

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, May 1, 2024

Time: **5:30 pm**

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

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 Approve Minutes of the April 3, 2024 Committee of the Whole
[2024-04-03 DRAFT COW .docx](#)

5. Presentations

- 5.1 Presentation from Mukwonago Historical Society
- 5.2 Presentation from Cory Poris Plasch with [CP2 Consulting](#) on providing Comprehensive Strategic Planning for the Village Board of Trustees.
[VOM Comprehensive Strategic Planning - CP2](#)
[CP2 Flyer](#)
[McMinnaville Case Study](#)

6. Proclamations

- 6.1 A Proclamation honoring National Police Week as May 12-18, 2024 and May 15th as National Peace Officer Memorial Day.
[PROCLAMATION Police Week 2024.pdf](#)
- 6.2 A Proclamation honoring Professional Municipal Clerks Week May 5 - 11, 2024.
[PROCLAMATION Clerks Week 2024.pdf](#)

7. Finance Committee, Trustee Darlene Johnson

Discussion and action possible on the following items.

- 7.1 Monthly Treasury Report and Revenue/Expenditure Guideline Report For March (*For information purposes only, no action required*)
[2024-03 March Revenue & Expenditure.pdf](#)
[2024-03 March Treasury Report.pdf](#)
- 7.2 Discussion and possible recommendation the Village Board to approve Accounts Payable Vouchers in the amount of \$916,317.22.
[050124 VB AP Packet.pdf](#)
- 7.3 Discussion and possible recommendation to approve **Resolution 2024-26 A** Resolution designating Public Depositories
[RESOLUTION 2024-26 \(Designating Depositories\).docx](#)
- 7.4 Discussion and possible recommendation to approve **Resolution 2024-27 a** Resolution designating the official posting and notice publications.
[RESOLUTION 2024-27 \(Posting Publication and Newspaper designation\).docx](#)

8. Health and Recreation Committee, Trustee John Meiners

Discussion and action possible on the following items

- 8.1 Discussion and possible recommendation of special event permit for Memorial Day Parade May 27 2024 from Mukwonago Community American Legion Post #375, applicant.
[May-27-2024 Memorial Day Parade_Redacted.pdf](#)
- 8.2 Discussion and possible recommendation of Special Event Permit for Mukwonago Community Library, June 8,2024 at Washington Avenue Park. Library will be hosting its Summer Library Program Kick-Off from 10:00am to 1:00pm.
[MCL Special Event Permit Application](#)

9. Judicial Committee, Trustee Dale Porter

Discussion and action possible on the following items

- 9.1 Discussion and possible recommendation of Temporary Class "B"/"Class B" Retailer's License for Mukwonago Food Pantry, applicant serving Wine and Beer at Phantom Junction Stage Concerts on June 27, August 8th, August 22, and 24.
(*prior application was approved on 4-17-24 for Beer, applicant is adding wine sales and additional dates to application*)
[Temp B Wine Food Pantry.pdf](#)
- 9.2 Discussion and possible recommendation to approve a Temporary Class "B"/ "Class B" Retailers License for Rotary Club of Mukwonago to serve Beer and Wine at Phantom Junction Stage events June 1, July 3, August 2, and September 28, 2024.
[PJS Rotary Club Temp Class B Lic_Redacted.pdf](#)

10. Library Board of Trustees, Trustee Eric Brill

- 10.1 Library Director's Report for the month of April. *(for information only, no action required)*
[2024_March_Newsletter.pdf](#)
[The_Directors_Report_04_April_2024.pdf](#)

11. Personnel Committee, Trustee Ken Johnson

Discussion and action possible on the following items

- 11.1 Discussion and possible recommendation on the Village Administrator Position Description.
[RESOLUTION 2021-63 Village Admin Position Description](#)

12. Public Works Committee, Trustee Eric Brill

Discussion and action possible on the following items

- 12.1 Update on STH 83 *(For information only, No action required)*
- 12.2 Discussion and possible recommendation to approve **Resolution 2024-28** an Interim Financing Comfort Resolution for Wells 3 & 4 for HMO Treatment System and Supply System Water Main Revisions.
[AIRF_Interim Financing of Expenditures for SDWLP_Well 3 and 4.docx](#)
[RESOLUTION 2024-28 Well 3-4 HMO Financing](#)

13. Protective Services, Trustee Scott Reeves

Discussion and action possible on the following items

- 13.1 Discussion and possible recommendation to approve a Suburban Critical Incident Team Mutual Aid Agreement (SCIT) for the purpose of providing mutual aid for police Tactical Incidents between various communities.
[Agenda Cover Report 2024 SCIT MOU Changes](#)
[DRAFT 2023 SCIT MUTUAL AID AGREEMENT-9 Agencies](#)
[MUTUAL AID AGREEMENT w SCIT and Brookfield Fire Dept](#)
[MUTUAL AID AGREEMENT w SCIT and Lake Country](#)

14. Downtown Development Committee, Trustee Scott Reeves

- 14.1 Update from the Downtown Development Committee meeting of April 25, 2024

15. 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 St. James Parish.

16. 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

17. Adjournment

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

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, April 3, 2024

Time: **5:30 pm**

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

Call to Order Call to Order

Village Clerk Dykstra called the meeting to order at 5:30pm.

Roll Call

Board Members Present

Eric Brill
Dale Porter
Darlene Johnson
Ken Johnson
Scott Reeves

Also Present

Diana Dykstra, Village Clerk-Treasurer
Diana Doherty, Finance Director
Dan Streit, Police Chief
Chris DeMotto, Assistant Chief
Jerad Wegner, Village Engineer
Wayne Castle, Utilities Director
Ron Bittner, Public Works Director
Nathan Bayer, Attorney
Zac Cuomo, Fire Dept.

Excused: John Meiners and Fred Winchowky

Election of a President Pro Tem

K Johnson/Reeves motion to appoint Trustee Darlene Johnson as President Pro Tem.
Unanimously carried.

Comments from the Public

Dave Dubey W304S10308 Lakeview Town of Mukwonago serves as the Town Representative on Phantom Lakes Management District. He thanked the Board for the resolution last month approving the harvester storage, however it only approved the harvester and there were other items the Town wanted confirmation on their ability to utilize the property with a lease between PLMD and the Town of Mukwonago. There were roughly 12 conditions on the lease to review.

Joe Graczyk, Waterford serves as the current chair for PLMD and is present for a permit for the fireworks display.

Presentations

Electronic Recycling Presentation and Event Announcement

Blake Stevens was present to discuss his electronic recycling program he created to earn his Conservation Award. There will be the Free Electronic Recycling Event held at Public Works on April 27, 2024 from 8AM to 1PM for Village Residents.

Proclamations

President Winchowky had authorized the following Proclamations which were read into the record:

A Proclamation honoring the 2024 National Library Week.

A Proclamation honoring National Public Safety Telecommunicators Week

A Proclamation honoring Arbor Day in the Village of Mukwonago for April 26, 2024

Approval of Minutes

Committee of the Whole Meeting Minutes of March 6, 2024.

K Johnson/Brill motion to approve. Unanimously carried.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report for February

(For information purposes only, no action required)

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$491,270.66.

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

Update on the 2024 Exterior Revaluation process.

Clerk Dykstra provided an update on the revaluation process. The Assessor should be completed mid April and will be sending notices for those who have a value change. Board of Review will more than likely take place in June.

Update and discussion on Resolution 2024 -20 use of 2023 Settlement Amounts for the Fire Department. (Town of Mukwonago did not approve.)

It was noted the Town of Mukwonago did not approve this use of extra funds at settlement. The motion was contingent upon the Town approval. Finance Director Doherty noted she will be back in a few weeks with a new resolution.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation on a Special Event application for Croatian Festival at Field Park on July 13, 2024, 11 am to 8 pm; Carol Movrich Gedde, applicant. Application also includes payment for Pavilion A for set-up. (all fees have been paid.)

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

Discussion and possible recommendation for a Special Event Permit application for Phantom Lake Management District to use Phantom Glen Park for fireworks display on July 3, 2024 in conjunction with Phantom Junction Stage Concert, and waiver of Park fees for this event, contingent upon Fire Department Approval.

D Johnson/Reeves motion to recommend approval. It was noted Fire Department, Police Department, and Public Works have all approved. Unanimously carried.

Discussion and possible recommendation to approve a Special Event Permit application for National Night Out at Field Park on August 6, 2024 from 6:00 pm to 8:30 pm.

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

Discussion and possible recommendation on a Special Event application for the 2024 Maxwell Street Days at Field Park on June 8, 9, July 20, 21, August 17, 18, and September 14, 15.

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

Discussion and possible recommendation to approve a Special Event permit for St James Festival on August 23, 24, 25, 2024.

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

Judicial Committee, Trustee Dale Porter

Discussion and possible recommendation to approve a Temporary Class "B"/"Class B" Retailer's License for Croatian Fest at Field Park on July 13, 2024, Carol Movrich Gedde, applicant.

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

Discussion and possible recommendation to approve a Temporary Class "B"/"Class B" Retailer's License for American Legion Post #375, applicant; for 2024 Maxwell Street Days at Field Park on June 8, 9, July 20, 21, August 17, 18, and September 14, 15.

Porter/Reeves motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve Temporary Class "B"/"Class B" Retailer's License for the Mukwonago Food Pantry to serve beverages at the Phantom Junction Stage concerts on June 13, June 27, and August 13, 2024.

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

Discussion and possible recommendation to approve Temporary Class "B"/"Class B" Retailer's License for St James Festival on August 23, 24, 25, 2024.

Porter/Reeves motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve a Temporary Class "B"/"Class B" Retailer's License for St James Congregation, 830 E Veterans Way, for the St James the Less Academy Gala on May 11, 2024.

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

Discussion and possible recommendation on a "Class A" /Class "A" Combination Intoxicating Liquor and Fermented Malt Beverage License Application for Andy Liquor Store at 411 Main Street, Mukwonago, Amandeep Singh Agent (*Application is due to an ownership change only*)

Porter/Reeves motion to recommend approval. Unanimously carried.

Library Board of Trustees, Trustee Eric Brill

Library Board Report for the Month of March

Trustee Brill presented the monthly newsletter and director's report for the Board.

Personnel Committee, Trustee Ken Johnson

Update on the position of Village Administrator.

Trustee K Johnson noted that the Village Board held some intern Strategic Planning with Abby Armour from the Library and are using the month of April to review the job description, with

collaboration from Department Heads. This item will return to the agenda next month, however they wish to take their time and make the right decisions.

Public Works Committee, Trustee Eric Brill

Discussion and possible recommendation to approve Resolution 2024-19 a Resolution to support the "No Mow May" initiative.

Brill/Reeves motion to recommend approval. It was noted there was positive feedback last year and no issues reported. Unanimously carried.

Discussion and possible recommendation to approve Resolution 2024-23 a Resolution to approve a Mukwonago Urban Area Adjusted Urban Area Boundary as required by the WDOT.

Brill/Porter motion to recommend approval. Unanimously carried.

Discussion and possible recommendation to approve Resolution 2024-22 A Resolution Authorizing the Installation of Intelligent Transportation Systems for the Village of Mukwonago.

Brill/K. Johnson motion to recommend approval. It was noted this is the first portion of the Fiber project where the Village will take advantage of pre-negotiated prices on a State Publicly Bid Project. The Village staff have met and determined the best route of the first phase to get the project started. This is funded with ARPA funds that were set aside. Unanimously carried.

Discussion and possible recommendation to approve a Release of Development Agreement for Chapman Trust Tax Keys MUKV1962-996-008 and MUKV1962-996-009.

Brill/K. Johnson motion to recommend approval. Attorney Bayer noted this is for release of a development agreement which has been satisfied. No further obligation remains. Unanimously carried.

Discussion and Direction on the Holz Parkway Street Lighting Project.

The project was discussed and noted the quotes came in higher than expected.

Trustee Porter noted he would like to put a hold on this to address finances, noting it seems more of a want not a need.

Trustee K. Johnson noted this has been a need for street lighting on this highly traveled area. He would like to see this move forward and suggested portions be completed.

Trustee Brill noted he is seeking ideas.

Trustee D. Johnson noted she would like to see this added next year then as she feels it is a potential need.

Trustee Reeves noted this area is very dark and suggests sections be completed.

DPW Director Bittner provided alternative options for portions of this project to be completed. It was noted there may be more funds available after the Two Rivers Subdivision project and suggested the Village hold off until June or July to determine which direction to take. No action was taken.

Discussion and possible recommendation to approve the award of the Indianhead Park Pathway Lighting Bid to Pieper Electric, Inc in the amount of \$92,000.

