

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, August 2, 2023

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 Minutes from July 5, 2023

[2023-07-05 DRAFT COW Minutes.docx](#)

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 June *(For information purposes only, no action required)*

[2023-06 June Revenue & Expenditure Guideline.pdf](#)

[2023-06 June Treasury Report.pdf](#)

5.2 Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$371,458.25.

[080223 VB AP Packet.pdf](#)

5.3 Discussion and possible recommendation to approve a Purchase Requisition for Miller Electric Enterprises in the amount of \$12,495 for the Village Board Room upgrades as budgeted in the Capital Improvement Program.

[VH Lighting Upgrade Purchase Requisition](#)

[Mukwonago village lighting](#)

- 5.4 Discussion and possible recommendation on a Purchase Requisition from Lewis Sound & Video in the amount of \$16,844.04 as budgeted in the Capital Improvement Plan for Village Board Room Upgrades.

[Purchase Requisition - Microphones](#)

- 5.5 Discussion and possible recommendation on **Resolution 2023-38** A Resolution to adopt an update to the Village of Mukwonago Purchasing Policy.

[Village of Mukwonago Purchasing Policy Revision 2023](#)

[RESOLUTION 2023-38 Purchasing Policy Update](#)

- 5.6 Discussion and possible recommendation on **Resolution 2023-39** a Resolution to approve an update to the Accounting Operations Policy.

[RESOLUTION 2023-39 \(Accounting Operation Policy Update\)](#)

[Village of Mukwonago Accounting Operations Policy Revision 2023](#)

- 5.7 Preliminary review and discussion of 2024-2028 5 Year Capital Improvement Plan (CIP).

[Capital Requests - PRELIM DATA 7-27-23.pdf](#)

6. Health and Recreation Committee, Trustee John Meiners

Discussion and action possible on the following items

- 6.1 Discussion and possible recommendation on Trick or Treat hours for the Village of Mukwonago.

[Agenda Request - Trick or Treat Hours 2023](#)

- 6.2 Reminder of the next concert in the 2023 Series at the Phantom Junction Stage at Indianhead Park on August 5, 2023.

[Phantom Junction Stage Flyer 2023](#)

[Scan to make a donation](#)

7. Judicial Committee, Trustee Dale Porter

Discussion and action possible on the following items:

- 7.1 Discussion and possible recommendation on a Temporary Retailers License for the Mukwonago Lions Foundation for the Phantom Junction Stage Concert Series event on September 8, 2023.

[Temp Retailer Lic - Lions Club 9-08-23.pdf](#)

8. Library Board of Trustees, Trustee Eric Brill

- 8.1 Library Directors Report for the month of July 2023. (for information only, no action required)

[Library_Director_Report_July_2023](#)

9. Public Works Committee, Trustee Eric Brill

Discussion and action possible on the following items

- 9.1 John's Disposal Quarterly Report *(For Information Only, No Action Required)*

9.2 PFAS testing Update from Utilities Director Wayne Castle

[PFAS Limits Diagram](#)

[Well 7_PFAS Results_Sample 5-25-23.pdf](#)

[Well 7_PFAS Results_Sample 6-26-23.pdf](#)

[WI DHS Recommended PFAS HI Calculator - Mukwonago Well 7 06-2023.pdf](#)

9.3 Discussion and possible recommendation on **Resolution 2023-35** a Resolution to Amend Parking Limitations for the Village of Mukwonago reflecting new restrictions on Grand Avenue.

[RESOLUTION 2023-35-Amend Parking Limitations.docx](#)

[RESOLUTION 2023-35-Amend Parking Limitations - Exhibit B.pdf](#)

9.4 Discussion and possible recommendation on **Resolution 2023-36** a resolution to eliminate the letter of credit for Birchrock-Castle Senior Living at 210 McDivitt Lane.

[RESOLUTION 2023-36 \(LOC Elimination Birchrock\)](#)

[210 McDivitt Lane - Letter of Credit Elimination](#)

9.5 Discussion and possible recommendation on Change Order No 1 and final close out for Minor Park Pedestrian Culvert Crossing.

[Minor Park Pedestrian Closeout](#)

10. Closed Session

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 Historical Society Red Brick Museum Lease, Associated Appraisal Contract, Development Agreement with Zip Main LLC, and McAdams Family parcel.

11. Reconvene into Open Session

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

12. Adjournment

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, July 5, 2023

Time: **5:30 pm**

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

Call to Order

President Winchowky called the meeting to order at 5:30pm.

Roll Call

Board Members Present

Eric Brill
Darlene Johnson
Ken Johnson
John Meiners
Scott Reeves
Dale Porter
Fred Winchowky

Also Present

Fred Schnook, Village Administrator
Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Rob Krieser, Police Lt.
Ron Bittner, Public Works Director
Jerad Wagner, Village Engineer
Nathan Bayer, Village Attorney
Wayne Castle, Utilities Director
Tim Rutenbeck, Building Inspection Supervisor

Comments from the Public

None.

Approval of Minutes

Minutes of June 7, 2023 Committee of the Whole

Meiners/D Johnson motion to approve. Unanimously carried.

Finance Committee, Trustee Darlene Johnson

2022 Audit Presentation and Recommendation to accept the 2022 Audited Financial Report.

Wendy Unger with Baker Tilly presented the Annual Audit Presentation. She reviewed various highlights including the General Fund adding \$387,000 to the general fund balance. It was a result of Revenues which came in over, and expenditures coming in less. General government came in \$125,000 under budget. We have a favorable unreserved balance about 1 million more than our policy requires to have on hand.

Trustee D.Johnson questioned if this was due to covid funds coming in. Unger noted it was not, it was netting of the revenue due to cost savings, and staffing shortages etc.

D. Johnson/Meiners motion to recommend acceptance of the 2022 Audited Financial Report. Unanimously carried.

Monthly Treasury Report and Revenue/Expenditure Guideline Report For May

(For information purposes only, no action required)

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$493,301.37.

D. Johnson/K. Johnson motion to recommend approval. Unanimously carried.

Discussion and possible recommendation on Resolution 2023-28 A Resolution acknowledging a Palpable Error in the 2022 Assessment Roll and Requesting a Charge-back of Taxes for the Real Estate Property known as MUKV-1969-011.

D Johnson/Meiners motion to recommend approval. Unanimously carried.

Discussion and possible recommendation on Resolution 2023-29 A Resolution Acknowledging a Palpable Error in the 2022 Assessment Roll and Requesting a Charge-back of Taxes for Real Estate Property known as MUKV1974-904

D Johnson/Meiners motion to recommend approval. Unanimously carried.

Health and Recreation Committee, Trustee John Meiners

Update on Phantom Junction Stage Concert Series for 2023.

DPW Bittner noted the concert drew almost 1500-1600 attendees. The event was successful. Organizations seemed to benefit, two reserve officers were on site as well. Garbage cans will be added for the next event. Traffic, and parking were a concern at the end of the event, however police felt they mitigated with traffic control.

Trustee K Johnson expressed concern about additional resources for Cherry Pie event in September. Lt. Krieser suggests a possible full time officer on site at that particular event. President Winchowky asked about the porta potties and bathrooms. DPW Bittner noted this is the first year and bathrooms were not all used

Discussion and possible recommendation to approve the reconstruction of the now permitted pedestrian RR crossing at Indian Head Park with Volkmann for \$18,892.

Meiners/D Johnson Motion to recommend approval.

DPW Bittner noted this issue came to light when the crossing was found to not be permitted from the 1960s. It was approved by the State. This was not budgeted, however he noted there will be savings in other categories to cover the expense and there will be a budget amendment. Unanimously carried.

Discussion and possible recommendation to sell the retired holiday decorations.

Meiners/Brill Motion to recommend approval. Unanimously carried.

Library Board of Trustees, Trustee Eric Brill

Library Director Report for the month of June 2023

(for information only, no action required)

Informational presentation by the Mukwonago Community Library Director Abby Armour regarding her presentation on NAGPRA at the 2023 American Library Association National Conference.

Library Director Abby Armour was present to discuss the presentation she was chosen to make at the National Association Conference. She reviewed materials and explained the complexities.

Discussion and possible recommendation to approve a loan agreement with the Mukwonago Community Library for the part of the Grutzmacher collection housed at the Red Brick Museum. (Tabled from 6/21/23; requires motion to remove from the table)

Brill/K Johnson motion to remove from the table. Unanimously carried.

Trustee Brill noted he passed out a new outgoing loan agreement. It was discussed since the last meeting with the Historical Society and formed a new loan agreement. It is being presented to the Village now, and next week to the Historical Society, and lastly to the Library Board.

The only change is the Library Board on page 1 under property owner agreement add that the property will be insured and maintained as any other property for the village.

Attorney Bayer noted the owner of the collection is the Library provided by a will, and the agreement by the Historical Society and the Library is for certain collections. The Village will not be in the middle of that agreement. The property owner agreement is for the Village. The Village agrees to maintain the building, insurance and provide that safe environment as a landlord.

Brill/Meiners Motion to recommend approval. Unanimously carried.

Public Works Committee, Trustee Eric Brill

Discussion and possible recommendation on Fiber Infrastructure project between all village facilities.

John Wisniewski from Velocity was present to follow up the discussion and brought forward several fiber proposals and infrastructure challenges. The Village Board requested options and ballpark costs for the entire village. Police Station to the Library and Police Station to Village Hall were the preliminary fiber ring locations and they do have estimates of cost.

Cablecom was present to discuss the estimate they created. This will address the connectivity issues at Village Hall, Police Department, and Library.

The project is suggested to be underground and directional bored and trying to avoid construction that is forthcoming for any road work. The cost estimate is about two million.

The complete ring could have a 5-10 year phased approach if necessary. Underground is more secure, more aesthetic pleasing, and safe from weather or rodents or wear and tear.

If you were to choose aerial it would also require a we energies rental contract annually and this is another downfall for added long term above ground costs.

He noted Right of Way is part of the costs of engineering and permitting process.

Administrator Schnook commented staff discussed the need for fiber, presented to the Board and they have received all the costs now, and the question for the Board is do we want to add this to our CIP? There are some grants out there and we need to do some research out there on that as well.

Trustee Brill asked about offering public free wifi at the parks along the way .

Brill/Meiners motion to recommend to instruct staff to further investigate final pricing and funding for routing a fiber infrastructure project of all village facilities.

Unanimously carried.

Discussion and possible recommendation to approve Task Order 2023-06 a WWTF Biosolids Handling Study with R&M in the amount of \$55,203

Brill/Reeves motion to recommend approval.

Dave Arnoldt from R&M was present to discuss this larger plant expansion in 8-10 years that is planned. This is a study now and identify solutions for long term to push out that full construction. This will reduce cost of the project that will come up and more efficiently handle bio solids. The money is budgeted. Unanimously carried.

Closed Session

Meiners/D Johnson motion to go into Closed Session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) 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 on terms and condition on the Red Brick Museum Lease; and pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning Mukwonago Professional Police Association Contract, and discussion of amendments to certain ordinance for specific village officers at 7:23pm.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves, Winchowky. Unanimously carried.

Reconvene into Open Session

Meiners/D. Johnson motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 8:41pm.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves, Winchowky. Unanimously carried.

Adjournment

Meeting adjourned at 8:42pm.

Respectfully submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer

PERIOD ENDING 06/30/2023

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	67,500.00	41,055.93	26,444.07	60.82
PTAX	GENERAL PROPERTY TAX	3,208,321.00	2,653,437.94	554,883.06	82.70
TAXES	OTHER TAXES	440,234.00	212,771.94	227,462.06	48.33
IGOVTRV	INTERGOVERNMENTAL REVENUES	854,295.00	335,412.37	518,882.63	39.26
LICPER	LICENSES & PERMITS	451,537.00	130,792.79	320,744.21	28.97
LAWORD	FINES & FORFEITURES	173,000.00	73,210.79	99,789.21	42.32
PUBCHGS	PUBLIC CHARGES FOR SERVICES	30,488.00	9,531.85	20,956.15	31.26
LEISURE	LEISURE ACTIVITIES	72,000.00	19,850.02	52,149.98	27.57
IGOVTC	INTERGOVERNMENTAL CHARGES	202,833.00	100,991.89	101,841.11	49.79
INVTINC	INVESTMENT INCOME	68,000.00	174,024.15	(106,024.15)	255.92
TOTAL REVENUES		5,568,208.00	3,751,079.67	1,817,128.33	67.37
Expenditures					
5111	VILLAGE BOARD	70,563.00	24,233.47	46,329.53	34.34
5112	HISTORIC PRESERVATION	290.00	0.00	290.00	0.00
5120	MUNICIPAL COURT	38,954.00	23,372.30	15,581.70	60.00
5130	VILLAGE ATTORNEY	118,750.00	27,756.43	90,993.57	23.37
5141	VILLAGE ADMINISTRATOR	196,051.00	78,326.61	117,724.39	39.95
5142	CLERK-TREASURER	266,321.00	108,543.06	157,777.94	40.76
5144	ELECTIONS	28,150.00	8,494.53	19,655.47	30.18
5145	FINANCE DEPARTMENT	71,273.00	22,426.71	48,846.29	31.47
5150	IT SERVICES	15,000.00	3,163.00	11,837.00	21.09
5151	INDEPENDENT AUDITING	14,000.00	7,126.29	6,873.71	50.90
5153	ASSESSMENT OF PROPERTY	22,050.00	9,016.30	13,033.70	40.89
5154	RISK & PROPERTY INSURANCE	128,103.00	68,436.77	59,666.23	53.42
5160	VILLAGE HALL	50,816.00	23,185.70	27,630.30	45.63
5211	POLICE ADMINISTRATION	1,288,048.00	594,226.36	693,821.64	46.13
5212	POLICE PATROL	1,115,941.00	520,184.00	595,757.00	46.61
5213	CRIME INVESTIGATION	252,396.00	115,623.70	136,772.30	45.81
5215	POLICE TRAINING	12,000.00	1,627.65	10,372.35	13.56
5220	FIRE STATION (VILLAGE)	8,706.00	5,298.81	3,407.19	60.86
5235	EMERGENCY GOVERNMENT	2,000.00	834.00	1,166.00	41.70
5241	BUILDING INSPECTOR	301,443.00	136,635.92	164,807.08	45.33
5247	BOARD OF APPEALS	1,150.00	0.00	1,150.00	0.00
5254	DAMS	10,226.00	6,652.23	3,573.77	65.05
5300	DPW GENERAL ADMINISTRATION	351,899.00	179,079.56	172,819.44	50.89
5323	GARAGE	68,148.00	28,469.71	39,678.29	41.78
5324	MACHINERY & EQUIPMENT	117,218.00	65,718.62	51,499.38	56.07
5335	ENGINEERING	75,000.00	9,629.13	65,370.87	12.84
5341	STREETS & ALLEYS	20,205.00	4,970.58	15,234.42	24.60
5342	STREET LIGHTING	190,250.00	72,365.85	117,884.15	38.04
5343	CURBS GUTTERS & SIDEWALKS	5,572.00	35.26	5,536.74	0.63
5344	STORM SEWER	13,950.00	1,159.07	12,790.93	8.31
5345	STREET CLEANING	18,472.00	2,922.12	15,549.88	15.82
5346	BRIDGES & CULVERTS	1,530.00	0.00	1,530.00	0.00
5347	SNOW & ICE CONTROL	117,094.00	78,018.31	39,075.69	66.63
5348	STREET SIGNS & MARKINGS	20,800.00	9,090.55	11,709.45	43.70
5362	GARBAGE COLLECTION	4,073.00	2,941.53	1,131.47	72.22
5431	ANIMAL POUND	2,600.00	2,420.00	180.00	93.08
5512	MUSEUM	11,940.00	5,309.18	6,630.82	44.47
5521	PARKS	196,770.00	76,011.21	120,758.79	38.63
5522	CELEBRATIONS	7,867.00	5,808.27	2,058.73	73.83
5611	FORESTRY	28,009.00	21,485.06	6,523.94	76.71
5613	WEED CONTROL	243.00	49.72	193.28	20.46
5632	PLANNING DEPARTMENT	165,974.00	63,450.63	102,523.37	38.23
5660	STORMWATER MASTER PLAN	11,250.00	7,580.32	3,669.68	67.38
5670	ECONOMIC DEVELOPMENT	56,113.00	16,905.61	39,207.39	30.13
5900	OTHER FINANCING USES	71,000.00	39,000.00	32,000.00	54.93
TOTAL EXPENDITURES		5,568,208.00	2,477,584.13	3,090,623.87	44.50
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		5,568,208.00	3,751,079.67	1,817,128.33	67.37
TOTAL EXPENDITURES		5,568,208.00	2,477,584.13	3,090,623.87	44.50
NET OF REVENUES & EXPENDITURES		0.00	1,273,495.54	(1,273,495.54)	100.00

PERIOD ENDING 06/30/2023

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	48,173.00	22,927.67	25,245.33	47.59
PTAX	GENERAL PROPERTY TAX	605,081.00	302,540.52	302,540.48	50.00
EBIX	EBIX REVENUES	1,073,143.00	723,734.75	349,408.25	67.44
IGOVTRV	INTERGOVERNMENTAL REVENUES	99,832.00	15,908.27	83,923.73	15.94
PUBCHGS	PUBLIC CHARGES FOR SERVICES	100.00	1,220.00	(1,120.00)	1,220.00
IGOVTC	INTERGOVERNMENTAL CHARGES	605,081.00	302,540.52	302,540.48	50.00
INVTINC	INVESTMENT INCOME	660.00	8,694.02	(8,034.02)	1,317.28
TOTAL REVENUES		2,432,070.00	1,377,565.75	1,054,504.25	56.64
Expenditures					
5140	ADMINISTRATIVE & GENERAL	27,869.00	13,934.46	13,934.54	50.00
5221	FIRE ADMINISTRATION	1,065,202.00	492,987.13	572,214.87	46.28
5222	FIRE SUPPRESSION	60,380.00	16,076.29	44,303.71	26.63
5223	FIRE TRAINING	27,429.00	8,772.31	18,656.69	31.98
5231	AMBULANCE	355,754.00	178,994.62	176,759.38	50.31
5232	AMBULANCE TRAINING	14,738.00	4,951.79	9,786.21	33.60
5233	REFERENDUM FUNDED STAFFING	679,116.00	54,498.85	624,617.15	8.02
5700	CAPITAL OUTLAY EXPENDITURES	38,000.00	13,290.27	24,709.73	34.97
5880	USE OF GRANTS/DONATIONS	0.00	9,786.90	(9,786.90)	100.00
5900	OTHER FINANCING USES	163,582.00	0.00	163,582.00	0.00
TOTAL EXPENDITURES		2,432,070.00	793,292.62	1,638,777.38	32.62
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		2,432,070.00	1,377,565.75	1,054,504.25	56.64
TOTAL EXPENDITURES		2,432,070.00	793,292.62	1,638,777.38	32.62
NET OF REVENUES & EXPENDITURES		0.00	584,273.13	(584,273.13)	100.00

PERIOD ENDING 06/30/2023

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	200.00	333.37	(133.37)	166.69
UTILREV	UTILITY REVENUES	2,184,000.00	1,038,506.94	1,145,493.06	47.55
CONTRIB	CONTRIBUTED CAPITAL	120,000.00	22,706.05	97,293.95	18.92
MISCINC	MISC INCOME UTILITIES	147,200.00	195,269.70	(48,069.70)	132.66
IGOVTC	INTERGOVERNMENTAL CHARGES	1,000.00	1,060.90	(60.90)	106.09
INVTINC	INVESTMENT INCOME	18,675.00	46,049.65	(27,374.65)	246.58
TOTAL REVENUES		2,471,075.00	1,303,926.61	1,167,148.39	52.77
Expenditures					
5140	ADMINISTRATIVE & GENERAL	0.00	3.30	(3.30)	100.00
5900	OTHER FINANCING USES	279,257.00	15,000.00	264,257.00	5.37
6200	PUMPING OPERATIONS	142,281.00	59,523.59	82,757.41	41.84
6210	PUMPING MAINTENANCE	94,742.00	9,148.54	85,593.46	9.66
6300	WATER TREATMENT OPERATIONS	75,121.00	33,383.63	41,737.37	44.44
6310	WATER TREATMENT MAINTENANCE	27,582.00	4,994.74	22,587.26	18.11
6450	T&D-DISTR RSRVR/STNDP MAINT	3,683.00	1,383.97	2,299.03	37.58
6451	T&D-MAINS MAINTENANCE	47,130.00	8,282.00	38,848.00	17.57
6452	T&D-SERVICES MAINTENANCE	42,320.00	7,121.67	35,198.33	16.83
6453	T&D-METERS MAINTENANCE	27,244.00	28,421.50	(1,177.50)	104.32
6454	T&D-HYDRANTS MAINTENANCE	47,861.00	7,344.59	40,516.41	15.35
6901	METER READING LABOR	8,236.00	1,214.11	7,021.89	14.74
6902	ACCOUNTING & COLLECTING LABOR	84,865.00	40,327.93	44,537.07	47.52
6920	ADMINISTRATIVE & GENERAL EXP	1,042,300.00	441,052.14	601,247.86	42.32
TOTAL EXPENDITURES		1,922,622.00	657,201.71	1,265,420.29	34.18
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,471,075.00	1,303,926.61	1,167,148.39	52.77
TOTAL EXPENDITURES		1,922,622.00	657,201.71	1,265,420.29	34.18
NET OF REVENUES & EXPENDITURES		548,453.00	646,724.90	(98,271.90)	117.92

PERIOD ENDING 06/30/2023

PRELIMINARY DECEMBER BUDGET TO ACTUAL
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	400.00	333.37	66.63	83.34
UNCLASSIFIED	Unclassified	15,000.00	15,000.00	0.00	100.00
UTILREV	UTILITY REVENUES	1,825,440.00	943,251.76	882,188.24	51.67
LICPER	LICENSES & PERMITS	119,800.00	13,825.00	105,975.00	11.54
CONTRIB	CONTRIBUTED CAPITAL	56,000.00	6,972.00	49,028.00	12.45
MISCINC	MISC INCOME UTILITIES	175,000.00	111,961.60	63,038.40	63.98
INVSTINC	INVESTMENT INCOME	35,580.00	66,363.19	(30,783.19)	186.52
TOTAL REVENUES		2,227,220.00	1,157,706.92	1,069,513.08	51.98
Expenditures					
5140	ADMINISTRATIVE & GENERAL	0.00	3.30	(3.30)	100.00
5900	OTHER FINANCING USES	64,949.00	0.00	64,949.00	0.00
8010	WWTP-TREATMENT/DISPOSAL/GP	575,971.00	279,923.57	296,047.43	48.60
8020	LIFT STATIONS/PUMPING EQUIP	27,627.00	9,012.84	18,614.16	32.62
8030	WASTEWATER COLLECTION SYSTEM	73,308.00	8,574.66	64,733.34	11.70
8300	ACCOUNTING/COLLECTING	82,365.00	39,987.98	42,377.02	48.55
8400	ADMINISTRATIVE & GENERAL	673,016.00	275,151.39	397,864.61	40.88
TOTAL EXPENDITURES		1,497,236.00	612,653.74	884,582.26	40.92
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		2,227,220.00	1,157,706.92	1,069,513.08	51.98
TOTAL EXPENDITURES		1,497,236.00	612,653.74	884,582.26	40.92
NET OF REVENUES & EXPENDITURES		729,984.00	545,053.18	184,930.82	74.67

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REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF MUKWONAGO

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PERIOD ENDING 06/30/2023

PRELIMINARY DECEMBER BUDGET TO ACTUAL

SELECT FUNDS

GL NUMBER	DESCRIPTION	2023 AMENDED BUDGET	YTD BALANCE 06/30/2023	AVAILABLE BALANCE	% BDGT USED
TOTAL REVENUES - ALL FUNDS		12,698,573.00	7,590,278.95	5,108,294.05	59.77
TOTAL EXPENDITURES - ALL FUNDS		11,420,136.00	4,540,732.20	6,879,403.80	39.76
NET OF REVENUES & EXPENDITURES		1,278,437.00	3,049,546.75	(1,771,109.75)	238.54

TREASURERS REPORT	Jun-2023	TOTAL	Citizens	LGIP	Long Term Investments - Johnson Bank & ADM
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GENERAL VILLAGE

100-111xxx	General Fund	3,970,316.79	454,742.73	2,444,540.54	1,071,033.52
100-111005/020/033	Checking/MRA/Accrued Sick	1,103,549.74	672,013.75	307,761.95	123,774.04
150-111300	Fire Department	842,969.91	736,063.77	106,906.14	
200-110xxx	Community Development (Deback)	674,828.15	26,366.23	648,461.92	
210-111xxx	Wisc Development - RLF	127,670.00	127,670.00	-	-
220-111xxx	TID#3-General	806,168.36	401,172.68	391,227.34	13,768.34
240-111xxx	TID#4-General	377,895.26	156,027.11	221,868.15	
250-111xxx	TID#5-General	2,126,373.17	314,838.20	1,811,534.97	
300-111xxx	Debt Service	1,764,352.35	4,928.56	1,759,423.79	
320-111300	Fire Department Designated	172,105.38	86.91	172,018.47	
340-111xxx	Village Designated Funds	673,374.57	131,685.46	541,689.11	
350-111xxx	American Rescue Plan Act	876,562.87		876,562.87	
410-111300	Recycling	237,115.61	134,016.29	103,099.32	
430-111300	Capital Equipment	210,361.18	103,414.61	106,946.57	
440-111xxx	Library	464,179.84	234,784.42	229,395.42	
480-111xxx	Capital Improvement Funds	2,612,449.81	111,261.67	2,046,108.00	455,080.14
500-111300	Stormwater District #1	50,275.09	33,568.90	16,706.19	
600-111xxx	Impact Fees	120,903.70	83,883.38	37,020.32	
720-111xxx	Taxroll	222,349.23	35,865.89	186,483.34	
810-111xxx	Parkland Site	247,536.79	21,953.30	225,583.49	
TOTAL		17,681,337.80	3,784,343.86	12,233,337.90	1,663,656.04

WATER UTILITY

610-111300	Cash	949,762.35	949,762.35		
610-111200	Bonds & Unrestricted Cash	539,957.18		539,957.18	
610-111400	Long Term Debt	26,666.15			26,666.15
610-111050	Current Year Debt Reserve	214,242.18	214,242.18	-	
610-111060	Required Debt Reserve	532,510.68	-	116,942.91	415,567.77
610-111080	Impact Fee	26,401.90	22,800.18	3,601.72	
610-111033	Accrued Sick Pay	9,811.06		9,811.06	-
TOTAL		2,299,351.50	1,186,804.71	670,312.87	442,233.92

SEWER UTILITY

620-111300	Cash	47,517.37	47,517.37		
620-111200	Bonds & Unrestricted Cash	1,194,651.04		1,194,651.04	
610-111400	Long Term Debt	127,272.92			127,272.92
620-111030	Sewer Connection Fee	216,866.22	14,996.52	201,869.70	-
620-111060	Required Debt Reserve	842,945.15	-	117,191.67	725,753.48
620-111050	Current Year Debt Reserve	373,310.84	373,310.84	-	
620-111070	Equipment Replacement Fund	749,553.94	-	554,634.08	194,919.86
620-111080	Impact Fee	13,793.93	7,211.19	6,582.74	
620-111033	Accrued Sick Pay	9,811.07		9,811.07	-
TOTAL		3,575,722.48	443,035.92	2,084,740.30	1,047,946.26

GRAND TOTAL	23,556,411.78	5,414,184.49	14,988,391.07	3,153,836.22
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Prepared by Diana Doherty

balance check

23,556,411.78

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Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	7/27/2023	\$	119,237.30
Library Accounts Payable	7/14/2023	\$	30,582.23
Charter Communications/Spectrum (ach withdrawal)	7/11/2023	\$	1,794.62
US Bank (ach withdrawal)	7/25/2023	\$	9,652.33
We Energies (ach withdrawal)	7/12/2023	\$	41,925.79
Check Disbursement - Court	7/19/2023	\$	4,124.80
Check Disbursement - Invoice Cloud	7/6/2023	\$	376.35
Check Disbursement - Unemployment	7/11/2023	\$	170.00
Check Disbursement - Warrant	7/18/2023	\$	187.00
Check Disbursement - Warrant	7/19/2023	\$	313.00
Check Disbursement - Payroll Related	7/6/2023	\$	8,219.75
Check Disbursement - Payroll Related	7/14/2023	\$	1,688.75
Check Disbursement - Payroll Related	7/20/2023	\$	88,982.55
Check Disbursement - Payroll Related	7/24/2023	\$	64,203.78
	Total for Approval:	\$	<u>371,458.25</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
POST DATES 08/03/2023 - 08/03/2023
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: ALSCO						
IMIL1929139	PD JULY 13 MAT CLEANING SERVICE	100-5211-539400	42.66	42.66	POLICE	08/03/2023
IMIL1908963	PD MAY 4 MAT CLEANING SERVICE	100-5211-539400	42.66	42.66	POLICE	08/03/2023
TOTAL VENDOR ALSCO				85.32		
VENDOR NAME: AMAZON CAPITOL SERVICES						
143N74KPQKL1	NEW DEPUTY MONITORS	100-5142-531100	120.00	239.98	CLERK	08/03/2023
		100-5144-531100	119.98			
TOTAL VENDOR AMAZON CAPITOL SERVICES				269.87		
VENDOR NAME: AQUA-PURE OF WI						
1342	PHOSPHOROUS CHEMICAL	620-8010-824000	18,400.80	18,400.80	UTILITIES	08/03/2023
TOTAL VENDOR AQUA-PURE OF WI				18,400.80		
VENDOR NAME: AT & T MOBILITY						
287291370101071520	PD JUNE CELLPHONES AND CRADLEPOINTS	100-5211-522500	377.92	377.92	POLICE	08/03/2023
TOTAL VENDOR AT & T MOBILITY				377.92		
VENDOR NAME: BLACK BOX STUDIO THEATER						
10077	PORTER HEAD SHOT	100-5111-531100	99.00	99.00	CLERK	08/03/2023
TOTAL VENDOR BLACK BOX STUDIO THEATER				99.00		
VENDOR NAME: BLOOM COMPANIES LLC						
13318 - FINAL	HWY 83 PROJECT	250-5335-521900	12,956.48	12,956.48	FINANCE	08/03/2023
TOTAL VENDOR BLOOM COMPANIES LLC				12,956.48		
VENDOR NAME: BOUND TREE MEDICAL LLC						
85029759	EMS SUPPLIES	150-5231-531100	510.54	510.54	FIRE	08/03/2023
85020152	EMS SUPPLIES	150-5231-531100	694.68	694.68	FIRE	08/03/2023
TOTAL VENDOR BOUND TREE MEDICAL LLC				1,205.22		
VENDOR NAME: BS&A						
147646	TRAINING	100-5241-521900	2,000.00	2,000.00	BUILDING	08/03/2023
149130	PERMIT APPLICATIONS AND FIELD INSPECTION	100-5241-521901	1,056.00	1,056.00	BUILDING	08/03/2023
TOTAL VENDOR BS&A				3,056.00		
VENDOR NAME: BUREAU OF CORRECTIONAL ENTERPR						
306-197565	PARK & VH GARBAGE BAGS AND PAPER TOWELS	100-5521-531100	26.85	263.93	DPW	08/03/2023
		100-5160-531100	237.08			
TOTAL VENDOR BUREAU OF CORRECTIONAL ENTERPR				263.93		
VENDOR NAME: C & M AUTO PARTS INC						
6079-370478	SHOP SUPPLIES	100-5323-531100	91.93	91.93	DPW	08/03/2023
6079-370578	HOSE CLAMPS	100-5521-531100	11.40	11.40	DPW	08/03/2023
TOTAL VENDOR C & M AUTO PARTS INC				103.33		

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: CENTRAL OFFICE SYSTEMS						
80419933	COPIER INVOICE	150-5221-531100	92.00	92.00	FIRE	08/03/2023
80419970	JULY LEASE PAYMENT 458	100-5142-531200	19.64	165.00	ALLOCATE	08/03/2023
		100-5300-539900	17.37			
		100-5120-531100	7.31			
		100-5141-531100	9.36			
		100-5145-531100	15.54			
		100-5241-531200	2.62			
		100-5632-531200	3.07			
		100-5211-531200	20.58			
		150-5221-531100	21.33			
		410-5363-531200	1.65			
		440-5511-531200	18.65			
		500-5344-531200	4.04			
		610-6902-690300	12.03			
		620-8300-840000	11.81			
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				257.00		
VENDOR NAME: CENTURY SPRINGS BOTTLING						
5469479	LAB SUPPLIES	620-8010-826000	19.97	19.97	UTILITIES	08/03/2023
5469472	VH DRINKING WATER	100-5160-531100	33.95	33.95	DPW	08/03/2023
5475772	LAB SUPPLIES	620-8010-826000	83.66	83.66	UTILITIES	08/03/2023
TOTAL VENDOR CENTURY SPRINGS BOTTLING				137.58		
VENDOR NAME: CINTAS						
4162303485	UNIFORM SERVICE	610-6920-693000	88.82	177.64	UTILITIES	08/03/2023
		620-8400-856000	88.82			
4162303198	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	125.16	125.16	DPW	08/03/2023
4161644638	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	125.16	125.16	DPW	08/03/2023
4161644863	UNIFORM SERVICE	610-6920-693000	107.80	215.60	UTILITIES	08/03/2023
		620-8400-856000	107.80			
TOTAL VENDOR CINTAS				643.56		
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY						
323053071223	COLUMBIA SOUTHERN TUITION - KIRKPATRICK	100-5212-516300	845.00	845.00	POLICE	08/03/2023
TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY				845.00		
VENDOR NAME: CORE & MAIN LP						
T213849	VALVE BOX LID TOOL	610-6451-665100	85.00	85.00	UTILITIES	08/03/2023
TOTAL VENDOR CORE & MAIN LP				85.00		
VENDOR NAME: CRIVELLO CARLSON S.C.						
5331-190747	LEGAL SERVICES THRU 6/30/2023	100-5130-521900	4,100.00	4,400.00	FINANCE	08/03/2023
		610-6920-692300	300.00			
5331-190748	VERIZON LEASE NEGOTIATION	610-6920-692300	40.00	40.00	FINANCE	08/03/2023

