes off or an emergency happens.

HVAC and boilers have occupied a significant amount of my time and energy again as we continue to ferret out systemic issues. In the last month alone we've spent over \$14,000 on

emergency repairs on everything from rebuilding a squealing system pump motor to fixing the ductless mini-split in the server room to get the temperature under 80 degrees (which is way too high for sensitive—and expensive—technology). Cathryn and I are very confident in our new contractors, Illingworth-Kilgust/Emcor, as they are meticulously documenting everything they find with photos and detailed reports and are intent on solving the underlying problems instead of just providing a quick fix. In their upcoming spring maintenance, I've instructed them to tell me about every issue they find so that I can bring it to the Building and Maintenance Committee and try to get ahead of future problems. I will also use their work to start building a capital plan in time for budgeting in August.

Technology is the other systemic problem dominating my time this month. Without a robust infrastructure of technology, we can't provide the services the community expects, so I've continued to upgrade, swap, troubleshoot, and cross-train as I find issues. The rollout of PaperCut and our new public copier still is not complete, and I expressed my extreme frustration to Impact copy company. Their process has been awkward and laborious and has taken weeks when it should have taken only a couple days. In the meantime, it's helping me discover other problems, such as the fact that half of our patron PCs are 32-bit computers and all our PCs only have 4 GB of RAM (minimum to run Windows 10 is 64-bit and 8 GB of RAM) which explains the slow and frustrating user experience. In the short term I'm stealing RAM from old computers and resetting the patron PCs to get everything up to scratch to handle PaperCut (and the basic operating system). In the long term, I will order laptops for the staff and cycle their desktop computers (which were purchased last year, but only have 128 GB SSD) into patron PCs so as to not waste that purchase. Once I can get past this latest spate of problems and get my Department Heads trained on troubleshooting and contacting vendors, then I will have finally gotten us to a sustainable technological infrastructure that provides quality service to the community.

Grutzmacher Collection Timeline – where are we now?

- 1) Acquire insurance – done
- 2) Create extended loan agreement with Historical Society – Library Board will review red-lined agreement from attorney April 20; if approved, will pass it on to Historical Society for review and adoption
- 3) Conduct inventory of entire collection – Jeff Vanevenhoven has donated 11 hours of time so far in organizing and photographing the part of the collection in the basement. I have spent 6 hours directly assisting. The items are being transferred from their old Tupperware containers into metal boxes. Even stone artifacts should be stored in inert metal so they don't get damaged by plastic leaching from their containers. These efforts will not only prolong the life and integrity of these artifacts, but they also are now easier to move, store, and find.
- 4) Identify NAGPRA – Conducted Zoom call with Jan Bernstein and her associate. She is willing to work with the Library Board on the NAGPRA summary process, but urges the Board to determine the ultimate goal of the collection (donate or keep) before beginning this 12-18 monthslong project. Once the NAGPRA summary is complete and released to the Native American tribes, they need to know who to contact with inquiries

and she suggests that the collection doesn't change hands after that so as to not confuse the tribes on who to contact.

- 5) Conduct at least first part of NAGPRA on any items that need it – not started
- 6) Donate collection – not started

Circulation (Emily Ceithamer)

In circulation in the last month we have been working on communicating as a team and adapting to new changes. Our communication board is up for everyone on our team. We have weekly and monthly topics posted for everyone to learn about new things or refreshers on topics. Our current weekly topic is talking about the credit card convenience fee, which started April 4, and our monthly topic is talking about providing excellent customer service. Abby and I had a meeting with Shawn Carlson from Bridges who answered questions about Polaris and helped by answering some questions I had regarding patron records and notifications. We are focusing on cleaning up records and making sure patrons are getting every notification, so this meeting really helped me learn more about the process.

Children's Department (Jane DeAngelis)

On a recent outreach visit to Clarendon Avenue Elementary School, about 70 children and their adults enjoyed books read aloud including *Is Everyone Ready for Fun* by Jan Thomas, *Hamsters Make Terrible Roommates* by Cheryl B. Klein, and *Off-Limits* by Helen Yoon. Each session was wrapped up with a rousing rendition of the song "Herman the Worm".

Beanstack Reading Challenge: Spring into Reading. Put some spring in your step and get reading by participating in a Beanstack reading challenge! Log your reading to earn colorful badges all month long. Ready, set, bloom! Event runs from April 1-30, 2022. Open to all ages. Register at <https://mukwonagolibrary.beanstack.org/>

Contests: Name that Baseball Legend for a chance to win a bobblehead. Earthworm In-library Scavenger Hunt, complete and earn a free book from the Youth Prize Book Collection.

Reference and Adult Services (Chris Stape)

We had a "March Madness Tournament of Literary Characters" contest where patrons were given a bracket (like the basketball March Madness) populated with famous literary characters. They chose their favorites and determined a champ. Hermione Granger beat out the shark from Jaws to take the gold. Adult Bingo continues to grow. I may start another session of Bingo (two per month) in June for SLP.

March was the start of our "Spice of the Month Club." It went very well. 51 kits were taken before we ran out of spice. The new spice came out April 1st and in three hours about 15 kits have already been taken. The Seed Library also opened in March. Seeds are flying out of the library, but several patrons have donated seeds which helps a lot. The Sandwich Sisters food truck will be coming back regularly each week during nice weather which is great way to draw people into the library. The Memory Lab has seen quite a lot of use lately. I suspect that will

only increase once we reconfigure it. All of our "Craft"-type programs--painting, DIY, etc--continue to draw well. There are already waitlists for the upcoming events.

Technical Services and Thingery (Mary Jo Isely)

Over 700 new items were processed and cataloged. The electric guitar & amp were added to the Make Music section of the Thingery and were checked out very shortly after their introduction to the collection. Discover the Ice Age Trail Backpack was added to the Explore Backpack collection, this includes the current Ice Age Trail atlas, guidebook and Garmin eTrex GPS. The Ice Trail Alliance will be speaking for a summer reading program in July-- the Ice Age Trail Backpack will make a great prop and market itself for future checkouts. A Canon Vixia Camcorder is now part of the Memory Lab On-the-Go. Seasonal items were returned to circulation on April 15. The kayaks and paddleboards are tentatively set for May 15-- completely dependent upon weather conditions. Weeding continues in Adult Fiction.

MetaSpace 511 & Technology (Nancy Ayccock)

March has been a busy month for MetaSpace 511 with updates to wall colors inside and outside by the door, new equipment like large screen TVs installed, and staff photographs taken by Lead Innovator Nancy.

1:1 appointments are holding steady, with appointments needing to be made two weeks out due to a lack of available appointment slots. 1:1 appointments are being made for customers to use the laser machine, Cricut Maker machine, 3D Printers, and software programs like Photoshop, Adobe Illustrator, and stop motion animation. Community makers are doing great creative projects and coming back to make more!

Lead Innovator Nancy attended the Clarendon Avenue Elementary School High Interest Day. She worked with 87 students giving them different design and innovation challenges using LEGO bricks and minifigs. Innovators in Residence Interns Kendal and Kelidy continue to create LEGO challenges for youth for LEGO Club. The latest is devising ways to have minifigs escape boxes, reach tall heights, and determine the best design for ziplines. MetaSpace 511 had a fun Art Bots program with a full house to celebrate spring break!

Makerspace 3D Printing Area Champion, Mark, taught the new Intro to 3D Printing Class this month and had a good turn-out with interest for additional classes. Mark provided samples of the inside of 3D printers and 3D prints and a good overview of what 3D printing is and how it works.

There has been a significant increase in the number of Tech Tutor appointments. There is a need for more extended assistance than can be given at the information desk, so the Innovators in Residence Interns and Lead Innovator have been assisting with the requests. For instance, helping a customer who is legally blind be able to read documents.

We received this feedback from a cub scout troop:

I wanted to reach out and thank you for hosting our cub scout troop at the library last week. The kids had a great time! I think the adults also enjoyed the experience; speaking for myself, I thought your activities were creative and interesting. I really appreciate the time and effort you put into our meeting. I think the scouts had a positive and memorable experience :) Thanks again!



Community Engagement Coordinator (Eric Huemmer)

Thanks to a connection made via the Mukwonago Rotary, Eric was able to meet and tour Linden Grove's Mukwonago facility and finalize a monthly senior facility visit with the director of programming there starting in May 2022 to bring books, audiobooks, and videos from the collection.

We have recently seen an increase in patron requests that go beyond the standard support that we can offer. As we still want to support these patron's requests, we are partnering with Bryant & Stratton who is looking for field experience for occupational therapy students. The goal is to create a sort of ad hoc senior center, setting up open hours patrons and members of the community looking for that extended support.

We are working with the Autism Society of Southeastern Wisconsin (ASSEW) to establish programming in Waukesha County for community members or caregivers of people on the autism spectrum. This would be akin to our Memory Cafés but primarily planned and coordinated by ASSEW.