Brill/Reeves motion to recommend approval. It was noted this is a budgeted item in the Capital Improvement Program. Unanimously carried.

Discussion and possible recommendation to support the conditions of the Wahl Avenue Property Lease agreement with the Town of Mukwonago and PLMD allowing PLMD to erect a security fence to reduce vandalism, temporary storage shed to contain small

tools necessary to maintain harvesting equipment, and a temporary Port-a-Potty rented by PLMD for use from the harvesting crew

(Use and storage was previously approved by the Village Board on February 21, 2024 in Resolution 2024-10)

Building Inspector Rutenbeck noted the property is zoned R2 and there is no principle structure. He suggested an alternative to the storage shed which was smaller and moveable. No issue with a trailer, porta potty, however the fence on the entire property will be difficult. The property is all street yard and would have to be a 24 foot linear fee ornamental fence or he suggested an alternative of a swing gate or they will be required to rezone the property. Dave Dubey appeared to note they can work without a fence this year and have more signage. They suggested removal of fencing and making it a lockbox instead of shed. Brill/K. Johnson motion to approve with the changes of elimination of #5, modification of storage shed, and allowance of portable restroom. Unanimously carried.

Update on STH 83 (For information only, No action required)

Trustee Eric Brill noted this will be a monthly item on the agenda. It provides an opportunity to discuss some of the items that have not previously been communicated. He is working on a spreadsheet tracking items. They are broken down by amenities and infrastructure types. He will be presenting updates monthly.

Trustee Porter congratulated Trustee Darlene Johnson and Eric Brill and thanked David Boebel for running.

Adjournment

Reeves/Porter motion to adjourn at 7:04pm. Unanimously carried.

Respectfully submitted,

Diana Dykstra, MMC
Village Clerk-Treasurer

Village of Mukwonago WI.

Proposal for Comprehensive
Strategic Planning Services



April 2024

Prepared by: CP² Consulting



April 16, 2024

Diana Dykstra, Interim Administrator
Village of Mukwonago, WI.
440 River Crest Ct.
Mukwonago, WI. 53149

RE: Comprehensive Strategic Plan Services Proposal

Dear Diana,

CP² Consulting is pleased to submit our proposal to assist the community and Village Board with strategic planning services. The following approach/framework specifically addresses the organization's desired outcomes as we understand them. The following proposal outlines how CP² Consulting can address the following needs:

- Facilitate the development of the organization's mission, vision, and values to set organizational priorities and the Village's overall strategic direction;
- Conduct internal and external stakeholder engagement activities via varied methods such as focus groups, online surveys, and interviews;
- Facilitate a strategic planning workshop with the Village's elected officials and senior leadership to develop organizational goals that can be monitored;
- Facilitate an implementation strategy to deliver progress reports on organizational goals and initiatives;
- Provide a final summary report of the strategic planning process and outcomes for use by the Village Board, staff, and broader community.

As the attached proposal reflects, we have considerable experience facilitating strategic planning and stakeholder engagement processes like the one envisioned for Village of Mukwonago. CP² Consulting specializes in serving public sector clients. Cory Poris Plasch will be the lead consultant for this project, and her career has been focused on roles either in local government or those serving local government, including as the former Executive Director of the Wisconsin City County Management Association. She started her career as a 911 dispatcher and has served in a variety of roles, including in the city manager's office, in several communities. Her Master of Public Administration (MPA) degree includes a specialization in public leadership and strategic management, and she has a certification in Strategic Management Performance Systems through the George Washington University Center for Excellence in Public Leadership. The CP² Consulting team has a long-standing commitment to strategic thinking, cultivating leadership, transparent practices, and measurable results.

Thank you for the opportunity to provide these services to the Village of Mukwonago.

Sincerely,



Cory Poris Plasch, CEO
CP² Consulting, Inc.

Project Approach

Strategic planning, at its core, is establishing a clear direction forward for the organization in alignment with its mission and core values.

The CP² Consulting strategic planning methodology is based upon leading practices in strategic planning, refined and continually updated based upon industry trends and knowledge gained through client engagements. Organizational culture is a key component in meeting strategic goals, and we employ and promote strategies to create a Learning Culture, where growth, curiosity and authenticity prevail. Our methodology is comprehensive and thorough, while remaining flexible enough to meet the specific needs of our clients.

In the following proposal, CP² Consulting recommends a multi-phased, participative format to engage Village leadership and staff to shape the desired future direction of the Village.

Phase 1: Project Launch

This phase involves project start-up activities, including:

1. Project review meetings with key Village project staff to confirm the scope of work and expected outcomes;
2. Provide an overview of the strategic planning process;
3. Review history and current fit of mission, vision and values of the organization and determine the need for any adjustments;
4. Identify and confirm internal stakeholder involvement and the overall environmental scanning process elements; and,
5. Discuss current organizational culture.

The purpose of this phase is to confirm the overall project scope and intended outcomes and make any necessary refinement to the project plan and budget.

Phase 2: Stakeholder Engagement

Stakeholder engagement is a key component of the strategic planning effort as it allows you to understand your organization from a variety of perspectives. This effort seeks to understand community needs and expectations as well as the needs and expectations of internal stakeholders, who have an “insider view” of the organization.

- Internal stakeholders—refers to individuals or groups who are within the organization by virtue of being elected to or employed/appointed by the organization. This includes employees or groups at all levels, the governing Board, Committees, and Commissions. Internal stakeholders are essential to successful implementation of the strategic plan and their input should be considered and incorporated into the strategic planning process.
- External stakeholders—refers to individuals or groups who are outside the organization but are affected by the actions of the organization and the quality of life in the community. These include, but are not limited to, businesses, neighborhoods, residents of all ages, historically marginalized populations, special interest groups, educational facilities including K-12 schools and higher education, and other taxing jurisdictions.

There are several avenues for collecting stakeholder data proposed for this project, including:

- Invitational Focus groups. These groups are facilitated by the consulting team with groups identified and invited by the client. The sessions run approximately 90 minutes and consist of 8 to 12

individuals from each of the selected stakeholder groups. Groups can be either internal or external stakeholders. *For this project, six focus groups are recommended, with at least one consisting of village staff and other groups consisting of additional key stakeholders.*

- **Online survey of stakeholders.** These surveys can be targeted to internal or external stakeholder groups, a subsection of internal or external stakeholder groups, and/or the entire community. A semi-custom survey is developed collaboratively between the Administrator and/or other key staff and the consultant. The survey is administered by the consultant and the raw data is owned by the consultant but upon request will be anonymized and shared with the client. *For this project, external stakeholder (community) survey and internal (staff and commission/committee member) surveys are recommended.*
- **Interviews.** Interviews with members of the governing Board will be conducted to introduce the consultant(s) and acquire the perspective of the elected officials regarding the current environment, challenges, and issues.

All stakeholder engagement activities include:

1. Discussion and finalization of methods to be used (e.g., focus groups – number and types, type of survey, etc.).
2. Facilitation of the process with selected approaches.
3. Summarization and presentation of thematic results derived from the raw data.

It is the responsibility of the Village to secure any facilities or meeting rooms as well as coordinate invites needed for stakeholder engagement. The Village will coordinate with CP² Consulting for room arrangements/set-up, participant list, and refreshments for all workshops and project sessions. The Village should check with its legal counsel to make sure all meeting postings are consistent with any open meetings act procedures. The Village is responsible for reviewing and securing facilities including technology or equipment, supplies and/or other ancillary logistical items, as well as refreshments and any associated costs.

Phase 3: Understanding the Operating Environment

The introductory step in the strategic planning process is to understand the operating environment. This is accomplished in three ways: (1) an Environmental Scan; (2) an Organizational Profile; and (3) a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis.

➤ **Conduct Environmental Scan**

An environmental scan is a thoughtful analysis and evaluation of the strategic environment facing the organization. Environmental factors affecting the organization's operative environment should be reviewed, including financial and economic conditions, demographics, political and intergovernmental relations, citizen and stakeholder issues, technology changes, environmental sustainability, and the regulatory environment.

➤ **Develop Organizational Profile**

An organizational profile is a snapshot of your organization, the key influences on how it operates and the key challenges it faces. It is prepared by staff with guidance from the consultant. Specifics regarding governance, organizational structure, work processes, staff capacity and capabilities, and the strategic environment are included.

➤ SWOT Analysis

A SWOT questionnaire is administered in advance of the strategic planning retreat to all strategic planning participants. This provides a leadership perspective on the current internal and external environments. The SWOT is administered by the consultant to ensure anonymity; candor by participants is encouraged to uncover and understand strategic issues. The data generated is used at the strategic planning retreat.

Phase 4: Strategic Planning Workshops

Strategic Planning Session #1- Review Stakeholder Feedback, Environmental Scan, and Organizational Profile

This session includes the governing Board and leadership team and is dedicated to reviewing the results of the internal and external stakeholder feedback, the environmental scan, financial analysis, and the organizational profile. The consultants will present focus group and survey results (if applicable); the staff will present the organizational profile and environmental scan. The session concludes with a facilitated discussion amongst the governing Board regarding issues raised. (This session is typically one hour or less in length and can be combined with a regularly scheduled Board meeting or work session)

Strategic Planning Session #2 – Facilitate Strategic Discussion, Mission, and Vision Review, and Strategic Goal Development

This session includes the governing Board and leadership team and focuses on reviewing or confirming organizational purpose, examining the operating environment, and establishing strategic goals. The impact of organizational culture will be discussed via a facilitated conversation. The current mission, vision, and values will be reviewed and updated as appropriate. A facilitated process is held to generate a list of organizational challenges and a resulting set of strategic goals. The group's effort will be informed by the results of the information generated by the scan, profile, and results of the SWOT questionnaire. (This session is typically 3-4 hours and is the morning session of a one-day retreat, combined with Session #3)

Strategic Planning Session #3 –Establish Outcomes, Key Indicators, Targets

This session includes the government Board and leadership team and is dedicated to defining a set of outcomes, key performance indicators, and targets to measure progress towards the strategic goals established in Session #2. Measures are established with the priority of establishing clear alignment between all measures, resulting in buy-in through all levels of the organization. (This session is typically 3-4 hours and is the afternoon session of a one-day retreat, combined with Session #2)

Phase 5: Implementation Strategy and Plan

Achieving strategic goals can be a daunting challenge unless deadlines and accountability measures are put into place. As a result, CP² Consulting in collaboration with the Village will focus on building buy-in throughout the organization. CP² Consulting will also work to develop an implementation strategy that clearly demonstrates how employees throughout the organization play a role in breathing life into the strategic goals and overall strategic plan that is intended to guide the community forward over the next 3-5 years.

CP² Consulting will work with the Village to assemble an Implementation Team, representing staff from multiple levels and job functions throughout the organization. The Implementation Plan development process aligns efforts to ensure that every department works together in a complementary fashion as they achieve measurable progress towards common goals. We will discuss resources for tracking progress using systems ranging from spreadsheets to software, depending on your organizational preference.

Strategic Plan Implementation Session #1—Develop Strategic Initiatives/Project Plans

This session is conducted with the Implementation Team and focuses on cascading the strategic plan throughout the organization through the development of initiatives and project plans. Project plans will be developed to include milestones to measure progress on initiatives, providing accountability. Options to manage the Strategic Plan progress, including internal tracking or using external software, will be determined with the leadership team. A Strategic Plan Final Report that includes an Executive Summary will be submitted to the Administrator once Initiatives are established.

Strategic Plan Implementation Session #2- Project Plan refinement and integration

This session is conducted with the Implementation Team and focuses on further cascading of the strategic plan throughout the organization to achieve integration of effort across service areas. It includes development of the first year's workplan, including deadlines and task responsibilities. Development of a Learning Culture will be introduced via a facilitated conversation and key elements incorporated in the Implementation Plan. Best practices for a Communication Plan to roll out both the Strategic Plan and the Implementation Plan to the full organization will be discussed.

Quarterly Check-ins

Three sessions are conducted remotely with the Implementation Team to discuss progress on strategic goals and building of organizational culture. The sessions are generally 30-60 minutes, conducted remotely via Zoom with the Implementation Team and focus on sharing successes and finding solutions for obstacles. Progress on both Strategic Plan Implementation and the development of a Learning Culture will be discussed.