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: CRIVELLO CARLSON S.C.						
TOTAL VENDOR CRIVELLO CARLSON S.C.				4,440.00		
VENDOR NAME: DYKSTRA DIANA						
2023 JULY MILEAGE	PLANNING MEETING D9-WEST BEND CONF	100-5142-533200	75.00	119.21	CLERK	08/03/2023
		100-5144-533200	44.21			
TOTAL VENDOR DYKSTRA DIANA				119.21		
VENDOR NAME: ELECTION SYSTEMS & SOFTWARE						
CD2062373	FIRMWARE LIC & WARRANT WAUKESHA CO	100-5144-521900	580.68	580.68	CLERK	08/03/2023
TOTAL VENDOR ELECTION SYSTEMS & SOFTWARE				580.68		
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS						
2567958	DEFIBRLLATOR PADS	100-5323-534800	322.16	322.16	DPW	08/03/2023
2567970	EMS SUPPLIES	150-5231-531100	259.20	259.20	FIRE	08/03/2023
2565293	EMS SUPPLIES	150-5231-531100	73.86	73.86	FIRE	08/03/2023
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				655.22		
VENDOR NAME: ENVIRONMENT CONTROL						
28098-613	VILLAGE CLEANING	100-5160-521900	698.00	698.00	DPW	08/03/2023
TOTAL VENDOR ENVIRONMENT CONTROL				698.00		
VENDOR NAME: ENVIROTECH EQUIPMENT						
22-0021681	VAC TRUCK PARTS FOR PUMP REPAIRS	620-8030-828000	1,473.87	1,473.87	UTILITIES	08/03/2023
TOTAL VENDOR ENVIROTECH EQUIPMENT				1,473.87		
VENDOR NAME: FASTENAL COMPANY						
WIMUK97810	SAFETY GLASSES	610-6920-693000	21.09	42.17	UTILITIES	08/03/2023
		620-8400-856000	21.08			
TOTAL VENDOR FASTENAL COMPANY				42.17		
VENDOR NAME: GALLS LLC						
021711549	HANDCUFF CASE - ZAJICHEK UNIFORM ALLOWAN	100-5212-534600	25.00	25.00	POLICE	08/03/2023
020871618	WINTER HAT - NEW UNIFORM ISSUE	100-5212-534700	35.30	35.30	POLICE	08/03/2023
TOTAL VENDOR GALLS LLC				60.30		
VENDOR NAME: GRAINGER						
9760638909	REPLACEMENT EXHAUST FAN	620-8020-832000	144.31	144.31	UTILITIES	08/03/2023
9760638891	REPLACEMENT EXHAUST FAN-BOOSTER STATION	610-6210-662500	272.60	272.60	UTILITIES	08/03/2023
TOTAL VENDOR GRAINGER				416.91		
VENDOR NAME: HAMILTON MEDICAL						
23278394	VENTILATOR SUPPLIES	150-5231-531100	449.13	449.13	FIRE	08/03/2023
TOTAL VENDOR HAMILTON MEDICAL				449.13		
VENDOR NAME: HAWKINS WATER TREATMENT						
6524686	CHEMICALS FOR WATER TREATMENT	610-6300-663100	40.00	40.00	UTILITIES	08/03/2023

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: HAWKINS WATER TREATMENT					
6461845	CHEMICALS FOR WATER TREATMENT/REPLACEMENT	610-6310-663500 3,900.00	7,260.24	UTILITIES	08/03/2023
		610-6300-663100 3,360.24			
6518616	REPLACEMENT CHLORINE PUMP TUBES	610-6310-663500 388.33	388.33	UTILITIES	08/03/2023
6517616	CHEMICALS FOR WATER TREATMENT/REPLACEMENT	610-6310-663500 42.00	3,314.24	UTILITIES	08/03/2023
		610-6300-663100 3,272.24			
6517615	POLYMER FOR SLUDGE	620-8010-825000 2,690.10	2,690.10	UTILITIES	08/03/2023
	TOTAL VENDOR HAWKINS WATER TREATMENT		13,692.91		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
54962	2023 GREENWALD/DEBACK LITIGATION	100-5130-521900 300.00	300.00	FINANCE	08/03/2023
54961	PROSECUTIONS	100-5130-521900 832.50	832.50	FINANCE	08/03/2023
	TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,		1,132.50		
VENDOR NAME: HORN FEEDS					
33442	FIELD MARKING LIME	100-5521-531100 29.50	29.50	DPW	08/03/2023
	TOTAL VENDOR HORN FEEDS		29.50		
VENDOR NAME: JASON BONK					
071223	FLOURIDE SAMPLE POSTAGE	610-6300-663200 4.85	4.85	UTILITIES	08/03/2023
	TOTAL VENDOR JASON BONK		4.85		
VENDOR NAME: JOHNSON, JARRED					
2023 CLOTHING	2023 CLOTHING ALLOWANCE - JOHNSON	150-5222-534600 70.09	70.09	FIRE	08/03/2023
	TOTAL VENDOR JOHNSON, JARRED		70.09		
VENDOR NAME: KRAUSE, KATLYN					
071323	REFUND OPERATOR'S LICESNSE, LOCATION IS	100-0000-242205 10.00	60.00	CLERK	08/03/2023
		100-4410-441700 50.00			
	TOTAL VENDOR KRAUSE, KATLYN		60.00		
VENDOR NAME: KROLL SALKIN CORP					
6806	EMC SIGNS	100-5241-521900 750.00	750.00	ADMIN	08/03/2023
	TOTAL VENDOR KROLL SALKIN CORP		750.00		
VENDOR NAME: LA FORCE INC					
1225062	BLOWER BUILDING DOOR REPAIR	620-8010-834000 630.00	630.00	UTILITIES	08/03/2023
	TOTAL VENDOR LA FORCE INC		630.00		
VENDOR NAME: LANGE ENTERPRISES INC					
84102	NO PARKING OPN GRASS SIGNS	100-5521-531100 357.60	357.60	DPW	08/03/2023
	TOTAL VENDOR LANGE ENTERPRISES INC		357.60		
VENDOR NAME: LIFE-ASSIST, INC.					
1343360	EMS SUPPLIES	150-5231-531100 100.75	100.75	FIRE	08/03/2023

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: LIFE-ASSIST, INC.						
	TOTAL VENDOR LIFE-ASSIST, INC.			100.75		
VENDOR NAME: MUKWONAGO AREA CHAMBER OF COMM						
072423	ROOM TAX DUE TO CHAMBER	100-0000-244000	821.30	5,008.84	CLERK	08/03/2023
		100-0000-244000	39.86			
		100-0000-244000	4,147.68			
TOTAL VENDOR MUKWONAGO AREA CHAMBER OF COMM				5,008.84		
VENDOR NAME: NAPA AUTO PARTS - SP018						
199110	PULLEY PULLER	100-5324-539500	125.99	125.99	DPW	08/03/2023
199398	VAC TRUCK HOSE FITTINGS	620-8030-828000	227.40	227.40	UTILITIES	08/03/2023
199430	O RINGS	620-8010-827000	0.59	0.59	UTILITIES	08/03/2023
198947	SCADA ANTENNA MAINTENANCE	610-6210-662500	41.94	41.94	UTILITIES	08/03/2023
TOTAL VENDOR NAPA AUTO PARTS - SP018				395.92		
VENDOR NAME: NORTHERN LAKE SERVICE INC						
2310751	COMPLIANCE SAMPLING-PFAS	610-6300-663200	460.00	460.00	UTILITIES	08/03/2023
2311243	BACTI SAMPLING	610-6300-663200	130.00	130.00	UTILITIES	08/03/2023
2310277	NITROGEN TESTING	620-8010-826000	51.17	51.17	UTILITIES	08/03/2023
TOTAL VENDOR NORTHERN LAKE SERVICE INC				641.17		
VENDOR NAME: OFFICE PRO						
0485570-001	COPY PAPER	100-5241-531100	2.92	183.96	ALLOCATE	08/03/2023
		100-5142-531100	21.89			
		100-5145-531100	17.33			
		100-5141-531100	10.43			
		100-5632-531100	3.42			
		100-5323-531100	19.37			
		100-5120-531100	8.15			
		100-5211-531100	22.94			
		150-5221-531100	23.79			
		410-5363-531100	1.84			
		440-5511-531100	20.79			
		500-5344-531100	4.51			
		610-6920-692100	13.41			
		620-8300-840000	13.17			
TOTAL VENDOR OFFICE PRO				183.96		
VENDOR NAME: PIRTEK MENOMONEE FALLS						
MF-T00011624	JETTER/VAC TRUCK HOSE REPAIR	620-8030-828000	255.00	255.00	UTILITIES	08/03/2023
TOTAL VENDOR PIRTEK MENOMONEE FALLS				255.00		
VENDOR NAME: PRECISE ALIGNMENT INC						
21923	SQUAD 38 ALIGNMENT	100-5212-539500	79.95	79.95	POLICE	08/03/2023
TOTAL VENDOR PRECISE ALIGNMENT INC				79.95		
VENDOR NAME: PRIMADATA						

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: PRIMADATA						
63144	REPLENISH POSTAGE	610-6902-690300	737.68	1,475.36	ALLOCATE	08/03/2023
		620-8300-840000	737.68			
TOTAL VENDOR PRIMADATA				1,475.36		
VENDOR NAME: PROFESSIONAL SERVICE INDUSTRIES INC						
00883804	ASBESTOS TESTING WELL #3	610-6210-662500	750.00	750.00	UTILITIES	08/03/2023
TOTAL VENDOR PROFESSIONAL SERVICE INDUSTRIES INC				750.00		
VENDOR NAME: PROHEALTH MEDICAL GROUP						
318423	NEW FT ENTRY PHYSICAL	150-5221-521900	456.00	456.00	FIRE	08/03/2023
TOTAL VENDOR PROHEALTH MEDICAL GROUP				456.00		
VENDOR NAME: REINDERS, INC.						
6036517-01	TORO RETAINING RINGS	100-5324-539500	38.90	38.90	DPW	08/03/2023
6036517-00	TOTO 5910 MOWER PARTS	100-5324-539500	317.19	317.19	DPW	08/03/2023
TOTAL VENDOR REINDERS, INC.				356.09		
VENDOR NAME: ROCK SHOP BAND STUDIOS						
1345	PERFORMANCE STAGE SOUND SYSTEM RENTAL	340-5890-580603	500.00	500.00	DPW	08/03/2023
TOTAL VENDOR ROCK SHOP BAND STUDIOS				500.00		
VENDOR NAME: RUEKERT & MIELKE, INC.						
147447	12-00000.100 General Services	100-5211-521900	495.00	5,976.50	FINANCE	08/03/2023
		100-5335-521900	2,057.75			
		100-5341-539500	577.50			
		100-5521-531100	783.75			
		250-5335-521900	330.00			
		610-6920-692300	866.25			
		620-8400-852000	866.25			
147448	12-00000.300 Water Utility Services	610-6920-692300	202.50	202.50	FINANCE	08/03/2023
147449	12-00000.400 Sewer Utility Services	620-8400-852000	222.27	222.27	FINANCE	08/03/2023
147450	12-10096.300 Deback Drive Infrastructure	200-5335-521900	1,491.44	1,491.44	FINANCE	08/03/2023
147451	12-10098.123 WWTF Phosphorus Assistance	620-8400-852100	1,253.50	1,253.50	FINANCE	08/03/2023
147453	12-10135.210A 2023 VUEWorks Annual Servi	100-5344-521900	1,603.00	1,750.00	FINANCE	08/03/2023
		500-5344-521900	147.00			
147454	12-10135.210B 2023 VUEWorks Annual Servi	610-6920-692300	456.50	913.00	FINANCE	08/03/2023
		620-8400-852000	456.50			
147460	12-10151.310 WWTF Aeration Upgrade / Con	620-0000-000105	990.07	990.07	FINANCE	08/03/2023
147461	12-10159.200 Rochester Street Reconstruc	610-6920-692300	906.25	1,812.50	FINANCE	08/03/2023
		620-8400-852000	906.25			
147463	12-10169.120 Wells 3 and 4 Radium Remova	610-0000-000109	5,233.75	5,233.75	FINANCE	08/03/2023
147466	12-10175.300 Miniwaukan Park Restroom Bu	480-5700-584900	1,224.25	1,224.25	FINANCE	08/03/2023
147467	12-10176.300 Minor Park Pedestrian Culve	480-5700-584900	2,729.12	2,729.12	FINANCE	08/03/2023

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: RUEKERT & MIELKE, INC.					
147469	12-10184.100 The Block / Review	100-0000-211400	656.25	656.25 FINANCE	08/03/2023
147470	12-10187.120 North Side EST Renovation	610-6920-692300	4,527.75	4,527.75 FINANCE	08/03/2023
147472	12-10190.100 St. John's Church Expansion	100-0000-211400	612.50	612.50 FINANCE	08/03/2023
147452	12-10134.100 200 GRAND AVENUE CONDOS / R	100-0000-211425	139.45	139.45 FINANCE	08/03/2023
147455	12-10139.310 MEADOWLAND TOWNHOMES DEVELO	100-0000-211425	428.10	428.10 FINANCE	08/03/2023
147456	12-10147.300 MINOR ESTATES PHASE 4 / CON	100-0000-211425	165.60	165.60 FINANCE	08/03/2023
147457	12-10148.300 GOODWILL OF MUKWONAGO / CON	100-0000-211425	181.98	181.98 FINANCE	08/03/2023
147458	12-10149.300 EDGEWOOD CONDOS / EROSION C	100-0000-211425	181.98	181.98 FINANCE	08/03/2023
147459	12-10149.310 EDGEWOOD CONDOS / EROSION C	100-0000-211425	139.45	139.45 FINANCE	08/03/2023
147462	12-10162.300 FLUERY'S EXPANSION / EROSIO	100-0000-211425	452.68	452.68 FINANCE	08/03/2023
147464	12-10170.300 600 PERKINS DRIVE IDC / ERO	100-0000-211425	164.73	164.73 FINANCE	08/03/2023
147468	12-10178.300 HILL COURT RELOAD SOUTH MUL	100-0000-211425	831.25	831.25 FINANCE	08/03/2023
147471	12-10189.300 2023 WALMART EXPANSION / RE	100-0000-211425	111.73	111.73 FINANCE	08/03/2023
147473	12-92136.302 CHAPMAN FARM / CHAPMAN VILL	100-0000-211425	576.60	576.60 FINANCE	08/03/2023
147474	12-92136.303 CHAPMAN FARM / CHAPMAN RESI	100-0000-211425	218.60	218.60 FINANCE	08/03/2023
TOTAL VENDOR RUEKERT & MIELKE, INC.			33,187.55		
VENDOR NAME: RUTENBECK, TIM					
2023 CLOTHING	2023 CLOTHING ALLOWANCE - RUTENBECK	100-5241-531100	200.00	200.00 BUILDING	08/03/2023
TOTAL VENDOR RUTENBECK, TIM			200.00		
VENDOR NAME: STERICYCLE					
8004322040	2023 JULY VH SHREDDING SERVICES	100-5141-531100	47.80	95.60 ALLOCATE	08/03/2023
		100-5142-531100	23.90		
		100-5632-531100	23.90		
TOTAL VENDOR STERICYCLE			95.60		
VENDOR NAME: TELEFLEX LLC					
9507233570	EMS SUPPLIES	150-5231-531100	304.41	304.41 FIRE	08/03/2023
9507233568	EMS SUPPLIES	150-5231-531100	558.09	558.09 FIRE	08/03/2023
TOTAL VENDOR TELEFLEX LLC			862.50		
VENDOR NAME: THRIVE ARCHITECTS, LLC					
23058-2	PROGRAMMING SRUDY-OFFICE AND GARAGE SPAC	610-6920-692300	2,433.11	4,866.22 UTILITIES	08/03/2023
		620-8400-852000	2,433.11		
TOTAL VENDOR THRIVE ARCHITECTS, LLC			4,866.22		
VENDOR NAME: T-MOBILE					
JULY 2023	T-MOBILE INVOICE	150-5221-522500	429.70	429.70 FIRE	08/03/2023
TOTAL VENDOR T-MOBILE			429.70		
VENDOR NAME: TOWN OF MUKWONAGO					
2713	LIQUOR LIC TRANS ATTORNEY FEE	100-5142-521900	367.00	367.00 CLERK	08/03/2023
TOTAL VENDOR TOWN OF MUKWONAGO			367.00		
VENDOR NAME: ULINE					
165837335	LARGE METER TAGS	610-6453-664100	126.14	126.14 UTILITIES	08/03/2023

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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VENDOR NAME: ULINE						
	TOTAL VENDOR ULINE			126.14		
VENDOR NAME: USA BLUEBOOK						
INV00078907	LAB SUPPLIES	620-8010-826000	319.54	319.54	UTILITIES	08/03/2023
SCN004331	LAB SUPPLIES	620-8010-826000	(38.95)	(38.95)	UTILITIES	08/03/2023
INV00073371	LAB SUPPLIES/LOCATING SUPPLIES	620-8010-826000	28.80	377.50	UTILITIES	08/03/2023
		610-6451-665100	87.18			
		610-6452-665200	87.17			
		620-8030-831000	174.35			
	TOTAL VENDOR USA BLUEBOOK			658.09		
VENDOR NAME: VERIZON WIRELESS						
9939535986	JULY 2023 PHONE BILL	100-5141-522500	47.58	843.05	ALLOCATE	08/03/2023
		100-5241-522500	90.74			
		100-5323-522500	333.86			
		610-6920-692100	164.92			
		620-8400-851000	164.92			
		100-5632-522500	41.03			
9939535987	2023 JULY CELL BILL ACCT# 885503900-0000	100-5323-522500	21.65	265.61	ALLOCATE	08/03/2023
		610-6920-692100	121.98			
		620-8400-851000	121.98			
	TOTAL VENDOR VERIZON WIRELESS			1,108.66		
VENDOR NAME: WAUKESHA COUNTY						
072723	CTH ES WELCOME SIGN ROW PERMIT FEE	480-5700-521500	165.00	165.00	DPW	08/03/2023
	TOTAL VENDOR WAUKESHA COUNTY			165.00		
VENDOR NAME: WEDIGE RADIATOR & AC INC						
200146	3488 RADIATOR REPAIR	150-5231-539500	193.10	193.10	FIRE	08/03/2023
	TOTAL VENDOR WEDIGE RADIATOR & AC INC			193.10		
VENDOR NAME: WI DEPT OF JUSTICE-TIME						
455TIME-0000014629	WI DOJ BADGERNET AND TIME ACCESS 3RD QUA	100-5211-522900	2,205.75	2,205.75	POLICE	08/03/2023
	TOTAL VENDOR WI DEPT OF JUSTICE-TIME			2,205.75		
VENDOR NAME: WISCONSIN ELEVATOR INSPECTION INC						
17955	VH ELEVATOR INSPECTION FEE	100-5160-521900	120.00	120.00	DPW	08/03/2023
	TOTAL VENDOR WISCONSIN ELEVATOR INSPECTION INC			120.00		
GRAND TOTAL:				119,237.30		

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 36785 - 36809

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
07/14/2023	GEN	36785	0718	ALLEN, ADRIENNE	PROGRAMMING	533100	5511	200.00
07/14/2023	GEN	36786	IMIL1921170	ALSCO	OUTSIDE SERVICES	531000	5511	29.16
07/14/2023	GEN	36787#	1K19-HKLM-LFNK	AMAZON CAPITOL SERVICES	OPERATIONAL SUPPLIES	531100	5511	79.80
			1T11-X37M-LT3G		METASPACE MAINTENANCE	531700	5511	199.84
			11LV-WF4Y-VNWP		THINGERY MAINTENANCE	531800	5511	431.98
			1X6P-17VV-N44X		PROGRAMMING	533100	5511	171.33
			1FQT-TLGC-MJKL		PROGRAMMING	533100	5511	154.45
			1V6R-PYY1-LNPR		PROGRAMMING	533100	5511	61.65
			1HWL-K73M-KM6K		PROGRAMMING	533100	5511	75.81
			1Q9M-V7WC-P17P		BOOKS	532800	5700	278.45
			1RNN-CT4C-NM7H		BOOKS	532800	5700	170.63
			1MJ7-L4QF-N9MN		AV MATERIAL	532900	5700	227.15
				CHECK GEN 36787 TOTAL FOR FUN				1,851.09
07/14/2023	GEN	36788	48541	AMERICA AQUARIA	OUTSIDE SERVICES	531000	5511	85.00
07/14/2023	GEN	36789	2037595111	BAKER & TAYLOR INC.	BOOKS	532800	5700	16.97
			2037595112		BOOKS	532800	5700	143.13
			2037595113		BOOKS	532800	5700	97.67
			2037609105		BOOKS	532800	5700	231.52
			2037609106		BOOKS	532800	5700	25.98
			2037611139		BOOKS	532800	5700	304.02
			2037623461		BOOKS	532800	5700	143.37
			2037623462		BOOKS	532800	5700	947.12
			2037638920		BOOKS	532800	5700	56.06
			2037638921		BOOKS	532800	5700	145.96
			2037643627		BOOKS	532800	5700	809.72
			2037647191		BOOKS	532800	5700	80.31
			2037647192		BOOKS	532800	5700	481.65
				CHECK GEN 36789 TOTAL FOR FUN				3,483.48
07/14/2023	GEN	36790	2229	BERNSTEIN & ASSOCIATES, LLC	DONATED FUND EXPENDITURES	580600	5890	1,080.00
07/14/2023	GEN	36791	B6615026	BRODART	BOOKS	532800	5700	404.44
			B6615049		BOOKS	532800	5700	1,011.40
			B6617933		BOOKS	532800	5700	127.74
			B6622951		BOOKS	532800	5700	378.44
			B6623487		BOOKS	532800	5700	387.92

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND				CHECK GEN 36791 TOTAL FOR FUN				2,309.95
07/14/2023	GEN	36792	5331-189947	CRIVELLO CARLSON S.C.	PROFESSIONAL SERVICES	521900	5511	3,251.95
07/14/2023	GEN	36793	505-0000080693	DEPARTMENT OF ADMINISTRATION	DATA LINES	534300	5511	600.00
07/14/2023	GEN	36794	ALA2023	EMILY CEITHAMER	TRAINING & TRAVEL	533500	5511	50.84
07/14/2023	GEN	36795	34329500	GREAT AMERICAN FINANCIAL SVCS	CONTRACTUAL SERVICES	522000	5511	353.14
07/14/2023	GEN	36796	7192023	GUGALA, VALERIE	PROGRAMMING	533100	5511	250.00
07/14/2023	GEN	36797	72623	HENRY, DOUGLAS	PROGRAMMING	533100	5511	300.00
07/14/2023	GEN	36798	753	KLASSY KLEANERS	OUTSIDE SERVICES	531000	5511	960.00
07/14/2023	GEN	36799	55	KNOPOW, TIFFANY	METASPACE MAINTENANCE	531700	5511	150.00
07/14/2023	GEN	36800	0627	KONKEL, ALICE	METASPACE MAINTENANCE	531700	5511	150.00
07/14/2023	GEN	36801	504012366	MIDWEST TAPE	DIGITAL COLLECTIONS	534900	5511	842.38
07/14/2023	GEN	36802	712023	MUKWONAGO ROTARY CLUB	OUTREACH	533300	5511	138.50
07/14/2023	GEN	36803	07262023	NOAH RIEMER PRODUCTIONS LLC	PROGRAMMING	533100	5511	375.00
07/14/2023	GEN	36804	33029959	QUILL LLC	OPERATIONAL SUPPLIES	531100	5511	26.48
			33043893		OPERATIONAL SUPPLIES	531100	5511	443.33
			33105427		OPERATIONAL SUPPLIES	531100	5511	44.09
			33108480		OPERATIONAL SUPPLIES	531100	5511	91.43
			2109120		OPERATIONAL SUPPLIES	531100	5511	(91.43)
			2109594		OPERATIONAL SUPPLIES	531100	5511	(26.48)
			CHECK GEN 36804 TOTAL FOR FUN					
07/14/2023	GEN	36805	112643	ROMAN ELECTRIC CO., INC.	DONATED FUND EXPENDITURES	580600	5890	13,248.00
07/14/2023	GEN	36806	8223	TAMMY O'CONNELL	PROGRAMMING	533100	5511	100.00
07/14/2023	GEN	36807	24868	TAYLOR COMPUTER SERVICES, INC	ELECTRONIC TOOLS & SERVICES	534000	5511	65.00
07/14/2023	GEN	36808	6994-23	THOMAS PRESS, INC.	PROGRAMMING	533100	5511	71.40
			6995-23		OUTREACH	533300	5511	140.07
CHECK GEN 36808 TOTAL FOR FUN							211.47	
07/14/2023	GEN	36809	6114961	UNIQUE MANAGEMENT	OUTSIDE SERVICES	531000	5511	9.85
					Total for fund 440 LIBRARY FUND	30,582.23		
TOTAL - ALL FUNDS						30,582.23		

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CHECK NUMBER 36785 - 36809

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 665
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/12/2023	GEN	665 (E)	CHARTER COMMUNICATIONS	JULY 2023 MONTHLY BILL	100-5120-522500	37.64
		665 (E)		JULY 2023 MONTHLY BILL	100-5141-522500	15.93
		665 (E)		JULY 2023 MONTHLY BILL	100-5142-522500	143.72
		665 (E)		JULY 2023 MONTHLY BILL	100-5145-522900	70.24
		665 (E)		JULY 2023 MONTHLY BILL	100-5160-522500	29.45
		665 (E)		JULY 2023 MONTHLY BILL	100-5211-522500	458.89
		665 (E)		JULY 2023 MONTHLY BILL	100-5241-522500	40.91
		665 (E)		JULY 2023 MONTHLY BILL	100-5323-522500	73.84
		665 (E)		JULY 2023 MONTHLY BILL	100-5512-522500	177.96
		665 (E)		JULY 2023 MONTHLY BILL	150-5221-522500	367.74
		665 (E)		JULY 2023 MONTHLY BILL	410-5363-522500	4.56
		665 (E)		JULY 2023 MONTHLY BILL	440-5511-522500	293.90
		665 (E)		JULY 2023 MONTHLY BILL	500-5344-522500	2.28
		665 (E)		JULY 2023 MONTHLY BILL	610-6920-692100	38.78
		665 (E)		JULY 2023 MONTHLY BILL	620-8400-851000	38.78
						1,794.62
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,794.62

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
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 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
ARMOUR ABBY							
60103	GRANT PARK BISTRO	06/23/2023	07/21/2023	50.00	0.00	Paid	Y
	ALA CONFERENCE MEAL	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		50.00			
ARMOUR ABBY							
60104	CMT CHICAGO IL27690015	06/23/2023	07/21/2023	12.00	0.00	Paid	Y
	TAXI- ALA CONFERENCE	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		12.00			
ARMOUR ABBY							
60105	INTERMODAL LOT	06/23/2023	07/21/2023	24.00	0.00	Paid	Y
	PARKING- TRAIN-ALA CONFERENCE	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		24.00			
ARMOUR ABBY							
60106	AMTRAK 1748045555961	06/23/2023	07/21/2023	50.00	0.00	Paid	Y
	ALA CONFERENCE TRAIN	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		50.00			
ARMOUR ABBY							
60107	HILTON HOTELS CHICAGO	06/24/2023	07/21/2023	268.85	0.00	Paid	Y
	ALA CONFERENCE- EMILY	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		268.85			
ARMOUR ABBY							
60108	HILTON HOTELS CHICAGO	06/25/2023	07/21/2023	537.70	0.00	Paid	Y
	ALA CONFERENCE HOTEL	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		537.70			
ARMOUR ABBY							
60109	USPS PO 5657100149	07/05/2023	07/21/2023	8.13	0.00	Paid	Y
	CERTIFIED MAIL	MROCKLEY					07/21/2023
	440-5511-531500	POSTAGE		8.13			
BITTNER RONALD							
60110	SITEONE LANDSCAPE SUPPLY,	06/16/2023	07/21/2023	470.92	0.00	Paid	Y
	TREE WATERING BAGS	MROCKLEY					07/21/2023
	100-5611-531100	OPERATIONAL SUPPLIES		470.92			

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
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 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
BITTNER RONALD							
60111	TRACTOR SUPPLY #339	06/23/2023	07/21/2023	135.98	0.00	Paid	Y
	POLY TARP	MROCKLEY					07/21/2023
	100-5345-539500	REPAIRS & MAINTENANCE		135.98			
BITTNER RONALD							
60112	ZORO TOOLS INC	07/07/2023	07/21/2023	33.48	0.00	Paid	Y
	ELKAY BUBBLER REGULATOR	MROCKLEY					07/21/2023
	100-5521-531100	OPERATIONAL SUPPLIES		33.48			
BITTNER RONALD							
60113	WAL-MART #1571	07/10/2023	07/21/2023	89.00	0.00	Paid	Y
	SHADE CANOPY	MROCKLEY					07/21/2023
	100-5323-534800	SAFETY SUPPLIES		89.00			
BITTNER RONALD							
60114	TRACTOR SUPPLY #339	07/11/2023	07/21/2023	272.98	0.00	Paid	Y
	WEED SPRAY	MROCKLEY					07/21/2023
	100-5521-531100	OPERATIONAL SUPPLIES		272.98			
DOHERTY DIANA							
60115	ICMA ONLINE	06/15/2023	07/21/2023	200.00	0.00	Paid	Y
	ANNUAL FEE	MROCKLEY					07/21/2023
	100-5145-532400	MEMBERSHIP DUES		200.00			
DOHERTY DIANA							
60116	CERTIF A GIFT	07/06/2023	07/21/2023	465.73	0.00	Paid	Y
	SCHUBEL RETIREMENT GIFT	MROCKLEY					07/21/2023
	100-5141-539800	EMPLOYEE RECOGNITION		465.73			
DYKSTRA DIANA							
60117	UW LOCAL GOV EDUCATION	07/10/2023	07/21/2023	10.00	0.00	Paid	Y
	UW CLERK CLASS	MROCKLEY					07/21/2023
	100-5142-533500	TRAINING & TRAVEL		10.00			
DYKSTRA DIANA							
60118	VBS*VONAGE BUSINESS	07/12/2023	07/21/2023	984.25	0.00	Paid	Y
	JULY 2023 PHONE BILL	MROCKLEY					07/21/2023
	100-5141-522500	TELEPHONE		12.68			
	100-5142-522500	TELEPHONE		63.51			
	100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE		50.70			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Purchase Card Vendor: 0002 US BANK							
	100-5241-522500	TELEPHONE		25.35			
	100-5632-522500	TELEPHONE		12.68			
	100-5323-522500	TELEPHONE		25.48			
	100-5512-522500	TELEPHONE		12.68			
	100-5120-522500	TELEPHONE		12.68			
	100-5211-522500	TELEPHONE		235.29			
	150-5221-522500	TELEPHONE		230.81			
	440-5511-522500	TELEPHONE		249.06			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		53.33			
GOURDOUX LINDA							
60119	UW LOCAL GOV EDUCATION	07/10/2023	07/21/2023	10.00	0.00	Paid	Y
	D CLERK EDUCATION	MROCKLEY					07/21/2023
	100-5144-533500	TRAINING & TRAVEL		10.00			
ISELY MARY JO							
60120	KINDLE SVCS*QT6XU73L3	06/18/2023	07/21/2023	13.48	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		13.48			
ISELY MARY JO							
60121	KINDLE SVCS*B541G33Q3	06/18/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60122	KINDLE SVCS*9Z6GN9VB3	06/18/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60123	KINDLE SVCS*779AJ3EC3	06/18/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60124	KINDLE SVCS*FQ0ZO6UV3	06/18/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO							
60125	KINDLE SVCS*LR1J33D53	06/19/2023	07/21/2023	12.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		12.99			
ISELY MARY JO							
60126	KINDLE SVCS*JP95X53Q3	06/19/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60127	KINDLE SVCS*J09U91833	06/19/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60128	KINDLE SVCS*VZ00W5EP3	06/19/2023	07/21/2023	9.48	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.48			
ISELY MARY JO							
60129	KINDLE SVCS*S84BY2VF3	06/24/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			
ISELY MARY JO							
60130	KINDLE SVCS*IB5Z60YD3	06/25/2023	07/21/2023	12.98	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		12.98			
ISELY MARY JO							
60131	KINDLE SVCS*KD8GA16B3	06/25/2023	07/21/2023	10.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		10.99			
ISELY MARY JO							
60132	KINDLE SVCS*DY9Z20413	06/25/2023	07/21/2023	9.36	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.36			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO							
60133	KINDLE SVCS*NR53C3DZ3	06/25/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60134	KINDLE SVCS*Q08427EO3	06/25/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60135	KINDLE SVCS*NK6Y44CG3	06/25/2023	07/21/2023	7.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		7.99			
ISELY MARY JO							
60136	KINDLE SVCS*WV3PK7B83	06/25/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			
ISELY MARY JO							
60137	KINDLE SVCS*U21IE52N3	06/25/2023	07/21/2023	9.49	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.49			
ISELY MARY JO							
60138	KINDLE SVCS*ZT17M40J3	06/25/2023	07/21/2023	10.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		10.99			
ISELY MARY JO							
60139	KINDLE SVCS*ZC8FN2ES3	06/25/2023	07/21/2023	14.38	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		14.38			
ISELY MARY JO							
60140	KINDLE SVCS*ET3OP06R3	06/25/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO							
60141	KINDLE SVCS*TT2625P03	06/25/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60142	KINDLE SVCS*DR1AT1X23	06/25/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60143	KINDLE SVCS*TB8V71MM1	06/25/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			
ISELY MARY JO							
60144	AB* ABEBOOKS.CO JVTX3S	07/14/2023	07/21/2023	6.16	0.00	Paid	Y
	BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.16			
ISELY MARY JO							
60145	AB* ABEBOOKS.CO JVTX3T	07/14/2023	07/21/2023	13.65	0.00	Paid	Y
	BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		13.65			
ISELY MARY JO							
60146	AB* ABEBOOKS.CO JVTX3Z	07/14/2023	07/21/2023	9.44	0.00	Paid	Y
	BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.44			
KIM CATHRYN							
60147	DOMINO'S 2096	06/20/2023	07/21/2023	48.25	0.00	Paid	Y
	TEEN PROGRAM	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		48.25			
KIM CATHRYN							
60148	WM SUPERCENTER #1571	06/20/2023	07/21/2023	31.25	0.00	Paid	Y
	PROGRAM SUPPLIES	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		31.25			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
60149	WM SUPERCENTER #1571	06/20/2023	07/21/2023	46.31	0.00	Paid	Y
	GENERAL & CLEANING SUPPLIES	MROCKLEY					07/21/2023
	440-5511-531100	OPERATIONAL SUPPLIES		46.31			
KIM CATHRYN							
60150	UNIVERSITY BOOK STORE	06/20/2023	07/21/2023	25.00	0.00	Paid	Y
	STAFF GRADUATION GIFT	MROCKLEY					07/21/2023
	440-5890-580600	DONATED FUND EXPENDITURES		25.00			
KIM CATHRYN							
60151	DOLLAR GENERAL #10855	06/20/2023	07/21/2023	27.88	0.00	Paid	Y
	BINGO PRIZES	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		27.88			
KIM CATHRYN							
60152	WAL-MART #1571	06/21/2023	07/21/2023	83.49	0.00	Paid	Y
	METASPACE PROGRAM SUPPLIES	MROCKLEY					07/21/2023
	440-5511-531700	METASPACE MAINTENANCE		83.49			
KIM CATHRYN							
60153	SIGNUPGENIUS	06/23/2023	07/21/2023	11.99	0.00	Paid	Y
	SIGN UP MONTHLY CHARGE	MROCKLEY					07/21/2023
	440-5511-531700	METASPACE MAINTENANCE		11.99			
KIM CATHRYN							
60154	DOMINO'S 2096	06/27/2023	07/21/2023	25.17	0.00	Paid	Y
	TEEN PROGRAM	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		25.17			
KIM CATHRYN							
60155	LAKESHORE LEARNING MATER	06/27/2023	07/21/2023	136.85	0.00	Paid	Y
	FLOOR SEATS	MROCKLEY					07/21/2023
	440-5511-531100	OPERATIONAL SUPPLIES		136.85			
KIM CATHRYN							
60156	WAL-MART #1571	06/30/2023	07/21/2023	33.90	0.00	Paid	Y
	PROGRAM SUPPLIES	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		33.90			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
60157	NETFLIX.COM	07/01/2023	07/21/2023	19.99	0.00	Paid	Y
	STREAMING SERVICE 7/1/23-7/31/23	MROCKLEY					07/21/2023
	440-5511-531800	THINGERY MAINTENANCE		19.99			
KIM CATHRYN							
60158	DROPBOX*5V5JH7WBM59K	07/03/2023	07/21/2023	45.74	0.00	Paid	Y
	DROPBOX UPGRADE	MROCKLEY					07/21/2023
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		45.74			
KIM CATHRYN							
60159	DOMINO'S 2096	07/11/2023	07/21/2023	16.78	0.00	Paid	Y
	TEEN PROGRAM	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		16.78			
KIM CATHRYN							
60160	SIGNS & LINES BY STRETCH	07/12/2023	07/21/2023	745.31	0.00	Paid	Y
	FINAL DONOR PLAQUE/ WCCF	MROCKLEY					07/21/2023
	440-5890-580600	DONATED FUND EXPENDITURES		745.31			
KINDER MATTHEW							
60161	NOR*NORTHERN TOOL	06/21/2023	07/21/2023	39.99	0.00	Paid	Y
	NORTHERN TOOL ADVANTAGE MEMBERSHIP	MROCKLEY					07/21/2023
	620-8010-827000	OPERATION SUPPLY/EXPENSE		39.99			
KREISER ROBERT							
60162	DOJ WS2 EVA EPAY SALE FEE	06/16/2023	07/21/2023	125.00	0.00	Paid	Y
	OPIOD TRAINING REGISTRATION- KREISER	MROCKLEY					07/21/2023
	100-5211-533500	TRAINING & TRAVEL		125.00			
KREISER ROBERT							
60163	DOJ WS2 EVA EPAY SRV FEE	06/16/2023	07/21/2023	2.50	0.00	Paid	Y
	OPIOD TRAINING REGISTRATION FEE -	MROCKLEY					07/21/2023
	100-5211-533500	TRAINING & TRAVEL		2.50			
KREISER ROBERT							
60164	WAL-MART #1571	06/19/2023	07/21/2023	1.18	0.00	Paid	Y
	STAFF PHOTO	MROCKLEY					07/21/2023
	100-5211-531100	OPERATIONAL SUPPLIES		1.18			