This month, the Teen D&D group will be partnering with the MetaSpace 511 to learn about 3D Printing and how it can be used to enhance their game while giving them some exposure to what our makerspace has to offer. Our Teen Advisory Board (TAB) has its second meeting coming up with additional teens registering and offering direct feedback for what programming, collection, etc. they would like to see more of at the MCL.

April 2 will be the first of the Cultural Showcase Series, where the Mukwonago High School Global Scholar Students have planned and coordinated crafts, food, and activities to inform the community about different cultures throughout the month of April. This will be condensed to specific regions over three Saturdays, with the first one focusing on the Indigenous Peoples of Wisconsin. April 9 will focus on Asia, and April 30 will focus on Southeast Asia & Oceania.

Statistics (see next page)

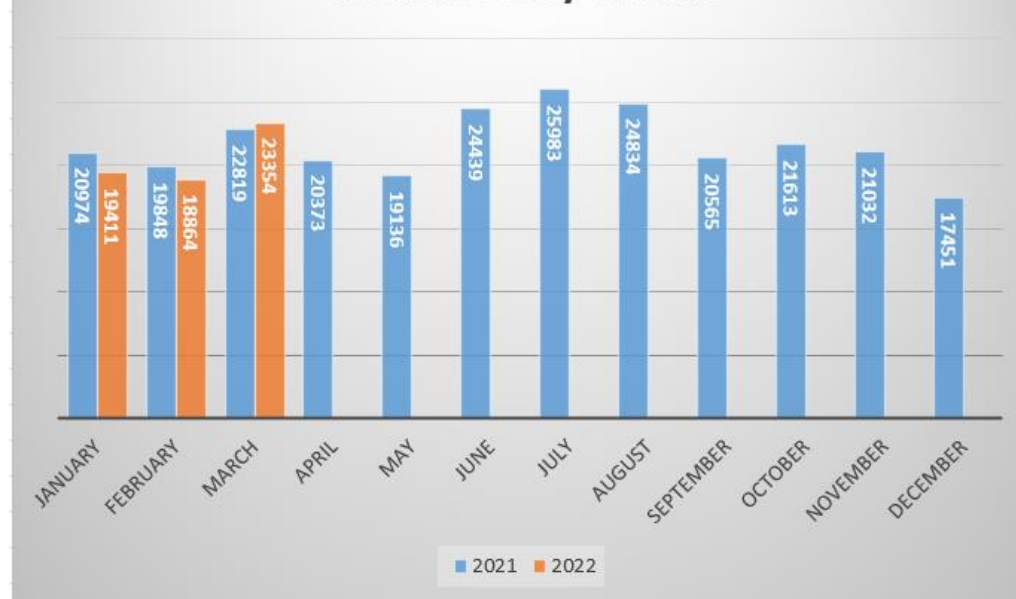
Mukwonago Community Library

STATISTICS MARCH 2022

Circulation					Programming			
Bridges Library System	2022	2021	% to 2021	YR to Date	Type	General	Kids	Teens
Village of Mukwonago	5,992	6,548	-8%	16,066	Friday Flicks	83		
Town of Mukwonago	7,234	6,455	12%	18,893	Adult Art	43		
Eagle	1,349	869	55%	3,053	Book Clubs	24		
Genesee	845	638	32%	1,913	Bingo	24		
North Prairie	1,246	794	57%	3,272	Contests/ Adults	73		
Vernon	1,856	2,150	-14%	5,313	Storytimes		81	
All other Waukesha County	1,320	1,507	-12%	3,127	Shake rattle & Roll		125	
Jefferson County	145	185	-22%	461	Paws to Read		47	
Subtotal Bridges System	19,987	19,146	4%	52,098	Outreach		167	
Other Wisconsin Counties					Contests/ Kids		161	
Milwaukee County	104	62	68%	287	Makerspace Programs	37	39	
Racine County	334	323	3%	882	Spy University		75	
Walworth County	2,909	3,267	-11%	8,273	Teen programs			32
All other Wisconsin Counties	20	21	-5%	89	Totals 49 Programs	284	695	32
Subtotal Wisconsin Counties	3,367	3,673	-8%	9,531	Total Childrens Programs	26		
Total All Counties	23,354	22,819	2%	61,629	Total YA Programs	5		
YTD ALL COUNTIES	61,629	63,641	-3%		Total General Programs	18		

Facility Usage				Subscription Databases & Other Highlights			
	This Year	Last Year	Increase/ Decrease		This Year	Last Year	/ Decrease
Study Room Users	84	72	16.7%	Flipster (System Wide)	3555	4920	-27.7%
History Room Users	9	20	-55.0%	Overdrive Circulation (Mukwonago)	3036	2804	8.3%
Computer Usage	n/a	397		Gale Courses Verified (System Wide)	219	134	63.4%
Patron Visits	8,503	6,698	26.9%	Interlibrary Loans Borrower	13	10	30.0%
Curbside Pick Ups	19	48	-60.4%	Interlibrary Loans Lender	35	39	-10.3%
				New Items Added	705	644	9.5%
				New Cards Added	101	49	106.1%

Circulation by Month



PATRON VISITS



■ 2022 ■ 2021



Agenda Item Cover Report

Date: May 4 th , 2022	Committee/Board: Public Works Committee
Submitted by: Dave Arnott and Ian McCormick – Ruekert & Mielke, Inc; Wayne Castle – Utility Director	Department: Wastewater Utility
Date of Committee Action: May 4, 2022 – Informational Only	Date of Village Board Action: None

Subject: Annual Adaptive Management Report and Potential Project Update
Executive Summary: The Village Wastewater Treatment Facility's renewed WPDES permit requires an annual report at the end of every March summarizing progress in the Adaptive Management Program. The attached report was submitted to the WDNR on March 31, 2022 and includes a description of activities completed since the plan was submitted in March of 2021. The report summarizes work done visiting sites of potential projects, coordinating with local producers, and monitoring the Fox River for pollutants throughout the year. R/M and the Wastewater Utility want to present the report to the Village Board for informational purposes to provide an update on activities completed for the Adaptive Management program and answer any questions related to the progress of the program.
Fiscal Impact: None – informational purposes only.
Executive Recommendation/Action: None – we will answer any questions related to the Adaptive Management Program, past activities, and next steps.

 **Attachments Included**

Annual Adaptive Management Report



Mukwonago Annual Adaptive Management Report

March 2022

PREPARED FOR:

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

PREPARED BY:

Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Parkway
Suite 300
Waukesha, WI 53188

TABLE OF CONTENTS

BACKGROUND	1
SUMMARY OF AM PROGRAM ACTIONS.....	2
MONITORING DATA EVALUATION	3
PROGRESS ASSESSMENT AND NEXT STEPS	4

BACKGROUND

The Village of Mukwonago submitted the most recent version of their Adaptive Management Plan on May 20, 2020. This version of the report was given conditional approval by the Wisconsin Department on the same day, and the final Adaptive Management Plan was integrated into the Village's updated WPDES permit (WI-0020265-10-0, Effective Date – January 01, 2021).

The permit establishes the following related to the Villages Adaptive Management (AM) Program:

- An additional sampling point was added to the Village's permit, which is the Village's Point of Compliance (POC). In-stream Sampling Point 601 is in the Illinois Fox River, located downstream of the Mukwonago Wastewater Treatment Facility (WWTF) outfall, 600 feet downstream of the HWY 43 bridge.
- Parameters to be tested at Sampling Point 601 are included in Table 2.2.2 in the Village's permit. Parameters include flow rate estimates (cfs) and total phosphorus (mg/L and lbs/month) once per month during the period of May 1 through October 31 annually. Additional voluntary sample collection can occur throughout the year on a voluntary basis.
- Per the goals set in the AM Plan, the Village needs to achieve a reduction in loading of 41 pounds per year in the Illinois Fox River by December 31, 2025, assessed at the POC. This reduction will be achieved through the implementation of non-point pollution control efforts throughout the upstream watershed as identified in the AM Plan.
- The final calculated water quality-based effluent limitations (WQBELs) for phosphorus are a six-month seasonal average limitation of 0.1 mg/L (1.25 lbs/day) and a monthly average limitation of 0.3 mg/L based on in-stream phosphorus data summarized in the AM Plan. The limits may be recalculated based on changes to in-stream data at the time of permit reissuance. These limits will become effective on January 1, 2036 unless the AM Program is terminated.
- Pursuant to s. NR 217.18(3)2, Wis. Adm. Code., the AM interim limitation applied at the outfall of the WWTF is 0.6 mg/L expressed as a six-month average. Additionally, a 1.0 mg/L limitation expressed as a monthly average is required. These interim limitations went into effect on May 1, 2021.

The Village's permit also requires submittal of an Annual Adaptive Management Report, highlighted in section 4.1. According to permit language, these reports shall:

- Identify those actions from Pages 14-17 of the approved AM Plan that were completed during the previous calendar year and those actions that are in progress.
- Evaluate collected monitoring data.
- Document progress in achieving the goals and measures identified in the approved AM Plan.
- Describe the outreach and education efforts that occurred during the past calendar year.
- Identify any corrections or adjustments to the AM Plan that are needed to achieve compliance with the phosphorus water quality standards.
- Describe any updates needed to Mukwonago's approved phosphorus optimization plan.
- Submit results from all sample points outlined in the AM Plan to the WDNR using the Department's Laboratory Data Entry System (LDES).