Project Timeline

The strategic planning meeting activities and workshops will be held on dates that are mutually convenient for both the Village's participants and CP² Consulting. The completion date will be dependent on the timing and sequence of the various planning components and leadership workshops. The following is a sample timeline for the recommended multi-phased approach:

Sample Project Plan

STEP	POTENTIAL DATES*	ACTIVITIES
Project Initiation	May 20 th	Project planning, Kick-off senior management session

STEP	POTENTIAL DATES*	ACTIVITIES
Development of Environmental Scan, Organizational Profile	May 24 th – June 25 th	Environmental Scan, Organizational Profile
Stakeholder Engagement	May 24 th – June 25 th	Environmental Scan, Financial Review, Stakeholder Engagement
Data review, preparation	June 25 th – July 1 st	Synthesis of stakeholder data
Strategic Planning Session #1-	July 9 th	Review Stakeholder Feedback, Environmental Scan, Organizational Profile
Strategic Planning Sessions #2 and #3**	July 20 th	Strategic planning sessions including review and updating of mission, vision, and values as appropriate
Strategy Implementation Session #1	July 30 th	Management & staff session Initiatives, action plans, performance management
Summary Report including Executive Summary	August 13 th	Report submitted for client review
Strategy Implementation Session #2	August 13 th	Project Plan, first year Workplan
Quarterly Check-Ins	November, February, May	Consultant-client review, strategy session

**Dates to be confirmed after initial project meeting between the Village project staff and CP² Consulting*

***Option to have one full day or two half days*

Consultant Information

Company Information

CP² Consulting is a strategic planning and organizational development company that works with local governments to create and implement strategic plans that achieve measurable outcomes. Our company provides data-based solutions that enable organizations to actively engage stakeholders, define future outcomes with significant impact and implement result-oriented strategies to meet those goals. We incorporate leading performance management practices to help our clients measure and analyze performance data and implement strategies to achieve results with considerable impact.

Company History

CP² Consulting was founded in 2021 by Cory Poris Plasch, an experienced local government and 501(c)3 nonprofit leader passionate about helping the public sector and nonprofits achieve significant impact and results. Since 2015 she has worked with municipalities in numerous states, assisting them in stakeholder engagement, developing measurable and impactful strategic plans, and designing implementation plans that inspire the entire organization. CP² Consulting works primarily with clients in Wisconsin, Illinois, Tennessee, and Iowa.

Project Lead

Cory Poris Plasch, MPA, CEO of CP² Consulting. Cory has served in variety of leadership positions in the public and private sector including Executive Director of the Wisconsin City/County Management Association, Membership Director for the Alliance for Innovation, and most recently as Vice President of Strategic Development at POLCO. Her local government experience ranges from 911 Dispatcher to the City Manager's Office in several communities. She speaks across the country on topics including the use of data, implementation of strategic plans, engaging hard-to-reach populations, and innovation in local government. She has a master's degree in public administration from Northern Illinois University and she has been assisting local governments with stakeholder engagement, developing performance measures, and establishing a learning culture since 2015.

Contact Information

CP² Consulting
25 N River Lane, Suite 25431
Geneva, IL 60134
cory@cp2consulting.net
630-476-0763

References

CP² Consulting has worked with numerous clients on strategic plans, and strategic plan implementation. References include:

Nolan Ming, City Administrator, McMinnville, TN
E-mail: nming@mcminnvilletn.gov 931-473-1203 (O)

Tim Blakeslee, City Administrator/Utilities Manager, Plymouth, WI
E-mail: TBlakeslee@plymouthwi.gov 920-893-3745 (O)

Casey Griffiths, City Administrator, City of Cudahy, WI
Email: caseyg@cudahy-wi.gov 414-769-2227

Ben McCready, Assistant City Administrator, Geneva, IL
Email: bmccready@geneva.il.us 630-938-4540 (O)

Mark Maloney, Village President, Weston, WI
E-mail: mmaloney@westonwi.gov 715-410-2756 (C)



ABOUT US

WHO WE ARE

CP2 Consulting is a strategic planning and organizational development company that works with local governments to create and implement strategic plans that achieve measurable outcomes, preventing your plan from gathering dust on a shelf. We work with the organization, individual departments, and your staff to find common values and goals that move your organization forward.

WHO WE SERVE

Our company works with local governments and nonprofits to incorporate unique implementation solutions to meet their strategic goals and to make sure that those goals are understood and feel relevant for all staff, from leadership to front-line employees.

OUR SOLUTIONS

Our company provides data-based solutions that enable organizations to actively engage stakeholders, define future outcomes with significant impact and implement result-oriented strategies to meet those goals.

OUR APPROACH

CP2 Consulting partners with local governments and nonprofits to provide strategic planning, implementation of strategic plans, and organizational culture development. We help our clients focus on the most important priorities, make better decisions, and leverage data to think and act strategically. Clients find that our dedication to enhancing organizational agility and prioritization of resilience allows for the ability to navigate ever-changing circumstances while still achieving strategic results.

OUR SERVICES



STRATEGIC PLANNING

We turn your strategies into actionable plans that align available resources and capabilities with long-range goals.



IMPLEMENTATION OF EXISTING PLANS

We can review the elements of your current strategic plan, assess the implementation process, and work collaboratively to map out an implementation schedule that will help you meet your strategic goals.



ORGANIZATIONAL CULTURE

We provide strategy development, advanced data analysis, management support, and the experience to bring everything together into a robust, functional, and inclusive approach that accomplishes big goals.

 630-476-0763

 cory@cp2consulting.net

 www.cp2consulting.net

CASE STUDY

MCMINNVILLE,
TENNESSEE



CD²
CONSULTING

McMinnville's New Era for a New Strategic Plan

KEY OUTCOMES

There's a reason city managers say you need to plan your work and work your plan. Without a plan, cities open themselves up to inconsistencies in policies, wasted resources, reactive decision-making, and missed opportunities.

Leading up to this strategic plan, it was difficult for the city to know where to focus its efforts. This strategic process gives the city administration direction, which ripples throughout city hall and the community.

- 625 survey responses
- 27 focus group members
- 6 new strategic priorities

”

To have someone like Cory who has been boots on the ground in all these other communities and has all these ideas with her, that was very valuable. Cory took control of the process and was instrumental in bringing it all together and keeping us focused. I don't think it would have been as smooth as it was without her.

-Nolan Ming, McMinnville City Administrator



McMinnville Profile

Population: 13,681

Operating Budget: \$27 million

Gov Structure: Mayor-Aldermanic

Services: Community survey,
focus groups, strategic planning



A deliberate methodology to build out from the community

In McMinnville, Tenn., as a newly elected roster of council members quickly approached budget season, stakes were high given a one-time \$4 million allocation from American Rescue Plan. They needed to put those dollars to their best use, and wanted an evidenced strategy to ensure their actions were effective.

City Administrator Nolan Ming said he heard a million different ideas for spending the ARP funds, but making sense of it was a challenge. The city hired CP2 Consulting to identify the common themes from residents and zero-in on big priorities so the city could provide the most public value.

STRATEGIC SOLUTION

CP2 Consulting started the strategic planning process by gathering data via online and written input surveys to make sure that all community members, regardless of how tech-savvy they are, could participate. Then, the team organized a series of focus groups with residents to explore community strengths and opportunities in more detail. Finally, city leaders, including staff and elected officials, participated in a strategic planning retreat to work in cross-functional teams to identify and discuss major themes from the data.

The process ensured no one voice was louder than the next and that all responses would be considered with equal weight.

As the groups talked, key issues and priorities became clearer, and they avoided the “squeaky wheel” dilemma. Alderman Deitra Dunlap said the process was eye-opening.

“The thing that helped me the most was having those cross-functional groups where you work with someone you may have never worked with before,” Deitra says. “You hear what’s important to people outside of your own lens of life—that was the biggest thing to me.”

The groups discussed the top three areas they wanted the city to focus resources on over the next three years and ended the strategic planning process with six vetted priorities:

- Proactive engagement
- Workforce recruitment and retention
- Public safety
- Reliable infrastructure
- Financial security
- Economic growth and development



Identifying the Overlap

OUTCOMES

Now equipped with information from all corners of the city—the community, the business community, city staff, and more — the city council gained clear priorities to guide tough budgetary decisions.

Now, when city staff or elected leaders think about the budget, or new budget requests, there's accountability in supporting what the community is asking for.

"Instead of a pet-project here and there we're able to look at the public input and know where they want us to focus our efforts," City Administrator Nolan Ming says. "That's so valuable in helping us prioritize the taxpayers' money."

Already, the strategic plan is informing decisions. Alderman Deitra Dunlap said she's able to weigh decisions based on the priorities of the community. For example, survey results showed 40% of residents want more dollars spent on repairing the city's aging infrastructure. As a result of the strategic plan, an additional \$200,000 was prioritized for street projects.

With the plan now in place, CP2 Consulting will continue to work

with McMinnville on a quarterly basis to address lingering questions or find new solutions to roadblocks. The entire engagement lasts more than a year to ensure the city's plan is moving forward and implemented effectively.

"I'd recommend any community undertake the same kind of process if they're having issues trying to prioritize competing priorities without clear direction," Nolan says. "I feel like this plan will help give us direction on a daily basis."

This work has resulted in more than a plan. It builds up relationships and across departments and neighborhoods. Having a stronger team of city staff benefits all residents.

"Now McMinnville has this strategic plan that's going to guide their budget, their decision-making process, and it was done in a deliberate, methodological, analytical way," says Cory Poris Plasch, President of CP2 Consulting. "Everyone can look back and see how we got to a decision. ... McMinnville is going to be a better place in three years because everyone's pulling in the same direction."

About Us

CP2 Consulting is a strategic planning and organizational development company that works with local governments to create and implement strategic plans that achieve measurable outcomes, preventing your plan from gathering dust on a shelf. We work with the organization, individual departments, and your staff to find common values and goals that move your organization forward.

WE HELP THE PUBLIC SECTOR

Strategic Planning

Implementation of Existing Strategic Plans

Organizational Culture



**25 N River Lane, Ste. 25431
Geneva, IL 60134**

**cp2consulting.net
info@cp2consulting.net**

Proclamation

WHEREAS, The Congress and President of the United States have designated the week of May 12 - 18, 2024 as National Police Week; and

WHEREAS, May 15, of every year has been designated as National Peace Officer Memorial Day; and

WHEREAS, the members of the Village of Mukwonago Police Department play an essential role in safeguarding the rights and freedoms of the Village of Mukwonago; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Village of Mukwonago Police Department have grown to be a modern and well-respected law enforcement agency which unceasingly provides a vital public service.

NOW, THEREFORE, I, Fred Winchowky, President of the Village of Mukwonago, call upon all citizens of Mukwonago and upon all patriotic, civic and educational organizations to observe the week of May 12-18, 2024, as Police Week with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I further call upon all citizens of Mukwonago to remember all law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Dated this 1th day of May, 2024.



ATTEST:

Fred H. Winchowky

Fred H. Winchowky, Village President

Diana Dykstra

Diana Dykstra, Village Clerk-Treasurer

Proclamation

55th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK
May 5 - 11, 2024

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

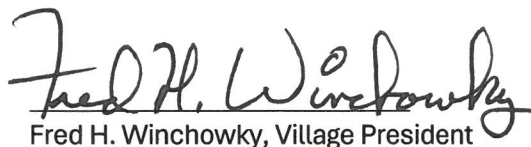
Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, do I, Fred Winchowky, Village President of the Village of Mukwonago hereby recognize the week of May 5 through 11, 2024, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Clerk-Treasurer staff which includes *Diana Dykstra, Shay Zerfas, Matthew Rockley, Lissa Berndt, Robin Gallo, and Diana Doherty* for the vital services they perform and their exemplary dedication.

Dated this 1st day of May, 2024.