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	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KREISER ROBERT							
60165	WM SUPERCENTER #1571	06/20/2023	07/21/2023	118.00	0.00	Paid	Y
	REPLACE DISPATCH MICROWAVE	MROCKLEY					07/21/2023
	100-5211-539500	REPAIRS & MAINTENANCE		118.00			
KUBIAK MICHAEL							
60166	AMZN MKTP US*T02EN5ZC3	06/25/2023	07/21/2023	107.90	0.00	Paid	Y
	NNO SUPPLIES	MROCKLEY					07/21/2023
	340-5890-580602	POLICE DONATED FUND EXPENDITURES		107.90			
KUBIAK MICHAEL							
60167	SMARTSIGN	06/26/2023	07/21/2023	105.66	0.00	Paid	Y
	DETOUR SIGNS	MROCKLEY					07/21/2023
	100-5212-531100	OPERATIONAL SUPPLIES		105.66			
MILLER KENNETH							
60168	THE HOME DEPOT #4921	06/23/2023	07/21/2023	19.97	0.00	Paid	Y
	WEED TRIMMER PARTS	MROCKLEY					07/21/2023
	620-8020-827000	OPERATION SUPPLY/EXPENSE		19.97			
PETERSON RANDY							
60169	ROCK AUTO	06/17/2023	07/21/2023	980.29	0.00	Paid	Y
	3488 ENGINE REPAIR	MROCKLEY					07/21/2023
	150-5231-539500	REPAIRS & MAINTENANCE		980.29			
PETERSON RANDY							
60170	LSXCELERATION LLC	07/13/2023	07/21/2023	609.83	0.00	Paid	Y
	3488 REPAIR	MROCKLEY					07/21/2023
	150-5231-539500	REPAIRS & MAINTENANCE		609.83			
SCHARF ERIN							
60171	DOA E PAY DOC SALES	06/21/2023	07/21/2023	835.06	0.00	Paid	Y
	WISCONSIN STATE SEALS	MROCKLEY					07/21/2023
	100-5241-531100	OPERATIONAL SUPPLIES		835.06			
STIEN JEFFREY R							
60172	US BANK	06/17/2023	07/21/2023	(10.00)	0.00	Paid	Y
	CREDIT CARD CREDIT FROM TOOL NUT	MROCKLEY					07/21/2023
	150-5222-531100	OPERATIONAL SUPPLIES		(10.00)			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R							
60173	AMZN MKTP US*VC0VQ6493	06/21/2023	07/21/2023	524.02	0.00	Paid	Y
	AMBULANCE SUPPLIES	MROCKLEY					07/21/2023
	150-5231-531100	OPERATIONAL SUPPLIES		524.02			
STIEN JEFFREY R							
60174	FULLY PROMOTED	06/28/2023	07/21/2023	397.91	0.00	Paid	Y
	NEW FT ROLBIECKI CLOTHING	MROCKLEY					07/21/2023
	150-5221-534600	CLOTHING ALLOWANCE		397.91			
STIEN JEFFREY R							
60175	METRO MARKET #384	06/30/2023	07/21/2023	20.99	0.00	Paid	Y
	EMS SUPPLIES	MROCKLEY					07/21/2023
	150-5231-531100	OPERATIONAL SUPPLIES		20.99			
STIEN JEFFREY R							
60176	BOAT-ED.COM	07/03/2023	07/21/2023	40.95	0.00	Paid	Y
	ROUSH BOAT TRAINING	MROCKLEY					07/21/2023
	150-5223-533500	TRAINING & TRAVEL		40.95			
STIEN JEFFREY R							
60177	ATVCOURSE.COM	07/04/2023	07/21/2023	36.70	0.00	Paid	Y
	ROUSH ATV TRAINING	MROCKLEY					07/21/2023
	150-5223-533500	TRAINING & TRAVEL		36.70			
STIEN JEFFREY R							
60178	FULLY PROMOTED	07/05/2023	07/21/2023	349.65	0.00	Paid	Y
	NEW FT BARKOW CLOTHING	MROCKLEY					07/21/2023
	150-5221-534600	CLOTHING ALLOWANCE		349.65			
STIEN JEFFREY R							
60179	AMAZON.COM*SW8CO4Y73	07/11/2023	07/21/2023	61.95	0.00	Paid	Y
	STATION SUPPLIES	MROCKLEY					07/21/2023
	150-5221-531100	OPERATIONAL SUPPLIES		61.95			
STREIT DANIEL							
60180	AMZN MKTP US*C91V51DH3	06/29/2023	07/21/2023	22.98	0.00	Paid	Y
	SQUAD CELL PHONE CASE	MROCKLEY					07/21/2023
	100-5212-531100	OPERATIONAL SUPPLIES		22.98			

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Inv Ref#	Description	Entered By					Post Date

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Purchase Card Vendor: 0002 US BANK

SUKOWATY JAYME

60181	THE HOME DEPOT #4921	06/20/2023	07/21/2023	38.94	0.00	Paid	Y
	VALVE BOX REPAIR	MROCKLEY					07/21/2023
	610-6451-665100	MAINTENANCE-MAINS		38.94			

SURA MATTHEW J

60182	ATVCOURSE.COM	07/04/2023	07/21/2023	36.70	0.00	Paid	Y
	FICKAU ATV TRAINING	MROCKLEY					07/21/2023
	150-5221-533500	TRAINING & TRAVEL		36.70			

SURA MATTHEW J

60183	APPLE.COM/BILL	07/09/2023	07/21/2023	0.99	0.00	Paid	Y
	APPLE STORAGE	MROCKLEY					07/21/2023
	150-5231-531100	OPERATIONAL SUPPLIES		0.99			

Total Purchase Card Vendor: 0002 US BANK

# of Invoices:	80	# Due:	0	Totals:	9,662.33	0.00
# of Credit Memos:	1	# Due:	0	Totals:	(10.00)	0.00
Net of Invoices and Credit Memos:					9,652.33	0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5120-522500	TELEPHONE	12.68
100-5141-522500	TELEPHONE	12.68
100-5141-539800	EMPLOYEE RECOGNITION	465.73
100-5142-522500	TELEPHONE	63.51
100-5142-533500	TRAINING & TRAVEL	10.00
100-5144-533500	TRAINING & TRAVEL	10.00
100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE	50.70
100-5145-532400	MEMBERSHIP DUES	200.00
100-5211-522500	TELEPHONE	235.29
100-5211-531100	OPERATIONAL SUPPLIES	1.18
100-5211-533500	TRAINING & TRAVEL	127.50
100-5211-539500	REPAIRS & MAINTENANCE	118.00
100-5212-531100	OPERATIONAL SUPPLIES	128.64
100-5241-522500	TELEPHONE	25.35
100-5241-531100	OPERATIONAL SUPPLIES	835.06

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User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
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BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	100-5323-522500	TELEPHONE		25.48			
	100-5323-534800	SAFETY SUPPLIES		89.00			
	100-5345-539500	REPAIRS & MAINTENANCE		135.98			
	100-5512-522500	TELEPHONE		12.68			
	100-5521-531100	OPERATIONAL SUPPLIES		306.46			
	100-5611-531100	OPERATIONAL SUPPLIES		470.92			
	100-5632-522500	TELEPHONE		12.68			
	150-5221-522500	TELEPHONE		230.81			
	150-5221-531100	OPERATIONAL SUPPLIES		61.95			
	150-5221-533500	TRAINING & TRAVEL		36.70			
	150-5221-534600	CLOTHING ALLOWANCE		747.56			
	150-5222-531100	OPERATIONAL SUPPLIES		(10.00)			
	150-5223-533500	TRAINING & TRAVEL		77.65			
	150-5231-531100	OPERATIONAL SUPPLIES		546.00			
	150-5231-539500	REPAIRS & MAINTENANCE		1,590.12			
	340-5890-580602	POLICE DONATED FUND EXPENDITURES		107.90			
	440-5511-522500	TELEPHONE		249.06			
	440-5511-531100	OPERATIONAL SUPPLIES		183.16			
	440-5511-531500	POSTAGE		8.13			
	440-5511-531700	METASPACE MAINTENANCE		95.48			
	440-5511-531800	THINGERY MAINTENANCE		19.99			
	440-5511-533100	PROGRAMMING		183.23			
	440-5511-533500	TRAINING & TRAVEL		942.55			
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		45.74			
	440-5700-532800	BOOKS		264.24			
	440-5890-580600	DONATED FUND EXPENDITURES		770.31			
	610-6451-665100	MAINTENANCE-MAINS		38.94			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		53.33			
	620-8010-827000	OPERATION SUPPLY/EXPENSE		39.99			
	620-8020-827000	OPERATION SUPPLY/EXPENSE		19.97			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			3,349.52	0.00		
	150 - FIRE/AMBULANCE FUND			3,280.79	0.00		
	340 - VILLAGE DESIGNATED FUND			107.90	0.00		
	440 - LIBRARY FUND			2,761.89	0.00		
	610 - WATER UTILITY FUND			92.27	0.00		
	620 - SEWER UTILITY FUND			59.96	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5120 - MUNICIPAL COURT			12.68	0.00		
	5141 - VILLAGE ADMINISTRATOR			478.41	0.00		
	5142 - CLERK-TREASURER			73.51	0.00		
	5144 - ELECTIONS			10.00	0.00		
	5145 - FINANCE DEPARTMENT			250.70	0.00		
	5211 - POLICE ADMINISTRATION			481.97	0.00		
	5212 - POLICE PATROL			128.64	0.00		
	5221 - FIRE ADMINISTRATION			1,077.02	0.00		
	5222 - FIRE SUPPRESSION			(10.00)	0.00		
	5223 - FIRE TRAINING			77.65	0.00		
	5231 - AMBULANCE			2,136.12	0.00		
	5241 - BUILDING INSPECTOR			860.41	0.00		
	5323 - GARAGE			114.48	0.00		
	5345 - STREET CLEANING			135.98	0.00		
	5511 - LIBRARY SERVICES			1,727.34	0.00		
	5512 - MUSEUM			12.68	0.00		
	5521 - PARKS			306.46	0.00		
	5611 - FORESTRY			470.92	0.00		
	5632 - PLANNING DEPARTMENT			12.68	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			264.24	0.00		
	5890 - USE OF DESIGNATED FUNDS			878.21	0.00		
	6451 - T&D-MAINS MAINTENACE			38.94	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			53.33	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			39.99	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			19.97	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			665.73			
	0707			1,297.91			
	1051			39.99			
	2365			264.24			
	3049			38.94			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	4175			246.68			
	5177			994.25			
	5311			950.68			
	5538			22.98			
	5540			835.06			
	5724			37.69			
	6347			10.00			
	6370			1,422.17			
	6721			213.56			
	8389			19.97			
	9625			1,590.12			
	9708			1,002.36			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4563187651 60034	WE ENERGIES 0700126680-00002 Well #3 Elec 610-6200-662200	06/27/2023 MROCKLEY 0700126680-00002 Well #3 Elec	07/12/2023	1,632.38 1,632.38	0.00	Paid	Y 07/12/2023
4563187651 60035	WE ENERGIES 0700126680-00003 Street Lights 100-5342-522200	06/27/2023 MROCKLEY 0700126680-00003 Street Lights	07/12/2023	3,988.73 3,988.73	0.00	Paid	Y 07/12/2023
4563187651 60036	WE ENERGIES 0700126680-00004 Greenwald 610-6200-662200	06/27/2023 MROCKLEY 0700126680-00004 Greenwald	07/12/2023	155.78 155.78	0.00	Paid	Y 07/12/2023
4563187651 60037	WE ENERGIES 0700126680-00005 Booster Station 610-6200-662200	06/27/2023 MROCKLEY 0700126680-00005 Booster Station	07/12/2023	357.53 357.53	0.00	Paid	Y 07/12/2023
4563187651 60038	WE ENERGIES 0700126680-00007 1240 N. Rochester 620-8020-821000	06/27/2023 MROCKLEY 0700126680-00007 1240 N. Rochester	07/12/2023	84.28 84.28	0.00	Paid	Y 07/12/2023
4563187651 60039	WE ENERGIES 0700126680-00008 Police Garage 100-5211-522200	06/27/2023 MROCKLEY 0700126680-00008 Police Garage	07/12/2023	38.89 38.89	0.00	Paid	Y 07/12/2023
4563187651 60040	WE ENERGIES 0700126680-00009 Fld Prk Baseball 100-5521-522200	06/27/2023 MROCKLEY 0700126680-00009 Fld Prk Baseball Lights	07/12/2023	282.01 282.01	0.00	Paid	Y 07/12/2023
4563187651 60041	WE ENERGIES 0700126680-000010 Fox River View 620-8020-821000	06/27/2023 MROCKLEY 0700126680-000010 Fox River View	07/12/2023	135.68 135.68	0.00	Paid	Y 07/12/2023
4563187651 60042	WE ENERGIES 0700126680-000011 DPW Elec 100-5323-522200	06/27/2023 MROCKLEY 0700126680-000011 DPW Elec	07/12/2023	370.12 370.12	0.00	Paid	Y 07/12/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4563187651 60043	WE ENERGIES 0700126680-000012 Fire 150-5221-522200	06/27/2023 MROCKLEY 0700126680-000012 Fire	07/12/2023	1,010.83 1,010.83	0.00	Paid	Y 07/12/2023
4563187651 60044	WE ENERGIES 0700126680-000013 police-CTH E N of 100-5211-522200	06/27/2023 MROCKLEY 0700126680-000013 police-CTH E N of Sugd	07/12/2023	21.26 21.26	0.00	Paid	Y 07/12/2023
4563187651 60045	WE ENERGIES 0700126680-000014 Hall 100-5160-522200	06/27/2023 MROCKLEY 0700126680-000014 Hall	07/12/2023	875.33 875.33	0.00	Paid	Y 07/12/2023
4563187651 60046	WE ENERGIES 0700126680-000014 Hall Gas 100-5160-522400	06/27/2023 MROCKLEY 0700126680-000014 Hall Gas	07/12/2023	36.68 36.68	0.00	Paid	Y 07/12/2023
4563187651 60047	WE ENERGIES 0700126680-000016 Miniwauken Park 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000016 Miniwauken Park	07/12/2023	37.00 37.00	0.00	Paid	Y 07/12/2023
4563187651 60048	WE ENERGIES 0700126680-000017 Holz Elec 620-8010-821100	06/27/2023 MROCKLEY 0700126680-000017 Holz Elec	07/12/2023	8,281.20 8,281.20	0.00	Paid	Y 07/12/2023
4563187651 60049	WE ENERGIES 0700126680-000018 Parks 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000018 Parks	07/12/2023	31.12 31.12	0.00	Paid	Y 07/12/2023
4563187651 60050	WE ENERGIES 0700126680-000019 Atkinson Pump 620-8020-821000	06/27/2023 MROCKLEY 0700126680-000019 Atkinson Pump	07/12/2023	455.85 455.85	0.00	Paid	Y 07/12/2023
4563187651 60051	WE ENERGIES 0700126680-000020 Well #6 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000020 Well #6	07/12/2023	772.21 772.21	0.00	Paid	Y 07/12/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4563187651 60052	WE ENERGIES 0700126680-000021 DPW Gas 100-5323-522400	06/27/2023 MROCKLEY 0700126680-000021 DPW Gas	07/12/2023	987.20 987.20	0.00	Paid	Y 07/12/2023
4563187651 60053	WE ENERGIES 0700126680-000022 Concession 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000022 Concession Building	07/12/2023	758.79 758.79	0.00	Paid	Y 07/12/2023
4563187651 60054	WE ENERGIES 0700126680-000023 Well #3 Gas 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000023 Well #3 Gas	07/12/2023	9.90 9.90	0.00	Paid	Y 07/12/2023
4563187651 60055	WE ENERGIES 0700126680-000024 Parks-200 S 100-5342-522200	06/27/2023 MROCKLEY 0700126680-000024 Parks-200 S Rochester	07/12/2023	22.86 22.86	0.00	Paid	Y 07/12/2023
4563187651 60056	WE ENERGIES 0700126680-000027 Police 100-5211-522200	06/27/2023 MROCKLEY 0700126680-000027 Police	07/12/2023	1,340.87 1,340.87	0.00	Paid	Y 07/12/2023
4563187651 60057	WE ENERGIES 0700126680-000028 Miniwaukan 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000028 Miniwaukan Pavilion	07/12/2023	20.63 20.63	0.00	Paid	Y 07/12/2023
4563187651 60058	WE ENERGIES 0700126680-000029 F. Park Sump Pump 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000029 F. Park Sump Pump	07/12/2023	24.93 24.93	0.00	Paid	Y 07/12/2023
4563187651 60059	WE ENERGIES 0700126680-000031 Holz Gas 620-8010-821200	06/27/2023 MROCKLEY 0700126680-000031 Holz Gas	07/12/2023	10.41 10.41	0.00	Paid	Y 07/12/2023
4563187651 60060	WE ENERGIES 0700126680-000032 Well #4 Elec 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000032 Well #4 Elec	07/12/2023	2,556.72 2,556.72	0.00	Paid	Y 07/12/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 07/12/2023 - 07/12/2023
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4563187651 60061	WE ENERGIES 0700126680-000033 Parks 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000033 Parks	07/12/2023	104.32 104.32	0.00	Paid	Y 07/12/2023
4563187651 60062	WE ENERGIES 0700126680-000034 Street Lights 100-5342-522200	06/27/2023 MROCKLEY 0700126680-000034 Street Lights	07/12/2023	51.60 51.60	0.00	Paid	Y 07/12/2023
4563187651 60063	WE ENERGIES 0700126680-000036 Flashers 100-5211-522200	06/27/2023 MROCKLEY 0700126680-000036 Flashers	07/12/2023	11.17 11.17	0.00	Paid	Y 07/12/2023
4563187651 60064	WE ENERGIES 0700126680-000037 Well #4 Gas 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000037 Well #4 Gas	07/12/2023	11.37 11.37	0.00	Paid	Y 07/12/2023
4563187651 60065	WE ENERGIES 0700126680-000038 Museum 100-5512-522200	06/27/2023 MROCKLEY 0700126680-000038 Museum	07/12/2023	163.34 163.34	0.00	Paid	Y 07/12/2023
4563187651 60066	WE ENERGIES 0700126680-000039 Well #5 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000039 Well #5	07/12/2023	1,570.47 1,570.47	0.00	Paid	Y 07/12/2023
4563187651 60067	WE ENERGIES 0700126680-00043 Outdoor Stage 100-5521-522200	06/27/2023 MROCKLEY 0700126680-00043 Outdoor Stage	07/12/2023	23.18 23.18	0.00	Paid	Y 07/12/2023
4563187651 60068	WE ENERGIES 0709449777-00001 Library Gas 440-5511-522400	06/27/2023 MROCKLEY 0709449777-00001 Library Gas	07/12/2023	222.56 222.56	0.00	Paid	Y 07/12/2023
4563187651 60069	WE ENERGIES 0709449777-00002 Library Elec 440-5511-522200	06/27/2023 MROCKLEY 0709449777-00002 Library Elec	07/12/2023	3,173.42 3,173.42	0.00	Paid	Y 07/12/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 07/12/2023 - 07/12/2023
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WE ENERGIES REPORT FOR BOARD

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4563187651 60070	WE ENERGIES 0712697628-00001 Tower Radio Bldg 100-5211-522200	06/27/2023 MROCKLEY 0712697628-00001 Tower Radio Bldg	07/12/2023	22.06 22.06	0.00	Paid	Y 07/12/2023
4563187651 60071	WE ENERGIES 0712697628-00002 Mukw Dam 100-5254-522200	06/27/2023 MROCKLEY 0712697628-00002 Mukw Dam	07/12/2023	22.86 22.86	0.00	Paid	Y 07/12/2023
4563187651 60072	WE ENERGIES 0712697628-00003 PD Tower meter 100-5211-522200	06/27/2023 MROCKLEY 0712697628-00003 PD Tower meter #05662	07/12/2023	42.23 42.23	0.00	Paid	Y 07/12/2023
4563187651 60073	WE ENERGIES 0712697628-00004 1224 Riverton 620-8020-821000	06/27/2023 MROCKLEY 0712697628-00004 1224 Riverton	07/12/2023	78.44 78.44	0.00	Paid	Y 07/12/2023
4563187651 60074	WE ENERGIES 0712697628-00006 Well #7 610-6200-662200	06/27/2023 MROCKLEY 0712697628-00006 Well #7	07/12/2023	1,637.97 1,637.97	0.00	Paid	Y 07/12/2023
4563187651 60075	WE ENERGIES 0712697628-00007 School Crossing 100-5342-522200	06/27/2023 MROCKLEY 0712697628-00007 School Crossing Lights	07/12/2023	15.23 15.23	0.00	Paid	Y 07/12/2023
4598374945 60076	WE ENERGIES 0700126680-00015 STREET LIGHTS 100-5342-522200	06/27/2023 MROCKLEY 0700126680-00015 STREET LIGHTS	07/12/2023	10,261.68 10,261.68	0.00	Paid	Y 07/12/2023
4588215610 60077	WE ENERGIES 0700126680-00006 Field Park 100-5521-522200	06/27/2023 MROCKLEY 0700126680-00006 Field Park	07/12/2023	65.20 65.20	0.00	Paid	Y 07/12/2023
4588215610 60078	WE ENERGIES 0700126680-000025 Tower 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000025 Tower	07/12/2023	35.72 35.72	0.00	Paid	Y 07/12/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 07/12/2023 - 07/12/2023
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WE ENERGIES REPORT FOR BOARD

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

4588215610							
60079	WE ENERGIES	06/27/2023	07/12/2023	113.78	0.00	Paid	Y
	0700126680-00030 Andrews Street	MROCKLEY					07/12/2023
	100-5521-522200	0700126680-00030 Andrews Street		113.78			

# of Invoices:	46	# Due:	0	Totals:	41,925.79	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					41,925.79	0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	ELECTRIC	875.33
100-5160-522400	GAS	36.68
100-5211-522200	ELECTRIC	1,476.48
100-5254-522200	ELECTRIC	22.86
100-5323-522200	ELECTRIC	370.12
100-5323-522400	GAS	987.20
100-5342-522200	ELECTRIC	14,340.10
100-5512-522200	ELECTRIC	163.34
100-5521-522200	ELECTRIC	1,460.96
150-5221-522200	ELECTRIC	1,010.83
440-5511-522200	ELECTRIC	3,173.42
440-5511-522400	GAS	222.56
610-6200-662200	FUEL OR POWER PURCHASED	8,740.05
620-8010-821100	WWTP ELECTRIC POWER	8,281.20
620-8010-821200	NAT GAS/ADMIN BLDG/HEAT EXCH	10.41
620-8020-821000	PUMPING POWER & FUEL	754.25

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			19,733.07	0.00		
	150 - FIRE/AMBULANCE FUND			1,010.83	0.00		
	440 - LIBRARY FUND			3,395.98	0.00		
	610 - WATER UTILITY FUND			8,740.05	0.00		
	620 - SEWER UTILITY FUND			9,045.86	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5160 - VILLAGE HALL			912.01	0.00		
	5211 - POLICE ADMINISTRATION			1,476.48	0.00		
	5221 - FIRE ADMINISTRATION			1,010.83	0.00		
	5254 - DAMS			22.86	0.00		
	5323 - GARAGE			1,357.32	0.00		
	5342 - STREET LIGHTING			14,340.10	0.00		
	5511 - LIBRARY SERVICES			3,395.98	0.00		
	5512 - MUSEUM			163.34	0.00		
	5521 - PARKS			1,460.96	0.00		
	6200 - PUMPING OPERATIONS			8,740.05	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			8,291.61	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			754.25	0.00		

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/19/2023	GEN	36876	TREASURER STATE OF WI	COURT FINES AND FEES	100-0000-242400	3,324.80
07/19/2023	GEN	36877	TREASURER WAUKESHA COUNTY	COURT FINES & FEES	100-0000-243240	790.00
07/19/2023	GEN	36878	WALWORTH CTY TREASURER	COURT FINES AND FEES	100-0000-243250	10.00
			TOTAL - ALL FUNDS	TOTAL OF 3 CHECKS		4,124.80

07/27/2023 09:30 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 664
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/06/2023	GEN	664 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - JUNE	100-5142-539900	16.67
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	100-5241-539900	118.52
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	410-5363-539900	80.72
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	610-6902-690300	79.72
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	620-8300-840000	80.72
						376.35
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		376.35

07/27/2023 09:31 AM			CHECK DISBURSEMENT REPORT FOR MUKWONAGO			Page 1/1	
User: MROCKLEY			CHECK NUMBER 36784				
DB: Mukwonago			Banks: GEN				
Check Date	Bank	Check #	Payee	Description	GL #	Amount	
07/11/2023	GEN	36784	UNEMPLOYMENT INSURANCE	JUDITH PODANY UNEMPLOYMENT INSURANCE	100-5212-511000	170.00	
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS			
						170.00	

07/27/2023 09:32 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 36810
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/18/2023	GEN	36810	WEST ALLIS POLICE DEPT	WARRANT#2023000172 HENSON/LISA/M, F/W DOB 9/19/80	100-0000-233200	187.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		187.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/19/2023	GEN	36811	VILLAGE OF PALMYRA POLICE DEPARTMEN	CASE#BB468010-4 BASTERASH RYAN DOB 10/13/75	100-0000-233200	313.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		313.00

07/27/2023 09:57 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 07/06/2023 - 07/06/2023
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/06/2023	GEN	36728	SECURIAN FINANCIAL GROUP INC	JULY 2023 ACCIDENT INS	100-0000-215305	47.45
		36728		JULY 2023 ACCIDENT INS	150-0000-215305	0.55
						<u>48.00</u>
07/06/2023	GEN	662 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 07/07/23	100-0000-215250	853.23
		662 (E)		RETIREMENT GW PR 07/07/23	150-0000-215250	1,141.62
						<u>1,994.85</u>
07/06/2023	GEN	663 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 07/07/23 ID	100-0000-215250	4,485.49
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	150-0000-215250	205.93
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	440-0000-215250	809.80
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	500-0000-215250	1.03
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	610-0000-215250	238.22
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	620-0000-215250	436.43
						<u>6,176.90</u>
			TOTAL - ALL FUNDS	TOTAL OF 3 CHECKS		8,219.75

07/27/2023 09:58 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 667
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/14/2023	GEN	667 (E)	UKG INC.	PAYROLL PROCESSING FEES JUNE 2023	100-5111-539900	94.57
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5120-539900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5141-539900	13.51
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5142-539900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5145-539900	54.04
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5211-539900	135.10
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5212-539900	202.65
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5213-521900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5241-539900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5300-539900	162.12
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5632-539900	13.51
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	150-5221-539900	391.79
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	150-5233-531100	54.04
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	440-5511-534000	351.26
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	610-6902-690300	67.55
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	620-8300-840000	40.53
						1,688.75
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,688.75

07/27/2023 10:00 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 07/20/2023 - 07/20/2023
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/20/2023	GEN	36879	MINNESOTA LIFE INSURANCE	AUGUST 2023 LIFE INSURANCE	100-0000-215301	1,191.47
		36879		AUGUST 2023 LIFE INSURANCE	150-0000-215301	192.60
		36879		AUGUST 2023 LIFE INSURANCE	440-0000-215301	93.55
		36879		AUGUST 2023 LIFE INSURANCE	500-0000-215301	0.19
		36879		AUGUST 2023 LIFE INSURANCE	610-0000-215301	51.05
		36879		AUGUST 2023 LIFE INSURANCE	620-0000-215301	186.54
						1,715.40
07/20/2023	GEN	36880	WI SCTF	5693550 WI SCTF R&D FEE 2023	100-0000-215900	64.98
07/20/2023	GEN	668 (E)	EMPLOYEE TRUST FUNDS	AUGUST 2023 PREM HEALTH INSURANCE	100-0000-215300	53,617.87
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	150-0000-215300	10,358.11
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	440-0000-215300	5,502.97
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	500-0000-215300	7.79
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	610-0000-215300	3,730.80
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	620-0000-215300	5,881.02
						79,098.56
07/20/2023	GEN	669 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 07/21/23	100-0000-215250	881.46
		669 (E)		RETIREMENT GW PR 07/21/23	150-0000-215250	1,075.01
						1,956.47
07/20/2023	GEN	670 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 07/21/23 ID	100-0000-215250	4,440.70
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	150-0000-215250	212.06
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	440-0000-215250	813.91
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	610-0000-215250	264.09
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	620-0000-215250	416.38
						6,147.14
			TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS		88,982.55

07/27/2023 10:02 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 07/24/2023 - 07/24/2023
Banks: GEN

Page 1/1

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/24/2023	GEN	36881	AFLAC	ACCOUNT# V1553 JULY SUPPLEMENTAL	100-0000-215302	274.92
		36881		ACCOUNT# V1553 JULY SUPPLEMENTAL	150-0000-215302	321.47
		36881		ACCOUNT# V1553 JULY SUPPLEMENTAL	610-0000-215302	13.54
		36881		ACCOUNT# V1553 JULY SUPPLEMENTAL	620-0000-215302	219.84
						829.77
07/24/2023	GEN	36882	MUKWONAGO PROFESSIONAL	JULY 2023 FIRE UNION DUES	150-0000-215500	750.00
07/24/2023	GEN	36883	MUKWONAGO PROFESSIONAL POLICE	JULY 2023 POLICE UNION DUES	100-0000-215500	500.00
07/24/2023	GEN	36884	VILLAGE OF MUKWONAGO MRA	JULY 2023 FSA	100-0000-215350	1,927.56
		36884		JULY 2023 FSA	150-0000-215350	588.78
		36884		JULY 2023 FSA	440-0000-215350	21.54
		36884		JULY 2023 FSA	610-0000-215350	18.29
		36884		JULY 2023 FSA	620-0000-215350	162.49
						2,718.66
07/24/2023	GEN	671 (E)	DELTA DENTAL OF WISCONSIN	AUGUST 2023 DENTAL PREMIUMS	100-0000-215304	416.32
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	150-0000-215304	20.98
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	440-0000-215304	40.50
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	610-0000-215304	9.61
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	620-0000-215304	0.15
						487.56
07/24/2023	GEN	672 (E)	DELTA DENTAL OF WISCONSIN	AUGUST 2023 VISION PREMIUMS	100-0000-215303	109.02
		672 (E)		AUGUST 2023 VISION PREMIUMS	150-0000-215303	18.60
		672 (E)		AUGUST 2023 VISION PREMIUMS	440-0000-215303	35.92
						163.54
07/24/2023	GEN	673 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - JUNE 2023	100-0000-215200	35,992.18
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	150-0000-215200	12,033.45
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	440-0000-215200	5,286.06
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	610-0000-215200	2,142.58
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	620-0000-215200	3,299.98
						58,754.25
TOTAL - ALL FUNDS				TOTAL OF 7 CHECKS		64,203.78

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	7/25/23	NUMBER:	
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VENDOR NAME & ADDRESS:	SHIP TO:
Miller Electric Enterprises, INC PO Box 460 Big Bend, WI 53103	DPW

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Miller Electric Enterprises LLC	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Plan
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<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1		Village Hall Board Room Lighting Upgrade		\$12,495.00	
			TOTAL	\$12,495.00	

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

--



Miller Electrical Enterprises, Inc

State Licensed Electrical • Contractor & Designer • Free Estimates • Fully Bonded & Insured

PO Box 460; Big Bend, WI 53103
262/662-1900 FAX 262-662-1901

DATE: 7-24-23

ATTN: Ron Bittner (Mukwonago)

PROPOSAL RE: New direct/indirect lighting for the village hall conference room.

JOB ADDRESS: 440 River Crest court Mukwonago

PRICE TO INCLUDE:

Remove 2 runs of 32' cable hung fixtures in the conference room at the village hall.