The following Annual Adaptive Management Report will highlight the Village's progress in their AM Program, including discussion on the applicable points listed above.

SUMMARY OF AM PROGRAM ACTIONS

Since the submittal of last year's annual report in 2021, the Village has continued to use their resources in two main areas related to the AM Program. First, they have continued to engage critical partners. The Village continues to send representatives to meetings of the Southeastern Wisconsin Fox River Commission (SEWFRC) and is involved in the leadership of the Commission. The Village sees involvement in the SEWFRC as an important means of sharing information related to critical source areas in the Fox River watershed, particularly where the watershed overlaps with the Village's action area. In addition, the SEWFRC will likely be a source of project funding in the future of the AM Program as the group's goals align with the Village's AM Program.

The Village has also achieved an important milestone in solidifying its relationship with the Waukesha County Land and Water Conservation Department. In April of 2021, an Intergovernmental Cooperation Agreement (IGA) was formalized between the Village and County which outlines the responsibilities of both parties in working together to achieve the goals set out in the AM Plan, particularly in targeting critical source areas, coordinating with potential project partners in the watershed, planning and designing non-point pollution control measures, and executing agreements with project partners. The IGA is included in Appendix A of this report for reference. Since the goals of the Village and the County align closely, the County has agreed to absorb 300 hours of staff time dedicated to helping the Village achieve its goals laid out in the AM Plan. The Village looks forward to working with the County as a key partner on upcoming projects in the action area, relying on their existing relationships and knowledge of the watershed and its constituents.

Through their continuing relationship with the County, the Village has played a strategic part in planning a project led by the County Land and Water Conservation Department. The project involves the mitigation of overland and channel erosion at a boat launch at the County's Fox River Park. The Village is currently working with the County to develop usage guidelines for the boat launch that minimize soil detachment by vehicles.

With support from the County and Ruekert & Mielke, Inc. (R/M), the Village has identified a number of non-point sources within high priority watersheds that should be targeted and assessed for phosphorous removal potential. During in person site visits conducted in March 2022, sites experiencing streambank and overland erosion were visually assessed. Possible streambank stabilization opportunities were noted at an unnamed tributary to the Mukwonago River adjacent to the Mukwonago WWTF, as well as under a culvert outfall behind the River Parks Lift Station leading to the Fox River. Another opportunity at soil stabilization was assessed at W290 S6201 Holiday Rd where significant gullies were noted at multiple locations. Sites visited in March 2022 are represented in Appendix B on the site prioritization exhibit. Further analysis will be required by the County and R/M to determine streambank erosivity and phosphorous removal capacity.

The Village also continues to work with the WDNR and R/M as they acclimate to the new requirements included in their WPDES permit. R/M will continue to provide technical and administration assistance to AM Program in 2022 by facilitating work with the County, prioritizing critical source areas, compiling monitoring data, and coordinating other AM Program activities.

In addition to engaging critical partners, the Village has dedicated its resources to meeting directly with producers. In January 2022, the Village worked closely with the County and R/M to hold an informational meeting with area producers that addressed the purpose of AM, introduced the action area, delineated partners of the project and their roles, and described the AM Program's cost-share structure. A number of producers and landowners expressed their interest in Program and requested site visits to determine viability. Moreover, the Village continues to send representatives to meetings for the Farmers for Lake Country (FFLC) as their producer-led organization's goals are closely linked to those of the Village's AM Program. The FFLC's action area overlaps with a portion of the AM Program's action area, and the organization has DATCP funds allocated towards approved Best Management Practices (BMP's) found on page 14-17 of the approved AM Plan. As a result, FFLC is being considered as a source for future funding. The County continues to provide comments about possible landowners with high priority sites based on personal interactions.

MONITORING DATA EVALUATION

The Village maintained ongoing monitoring efforts in 2021, collecting samples from eight sites on a monthly basis. Samples were tested for several parameters including total phosphorus, ortho-phosphorus, flow estimation, dissolved oxygen, pH, clarity, suspended solids, and others. Total phosphorus (TP) is a critical parameter that is tracked intensively – see Appendix C for a summary of total phosphorus levels at the monitoring sites from 2018-2021. The median and average values for TP over the 2020 and 2021 measurement periods are summarized below in Table 1, and Figure 1 shows a graphical summary of TP values as a series for each sample date since May 2018. Note that the POC is labeled as “Fox Rvr @ I-43”, or Plot ID 3.

In the AM Plan, the Village coordinated with WDNR staff to determine a representative flow and TP concentration at the POC. Based on the information available at that time, it was assumed that the in-stream concentration at the POC was 0.108 mg/L TP and the flow was 251.2 cfs (162.4 MGD). As shown in Table 1, the current median TP concentration at the POC has risen from 0.077 mg/L in 2020 to 0.088 mg/L in 2021. However, given the limited current sample set and variability of the data, the Village will continue to monitor the concentration numbers closely and proceed with AM Program goals as planned.

Table 1. Summary of Median and Mean TP Levels at Various Monitoring Sites

Fox River Sites	SWIMS Site ID	Plot ID	Median (May-Oct. 2020)	Mean (May-Oct. 2020)	Median (May-Oct. 2021)	Mean (May-Oct. 2021)
Fox Rvr @ Cty. I	683096	1	0.120	0.124	0.126	0.127
Fox Rvr @ Cty. ES	10046937	2	0.110	0.107	0.112	0.118
Fox Rvr @ I-43	10053143	3	0.077	0.085	0.088	0.102
Fox Rvr @ Center	683207	4	0.088	0.093	0.091	0.104
Fox Rvr @ Cty. L	10046947	5	0.082	0.090	0.087	0.094
Fox Rvr @ US I-43 and Mukwonago WWTP Outfall	10055960	6	-	-	0.088	0.104
Fox Rvr @ Hwy 20/36/83	10032437	7	0.092	0.088	0.097	0.098

Mukwonago River Sites	SWIMS Site ID	Plot ID	Median (May-Oct. 2020)	Mean (May-Oct. 2020)	Median (May-Oct. 2021)	Mean (May-Oct. 2021)
Mukwanago Rvr @ Hwy. 83	10032435	8	0.016	0.017	0.016	0.017