Fred H. Winchowky, Village President

ATTEST:


Diana Dykstra, Village Clerk-Treasurer



PERIOD ENDING 03/31/2024

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 03/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	283,800.00	53,644.81	230,155.19	18.90
PTAX	GENERAL PROPERTY TAX	3,292,240.00	2,591,679.46	700,560.54	78.72
TAXES	OTHER TAXES	438,834.00	103,995.70	334,838.30	23.70
IGOVTRV	INTERGOVERNMENTAL REVENUES	1,069,963.00	150,699.47	919,263.53	14.08
LICPER	LICENSES & PERMITS	277,429.00	56,829.37	220,599.63	20.48
LAWORD	FINES & FORFEITURES	145,000.00	38,075.58	106,924.42	26.26
PUBCHGS	PUBLIC CHARGES FOR SERVICES	18,198.00	2,350.15	15,847.85	12.91
LEISURE	LEISURE ACTIVITIES	72,000.00	0.00	72,000.00	0.00
IGOVTC	INTERGOVERNMENTAL CHARGES	201,732.00	51,107.06	150,624.94	25.33
INVTINC	INVESTMENT INCOME	160,937.00	121,640.20	39,296.80	75.58
TOTAL REVENUES		5,960,133.00	3,170,021.80	2,790,111.20	53.19
Expenditures					
5111	VILLAGE BOARD	72,363.00	38,921.70	33,441.30	53.79
5112	HISTORIC PRESERVATION	290.00	26.71	263.29	9.21
5120	MUNICIPAL COURT	39,567.00	15,048.08	24,518.92	38.03
5130	VILLAGE ATTORNEY	118,750.00	9,360.00	109,390.00	7.88
5141	VILLAGE ADMINISTRATOR	271,929.00	74,014.58	197,914.42	27.22
5142	CLERK-TREASURER	280,919.00	59,459.84	221,459.16	21.17
5144	ELECTIONS	31,650.00	1,179.97	30,470.03	3.73
5145	FINANCE DEPARTMENT	75,287.00	10,412.28	64,874.72	13.83
5150	IT SERVICES	15,000.00	1,626.00	13,374.00	10.84
5151	INDEPENDENT AUDITING	10,000.00	0.00	10,000.00	0.00
5153	ASSESSMENT OF PROPERTY	181,200.00	96,904.49	84,295.51	53.48
5154	RISK & PROPERTY INSURANCE	130,800.00	43,421.28	87,378.72	33.20
5160	VILLAGE HALL	54,141.00	12,532.13	41,608.87	23.15
5211	POLICE ADMINISTRATION	1,349,901.00	317,412.61	1,032,488.39	23.51
5212	POLICE PATROL	1,166,199.00	263,297.82	902,901.18	22.58
5213	CRIME INVESTIGATION	262,029.00	60,619.37	201,409.63	23.13
5215	POLICE TRAINING	12,000.00	1,643.50	10,356.50	13.70
5220	FIRE STATION (VILLAGE)	8,983.00	231.05	8,751.95	2.57
5235	EMERGENCY GOVERNMENT	2,000.00	0.00	2,000.00	0.00
5241	BUILDING INSPECTOR	315,615.00	72,400.42	243,214.58	22.94
5247	BOARD OF APPEALS	900.00	87.40	812.60	9.71
5254	DAMS	12,807.00	2,981.31	9,825.69	23.28
5300	DPW GENERAL ADMINISTRATION	373,532.00	104,772.08	268,759.92	28.05
5323	GARAGE	84,259.00	20,748.11	63,510.89	24.62
5324	MACHINERY & EQUIPMENT	131,986.00	32,148.66	99,837.34	24.36
5335	ENGINEERING	75,000.00	3,570.54	71,429.46	4.76
5341	STREETS & ALLEYS	14,691.00	750.43	13,940.57	5.11
5342	STREET LIGHTING	185,250.00	29,314.67	155,935.33	15.82
5343	CURBS GUTTERS & SIDEWALKS	2,970.00	0.00	2,970.00	0.00
5344	STORM SEWER	13,805.00	2,170.52	11,634.48	15.72
5345	STREET CLEANING	20,523.00	11,166.65	9,356.35	54.41
5346	BRIDGES & CULVERTS	1,519.00	0.00	1,519.00	0.00
5347	SNOW & ICE CONTROL	114,814.00	28,975.30	85,838.70	25.24
5348	STREET SIGNS & MARKINGS	24,742.00	3,199.53	21,542.47	12.93
5362	GARBAGE COLLECTION	5,529.00	851.71	4,677.29	15.40
5431	ANIMAL POUND	2,500.00	2,420.00	80.00	96.80
5512	MUSEUM	11,875.00	1,965.64	9,909.36	16.55
5521	PARKS	220,159.00	13,617.13	206,541.87	6.19
5522	CELEBRATIONS	8,809.00	3,161.47	5,647.53	35.89
5611	FORESTRY	35,057.00	12,162.65	22,894.35	34.69
5613	WEED CONTROL	500.00	0.00	500.00	0.00
5632	PLANNING DEPARTMENT	134,138.00	23,652.45	110,485.55	17.63
5660	STORMWATER MASTER PLAN	11,250.00	3,806.57	7,443.43	33.84
5670	ECONOMIC DEVELOPMENT	42,895.00	6,917.24	35,977.76	16.13
5900	OTHER FINANCING USES	32,000.00	0.00	32,000.00	0.00
TOTAL EXPENDITURES		5,960,133.00	1,386,951.89	4,573,181.11	23.27
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		5,960,133.00	3,170,021.80	2,790,111.20	53.19
TOTAL EXPENDITURES		5,960,133.00	1,386,951.89	4,573,181.11	23.27
NET OF REVENUES & EXPENDITURES		0.00	1,783,069.91	(1,783,069.91)	100.00

PERIOD ENDING 03/31/2024

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 03/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	1,500.00	4,631.47	(3,131.47)	308.76
PTAX	GENERAL PROPERTY TAX	609,056.00	152,264.01	456,791.99	25.00
EBIX	EBIX REVENUES	1,273,000.00	260,002.41	1,012,997.59	20.42
IGOVTV	INTERGOVERNMENTAL REVENUES	110,964.00	10,520.73	100,443.27	9.48
PUBCHGS	PUBLIC CHARGES FOR SERVICES	500.00	350.00	150.00	70.00
IGOVTV	INTERGOVERNMENTAL CHARGES	609,056.00	152,264.01	456,791.99	25.00
INVTINC	INVESTMENT INCOME	12,000.00	17,422.81	(5,422.81)	145.19
TOTAL REVENUES		2,616,076.00	597,455.44	2,018,620.56	22.84
Expenditures					
5140	ADMINISTRATIVE & GENERAL	29,150.00	7,287.48	21,862.52	25.00
5221	FIRE ADMINISTRATION	1,120,387.00	269,687.27	850,699.73	24.07
5222	FIRE SUPPRESSION	60,993.00	6,792.17	54,200.83	11.14
5223	FIRE TRAINING	27,929.00	5,610.75	22,318.25	20.09
5231	AMBULANCE	464,681.00	86,987.57	377,693.43	18.72
5232	AMBULANCE TRAINING	15,238.00	3,309.41	11,928.59	21.72
5233	REFERENDUM FUNDED STAFFING	679,116.00	156,651.48	522,464.52	23.07
5700	CAPITAL OUTLAY EXPENDITURES	55,000.00	2,903.37	52,096.63	5.28
5880	USE OF GRANTS/DONATIONS	0.00	2,903.37	(2,903.37)	100.00
5900	OTHER FINANCING USES	163,582.00	0.00	163,582.00	0.00
TOTAL EXPENDITURES		2,616,076.00	542,132.87	2,073,943.13	20.72
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		2,616,076.00	597,455.44	2,018,620.56	22.84
TOTAL EXPENDITURES		2,616,076.00	542,132.87	2,073,943.13	20.72
NET OF REVENUES & EXPENDITURES		0.00	55,322.57	(55,322.57)	100.00

PERIOD ENDING 03/31/2024

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 03/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	25,276.00	4,003.07	21,272.93	15.84
UTILREV	UTILITY REVENUES	2,151,500.00	517,478.51	1,634,021.49	24.05
CONTRIB	CONTRIBUTED CAPITAL	0.00	9,598.00	(9,598.00)	100.00
MISCINC	MISC INCOME UTILITIES	162,000.00	51,627.92	110,372.08	31.87
IGOVTC	INTERGOVERNMENTAL CHARGES	1,200.00	107.70	1,092.30	8.98
INVTINC	INVESTMENT INCOME	49,980.00	35,551.95	14,428.05	71.13
TOTAL REVENUES		2,389,956.00	618,367.15	1,771,588.85	25.87
Expenditures					
5900	OTHER FINANCING USES	15,000.00	0.00	15,000.00	0.00
6200	PUMPING OPERATIONS	144,337.00	25,835.48	118,501.52	17.90
6210	PUMPING MAINTENANCE	73,029.00	9,517.29	63,511.71	13.03
6300	WATER TREATMENT OPERATIONS	109,622.00	16,899.13	92,722.87	15.42
6310	WATER TREATMENT MAINTENANCE	27,054.00	408.81	26,645.19	1.51
6450	T&D-DISTR RSRVR/STNDP MAINT	3,812.00	2,183.01	1,628.99	57.27
6451	T&D-MAINS MAINTENANCE	56,942.00	1,377.39	55,564.61	2.42
6452	T&D-SERVICES MAINTENANCE	55,870.00	931.12	54,938.88	1.67
6453	T&D-METERS MAINTENANCE	38,531.00	2,840.78	35,690.22	7.37
6454	T&D-HYDRANTS MAINTENANCE	50,394.00	0.00	50,394.00	0.00
6901	METER READING LABOR	5,329.00	256.22	5,072.78	4.81
6902	ACCOUNTING & COLLECTING LABOR	88,178.00	20,640.20	67,537.80	23.41
6920	ADMINISTRATIVE & GENERAL EXP	1,131,158.00	178,047.61	953,110.39	15.74
TOTAL EXPENDITURES		1,799,256.00	258,937.04	1,540,318.96	14.39
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,389,956.00	618,367.15	1,771,588.85	25.87
TOTAL EXPENDITURES		1,799,256.00	258,937.04	1,540,318.96	14.39
NET OF REVENUES & EXPENDITURES		590,700.00	359,430.11	231,269.89	60.85

PERIOD ENDING 03/31/2024

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 03/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	56,852.00	23.23	56,828.77	0.04
OFS	OTHER FINANCING SOURCES	15,000.00	0.00	15,000.00	0.00
UTILREV	UTILITY REVENUES	1,944,500.00	501,314.46	1,443,185.54	25.78
LICPER	LICENSES & PERMITS	25,700.00	7,140.00	18,560.00	27.78
CONTRIB	CONTRIBUTED CAPITAL	12,500.00	3,548.50	8,951.50	28.39
MISCINC	MISC INCOME UTILITIES	175,000.00	34,239.40	140,760.60	19.57
INVSTINC	INVESTMENT INCOME	78,630.00	31,766.81	46,863.19	40.40
TOTAL REVENUES		2,308,182.00	578,032.40	1,730,149.60	25.04
Expenditures					
8010	WWTP-TREATMENT/DISPOSAL/GP	665,347.00	118,932.12	546,414.88	17.88
8020	LIFT STATIONS/PUMPING EQUIP	30,386.00	6,044.76	24,341.24	19.89
8030	WASTEWATER COLLECTION SYSTEM	90,651.00	11,733.77	78,917.23	12.94
8300	ACCOUNTING/COLLECTING	85,678.00	20,323.79	65,354.21	23.72
8400	ADMINISTRATIVE & GENERAL	765,615.00	86,783.83	678,831.17	11.34
TOTAL EXPENDITURES		1,637,677.00	243,818.27	1,393,858.73	14.89
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		2,308,182.00	578,032.40	1,730,149.60	25.04
TOTAL EXPENDITURES		1,637,677.00	243,818.27	1,393,858.73	14.89
NET OF REVENUES & EXPENDITURES		670,505.00	334,214.13	336,290.87	49.85

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 03/31/2024	AVAILABLE BALANCE	% BDGT USED
TOTAL REVENUES - ALL FUNDS		13,274,347.00	4,963,876.79	8,310,470.21	37.39
TOTAL EXPENDITURES - ALL FUNDS		12,013,142.00	2,431,840.07	9,581,301.93	20.24
NET OF REVENUES & EXPENDITURES		1,261,205.00	2,532,036.72	(1,270,831.72)	200.76

TREASURERS REPORT	Mar-2024	TOTAL	Citizens	LGIP	Long Term Investments - Johnson Bank & ADM
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GENERAL VILLAGE

100-111xxx	General Fund	4,746,644.31	612,844.36	2,202,047.84	1,931,752.11
100-111005/020/033	Checking/MRA/Accrued Sick	1,122,808.28	674,364.02	320,372.58	128,071.68
150-111300	Fire Department	1,263,106.72	599,457.22	663,649.50	
200-110xxx	Community Development (Deback)	1,184,578.48	6,932.61	1,177,645.87	
210-111xxx	Wisc Development - RLF	132,600.26	132,600.26		
220-111xxx	TID#3-General	585,077.91	585,077.91		
240-111xxx	TID#4-General	768,160.91	537,201.66	230,959.25	
250-111xxx	TID#5-General	3,636,069.72	6,463.33	3,629,606.39	
300-111xxx	Debt Service	2,017,224.37	1,205,661.42	811,562.95	
320-111300	Fire Department Designated	179,157.06	90.11	179,066.95	
340-111xxx	Village Designated Funds	798,408.46	234,120.36	564,288.10	
350-111xxx	American Rescue Plan Act	864,683.32		864,683.32	
410-111300	Recycling	304,431.03	304,431.03	-	
430-111300	Capital Equipment	602,602.72	109,026.63	493,576.09	
440-111xxx	Library	472,957.48	233,991.82	238,965.66	
480-111xxx	Capital Improvement Funds	3,369,406.05	92,772.57	3,276,633.48	
500-111300	Stormwater District #1	64,194.85	64,194.85		
600-111xxx	Impact Fees	175,384.18	175,384.18		
720-111xxx	Taxroll	342,334.26	71,705.63	270,628.63	
810-111xxx	Parkland Site	263,428.01	28,433.30	234,994.71	
TOTAL		22,893,258.38	5,674,753.27	15,158,681.32	2,059,823.79