Provide and install 2-runs of 32' ceiling mounted fixtures in the conference room.

These will be the Peerless RNNAS LSL 32' MSL8 90CRI 35K fixtures that you specked.

Looking at the switches, I believe that we can make these dimmable as long as the conduits run the way I believe they do. If dimming ends up to be an issue, we will have that conversation at that time.

We will remove all old fixtures from the grounds and dispose of them through our disposal company.

>All work to be done at normal business hours, (No night shift hours are quoted)

>Bid is quoted with the 2017 National Code.

>Roof, wall, drywall, concrete, or floor patching responsibility, if any, by others.

>We Energies fees if any not included.

>Additional exit or egress lighting required by the state or municipality will be extra.

>Any work other than listed above will be done at time and materials.

>All sales tax included in quoted price, when applicable.

NO WORK WILL BE DONE WITHOUT RECEIVING A SIGNED COPY OF THIS PROPOSAL

PRICE: \$12,495.00

Respectfully submitted,

Patrick Daily

Project manager

Miller Electrical Enterprises Inc.

patd@millerelectricent.com

Accepted by: _____ Title: _____

Company name: _____ Date: _____

Quote negotiable after 15 days

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner and builder to carry fire, tornado and other necessary insurance.

As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the above signed builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	7/25/23	NUMBER:	
--------------	---------	----------------	--

VENDOR NAME & ADDRESS:	SHIP TO:
Lewis Sound & Video 2325 Parklawn Dr., Suite N Waukesha, WI 53186	Village Hall

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
Village Clerk	Lewis Sound & Video	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Plan
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<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1		Village Hall Board Room Sound/Mic Upgrade		\$16,844.04	
			TOTAL	\$16,844.04	

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



VILLAGE OF MUKWONAGO

440 River Crest Court Mukwonago, WI 53149 | Tel. (262) 363-6420 | Fax: (262)363-6425
www.villageofmukwonago.gov

MEMORANDUM

DATE: July 27, 2023
TO: Village Board of Trustees
FROM: Diana Dykstra, Clerk-Treasurer
RE: Sound System Upgrades

The Village has a Televic Sound system with 12 Wired Microphones.

The Department Head Microphones are wired and have been moved around and not handled properly when others are using the room. It has caused a situation where cords are being cracked and run over by equipment.

It is apparent we need a wireless system on the Department Head level to prevent this portability for others to use this public room.

The Dias microphones will remain unchanged.

The ability to pair the wireless into a wired Televic system does require an expansion model of the controller, however will allow for more than eight mics to be active at the same time. This has been an issue in the past when staff wish to speak and another staff member has their mic on.

We budgeted \$50,000 in the Capital Fund for Upgrades to the Board Room. These funds included wireless microphones, new PTZ wide angle camera, new Board Chairs, lighting raised, and acoustical tiles to absorb sound for better quality audio on our live stream and to protect integrity during closed sessions.



Sound & Video Professionals
2325 Parklawn Dr., Suite N, Waukesha, WI 53186
1-800-566-4900 (IN WISCONSIN)
1 (262) 754-2800 FAX: 1 (262) 754-3754

Quotation

Quote Number:
10017 Revised

Quote Date:
Jul 28, 2023

Page:
1

Quoted To:

Village of Mukwonago
440 River Crest Ct
Mukwonago, WI 53149

Ship To:

Wireless Televic System with
new Flex GO G4 stations

Customer ID	Good Thru	Payment Terms	Sales Rep
839	8/27/23	Prepaid	

Quantity	Item	Description	Unit Price	Extension
1.00		This quote replaces your existing wired units with wireless units.		
1.00		TLV Confidea WAP G4 Wireless Access Point supports the following equipment functions and capabilities		
7.00		TLV WAP PS G4 PoE+ power adapter for Confidea WAP G4.		
		TLV Confidea FLEX G4 The (wireless) Confidea FLEX Go G4 is a touch enabled wireless tabletop conference unit including: - Multifunctional button for delegate		
7.00		TLV PLM401F GSM immune gooseneck microphone of 40 cm with push & lock mechanism, providing consistent and high bandwidth		
1.00		TLV Confidea CHT 4 Charging station for 10 batteries: - 10 battery slots with charge process indication - Charging time to full charge of only 2h - LAN port		
1.00	TOTAL	Total Installed Package	16,844.04	16,844.04

Thank you for the honor of your consideration of LEWIS SOUND, INC., an
its proposal to provide the finest in state-of-the-art audio & video systems.

Subtotal	16,844.04
Sales Tax	
Total	16,844.04

VILLAGE OF MUKWONAGO PURCHASING POLICY

- I. **General.** The intent of this policy is to provide guidelines that will ensure the expenditure of public funds by all Village Departments is consistent with policies set by the Village Board. The controls and procedures are intended to provide reasonable assurance that the lowest cost, highest quality good or service is obtained, while balancing the need for flexibility in department operations.
- II. **Guidelines.** The Village reserves the right to accept the bid or quote which is most beneficial to the Village, as well as the right to reject any or all bids or quotes. The determination of the most beneficial purchase shall be recommended, as required under “**Purchasing Procedures**” described below, to the Village Board, which shall make the final determination when required. No contractual award for capital improvements over \$25,000 is final until formally approved by the Village Board. The provisions in Wisconsin Statute section 62.15 apply to procurements involving public construction and take precedence over any portion of this policy that may conflict with that statute.
- A. Delegation of Authority. Each Department Head is authorized to delegate authority to an employee(s) of that department to make and approve purchases not exceeding \$10,000. The Department Head will need to sign off on the invoices prior to payment. ~~While delegation of authority is realistic in how Village business is conducted, t~~The Department Head is ultimately responsible for all purchases made by employees of the department.
- B. Planning. ~~Both short and long term planning for purchases will minimize the amount of clerical and supervisory time spent documenting purchases.~~ Each department should strive to purchase its goods and services in quantities within the foreseeable needs of the department, which maximize possible discounts. The overall plan for purchasing begins with the preparation of the Annual Budget.
- C. Purchase in Excess of Budgeted Amount. Department Heads contemplating a purchase that will exceed an account’s budgeted amount shall ensure that provisions are made for the necessary allocation within their departmental budget prior to initiating the purchase. All expenditures, which exceed the amount of the adopted budget for the department, as well as all expenditures from any contingency account shall be presented to the Finance Committee for recommendation to the Village Board for approval.
- D. Quality. Quality and service are just as important as price. It is the duty of each department to secure the best quality for the purpose intended. Quality buying is the buying of goods and services that will meet, but not exceed, the requirements for which they are intended. ~~In some instances t~~The primary consideration may be durability ~~, In other instances or~~ it may be a question of immediate availability, ease of installation, frequency of repair or efficiency of operation. It is the responsibility of each Department Head to become familiar with available equipment to determine the appropriate quality required.
- E. Sales Tax. The Village is exempt from paying all local and state sales taxes or Federal Excise taxes. The Clerk/Treasurer’s Office can provide necessary exemption documents to vendors upon request.

- F. Endorsements. Neither the Village's name nor any employee's name or position is to be used to endorse or support a product or vendor, unless specifically authorized by the Village Board.
- G. Ethics Laws. Public officials and employees of the Village shall comply with all federal, state and Village ethics laws regarding conflict of interest as well as ethics regarding all purchase decisions.

III. Purchasing Procedures. The following procedures are established to regulate the degree of formality to be followed in the purchase of goods and services, depending on the costs of the items to be purchased. Exceptions to these procedures are noted under the “**Special Requirements**” section of this policy. Good documentation to insure that all vendors are treated fairly is in the Village's best interest. **All purchasing scenarios described in this policy assume the funds are available within the department’s budget. Capital Equipment/Improvement Projects exceeding \$30,000 in value must be preapproved in the Village’s Capital plan and Annual Budget processes.**

- A. Purchases under \$10,000. Department Heads are authorized for any purchase under \$10,000. The Department Head need not secure the approval of the Finance Director in order to make purchases in this price range. It is the responsibility of each Department Head to insure control over this segment of the purchasing process. Department Heads may designate employees the authority to make purchases; and shall provide internal controls to ensure that all purchases are for legitimate public purposes.

Purchases from \$10,000 to \$30,000. The Finance Director or Village Administrator is authorized to approve any purchase in the amount of \$10,000 to \$30,000 if the service, materials, or supplies were included as part of the Department’s authorized budget. Prior to securing goods or services in that range, the Department Head must obtain three (3) or more written quotes from qualified vendors, suppliers, or contractors. Documentation will be maintained with the Accounts Payable record for the purchase which specifies all vendors contacted, their respective contact information, quoted prices and terms, or an indication of their decision not to quote. ~~The Department Head must be able to show proof of the quotations and compile the information in a way that allows for comparison.~~ If departments are unable to secure three (3) written quotations, an explanation why less than three (3) qualified vendors were available must be noted ~~for the Finance Director. The form used to compare the quotations, as approved by the Finance Director, shall be attached to the payment authorization. The use of written quotation forms requires appropriate planning to ensure that adequate lead time is available to satisfy the purchasing requirements. The preferred procedure is to mail, fax, or email the Request for Quotation form to the vendors and have it returned by mail, fax, or email. Every effort should be made to allow at least three (3) full business days between the receipt of the form by the vendor and the deadline for returning quotations.~~ The requirement for 3 written quotes may be waived if the item or service can be purchased through a Cooperative Purchasing Program, which should be noted on the paperwork.

B.

B.C. Purchases in Excess of \$30,000

1. Services. Departments anticipating the purchase of services exceeding \$30,000 in value shall prepare specifications or requirements, as appropriate, to meet the Village’s needs. The specifications or requirements shall be forwarded to the Finance Director for review, comment, and recommendation. Upon the Finance Director’s recommendation, the Department Head can either prepare a Request for Proposal (RFP) as outlined under “**Special Requirements - Professional**

Services” or ~~prepare the Request for Quotation form-obtain quotes~~ as outlined in the **“Purchases from \$10,000 to \$30,000”** section. Services purchased in this category must be presented to the Finance/Public Works Committee for recommendation to the Village Board for approval.

2. Equipment. Departments anticipating the budgeted purchase of equipment exceeding \$~~3025~~,000 in value shall prepare specifications or requirements, as appropriate, to meet the Village’s needs. The specifications or requirements shall be forwarded to the Finance Director for review, comment, and recommendation. Upon the Finance Director’s approval, the Department Head can either ~~prepare the Request for Quotation form-obtain quotes~~ as outlined in the **“Purchases from \$10,000 to \$30,000”** section or, prepare a bid package, as outlined in the **“Capital Improvements and Construction Projects”** section. Equipment purchases in this category must be presented to the Finance/Public Works Committee for recommendation to the Village Board for approval.
3. Capital Improvements and Construction Projects. For capital improvements and construction projects exceeding \$25,000 in value, Departments shall prepare specifications based upon standards appropriate to meet the Village’s needs. Specifications shall be forwarded to the Village Administrator for review, comment, and recommendation. Upon the Village Administrator's recommendation, the Department Head will then prepare the necessary bid package, public notices, and advertisements to meet the Village purchasing policy and will also send invitations to bid to qualified vendors. A bid packet containing an invitation to bid, specifications, and general bid documents will be sent to qualified vendors as well as those that respond to the legal notice.

After the bids are publicly opened, they will be turned over to the Departments for review. The Department will prepare a Bid Tabulation Report and draft a memorandum to the Village Administrator, which will include the Department's recommendation for the bid award. The recommendation made by the Village Administrator shall include the acknowledgment that funds are available, as well as the signature of the Department Head who is seeking the expenditure.

The award will normally be made to the low bidder meeting specifications. There may be instances, however, when the low bid is not in the best interest of the Village. In these cases, it is incumbent upon the Department to thoroughly document reasons why the low bid should not be selected.

The award for public works contracts in excess of \$25,000 will be made to the lowest responsive, responsible bidder meeting specifications as per State Statutes. Questions regarding the Statute(s) and which projects apply should be directed to the Village Attorney.

The Village reserves the right to select or reject a vendor based upon the best interests of the Village, including but not limited to past service or experience with the vendor.

C.D. Approval of Change Orders on Construction Projects

- a. On construction projects with a contingency included in the approved contract amount, the Finance Director or Village Administrator is authorized to approve change orders of \$50,000 or less, as long as the cumulative/aggregate change order total does not exceed 50% of the established contingency and the Village Engineer (if involved in the project) concurs with the

change order(s). The Finance Committee Chair is to be notified via email when these change orders are signed and the change orders will be placed on the next Village Board or Committee of the Whole agenda for information purposes only.

- i. For example, if a \$4.4M project includes a \$400,000 contingency, cumulative change orders up to \$200,000 could be approved by the Finance Director or Village Administrator provided none of the individual change orders exceeded \$50,000
- ii. In an example of a \$880,000 project with an \$80,000 contingency, only \$40,000 in cumulative change orders could be approved by the Finance Director or Village Administrator.
- b. On construction projects without an established contingency in the approved contract amount, the Finance Director or Village Administrator is authorized to approve change orders up to 5% of the contract amount if the Village Engineer (if involved in the project) concurs with the change order.
- c. The Village Board, at its discretion, can authorize the Finance Director or Village Administrator to approve change orders up to a specified percentage of the total contract amount.

D-E. Change orders that are over the limits described for authorization by the Finance Director or Village Administrator can be approved by the Public Works Committee Chairperson prior to formal Village Board approval to avoid delays in the project timeline.

E-F. Village Administrator is authorized to initiate work change directives based on pending change orders that have been reviewed by the Village Engineer and the Chair of Public Works.

IV. Special Requirements. Occasionally the Village may need to purchase goods or services under circumstances which do not clearly fit the patterns of normal public procurement and for which normal competitive shopping procedures do not apply.

A. Sole Source. In the event there is only one vendor capable of providing a particular good or service, then the competitive shopping procedures outlined in this policy may be waived by the Finance Director. When a Department determines that goods or services must be purchased from a "sole source vendor", e.g., computers and related equipment and software, the Department Head shall document why only one company or individual ~~is capable of providing~~ can provide the goods or services required. The documentation shall be attached to the payment authorization and submitted electronically through Accounts Payable to the Finance Director for approval.

B. Special Exception. Exceptions to the procedures outlined, above, under Purchasing Procedures, are granted for the following purchases:

1. Internal financial operations such as payroll;
2. Fund to fund transfers;
3. Utility payments;
4. Multi-year service contracts
5. Bond payments and such other similar obligations of the Village; and,
6. Salt, gasoline, crushed stone, office supplies (including recurring office forms and paper products), polymers, vehicle/equipment related parts and repairs such as, engine and transmission parts, hydraulic pumps and rams, tires, rebuilding services, annual maintenance contracts and all other

recurring expenses needed in the usual and ordinary operation of the Village government and its departments in a sum not to exceed the budgeted amount.

- C. Cooperative Purchasing Programs. Departments are encouraged to use cooperative purchasing programs sponsored by the State or other jurisdictions. Such programs prove advantageous by relieving department personnel of the paper work necessary to document the purchase and by taking advantage of large quantity purchases made by such cooperatives.
- D. Professional Services. Normal competitive procedures cannot be utilized in securing professional services from attorneys, engineers, accountants, planners, and other professional people who, in keeping with the standards of their discipline, will not enter into a competitive bidding process. A Request for Proposal (RFP), while not always required to secure professional services, e.g., bond counsel, may be made upon the direction and at the discretion of the Village Administrator, the Finance/Public Works Committee and/or majority of the Village Board.

A Request for Proposal can be prepared much the same way as specifications including requirements and minimum standards for the services to be provided. Such RFPs shall be submitted to the Village Administrator for review and approval prior to distribution. When an RFP for professional services has been approved, a limited number of qualified professionals known to the Village will be invited to submit a proposal setting forth their interest, qualifications and how they can meet the Village's needs. In securing professional services it is the primary goal of the Village to obtain the services of a professional who has a proven record of providing those services. A contract will then be negotiated with the professional deemed to best meet the Village's needs.

- E. Emergency Purchases. The procedures in this policy may be waived under emergency conditions when a delay may threaten the basic mission of a department. Emergency conditions are generally unforeseen circumstances, e.g., natural disasters or major mechanical equipment failures, wherein prompt corrective action is absolutely necessary. Occasionally equipment will require emergency repairs or other circumstances will necessitate emergency corrective action which cannot wait for compliance with this policy. In the event the emergency expenditure substantially exceeds \$25,000 and is a project that would normally require competitive bidding, the Village Board would need to make a finding that an emergency exists following the process in Wis. Stat. Sec. 62.15(b). In any emergency situation, Department Heads are required to notify the Village Administrator or Village President as quickly as possible.
- F. Petty Cash Accounts. Very often there is a need for immediate availability of funds. Petty Cash Funds may be used to avoid the time and expense of issuing payment authorizations for items totaling less than \$50. Petty Cash Receipts are to be maintained by the person responsible for the fund in certain departments and shall include; the amount, description of item, budget account number, and signatures of the persons receiving the funds and person issuing the funds. Individual receipts should be summarized on a monthly basis and presented to the Clerk/Treasurer's office that will then authorize a check to be issued to reimburse the Petty Cash Funds. The Finance Director may conduct unannounced audits of petty cash funds to assure the monies are being properly accounted for. The use of petty cash

funds for personal use, even for very short periods of time, is prohibited and may be grounds for disciplinary action.

V. Preparing Specifications. When goods or services are purchased consistent with the competitive processes outlined in this policy, specifications (specs) must be prepared which will meet the following goals:

- Identify minimum requirements;
- Allow for a competitive bid or quote, when possible;
- Be capable of objective review; and
- Provide for an equitable award at the lowest possible cost.

A. General Guidelines. Specs should be kept as simple as possible while still maintaining the exactness required to keep bidders from utilizing loopholes to avoid providing the quality desired or to take advantage of their competitors. To promote competition, specs should be written in clear simple language, free of vague terms or those subject to variations of interpretation.

If the specs include optional goods or services, these options must be separately identified so that the base cost can be clearly identified compared to the cost of the option(s). If options are included, the Bid Tabulation Report shall identify the different costs of the options.

B. Types of Specifications. Specifications need to be structured to protect the integrity of the purchasing system and to insure that the needs of the Village are met. Methods of structuring specs include:

1. Qualified Products or Acceptable Brands List. These lists are developed where it is not possible to write specs adequate to identify the quality and performance required, or when tests necessary to determine compliance with technical specs are lengthy, costly, or require complicated technical equipment.
2. Specification by Brand or Trade Name. Brand or trade names should be used where brand name products have been found to be superior to others for the purpose intended or when their composition is secret, unknown or patented. The use of brand names establishes a quality standard, but is not intended to eliminate or limit competition. When this method is used the specs shall provide for bidding of competitive or equal grades. It is incumbent on a vendor who bids on goods of supposed equal quality to document that the goods and services are, in fact, of equal quality.
3. Specifications by Blueprint or Dimension Sheet. Specs of construction projects shall be written to reference the blueprints or dimension sheets prepared by the engineer or architect.
4. Specifications by Performance, Purpose or Use. Specs which include a set of performance criteria will provide flexibility for vendors to design products or programs specifically aimed at meeting the standards the Village has established. These types of specs usually generate a great deal of competition since they allow vendors to exercise some creativity in the process. Bottom line or minimum standards must be included in the specs to insure that the Village's expectations are met.

5. Specifications by Industry Standards. Specs will often refer to industry-wide standards or standards set by other public jurisdictions. Lumber grading, standards set by asphalt or concrete industries, or referencing standard specs of the State Department of Transportation of other State of Federal agencies are typical examples.
6. Specifications by Samples. A sample is a good way to make requirements perfectly clear. Printing bids, where artwork or existing forms would be utilized is an example. Departments utilizing samples shall insure that adequate supplies of the samples are made available so that originals can be sent with all bid invitations.

Revised Policy Adopted this ~~20th day of February, 2019~~ 16th day of August, 2023.

Village of Mukwonago

Fred H. Winchowky, Village President

ATTEST:

~~Judith Taubert~~ Diana Dykstra, Village Clerk-Treasurer

VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES

RESOLUTION NO. 2023-38

**A RESOLUTION ADOPTING AN UPDATE TO THE PURCHASING POLICY FOR
THE VILLAGE OF MUKWONAGO**

WHEREAS, the Village of Mukwonago has an established policy for purchasing, and

WHEREAS, this document is required to be updated periodically to reflect changes in statutes or processes in the Village; and

WHEREAS, the Finance Director completed the proposed changes and are shown in EXHIBIT A.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Mukwonago Board of Trustees, hereby approves the updated Purchasing Policy herewith attached and approves of the same at the August 16, 2023 Village Board meeting.

Adopted and Approved this 16st day of August 2023.

APPROVED:

Fred H. Winchowky, Village President

ATTESTATION:

Diana Dykstra, MMC
Village Clerk-Treasurer



VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES

RESOLUTION NO. 2023-39

**A RESOLUTION ADOPTING AN UPDATE TO THE ACCOUNTING OPERATIONS POLICY
FOR THE VILLAGE OF MUKWONAGO**

WHEREAS, the Village of Mukwonago has an established policy for Accounting Operations, and

WHEREAS, this document is required to be updated periodically to reflect changes processes in the Village; and

WHEREAS, the Finance Director completed the proposed changes and are shown in EXHIBIT A.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Mukwonago Board of Trustees, hereby approves the updated Accounting Operations Policy herewith attached and approves of the same at the August 16, 2023 Village Board meeting.

Adopted and Approved this 16st day of August 2023.

APPROVED:

Fred H. Winchowky, Village President

ATTESTATION:

Diana Dykstra, MMC
Village Clerk-Treasurer



VILLAGE OF MUKWONAGO ACCOUNTING OPERATIONS POLICY

I. **Background.** The establishment of an accounting operations policy statement is an important component of the Village's overall financial management policy and planning efforts.

II. Objectives.

A. Accounting

1. The Village will establish and maintain the accounting and financial reporting systems ~~according to in conformance with all applicable Federal and State laws, rules, and regulations, and the generally Accepted—accepted Accounting—accounting Principles—principles (GAAP) and practices as promulgated by—and the~~ Governmental Accounting Standards Board (GASB).
2. An annual audit will be performed by an independent public accounting firm, which will issue an official audit opinion on the annual financial statements, with a management letter detailing areas that need improvement. In addition, full disclosure will be provided in the financial statements and bond representations.
3. Financial systems will be maintained to monitor monthly expenditures and revenues ~~on a monthly basis~~ and all revenue collections will be consolidated under the Finance Director. ~~A cash flow analysis, including disbursements, collections, and investments, will be prepared on a regular basis indicating that sufficient cash is available for daily financial needs. Cash balances in each fund are monitored regularly to ensure availability of funds to meet obligations.~~
4. The Village depreciates capital assets using the straight-line method. The useful life of capital assets will be based on internal information, information on comparable assets from other governments, and general guidelines from professional or industry organizations.

B. Cash Management

1. Receipts.

- a. All money due to the Village should be collected and entered in the receipting system as soon as possible, (no more than 10 business days).
- b. Money that is received shall be deposited in an approved public depository in a timely manner (no longer than one week).
 - i. Exceptions are deposits held for park or hall rentals. These are typically returned to the renter after the event assuming all rental provisions were met.

- c. Amounts that remain uncollected after a reasonable length of time shall be subject to available legal means of collection by law in adherence with the Wisconsin State Statutes and other applicable laws.

2. Disbursements.

- a. ~~On a weekly basis, the Department Head reviews, codes, and approves invoices for disbursement. A Finance Department employee verifies the invoices have been properly authorized, enters them into the accounting software, and runs a report summarizing the information. Accounts Payable invoices are scanned into the accounting system by a Finance Department employee as they are received. Department Heads review, code and approve the invoices electronically. The Finance Director is responsible for final review and approval of all invoices prior to the creation of the Accounts Payable report and packet of information that is provided to the Committee of the Whole (COW) and Village Board Meetings for authorization prior to the actual disbursement of funds through a batch process.~~

- b. ~~The Finance Director reviews the invoices and approves the report which is then sent to the Finance Committee for final authorization.~~

- c. ~~Disbursements~~ Some disbursements are processed ~~as either Manuals or Vouchers prior to~~ authorization at the COW or Village Board meeting. These disbursements

i. ~~Manuals~~ are typically payroll and benefit related; or credit card and utility payments that are automatically withdrawn from the checking account on a pre-authorized basis. ~~Manuals~~ They can also be prepared for time-sensitive payments that fall outside of the regular ~~Voucher Accounts Payable~~ cycle of processing. ~~Requests for manual disbursements must receive authorization from the Finance Director as the payments are released prior to Finance Committee authorization.~~ A report showing all ~~manuals disbursed out-of-cycle disbursements~~ in the prior month will be presented to the ~~Finance Committee~~ COW for review on the first meeting of the month.

- ii. ~~All other invoices are processed as Vouchers and presented to the Village Board for authorization during the two regularly scheduled monthly board meetings. Every effort should be made to submit payments as Vouchers. Upon above approval, the Finance Department will release the checks to be mailed.~~

- d.b. The Finance Director is authorized at his/her discretion to process periodic payments through the use of money transfer techniques as set forth in State Statutes 66.0607 and more specifically in sec. 66.0607(3)(m).

3. Daily Cash Operations

- a. The cash drawer utilized at the front counter will be counted, balanced, and reported daily by the Deputy Clerk (or other employee as designated in his/her absence). During tax time the drawer may be counted more frequently.
- b. A daily cash register report showing the total of all cash receipted is generated and given to ~~the Deputy Treasurer~~ a Finance Department employee. This report is verified against the deposit and used to reconcile the monthly bank statements and the general ledger cash accounts within each Village fund.
- c. Under no circumstance can a Village staff member cash a personal check or a third party check in the Village's cash drawer.

C. Journal Entries

1. Standard monthly journal entries that are regularly recurring will be prepared and posted by a Finance Department Employee.
2. Year-end or other periodic journal entries will be prepared by the Finance Director and posted by a Finance Department Employee.
3. On a semi-annual or more frequent basis, the Finance Director will run a comprehensive journal entry report from the financial system to monitor all posted activities.

Adopted this ~~3rd day of June, 2014~~ 16th day of August, 2023.

Village of Mukwonago

Fred H. Winchowky, Village President

ATTEST:

~~Steven A. Braatz, Jr.~~ Diana Dykstra, Village Clerk-Treasurer

PRELIMINARY 5 YEAR CIP 2024-2028 and "Beyond"

Department	Request Title	FY 2024 Capital Cost	FY 2025 Capital Costs	FY 2026 Capital Costs	FY 2027 Capital Costs	FY 2028 Capital Costs	Year 6 and Beyond	Priority	PROJECT STATUS	ADDITIONAL STATUS INFORMATION	Funding
ADMIN	Maple Center Access Road - TID #6	\$5,890,851.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	Carryover project not completed in Prior Year	None	Debt - BAN initially
ADMIN	Completion of DeBack Drive	\$2,364,259.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical		None	Reserves & Add'l Debt
ADMIN	Sommer Pitts Farm Access Road - TID #5	\$575,424.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	Carryover project not completed in Prior Year Carryover project not completed in Prior Year	sold.	Debt
ADMIN	Extend Roadway for Gearbox Express	\$567,305.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High		None	Debt & General Fund Reserves
ADMIN	Widening Highway 83 - TID #5	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical		completed in 20203	Reserves & Add'l Debt
ADMIN	Fiber Connectivity for all Village Buildings	\$297,869.90	\$425,000.00	\$425,000.00	\$425,000.00	\$427,130.00	\$0.00	3-Medium		n/a	Debt/ARPA Funds/Broadband Grants
ADMIN	Extend Water Service - TID #5	\$127,169.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4-Low	2-High	thereby increasing employment and the tax base for Village residents.	Debt
ADMIN	Signage - Gateway & Way Finding	\$83,967.00	\$83,967.00	\$83,967.00	\$0.00	\$0.00	\$0.00			None	Debt
		\$10,406,846.42	\$508,967.00	\$508,967.00	\$425,000.00	\$427,130.00	\$0.00				
BLDGINSP	Building Inspection Vehicle	\$0.00	\$55,000.00	\$0.00	\$0.00	\$0.00	\$0.00	4-Low			Debt
		\$0.00	\$55,000.00	\$0.00	\$0.00	\$0.00	\$0.00				
CLERK	Electronic Outdoor Posting Board/Kiosk	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4-Low	NEW Request - Not on prior CIP	While this certainly is not a high priority item, it should be considered for future advancements as funding or grants become available.	Debt
CLERK	Village Board Room Upgrades	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	Multiple Changes	A review of the lighting portion will come directly from Public Works Director and may require monetary updates.	Reserves - General Fund
CLERK	Badger Books Replacement Fund	\$0.00	\$21,000.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	NEW Request - Not on prior CIP		Debt Service
										We have earmarked upgrades for two years as both counties will more than likely not update the same year.	
CLERK	Election Voting Tabulators- Waukesha County	\$0.00	\$0.00	\$26,000.00	\$0.00	\$0.00	\$0.00	3-Medium	NEW Request - Not on prior CIP		Debt
CLERK	Election Voting Tabulator - Walworth County	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	3-Medium	NEW Request - Not on prior CIP		Debt Service
										CIP or utilized Unreserved Fund Balance should Board decide to move forward.	
CLERK	Assessment Revaluation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP		Budget or Unreserved
		\$21,000.00	\$71,000.00	\$41,000.00	\$0.00	\$0.00	\$0.00				
DPW	Pulverize and overlay phase one of Two Rivers Subdivi	\$1,076,534.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	The new estimate was revised to include current prices.	Debt
DPW	Replacement Patrol Trucks Plow/Wing/V-Box	\$295,000.00	\$295,000.00	\$0.00	\$0.00	\$0.00	\$325,000.00	2-High	Cost Change from Prior CIP	icing and liquid routes when the weather allows. Funding for a new anti-icing unit was transferred to this purchase.	Debt
DPW	Road Maintenance Program	\$200,000.00	\$200,000.00	\$225,000.00	\$250,000.00	\$275,000.00	\$300,000.00	2-High	Multiple Changes	Street maintenance is a yearly project that focuses on pavement preservation. Rising costs and increases in newer street preservation are shown by the yearly budget increase.	State Aid/Debt
DPW	Holz Parkway Street Lighting	\$175,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	No change	No changes at this time.	Debt
DPW	Trail Lights for Indian Head Park Outdoor Stage	\$90,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	NEW Request - Not on prior CIP	n/a	Debt
DPW	Replace South Gate on the Dam	\$66,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	NEW Request - Not on prior CIP	The project was added to the CIP after we discovered the actuator failure was due to the gates' rough operation.	Debt on the villages portion. The operating and repair costs are split 50/50 with the Town of Mukwonago.
DPW	Pickup truck	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	No Change		Taxes
DPW	DPW Facility Expansion Needs Assessment	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	4-Low	No change	No changes at this time.	Reserves
										Originally budgeted for operating - moved to capital to maximize ERP - funding through general fund excess reserves	
DPW	Sidewalk Replacement Program	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	2-High	NEW Request - Not on prior CIP		Reserves - General Fund
DPW	Picnic Tables & Park Benches	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	3-Medium	NEW Request - Not on prior CIP	Moved from operating to capital to maximize ERP.. Will fund thru a transfer of General Fund reserves.	Debt
DPW	Liquid De-icing Retrofit	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP	Current trends are moving to all liquid routes when possible. Larger communities and counties have been utilizing the process and have successfully integrated it into their snow removal programs.	DPW Capital Reserves
DPW	Village Hall Community Room Zone System Replaceme	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP	N/A	Debt
DPW	Electric Charging Stations	\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	NEW Request - Not on prior CIP	n/a	Debt
DPW	Pulverize & Overlay Bayview Circle & Bayview Court, A	\$0.00	\$727,471.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Multiple Changes	The cost estimates were updated to reflect current prices.	Debt

PRELIMINARY 5 YEAR CIP 2024-2028 and "Beyond"