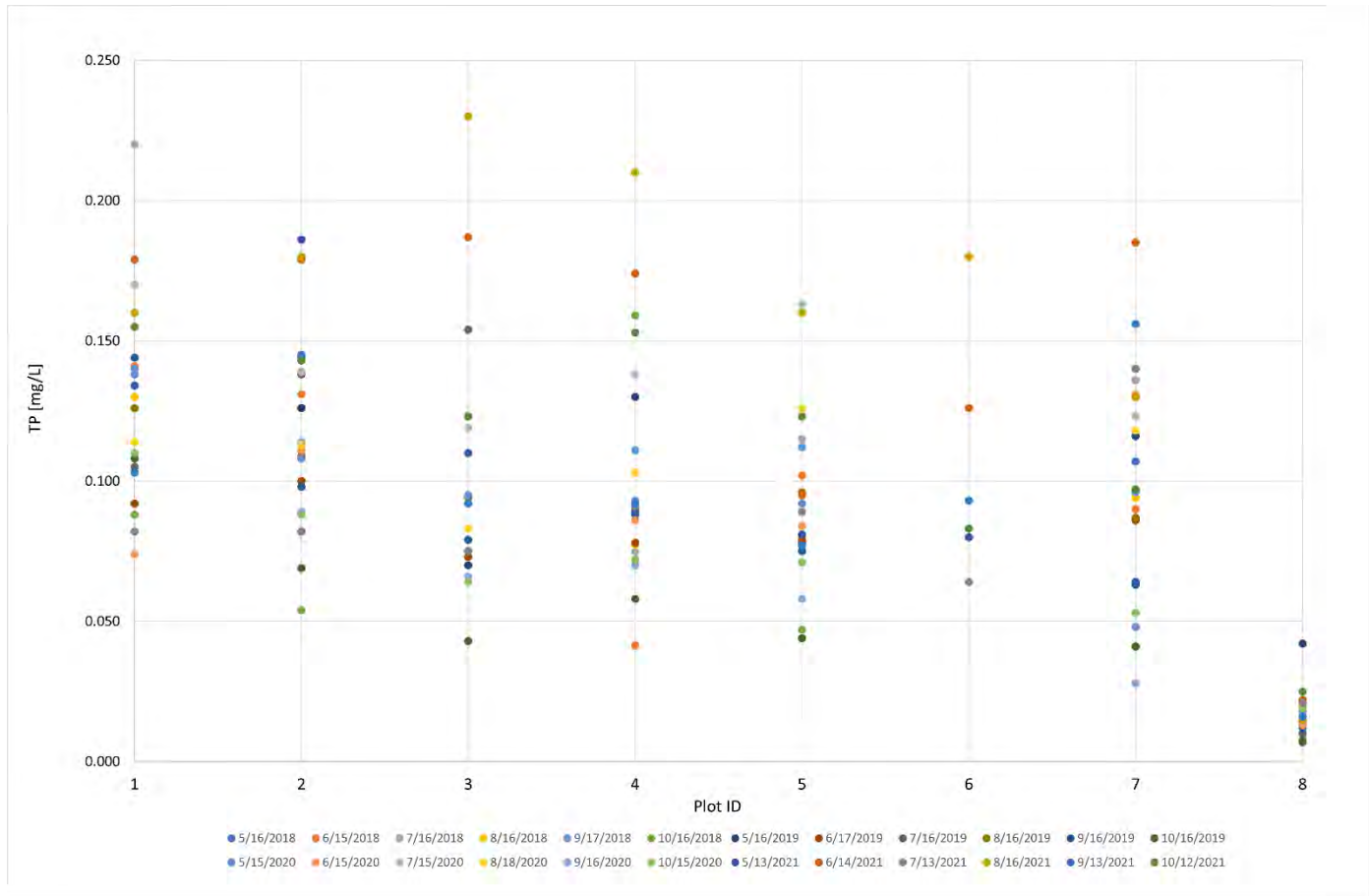


Figure 1. Summary of TP Levels at Various Monitoring Sites During Each Sample Date

PROGRAM ASSESSMENT AND NEXT STEPS

As discussed above, after the previous Annual Report was submitted in 2021, the remainder of the year was largely utilized for developing relationships with producers and landowners and further strategic planning. At this point, the Village has not implemented any physical management measures in the watershed, so there are no estimated TP reductions to report at this time. However, the more in-depth analysis and prioritization of sites combined with producer recognition within the action area gives the Village confidence that they are in a good position to commence the pursuit of projects in 2022. The Village is also confident that they will be able to achieve the minimum goal of 41 pounds per year of TP reductions at the end of their first permit term, while still targeting a reduction of approximately 1,600 pounds per year of TP in the same period.

Other actions that will be taken in 2022 include the development of additional outreach and educational materials, coordination between the County and Village to generate boat launch usage restrictions, further site analyses, and continued development of working relationships with project partners outlined in the AM Plan.

There are currently no changes needed to be made to the current version of the Village's AM Plan or the approved phosphorus optimization plan.

Appendix A

Intergovernmental Cooperation Agreement

**INTERGOVERNMENTAL COOPERATION AGREEMENT
BETWEEN THE VILLAGE OF MUKWONAGO AND WAUKESHA COUNTY**

Regarding Implementing the Village's Adaptive Management Plan

This Intergovernmental Cooperation Agreement ("Agreement") is between the Village of Mukwonago, a municipal corporation ("Village") and Waukesha County, a body corporate and politic ("County"). The Village and County may be referred to individually or collectively in this Agreement as the "Party" or "Parties" respectively.

RECITALS

WHEREAS, as part of its discharge permit for the Village's wastewater treatment plant, the Village received conditional approval from the Wisconsin Department of Natural Resources in May 2020 to implement an Adaptive Management Plan ("AM Plan" or "Project"); and

WHEREAS, the AM Plan aims to improve the surface water quality of the Fox River by controlling upstream agricultural nonpoint sources instead of investing in significant upgrades to the Village's wastewater treatment plant to meet new phosphorous discharge limits; and

WHEREAS, the Waukesha County Department of Parks and Land Use - Land Resources Division ("County") and the Village have a common interest in agricultural nonpoint source water pollution abatement, soil health, land conservation, and the installation of best management practices ("BMPs").

NOW THEREFORE, in consideration of these premises, the Village and the County, under the authority of section 66.0301 Wis. Stats., agree to cooperate on implementing the AM Plan as follows:

**SECTION I
GENERAL AGREEMENT**

- (a) Purpose. The purpose of this Agreement is to summarize and clarify roles and responsibilities of the Village and the County during implementation of the AM Plan.
- (b) Scope of Services. The scope of services under this Agreement includes but is not limited to: targeting sites for BMP installation, contacting targeted landowners, executing cost-sharing agreements, planning and designing BMPs, bidding out BMP construction, executing construction contracts, overseeing and verifying BMP construction, and tracking and reporting program activities and accomplishments.
- (c) Term. The term of this Agreement shall be from the last date of execution until December 31, 2029, unless extended by written amendment.
- (d) Primary Representatives (PR). The Village and the County shall each assign a person to serve as their Primary Representative during the execution of this Agreement. The role of the PR is to advise, facilitate decision making and workflows, resolve problems and otherwise represent the Village or County during implementation of the AM Plan. The PR

may designate other people to serve as the main contact for certain tasks, but the PR maintains the stated responsibilities. Any changes in the PR designation shall be in writing to the other Party.

SECTION II VILLAGE RESPONSIBILITIES

- (a) Primary Representative. The Village assigns Wayne Castle, Village of Mukwonago Utilities to serve as the PR for the Village. Email: wcastle@villageofmukwonago.com; Phone: (262) 441-1366.
1. Project technical advisor: Mark Van Weelden, Project Engineer at Ruekert & Mielke, Inc. to serve as a secondary contact for the Village. Phone: 262-953-3050; Email: mvanweelden@ruekert-mielke.com.
- (b) Project Owner. The Village is the owner of the AM Plan. This Agreement does not absolve the Village of their responsibilities for the AM Plan in any way, including but not limited to the Village's wastewater treatment plant discharges, financial and legal responsibilities, independent oversight, review and monitoring of the Project, and assuring compliance with applicable local, state, and federal laws and regulations.
- (c) Funding, Contracts, Policies and Agreements.
1. Approve an annual budget for the Project and notify the County of available funding.
 2. Approve professional service contracts as needed to implement this Agreement.
 3. Develop and approve a landowner cost-sharing agreement template between the landowner and the Village.
 4. Approve BMP cost-sharing rates, policies, and procedures for landowner cost-sharing agreements, such as:
 - i. Documentation of costs and cost containment procedures
 - ii. Change order forms and procedures
 - iii. BMP verification
 5. Approve individual landowner cost-share agreements for BMP installation.
 6. Draft, approve the template for, and execute working agreements for BMP installations, incorporating language provided by County, as needed to clarify roles and responsibilities of all parties (i.e. landowner, contractor, County and Village, depending on the BMP).
- (d) Public information and Education.
1. Promote the Project by working with the County to develop a web page and landowner educational materials.

2. Manage any media requests on the Project.
3. Provide periodic Project status updates to local elected officials and the general public.

(e) Project Oversight and Support. Oversee implementation of the Project following adopted Village policies, procedures, and forms. Below is a summary of key steps:

1. Oversee Project spending compared to the approved Village budget. Approve all cost-sharing agreements and change orders, as well as applicable County costs under Section IV below, ensuring total approved costs are within the approved Village budget(s).
2. Create targeted area maps to serve as initial priorities for County landowner contacts.
3. Visit individual sites, either at the request of the County, or as determined necessary by the Village, to verify Village support for a proposed BMP cost-sharing agreement.
4. Review, approve and process payments for approved landowner cost-share agreement reimbursement requests under sub. III(d)10. below, and County costs under Section IV below, ensuring consistency with approved costs under sub. 1 above.
5. Maintain all landowner cost-share agreement records as needed for audit purposes.
6. Monitor and report Project accomplishments. Complete pollutant load reduction modeling that may be needed to demonstrate progress toward AM Plan goals.
7. Upon request, assist the County in resolving any disputes with landowners or contractors during Project implementation.

SECTION III COUNTY RESPONSIBILITIES

(a) Primary Representative. The County assigns Alan Barrows, Land Resources Manager to serve as PR for the County for the Project. Other County staff assignments are listed below.

1. For landowner cost-sharing agreements: Kelsey Wallisch, Conservation Specialist; 262-896-8306; kwallisch@waukeshacounty.gov.

(b) Ownership Disclaimer. The County is not the owner of the Project. County involvement is strictly limited to the duties described in this Agreement.

(c) Contracts and Agreements.

1. Coordinate execution of this Agreement.
2. Upon request, assist the Village with developing BMP cost-sharing rates, policies, procedures, and landowner agreement forms.

3. Complete landowner cost-sharing agreements provided by the Village for BMP installation and send to the Village for approval.
4. Provide the Village with language to incorporate into the template working agreements for BMP installations, as needed to clarify the role and responsibilities of the County. Complete working agreements, following the approved Village template, and coordinate execution by all parties before BMP installation where applicable.