WATER UTILITY

610-111300	Cash	355,054.23	355,054.23		
610-111200	Bonds & Unrestricted Cash	1,705,208.22		1,705,208.22	
610-111050	Current Year Debt Reserve	159,795.89	159,795.89	-	
610-111060	Required Debt Reserve	530,155.95	-	100,158.96	429,996.99
610-111080	Impact Fee	23,664.75	23,664.75	-	
610-111033	Accrued Sick Pay	8,742.22		8,742.22	-
TOTAL		2,782,621.26	538,514.87	1,814,109.40	429,996.99

SEWER UTILITY

620-111300	Cash	79,170.28	79,170.28		
620-111200	Bonds & Unrestricted Cash	375,761.52		375,761.52	
620-111040	Sewer Connection Fee	258,284.21	48,351.67	209,932.54	-
620-111060	Required Debt Reserve	840,366.85	-	89,413.98	750,952.87
620-111050	Current Year Debt Reserve	260,756.13	260,756.13	-	
620-111070	Equipment Replacement Fund	775,914.45	-	775,914.45	-
620-111080	Impact Fee	30,989.51	30,989.51	-	
620-111033	Accrued Sick Pay	8,742.23		8,742.23	-
TOTAL		2,629,985.18	419,267.59	1,459,764.72	750,952.87

GRAND TOTAL	28,305,864.82	6,632,535.73	18,432,555.44	3,240,773.65
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Prepared by Diana Doherty

balance check

28,305,864.82

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Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	4/24/2024	\$	109,764.19
Charter Spectrum (ACH Withdrawal)	4/9/2024	\$	1,624.81
WI Dept of Revenue QTRLY Tax (ACH Withdrawal)	4/9/2024	\$	699.51
Check Disbursement - Tax Settlements	4/9/2024	\$	238,594.66
Check Disbursement - Invoice Cloud	4/10/2024	\$	409.30
Check Disbursement - Payroll Related	4/10/2024	\$	10,810.23
Check Disbursement - We Energies	4/12/2024	\$	45,133.99
Library Accounts Payable	4/12/2024	\$	21,578.31
Check Disbursement - Fire Settlement	4/16/2024	\$	246,551.12
Check Disbursement - Payroll Related	4/17/2024	\$	1,667.39
Check Disbursement - Court	4/19/2024	\$	6,910.62
US Bank (ACH Withdrawal)	4/23/2024	\$	19,705.78
Check Disbursement - Payroll Related	4/24/2024	\$	212,867.31
	Total for Approval:	\$	<u>916,317.22</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: ACE REDI-MIX, INC.					
40457	CONCRETE FOR SOCCER SHED	340-5890-580601	2,412.00	2,412.00 DPW	05/02/2024
TOTAL VENDOR ACE REDI-MIX, INC.				2,412.00	
VENDOR NAME: AIRGAS USA LLC					
9148814279	ARIGAS INVOICE	150-5231-531100	415.78	415.78 FIRE	05/02/2024
TOTAL VENDOR AIRGAS USA LLC				415.78	
VENDOR NAME: ALSCO					
IMIL2007900	PD MAT CLEANING	100-5211-539400	51.89	51.89 POLICE	05/02/2024
IMIL2009419	VH WALK OFF MATS	100-5160-521900	63.37	63.37 DPW	05/02/2024
TOTAL VENDOR ALSCO				115.26	
VENDOR NAME: AMAZON CAPITOL SERVICES					
1QC9RXN33DFR	TIOLET PAPER DISPENSERS	100-5521-531100	66.35	66.35 DPW	05/02/2024
1LNP9FD63KGQ	NETWORK GEAR FOR PARK SECURITY CAMERAS	100-5521-531100	399.72	399.72 DPW	05/02/2024
1NG3WLLGD46V	OFFICE SUPPLIES	100-5142-531100	100.00	279.22 CLERK	05/02/2024
		100-5144-531100	179.22		
TOTAL VENDOR AMAZON CAPITOL SERVICES				745.29	
VENDOR NAME: AT & T MOBILITY					
287291370101041524	PD CELL PHONES AND CRADLEPOINTS	100-5211-522500	542.99	542.99 POLICE	05/02/2024
TOTAL VENDOR AT & T MOBILITY				542.99	
VENDOR NAME: BASSETT MECHANICAL					
6512890	CONTRACTOR MAINTENANCE CALL	620-8010-833000	387.00	387.00 UTILITIES	05/02/2024
TOTAL VENDOR BASSETT MECHANICAL				387.00	
VENDOR NAME: BS&A					
154106	2024 ANNUAL BS&A SOFTWARE MAINTENANCE	100-5141-522900	290.21	10,035.00 ALLOCATE	05/02/2024
		100-5145-522900	290.21		
		100-5142-522900	580.43		
		100-5241-522900	1,814.67		
		100-5632-522900	1,814.66		
		100-5211-522900	337.95		
		100-5300-522900	337.95		
		150-5221-522900	337.95		
		440-5511-521900	337.95		
		610-6920-692300	1,946.51		
		620-8400-852000	1,946.51		
TOTAL VENDOR BS&A				10,035.00	
VENDOR NAME: C & M AUTO PARTS INC					
6079-381336	FIRE TAHOE OIL CHANGES	150-5222-539500	3.59	7.18 FIRE	05/02/2024
		150-5231-539500	3.59		
6079-381336	POLICE SQUAD OIL FILTERS	100-5212-539500	28.72	28.72 POLICE	05/02/2024
6079-381709	JD ZERO TURN FILTER	100-5324-539500	22.99	22.99 DPW	05/02/2024

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: C & M AUTO PARTS INC					
6079-381696	JD ZERO TURN OIL FILTER	100-5324-539500	10.77	10.77 DPW	05/02/2024
6079-381756	SQUAD 24 ROTORS	100-5212-539500	540.46	540.46 POLICE	05/02/2024
6079-380960	2017 AMBULANCE REPAIR CREDIT	150-5231-539500	(130.00)	(130.00) FIRE	05/02/2024
TOTAL VENDOR C & M AUTO PARTS INC				480.12	
VENDOR NAME: CASTLE WAYNE					
MARCH 2024 MILEAGE	MILEAGE FOR CONFERENCE	610-6920-693000	140.03	280.06 UTILITIES	05/02/2024
		620-8400-854100	140.03		
TOTAL VENDOR CASTLE WAYNE				280.06	
VENDOR NAME: CENTRAL OFFICE SYSTEMS					
82411798	COPIER INVOICE	150-5221-531100	92.00	92.00 FIRE	05/02/2024
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				92.00	
VENDOR NAME: CINTAS					
4190170314	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	140.55	140.55 DPW	05/02/2024
4190170389	UNIFORM SERVICE	610-6920-693000	59.50	118.99 UTILITIES	05/02/2024
		620-8400-856000	59.49		
4189455123	STAFF UNIFORMS &SHOP SUPLIES	100-5323-531100	140.55	140.55 DPW	05/02/2024
4189455270	UNIFORM SERVICE	610-6920-693000	59.49	118.99 UTILITIES	05/02/2024
		620-8400-856000	59.50		
TOTAL VENDOR CINTAS				519.08	
VENDOR NAME: CONLEY MEDIA, LLC					
6362410124-2 DPW	YWO RIVERS STREET PROJECT AD	480-5700-586100	132.95	132.95 DPW	05/02/2024
6362410124-2 PLANNI	PLAN COMM LEGAL NOTICES	100-5632-531200	108.57	108.57 PLANNER	05/02/2024
TOTAL VENDOR CONLEY MEDIA, LLC				241.52	
VENDOR NAME: COREY OIL, LTD					
545169 DPW	OIL, GREASE AND ANTIFREEZE	100-5324-535100	621.97	621.97 DPW	05/02/2024
545169 FIRE	OIL INVOICE	150-5222-539500	137.14	274.27 FIRE	05/02/2024
		150-5231-539500	137.13		
545169 POLICE	SQUAD MOTOR OIL	100-5212-535100	274.27	274.27 POLICE	05/02/2024
TOTAL VENDOR COREY OIL, LTD				1,170.51	
VENDOR NAME: CRIVELLO CARLSON S.C.					
5331-202890	MARCH LEGAL SERVICES	100-5130-521900	2,980.00	3,360.00 FINANCE	05/02/2024
		610-6920-692300	380.00		
5331-202710	MARCH INVOICES	100-5130-521900	920.00	920.00 FINANCE	05/02/2024
TOTAL VENDOR CRIVELLO CARLSON S.C.				4,280.00	
VENDOR NAME: DEPARTMENT OF ADMINISTRATION					

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: DEPARTMENT OF ADMINISTRATION					
505-0000089717	EMAIL FILTER APRIL 2024	100-5111-522900	3.17	50.76 ALLOCATE	05/02/2024
		100-5120-522900	0.91		
		100-5141-522900	0.45		
		100-5142-522900	1.36		
		100-5211-522900	16.32		
		100-5241-522900	1.36		
		100-5300-522900	3.63		
		100-5512-522900	0.45		
		100-5632-522900	0.45		
		150-5221-522900	18.58		
		610-6920-692100	1.36		
		620-8400-851000	1.36		
		100-5145-522900	1.36		
TOTAL VENDOR DEPARTMENT OF ADMINISTRATION				50.76	
VENDOR NAME: DRAGONFLY EMBROIDERY					
22046	STAFF CLASS A AND CLOTHING REPAIR	150-5222-534600	471.60	471.60 FIRE	05/02/2024
TOTAL VENDOR DRAGONFLY EMBROIDERY				471.60	
VENDOR NAME: DURABLE CONTROLS LLC					
00067055	VALVE HARDWARE	620-8010-827000	163.90	163.90 UTILITIES	05/02/2024
00067056	6" PLUG VALVE	620-8010-827000	1,197.00	1,197.00 UTILITIES	05/02/2024
TOTAL VENDOR DURABLE CONTROLS LLC				1,360.90	
VENDOR NAME: DYKSTRA DIANA					
MARCH 2024 MILEAGE	MILEAGE	100-5141-533500	75.04	75.04 CLERK	05/02/2024
TOTAL VENDOR DYKSTRA DIANA				75.04	
VENDOR NAME: ETNA SUPPLY					
S105614473.001	VACTOR HOSE REPAIR PARTS	620-8030-828000	191.00	191.00 UTILITIES	05/02/2024
TOTAL VENDOR ETNA SUPPLY				191.00	
VENDOR NAME: GALLS LLC					
027530558	2024 UNIFORM ALLOWANCE - KUBIAK	100-5211-534600	51.00	51.00 POLICE	05/02/2024
TOTAL VENDOR GALLS LLC				51.00	
VENDOR NAME: GRAINGER					
9084559005	MCC COOLING FANS	620-8010-827000	162.57	162.57 UTILITIES	05/02/2024
9079051406	MCC FANS AND HYDRANT PUMP IMPELLER	610-6454-665400	30.96	142.62 UTILITIES	05/02/2024
		620-8010-827000	111.66		
9071544648	HYDRANT PUMP-IMPELLER	610-6454-665400	30.96	30.96 UTILITIES	05/02/2024
TOTAL VENDOR GRAINGER				336.15	
VENDOR NAME: HAWKINS WATER TREATMENT					
6731517	WATER TREATMENT CHEMICALS	610-6300-663100	40.00	40.00 UTILITIES	05/02/2024
TOTAL VENDOR HAWKINS WATER TREATMENT				40.00	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: HINCKLEY SPRINGS					
23853226041324	VH &DPW DRINKING WATER	100-5160-531100	34.96	70.61 DPW	05/02/2024
		100-5323-531100	35.65		
TOTAL VENDOR HINCKLEY SPRINGS				70.61	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
56221	PROSECUTIONS	100-5130-521900	555.00	555.00 FINANCE	05/02/2024
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				555.00	
VENDOR NAME: HOME DEPOT					
MARCH 2024	FORESTRY, SHOP AND MINIWAUKAN GARAGE CON	100-5323-531100	277.94	9,690.71 DPW	05/02/2024
		100-5611-531100	629.94		
		340-5890-580601	8,782.83		
TOTAL VENDOR HOME DEPOT				9,690.71	
VENDOR NAME: HORN FEEDS					
35539	FIELD MARKING LIME	100-5521-531100	109.15	109.15 DPW	05/02/2024
TOTAL VENDOR HORN FEEDS				109.15	
VENDOR NAME: JEFFERSON FIRE & SAFETY					
IN313383	T34 EMERGENCY LIGHT REPAIR	150-5222-539500	396.70	396.70 FIRE	05/02/2024
TOTAL VENDOR JEFFERSON FIRE & SAFETY				396.70	
VENDOR NAME: KROHNE INC.					
S01 / 143326	REPLACEMENT RAS FLOW METER (EAST)	620-8010-833000	3,296.89	3,296.89 UTILITIES	05/02/2024
TOTAL VENDOR KROHNE INC.				3,296.89	
VENDOR NAME: LANGE ENTERPRISES INC					
87211	ADOPT A ROAD IDENTIFICATION SIGNS	100-5348-531100	74.43	74.43 DPW	05/02/2024
TOTAL VENDOR LANGE ENTERPRISES INC				74.43	
VENDOR NAME: LIFE-ASSIST, INC.					
1425056	EMS SUPPLIES	150-5231-531100	94.22	94.22 FIRE	05/02/2024
TOTAL VENDOR LIFE-ASSIST, INC.				94.22	
VENDOR NAME: MESSAGEUS					
240910134	LONG DISTANCE PHONE SERVICE	610-6920-692100	2.91	5.83 UTILITIES	05/02/2024
		620-8400-851000	2.92		
TOTAL VENDOR MESSAGEUS				5.83	
VENDOR NAME: MICHAEL'S SIGNS, INC.					
18132	ENTRANCE SIGNS SECOND PAYMENT	480-5700-521500	40,025.00	40,025.00 DPW	05/02/2024
TOTAL VENDOR MICHAEL'S SIGNS, INC.				40,025.00	
VENDOR NAME: MIHLBAUER, ALEX					