Department	Request Title	FY 2024 Capital Cost	FY 2025 Capital Costs	FY 2026 Capital Costs	FY 2027 Capital Costs	FY 2028 Capital Costs	Year 6 and Beyond	Priority	PROJECT STATUS	ADDITIONAL STATUS INFORMATION	Funding
DPW	DeBack Drive & Connector Roadways to Maple Center	\$0.00	\$544,063.00	\$0.00	\$544,062.00	\$0.00	\$0.00	1-Critical	No Change	the project is waiting on the Teronomy project.	Debt
DPW	Purchase additional lands for future DPW expansion.	\$0.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Carryover project not completed in Prior Year	Discussions with the property owner are ongoing.	Debt
DPW	Indian Head Park Concession Stand	\$0.00	\$350,000.00	\$0.00	\$0.00	\$0.00	\$0.00	4-Low	Priority / Year Change	The project will be reassessed after a concert series is completed.	Debt
DPW	Toro 5910 Mower	\$0.00	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	No Change	No changes at this time.	Debt
DPW	Replace & enlarge pickleball court in Field Park	\$0.00	\$85,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	Annual price increases are expected prior to the final purchase.	Debt
DPW	Compact Utility Tractor w/cab & snowblower	\$0.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Multiple Changes	Inflation has incresed the estimated cost by \$10,000.	Debt
DPW	Compact Utility Tractor w/cab, loader & broom	\$0.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	the deck boards in 2025.	Debt
DPW	Replace Deck boards and railing on the ADA fishing pier	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP	Project delayed until there is a needs assessment completed for the mesum.	Debt
DPW	Village of Mukwonago Museum	\$0.00	\$0.00	\$500,000.00	\$0.00	\$1.00	\$0.00	4-Low	NEW Request - Not on prior CIP	The staff is discussing the potential building with the Historical Society and working on space requirements.	Debt
DPW	Museum Annex/ Public Restrooms/Tourism Center	\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00	\$0.00	3-Medium	Multiple changes	The project was separated to accommodate the CIP planning.	Debt
DPW	Oakland Ave Pulverize and Overlay	\$0.00	\$0.00	\$448,081.00	\$0.00	\$0.00	\$0.00	2-High	Multiple Changes	This a new request.	Debt
DPW	Miniwaukan Park Additional Parking Lot and Paving.	\$0.00	\$0.00	\$352,887.00	\$0.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP	The project was moved up a year due to the deterioration of the pavement.	Debt
DPW	Pulverize and Overlay River Crest Court	\$0.00	\$0.00	\$264,281.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	The cost estimate was modified to include current market prices.	Debt
DPW	Repave phase 2 Field Park and additional parking area	\$0.00	\$0.00	\$224,158.00	\$0.00	\$0.00	\$0.00	3-Medium	Cost Change from Prior CIP	The project year estimate was modified from the 2022 CIP.	Debt
DPW	Repave Washington Ave Park basketball court	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	3-Medium	Multiple changes	Previously approved by the Board and voted down prior to construction. The bridge was added back as a future project.	Debt
DPW	Fox River Pedestrian Bridge	\$0.00	\$0.00	\$0.00	\$770,000.00	\$0.00	\$0.00	3-Medium	Carryover project not completed in Prior Year	No changes at this time.	Debt
DPW	Plank Road "at grade" Pedestrian Crossing	\$0.00	\$0.00	\$0.00	\$680,008.00	\$0.00	\$0.00	3-Medium	No change	The cost estimate was revised to reflect current pricing.	Debt
DPW	Baron Road Pulverize and Overlay	\$0.00	\$0.00	\$0.00	\$625,612.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	The project was broken out of the 2026 street rehabilitation project and rescheduled for 2027.	Debt
DPW	Two Rivers Phase II Pulverize and Overlay	\$0.00	\$0.00	\$0.00	\$602,534.00	\$0.00	\$0.00	2-High	Multiple Changes	The project was postponed to provide additional time to investigate replacing the building.	Debt
DPW	Field Park main pavilion.	\$0.00	\$0.00	\$0.00	\$500,000.00	\$0.00	\$0.00	3-Medium	Carryover project not completed in Prior Year	The project was reevaluated and rescheduled for 2028.	Debt
DPW	Road Side Mower	\$0.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP	The project estimate was revised and additional planning the Village of Vernon is required.	Debt
DPW	Bucket Truck	\$0.00	\$0.00	\$0.00	\$175,000.00	\$0.00	\$0.00	3-Medium	Priority / Year Change	The project is projected for 2032.	Debt
DPW	Bayview Road and Greenwald Court Rehabilitation	\$0.00	\$0.00	\$0.00	\$0.00	\$1,457,711.00	\$0.00	2-High	Multiple Changes	The project is projected to occur in 2031.	Debt
DPW	Pulverize and repave Edgewood Ave	\$0.00	\$0.00	\$0.00	\$0.00	\$588,476.00	\$0.00	2-High	Multiple Changes	The project is projected to take place in 2030.	Debt
DPW	Pulverize and overlay streets in the Fox River View Sub	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	2-High	NEW Request - Not on prior CIP	The cost estimate was revised to reflect current prices.	Debt
DPW	Pulverize and overlay streets in Phase II of Minors Horizontal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	2-High	NEW Request - Not on prior CIP	The project scope was increased to extend the trail out to the Phantom Preserve Condos.	Debt
DPW	Pulverize and overlay Franklin, Pearl, Division, Elmwood	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000,000.00	2-High	NEW Request - Not on prior CIP	The project is projected for 2031 in the CIP.	Debt
DPW	Eagle Lake Ave. Multi-use Trail	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$579,001.00	3-Medium	Multiple changes	paving project.	Debt
DPW	Pulverize and overlay Honeywell Rd. (Main St to the I-44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500,000.00	2-High	NEW Request - Not on prior CIP	The project timeline is being extended one year.	Debt
DPW	Minor's Park Bathroom	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350,000.00	4-Low	No change	Projected for 2030.	Debt
DPW	Minor's Park Parking Lot Paving	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$281,199.00	4-Low	NEW Request - Not on prior CIP	The project was rescheduled for 2030 and the estimated costs were revised to reflect current prices.	Debt
DPW	Phantom Woods Road Reconstruct.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$244,839.00	Undetermined	Carryover project not completed in Prior Year	The project was rescheduled for the 2030 CIP.	Debt
DPW	Andrews Street Sidewalk	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$202,032.00	3-Medium	Multiple changes		Debt
DPW	Washington Ave Park Shelter	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	4-Low	Multiple changes		Debt
		\$2,049,535.00	\$2,991,534.00	\$2,584,407.00	\$4,367,216.00	\$2,361,188.00	\$5,872,071.00				
FIRE	LifePak Cardiac Monitors (LP)	\$62,500.00	\$62,500.00	\$62,500.00	\$62,500.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	2024, 2025, 2026, 2027	Taxes

PRELIMINARY 5 YEAR CIP 2024-2028 and "Beyond"

Department	Request Title	FY 2024 Capital Cost	FY 2025 Capital Costs	FY 2026 Capital Costs	FY 2027 Capital Costs	FY 2028 Capital Costs	Year 6 and Beyond	Priority	PROJECT STATUS	ADDITIONAL STATUS INFORMATION	Funding
FIRE	Rescue Boat 3496	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	Cost Change from Prior CIP	1998 Rescue One Boat under powered, used for water rescue, dive operations and bog removal Increased costs by 25% per dealer and then 3% for future years.	Debt
FIRE	Ambulance 3452 Replacement	\$0.00	\$479,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	Signed Letter of intent and this is new anticipated replacement cost	Reserves
FIRE	Engine3462/3463 Replacement	\$0.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	Increased cost due to apparatus increases and supply demand. Will down size fleet and accomplish staffing shortages New item for the CIP, ambulance replacement on 8 year rotation.	Debt
FIRE	Ambulance 3453 Replacement	\$0.00 \$122,500.00	\$0.00 \$541,500.00	\$0.00 \$1,062,500.00	\$617,000.00 \$679,500.00	\$0.00 \$0.00	\$0.00 \$0.00	2-High	NEW Request - Not on prior CIP	Revised pricing using 3% annual increase	Debt
POLICE	Garage Addition and Parking Lot Expansion	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Carryover project not completed in Prior Year	parking lot) to \$1,000.000.	Debt
POLICE	Dispatch work stations upgrade	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Cost Change from Prior CIP	Added \$30,000 from prior estimate.	Taxes
POLICE	Squads and Equipment	\$68,000.00	\$70,000.00	\$72,000.00	\$74,000.00	\$76,000.00	\$78,000.00	1-Critical	Cost Change from Prior CIP	We determined we are able to purchase only one patrol squad annually rather than one every other year and two every other year. This will put us on a 6-year cycle to replace a patrol squad.	Debt
POLICE	911 Equipment Replacement	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	No Change	We are in the early stages of working out the details. June 2023 update - This item will probably be deleted from the capital budget. As part of the statewide NextGen 911 system, we will likely be leasing equipment from AT&T and the cost will come out of the operating budget.	Debt
POLICE	Squad Cameras	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	NEW Request - Not on prior CIP	New item not on previous CIP	Debt
POLICE	Automatic License Plate Readers	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	4-Low	NEW Request - Not on prior CIP	Not on prior CIP	Debt
POLICE	Firearms replacement	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	2-High	NEW Request - Not on prior CIP	Not on prior CIP	Debt
POLICE	Police Department Building Security	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	3-Medium			Debt
POLICE	Drone	\$0.00 \$1,168,000.00	\$0.00 \$175,000.00	\$0.00 \$92,000.00	\$0.00 \$99,000.00	\$0.00 \$96,000.00	\$20,000.00 \$98,000.00	3-Medium	NEW Request - Not on prior CIP	Not on prior CIP	Debt
Grand Total Village Projects		\$13,767,881.42	\$4,343,001.00	\$4,288,874.00	\$5,570,716.00	\$2,884,318.00	\$5,970,071.00				
SEWER	Atkinson Lift Station Upgrade	\$950,000.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	Priority / Year Change	about \$800,000 over budget. Project will begin in August 2023 and will be substantially complete in December of 2023.	Reserves
SEWER	Adaptive Management Plan - WWTF	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$400,000.00	1-Critical	No change	We have a few possible projects that we are looking at to see if they are viable. Projects need to fit into a criteria that is acceptable by the DNR, and even then we have to have landowners that are willing to participate. We had a project near the wastewater plant that we looked at in 2023. It would appear that project is not financially operating budget. If that is the case this item can be removed from the capital plan.	Debt
SEWER	Wastewater Utility Master Plan	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	NEW Request - Not on prior CIP		
SEWER	WWTF solids handling/storage including engineering	\$55,000.00	\$325,000.00	\$8,600,000.00	\$0.00	\$0.00	\$0.00	1-Critical	Multiple changes	Project has been modified to address the needs of the Wastewater plant beyond just sludge storage. Updated cost and priority level.	Debt
SEWER	Vactor/Jetter/Hydroexcavator	\$0.00	\$580,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Multiple Changes		Debt
SEWER	Lake Area I&I Repair Project	\$0.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	2-High	Priority / Year Change	and how we are going to reduce it. I&I may be coming from private sanitary laterals which will be difficult to address.	Debt
SEWER	1 Ton Plow Truck/Dump	\$0.00	\$110,000.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	Cost Change from Prior CIP	because it will have a dump box and v-box salter. Will be more useful for snow removal and will be utilized more throughout the year for jobs such as landscaping.	Reserves
SEWER	Replace 2018 3500 Pick-up Truck (crane truck)	\$0.00	\$0.00	\$0.00	\$0.00	\$80,000.00	\$0.00	3-Medium	NEW Request - Not on prior CIP		
SEWER	Reroute River Parks Sewer to Holz Pkwy.	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00	\$950,000.00	4-Low	Priority / Year Change	new development.	Debt
SEWER	WWTF Expansion	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000,000.00	1-Critical	Priority / Year Change	Moved project back one year.	Debt

PRELIMINARY 5 YEAR CIP 2024-2028 and "Beyond"

Department	Request Title	FY 2024 Capital Cost	FY 2025 Capital Costs	FY 2026 Capital Costs	FY 2027 Capital Costs	FY 2028 Capital Costs	Year 6 and Beyond	Priority	PROJECT STATUS	ADDITIONAL STATUS INFORMATION reconstruction or sooner if sewer starts to fail. Also adjusted project cost.	Funding
SEWER	Hwy 83 sewer relay and relining (HWY 83 Project)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,730,000.00	1-Critical	Multiple changes		Debt
		\$1,330,000.00	\$2,015,000.00	\$8,800,000.00	\$200,000.00	\$330,000.00	\$33,080,000.00				
WATER	Paint North Tower	\$900,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	No change	May push this project back depending on the construction of the Water Treatment Plant. May be more ideal to paint the year following construction of the Water Treatment Plant due to experienced. Space is tight on the site. It is likely we will need to demolish the existing building and start over.	Debt
WATER	Wells #3 & #4 Radium Treatment/Engineering Costs	\$500,000.00	\$5,750,000.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	Cost Change from Prior CIP	operations budget. This request is a place holder until that is determined.	Debt
WATER	Well #7 Treatment and Capacity Improvement	\$300,000.00	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	1-Critical	NEW Request - Not on prior CIP	operating budget. If that is the case this item can be removed from the capital plan.	
WATER	Water Utility Master Plan	\$125,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1-Critical	NEW Request - Not on prior CIP	and inflation. Also, included costs for Advanced Metering Infrastructure in year six.	
WATER	Water Meters/Meter Reading Equipment	\$85,000.00	\$90,000.00	\$90,000.00	\$95,000.00	\$95,000.00	\$190,000.00	1-Critical	Cost Change from Prior CIP	Also requesting to add a tommy gate to improve the usefulness and efficiency of this truck.	Reserves
WATER	Pick Up Truck	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	3-Medium	Carryover project not completed in Prior Year	water and sewer. Currently, this is under water because you can only pick one department for a capital expense.	Reserves
WATER	Utilities Department New Office and Garage Building	\$25,000.00	\$0.00	\$0.00	\$250,000.00	\$6,400,000.00	\$0.00	2-High	NEW Request - Not on prior CIP	Allocated cost out over more years.	
WATER	SCADA Towers	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	4-Low	No Change		Reserves
WATER	Replace 2016 2500 Service Truck	\$0.00	\$0.00	\$65,000.00	\$0.00	\$0.00	\$0.00	3-Medium	No Change	Pushed project back a year. Adjusted cost of project.	Reserves
WATER	Hwy 83 Watermain Relay Front Str. to Lincoln Ave.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,700,000.00	1-Critical	Multiple changes	Pushed project back to beyond 5 years.	Debt
WATER	Water Tower to service development to the South	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000,000.00	4-Low	Priority / Year Change		Debt
WATER	Replace 2019 2500 Pick-up Truck	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,000.00	3-Medium	NEW Request - Not on prior CIP	Moved project back a year.	
WATER	Water Loop Dewey Drive Industrial Park	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	4-Low	Priority / Year Change		Debt
		\$2,005,000.00	\$6,060,000.00	\$375,000.00	\$365,000.00	\$6,515,000.00	\$4,975,001.00				
Grand Total Utilities Projects		\$3,335,000.00	\$8,075,000.00	\$9,175,000.00	\$565,000.00	\$6,845,000.00	\$38,055,001.00				



VILLAGE OF MUKWONAGO

440 River Crest Court Mukwonago, WI 53149 | Tel. (262) 363-6420 | Fax: (262)363-6425
www.villageofmukwonago.gov

MEMORANDUM

DATE: July 27, 2023
TO: Village Board of Trustees
FROM: Diana Dykstra, Clerk-Treasurer
RE: Trick or Treat Hours

I was requested by Trustee Darlene Johnson to place this subject on the agenda after she was contacted by a resident asking to reconsider the date the Village traditionally holds "Trick or Treat" hours.

In 2022 the Village Board visited the item and determined the Sunday before Halloween from 4PM to 6PM would remain in force.

We surveyed other communities and found the following information:

Town of Mukwonago	Sunday before 4-6pm
Village of Wales	Sunday before 4-6pm
Village of East Troy	October 31 5-7:30pm
Village of Vernon	Sunday before 4-6pm
Village of Palmyra	Saturday, Parade at 3pm and Trick or Treat until 6pm.

In 2020 the Village of Mukwonago changed to Saturday due to the 31st falling on a Saturday.

Attached is the communication from the resident asking for consideration.

From: [Joe Oberlander](#)
To: [Darlene Johnson](#)
Cc: [Diana Dykstra](#); [Fred Schnook](#)
Subject: Re: Village Halloween
Date: Friday, July 14, 2023 9:01:50 AM

**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.**

Thank you so much for your response and consideration! Greatly appreciate it!

Sent from my iPhone

On Jul 13, 2023, at 5:27 PM, Darlene Johnson
<djohnson@villageofmukwonago.gov> wrote:

Dear Joe Oberlander,

Thank you for contacting me early enough to research this matter to determine if majority of Village of Mukwonago residents would prefer the last Saturday night or last Sunday night of October before Halloween to celebrate this activity. We did hold Halloween once on a Saturday because it landed on the exact day. We have had the time to TRICK OR TREAT from 4:00PM to 6:00PM.

I have spoken with parents in the past that have told me that they have to get children into "day before school mode" after their children Trick or Treated are weaning from a sugar high. I am attending a Neighborhood Watch (National Night Out) meeting tonight and will ask parents there what they prefer. I can as staff to put this on the agenda but with this being the summertime, I am unsure how much feedback we will get back from village residents.

Thank you again for sharing your thoughts.

Sincere regards,
Darlene M Johnson

<Outlook-
snh55qrj.png>

Darlene M Johnson
Village Trustee

Phone: 414 916 3876

Email : djohnson@villageofmukwonago.com

621 Small Farm Road
Mukwonago, WI 53149

www.villageofmukwonago.com

From: Joe Oberlander [REDACTED]

Sent: Monday, July 10, 2023 3:53 PM

To: Eric Brill <ebrill@villageofmukwonago.gov>; Darlene Johnson <djohnson@villageofmukwonago.gov>; Kenneth Johnson <kjohnson@villageofmukwonago.gov>; Dale Porter <dporter@villageofmukwonago.gov>; Scott Reeves <sreeves@villageofmukwonago.gov>; John Meiners <jmeiners@villageofmukwonago.gov>; FWinchowky <FWinchowky@villageofmukwonago.gov>

Subject: Village Halloween

CAUTION: This email originated from outside the organization.
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I am asking that the village consider permanently changing the trick or treat day to the last Saturday of October. The village is increasingly adding young families with children (myself included) and the vast majority of families would prefer the last Saturday vs Sunday. There are many studies that actually suggest moving to a Saturday is better for the kids, it would help minimize the impact on sleep, schools and learning, as well as less stress on the family as a whole. Please consider!

Regards,

Joe Oberlander
[REDACTED]

Mukwonago

Sent from my iPhone



Phantom Junction Concert Series

THURSDAY JUNE 1ST

- MUKWONAGO HIGH SCHOOL BAND 6:30-8:30PM

SATURDAY JUNE 3RD

- SAM GRADY 5-6PM
- ETHAN KELLER GROUP 6-9PM

MONDAY JULY 3RD - 4TH OF JULY FESTIVAL

- THE BRITINS 3-6PM
- DIRTY BOOGIE 6-9PM
- FIREWORKS 9:15 (DUSK)

SATURDAY AUGUST 5TH

- ODD MAN OUT 5-6PM
- DEPOT EXPRESS 6-9PM

FRIDAY SEPTEMBER 8TH

- CHERRY PIE 6-9PM

SATURDAY OCTOBER 7TH - OCTOBERFEST

- STAS VENGLJEVSKI 2-4PM
- TBD

2023 FALL & WINTER SUMMER

Sponsored By:



CITIZENS BANK



PHANTOMJUNCTIONSTAGE.COM





Scan to make
a donation:



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

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

FEE \$ _____

Application Date: 07/22/2023

☐ Town ☒ Village ☐ City of Mukwonago

County of Waukesha

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

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

at the premises described below during a special event beginning 09/08/2023 and ending 09/08/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

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

(a) Name Mukwonago Lions Foundation, Inc. & Mukwonago Lions Club, Inc.

(b) Address P O Box 61, Mukwonago, WI 53149

(Street)

☐ Town ☒ Village ☐ City

(c) Date organized _____

(d) If corporation, give date of incorporation 12/04/1960

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

(f) Names and addresses of all officers:

President Frank Erdmann,

Vice President Cindy Brost,

Secretary Jim Howard,

Treasurer Albert Frankenstein

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

Christiane Standlee, 8

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

(a) Street number Indianhead Park, 850 Main Street, Mukwonago, WI 53149

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Occupy area designated by Village of Mukwonago

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

3. Name of Event

(a) List name of the event Phantom Junction Stage Concert Series

(b) Dates of event 09/08/2023

DECLARATION

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

Officer Albert Frankenstein
(Signature / Date)

Mukwonago Lions Foundation, Inc. & Mukwonago Lions Club, Inc.
(Name of Organization)

Date Filed with Clerk 7.24.23

Date Reported to Council or Board 8.2.23

Date Granted by Council _____

License No. _____

Library Director Report: July 2023

Director Meetings and Activities

On June 25 I had the honor of presenting at the American Library Association (ALA) Conference in Chicago on the topic “Implementing the Native American Graves Protection and Repatriation Act (NAGPRA) in a Public Library: Real Life Experiences and Practical Advice.” Together with Claire Wilbert, the Associate from Bernstein & Associates NAGPRA Consultants who has helped us do everything from catalog the Collection to administrate our consultations with Tribes, I shared the incredible journey MCL went on in the last two years, from learning that the Library controls a LOT of Native American items to respectful repatriation. As I talked to people at ALA and perused the other sessions and speakers, it became even more clear to me how much of trailblazers we are with this topic. And it was clear that other libraries are dealing with something similar based on the number of people who came up afterwards with questions, so I anticipate as awareness grows to get contact from other libraries to get advice. It’s not how I expected to be “cutting edge” in this Library, but I am proud to be in the vanguard bringing this important topic to a national audience and sharing how incredibly this Library Board has responded. I later gave a recap of the presentation to the Village Committee of the Whole and will also speak at the Rotary in late July.

One July 6, Robert “Ernie” Boszhardt came in person to conduct an archaeological review of the Grutzmacher Collection. This renowned archaeologist spent several hours on-site at the Red Brick Museum and at the Library reviewing items in person after having previously viewed the cataloging photos of all the items. During the visit he pointed out several fakes and will prepare a detailed write up with recommendations shortly. As we know very little about the items and there is extremely little provenience (the actual place or findspot of an object) or provenance (its modern, post-excavation history) for any items, his review will be invaluable to future control of the Collection such as when we have the Collection appraised, when we create educational displays, and when we consult with Tribes.

A significant amount of my time this month was devoted to the continued work on the Outgoing Loan Agreement with the MHMS which included many meetings. I also have created a complete catalog of the Collection, merging the item photos into the Excel spreadsheet catalog which I filtered down to just show the loaned items so I could create the requisite appendix of “Loan Inventory” to the Outgoing Loan Agreement. During the archaeological review, I also documented “Current Conditions” and created that appendix for the Agreement as well. Driftless Pathways had recommended adding these items into the Outgoing Loan Agreement for a professional, clear documentation of the loan.

On a fun note, Bubble Boogie has been routinely drawing crowds of 90-100 people and it is a massive boon to our circulation. Throughout June, the one-hour time frame of Bubble Boogie had 638 books checked out--over 140 items per hour more than the next highest time slot! That averages out to about 160 items for that single hour each week, and I was only able to do two Bubble Boogies in June due to the ALA Conference. Though I’m extremely proud, it’s further indication that I need more part time library programmers to keep up with this kind of demand.

Circulation (Emily Ceithamer)

In June I was able to attend my first ever ALA Annual Conference. I listened to a number of educational sessions about cataloging, collection development, making libraries accessible, and general patron services. I tried to get a good mix of my interests as well as thinking about what I could bring back to my department. I met some wonderful people and got a lot of good hand outs and took some notes about more things to look into. Abby and I also talked to some vendors about automated check in systems and seeing them in action in person was really great. We now have a direct contact to get more information from and I'm excited to explore that further.

As for updates on staff, our circulation clerk Caryl is back after being out for some time after having surgery. We're all really happy to have her back!

As summer picks up, so does circulation! Someone has to check out, check in, sort, and shelve all those materials from the summer library program! On Saturday June 10th for the kick-off event, we checked out 652 items and issued 23 new library cards in the span of 5 hours!! I still can't get over those numbers. We usually do an average of 4 new cards and check out 900 items in 11.5 hours on a normal Monday, just to put those numbers into perspective.

Children's Department (Jane DeAngelis a.k.a. "The Snake Wrangler")



As we wrap up week three of our Summer Reading Challenge, 752 children and teens have registered, 2,233 badges have been earned, 209,544 minutes have been read, and 23 readers have already finished the challenge.

We continue to have big crowds to all of our events, especially the big ticket ones on Wonderful Wednesday, three of which are purchased by the Bridges Library System (including Snake Discovery!). The people count is finally back up around pre-pandemic levels and luckily we have some awesome volunteers who help hand out prize coupons during the busy times (Monday, Tuesday, and Wednesday mornings) so the Circulation Desk doesn't get overwhelmed.

Snake wrangler, just one of many hats worn by a Youth Services Librarian.

Reference and Adult Services (Chris Stape)

The Summer Library Program is in full swing now. Beanstack registrations for adults seem to be about on par with this time last year. All our Community Chopped Challenge "mystery bags" have been distributed (this is the cooking contest in which participants are given 3 mystery ingredients and are asked to create an original dish using what they are given.) I'm still not sure what to expect with that take-and-make, but there is quite a bit of excitement about it. During the summer months, our Adult Bingo sessions are packed. A few of the young adults from

Haase House come and play which really adds to the fun. Our group of Bingo regulars has really taken to the kids and bring them little gifts or candies sometimes.

We had a program called “Cathedrals: Clues to Identifying Biblical Figures in Cathedrals Around the World,” which was fantastic. I was afraid the topic might be a little dry, but the speaker was great and we’ve gotten quite a bit of very positive feedback. We also had an author visit and writing workshop with Mary Ann Noe. She has presented here in the past and is starting to develop a little following. Coming up in July we have a rock-painting class for adults, a program on the history of Walt Disney Studios, and (believe it or not) a live rock ‘n roll performance by a band called Mourning Dayze. Should be fun.

Technical Services and Thingery (Mary Jo Isely)

480 new items were processed and cataloged in June. Continued the reviewing & editing of the troubleshooting manual for Thingery items as well as the Tech Services Manual. The checkout and return of Thingery items is huge and is demanding a great deal of maintenance and troubleshooting time from Tech Services. On Friday, June 30, only 2 games were available for checkout-- Bingo & the Boomerang. High school graduations and family gatherings have seen an increase in requests for the backyard games, tables, Nesco Buffet Warmer, Nesco Roaster, Ice Cream Maker, Bubble machine, & Karaoke machine. Explore Passes are in constant demand. And as always, the neverending weeding of fiction continues.

MetaSpace 511 & Technology (Nancy Aycock)

MetaSpace 511 helped *launch* June and the Summer Library Program (SLP) Kick-Off with lots of air rockets! Between the MetaSpace 511 air rocket launcher and the one brought by the Wisconsin Organization of Spacemodeling Hobbyists (WOOSH) over 200 air rockets were made

and launched by all ages! Senator Julian Bradley was one of the great volunteers helping with the air rockets. He helped little kids pump up the air launcher, countdown to launch, and helped retrieve the rockets.



The
air

rocket booths during the SLP Kick-Off worked so well due to library staff and the terrific volunteers that helped things run smoothly and made building rockets fun!

MetaSpace 511 continues to have guest artists to teach unique programs in MetaSpace this summer. Artist Leslie Anne Perrino taught a special four-hour Saturday Introduction to Enameling Class which was a big hit and something we hope we can offer again someday. Artist



Alice Steuck taught how to make marbled polymer clay pens and beads and patrons have requested to have her back to learn more advanced techniques.

Lead Innovator Nancy met with the Library Board during the June meeting and gave an informational presentation and showed a video of patrons who shared what MetaSpace 511 means to them. Thank you to the Library Board for listening and asking questions and for their continued support!

June finished up with a new Tween Program sewing Emoji and Donut Stuffies and a Teen Tuesday Tie-Dye program. It's been great seeing the enthusiasm from all ages that come in to learn in MetaSpace 511. Tweens learned about construction and sewing, and the Teens learned about color charts and design.



One area of concern is that the community demand for the MetaSpace continues to grow. MetaSpace is available for appointments and walk-ins an average of 21 hours a week of the library's 62 open hours a week. We continue to get more and more requests from patrons for more availability. We offer Makerspace Appointments that require staff to help patrons one-on-one because every project is different and we offer walk-in times to people to pop in and make things. These both require staff for safety and education and it's impossible to fill the demand we are getting. In addition, patrons have asked if there could be two sessions for programs

since for most MetaSpace 511 programs the attendance limit is usually no more than nine to fifteen due to limited space.

Community Engagement Coordinator (Eric Huemmer)

Community Engagement: Our first month of the Summer Library Program has been a success with the outpouring of both support from local partners and engagement from our patrons. While we will always aim to have patrons take part in our summer reading challenge for the sake of reading, families appreciate the fun prizes donated from our partners help such as destination passes to local attractions and grand prize baskets that readers who finish the challenge can enter to win.

As a result of these connections with our local businesses, we've connected with a few partners on how we can collaborate further, such as Ms. Jane reading a story during a craft program at The Garden Mart, to meeting with the VP of engagement at Educators Credit Union on possible partnerships concerning families and student programs.

Sandy Martin will be our new Job Center of Wisconsin rep offering services to job seekers every Thursday. She's had extensive experience here in Mukwonago and is also trained at providing support to employers as well. She has big ideas for future events, programs, and opportunities through the Library that we hope to explore post-summer. We'll be re-introducing her to the Rotary and connecting her with the Mukwonago Area Chamber to promote this resource to residents and businesses in the community.



From TAB teens to retired fans of the MCL, our volunteers this summer are incredible helping families turn badges for those prizes. They allow our circulation team to focus on serving patrons during those peak summer times (namely before/after family events and performers). Same, too, with the volunteers we had during our Summer Library Program Kick-Off Event, with State Senator Julian Bradley helping at the Air Rocket activity as well as a majority of our Teen Advisory Board making that SLPKO possible.

Events & Programs: Our Summer Library Program Kick-Off on June 10, 2023 was fantastic! We had an estimated 600 individuals attend on a (hot) Saturday morning. The inflatable obstacle courses, ice cream, and air rockets were a big draw and even enticed families to visit after their baseball game. Parents throughout the day thanked us for putting the event on each year, which helps generate buzz for what's to come during the Summer Library Program, gets patrons registered for the Summer Reading Challenge, and helps answer any questions.

SLP programs that I run have exceeded last year's number across the board. Kudos to the Teen Advisory Board for helping select the themes of our Teen Tuesdays as we provide a variety of themes week-to-week. For younger audiences, our Family Movies continue to draw families looking for a cool start to their week on Mondays, having upwards of 30+ attendees at the latest Minion movie! Finally, with constant requests to host Dungeons & Dragons for younger

audiences, we held our first Beginner's D&D that drew 13 parents and children; they learned how to play, what resources they can check out at the library to get them started, and had a chance to play through a mini-adventure. Needless to say, they're thrilled and want more!



Statistics (see next page)

STATISTICS June 2023

Physical Item Circulation



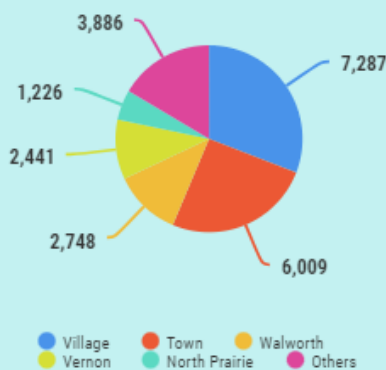
23,597

JUNE CIRCULATION 9%
DECREASE OVER 2022

124,697

2023 YEAR-TO DATE
CIRCULATION

Circulation by Area



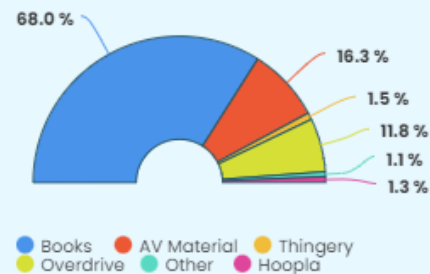
Circulation Trends



150

new library
cards this
month

All Circulation



Programs This Month

73

ATTENDANCE:

General 966

Kids 935

Young Adult 82



178

People used the
Community and
Study Rooms

Locker Pick up

663

New Items Added

480

Renewals

5943

Items loaned to other Libraries

2532



10,990

patron
visits

Peak times

10:00 - 11:00 PM Tuesdays Avg 160 Checkouts

Slowest times

8:00 - 8:30 PM Thursdays Average 7 Checkouts

THE VILLAGE OF MUKWONAGO

Second Quarter 2023 Recycling Report

Single Stream, Tons	Year Total	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Mixed Paper	173.2	91.5	81.7	0.0	0.0
Cardboard	79.9	42.2	37.7	0.0	0.0
Glass	91.0	48.1	42.9	0.0	0.0
#1 Plastic	13.3	7.0	6.3	0.0	0.0
#2 Natural HDPE	4.4	2.3	2.1	0.0	0.0
#2 Colored HDPE	4.5	2.4	2.1	0.0	0.0
#3-7 Plastic	3.6	1.9	1.7	0.0	0.0
Rigid Plastic***	1.8	0.9	0.8	0.0	0.0
Tin Cans	11.1	5.9	5.2	0.0	0.0
Al Cans	3.6	1.9	1.7	0.0	0.0
Single Stream Total	386	204	182	0	0

Recycled Bulk, Tons*	Year Total	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Antifreeze	0.02	0.00	0.02	0.00	0.00
Appliances	1.44	0.25	1.20	0.00	0.00
Batteries	0.12	0.00	0.12	0.00	0.00
Cardboard	1.01	0.33	0.68	0.00	0.00
Metal	1.78	0.46	1.32	0.00	0.00
Oil	0.43	0.05	0.39	0.00	0.00
Tires	1.82	0.32	1.49	0.00	0.00
Recycled Bulk Total	6.62	1.41	5.21	0.00	0.00

Total Recyclables	393	206	187	0	0
Total Garbage**	1192	535	657	0	0

*Please note that JOHNS does not recycle polystyrene foam.

**Total garbage weight includes weekly garbage and residual garbage removed from recyclables.

***Rigid Plastic is not to be included in grant reporting

Population 8126 *Year to date pounds per capita recycled. WI DNR requires 107 pounds per year.* **95.1**

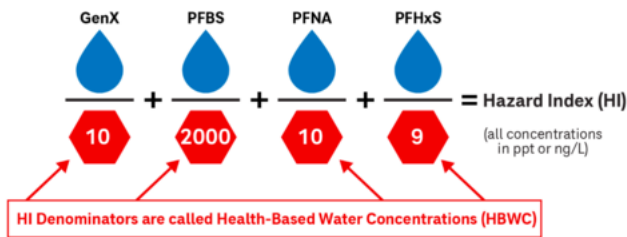
Yard Waste	Year Total	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
	31.2	0.0	31.2		

Recycling Compliance	Year Total	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Warning Tags	4	0	4		
Written Warnings	0	0	0		

Report completed by:
 Johns Disposal Service, Inc.
 107 Co Rd U
 Whitewater, WI 53190
 (262) 473-4700



- 4.0 ng/L or ppt MCL PFOA
- 4.0 ng/L or ppt MCL PFOS
- 1.0 (unitless NOT 1ppt) Hazard Index (HI) for a mixture of PFNA, PFHxS, PFBS, and GenX



To arrive at the hazard index for the separately categorized PFAS quartet (PFNA, PFHxS, PFBS and GenX) EPA relied on toxicity data to determine the unique denominators for each compound.



Northern Lake Service Inc.

Northern Lake Service, Inc • 400 N Lake Ave • Crandon, WI 54520
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Mukwonago Water Utility 440 River Crest Court Mukwonago, WI 53149	Project: Annual Drinking Water Project Number: PFAS Project Manager: Wayne Castle	Reported: 6/14/23 16:09	Work Order: WB03070
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Sample Results

Sample: EP7 (PFAS) WB03070-01 (DW) Sampled: 05/25/23 09:30											
Analyte	Result	Qualifier	LOD	LOQ	MCL	Units	Date Prepared	Date Analyzed	Analyst	Method	Lab Cert Code
Semi-Volatiles											
11-chloroicosasilfluoro-3-oxaundecane-1-sulfonic acid (11CI-PF3OUdS)	ND		0.31	1.0		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
9-chlorohexadecafluoro-3-oxanonane-1-sulfonic acid (9CI-PF3ONS)	ND		0.34	1.1		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
4,8-dioxo-3H-perfluorononanoic acid (ADONA)	ND		0.37	1.2		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
hexafluoropropylene oxide dimer acid (HFPO DA)	ND		0.41	1.4		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
N-ethyl perfluorooctanesulfonamidoacetic acid (NEFOSAA)	ND		0.47	1.6		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
n-methyl perfluorooctanesulfonamidoacetic acid (NMeFOSAA)	ND		0.40	1.3		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorobutanesulfonic acid (PFBS)	3.3		0.30	1.0		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorodecanoic acid (PFDA)	ND		0.33	1.1		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorododecanoic acid (PFDoA)	ND		0.23	0.77		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluoroheptanoic acid (PFHpA)	1.7		0.44	1.5		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorohexanoic acid (PFHxA)	1.4	J	0.47	1.6		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorohexanesulfonic acid (PFHxS)	9.1		0.34	1.1		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorononanoic acid (PFNA)	1.9		0.46	1.5		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorooctanoic acid (PFOA)	11		0.49	1.6		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorooctanesulfonic acid (PFOS)	6.8		0.31	1.0		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorotetradecanoic acid (PFTA)	ND		0.34	1.1		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluorotridecanoic acid (PFTDA)	ND		0.43	1.4		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
perfluoroundecanoic acid (PFUnA)	ND		0.30	1.0		ng/L	5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2

Surrogate: (SURR) C13-PFHxA	93%		Limits: 70-130%				5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
Surrogate: (SURR) C13-HFPODA	88%		Limits: 70-130%				5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
Surrogate: (SURR) C13-PFDA	92%		Limits: 70-130%				5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2
Surrogate: (SURR) d5-NEFOSAA	85%		Limits: 70-130%				5/31/23 10:05	6/1/23 21:48	RAW	EPA 537.1, Rev 2.0	2

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Northern Lake Service Inc.