(d) Project Implementation. Lead field implementation of the Project following adopted Village policies, procedures, and forms. Below is a summary of key steps:

1. Upon request, attend Project meetings with the Village.
2. Upon request, assist the Village with public informational meetings, the development of educational materials, a web page or presentations on the Project to facilitate landowner cost-sharing agreements.
3. Review available resource inventories and office files in preparation to contact targeted landowners.
 - a. Contact landowners targeted by the Village to discuss their potential participation in the Project.
 - b. Identify other potential landowners to target for the Project and obtain approval from the Village regarding their eligibility for Village cost-sharing.
4. Conduct detailed field inventories, soil investigations, site surveys and other field work as needed to plan and design BMP installations.
5. Prepare preliminary site plans and BMP designs to use for executing landowner BMP cost-share agreements.
6. Complete template landowner cost-share agreements and maintenance agreements provided by the Village. Coordinate execution by the landowner and send to the Village for approval.
7. Coordinate with the landowner on the implementation of BMPs identified in the cost-sharing agreement, including executing a working agreement and preparing a construction inspection plan, as needed.
8. Assist the landowner with any bidding process that may be involved in obtaining quotes for BMP implementation.
 - a. Recommend acceptance of bids by the landowner, advising them of applicable Village cost containment policies.
9. Oversee and verify BMP installation, including the following, as needed or applicable:

- a. Coordinate and participate in preconstruction meetings and review any executed working agreement.
 - b. Prepare and execute construction inspection plans.
 - c. Coordinate applicable permit processes.
 - d. Coordinate the marking of applicable utilities.
 - e. Review, approve and document change orders during construction that affect the project scope or costs, requesting Village approval as needed.
10. Collect cost documentation from the landowner, review for consistency with applicable plans and bids, and submit to the Village along with other documentation needed to process a cost-sharing reimbursement request, including BMP verification. Recommend action by the Village.
 11. Record through the Waukesha County Register of Deeds any BMP maintenance documents required by the Village.
 12. Set up and lead closing meetings as needed to distribute cost-sharing payments from the Village to the landowner. Collect lean waivers from contractor(s) as needed.
 13. Assist in resolving disputes between landowners and contractors, consulting with the Village as needed.
 14. Upon request, provide the Village readily available data needed to complete pollutant load reduction modeling. (Note: The County will not conduct any soil sampling or testing, but will coordinate it upon request.)
 15. Track County staff time spent on the Project and any associated out-of-pocket expenses. The County is responsible for all costs associated with the responsibilities outlined in this section, subject to reimbursement under Section IV below.
 16. Provide other Project assistance to the Village as mutually agreed.

SECTION IV REIMBURSEMENT OF COSTS

It is understood by the Parties that future time commitments to the Project depend largely on landowner interest. The County agrees to track County staff time spent on the Project. As a component of existing nonpoint pollution abatement programs, the County is willing to absorb the costs of up to 300 hours per year of existing County staff time spent on the Project at no cost to the Village. All County staff time spent on the Project over and above 300 hours per year shall be reimbursed by the Village at a rate of \$60 per hour, subject to annual adjustment in accordance with the Consumer Price Index for All Urban Consumers (CPI-U) – Midwest Region. The County shall provide the Village a 30-day written notice prior to incurring any reimbursable County staff hours and shall thereafter report staff time spent on the Project to the Village quarterly, including hours spent on the project, staff name, and category of work.

The Village shall be responsible for all County out-of-pocket costs spent on the Project, which shall be reimbursed by the Village upon prior approval by the Village PR. County shall invoice the Village quarterly (calendar year) for all reimbursable costs. Village payment will be made within thirty (30) days after receipt of a properly documented invoice. Failure of the Village to reimburse the County for any invoiced costs in accordance with this Agreement shall be grounds for termination of this Agreement under Section VII(a).

If the Village fails to provide adequate up-front funding under Section II, the County is not obligated to provide any services described in Section III beyond the 300 hours described in this section.

SECTION V STATEMENT OF COMMITMENT; DISPUTE RESOLUTION

- (a) Cooperation. The Parties are entering this Agreement with a full understanding that the success of the Project depends upon the commitment of the Parties to work diligently and cooperatively to accomplish their mutual objectives. In order to do so, the Parties agree to each use their good faith best efforts to implement and carry out this Agreement.
- (b) Resolution of Disputes. The Parties acknowledge and agree that they shall endeavor to resolve any and all issues that may arise under this Agreement in good faith and in the spirit of cooperation consistent with the intent of this Agreement. When a disputed issue arises, the PRs shall commence negotiations with respect thereto. If the issue cannot be satisfactorily resolved within thirty (30) days of commencement of negotiations, the Village and the County may mutually agree to mediation or either Party may pursue any available remedy in law or equity.

SECTION VI INDEMNIFICATION AND DEFENSE OF SUITS

The Parties agree to indemnify, hold harmless, and defend each other, their officers, agents, and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expenses, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of either Party, their employees, agents or subcontractors in the performance of services associated with this Agreement.

Nothing in this Agreement, including but not limited to the indemnification terms, shall in any way constitute a waiver by the Parties of any immunity, liability limitation, limitation on the amount recoverable, or other protections available to the Parties under Section 893.80, Wisconsin Statutes, or any other applicable statute or other law.

SECTION VII TERMINATION

- (a) Termination for Cause. Notwithstanding Section I, but subject to Section V(b), failure of any Party to perform its material obligations under this Agreement shall constitute a breach entitling the non-breaching Party to terminate this Agreement if within thirty (30) days of receipt of written notice of the breach, the breaching Party has not cured the breach. If the breaching Party is diligently pursuing a cure but such cure cannot reasonably be accomplished within thirty (30) days, the breaching Party may seek permission from the

non-breaching Party for up to an additional thirty (30) days to cure the breach, and such permission shall not be unreasonably withheld, conditioned, or delayed.

(b) Termination Without Cause.

1. Notwithstanding Sections I and V(a), either Party may terminate this Agreement at any time upon a 90-day written notice. Upon termination, the terminating Party shall be responsible for notifying affected homeowners.
2. Insufficiency of continued resources shall be an event for termination without breach. If sufficient grant funding is not awarded to either or both Parties, the terminating Party shall notify the other and the Agreement shall terminate without 90-day written notice at end of funding cycle.

SECTION VIII MISCELLANEOUS PROVISIONS

- (a) Entire Agreement. The entire agreement of the Parties with respect to the subject matter hereof is contained in this Agreement. This Agreement supersedes any other intergovernmental cooperation agreement on this subject matter, including but not limited to any and all related oral negotiations.
- (b) Modification. This Agreement may only be modified by a writing signed by both parties and identified as an amendment to or modification of this Agreement.
- (c) Authorization. This Agreement is entered into by the Parties pursuant to authority granted under section 66.0301, Wis. Stats., and other provisions of the Wisconsin Statutes. By resolution, ordinance or other action adopted by its governing body, each Party has authorized and directed their representatives to enter this Agreement on behalf of the Party.
- (d) Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of the provisions of this Agreement.
- (e) Governing Law. This Agreement is entered into and shall be construed in accordance with the laws of the State of Wisconsin.
- (f) Severability. If any provision of this Agreement is finally determined by a court of competent jurisdiction to be invalid or unenforceable, this Agreement shall be construed as if the invalid or unenforceable provision had been deleted from the Agreement and the balance of the Agreement shall continue in full force and effect.
- (g) Non-waiver. No provision of this Agreement will be deemed waived by reason of one Party delaying or failing to enforce the provision on one or more occasion. Any waiver of a provision given on one occasion shall not obviate the need to obtain future waivers of the same provision or excuse a future breach of that provision.
- (h) Notices. Any notices required or permitted under this Agreement shall be in writing and shall be considered given upon delivery, if personally delivered or emailed with evidence thereof, or one (1) business day after deposit with a nationally recognized commercial courier, or two (2) business days after deposit in the United States Postal Service, certified or registered mail, postage prepaid, in all cases addressed to the following:

If to Waukesha County:

Dale Shaver, Director
Department of Parks and Land Use
515 W. Moreland Blvd.
Waukesha, WI 53188
dshaver@waukeshacounty.gov

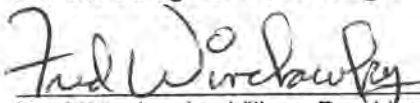
If to the Village of Mukwonago:

Dave Brown, Utility Director
Village of Mukwonago
1200 Holz Parkway
Mukwonago, WI 53149
dbrown@villageofmukwonago.com

- (i) No Assignment. Except as noted in Section I(d), no Party to this Agreement may assign its interest in this Agreement to any other entity without the express written consent of the other Party.
- (j) Force Majeure. Except as otherwise specifically provided herein, no Party shall be considered in default in the performance of any of its obligations under this Agreement when there is an occurrence of an event of Force Majeure and the result is a delay or failure to perform the obligation, and no Party shall be liable to the other for any loss or damage suffered as a result of such delay or failure. If performance is delayed or rendered impossible by an event of Force Majeure, the Party claiming a Force Majeure event shall immediately give notice to the other Party of the nature of such conditions, the extent of the delay expected, and the estimated capital costs to resume performance, and shall use its best efforts to promptly resume performance. If the expected delay is greater than twenty-one (21) days, the Party receiving the notice shall have the right to terminate this Agreement by giving written notice to the other Party. "Force Majeure," as used herein, shall mean any condition affecting a Party in connection with this Agreement, which condition is beyond the reasonable control of the Party, including without limitation: acts of God, natural disaster, flood, fire, riot explosion, war or actions or decrees of governmental bodies.
- (k) Counterparts. This Agreement may be executed in multiple counterparts, each of such counterpart shall be deemed to constitute one and the same instrument and each of said counterparts shall be deemed an original hereof.