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: MIHLBAUER, ALEX 042224	MIHLBAUER OPEN WATER COURSE	150-5223-533500	467.25	467.25	FIRE	05/02/2024
TOTAL VENDOR MIHLBAUER, ALEX				467.25		
VENDOR NAME: MINORS GARDEN CENTER, INC. 0507252	B&B TREES	100-5611-531100	4,340.00	4,340.00	DPW	05/02/2024
TOTAL VENDOR MINORS GARDEN CENTER, INC.				4,340.00		
VENDOR NAME: MOTION INDUSTRIES, INC. WI08-00676429	PRESSURE GAUGES	620-8010-827000	112.19	112.19	UTILITIES	05/02/2024
TOTAL VENDOR MOTION INDUSTRIES, INC.				112.19		
VENDOR NAME: MUKWONAGO AREA CHAMBER OF COMM 041824	ROOM TAX DUE TO CHAMBER	100-0000-244000 100-0000-244000	307.83 11.21	319.04	CLERK	05/02/2024
041624	ROOM TAX DUE TO CHAMBER	100-0000-244000 100-0000-244000 100-0000-244000	2,393.66 2,343.15 2,480.90	7,217.71	CLERK	05/02/2024
TOTAL VENDOR MUKWONAGO AREA CHAMBER OF COMM				7,536.75		
VENDOR NAME: NAPA AUTO PARTS - SP018 220468	LOADER-WINDOW WAS FLUID	620-8010-825500	22.14	22.14	UTILITIES	05/02/2024
TOTAL VENDOR NAPA AUTO PARTS - SP018				22.14		
VENDOR NAME: NILE XPEDITE SOLUTIONS OF WI, LLC 1527	WET TESTING SHIPPING	620-8010-826000	1,155.00	1,155.00	UTILITIES	05/02/2024
TOTAL VENDOR NILE XPEDITE SOLUTIONS OF WI, LLC				1,155.00		
VENDOR NAME: NORTHERN LAKE SERVICE INC 2405979 2405638	COMPLIANCE SAMPLING-BACTI COMPLIANCE SAMPLING-BACTI	610-6300-663200 610-6300-663200	140.00 110.00	140.00 110.00	UTILITIES UTILITIES	05/02/2024 05/02/2024
TOTAL VENDOR NORTHERN LAKE SERVICE INC				250.00		
VENDOR NAME: PROHEALTH MEDICAL GROUP 320677	ENTRY STAFF PHYSICAL EXAM	150-5221-521900	74.00	74.00	FIRE	05/02/2024
TOTAL VENDOR PROHEALTH MEDICAL GROUP				74.00		
VENDOR NAME: PROVEN POWER INC 02-455172	JD ZERO TURN BEARING CONE AND SEAL	100-5324-539500	24.96	24.96	DPW	05/02/2024
TOTAL VENDOR PROVEN POWER INC				24.96		
VENDOR NAME: QUILL LLC 38022086	GARBAGE BAGS	100-5211-539400	84.98	84.98	POLICE	05/02/2024
TOTAL VENDOR QUILL LLC				84.98		
VENDOR NAME: REINDERS, INC. 6050017-00	5900 TORO PARTS	100-5324-539500	696.80	696.80	DPW	05/02/2024

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: REINDERS, INC.					
TOTAL VENDOR REINDERS, INC.				696.80	
VENDOR NAME: SCHICK, BOB					
2024	BOOT ALLOWANCE - SCHICK	100-5323-534800	100.00	100.00 DPW	05/02/2024
TOTAL VENDOR SCHICK, BOB				100.00	
VENDOR NAME: SHI INTERNATIONAL CORP					
B18138585	ADOBE LICENSE ANNUAL RENEWAL 2024	100-5142-522900	579.06	1,930.20 ALLOCATE	05/02/2024
		100-5141-522900	193.02		
		100-5145-522900	579.06		
		100-5300-522900	193.02		
		100-5211-522900	193.02		
		610-6920-692100	96.51		
		620-8400-851000	96.51		
TOTAL VENDOR SHI INTERNATIONAL CORP				1,930.20	
VENDOR NAME: STERICYCLE					
8006847601	2024 APRIL VH SHREDDING SERVICES	100-5141-531100	49.21	98.42 ALLOCATE	05/02/2024
		100-5142-531100	24.61		
		100-5632-531100	24.60		
TOTAL VENDOR STERICYCLE				98.42	
VENDOR NAME: TERMINAL ANDRAE INC.					
64878	ATKINSON LIFT STATION RTU PANEL	620-0000-000104	2,800.00	2,800.00 UTILITIES	05/02/2024
TOTAL VENDOR TERMINAL ANDRAE INC.				2,800.00	
VENDOR NAME: THE UNIFORM SHOPPE OF GREEN BAY INC					
344492	NEW OFFICER UNIFORM - DYKSTRA	100-5212-534700	350.75	350.75 POLICE	05/02/2024
TOTAL VENDOR THE UNIFORM SHOPPE OF GREEN BAY INC				350.75	
VENDOR NAME: T-MOBILE					
APRIL 2024	T-MOBILE INVOICE	150-5221-522500	429.76	429.76 FIRE	05/02/2024
TOTAL VENDOR T-MOBILE				429.76	
VENDOR NAME: ULINE					
176705552	LAB SUPPLIES	620-8010-826000	370.97	370.97 UTILITIES	05/02/2024
TOTAL VENDOR ULINE				370.97	
VENDOR NAME: VERATHON, INC.					
1513232	GLIDESCOPE 2 IMTUBATION DEVICES	150-5700-571400	9,820.00	9,820.00 FIRE	05/02/2024
031524	UR CREDITS VERATHON REFUND	150-5700-571400	(1,932.10)	(1,932.10) FIRE	05/02/2024
TOTAL VENDOR VERATHON, INC.				7,887.90	
VENDOR NAME: VERIZON WIRELESS					
9960749375	VERIZON INVOICE	150-5221-522500	50.10	50.10 FIRE	05/02/2024
TOTAL VENDOR VERIZON WIRELESS				50.10	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: WI DEPT OF JUSTICE-TIME						
455TIME-0000016088	WI DOJ BADGERNET 2ND QUARTER	100-5211-522900	2,218.50	2,218.50	POLICE	05/02/2024
TOTAL VENDOR WI DEPT OF JUSTICE-TIME				2,218.50		
VENDOR NAME: WITTE SUPPLY COMPANY						
148044	REBAR	100-5343-539500	151.92	151.92	DPW	05/02/2024
TOTAL VENDOR WITTE SUPPLY COMPANY				151.92		
GRAND TOTAL:				109,764.19		

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 795
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/09/2024	GEN	795 (E)	CHARTER COMMUNICATIONS	APRIL 2024 MONTHLY BILL	100-5120-522500	36.55
		795 (E)		APRIL 2024 MONTHLY BILL	100-5141-522500	15.46
		795 (E)		APRIL 2024 MONTHLY BILL	100-5142-522500	127.54
		795 (E)		APRIL 2024 MONTHLY BILL	100-5145-522900	61.87
		795 (E)		APRIL 2024 MONTHLY BILL	100-5160-522500	26.95
		795 (E)		APRIL 2024 MONTHLY BILL	100-5211-522500	448.79
		795 (E)		APRIL 2024 MONTHLY BILL	100-5241-522500	36.55
		795 (E)		APRIL 2024 MONTHLY BILL	100-5323-522500	71.70
		795 (E)		APRIL 2024 MONTHLY BILL	100-5512-522500	82.01
		795 (E)		APRIL 2024 MONTHLY BILL	150-5221-522500	357.09
		795 (E)		APRIL 2024 MONTHLY BILL	410-5363-522500	4.05
		795 (E)		APRIL 2024 MONTHLY BILL	440-5511-522500	285.39
		795 (E)		APRIL 2024 MONTHLY BILL	500-5344-522500	2.02
		795 (E)		APRIL 2024 MONTHLY BILL	610-6920-692100	34.42
		795 (E)		APRIL 2024 MONTHLY BILL	620-8400-851000	34.42
						1,624.81
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,624.81

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/09/2024	GEN	796 (E)	WI DEPT OF REVENUE QTRLY TAX	WI DEPT OF REVENUE QTRLY TAX	100-5160-539900	65.07
		796 (E)		WI DEPT OF REVENUE QTRLY TAX	100-5521-539900	495.92
		796 (E)		WI DEPT OF REVENUE QTRLY TAX	440-5511-539900	138.52
						699.51
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		699.51

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/09/2024	GEN	38428	EAST TROY SCHOOL DISTRICT	APRIL 2024 LOTTERY CREDIT	720-0000-246200	2,435.25
04/09/2024	GEN	38429	GATEWAY TECHNICAL COLLEGE	APRIL 2024 LOTTERY CREDIT	720-0000-246300	212.20
04/09/2024	GEN	38430	MUKWONAGO AREA SCHOOLS	APRIL 2024 LOTTERY CREDIT	720-0000-246000	184,796.74
04/09/2024	GEN	38431	PHANTOM LAKES MGMT DISTRICT	APRIL 2024 LOTTERY CREDIT	720-0000-245000	1,366.23
04/09/2024	GEN	38432	WALWORTH CTY TREASURER	APRIL 2024 LOTTERY CREDIT	720-0000-243110	894.28
04/09/2024	GEN	38433	WAUKESHA CTY TREASURER	APRIL 2024 LOTTERY CREDIT	720-0000-243100	41,427.24
04/09/2024	GEN	38434	WCTC	APRIL 2024 LOTTERY CREDIT	720-0000-246100	7,462.72
			TOTAL - ALL FUNDS	TOTAL OF 7 CHECKS		238,594.66

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/10/2024	GEN	798 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - MARCH	100-5142-539900	17.55
		798 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	100-5241-539900	111.70
		798 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	410-5363-539900	93.35
		798 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	610-6920-692100	93.35
		798 (E)		INVOICE CLOUD MONTHLY FEES - MARCH	620-8300-840000	93.35
						409.30
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		409.30