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800-278-1254 • www.nlslab.com

Mukwonago Water Utility 440 River Crest Court Mukwonago, WI 53149	Project: Annual Drinking Water Project Number: 2023 WDNR Drinking Water Requirements Project Manager: Wayne Castle	Reported: 7/13/23 10:19	Work Order: WB03805
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Sample Results

Sample: EP7 (PFAS) WB03805-01 (DW) Sampled: 06/26/23 10:05											
Analyte	Result	Qualifier	LOD	LOQ	MCL	Units	Date Prepared	Date Analyzed	Analyst	Method	Lab Cert Code
Semi-Volatiles											
11-chloro-1-oxaundecanoic acid (11C-PF3OUdS)	ND		0.32	1.0		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
9-chlorohexadecafluoro-3-oxanonane-1-sulfonic acid (9C-PF3ONS)	ND		0.35	1.1		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
4,8-dioxo-3H-perfluorononanoic acid (ADONA)	ND		0.38	1.2		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
hexafluoropropylene oxide dimer acid (HFPO DA)	ND		0.42	1.4		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
N-ethyl perfluorooctanesulfonamidoacetic acid (NEFOSAA)	ND		0.48	1.6		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
n-methyl perfluorooctanesulfonamidoacetic acid (NMeFOSAA)	ND		0.41	1.3		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorobutanesulfonic acid (PFBS)	2.7		0.31	1.0		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorodecanoic acid (PFDA)	ND		0.34	1.1		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorododecanoic acid (PFDoA)	ND		0.23	0.79		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluoroheptanoic acid (PFHpA)	1.4	J	0.45	1.5		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorohexanoic acid (PFHxA)	1.2	J	0.48	1.6		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorohexanesulfonic acid (PFHxS)	7.3		0.35	1.1		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorononanoic acid (PFNA)	1.5		0.47	1.5		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorooctanoic acid (PFOA)	9.0		0.50	1.6		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorooctanesulfonic acid (PFOS)	5.1		0.32	1.0		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorotetradecanoic acid (PFTA)	ND		0.35	1.1		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluorotridecanoic acid (PFTDA)	ND		0.44	1.4		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
perfluoroundecanoic acid (PFUnA)	ND		0.31	1.0		ng/L	6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2

Surrogate: (SURR) C13-PFHxA	95%		Limits: 70-130%				6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
Surrogate: (SURR) C13-HFPODA	88%		Limits: 70-130%				6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
Surrogate: (SURR) C13-PFDA	91%		Limits: 70-130%				6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2
Surrogate: (SURR) d5-NEFOSAA	76%		Limits: 70-130%				6/28/23 9:43	7/1/23 19:16	RAW	EPA 537.1, Rev 2.0	2

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PFAS Groundwater WI DHS Hazard Index Calculator

PFAS Compound	Recommended Standard (ppt)	Lab Results (ppt) - PFOS/PFOA + precursors	Lab Results (ppt)	Hazard Quotients
PFBA	10000			0
PFHxA	150000		1.4	9.33333E-06
PFNA	30		1.9	0.063333333
PFDA	300			0
PFUnA	3000			0
PFDoA	500			0
PFTeA	10000			0
PFODA	400000			0
PFBS	450000		3.3	7.33333E-06
PFHxS	40		9.1	0.2275
HFPO-DA (GenX)	300			0
DONA	3000			0
PFOS	20	6.8	17.8	0.89
PFOA		11		
FOSA				
NetFOSE				
NetFOSA				
NetFOSAA				
Hazard index				1.18085

PFAS Groundwater WI DHS Hazard Index Calculator

PFAS Compound	Recommended Standard (ppt)	Lab Results (ppt) - PFOS/PFOA + precursors	Lab Results (ppt)	Hazard Quotients
PFBA	10000			0
PFHxA	150000		1.2	0.000008
PFNA	30		1.5	0.05
PFDA	300			0
PFUnA	3000			0
PFDoA	500			0
PFTeA	10000			0
PFODA	400000			0
PFBS	450000		2.7	0.000006
PFHxS	40		7.3	0.1825
HFPO-DA (GenX)	300			0
DONA	3000			0
PFOS	20	5.1	14.1	0.705
PFOA		9		
FOSA				
NEtFOSE				
NEtFOSA				
NetFOSAA				
Hazard index				0.937514

RESOLUTION NO. 2023-35

**A RESOLUTION TO AMEND PARKING LIMITATIONS
FOR THE VILLAGE OF MUKWONAGO**

WHEREAS, the Village Board adopts an resolution to memorialize rules and regulations regarding stopping, standing, parking ; and

WHEREAS, a request was made by the Village Police Chief and Public Works Director to limit parking on Grand Ave; and incorporate into the current listing of restrictions; and

WHEREAS, Exhibit A is a complete list of restrictions showing the amendment to Section 3 as follows:

“On the east side of Grand Avenue, a distance of 100 feet northerly, from the intersection of Fox Street (CTH ES), and the west side of Grand Avenue a distance of 305 feet northerly from the intersection of Fox Street (CTH ES).”

NOW THEREFORE, the Village Board of the Village of Mukwonago hereby amends such parking limitations as defined in the attached schedule and be effective upon passage and remain in effect until changed by resolution of the Village Board.

Adopted this 16th day of August 2023.

Fred Winchowky, Village President

Attest: _

Diana Dykstra, MMC Village Clerk

RESOLUTION 2023-35 EXHIBIT A

STOPPING, STANDING, PARKING, AND NO PARKING

In reference to Sections 82-178, 82-180th), 82-192, 82-193, and 82-2070)) of the
Municipal Code

Sec. 82-178. Parking, stopping or certain standing on certain highways and portions of highways. No person shall park, stop or leave standing any vehicle for any purpose upon the following highways or parts of highways at any time:

- 1 . On both sides of Lake Street from North Rochester Street (ST H 83) westerly for a distance of 120 feet.
2. On the west side of North Rochester Street (ST H 83) for a distance of 40 feet in either direction of the intersection of Lake Street.
3. On the east side of Grand Avenue, a distance of 100 feet northerly, from the intersection of Fox Street (CTH ES), and the west side of Grand Avenue a distance of 305 feet northerly from the intersection of Fox Street (CTH ES).
4. On both sides of Front Street, its full length.
5. On the northerly side of Fox Street (CT H ES) from North Rochester Street (ST H 83) to Maple Street.
6. On the west side of South Rochester Street (ST H 83) from the south driveway entrance of the police department property southerly and southeasterly a distance of 432 feet, to the Wisconsin Central Ltd. Railroad Company bridge.
7. On the west side of South Rochester Street from the Wisconsin Central Ltd. Railroad Company bridge easterly and southeasterly a distance of 237 feet to the north abutment of the Mukwonago River bridge.
8. On the east side of South Rochester Street (ST H 83) southerly and southeasterly from a point opposite the south entrance of the police department property a distance of 358 feet to the Wisconsin Central Ltd. Railroad Company bridge.
9. On the east side of South Rochester Street easterly and southeasterly from the Wisconsin Central Ltd. Railroad Company bridge 92 feet to the north abutment of the Mukwonago River bridge.
10. On the east side of North Rochester Street (ST H 83) northerly from the intersection of Elmwood Alley a distance of 224 feet.
11. On both sides of Maple Avenue at its full length
12. On the north side of Andrews Street, from Main Street west for a distance of 66 feet
13. On both sides of East Wolf Run, east of State Highway 83, with the exception of the north side of East Wolf Run immediately adjacent to Tax Parcel No. MUKV2013994004
14. On the even address side of Black Bear Drive.
15. On both sides of Chapman Farm Boulevard, west from State Highway 83 to Fairwinds Boulevard.
16. On both sides of Boxhorn Drive westerly from STH 83 for a distance of 400 feet.

Sec. 82-180 (h). Parking on cul-de-sacs.

(h) Parking on cul-de-sacs- Between November 1 through March 31, no person shall park any motor vehicle within a cul-de-sac on the following streets:

- 1 Lovell Court
- 2 Gordon Court
- 3 Armstrong Court
- 4 Conrad Court
- 5 Carpenter Court
- 6 Shepard Court
- 7 Cernan Court
- 8 Mercury Court
- 9 Gemini Court
- 10 Apollo Court

Sec. 82-192. No parking at all times. Except temporarily for the purpose of, and while actually engaged in loading or unloading, or in receiving or discharging passengers or property and while the vehicle is attended by a licensed operator so that it may be moved promptly in case of an emergency or to avoid obstruction of traffic, no person shall at any time park or leave standing any vehicle, upon any of the following highways or parts of highways:

- 1 . On both sides of South Main Street from Front Street (Front Street extended westerly) to the south limits of the Mukwonago River bridge.
2. On the north side of Elmwood Avenue at its full length.
3. On both sides of Atkinson Street from the west curb line of South Main Street (CT H ES) westerly for a distance of 137 feet.
4. On the north side of CTH NN from North Rochester Street (STH 83) east to the intersection with Clarendon Avenue (extended).
5. On both sides of Blood Street from Shore Drive to the shore of Phantom Lake.
6. On the east side of Jefferson Street from Plank Road to Henry Street.
7. On both sides of Eastern Trail from the north right-of-way of CT H ES northerly for a distance of 100 feet.
8. On the easterly side of Eastern Trail from the intersection of River Park Circle East northerly a distance of 50 feet.
9. On the westerly side of Eastern Trail from the intersection with River Park Circle East northerly a distance of 50 feet.
10. On both sides of River Park Circle East from the intersection of Eastern Trail easterly a distance of 50 feet.
11. On both sides of River Park Circle East from the intersection with Eastern Trail westerly a distance of 50 feet.
12. On the south side of CTH NN from the intersection of STH 83 easterly for a distance of 700 feet.
13. On the east side of Eastern Trail from Highway ES to the intersection of River Park Circle East.
14. On the southeast side of River Park Circle East from the intersection of Eastern Trail to the intersection of River Park Circle West.
15. On the southeast side of River Park Circle West from the intersection of CTH NN to the intersection with River Park Circle East.
16. On the southeasterly side of River Park Circle East from its intersection with Eastern Trail northeasterly a distance of 190 feet.
17. On the southerly side of Fox Street (CT H ES) from its intersection with North Rochester Street (ST H 83) easterly a distance of 68 feet.

18. On both sides of Lake Street from its intersection with Spring Street to the shore of Phantom Lake.
19. On the north side of MacArthur Drive from its intersection with North Rochester Street (State Trunk Highway 83), westerly a distance of 50 feet.
20. On the even side of all streets located within the Two Rivers Subdivision.
21. On both sides of ST H 83/North Rochester Street north from CTH LO and Pearl Avenue for a distance of 190 feet.
22. On the south side of CT H LO westerly from STH 83/North Rochester Street for a distance of 146 feet.
23. On the north side of CTH LO westerly from STH 83/North Rochester Street for a distance of 89 feet.
24. On both sides of STH 83/North Rochester Street southerly from the intersection of CTH LO to Lake Street and from Pearl Avenue to Elmwood Avenue/Franklin Street.
25. On both sides of McKenzie Drive from the west curb line of Small Farm Road westerly for a distance of 45 feet.
26. On both sides of McKenzie Drive from the east curb line of Small Farm Road easterly for a distance of 45 feet.
27. On both sides of Small Farm Road from the north curb line of McKenzie Drive northerly for a distance of 30 feet.
28. On both sides of Small Farm Road from the south curb line of McKenzie Drive southerly for a distance of 33 feet.
29. On the north side of River Crest Court from the intersection of CT H ES easterly for a distance of 60 feet.
30. On the south side of River Crest Court from the intersection of CT H ES easterly for a distance of 135 feet.
31. On both sides of Holz Parkway at its full length
32. On the west side of Main Street, from Andrews Street south for a distance of 95 feet

Sec. 82-193. No parking except automobiles. No vehicles, except automobiles, shall park in the following areas:

1. The east side of North Rochester Street from the intersection with CT H ES northerly to the intersection with Franklin Street.
2. On the west side of North Rochester Street from intersection with CT H ES northerly to the north side of the southern entrance/exit to 201 North Rochester Street (Village Mini Mart).

Sec. 82-207. Two-hour limit. The full length of the following streets, on both sides of the streets shall, between the hours of 7:00 a.m. to 3:00 p.m. be limited to two-hour parking from September 1 until May 31 on any day except Saturday, Sunday, and holidays.

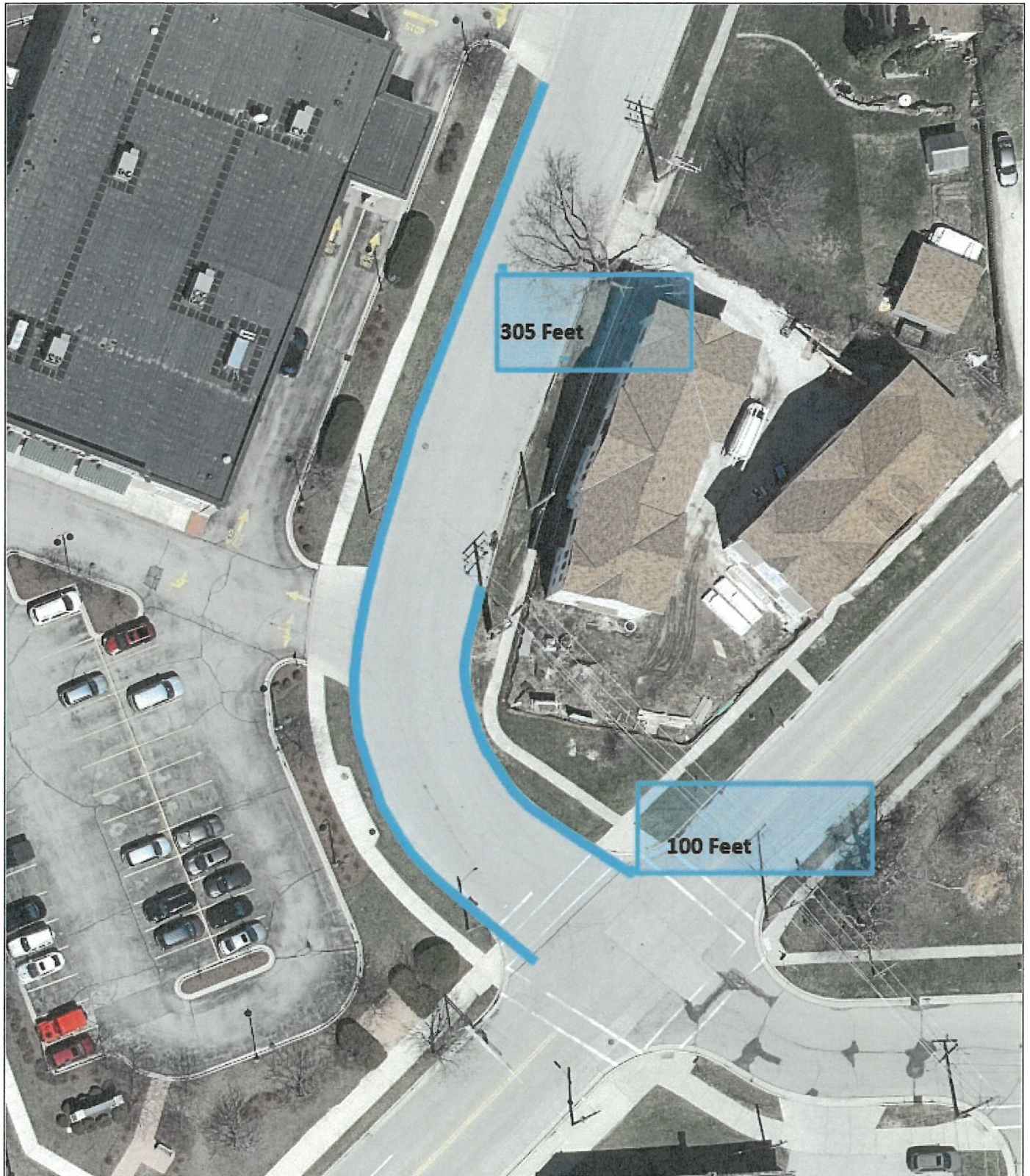
- 1 Meadowview Lane
- 2 Roberts Drive
- 3 Kims Lane
4. MacArthur Drive
5. Robins Lane . 6. Park View Lane
7. Ahrens Drive
8. Elwin Drive
9. Minors Drive

10. Fritz Way
- 11 Stoker Farm Avenue .
12. Rosewood Drive
13. Prairie Hill Avenue.
14. Oldfield Avenue
15. Westlawn Avenue
16. Fairwinds Boulevard
17. Fairwinds Court

Sec. 82-231. Winter parking on through highways. Subsection (b).

(b) A night privilege parking permit issued under this division shall not permit parking of any motor vehicle within a cul-de-sac on the following streets:

- 1 Lovell Court
- 2 Gordon Court
- 3 Armstrong Court
- 4 Conrad Court
- 5 Carpenter Court
- 6 Shepard Court
- 7 Cernan Court
- 8 Mercury Court
- 9 Gemini Court
- 10 Apollo Court



Village of Mukwonago GIS

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 42'

VILLAGE OF MUKWONAGO

440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 7/21/2023

RESOLUTION NO. 2023-36

A RESOLUTION TO APPROVE THE ELIMINATION IN THE LETTER OF CREDIT FOR BIRCHROCK SENIOR CASTLE LIVING DEVELOPMENT IN THE VILLAGE OF MUKWONAGO

WHEREAS, the Village Board of the Village of Mukwonago is required to approve a Reduction in a Letter of Credit based on the satisfactory completion and/or acceptance of public infrastructure as required under the terms of the developer's agreement, and

WHEREAS, Birchrock Senior Castle Living has requested a Letter of Credit elimination, and

WHEREAS, the Village Engineer has reviewed the request and the work completed for which the request is associated with and recommend that the current Letter of Credit be eliminated as stated and as described in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED the Village Board of the Village of Mukwonago, Wisconsin, hereby approves a reduction in the Letter of Credit elimination for Birchrock Senior Castle Living at 210 McDivitt Lane.

Passed and dated this 16th day of August 2023.

By: _____
Fred Winchowky, Village President



Attest: _____
Diana A Dykstra, MMC
Village Clerk-Treasurer

July 26, 2023

Mr. Fred Winchowky
Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: 210 McDivitt Lane - Birchrock
Letter of Credit Elimination

Dear President Winchowky:

A request was submitted by Birchrock – Castle Senior Living at 210 McDivitt Lane to eliminate the current letter of credit in place for site storm water improvements. A letter of credit in the amount of \$181,436.40 was established in Fall 2021 for the construction of on-site storm sewer and the construction and restoration of a biofilter and filter strip for storm water purposes. Construction on these items were completed in 2022 and the 1-year warranty period has expired. Everything appears to be functioning as intended.

We are, therefore, recommending to you and the Village Board that the current letter of credit in the amount of \$181,436.40 be reduced to \$0.00 and the letter of credit be eliminated for this project. Final lien waivers for the Contractors responsible for the grading, restoration and on-site storm utilities, have been submitted and approved by the Village Attorney. The waivers are attached to this letter.

If you or any staff or board member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch, P.E. (WI)
Project Engineer
pgesch@ruekert-mielke.com

PWG:pwg
Enclosure

cc: Diana Dykstra, Village of Mukwonago
Linda Gourdoux, Village of Mukwonago
Fred Schnook, Village of Mukwonago
Nathan Bayer, Village of Mukwonago
Tim Rutenbeck, Village of Mukwonago
Wayne Castle, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Erin Scharf, Village of Mukwonago
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

EXHIBIT C
WAIVER OF LIEN / BOND RIGHTS

For value received, D & L Grading, Inc hereby releases and waives all rights to construction liens, bond claims, equitable liens, and any other claims arising out of the improvement of the Property identified as:

Project Name: 221038 Birchrock Community Addition

Location: 210 McDivitt Lane

Mukwonago, WI 53149

Owner: Birchrock Properties, LLC

This waiver is effective for all labor, materials, equipment, plans, specifications, designs, and services (collectively, the "Work") provided through 06/30/22 (current month-end date) for the improvement of said Property, except: None

This release and waiver is for the benefit of, and may be relied upon by Catcon, Inc., the Property Owner, construction lender, surety under any labor and material bond, title company issuing any title insurance for the Project, and their respective successors and assigns (collectively, the "Released Parties").

The undersigned Subcontractor/Supplier warrants and represents that it has duly paid all of its laborers, subcontractors and suppliers for all Work used or consumed in connection with the Project, and hereby covenants and agrees to indemnify, defend, and hold harmless the Released Parties, from and against any and all claims, liens, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) which may be sustained or incurred as a result of any failure of Subcontractor/Supplier to make payment for Work provided through the date of this Waiver of Lien/Bond Rights.

SUBCONTRACTOR/SUPPLIER:
D & L GRADING, INC

By: 

Name: Benjamin Horn

Title: Vice President

Date: 9/6/22

Return signed ORIGINAL to: CATCON, INC., 833 East Michigan Street, Suite 1000, Milwaukee, WI 53202

EXHIBIT C
WAIVER OF LIEN / BOND RIGHTS

For value received, Trees on the Move, Inc. hereby releases and waives all rights to construction liens, bond claims, equitable liens, and any other claims arising out of the improvement of the Property identified as:

Project Name: 221038 Birchrock Community Addition

Location: 210 McDivitt Lane

Mukwonago, WI 53149

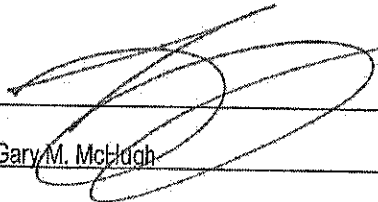
Owner: Birchrock Properties, LLC

This waiver is effective for all labor, materials, equipment, plans, specifications, designs, and services (collectively, the "Work") provided through FINAL (current month-end date) for the improvement of said Property, except: None

This release and waiver is for the benefit of, and may be relied upon by Catcon, Inc., the Property Owner, construction lender, surety under any labor and material bond, title company issuing any title insurance for the Project, and their respective successors and assigns (collectively, the "Released Parties").

The undersigned Subcontractor/Supplier warrants and represents that it has duly paid all of its laborers, subcontractors and suppliers for all Work used or consumed in connection with the Project, and hereby covenants and agrees to indemnify, defend, and hold harmless the Released Parties, from and against any and all claims, liens, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) which may be sustained or incurred as a result of any failure of Subcontractor/Supplier to make payment for Work provided through the date of this Waiver of Lien/Bond Rights.

SUBCONTRACTOR/SUPPLIER:
TREES ON THE MOVE, INC.

By: 

Name: Gary M. McHugh

Title: President

Date: December 1, 2022

Return signed ORIGINAL to: CATCON, INC., 833 East Michigan Street, Suite 1000, Milwaukee, WI 53202

EXHIBIT C
WAIVER OF LIEN / BOND RIGHTS

For value received, The Wanasek Corporation hereby releases and waives all rights to construction liens, bond claims, equitable liens, and any other claims arising out of the improvement of the Property identified as:

Project Name: 221038 Birchrock Community Addition

Location: 210 McDivitt Lane

Mukwonago, WI 53149

Owner: Birchrock Properties, LLC

This waiver is effective for all labor, materials, equipment, plans, specifications, designs, and services (collectively, the "Work") provided through 04/30/22 (current month-end date) for the improvement of said Property, except: None

This release and waiver is for the benefit of, and may be relied upon by Catcon, Inc., the Property Owner, construction lender, surety under any labor and material bond, title company issuing any title insurance for the Project, and their respective successors and assigns (collectively, the "Released Parties").

The undersigned Subcontractor/Supplier warrants and represents that it has duly paid all of its laborers, subcontractors and suppliers for all Work used or consumed in connection with the Project, and hereby covenants and agrees to indemnify, defend, and hold harmless the Released Parties, from and against any and all claims, liens, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) which may be sustained or incurred as a result of any failure of Subcontractor/Supplier to make payment for Work provided through the date of this Waiver of Lien/Bond Rights.

SUBCONTRACTOR/SUPPLIER:
THE WANASEK CORPORATION

By: Shelly Schlitz

Name: Shelly Schlitz

Title: Assistant Corporate Secretary

Date: 06/15/2022

Return signed ORIGINAL to: CATCON, INC., 833 East Michigan Street, Suite 1000, Milwaukee, WI 53202

July 26, 2023

Mr. Ronald Bittner
Public Works Director
Village of Mukwonago
440 River Crest Court
Mukwonago, Wisconsin 53149

Re: Minor Park Pedestrian Culvert Crossing
Final Payment

Dear Mr. Bittner:

Enclosed with this letter please find Change Order No. 1. This Change Order serves to adjust the final Contract Price to reflect the actual completed Work. Please have Change Order No. 1 signed and dated by the appropriate individual, and return an executed copy to our office for further distribution.

In accordance with the Contract Documents, the Contractor for this Project, All-Ways Contractors, Inc., has submitted a final Application for Payment and has furnished the enclosed Contract-required items:

1. Consent of Surety to Final Payment.
2. List of Subcontractors, Suppliers, and service providers performing, furnishing, or procuring labor, services and materials on the Project.
3. Releases or waivers of lien from the General Contractor and first tier Subcontractors and Suppliers.
4. Certificate or other evidence of completed operations insurance.

You may want to have your legal counsel and insurance advisor review the respective lien waivers, bonding, and insurance documents to verify legal effectiveness. If all are satisfactory, we recommend final payment, and give notice (enclosed), that the completed Work is acceptable subject to the provisions of General Conditions paragraph 15.07.

In accordance with paragraph 15.08 of the General Conditions, the Contractor is required to promptly repair or correct defective Work for a period of one year from the date of Substantial Completion which was May 24, 2023. You may wish to review the Project a month or so before the anniversary date to check for any warranty items. If we can be of assistance to you in this regard, please contact us.

Respectfully,

RUEKERT & MIELKE, INC.

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

MEM:sjs

Enclosures

cc: Scott Batchelor, All-Ways Contractors, Inc., w/Notice of Acceptability
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

NOTICE OF ACCEPTABILITY OF WORK

PROJECT: Minor Park Pedestrian Culvert Crossing
OWNER: Village of Mukwonago
CONTRACTOR: All-Ways Contractors, Inc.
EFFECTIVE DATE OF THE CONSTRUCTION CONTRACT: November 2, 2022
ENGINEER: Ruekert & Mielke, Inc.
NOTICE DATE: July 26, 2023

To: Village of Mukwonago
Owner

And To: All-Ways Contractors, Inc.
Contractor

From: Ruekert & Mielke, Inc.
Engineer

The Engineer hereby gives notice to the above Owner and Contractor that the completed Work furnished and performed by Contractor under the above Contract is acceptable expressly subject to the provisions of the related Contract Documents, the Agreement between Owner and Engineer for Professional Services and the terms and conditions set forth as follows:

CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK

The Notice of Acceptability of Work ("Notice") is expressly made subject to the following terms and conditions to which all those who receive said Notice and rely thereon agree:

1. This Notice is given with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. This Notice reflects and is an expression of the professional judgment of Engineer.
3. This Notice is given as to the best of Engineer's knowledge, information, and belief as of the Notice Date.
4. This Notice is based entirely on and expressly limited by the scope of services Engineer has been employed by Owner to perform or furnish during construction of the Project (including observation of the Contractor's work) under Engineer's Agreement with Owner and under the Construction Contract referred to in this Notice, and applies only to facts that are within Engineer's knowledge or could reasonably have been ascertained by Engineer as a result of carrying out the responsibilities specifically assigned to Engineer under such Agreement and Construction Contract.
5. This Notice is not a guarantee or warranty of Contractor's performance under the Construction Contract referred to in this Notice, nor an assumption of responsibility for any failure of Contractor to furnish and perform the Work thereunder in accordance with the Contract Documents.

By: Michael E. Michalski
Title: Project Engineer
Dated: July 26, 2023

Change Order No. One (1)

Date of Issuance: June 2, 2023

Effective Date:

June 2, 2023

Contract: Minor Park Pedestrian Culvert Crossing

Owner:

Village of Mukwonago

Contractor: All-Ways Contractors, Inc.

Engineer:

Ruekert & Mielke, Inc.

Address: 2935 Lilly Road
Brookfield, WI 53005

Engineer's Project No.:

12-10176.300

Effective Date of Contract:

November 2, 2022

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

Description:

Close Out Change Order.

Reason for Change Order:

Change Contract price to match amount earned.

Attachments:

Close Out Change Order Analysis and Final Pay Application No. 2.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ <u>178,243.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase/Decrease from previously approved Change Orders: \$ <u>0.00</u>	● Increase ● ● Decrease ● from previously approved Change Orders No. ____ to No. ____: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>178,243.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase of this Change Order: \$ <u>1,642.25</u>	● Increase ● ● Decrease ● of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>179,885.25</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:

ACCEPTED:

ACCEPTED:

Signature: Michael E. Michalski
Engineer (Authorized Signature)Signature: _____
Owner (Authorized Signature)Signature: [Signature]
Contractor (Authorized Signature)Michael E. Michalski
Ruekert & Mielke, Inc.

Village of Mukwonago

All-Ways Contractors, Inc.