The Village of Mukwonago and Waukesha County have duly approved this Agreement and authorized its execution as set forth below:

For the Village of Mukwonago:


Fred Winchowky, Village President

4/21/2021
Date

For Waukesha County:


Dale R. Shaver, Director
Department of Parks and Land Use

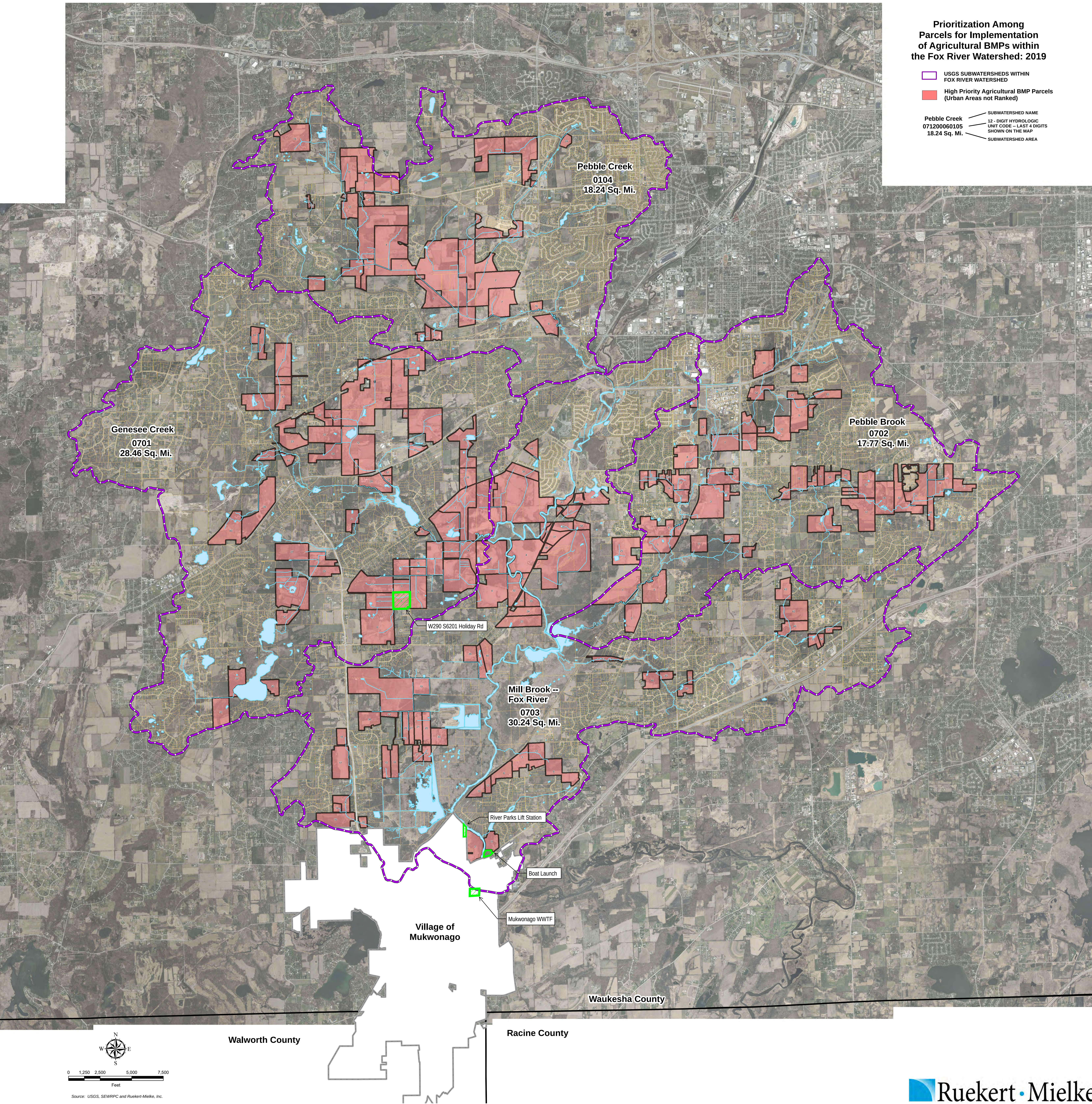
3-3-21
Date

Appendix B

Critical Source Area Prioritization Exhibit

**Prioritization Among
Parcels for Implementation
of Agricultural BMPs within
the Fox River Watershed: 2019**

-  USGS SUBWATERSHEDS WITHIN
FOX RIVER WATERSHED
 -  High Priority Agricultural BMP Parcels
(Urban Areas not Ranked)
 - Pebble Creek**
071200060105
18.24 Sq. Mi.
 - Genesee Creek**
0701
28.46 Sq. Mi.
 - Pebble Brook**
0702
17.77 Sq. Mi.
 - Mill Brook --
Fox River**
0703
30.24 Sq. Mi.
- SUBWATERSHED NAME
12 - DIGIT HYDROLOGIC
UNIT CODE -- LAST 4 DIGITS
SHOWN ON THE MAP
SUBWATERSHED AREA



Appendix C

Monitoring Data Summary

Total Phosphorous [mg/L]

Fox River Sites	SWIMS Site ID	Plot ID	5/16/2018	6/15/2018	7/16/2018	8/16/2018	9/17/2018	10/16/2018
Fox Rvr @ Cty. I	683096	1	0.092	0.141	0.110	0.130	0.140	0.088
Fox Rvr @ Cty. ES	10046937	2	0.082	0.131	0.114	0.111	0.144	0.054
Fox Rvr @ I-43	10053143	3						
Fox Rvr @ Center	683207	4		0.0413	0.0748	0.0774	0.111	0.159
Fox Rvr @ Cty. L	10046947	5	0.075	0.102	0.115	0.080	0.112	0.047
Fox Rvr @ Hwy 20/36/83	10032437	6	0.107	0.090	0.136	0.094	0.096	0.041

Mukwanago River Sites	SWIMS Site ID	Plot ID	5/16/2018	6/15/2018	7/16/2018	8/16/2018	9/17/2018	10/16/2018
Mukwanago Rvr @ Hwy. 83	10032435	7	0.022	0.018	0.016	0.018	0.016	0.008

Fox River Sites	SWIMS Site ID	Plot ID	5/16/2019	6/17/2019	7/16/2019	8/16/2019	9/16/2019	10/16/2019
Fox Rvr @ Cty. I	683096	1	0.126	0.092	0.105	0.126	0.144	0.108
Fox Rvr @ Cty. ES	10046937	2	0.126	0.100	0.138	0.109	0.098	0.069
Fox Rvr @ I-43	10053143	3	0.070	0.073	0.154	0.094	0.079	0.043
Fox Rvr @ Center	683207	4	0.130	0.078	0.103	0.090	0.088	0.058
Fox Rvr @ Cty. L	10046947	5	0.078	0.079	0.126	0.096	0.075	0.044
Fox Rvr @ Hwy 20/36/83	10032437	6	0.116	0.086	0.130	0.087	0.063	0.041

Mukwanago River Sites	SWIMS Site ID	Plot ID	5/16/2019	6/17/2019	7/16/2019	8/16/2019	9/16/2019	10/16/2019
Mukwanago Rvr @ Hwy. 83	10032435	7	0.042	0.014	0.010	0.013	0.012	0.007

Fox River Sites	SWIMS Site ID	Plot ID	5/15/2020	6/15/2020	7/15/2020	8/18/2020	9/16/2020	10/15/2020
Fox Rvr @ Cty. I	683096	1	0.138	0.074	0.170	0.114	0.220	0.110
Fox Rvr @ Cty. ES	10046937	2	0.108	0.111	0.139	0.113	0.089	0.088
Fox Rvr @ I-43	10053143	3	0.095	0.075	0.119	0.083	0.066	0.064
Fox Rvr @ Center	683207	4	0.093	0.086	0.138	0.103	0.070	0.072
Fox Rvr @ Cty. L	10046947	5	0.092	0.084	0.163	0.126	0.058	0.071
Fox Rvr @ Hwy 20/36/83	10032437	6	0.048	0.131	0.123	0.118	0.028	0.053

Mukwanago River Sites	SWIMS Site ID	Plot ID	5/15/2020	6/15/2020	7/15/2020	8/18/2020	9/16/2020	10/15/2020
Mukwanago Rvr @ Hwy. 83	10032435	7	0.018	0.013	0.016	0.020	0.015	0.019