04/24/2024 09:23 AM User: MROCKLEY DB: Mukwonago			CHECK DISBURSEMENT REPORT FOR MUKWONAGO CHECK DATE FROM 04/10/2024 - 04/10/2024 Banks: GEN				Page 1/2
Check Date	Bank	Check #	Payee	Description	GL #	Amount	
04/10/2024	GEN	38435	MINNESOTA LIFE INSURANCE	MAY 2024 LIFE INSURANCE	100-0000-215301	1,139.33	
		38435		MAY 2024 LIFE INSURANCE	150-0000-215301	216.37	
		38435		MAY 2024 LIFE INSURANCE	440-0000-215301	99.67	
		38435		MAY 2024 LIFE INSURANCE	610-0000-215301	30.21	
		38435		MAY 2024 LIFE INSURANCE	620-0000-215301	214.84	
						1,700.42	
04/10/2024	GEN	38436	SECURIAN FINANCIAL GROUP INC	APRIL 2024 ACCIDENTAL INS	100-0000-215305	49.60	
		38436		APRIL 2024 ACCIDENTAL INS	150-0000-215305	10.88	
		38436		APRIL 2024 ACCIDENTAL INS	440-0000-215305	3.94	
						64.42	
04/10/2024	GEN	797 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 04/12/24	100-0000-215250	634.18	
		797 (E)		RETIREMENT GW PR 04/12/24	150-0000-215250	2,398.28	
						3,032.46	
04/10/2024	GEN	799 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 04/12/24 ID	100-0000-215250	4,043.24	
		799 (E)		RETIREMENT MS/ICMA PR 04/12/24 ID	150-0000-215250	50.00	
		799 (E)		RETIREMENT MS/ICMA PR 04/12/24 ID	440-0000-215250	1,057.87	
		799 (E)		RETIREMENT MS/ICMA PR 04/12/24 ID	610-0000-215250	161.62	
		799 (E)		RETIREMENT MS/ICMA PR 04/12/24 ID	620-0000-215250	484.85	
						5,797.58	
04/10/2024	GEN	800 (E)	UKG INC.	2023 ACA 1095C FORM PRINTING	100-5141-539900	2.95	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5142-539900	5.90	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5145-539900	11.80	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5211-539900	35.40	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5212-539900	26.55	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5213-521900	5.90	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5241-539900	5.90	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5300-539900	32.45	
		800 (E)		2023 ACA 1095C FORM PRINTING	100-5632-539900	2.95	
		800 (E)		2023 ACA 1095C FORM PRINTING	150-5221-539900	20.65	
		800 (E)		2023 ACA 1095C FORM PRINTING	150-5233-531100	20.65	
		800 (E)		2023 ACA 1095C FORM PRINTING	440-5511-534000	23.60	
		800 (E)		2023 ACA 1095C FORM PRINTING	610-6902-690300	11.80	

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Payee	Description	GL #	Amount
		800 (E)		2023 ACA 1095C FORM PRINTING	620-8300-840000	8.85
						215.35
			TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS		10,810.23

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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
4972310431 64147	WE ENERGIES 0700126680-00001 Digester Gas 620-8010-821200	04/01/2024 MROCKLEY 0700126680-00001 Digester Gas	04/11/2024	228.93 228.93	0.00	Paid	Y 04/11/2024
4972310431 64148	WE ENERGIES 0700126680-00002 Well #3 Elec 610-6200-662200	04/01/2024 MROCKLEY 0700126680-00002 Well #3 Elec	04/11/2024	1,560.25 1,560.25	0.00	Paid	Y 04/11/2024
4972310431 64149	WE ENERGIES 0700126680-00003 Street Lights 100-5342-522200	04/01/2024 MROCKLEY 0700126680-00003 Street Lights	04/11/2024	3,990.95 3,990.95	0.00	Paid	Y 04/11/2024
4972310431 64150	WE ENERGIES 0700126680-00004 Greenwald 610-6200-662200	04/01/2024 MROCKLEY 0700126680-00004 Greenwald	04/11/2024	244.61 244.61	0.00	Paid	Y 04/11/2024
4972310431 64151	WE ENERGIES 0700126680-00005 Booster Station 610-6200-662200	04/01/2024 MROCKLEY 0700126680-00005 Booster Station	04/11/2024	798.16 798.16	0.00	Paid	Y 04/11/2024
4972310431 64152	WE ENERGIES 0700126680-00006 Field Park 100-5521-522200	04/01/2024 MROCKLEY 0700126680-00006 Field Park	04/11/2024	65.88 65.88	0.00	Paid	Y 04/11/2024
4972310431 64153	WE ENERGIES 0700126680-00007 1240 N. Rochester 620-8020-821000	04/01/2024 MROCKLEY 0700126680-00007 1240 N. Rochester	04/11/2024	122.62 122.62	0.00	Paid	Y 04/11/2024
4972310431 64154	WE ENERGIES 0700126680-00008 Police Garage 100-5211-522200	04/01/2024 MROCKLEY 0700126680-00008 Police Garage	04/11/2024	173.81 173.81	0.00	Paid	Y 04/11/2024
4972310431 64155	WE ENERGIES 0700126680-00009 Fld Prk Baseball 100-5521-522200	04/01/2024 MROCKLEY 0700126680-00009 Fld Prk Baseball Lights	04/11/2024	22.26 22.26	0.00	Paid	Y 04/11/2024
4972310431 64156	WE ENERGIES 0700126680-000010 Fox River View 620-8020-821000	04/01/2024 MROCKLEY 0700126680-000010 Fox River View	04/11/2024	211.58 211.58	0.00	Paid	Y 04/11/2024

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4972310431 64157	WE ENERGIES 0700126680-000011 DPW Elec 100-5323-522200	04/01/2024 MROCKLEY 0700126680-000011 DPW Elec	04/11/2024	474.11 474.11	0.00	Paid	Y 04/11/2024
4972310431 64158	WE ENERGIES 0700126680-000012 Fire 150-5221-522200	04/01/2024 MROCKLEY 0700126680-000012 Fire	04/11/2024	1,804.18 1,804.18	0.00	Paid	Y 04/11/2024
4972310431 64159	WE ENERGIES 0700126680-000013 police-CTH E N of 100-5211-522200	04/01/2024 MROCKLEY 0700126680-000013 police-CTH E N of Sugd	04/11/2024	20.44 20.44	0.00	Paid	Y 04/11/2024
4972310431 64160	WE ENERGIES 0700126680-000014 Hall 100-5160-522200	04/01/2024 MROCKLEY 0700126680-000014 Hall	04/11/2024	1,277.43 1,277.43	0.00	Paid	Y 04/11/2024
4972310431 64161	WE ENERGIES 0700126680-000014 Hall Gas 100-5160-522400	04/01/2024 MROCKLEY 0700126680-000014 Hall Gas	04/11/2024	271.11 271.11	0.00	Paid	Y 04/11/2024
4972310431 64162	WE ENERGIES 0700126680-000016 Miniwauken Park 100-5521-522200	04/01/2024 MROCKLEY 0700126680-000016 Miniwauken Park	04/11/2024	34.63 34.63	0.00	Paid	Y 04/11/2024
4972310431 64163	WE ENERGIES 0700126680-000017 Holz Elec 620-8010-821100	04/01/2024 MROCKLEY 0700126680-000017 Holz Elec	04/11/2024	9,515.57 9,515.57	0.00	Paid	Y 04/11/2024
4972310431 64164	WE ENERGIES 0700126680-000018 Parks 100-5521-522200	04/01/2024 MROCKLEY 0700126680-000018 Parks	04/11/2024	18.04 18.04	0.00	Paid	Y 04/11/2024
4972310431 64165	WE ENERGIES 0700126680-000019 Atkinson Pump 620-8020-821000	04/01/2024 MROCKLEY 0700126680-000019 Atkinson Pump	04/11/2024	582.83 582.83	0.00	Paid	Y 04/11/2024
4972310431 64166	WE ENERGIES 0700126680-000020 Well #6 610-6200-662200	04/01/2024 MROCKLEY 0700126680-000020 Well #6	04/11/2024	1,050.95 1,050.95	0.00	Paid	Y 04/11/2024

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4972310431 64167	WE ENERGIES 0700126680-000021 DPW Gas 100-5323-522400	04/01/2024 MROCKLEY 0700126680-000021 DPW Gas	04/11/2024	440.02 440.02	0.00	Paid	Y 04/11/2024
4972310431 64168	WE ENERGIES 0700126680-000022 Concession 100-5521-522200	04/01/2024 MROCKLEY 0700126680-000022 Concession Building	04/11/2024	92.41 92.41	0.00	Paid	Y 04/11/2024
4972310431 64169	WE ENERGIES 0700126680-000023 Well #3 Gas 610-6200-662200	04/01/2024 MROCKLEY 0700126680-000023 Well #3 Gas	04/11/2024	10.23 10.23	0.00	Paid	Y 04/11/2024
4972310431 64170	WE ENERGIES 0700126680-000024 Parks-200 S 100-5342-522200	04/01/2024 MROCKLEY 0700126680-000024 Parks-200 S Rochester	04/11/2024	25.03 25.03	0.00	Paid	Y 04/11/2024
4972310431 64171	WE ENERGIES 0700126680-000025 Tower 610-6200-662200	04/01/2024 MROCKLEY 0700126680-000025 Tower	04/11/2024	27.59 27.59	0.00	Paid	Y 04/11/2024
4972310431 64172	WE ENERGIES 0700126680-000027 Police 100-5211-522200	04/01/2024 MROCKLEY 0700126680-000027 Police	04/11/2024	1,648.27 1,648.27	0.00	Paid	Y 04/11/2024
4972310431 64173	WE ENERGIES 0700126680-000028 Miniwaukan 100-5521-522200	04/01/2024 MROCKLEY 0700126680-000028 Miniwaukan Pavilion	04/11/2024	23.89 23.89	0.00	Paid	Y 04/11/2024
4972310431 64174	WE ENERGIES 0700126680-000029 F. Park Sump Pump 100-5521-522200	04/01/2024 MROCKLEY 0700126680-000029 F. Park Sump Pump	04/11/2024	20.63 20.63	0.00	Paid	Y 04/11/2024
4972310431 64175	WE ENERGIES 0700126680-00030 Andrews Street 100-5521-522200	04/01/2024 MROCKLEY 0700126680-00030 Andrews Street	04/11/2024	115.67 115.67	0.00	Paid	Y 04/11/2024
4972310431 64176	WE ENERGIES 0700126680-000031 Holz Gas 620-8010-821200	04/01/2024 MROCKLEY 0700126680-000031 Holz Gas	04/11/2024	401.20 401.20	0.00	Paid	Y 04/11/2024

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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
4972310431 64177	WE ENERGIES 0700126680-000032 Well #4 Elec 610-6200-662200	04/01/2024 MROCKLEY 0700126680-000032 Well #4 Elec	04/11/2024	3,151.53 3,151.53	0.00	Paid	Y 04/11/2024
4972310431 64178	WE ENERGIES 0700126680-000033 Parks 100-5521-522200	04/01/2024 MROCKLEY 0700126680-000033 Parks	04/11/2024	30.56 30.56	0.00	Paid	Y 04/11/2024
4972310431 64179	WE ENERGIES 0700126680-000034 Street Lights 100-5342-522200	04/01/2024 MROCKLEY 0700126680-000034 Street Lights	04/11/2024	76.00 76.00	0.00	Paid	Y 04/11/2024
4972310431 64180	WE ENERGIES 0700126680-000036 Flashers 100-5211-522200	04/01/2024 MROCKLEY 0700126680-000036 Flashers	04/11/2024	11.19 11.19	0.00	Paid	Y 04/11/2024
4972310431 64181	WE ENERGIES 0700126680-000037 Well #4 Gas 610-6200-662200	04/01/2024 MROCKLEY 0700126680-000037 Well #4 Gas	04/11/2024	64.68 64.68	0.00	Paid	Y 04/11/2024
4972310431 64182	WE ENERGIES 0700126680-000038 Museum 100-5512-522200	04/01/2024 MROCKLEY 0700126680-000038 Museum	04/11/2024	274.84 274.84	0.00	Paid	Y 04/11/2024
4972310431 64183	WE ENERGIES 0700126680-000039 Well #5 610-6200-662200	04/01/2024 MROCKLEY 0700126680-000039 Well #5	04/11/2024	2,043.84 2,043.84	0.00	Paid	Y 04/11/2024
4972310431 64184	WE ENERGIES 0700126680-00043 Outdoor Stage 100-5521-522200	04/01/2024 MROCKLEY 0700126680-00043 Outdoor Stage	04/11/2024	24.21 24.21	0.00	Paid	Y 04/11/2024
4972310431 64185	WE ENERGIES 0700126680-00048 Miniwauken Park 100-5521-522200	04/01/2024 MROCKLEY 0700126680-00048 Miniwauken Park	04/11/2024	17.21 17.21	0.00	Paid	Y 04/11/2024
4972310431 64187	WE ENERGIES 0709449777-00002 Library Elec 440-5511-522200	04/01/2024 MROCKLEY 0709449777-00002 Library Elec	04/11/2024	2,561.96 2,561.96	0.00	Paid	Y 04/11/2024