Date: June 2, 2023

Date: _____

Date: 7-25-23

06/02/23

00 63 63-1

Ruekert & Mielke, Inc.
~12-10176.300 > 00 63 63 Change Order 1~



W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

ANALYSIS OF CLOSEOUT CHANGE ORDER

OWNER: Village of Mukwonago
PROJECT: Minor Park Pedestrian Culver Crossing
DATE PREPARED: June 2, 2023

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT \$	ORIGINAL CONTRACT AMOUNT	ACTUAL QUANTITY INSTALLED	FINAL CONTRACT AMOUNT
1	Mobilization	L.S.	1	\$ 13,000.00	\$ 13,000.00	1.00	\$ 13,000.00
2	Traffic control	L.S.	1	\$ 3,900.00	\$ 3,900.00	1.00	\$ 3,900.00
3	Manufactured perimeter control device	L.F.	870	\$ 2.90	\$ 2,523.00	870.00	\$ 2,523.00
4	Park entrance tracking and protection measures	EA.	2.00	\$ 1,725.00	\$ 3,450.00	2.00	\$ 3,450.00
5	Cleaning and grubbing	L.S.	1.00	\$ 3,180.00	\$ 3,180.00	1.00	\$ 3,180.00
6	Remove existing boardwalk and footings	EA.	3.00	\$ 2,810.00	\$ 8,430.00	3.00	\$ 8,430.00
7	Remove existing pavement	S.Y.	60.00	\$ 12.00	\$ 720.00	142.00	\$ 1,704.00
8	Creek dewatering/ diversion system	EA.	3.00	\$ 500.00	\$ 1,500.00	3.00	\$ 1,500.00
9	Creek bed stripping and stockpiling	S.Y.	50.00	\$ 14.40	\$ 720.00	50.00	\$ 720.00
10	Storm sewer culvert, 48"x 76" HERCP CL III and flared end sections	L.F.	84.00	\$ 1,055.00	\$ 88,620.00	84.00	\$ 88,620.00
11	Construct multi-use path to subgrade	EA.	3.00	\$ 5,250.00	\$ 15,750.00	3.00	\$ 15,750.00
12	Excavation below subgrade (EBS), if required	C.Y.	25.00	\$ 40.00	\$ 1,000.00	30.00	\$ 1,200.00
13	Geotextile subgrade stabilization, if required	S.Y.	75.00	\$ 8.00	\$ 600.00	60.00	\$ 480.00
14	Excavation below subgrade (EBS) backfill, if required	TON	50.00	\$ 30.00	\$ 1,500.00	0.00	\$ -
15	Reclaimed asphaltic pavement base course	S.Y.	300.00	\$ 14.40	\$ 4,320.00	300.00	\$ 4,320.00
16	3-inch Asphaltic concrete surface course	TON	50.00	\$ 268.00	\$ 13,400.00	54.00	\$ 14,472.00
17	Place salvaged creek bed	S.Y.	50.00	\$ 57.60	\$ 2,880.00	50.00	\$ 2,880.00
18	Topsoil, sedge meadow/ emergent wetland seed and erosion mat	S.Y.	125.00	\$ 10.00	\$ 1,250.00	125.00	\$ 1,250.00
19	Topsoil, turf grass seed, fertilizer, and erosion mat	S.Y.	2,000.00	\$ 5.75	\$ 11,500.00	2,175.00	\$ 12,506.25
SUBTOTAL OF ORIGINAL CONTRACT ITEMS					\$ 178,243.00		\$ 179,885.25
ADDITIONAL ITEMS							
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
SUBTOTAL OF ADDITIONAL ITEMS							
GRAND TOTALS:					\$ 178,243.00		\$ 179,885.25

ORIGINAL CONTRACT AMOUNT	\$178,243.00
EXECUTED CHANGE ORDER(S)	\$0.00
CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	\$178,243.00
AMOUNT EARNED ON ORIGINAL CONTRACT ITEMS	\$179,885.25
AMOUNT EARNED ON OTHER ITEMS	\$0.00
TOTAL AMOUNT EARNED	\$179,885.25
TOTAL AMOUNT EARNED	\$179,885.25
LESS CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	(\$178,243.00)
CLOSE OUT CHANGE ORDER AMOUNT	\$1,642.25

Contractor's Application for Payment No. 2

Application Date: 6/2/2023		Application Period: December 24, 2022 to May 25, 2023	
To (Owner): Village of Mukwonago		Via (Engineer): Ruekert & Mielke, Inc.	
Contact: Ron Blitner	Scott Batchelor	Contact: Michael E. Michalski	
Project: Minor Park Pedestrian Culver Crossing	All-Ways Contractors, Inc.	Address: W233 N2080 Ridgeview Parkway	
	P. O. Box 798	Waukesha, WI 53188	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.:	12-10176.300

Change Order Summary

Approved Change Orders		Deductions	
Number	Additions	(Enter as Positive Number)	
1.	ORIGINAL CONTRACT PRICE		\$ 178,243.00
2.	Net change by Change Orders		\$ -
3.	CURRENT CONTRACT PRICE (Line 1 + Line 2)		\$ 178,243.00
4.	TOTAL COMPLETED TO DATE		
(Column L Total on Progress Estimates)			
5.	RETAINAGE:		\$ 179,885.25
a. 5% X \$89,121.50 Work Completed			
6.	RETAINAGE REDUCTION TO DATE (Enter as Positive Number) ..		\$ 4,456.08
7.	AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) ..		\$ 179,885.25
8.	LESS PREVIOUS PAYMENTS (Line 7 from Prior Application)		\$ 142,836.92
9.	AMOUNT DUE THIS APPLICATION		\$ 37,048.33
TOTALS			
NET CHANGE BY			
CHANGE ORDERS			

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge:

- (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;
- (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and
- (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 7-25-23

Payment of:	\$	\$37,048.33	(Line 9 or other - attach explanation of the other amount)
Recommended by:		2-Jun-23	(Date)
	(Engineer)	Michael E. Michalski	
Payment of:	\$		(Line 9 or other - attach explanation of the other amount)
Approved by:			(Owner)
			(Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No. 2

25-May-23

For (Project): Minor Park Pedestrian Culver Crossing										Application Date: 6/2/2023		
Application Period: December 24, 2022 to May 25, 2023										Owner's Contract No.: 12-10176.300 Engineer's Project No.:		
A	B	C	D	E	F	G	H	I	J	K	L	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	
1	Mobilization	L.S.	1.00	\$ 13,000.00	\$ 13,000.00	0.80	\$ 10,400.00	0.20	\$ 2,600.00	1.00	\$ 13,000.00	
2	Traffic control	L.S.	1.00	\$ 3,900.00	\$ 3,900.00	0.80	\$ 3,120.00	0.20	\$ 780.00	1.00	\$ 3,900.00	
3	Manufactured perimeter control device	L.F.	870.00	\$ 2.80	\$ 2,523.00	870.00	\$ 2,523.00		\$ -	870.00	\$ 2,523.00	
4	Park entrance tracking and protection measures	E.A.	2.00	\$ 1,725.00	\$ 3,450.00	2.00	\$ 3,450.00		\$ -	2.00	\$ 3,450.00	
5	Clearing and grubbing	L.S.	1.00	\$ 3,180.00	\$ 3,180.00	1.00	\$ 3,180.00		\$ -	1.00	\$ 3,180.00	
6	Remove existing boardwalk and footings	E.A.	3.00	\$ 2,810.00	\$ 8,430.00	3.00	\$ 8,430.00		\$ -	3.00	\$ 8,430.00	
7	Remove existing pavement	S.Y.	60.00	\$ 12.00	\$ 720.00	60.00	\$ 720.00	82.00	\$ 984.00	142.00	\$ 1,704.00	
8	Creek dewatering/ diversion system	E.A.	3.00	\$ 500.00	\$ 1,500.00	3.00	\$ 1,500.00		\$ -	3.00	\$ 1,500.00	
9	Creek bed stripping and stockpiling	S.Y.	50.00	\$ 14.40	\$ 720.00	50.00	\$ 720.00		\$ -	50.00	\$ 720.00	
10	Storm sewer culvert, 48"x 76" HERCP CL III and flared end	L.F.	84.00	\$ 1,055.00	\$ 88,620.00	84.00	\$ 88,620.00		\$ -	84.00	\$ 88,620.00	
11	Construct multi-use path to subgrade	E.A.	3.00	\$ 5,250.00	\$ 15,750.00	3.00	\$ 15,750.00		\$ -	3.00	\$ 15,750.00	
12	Excavation below subgrade (EBS), if required	C.Y.	25.00	\$40.00	\$ 1,000.00	30.00	\$ 1,200.00		\$ -	30.00	\$ 1,200.00	
13	Geotextile subgrade stabilization, if required	S.Y.	75.00	\$8.00	\$ 600.00	60.00	\$ 480.00		\$ -	60.00	\$ 480.00	
14	Excavation below subgrade (EBS) backfill, if required	TON	50.00	\$30.00	\$ 1,500.00		\$ -		\$ -		\$ -	
15	Reclaimed asphaltic pavement base course	S.Y.	300.00	\$14.40	\$ 4,320.00	300.00	\$ 4,320.00		\$ -	300.00	\$ 4,320.00	
16	3-inch Asphaltic concrete surface course	TON	50.00	\$268.00	\$ 13,400.00		\$ -	54.00	\$ 14,472.00	54.00	\$ 14,472.00	
17	Place salvaged creek bed	S.Y.	50.00	\$57.60	\$ 2,880.00	50.00	\$ 2,880.00		\$ -	50.00	\$ 2,880.00	
18	Topsoil, sedge meadow/ emergent wetland seed and erosion	S.Y.	125.00	\$10.00	\$ 1,250.00		\$ -	125.00	\$ 1,250.00	125.00	\$ 1,250.00	
19	Topsoil, turf grass seed, fertilizer, and erosion mat	S.Y.	2,000.00	\$5.75	\$ 11,500.00		\$ -	2,175.00	\$ 12,506.25	2,175.00	\$ 12,506.25	
TOTAL BID ITEMS 1-19					\$178,243.00		\$ 147,293.00		\$ 32,592.25		\$ 179,885.25	
ADDITIONAL ITEMS												
				\$ -			\$ -		\$ -		\$ -	
				\$ -			\$ -		\$ -		\$ -	
TOTAL ADDITIONAL ITEMS					\$ -		\$ -		\$ -		\$ -	
TOTAL ALL ITEMS					\$178,243.00		\$ 147,293.00		\$ 32,592.25		\$ 179,885.25	

CONSENT OF SURETY COMPANY TO FINAL PAYMENT

(SIMILAR TO AIA DOCUMENT G707)

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

Bond Number: NWI 2198

PROJECT: Minor Park Pedestrian Culvert Crossing
(name, address)

TO (Owner)

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

ARCHITECT'S PROJECT NO:

CONTRACT FOR: Construction

CONTRACT DATE: November 2, 2022

CONTRACTOR: All-Ways Contractors, Inc.
P.O. Box 798
Elm Grove, WI 53122

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the (here insert name and address of Surety Company)

Merchants National Bonding, Inc.
6700 Westown Parkway
West Des Moines, IA 50266-7754

, SURETY COMPANY,

on bond of (here insert name and address of Contractor)

All-Ways Contractors, Inc.
P.O. Box 798
Elm Grove, WI 53122

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that the final payment to the Contractor shall not relieve the Surety Company of any of its obligations to (here insert name and address of Owner)

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,

The Surety Company has hereunto set its hand this 26th day of July, 2023

Attest:

Kelly School

(Seal): Witness

Merchants National Bonding, Inc.

Surety Company

Signature of Authorized Representative

Jason A. Braatz, Attorney-in-Fact

Title



Note: This form is intended to be used as a companion document to the Contractor's Affidavit of Payment of Debts and Claims, Current Edition

MERCHANTS BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Chris Brehmer; Jason A Braatz; Linda A Pupp; Melissa Babiak; Randy L Brehmer; Terence R Geszvain

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 11th day of February, 2020.



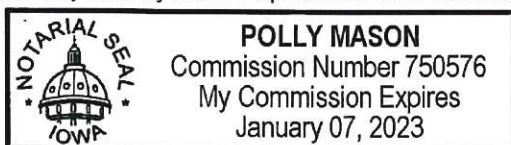
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 11th day of February, 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Polly Mason
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 26th day of July, 2023.



William Warner Jr.
Secretary

FINAL WAIVER OF LIEN

State of Wisconsin
 County of Waukesha
 TO WHOM IT MAY CONCERN:

For Owner: **Village of Mukwonago**
 to furnish **Labor and Materials, Through Pay App #2 & Final dated 6-2-23.**
 for the premises known **Minor Park Pedestrian Culvert Crossing.**

THE undersigned, for and in consideration of Full Amount the receipt whereof is hereby acknowledged, does hereby waive and release lien or claim of, or right to, lien, under the statutes of the State of Wisconsin relating to mechanics' lien with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus, or machinery furnished.

Given under our hand and seal this 27th day of July 2023

Signature: _____

Title _____

All-ways Contractors Inc

Company Name

PO Box 798 Elm Grove WI 53122

Address

FINAL WAIVER OF LIEN

State of Wisconsin
County of Waukesha
TO WHOM IT MAY CONCERN:

For Owner: **Village of Mukwonago**
Material Supplier : County Materials
to furnish: Materials

for the premises known **Minor Park Pedestrian Culvert Crossing.**

THE undersigned, for and in consideration of Full Amount the receipt whereof is hereby acknowledged, does hereby waive and release lien or claim of, or right to, lien, under the statutes of the State of Wisconsin relating to mechanics' lien with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus, or machinery furnished.

Given under our hand and seal this 27th day of July 2023

Signature: _____

Brian L. Abitz

Title Corporate Credit Manager

County Materials Corp

Company Name

205 North St

Address Marathon, WI 54448



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/07/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HNI Risk Services P.O. Box 510187 New Berlin WI 53151		CONTACT NAME: Amy Shaver PHONE (A/C, No, Ext): (262) 782-3940 FAX (A/C, No): (262) 782-4198 E-MAIL ADDRESS: ashaver@hni.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Integrity Insurance Company	
		NAIC # 14303	
INSURED All-Ways Contractors, Inc. PO Box 798 Elm Grove WI 53122		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 22/23 Certificate**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y	Y	CPP 2310053	02/19/2022	02/19/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	Y		CA 2310054	02/19/2022	02/19/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			CUP 2310101	02/19/2022	02/19/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N N	N / A	WCP 2310098	02/19/2022	02/19/2023	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Cyber Coverage			CPP 2310053	02/19/2022	02/19/2023	\$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Project - Minor Park Pedestrian Culvert Crossing, Village of Mukwonago, Waukesha/ Walworth Counties, Wisconsin. Village of Mukwonago, Ruekert & Mielke, Inc., each other, Owner and Engineer, and any individuals or entities identified in the Supplementary Conditions, respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of all are included as Additional Insureds on the General Liability (ongoing & completed ops) and Auto Liability on a primary & non-contributory basis. A waiver of subrogation applies in favor of the additional insureds on General Liability. Notice of Cancellation applies with respects to all line of coverages.

CERTIFICATE HOLDER**CANCELLATION**

Village of Mukwonago 440 River Crest Court Mukwonago WI 53149	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Updates Regarding the ACORD 25 Certificate of Insurance

HNI is committed to providing excellence in service delivery. It is our priority to respond promptly and appropriately to all requests for certificates of insurance.

In May 2010 ACORD released a new format of the certificate of insurance replacing any prior versions. Reference to the number of days notice of cancellation has been eliminated to more appropriately reflect actual policy language. Although the cancellation language on the certificate cannot be amended, notice of cancellation will be provided to the certificate holder if the policy is cancelled.

Our goal continues to be to meet the service needs of our clients and their business partners. If we can be of further assistance, please contact us at (262) 782 - 3940.

Connect With Us www.hni.com



Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

THIS ENDORSEMENT CHANGES THE POLICY.
PLEASE READ IT CAREFULLY.

With respect to the coverage provided by this endorsement, the provisions of the Business Auto Coverage Form apply unless modified by the endorsement.

SECTION II - COVERED AUTOS LIABILITY COVERAGE

A. Broad Form Insured

Paragraph A.1., **Who Is An Insured**, is amended to include as an insured:

- d. Any legally incorporated entity of which you own more than 50 percent of the voting stock during the period for which this endorsement is effective, if there is no similar insurance available to that organization. However:

- (1) The Named Insured does not include any organization:
- (a) that is a partnership or joint venture; or
 - (b) that is an insured under any other policy, or has exhausted its Limit of Insurance under any other policy.

Paragraph d.(1)(i) above does not apply to a policy written to apply specifically in excess of this policy.

- (2) Coverage for newly acquired or formed organizations is afforded only for 180 days from the date of acquisition or formation.
- (3) Coverage does not apply to "bodily injury" or "property damage" that results from an "accident" that occurred before you formed or acquired that organization.

e. Employees As Insureds - Non-ownership

Any employee of yours is an "insured":

- (1) While using a covered "auto" you don't own, hire or borrow in your business or personal affairs; or
- (2) While operating an "auto" hired or rented without a driver under contract or agreement in that "employee's" name, with your permission, while performing duties related to the conduct of your business.

f. Blanket Additional Insureds

Any person or organization whom you are required in a written contract or agreement to include as an additional "insured" with respect to your ownership, maintenance or use of a covered "auto". This provision only applies to written contracts or agreements that are signed prior to any "bodily injury" or "property damage" to which coverage applies.

Coverage under this provision (f.) shall be primary and non-contributory with respect to the person or organization included as an "insured" under this provision(f.), but only if the written contract or agreement requires coverage to be primary and non-contributory.

B. Increased Supplementary Payments

Paragraphs 2.a.(2) and (4) Supplementary Payments are replaced by the following:

- (2) Up to \$5,000 for the cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earning up to \$500 a day because of time off from work.

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Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

C. Amended Fellow Employee Exclusion

Exclusion 5., under Paragraph B., Exclusions, of SECTION II - COVERED AUTOS LIABILITY COVERAGE, does not apply if the "bodily injury" results from the use of a covered "auto" you own or hire.

The insurance provided under this provision is excess over any other collectible insurance.

SECTION III - PHYSICAL DAMAGE COVERAGE

The following coverages are added to Paragraph A. Coverage, of SECTION III - PHYSICAL DAMAGE COVERAGE:

5. Hired Auto Physical Damage Coverage (Other Than "Mobile Equipment")

If hired "autos" are covered "autos" for Liability Coverage, and if Comprehensive, Specified Causes of Loss, or Collision coverage are provided under the Business Auto Coverage Form for any "auto" you own, then the Physical Damage coverages provided are extended to "autos" you hire, subject to the following:

- a. The most we will pay for "loss" to any hired "auto" is the lesser of:
 - (1) \$75,000;
 - (2) Actual Cash Value; or
 - (3) Cost of Repair.
- b. For each hired "auto", our obligation to pay for "loss" will be reduced by the deductible. The deductible will be equal to the largest deductible applicable to any owned "auto" for that coverage. No deductible applies to "loss" caused by fire or lightning.
- c. The insurance provided under this coverage extension is primary over any other collectible insurance.
- d. Subject to the above limit, deductible and excess provisions, we will provide coverage

equal to the broadest coverage applicable to any covered "auto" you own.

- e. Subject to a maximum limit of \$500 per "accident", we will also cover loss of use of the hired "auto" if it results from an "accident", you are legally liable for, and the lessor incurs an actual financial loss.

6. Air Bag Coverage

We will pay up to a maximum of \$1,000 per occurrence to have air bags in your covered "auto" replaced for an incurred "loss" resulting from accidental deployment. Collision, Specified Causes of Loss, and Comprehensive deductibles do not apply to this coverage.

7. Additional Living Expense

We will pay up to \$25 a day, to a maximum of \$400 for additional living expenses, meaning food, lodging and telephone costs, incurred by you due to a covered "loss" caused by:

- a. Comprehensive only if the Declarations indicate that Comprehensive Coverage is provided for that "auto".
- b. Specified Causes of Loss only if the Declarations indicate that Specified Causes of Loss Coverage is provided for that auto.
- c. Collision only if the Declarations indicate that Collision Coverage is provided for that auto.

This coverage applies only in the event that the "loss":

- a. Disables a covered "auto"; and
- b. Occurs more than 100 miles from the insured address shown in the Declarations or the garaging address of your covered "auto", if it is different from the insured address.

We will pay the additional living expenses incurred until your covered "auto" is returned to use or we pay for its "loss".

Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

8. Locked Vehicle Coverage

We will pay to have your covered "auto" unlocked if your vehicle's keys are locked inside your covered "auto". Collision, Specified Causes of Loss, and Comprehensive deductibles do not apply to this coverage.

9. Rental Reimbursement Coverage

The following coverage is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, Paragraph A. Coverage:**

- a. This coverage applies only to a covered "auto" described in the policy.
- b. We will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of "loss" to a covered "auto". Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto". No deductible applies to this coverage.
- c. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, at a maximum of 30 days.
- d. Our payment is limited to the lesser of the following amounts:
 - (1) Necessary and actual expenses incurred.
 - (2) A maximum payment of \$60 per day.
- e. This coverage does not apply while there are spare or reserve "autos" available to you for your operations.
- f. If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the PHYSICAL DAMAGE COVERAGE Coverage Extension.

10. Loan Lease Gap Coverage

In the event of a total "loss" to a covered "auto" shown in the Schedule or Declarations we will pay any unpaid amount due on the lease or loan for a covered "auto", less:

- a. The amount paid under **SECTION III - PHYSICAL DAMAGE COVERAGE** of the policy; and
- b. Any:
 - (1) Overdue lease/loan payments at the time of the "loss";
 - (2) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
 - (3) Security deposits not returned by the lessor;
 - (4) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
 - (5) Carry-over balances from previous loans or leases.

The following changes have been made to **SECTION III - PHYSICAL DAMAGE COVERAGE:**

A. Towing and Labor

Paragraph A.2. Towing under **SECTION III - PHYSICAL DAMAGE COVERAGE**, is deleted and replaced by the following:

2. Towing and Labor

We will pay towing and labor costs incurred up to the limits shown below, each time a covered "auto" classified and rated as a private passenger type, "light truck" or "medium truck" is disabled:

Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

- a. For private passenger type vehicles or "light trucks" we will pay to up \$75 per disablement. "Light trucks" are trucks that have a gross vehicle weight (GVW) of 10,000 pounds or less.
- b. For "medium trucks" we will pay up to \$175 per disablement. "Medium trucks" are trucks that have a gross vehicle weight (GVW) of 10,001-20,000 pounds.

However, the labor must be performed at the place of disablement.

B. Physical Damage Increased Transportation Expense Coverage

Coverage for temporary transportation expense under **4. Coverage Extensions, a. Transportation Expenses**, is increased to \$50 per day, up to a maximum limit of \$1,000.

C. Glass Repair - Waiver of Deductible

The following is added to Paragraph **D. Deductible** of **SECTION III - PHYSICAL DAMAGE COVERAGE**:

No deductible applies to glass damage if the glass is repaired rather than replaced.

SECTION IV - BUSINESS AUTO CONDITIONS

A. Unintentional Failure to Disclose Hazards

Paragraph **B., General Conditions**, is amended by adding the following:

9. Unintentional Failure to Disclose Hazards

If you unintentionally fail to disclose any hazards or exposures existing as of the inception date of the Business Auto Coverage Form, the coverage afforded by this policy will not be prejudiced. However, you must report the undisclosed hazard or exposure as soon as practicable after its discovery, and we have the right to collect additional premium for same.

B. Waiver Of Transfer Of Rights Of Recovery Against Others To Us - Automatic Status Under An Insured Contract

Under **SECTION IV, BUSINESS AUTO CONDITIONS, A.5. Transfer Of Rights Of Recovery Against Others To Us** is amended by the addition of the following paragraphs:

- a. We waive any right of recovery we may have against any person or organization described in Paragraph **b.** below because of payments we make for "bodily injury" or "property damage" caused by an "accident" and resulting from the ownership, maintenance, or use of a covered "auto" in performance of work being performed under a contract with that person or organization.
- b. The waiver applies only to a person or organization with whom you have a written contract or agreement in which you are required to waive the rights of recovery under this policy, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

Integrity Mutual Insurance
P.O. Box 539
Appleton, Wisconsin 54912-0539

Endorsement

CG 38

Policy Number: CPP 2310053

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - COMPLETED OPERATIONS -
AUTOMATIC STATUS WHEN REQUIRED IN
CONSTRUCTION AGREEMENT WITH YOU**

THIS ENDORSEMENT CHANGES THE POLICY.
PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided
under the following:

**COMMERCIAL GENERAL LIABILITY
COVERAGE PART**

A. **Section II - Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are required by a written contract or agreement, executed by both parties prior to the date of loss, to add as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" performed for the additional insured and included in the "products-completed operations hazard". But such person or organization is not an additional insured under this policy for any works, claims, losses, damages, acts or omissions of any kind that are unrelated to "your work" for such entity.

B. With respect to the insurance afforded to these additional insureds, the following additional limitations and exclusions apply:

1. This insurance does not apply to any "bodily injury" or "property damage" resulting from any act or omission by, or willful misconduct of the additional insured, whether the sole or a contributing cause of the loss. Coverage afforded to the additional insured is limited solely to the additional insured's "vicarious liability" that is a specific and direct result of your conduct.

"Vicarious liability" is defined in this endorsement as liability that is imposed on the additional insured solely by virtue of its relationship with you, and not due to any act or omission of the additional insured.

2. The insurance afforded to such additional insured only applies to the extent permitted by law; and
3. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

C. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance Shown in the Declarations;

whichever is less.

D. If you have agreed in a written contract or agreement that this policy will be primary, and without right of contribution from any insurance issued to that additional insured, and the contract or agreement was executed prior to the "bodily injury" or "property

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**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - COMPLETED OPERATIONS -
AUTOMATIC STATUS WHEN REQUIRED IN
CONSTRUCTION AGREEMENT WITH YOU**

damage", then this insurance will be primary over, and we will not seek contribution from, such insurance. The primary and noncontributory provision applies only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" performed for the additional insured and included in the "products-completed operations hazard".

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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Contractors' Optimum Endorsement

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

BUILDING AND PERSONAL PROPERTY COVERAGE FORM
BUSINESS COMPUTER COVERAGE FORM
CAUSES OF LOSS - SPECIAL FORM
COMMERCIAL GENERAL LIABILITY COVERAGE FORM
COMMERCIAL CRIME COVERAGE FORM (LOSS SUSTAINED)

The following is a summary of the coverage modifications, extensions and additions provided in this endorsement. The limits, unless stated otherwise, and deductibles shown below apply at each designated location. If a limit is shown elsewhere in the policy for any of these coverages, then that limit applies in addition to the limits shown below. If a different deductible amount is shown in the policy for any of these coverages, then that deductible will be the applicable deductible.

A separate limit of \$500,000 applies on a **Per Loss Aggregate** basis to those coverages shown below that are designated **PLA**. This **Per Loss Aggregate** Limit applies separately at each location designated on the policy Declarations. At the time of loss, the first Named Insured may elect to apportion this **Per Loss Aggregate** Limit of Insurance to any one or any combination of those coverages, but under no circumstances will the aggregate apportionment be permitted to exceed \$500,000 at any one designated location. For complete details of the coverages provided, refer to the specific policy language.

BUILDING AND BUSINESS PERSONAL PROPERTY COVERAGES SUBJECT TO THE PER LOSS AGGREGATE

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
PLA	Property Deductible	Accounts Receivable	9
PLA	None	Claim Expense	10
PLA	Property Deductible	Computer	18
PLA	Property Deductible	Consequential Loss Assumption	15
PLA	Property Deductible	Fine Arts Not Held For Sale	15
PLA	None	Fire Department Service Charge	5
PLA	Property Deductible	Mobile Equipment On Premises	16
PLA	None	Recharge Of Fire Protection Equipment	9
10% of Loss Subject To PLA	None	Reward Payment	8
PLA	Property Deductible	Utility Services - Direct Damage	16
PLA	Property Deductible	Valuable Papers And Records (Other Than Electronic Data)	12

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**BUILDING AND BUSINESS PERSONAL PROPERTY COVERAGES SUBJECT TO A SPECIFIC LIMIT
OF INSURANCE**

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
\$50,000 Building	Property Deductible	Appurtenant Structures	17
\$5,000 BPP	Property Deductible	Appurtenant Structures	17
\$10,000	Property Deductible	Backup Of Sewer And Drains	11
\$10,000	Property Deductible	Business Personal Property Temporarily In Portable Storage Units	14
\$25,000	None	Computer Fraud	11
Included in BPP Limit	Property Deductible	Contents Of Fuel Storage Tanks	5
\$25,000 Per Occurrence; \$100,000 Annual Aggregate	Property Deductible	Contractual Penalties	11
\$10,000	Property Deductible	Deferred Payments	15
Included In Building Limit	Property Deductible	Fuel Storage Tanks	5
\$1,000	None	Lock And Key Replacement	11
\$10,000 In/Out	None	Money And Securities	9
\$1,000,000	Property Deductible	Newly Acquired Or Constructed Property - Building - 180 Days To Report	11
\$500,000	Property Deductible	Newly Acquired Or Constructed Property - Business Personal Property - 180 Days To Report	11
\$5,000	Property Deductible	Non-Owned Detached Trailers	13
Included	Property Deductible	Ordinance Or Law Contingent Liability	6
\$50,000	Property Deductible	Ordinance Or Law Demolition Cost	7
\$50,000	Property Deductible	Ordinance Or Law Increased Cost Of Construction	7
\$10,000	Property Deductible	Ornamental Display Gardens	17
\$10,000	Property Deductible	Ornamental Landscape Display	17
\$25,000	Property Deductible	Outdoor Growing Stock	17
\$25,000	Property Deductible	Outdoor Property	14

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LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
\$10,000	Property Deductible	Personal Effects And Property Of Others (Maximum Of \$1,000 Per Employee For Loss Or Damage By Theft)	12
\$25,000	Property Deductible	Pollutant Clean up	5
Included		Premises Redefined To 1,000 Feet	5
90 Days	None	Preservation Of Property	5
\$25,000	Property Deductible	Property In Transit	13
\$50,000	Property Deductible	Property Off-premises	13
\$25,000 per Salesperson			
25% Of BPP Subject To PLA	Property Deductible	Seasonal Increase	17
Included	Property Deductible	Selling Price Valuation Of Stock	18
\$25,000	Property Deductible	Signs Whether Attached To A Building Or Not	17

COMMERCIAL GENERAL LIABILITY COVERAGES

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
Included	None	Additional Insured - Lessor Of Leased Equipment	21
Included	None	Additional Insured - Managers Or Lessor Of Premises When Required In Written Lease	21
Included	None	Additional Insureds Required By Contract, Agreement Or Permit	19
Included	None	Additional Insured - State Or Political Subdivisions - Automatic Status When Required For Permits	21
Included	None	Aggregate Limit Per Project	23
Included	None	Blanket Primary And Noncontributory	22
\$2,500	None	Bonds	19
Included	None	Broad Form Named Insured	22
Included	None	Coverage For Injury To Leased Workers	26
Included	None	Duties In The Event Of Occurrence, Offense, Claim Or Suit - Redefined	24

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LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
\$500 per day	None	Earnings	19
\$10,000	None	Electronic Data Liability	26
Included	None	Incidental Medical Malpractice	25
\$300,000	None	Increased Limit For Damage To Premises Rented To You	22
Included	None	Liberalization Clause	25
\$1,500	\$100	Lost Key Coverage	25
\$10,000	None	Medical Payments	23
Included	None	Mobile Equipment Redefined To 1,000 Pounds	24
Included	None	Newly Formed Or Acquired Organizations-180 Days To Report	22
Included	None	Non-Owned Watercraft Redefined To 51 Feet	18
\$25,000	None	Property Damage To Borrowed Equipment	18
\$25,000	\$250	Property Of Others In The Care, Custody Or Control Of The Insured	18
Included	None	Unintentional Failure To Disclose Hazards	24
Included	None	Waiver Of Transfer Of Rights Of Recovery Against Others To Us	25

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The following changes apply to the BUILDING AND PERSONAL PROPERTY COVERAGE FORM.

I. The following amends specified provisions stated under **Section A. Coverage** :

1. Item 1. Covered Property a. Building (5)(b) is replaced with the following:

(b) Materials, equipment, supplies and temporary structures, on or within 1,000 feet of the described premises, used for making additions, alterations or repairs to the building or structure.

2. The following are added under item **a. Building as Covered Property** :

(6) Fuel tanks, including the piping, pumps and equipment connected to it, installed above or below ground.

3. The first paragraph of item **1. Covered Property b. Your Business Personal Property** is replaced with the following:

b. Your Business Personal Property

consists of the following property located in or on the building or structure described in the Declarations or in the open (or in a vehicle) within 1,000 feet of the building or structure or within 1,000 feet of the premises described in the Declarations, whichever distance is greater.

4. The following is added under item **b. Your Business Personal Property** :

(8) Contents of any fuel tanks, including the piping, pumps and equipment connected to it, installed above or below ground.

(9) Personal Property Of Others that is:

(a) In your care, custody or control; and

(b) located in or on the building or structure described in the Declarations or in the open (or in a

vehicle) within 1,000 feet of the building or structure or within 1,000 feet of the premises described in the Declarations, whichever distance is greater.

5. Item 1.c. Personal Property of Others is deleted.

II. The following amends specified provisions stated under **Section A. Coverage 4. Additional Coverages** :

1. Item b. Preservation of Property (2) is replaced with the following:

(2) Only if the loss or damage occurs within 90 days after the property is first moved.

2. Item c. Fire Department Service Charge is replaced with the following:

c. Fire Department Service Charge

When the fire department is called to save or protect Covered Property from a Covered Cause of Loss, we will pay up to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement for your liability for fire department service charges:

(1) Assumed by contract or agreement prior to loss; or

(2) Required by local ordinance.

No Deductible applies to this Additional Coverage.

3. The last paragraph of item **d. Pollutant Clean Up And Removal** is replaced with the following:

The most we will pay under this Additional Coverage for each described premises is \$25,000 for the sum of all covered expenses arising out of Covered Causes of Loss occurring during each separate 12 month period of this policy.

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4. Item **e. Increased Cost Of Construction** is replaced in its entirety with the following:

e. Ordinance Or Law

- (1) The coverages provided by this endorsement apply only if (1)(a) and (1)(b) are satisfied and they are then subject to the qualifications set forth in (1)(c).

- (a) The ordinance or law:

- (i) Regulates the demolition, construction or repair of buildings, or establishes zoning or land use requirements at the described premises; and

- (ii) is in force at the time of loss.

But coverage under this endorsement applies only in response to the minimum requirements of the ordinance or law. Losses and costs incurred in complying with recommended actions or standards that exceed actual requirements are not covered.

- (b)(i) The building sustains direct physical damage that is covered under this policy and as a result of damage you are required to comply with the ordinance or law; or

- (ii) The building sustains both direct physical damage that is covered under this policy and direct physical damage that is not covered under this policy, and as a result of the building damage in its entirety you are required to comply with the ordinance or law.

- (iii) But if the building sustains direct physical damage that is

not covered under this policy, and such damage is the subject of the ordinance or law, then there is no coverage under this endorsement even if the building has also sustained covered direct physical damage.

- (c) In the situation described in (1)(b)(ii) above, we will not pay the full amount of loss otherwise payable under the terms of the coverage provided by this endorsement. Instead, we will pay a proportion of such loss; meaning the proportion that the covered direct physical loss bears to the total direct physical damage.

However, if the covered direct physical damage, alone, would have resulted in a requirement to comply with the ordinance or law, then we will pay the full amount of loss otherwise payable under the terms of this endorsement.

- (2) We will not pay under this endorsement for:

- (a) Enforcement of or compliance with any ordinance or law which requires demolition, repair, replacement, reconstruction, remodeling or remediation of property due to contamination by "pollutants" or due to the presence of, growth, proliferation, spread or any activity of "fungus", wet or dry rot or bacteria; or

- (b) The costs associated with the enforcement of or compliance with any ordinance or law which requires any insured or others to test for, monitor, clean up, remove, contain, treat, detoxify or

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neutralize, or in any way respond to, or assess the effects of "pollutants", "fungus", wet or dry rot or bacteria.

(3) Coverage

- (a)** With respect to the building that has sustained covered direct physical damage, we will pay for the loss in value of the undamaged portion of the building as a consequence of or requirement to comply with an ordinance or law that requires the demolition of undamaged parts of the same building.

This **Additional Coverage** is included within the Limit of Insurance shown in the Declarations as applicable to the covered building. This does not increase the Limit of Insurance.

- (b)** With respect to the building that has sustained covered direct physical damage, we will pay the cost to demolish and clear the site of undamaged parts of the same building, as a consequence of a requirement to comply with an ordinance or law that requires demolition of such undamaged property.

The most we will pay for loss or damage under this **Additional Coverage, e.(3)(b)** is \$50,000 at each described premises. This is additional insurance.

- (c) (1)** With respect to the building that has sustained covered direct physical damage, we will pay the increased cost to:
- (i)** Repair or reconstruct damaged portions of that

building; and/or

- (ii)** Reconstruct or remodel undamaged portions of that building, whether or not demolition is required;

when the increased cost is a consequence of or requirement to comply with the minimum standards of the ordinance or law.

However:

- (i)** This additional coverage applies only if the restored or remodeled property is intended for similar occupancy as the current property, unless such occupancy is not permitted by zoning or land use ordinance or law.

- (ii)** We will not pay for the increased cost of construction if the building is not repaired, reconstructed or remodeled.

- (2)** When a building is damaged or destroyed and **e.(3)(c)(1)** applies to that building, coverage for the increased cost of construction also applies to repair or reconstruction of the following subject to the same conditions stated in **e.(3)(c)(1)**:

- (i)** The cost of excavations, grading, backfilling and filling;

- (ii)** Foundation of the building;

- (iii)** Pilings; and

- (iv)** Underground pipes, flues and drains.

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The items listed in (2)(i) through (2)(iv) above are deleted from Property Not Covered, but only with respect to the coverage described in this provision (c)(2).

We will not pay for the increased cost of construction:

- (i) Until the property is actually repaired or replaced, at the same or another premises; and
- (ii) Unless repairs or replacement are made as soon as reasonably possible after the loss or damage, not to exceed two years. We may extend this period in writing during the two years.

The most we will pay for loss or damage under this **Additional Coverage, e.(3)(c)** is \$50,000 at each described premises. This is additional insurance.

- (4) If the property is repaired or replaced at the same premises or you elect to rebuild at another premises, we will not pay more than:
 - (a) The amount you actually spend to demolish and clear the site at the described premises; and
 - (b) The increased cost to repair, rebuild or construct the property at the same premises.
- (5) If the ordinance or law requires relocation to another premises we will not pay more than:
 - (a) The amount you actually spend to demolish and clear the site at the described premises; and

- (b) The increased cost to rebuild or construct the property at the new premises.

- (6) Neither the Coinsurance Additional Condition nor a deductible applies to e.(3)(b) and e.(3)(c).
- (7) The terms of this Additional Coverage apply separately to each covered building.
- (8) Under this Additional Coverage we will not pay for costs due to an ordinance or law that:
 - (a) You were required to comply with before the loss, even when the building was damaged; and
 - (b) You failed to comply with.
- (9) This Additional Coverage is not subject to the terms of the Ordinance or Law Exclusion, or Valuation Conditions, to the extent that such exclusions or limitations would conflict with the provisions of this Additional Coverage.

- 5. The following Additional Coverages are added:

f. Arson, Theft And Vandalism Rewards

We will pay on behalf of the insured for information which leads to a conviction in connection with:

- (1) A fire loss covered under this policy caused by arson;
- (2) An actual or attempted theft of Money or other Covered Property; or
- (3) A vandalism loss to the described premises.