Fox River Sites	SWIMS Site ID	Plot ID	5/13/2021	6/14/2021	7/13/2021	8/16/2021	9/13/2021	10/12/2021
Fox Rvr @ Cty. I	683096	1	0.134	0.179	0.082	0.16	0.103	0.155
Fox Rvr @ Cty. ES	10046937	2	0.186	0.179	0.082	0.18	0.145	0.143
Fox Rvr @ I-43	10053143	3	0.11	0.187	0.075	0.23	0.092	0.123
Fox Rvr @ Center	683207	4	0.089	0.174	0.091	0.21	0.092	0.153
Fox Rvr @ Cty. L	10046947	5	0.081	0.095	0.089	0.16	0.077	0.123
Fox River @ US I-43 and Mukwonago WWTP	10055960	6	0.08	0.126	0.064	0.18	0.093	0.083
Fox Rvr @ Hwy 20/36/83	10032437	7	0.064	0.185	0.14	0.13	0.156	0.097

Mukwonago River Sites	SWIMS Site ID	Plot ID	5/13/2021	6/14/2021	7/13/2021	8/16/2021	9/13/2021	10/12/2021
Mukwanago Rvr @ Hwy. 83	10032435	8	0.021	0.022	0.021	0.015	0.016	0.025



Agenda Cover Report

Date: 4/28/22	Committee/Board: Public Works
Submitted by: Ron Bittner	Department: Public Works
Date of Committee Action: N/A	Date of Village Board Action: N/A

Subject:

Installation of the temporary bump outs on Rochester Street.

Executive Summary:

To improve pedestrian safety downtown, village staff will install temporary bump outs at the Lake St. intersection and mid-block near 215 N. Rochester Street. The project is part of a feasibility study on traffic flow and pedestrian safety concerns in the area. The WDOT has issued a permit and we are waiting for the last material to be delivered. The estimated install date is mid-May. The Included Bump Out Plan has links to more information on pedestrian safety.

Fiscal Impact:

N/A

Executive Recommendation/Action:

Information Only

☐ Attachments Included

Rochester Street Pedestrian Safety Temporary Bumpout Installation

Goals for the community

- Install temporary bumpouts at two locations on N. Rochester St.
- Increasing awareness about pedestrian safety issues.
- Increasing awareness about pedestrian traffic control devices (signs, signals, etc.).
- Motivating pedestrians to obey pedestrian traffic signals.
- Encouraging drivers to pay attention and stop for pedestrians.

Education

Curb extensions can have the following benefits

- Increased pedestrian visibility at intersections through improved sight lines
- Increased pedestrian awareness with enhanced signage
- Decreased pedestrian exposure to vehicles by shortening the crossing distance
- Reduced vehicle turn speeds by physically and visually narrowing the roadway
- Increased pedestrian waiting space
- Reduced illegal parking at corners crosswalks and bus stops
- Facilitated ability to provide two curb ramps per corner

Additional information

<https://www.sfbetterstreets.org/find-project-types/pedestrian-safety-and-traffic-calming/traffic-calming-overview/curb-extensions/>

<https://www.makeroadssafe.org/do-curb-bumpouts-really-keep-pedestrians-safe/>

Metrics and Work Plans (dates are approximate)

Preinstallation speed board study 3/15 to 3/30 on STH 83 and 3/30 to 4/15 on Holz Pky

Post installation summer speed board study 8/1 to 8/15 on STH 83 and 8/15 to 8/31 Holz Pky

Post installation speed board study 8/31 to 9/15 on STH 83 and 9/15 to 9/30 Holz Pky

Driver education (officers crossing in crosswalk and traffic stops) 1 weekday evening and 1 Saturday towards the end of April and in September

Install temporary bumpouts mid-May.



Agenda Cover Report

Date: 4/26/22	Committee/Board: Public Works
Submitted by: Ron Bittner	Department: Public works
Date of Committee Action:	Date of Village Board Action:

Subject:

Surface Transportation Program (STP-U) grant application.

Executive Summary:

The village is preparing a Surface Transportation Program (STP-U) grant application for a repaving project on Holz Parkway. The Surface Transportation Program - Urban (STP-U) allocates federal funds to complete a variety of improvements to federal-aid-eligible roads and streets in urban areas.

The objective of STP-U is to improve federal aid eligible highways within urban areas. Projects must meet federal and state requirements. Communities are eligible for funding on roads functionally classified as major collector or higher. For 2022-2027 program development, total funds available for the STP-Urban Program are \$3,021,508 for communities with 5k-20k in population. These amounts are based on anticipated federal local program levels for fiscal years 2023, 2024, 2025, 2026 and 2027. The Bipartisan Infrastructure Law will significantly increase future program funding levels. Program funding levels may be updated as necessary pending state biennial budget changes and federal reauthorization.

Holz Parkway meets the federal and state criteria as a project under STP-U. The project would have been on the 2027 or 28 capital plans. The current 5-Year capital plan can be adjusted to accommodate the project if it's selected.

1. The Village can decline the grant and not move forward with the project if it's selected for the program.
2. The state will control the bid letting and construction process.
3. The state selects the actual year for the project.

R & M is assisting in the application process. If the project is selected, R & M would not be eligible for the design phase and has recommended we select another firm to prepare a set WisDOT required plans.

Fiscal Impact:

Local Program Projects are an 80% federal and 20% local match.
Currently the project is estimated at \$2,764,062.84
Grant application and administration process \$7,400.00

Executive Recommendation/Action:

Information only.

☐ Attachments Included

ESTIMATED CONSTRUCTION COST

Holz Parkway Reconstruction

	Description	Unit	Quantity	Unit Price	Total
1	Mobilization	L.S.	1	\$104,700.00	\$104,700.00
2	Traffic control	L.S.	1	\$12,000.00	\$12,000.00
3	Inlet sediment guards	EA	3	\$150.00	\$450.00
4	Full depth saw cutting	EA	810	\$2.50	\$2,025.00
5	Adjust sanitary manhole chimney	EA	6	\$2,000.00	\$12,000.00
6	Internal/external sanitary manhole chimney seal	EA	6	\$750.00	\$4,500.00
7	Replace sanitary manhole frame and lid	EA	6	\$1,600.00	\$9,600.00
8	Valve box adjustments	EA	14	\$540.00	\$7,560.00
9	Pavement pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	39,000	\$4.00	\$156,000.00
10	Construct additional turn lanes to subgrade	L.S.	1	\$24,000.00	\$24,000.00
11	Excavation below subgrade (EBS), if required (Assuming 25% of area)	C.Y.	3,250	\$30.00	\$97,500.00
12	Geotextile subgrade stabilization, if required (Assuming 25% of area)	S.Y.	9,750	\$6.00	\$58,500.00
13	Excavation below subgrade (EBS) backfill, if required (Assuming 25% of area)	TON	6,500	\$28.00	\$182,000.00
14	Crushed aggregate for road base	TON	1,120	\$21.00	\$23,520.00
15	30-inch concrete curb and gutter	L.F.	520	\$18.00	\$9,360.00
16	30-inch concrete curb and gutter replacement	L.F.	108	\$60.00	\$6,480.00
17	Asphaltic concrete binder course	TON	8,730	\$88.00	\$768,240.00
18	Asphaltic concrete surface course	TON	3,740	\$94.00	\$351,560.00
19	Crushed aggregate shoulder	L.F.	15,700	\$12.00	\$188,400.00
20	Concrete sidewalk and curb ramp	S.F.	560	\$8.00	\$4,480.00
21	Detectable Warning Field	S.F.	112	\$56.00	\$6,272.00
22	Pavement marking, epoxy, 18-inch, stop bar	L.F.	120	\$12.00	\$1,440.00
23	Pavement marking, epoxy, 4-inch yellow	L.F.	16,000	\$1.50	\$24,000.00
24	Pavement marking, epoxy, 12-inch diagonal yellow	L.F.	135	\$8.00	\$1,080.00
25	Pavement marking, epoxy, 4-inch white	L.F.	17,640	\$1.50	\$26,460.00
26	Pavement marking, epoxy, 6-inch white	L.F.	350	\$2.00	\$700.00
27	Pavement marking, epoxy, 12-inch white	L.F.	145	\$8.00	\$1,160.00
28	Pavement marking, arrows Type 2	EA	5	\$280.00	\$1,400.00
29	Pavement marking, words	EA	5	\$280.00	\$1,400.00
30	Topsoil, turf grass seed, fertilizer and erosion mat	S.Y.	400	\$18.00	\$7,200.00
	Sub Total				\$2,093,987.00
	Administration Contingencies			2.0%	\$41,879.74
	Engineering Contingencies			10.0%	\$209,398.70
	Construction Contingencies			10.0%	\$209,398.70
	Construction Administration Contingencies			10.0%	\$209,398.70
	Estimated Total Project Cost				\$2,764,062.84

April 22, 2022

Mr. Fred Schnook, Village Administrator
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Task Order for STP Grant Application

Dear Mr. Schnook:

Ruekert & Mielke, Inc. (R/M) is providing this task order for the preparation of a WisDOT FFY 2023-FFY 2026 BIL STP – Urban grant application. R/M has met with Village staff and discussed several candidate projects that could qualify for the STP-Urban grant program including Holz Parkway (STH 83 to CTH ES) and Bay View Road (STH 83 to Main Street). In addition, we discussed two path projects: railroad tunnel crossing at Plank Road and a path along the south side of CTH LO (STH 83 to Minor Park) that may qualify for TAP grant funding. WisDOT has indicated that the TAP grant applications and requirements will be released during August 2022. Upon further review, our recommendation is to complete one STP – Urban application for Holz Parkway. Holz Parkway already has a multi-modal bike path facility and is a relatively simple pulverize and repave project. Turn lanes will be considered near Perkins Drive and Swan Drive.