The limit for this Additional Coverage is the actual amount of the reward payment but not greater than 10% of the

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actual loss, subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

This is additional insurance. The Coinsurance Additional Condition and Deductible do not apply to this Additional Coverage.

g. Recharge Of Fire Protection Equipment

We will pay your cost to recharge or replace, whichever is less, your fire extinguishers or automatic fire protection equipment when they are discharged as a result of fighting a fire caused by a Covered Cause of Loss, on or within 1,000 feet of the described premises.

The limit for this Additional Coverage is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

No Deductible applies to this Additional Coverage.

h. Money And Securities

Refer to **Insuring Agreements 3. Inside The Premises-Theft Of Money And Securities** and **5. Outside The Premises of the COMMERCIAL CRIME COVERAGE FORM** attached to this policy for the applicable coverage.

The coverage provided is subject to the exclusions and provisions of the COMMERCIAL CRIME COVERAGE FORM.

The most we will pay for loss under this coverage is \$10,000 for **Insuring Agreement 3** and \$10,000 for **Insuring Agreement 5** or the limit of insurance for **Insuring Agreements 3 and 5** shown in the Declarations, whichever is higher.

i. Accounts Receivable

We will pay for expenses you incur due to direct physical loss or damage to your accounts receivable records caused by or resulting from a Covered Cause of Loss at a location described in the Declarations.

(1) The expenses we will pay include:

- (a) Amounts due from your customers that you are unable to collect because of direct physical loss or damage to your accounts receivable records;
- (b) Interest charges on any loan required to offset amounts you are unable to collect because of direct physical loss or damage to your accounts receivable records, pending our payment of these amounts;
- (c) Collection expenses in excess of your normal collection expenses that are made necessary because of direct physical loss or damage to your accounts receivable records; and
- (d) Other reasonable expenses that you incur to reestablish your records of accounts receivable.

(2) We will not pay expenses for loss or damage under this Additional Coverage caused by or resulting from any of the following:

- (a) Bookkeeping, accounting or billing errors or omissions;
- (b) Electrical or magnetic injury, disturbance or erasure of electronic "Data" or "Media" records, except as a result of direct physical loss caused by lightning;

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(c) Alteration, falsification, concealment or destruction of records of accounts receivable done to conceal the wrongful giving, taking or withholding of money, securities or other property; or

(d) Unauthorized instructions to transfer property to any person or any place.

(3) We will not pay expenses for loss or damage under this Additional Coverage for an audit of records or any inventory computation to prove its factual existence.

The limit for this Additional Coverage is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

The following loss conditions apply in addition to the Common Policy Conditions and the Commercial Property Conditions:

(1) If you cannot accurately establish the amount of accounts receivable outstanding as of the time of loss, the following method will be used:

(a) Determine the total of the average monthly amounts of accounts receivable for the 12 months immediately preceding the month in which the loss or damage occurred; and

(b) Adjust that total for any normal fluctuations in the amount of accounts receivable for the month in which the loss or damage occurred or for any demonstrated variance from the average for that month.

(2) The following will be deducted from the total amount of accounts

receivable, regardless of how that amount is established:

(a) The amount of the accounts for which there is no loss or damage;

(b) The amount of the accounts you are able to reestablish and collect;

(c) An amount to allow for probable bad debts that you are normally unable to collect; and

(d) All unearned interest and service charges.

Additional Definitions:

As used in this Additional Coverage i.:

"Data" means facts, concepts or instructions that are converted into a form usable in data processing operations. This includes computer programs.

"Media" means the materials on which "data" is recorded, such as magnetic tapes, discs, drums, paper tapes, cards and programs. This includes "data" stored on the "media".

j. Claim Expense

(1) In the event of covered loss or damage, we will pay for all reasonable expenses you incur at our request to assist us in:

(a) The investigation of a claim or suit; or

(b) The determination of the amount of loss, such as taking inventory.

(2) We will not pay for:

(a) Expenses to prove that the loss or damage is covered;

(b) Expenses incurred under **Section E. Loss Conditions 2. Appraisal**; or

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- (c) Expenses incurred for examinations under oath, even if required by us.

The limit for this Additional Coverage is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

k. Lock And Key Replacement

We will pay up to \$1,000 per occurrence for the cost to repair or replace the door locks and/or tumblers at the described premises due to theft of your door keys.

l. Contractual Penalties

We will pay for contractual penalties imposed by written contract between you and your customers. These penalties must:

- (1) Result from your failure to deliver your product on time according to contract terms;
- (2) Result from direct physical loss or damage to Covered Property by a Covered Cause of Loss; and
- (3) Have been paid by you to your customer.

The most we will pay under this coverage is \$25,000 per occurrence with a \$100,000 annual aggregate limit.

m. Water That Backs Up From A Sewer Or Drain

We will pay for direct physical loss of or damage to Covered Property caused by or resulting from:

- (1) Water that backs up from a sewer or drain; or
- (2) Water that enters into and overflows from within a:

- (a) Sump pump;
- (b) Sump pump well; or
- (c) Other type systems;

designed to remove subsurface water which is drained from the foundation area.

The most we will pay for loss or damage in any one occurrence is \$10,000 or the Limit of Insurance shown in the Schedule for **Water That Backs Up From A Sewer Or Drain** at each described premises.

n. Computer Fraud

Refer to **Insuring Agreement 6. Computer Fraud**, of the COMMERCIAL CRIME COVERAGE FORM, CR 00 21, attached to this policy for the applicable coverage. The coverage provided is subject to the exclusions and provisions of the COMMERCIAL CRIME COVERAGE FORM.

The most we will pay for loss under this coverage is \$25,000 for **Insuring Agreement 6** or the Limit of Insurance for **Insuring Agreement 6** shown in the Declarations, whichever is higher.

III. Section A. Coverage 5. Coverage Extensions is replaced in its entirety with the following:**5. Coverage Extensions**

Except as otherwise provided, the following Extensions apply to property located in or on the building described in the Declarations or in the open (or in a vehicle) within 1,000 feet of the described premises.

If a Coinsurance percentage of 80% or more, or a Value Reporting period symbol, is shown in the Declarations, you may extend the insurance provided by this Coverage Part as follows:

a. Newly Acquired Or Constructed Property

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- (1) You may extend the insurance that applies to Building to apply to:
- (a) Your new building while being built on the described premises; and
 - (b) Buildings you acquire at locations, other than the described premises, intended for:
 - (i) Similar use as the building described in the Declarations; or
 - (ii) Use as a warehouse.
- The most we will pay for loss or damage under this Extension is \$1,000,000 at each building.
- (2) You may extend the insurance that applies to Your Business Personal Property to apply to that property at any location you construct or acquire other than at fairs or exhibitions. The most we will pay for loss or damage under this Extension is \$500,000 at each building.
- (3) Insurance provided under this Coverage Extension for Newly Acquired Or Constructed Property will end when any of the following first occurs:
- (a) This policy expires;
 - (b) 180 days expire after you acquire or begin to construct the property; or
 - (c) You report values to us.
- We will charge you additional premium for values reported from the date construction begins or you acquire the property.

b. Personal Effects And Property Of Others

You may extend the insurance that applies to Your Business Personal Property to apply to:

- (1) Personal effects owned by you, your officers, your partners or members, your managers or your employees.
- (2) Personal Property of Others in your care, custody or control.

The most we will pay for loss or damage under this Extension is \$10,000 at each described premises, but not more than \$1,000 to any loss or damage by theft to tools owned by your employees necessary for the performance of their job responsibilities. Our payment for loss of or damage to personal property of others will only be for the account of the owner of the property.

c. Valuable Papers And Records (Other Than Electronic Data)

- (1) You may extend the insurance that applies to Your Business Personal Property to apply to the cost to replace or restore the lost information on valuable papers and records for which duplicates do not exist. But this Extension does not apply to valuable papers and records which exist as electronic data. Electronic data has the meaning described under Property Not Covered - Electronic Data.
- (2) If the Causes of Loss - Special Form applies, coverage under this Extension is limited to the "specified causes of loss" as defined in that form, and Collapse as set forth in that form.
- (3) The limit for this Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement. We will also pay

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for the cost of blank material for reproducing the records (whether or not duplicates exist), and (when there is a duplicate) for the cost of labor to transcribe or copy the records. The costs of blank material and labor are subject to the applicable Limit of Insurance on Your Business Personal Property and therefore coverage of such costs is not additional insurance.

d. Property Off-premises

You may extend the insurance provided by this Coverage Form to apply to your Covered Property that is temporarily at a location you do not own, lease or operate; in storage at a location you lease, provided the lease was executed after the beginning of the current policy term; or that is in the care, custody or control of your salespersons. This Extension applies only if loss or damage is caused by a Covered Cause of Loss.

This extension does not apply to Covered Property in or on a vehicle.

The most we will pay for loss or damage under this Extension is \$50,000 but not more than:

- (1) \$25,000 per salesperson; or
- (2) \$50,000 at any fair, trade show or exhibition.

e. Property In Transit

You may extend the insurance provided by this Coverage Form to apply to your Covered Property (including property that is in the care, custody or control of your salesperson) in transit in or on a motor vehicle you own, lease or operate while between points within the coverage territory and more than 1,000 feet from the described premises. Loss or

damage must be caused by or result from one of the following causes of loss:

- (1) Fire, lightning, explosion, windstorm or hail, riot or civil commotion, or vandalism.
- (2) Vehicle collision, upset or overturn. Collision means accidental contact of your vehicle with another vehicle or object. It does not mean your vehicle's contact with the road bed.
- (3) Theft of an entire bale, case or package by forced entry into a securely locked body or compartment of the vehicle. There must be visible marks of the forced entry.

The most we will pay for loss or damage under this Extension is \$25,000.

f. Non-Owned Detached Trailers

- (1) You may extend the insurance that applies to Your Business Personal Property to apply to loss or damage to trailers that you do not own, provided that:
 - (a) The trailer is used in your business;
 - (b) The trailer is in your care, custody or control at the premises described in the Declarations; and
 - (c) You have a contractual responsibility to pay for loss or damage to the trailer.
- (2) We will not pay for any loss or damage that occurs:
 - (a) While the trailer is attached to any motor vehicle or motorized conveyance, whether or not the motor vehicle is in motion.

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(b) During hitching or unhitching operations, or when a trailer becomes accidentally unhitched from a motor vehicle or a motorized conveyance.

(3) The most we will pay for loss or damage under this Extension is \$5,000, unless a higher limit is shown in the Declarations.

(4) This insurance is excess over the amount due (whether you can collect on it or not) from any other insurance covering such property.

**g. Business Personal Property
Temporarily In Portable Storage Units**

(1) You may extend the insurance that applies to Your Business Personal Property to apply to such property while temporarily stored in a portable storage unit (including a detached trailer) located within 1,000 feet of the building or structure described in the Declarations or within 1,000 feet of the premises described in the Declarations, whichever distance is greater.

(2) If the applicable Covered Causes of Loss form or endorsement contains a limitation or exclusion concerning loss or damage from sand, dust, sleet, snow, ice or rain to property in a structure, such limitation or exclusion also applies to property in a portable storage unit.

(3) Coverage under this Extension:

(a) Will end 90 days after the business personal property has been placed in the storage unit;

(b) Does not apply if the storage unit itself has been in a use at the described premises for more than

90 consecutive days, even if the business personal property has been stored there for 90 or fewer days as of the time of loss or damage.

(4) Under this Extension, the most we will pay for the total of all loss or damage to business personal property is \$10,000 (unless a higher limit is indicated in the Declarations for such Extension) regardless of the number of storage units. Such limit is part of, not in addition to, the applicable Limit of Insurance on Your Business Personal Property. Therefore, payment under this Extension will not increase the applicable Limit of Insurance on your Business Personal Property.

(5) This Extension does not apply to loss or damage otherwise covered under this Coverage Form or any endorsement to this Coverage Form or policy and does not apply to loss or damage to the storage unit itself.

h. Outdoor Property

You may extend the insurance provided by this Coverage Form to apply to your outdoor fences, radio and television antennas (including satellite dishes), trees, shrubs and plants (other than trees, shrubs or plants which are "stock" or are part of a vegetated roof) including debris removal expense, caused by or resulting from any of the following causes of loss:

- (1) Fire;
- (2) Lightning;
- (3) Explosion;
- (4) Riot or Civil Commotion; or
- (5) Aircraft.

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The most we will pay for loss or damage under this Extension is \$25,000, but not more than \$1,000 for any one tree, shrub or plant. This limit applies to any one occurrence, regardless of the types or number of items lost or damaged in that occurrence.

Subject to all aforementioned terms and limitations of coverage, this Coverage Extension includes the expense of removing from the described premises the debris of trees, shrubs and plants which are the property of others, except in the situation in which you are a tenant and such property is owned by the landlord of the described premises.

i. Fine Arts

You may extend the insurance provided by this Coverage Form to apply to Fine Arts owned by you or in your care, custody or control, that are not held for sale by you, at the premises in the Declarations.

As used in this Extension, Fine Arts means paintings, etchings, pictures, tapestries, art glass windows, and other bona fide works of art or rarity, historical value or artistic merit.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

In the event of a covered loss, payment for Fine Arts will be valued at the Market Value of the item(s) at the time of loss.

Coverage does not extend to Fine Arts at any fair, trade show or exhibition.

j. Consequential Loss

You may extend the insurance provided

by this Coverage Form to pay the reduction in value of the remaining parts of "stock" when the reduction is caused by direct physical loss or damage from a Covered Cause of Loss to other parts of "stock" at the described premises.

In the application of the Coinsurance Additional Condition, the value of "stock" at any location to which this Extension applies includes the additional value that it represents in "stock" at other locations.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

k. Deferred Payments

In the event of a loss under this Extension, coverage will be paid based on the value of the amount shown on your books as due from the buyer. In case of a partial loss and the buyer refuses to continue payment, forcing you to repossess, the amount of the loss will be determined as follows:

We will pay for expenses you incur due to your interest in Business Personal Property lost or damaged by a Covered Cause of Loss and sold by you under a conditional sale or trust agreement, or any installment or deferred payment plan after delivery to the buyer.

(1) If the realized value of the repossessed property is equal to or greater than the amount shown on your books as due from the buyer, we will make no payment.

(2) If the realized value of the repossessed property is less than the amount shown on your books as due from the buyer, we will pay the difference.

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(3) If a partial loss occurs and the buyer continues to pay you, there will be no loss payment made under this Extension.

The most we will pay under this Extension is \$10,000 for any one occurrence during the policy period.

1. Mobile Equipment On Premises

You may extend the insurance provided by this Coverage Form to apply to your mobile equipment such as forklifts, lawn mowers, tractors and similar vehicles, including equipment which you rent.

This Extension does not apply to vehicles which are licensed for use on public roads, or which are insured elsewhere.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

m. Utility Services - Direct Damage

You may extend the insurance provided by this Coverage Form to pay for loss or damage to Covered Property caused by an interruption in utility service to the described premises. The interruption in utility service must result from direct physical loss or damage by a Covered Cause of Loss to Utility Property. Utility Property includes water supply property, communication supply property and power supply property.

Exception:

Coverage under this endorsement for loss or damage to Covered Property does not apply to loss or damage to electronic data, including destruction or corruption of electronic data. The term electronic data has the meaning set forth in the Coverage Form to which this endorsement applies.

As used in this Extension, **Utility Services** means:

(1) **Water Supply Services**, meaning the following types of property supplying water to the described premises:

- (a) Pumping stations; and
- (b) Water mains.

(2) **Communication Supply Services**, meaning property supplying communication services, including telephone, radio, microwave or television services to the described premises, such as:

- (a) Communication transmission lines, including fiber optic transmission lines;
- (b) Coaxial cables; and
- (c) Microwave radio relays except satellites.

(3) **Power Supply Service**, meaning the following types of property supplying electricity, steam or gas to the described premises:

- (a) Utility generating plants;
- (b) Switching stations;
- (c) Substations;
- (d) Transformers; and
- (e) Transmission lines.

As used in this Extension the term transmission lines includes all lines which serve to transmit communication service or power, including lines which may be identified as distribution lines.

The Limit of Insurance for this Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement. Loss or damage to two or more Utility Properties arising out of the same occurrence will be considered one occurrence.

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n. Appurtenant Structures

You may extend the insurance that applies to Building to apply to your storage buildings, your garages and your other appurtenant structures, except outdoor fixtures, at the described premises. The most we will pay for Building loss or damage under this extension is \$50,000.

You may extend the insurance that applies to Business Personal Property to apply to such property in your storage buildings, your garages and your other appurtenant structures at the described premises.

The most we will pay for Business Personal Property under this Extension is \$5,000.

o. Ornamental Display Gardens

You may extend the insurance provided by this Coverage Form to apply to ornamental display gardens, used for display or promotional purposes, located at the described premises or within 1,000 feet of the personal residence of a landscape or nursery proprietor, partner, officer, or designated employee.

The most we will pay for loss or damage under this Extension is \$10,000.

p. Ornamental Landscape Displays

You may extend the insurance provided by this Coverage Form to apply to ornamental masonry or stone bridges, walks, patios, retaining walls or similar surfaces, or wooden landscaping bridges, gazeboes, storage sheds or similar structures, used for display or promotional purposes, located at the described premises or within 1,000 feet of the personal residence of a landscape or nursery proprietor, partner, officer, or

officer, or designated employee.

The most we will pay for loss or damage under this Extension is \$10,000.

q. Outdoor Growing Stock

You may extend the insurance provided by this Coverage Form to apply to growing stock. Growing stock means:

- (1) Seeds, seedlings, bulbs, cuttings, or cultivated plants or trees, from the time they are deposited in the ground, until removed from the ground; and
- (2) Outdoor trees, shrubs and plants held for sale that are contained in pots, flats, or other similar individual containers.

The most we will pay for loss or damage under this Extension is \$25,000.

IV. Section C. Limits Of Insurance is replaced in its entirety with the following:

C. Limits Of Insurance

1. The most we will pay for loss or damage in any one occurrence is the applicable Limit of Insurance shown in the Declarations.
2. The most we will pay for loss or damage to outdoor signs, whether or not the sign is attached to a building, is \$25,000 per sign in any one occurrence.
3. The Limit Of Insurance for Business Personal Property stated in the Declarations will automatically increase by 25% to provide for seasonal variations. This seasonal increase is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.
4. Except as otherwise specified, the limits applicable to Additional Coverages and to Coverage Extensions are in addition to the Limit Of Insurance.

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5. Payments under the following Additional Coverage will not increase the applicable Limit of Insurance:

a. Preservation of Property.

- V. The following amends specified provisions stated under **Section E. Loss Conditions** :

1. Item **7. Valuation** c. "Stock" is replaced with the following:

c. We will determine the value of "stock" you own in the event of loss or damage at:

(1) The selling price, as if no loss or damage occurred:

(2) Less discounts and expenses you otherwise would have had.

The following changes apply to the CAUSES OF LOSS - SPECIAL FORM.

- VI. Under **Section F. Additional Coverage Extension**, Item **1. Property In Transit** is deleted in its entirety.

The following changes apply to the BUSINESS COMPUTER COVERAGE FORM as specified.

- VII. We will pay for all risks of direct physical loss, subject to the exclusions and provisions contained in BUSINESS COMPUTER COVERAGE FORM IM 7203, which is attached to and made part of this policy.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

Coverage may be extended up to \$10,000 while the Covered Property is anywhere within the policy territory, and while in transit; however, this Extension does not increase the Limit of Insurance at each described premises.

The following changes apply to the COMMERCIAL GENERAL LIABILITY COVERAGE FORM as specified.

VIII. Non-Owned Watercraft

- A. Exclusion g. Item (2) of **SECTION I -**

COVERAGE A is replaced with the following:

(2) A watercraft you do not own that is:

(a) Less than 51 feet long; and

(b) Not being used to carry persons or property for a charge.

IX. Property Damage To Borrowed Equipment

- A. Exclusion j. item (4) of **SECTION I -**

COVERAGE A does not apply to "property damage" to borrowed equipment while that equipment is:

1. Not being used to perform operations; or

2. Being used to perform operations provided the insured is legally liable for damages to the borrowed equipment.

- B. The most we will pay for "property damage" to any one borrowed equipment item under this coverage is \$25,000 per occurrence.

- C. The insurance afforded by this provision **IX.** is excess over any valid and collectible property insurance available to the insured.

X. Property Of Others In The Care, Custody Or Control Of The Insured

Subject to the provisions of the **COMMERCIAL GENERAL LIABILITY COVERAGE FORM**, except as modified below, we will pay under **SECTION I - COVERAGES, COVERAGE A:**

"Loss" to real or personal property belonging to others, including all resulting loss of use of that property, while an insured is exercising physical control over that property for the purpose of alteration or repair, construction, maintenance, servicing, or cleaning, and such "loss" arises out of the business operations to which the **COMMERCIAL GENERAL LIABILITY COVERAGE FORM** of this policy applies.

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A. The following is added to SECTION I - COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions :

This insurance does not apply to "loss" to property:

1. Held by the insured for sale or entrusted to the insured for storage or safekeeping.
2. Owned or occupied by, rented or leased to, or loaned to any insured.
3. Included in the "products-completed operations hazard".
4. Arising from errors or mistakes in design, plans or specifications committed by or on behalf of the insured.

B. Limit Of Insurance

The most we will pay for "loss", including all resulting loss of use of that property, as a result of any one "occurrence" is \$25,000.

C. Deductible

1. We are not obligated to pay any "loss" until such "loss" exceeds \$250. We will then pay the amount of "loss" in excess of the Deductible, up to the applicable Limit Of Insurance. This Deductible amount applies to all "loss" to real or personal property belonging to others as the result of any one "occurrence".
2. We may pay any part or all of the Deductible amount to effect settlement of any claim or "suit" and, upon notification of the action taken, you shall promptly reimburse us for such part of the Deductible amount as has been paid by us.
3. The terms of this insurance, including those with respect to:

a. Our right and duty to defend any "suits" seeking those damages; and

b. Your duties in the event of an "occurrence", claim or "suit";

apply irrespective of the application of the Deductible amount.

D. Excess Insurance

This insurance is excess over any other collectible insurance available to the insured.

E. Additional Definition

The following is added to **SECTION V - DEFINITIONS :**

"Loss" means any unintentional damage or destruction, but does not include disappearance or abstraction.

XI. Supplementary Payments Increased Limits

Under **SUPPLEMENTARY PAYMENTS - COVERAGE A and B of SECTION I;**

A. Item 1.b. is replaced with the following:

b. Up to \$2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

B. Item 1.d. is replaced with the following:

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$500 a day because of time off from work.

XII. Additional Insured By Contract, Agreement Or Permit

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A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement, that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply:

1. Unless the written contract, agreement or permit has been issued prior to the "bodily injury", "property damage", or "personal and advertising injury";
2. To any person or organization included as an additional insured by an endorsement issued by us and made a part of this Coverage Form;
3. To "bodily injury" or "property damage" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

4. To any lessor of equipment:

- a. After the equipment lease expires; or
- b. If the "bodily injury", "property damage", or "personal and advertising injury" arises out of the sole negligence of the lessor.

5. To "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including, but not limited to:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- b. Supervisory, inspection, architectural or engineering activities.

6. To any:

- a. Owners or other interests from whom land has been leased.

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XIII. Additional Insured - Managers or Lessors of Premises When Required in Written Lease Agreement With You

A. SECTION II - WHO IS AN INSURED is amended to include as an insured when required within a written lease agreement any person or organization from whom you have leased premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you, subject to the following additional exclusion:

B. With respect to provision **XIII.**, insurance afforded to these additional insured's does not apply unless the written lease agreement has been executed prior to the "bodily injury", "property damage", or "personal and advertising injury".

C. This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises; or
2. The "bodily injury", "property damage", or "personal and advertising injury" that arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.

XIV. Additional Insured - State or Political Subdivisions - Automatic Status When Required For Permits

SECTION II - WHO IS AN INSURED is amended to include as an insured any state or political subdivision when required in order to obtain a permit, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage", or "personal and advertising injury" arising out of operations performed for the state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

XV. Additional Insured - Lessor Of Leased Equipment - Automatic Status When Required In Written Lease Agreement With You

A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured any person or organization from whom you lease equipment when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization. A person's or organization's status as an additional insured under this provision **XV.** ends when their contract or agreement with you for such leased equipment ends.

B. With respect to the insurance afforded to these additional insured's, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

C. With respect to provision **XV.**, insurance afforded to these additional insured's does not apply unless the written lease agreement has been executed prior to the "bodily injury", "property damage", or "personal and advertising injury".

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XVI. Blanket Primary and Noncontributory

A. SECTION IV-COMMERCIAL GENERAL LIABILITY CONDITIONS, 4. Other

Insurance is amended by the addition of the following:

c. Primary and Noncontributory

Insurance provided under this policy shall apply on a primary basis and shall not seek contribution from any other insurance available to an additional insured added to this policy by provisions **XII., XIII., XIV. and XV.**, subject to the following conditions:

1. A written contract between the Named Insured and the additional insured requires this insurance to be primary and noncontributory to other insurance available to the additional insured.
2. Primary and noncontributory coverage for the additional insured under this provision **XVI.** shall be provided subject to the same terms and conditions as the applicable insured provisions **XII., XIII., XIV. and XV.**

All other terms and conditions of this policy remain unchanged.

XVII. Broad Form Named Insured

SECTION II - WHO IS AN INSURED is amended to include as an insured any organization or subsidiary thereof which is a legally incorporated entity of which you own a financial interest of more than 50 percent of the voting stock on the effective date of this endorsement.

This provision **XVII.** does not apply to injury or damage with respect to which an insured under this policy is also an insured under

another policy or would be an insured under such policy but for its termination or upon exhaustion of its limits of insurance.

XVIII. Newly Formed Or Acquired Organizations

A. Item 4.a. of SECTION II - WHO IS AN INSURED is replaced with the following:

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

B. The following provision is added under item 4. of SECTION II - WHO IS AN INSURED :

Coverage A does not apply to "damage to your products" that occurred before you acquired or formed the organization.

XIX. Increased Damage To Premises Rented To You

A. Under SECTION 1 - COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions is amended as follows:

1. The fourth from the last paragraph of exclusion **j. Damage To Property** is replaced by the following:

Paragraphs (1), (3) and (4) of this exclusion do not apply to "property damage" (other than damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems) to premises, including the contents of such premises, rented to you for a period of 7 or fewer consecutive days. A separate limit of insurance applies to Damage To Premises Rented To You as described in **SECTION III - LIMITS OF INSURANCE** .

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2. The last paragraph of **2. Exclusions** is replaced by the following:

Exclusions **c.** through **n.** do not apply to damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems to premises while rented to you or temporarily occupied by you with the permission of the owner. A separate limit of insurance applies to Damage To Premises Rented To You as described in **SECTION III - LIMITS OF INSURANCE**.

- B. Item 6. of SECTION III - LIMITS OF INSURANCE** is replaced with the following:

6. Subject to **5.** above, unless a higher limit is shown in the Declarations under Damage To Premises Rented To You Limit, \$300,000 is the most we will pay under **Coverage A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems to premises, while rented to you or temporarily occupied by you with permission of the owner.

XX. Medical Payments Increased Limits

The Medical Expense Limit shown in the Declarations is increased to \$10,000.

XXI. Aggregate Limit Per Project

- A.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **COVERAGE A (SECTION I)**, and for all medical expenses caused by accidents under **COVERAGE C (SECTION I)**, which can be attributed only to ongoing operations at a single construction project:

1. A separate Construction Project General Aggregate Limit applies to each construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
2. The Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under **COVERAGE A**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under **COVERAGE C**, regardless of the number of:
 - a. Insureds;
 - b. Claims made or "suits" brought; or
 - c. Persons or organizations making claims or bringing "suits".
3. Any payments made under **COVERAGE A** for damages or under **COVERAGE C** for medical expenses shall reduce the Construction Project General Aggregate Limit for that construction project. Such payments shall not reduce any other Construction Project General Aggregate Limit for any other construction project.
4. The limits shown in the Declarations for Each Occurrence, Fire Damage and Medical Expenses continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Construction Project General Aggregate Limit.
- B.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **COVERAGE A (SECTION I)**, and for all medical expenses caused by accidents under **COVERAGE C (SECTION I)**, which cannot be attributed only to ongoing operations at a single construction project:

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1. Any payments made under **COVERAGE A.** for damages or under **COVERAGE C.** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products - Completed Operations Aggregate Limit, whichever is applicable; and
 2. Such payments shall not reduce any Construction Project General Aggregate Limit.
- C.** When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Construction Project General Aggregate Limit.
- D.** If the applicable construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.
- E.** The provisions of **Limits of Insurance (SECTION III)** not otherwise modified by this provision **XXI.** shall continue to apply as stipulated.

XXII. Duties In The Event Of Occurrence, Offense, Claim Or Suit - Redefined

- A.** The requirement in condition **2.a.** of **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS** that you must see to it that we are notified of an "occurrence" only applies when the "occurrence" or offense is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An officer of the corporation, if you are a corporation;
4. Your members and managers, if you are a limited liability company; or
5. Your insurance manager.

B. The requirement in condition **2.b.** of **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS** that you must see to it that we receive written notice of a claim or "suit" as soon as practicable will not be considered breached unless the breach occurs after such claim or "suit" is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An officer of the corporation, if you are a corporation;
4. A member or manager, if you are a limited liability company; or
5. Your insurance manager.

XXIII. Unintentional Failure To Disclose Hazards

Any unintentional error or omission in the description of, or failure to completely describe, any premises or operations intended to be covered by this Coverage Form will not invalidate or affect coverage for those premises or operations. However, you must report such error or omission to us as soon as practicable after its discovery.

XXIV. Mobile Equipment Redefined

Item **12.f.**, subparagraph **(1)** of **SECTION V - DEFINITIONS** does not apply to self-propelled vehicles of less than 1,000 pounds gross vehicle weight.

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XXV. Waiver Of Transfer Of Rights Of Recovery Against Others To Us When Required Within A Written Agreement With You

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 8. Transfer Of Rights Of Recovery Against Others To Us is amended by the addition of the following:

We waive any right of recovery we may have because of payments we make for injury or damage arising out of:

1. Your ongoing operations or "your work" done under a written contract with that person or organization and included in the "products-completed operations hazard"; or
2. The ownership, maintenance or use of that part of the premises leased to you.

The waiver applies only to a person or organization with whom you have a written contract or agreement in which you are required to waive the rights of recovery under this policy, but only to the extent that subrogation is waived prior to any injury or damage under a contract with that person or organization.

The insured must do nothing after a loss to impair our rights. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce those rights.

XXVI. Liberalization Clause

If we revise this Contractors' Optimum Endorsement to provide more coverage without additional premium charge, your policy will automatically provide the coverage as of the day the revision is effective in your state.

XXVII. Incidental Medical Malpractice

Paragraph 2.a.(1)(d) of **SECTION II-WHO IS AN INSURED**, does not apply to your "employees" who provide professional health care services on your behalf as duly licensed:

1. Nurses;
2. Emergency Medical Technicians; or
3. Paramedics

in the jurisdiction where an "occurrence" or offense to which this insurance applies takes place. This coverage does not apply if you are in the business or occupation of providing any such professional services.

XXVIII. Lost Key Coverage

A. Coverage for "bodily injury" and "property damage" liability with respect to the insured's operations is extended as follows:

1. We will pay those sums that you become legally obligated to pay as damages due to loss of keys by an insured in the course of your business. The keys must be loaned to the insured or in the care, custody or control of the insured.
2. The additional insurance provided by this endorsement does not apply to:
 - a. Misappropriation;
 - b. Secretion;
 - c. Conversion;
 - d. Infidelity; or
 - e. Any dishonest act on the part of the insured.
3. The additional insurance provided by this endorsement applies only to:
 - a. The actual cost of the keys;
 - b. Adjustment of locks to accept new keys; and
 - c. The cost of new locks, including the cost of their installation.

B. The most we will pay for loss or damage resulting from any one "occurrence" under this provision **XXVIII.** is \$1,500.

C. A deductible of \$100 applies to this coverage extension.

Integrity Mutual Insurance
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Endorsement

IL 20

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D. This coverage extension is subject to the following:

1. Exclusions **j.(3) and j.(4) of SECTION I COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY** do not apply to the loss of keys by an insured.
2. Subparagraph **2.a.(2) of SECTION II - WHO IS AN INSURED** does not apply to this additional insurance.

XXIX. Electronic Data Liability

A. The following paragraph is added to **SECTION III - LIMITS OF INSURANCE** :

8. Subject to **5.** above, the Loss of "Electronic Data" Limit of \$10,000 is the most we will pay under **COVERAGE A.** for "property damage" because of all loss of "electronic data" arising out of any one "occurrence".

B. The following definition is added to **SECTION V - DEFINITIONS** :

"Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software (including systems and applications software), hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

C. For the purpose of this coverage provided by this provision **XXIX.**, the definition of "Property Damage" in **SECTION V - DEFINITIONS** is replaced by the following:

17. "Property Damage" means:

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it;
- b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it; or
- c. Loss of "electronic data". Loss of "electronic data" means loss of, loss of use of, damage to, corruption of, inability to access, or inability to properly manipulate such data, resulting from physical injury to tangible property. All such loss of "electronic data" shall be deemed to occur at the time of the "occurrence" that caused it.

For the purposes of this insurance, "electronic data" is not tangible property.

XXX.Coverage For Injury To Leased Workers

A. With respect to the Employer's Liability exclusion (**SECTION I**) only, the definition of "employee" in **SECTION V - DEFINITIONS** is replaced by the following:

"Employee" does not include a "leased worker" or "temporary worker".

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Integrity Mutual Insurance
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Endorsement

CU 100

Policy Number: CUP 2310101

Additional Insureds
Primary and Noncontributory

This Endorsement Changes the Policy. Please Read it Carefully.

This endorsement modifies insurance provided under the following:

COMMERCIAL LIABILITY UMBRELLA
COVERAGE PART

Paragraph **a.** of **5. Other Insurance** of **Section IV - Conditions** is deleted and replaced by:

- a.** This insurance is excess over, and shall not contribute with any of the other insurance, whether primary, excess, contingent or on any other basis. This condition will not apply to either:
 - (1)** Other insurance that is specifically written as excess over this Coverage Part; or
 - (2)** Other insurance that is both:
 - (a)** Issued to a Named Insured that is an additional insured under this Coverage Part as described in paragraph 3. of **Section II - Who Is An Insured**; and

- (b)** Intended to be excess of this insurance and noncontributory with this insurance as agreed under a written contract or agreement you have made with such person or organization in item **(a)** above.

Such insurance as is described in items **(1)** and **(2)** above shall apply in excess of the Limits of Insurance of this Coverage Part and we will not seek contribution or indemnity from such insurance for damages to which this Coverage Part applies.

When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but will be entitled to the insured's rights against all those other insurers.

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