The work authorized by the Agreement includes professional services to complete the WisDOT FFY 2023-FFY2026 BIL STP Grant Application. We are proposing the following tasks:

- Task 1 - Identify and evaluate potential project locations/scope.
- Task 2 - Conduct meeting with WisDOT representative to pre-screen potential projects.
- Task 3 - Meeting with Village to select final projects to prepare applications for.
- Task 4 - Identify project improvements and prepare technical information for the Application.
- Task 5 - Prepare projects maps and develop opinions of probable construction cost.
- Task 6 - Prepare initial application with available data.
- Task 7 - Review for environmental/cultural issues in the project area using available data.
- Task 8 - Facilitate Village obtaining letters of support.
- Task 9 - Identify any miscellaneous issues of concern to note in Application.
- Task 10 - Application review with Village.
- Task 11 - Prepare final application, obtain Village signature, submit to WisDOT.
- Task 12 - Post submittal assistance.

These Professional Services for the above-described services will be performed on a lump sum fee basis of \$7,400 for the first application. If the Village desires to do additional applications, they will be completed for an additional lump sum fee of \$5,800 each, upon written authorization from the Village.

Upon receiving authorization to proceed by 4/29/2022, we will be able to complete the tasks stated above and submit the application by WisDOT deadline for STP grant which is currently stated as June 3, 2022.

The above-described professional services will be provided to you in accordance with our current Village Engineer agreement. Please indicate your acceptance of this Task Order by having the appropriate authorized official(s) affix their signature(s) where indicated and returning a fully executed copy to our office.



Letter to Mr. Fred Schnook
Agreement for STP Grant Application
April 22, 2022
Page 2

If you have any questions or comments, please feel free to contact me.

Respectfully,

RUEKERT & MIELKE, INC.

Michael E. Michalski
Project Engineer
mmichalski@ruekert-mielke.com

Ryan T. Amtmann, P.E. (WI, IL)
Vice President
ramtmann@ruekert-mielke.com

MEM:cal
Enclosure(s)

CLIENT NAME:

Village of Mukwonago, Wisconsin

ENGINEER:

Ruekert & Mielke, Inc.

By:

Title:

Date:

Village Administrator

4/25/22

By:

Title: Vice President

Date: April 22, 2022

Ryan T. Amtmann, P.E.

Designated Representative:

Name: _____

Title: _____

Phone Number: _____

Designated Representative:

Name: Mike Michalski

Title: Project Manager

Phone Number: 262-953-3004



Agenda Item Cover Report

Date: 4/25/2022	Committee/Board: Committee of the Whole
Submitted by: Wayne Castle	Department: Wastewater
Date of Committee Action: 5/04/2022	Date of Village Board Action: 5/18/2022

Subject: Atkinson Street Lift Station Redesign

Executive Summary:

The Atkinson Street sewage lift station is the largest lift station in the Village. It serves the majority of the north side of the Village. A design for an upgrade was done in 2022. The design involved optimal changes necessary for an expanded capacity and component upgrades needed for the facilities at the approximate 40-year-old lift station. This design included a second wet well to allow for expanded capacity beyond this immediate project. The bid opening for the project took place on February 9, 2022. There was only one bidder. The bidder was Mid-City Corporation with a bid amount of \$1,748,000. This bidder has typically not performed this type of work based on prior R/M lift station experience. The construction cost estimate was \$960,000.

R/M has determined a way to change the project to reduce costs to meet projected demands and to minimize underground construction work. This revised design is currently estimated to be closer to our original cost estimate amount. We have coordinated with Mid-City Corporation and reviewed specific costs in their bid. The redesign concept will not have a second wet well. However, the design peak flow rate of 2,045 gallons per minute (gpm) will be the same in this design. The existing peak flow rate the station can pump is approximately 1,100 gpm with the existing force main.

Future upgrades will be needed to this lift station. These include a new standby generator (in 12-16 years) and a new force main (in 12-18 years).

The scope of the project is to provide a modification of the design for this lift station upgrade. Bidding would take place in November of this year to take advantage of the optimal time of year for bidding for the lowest prices. Construction would take place starting in the spring of 2023.

The Task Order also includes extra SCADA integration needed for this project that was originally in Task Order 2020-09 which included the original design, bidding and construction support for the project.

Fiscal Impact: \$20,670

Executive Recommendation/Action: Approval

☐ **Attachments Included** Task Order 2022-06

TASK ORDER

This is Task Order No. 2022-06,
consisting of 3 pages
Village of Mukwonago
Atkinson Street Lift Station Redesign

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: Atkinson Street Lift Station Redesign.
- B. Description: The Atkinson Street sewage lift station is the largest lift station in the Village. It serves the majority of the north side of the Village. A design for an upgrade was done in 2022. The design involved optimal changes necessary for an expanded capacity and component upgrades needed for the facilities at the approximate 40-year-old lift station. This design included a second wet well to allow for expanded capacity beyond this immediate project. The bid opening for the project took place on February 9, 2022. There was only one bidder. The bidder was Mid-City Corporation with a bid amount of \$1,748,000. This bidder has typically not performed this type of work based on prior R/M lift station experience. The construction cost estimate was \$960,000.

R/M has determined a way to change the project to reduce costs to meet projected demands and to minimize underground construction work. This revised design is currently estimated to be closer to our original cost estimate amount. We have coordinated with Mid-City Corporation and reviewed specific costs in their bid. The redesign concept will not have a second wet well. However, the original design peak flow rate of 1,650 gallons per minute (gpm) will be the same in this design. The existing peak flow rate the station can pump is approximately 1,100 gpm with the existing force main.

Future upgrades will be needed to this lift station. These include a new standby generator (in 12-16 years), a new generator building (in 12-16 years) and a new force main (in 15-25 years).

The scope of the project is to provide a modification of the design for this lift station upgrade. Bidding would take place in November of this year to take advantage of the optimal time of year for bidding for the lowest prices. Construction would take place starting in the spring of 2023.

2. Services of Engineer

- a. Redesign the lift station to have three submersible pumps in the existing wet well. Redesign force main piping from wet well to valve building.
- b. Perform hydraulic calculations.
- c. Revise electrical schedules and SCADA specifications to accommodate a single wet well.
- d. Prepare revised drawings and specifications.
- e. Submit the revised design to the WDNR for approval. Answer any WDNR questions to receive their approval.
- f. Conduct a preliminary assessment of available grants and/or low interest loans for the project. Write a letter summarizing the feasibility of potential grants or low interest loans. Any grant or low interest loan application for this project would be done under a separate Task Order.
- g. Coordinate with a contractor for preparation of a detailed cost estimate.

TASK ORDER

- h. Administer the public bidding process through the on-line Quest platform. Answer bidder questions and issue addenda if required.
- i. Attend bid opening.
- j. Review bids and write the Letter of Recommendation and Notice of Award.
- k. Conduct contract execution coordination.
- l. Provide extra SCADA integration needed for this project that was originally in Task Order 2020-09 which included the original design, bidding and construction support for the project. Extra integration effort is required because the design of the SCADA is more complicated than in the original scope. An extra Human Machine Interface (HMI) will be included in the valve building. Communication between this HMI and the HMI and the control in the existing generator building will take extra coordination.

3. Owner's Responsibilities

Review redesign and offer comments.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
Complete Design and Bidding	June 30, 2022

5. Payments to Engineer

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

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Lump Sum, or Estimate of Compensation for Services</u>
Lift Station Redesign	Lump Sum	\$20,670

B. The terms of payment are set forth in the Standard Terms and Conditions.

6. Consultants

None.

7. Other Modifications to Standard Terms and Conditions

None.

8. Attachments

None.

9. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / Village of Mukwonago Master Agreement

TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated February 20, 2019, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, _____.

OWNER:

Village of Mukwonago

Signature: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

Signature:  _____

Name: Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: April 19, 2022

Digitally signed by Steven C.
Wurster
Date: 2022.04.19 14:12:34
-05'00'

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

Fax: _____

Name: David W. Arnott, P.E.

Title: Team Leader/Senior Project Manager

Address: W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

Email: darnott@ruekert-mielke.com

Phone: 262-953-3080

Fax: 262-542-5631