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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
4972310431 64188	WE ENERGIES 0712697628-00001 Tower Radio Bldg 100-5211-522200	04/01/2024 MROCKLEY 0712697628-00001 Tower Radio Bldg	04/11/2024	30.08 30.08	0.00	Paid	Y 04/11/2024
4972310431 64189	WE ENERGIES 0712697628-00002 Mukw Dam 100-5254-522200	04/01/2024 MROCKLEY 0712697628-00002 Mukw Dam	04/11/2024	20.63 20.63	0.00	Paid	Y 04/11/2024
4972310431 64190	WE ENERGIES 0712697628-00003 PD Tower meter 100-5211-522200	04/01/2024 MROCKLEY 0712697628-00003 PD Tower meter #05662	04/11/2024	21.61 21.61	0.00	Paid	Y 04/11/2024
4972310431 64191	WE ENERGIES 0712697628-00004 1224 Riverton 620-8020-821000	04/01/2024 MROCKLEY 0712697628-00004 1224 Riverton	04/11/2024	149.33 149.33	0.00	Paid	Y 04/11/2024
4972310431 64192	WE ENERGIES 0712697628-00006 Well #7 610-6200-662200	04/01/2024 MROCKLEY 0712697628-00006 Well #7	04/11/2024	790.87 790.87	0.00	Paid	Y 04/11/2024
4972310431 64193	WE ENERGIES 0712697628-00007 School Crossing 100-5342-522200	04/01/2024 MROCKLEY 0712697628-00007 School Crossing Lights	04/11/2024	15.75 15.75	0.00	Paid	Y 04/11/2024
4972310431 64194	WE ENERGIES 0712697628-00008 Field Park Signage 100-5521-522200	04/01/2024 MROCKLEY 0712697628-00008 Field Park Signage	04/11/2024	50.43 50.43	0.00	Paid	Y 04/11/2024
4973470563 64195	WE ENERGIES 0700126680-00015 STREET LIGHTS 100-5342-522200	04/01/2024 MROCKLEY 0700126680-00015 STREET LIGHTS	04/11/2024	10,525.99 10,525.99	0.00	Paid	Y 04/11/2024

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
# of Invoices:	48	# Due:	0	Totals:	45,133.99	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				45,133.99	0.00		

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	ELECTRIC	1,277.43
100-5160-522400	GAS	271.11
100-5211-522200	ELECTRIC	1,905.40
100-5254-522200	ELECTRIC	20.63
100-5323-522200	ELECTRIC	474.11
100-5323-522400	GAS	440.02
100-5342-522200	ELECTRIC	14,633.72
100-5512-522200	ELECTRIC	274.84
100-5521-522200	ELECTRIC	515.82
150-5221-522200	ELECTRIC	1,804.18
440-5511-522200	ELECTRIC	2,561.96
610-6200-662200	FUEL OR POWER PURCHASED	9,742.71
620-8010-821100	WWTP ELECTRIC POWER	9,515.57
620-8010-821200	NAT GAS/ADMIN BLDG/HEAT EXCH	630.13
620-8020-821000	PUMPING POWER & FUEL	1,066.36

--- TOTALS BY FUND ---

100 - GENERAL FUND	19,813.08	0.00
150 - FIRE/AMBULANCE FUND	1,804.18	0.00
440 - LIBRARY FUND	2,561.96	0.00
610 - WATER UTILITY FUND	9,742.71	0.00
620 - SEWER UTILITY FUND	11,212.06	0.00

--- TOTALS BY DEPT/ACTIVITY ---

5160 - VILLAGE HALL	1,548.54	0.00
5211 - POLICE ADMINISTRATION	1,905.40	0.00
5221 - FIRE ADMINISTRATION	1,804.18	0.00
5254 - DAMS	20.63	0.00
5323 - GARAGE	914.13	0.00
5342 - STREET LIGHTING	14,633.72	0.00
5511 - LIBRARY SERVICES	2,561.96	0.00
5512 - MUSEUM	274.84	0.00
5521 - PARKS	515.82	0.00
6200 - PUMPING OPERATIONS	9,742.71	0.00
8010 - WWTP-TREATMENT/DISPOSAL/GP	10,145.70	0.00
8020 - LIFT STATIONS/PUMPING EQUIP	1,066.36	0.00

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
04/12/2024	GEN	38437	IMIL2000975	ALSCO	OUTSIDE SERVICES	531000	5511	79.42
04/12/2024	GEN	38438#	1D3Y-XTQ7-XDFL	AMAZON CAPITOL SERVICES	OPERATIONAL SUPPLIES	531100	5511	136.00
			1L1F-X3JL-3KDM		META SPACE EQUIPMENT & FIXTURES	531400	5511	999.96
			13JP-Q7YT-XLJP		COLLECTION MAINTENANCE & REPAIR	531600	5511	39.15
			1TQ6-DJCF-YKVM		COLLECTION MAINTENANCE & REPAIR	531600	5511	94.88
			1Q6Y-J647-3Y3M		METASPACE MAINTENANCE	531700	5511	559.25
			1CGN-GGHK-63R4		THINGERY COLLECTION	533000	5511	356.69
			17NC-71GH-3RQK		PROGRAMMING	533100	5511	130.39
			1T9V-J7VR-VVTC		BOOKS	532800	5700	122.94
			1DTR-Q69D-6DKJ		AV MATERIAL	532900	5700	744.31
			CHECK GEN 38438 TOTAL FOR FUN					
04/12/2024	GEN	38439	52948	AMERICA AQUARIA	OUTSIDE SERVICES	531000	5511	85.00
04/12/2024	GEN	38440	2038151694	BAKER & TAYLOR INC.	BOOKS	532800	5700	175.56
			2038151695		BOOKS	532800	5700	128.05
			2038153821		BOOKS	532800	5700	42.95
			2038153822		BOOKS	532800	5700	1,053.72
			2038168947		BOOKS	532800	5700	186.14
			2038168948		BOOKS	532800	5700	145.76
			2038185211		BOOKS	532800	5700	43.59
			2038185212		BOOKS	532800	5700	228.00
			2038202983		BOOKS	532800	5700	876.01
			2038202984		BOOKS	532800	5700	112.14
			2038206179		BOOKS	532800	5700	50.69
			2038206180		BOOKS	532800	5700	721.64
CHECK GEN 38440 TOTAL FOR FUN								3,764.25
04/12/2024	GEN	38441	76927	BAYSCAN TECHNOLOGIES	EQUIPMENT LESS THAN \$5000	581100	5700	2,789.00
04/12/2024	GEN	38442	2547	BERNSTEIN & ASSOCIATES, LLC	DONATED FUND EXPENDITURES	580600	5890	480.00
04/12/2024	GEN	38443	B6760235	BRODART	BOOKS	532800	5700	103.00
			B6766399		BOOKS	532800	5700	187.96
			B6766595		BOOKS	532800	5700	357.24
			B6770566		BOOKS	532800	5700	120.17
CHECK GEN 38443 TOTAL FOR FUN								768.37
04/12/2024	GEN	38444	84002454	CENGAGE LEARNING	BOOKS	532800	5700	26.35

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Fund: 440 LIBRARY FUND									
			84063796		BOOKS	532800	5700	24.00	
				CHECK GEN 38444 TOTAL FOR FUN					50.39
04/12/2024	GEN	38445	679833	COMPLETE OFFICE OF WISCONSIN	OPERATIONAL SUPPLIES	531100	5511	169.27	
			672346		OPERATIONAL SUPPLIES	531100	5511	205.55	
				CHECK GEN 38445 TOTAL FOR FUN					374.82
04/12/2024	GEN	38446	7454815	DEMCO INC	COLLECTION MAINTENANCE & REPAIR	531600	5511	193.90	
04/12/2024	GEN	38447	24369500-2	ENGBERG ANDERSON ARCHITECTS	DONATED FUND EXPENDITURES	580600	5890	2,020.20	
04/12/2024	GEN	38448	36217583	GREAT AMERICAN FINANCIAL SVCS	CONTRACTUAL SERVICES	522000	5511	353.14	
04/12/2024	GEN	38449	960003635	ILLINGWORTH KILGUST	CONTRACTUAL SERVICES	522000	5511	2,000.50	
			930029972		REPAIRS & MAINTENANCE	539500	5511	761.00	
				CHECK GEN 38449 TOTAL FOR FUN					2,761.50
04/12/2024	GEN	38450	3185957	IMPACT ACQUISITIONS, LLC	CONTRACTUAL SERVICES	522000	5511	291.59	
04/12/2024	GEN	38451	887	KLASSY KLEANERS	OUTSIDE SERVICES	531000	5511	1,200.00	
04/12/2024	GEN	38452	1001	LORI MUELLER	TRAINING & TRAVEL	533500	5511	450.00	
04/12/2024	GEN	38453	505272209	MIDWEST TAPE	DIGITAL COLLECTIONS	534900	5511	1,079.64	
04/12/2024	GEN	38454	455720	PLAYAWAY PRODUCTS LLC	COLLECTION MAINTENANCE & REPAIR	531600	5511	16.73	
04/12/2024	GEN	38455	MARCH	PRIDE, JAMES	TRAINING & TRAVEL	533500	5511	24.79	
04/12/2024	GEN	38456	37871229	QUILL LLC	OPERATIONAL SUPPLIES	531100	5511	41.38	
04/12/2024	GEN	38457	221453	ROMAN ELECTRIC CO., INC.	REPAIRS & MAINTENANCE	539500	5511	490.25	
04/12/2024	GEN	38458	7153900147	SCHINDLER ELEVATOR CORP	REPAIRS & MAINTENANCE	539500	5511	1,060.52	
04/12/2024	GEN	38459	532	SULLIVAN, MICHAEL	BOOKS	532800	5700	10.00	
04/12/2024	GEN	38460	6125016	UNIQUE MANAGEMENT	OUTSIDE SERVICES	531000	5511	9.85	
				Total for fund 440 LIBRARY FUND					21,578.31

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

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/16/2024	GEN	38462	TOWN OF MUKWONAGO	2023 FIRE DEPT SETTLEMENT	150-0000-244100	246,551.12
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		246,551.12

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/17/2024	GEN	801 (E)	UKG INC.	PAYROLL PROCESSING FEES MARCH 2024	100-5111-539900	96.46
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5120-539900	27.56
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5142-539900	41.34
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5145-539900	55.13
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5211-539900	137.80
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5212-539900	124.02
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5213-521900	27.56
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5241-539900	27.56
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5300-539900	110.24
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	100-5632-539900	13.78
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	150-5221-539900	440.96
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	150-5233-531100	82.68
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	440-5511-534000	385.84
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	610-6902-690300	55.12
		801 (E)		PAYROLL PROCESSING FEES MARCH 2024	620-8300-840000	41.34
						1,667.39
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,667.39

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/19/2024	GEN	38548	ANTHONY TAMEL	2024 COURT FINES / RESTITUTION	100-0000-233000	1,000.00
04/19/2024	GEN	38549	BROOKE FUNK	2024 COURT FINES REIMB	100-0000-233000	185.00
04/19/2024	GEN	38550	RUBEN ORTIZ	2024 COURT FINES REIMB	100-0000-233000	222.80
04/19/2024	GEN	38551	TREASURER STATE OF WI	MARCH 2024 COURT FINES AND FEES	100-0000-242400	4,131.57
04/19/2024	GEN	38552	TREASURER WAUKESHA COUNTY	MARCH 2024 COURT FINES & FEES	100-0000-243240	1,371.25
			TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS		6,910.62

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Purchase Card Vendor: 0002 US BANK							
ARMOUR ABBY 64197	AMZ*BANNER BUZZ KAYAK BANNER 440-5511-531600	03/28/2024 MROCKLEY	04/22/2024	26.11	0.00	Paid	Y 04/22/2024
		COLLECTION MAINTENANCE & REPAIR		26.11			
ARMOUR ABBY 64198	UNITED 0162379463589 AIRFARE FOR NAGPRA DELIVERY 440-5890-580600	04/10/2024 MROCKLEY	04/22/2024	815.70	0.00	Paid	Y 04/22/2024
		DONATED FUND EXPENDITURES		815.70			
BITTNER RONALD 64199	WWW.UI.COM DISPATCH CAMERA 100-5211-522950	04/03/2024 MROCKLEY	04/22/2024	192.00	0.00	Paid	Y 04/22/2024
		IT DEVICES (NON CAPITAL) & SUPPLIES		192.00			
BONK JASON 64200	US BANK CREDIT CARD REFUND 610-6920-693000 620-8400-854100	03/29/2024 MROCKLEY	04/22/2024	(112.35)	0.00	Paid	Y 04/22/2024
		MISC GENERAL EXPENSES		(56.17)			
		EDUCATIONAL/TRAINING EXPENSES		(56.18)			
BONK JASON 64201	KWIK TRIP #306 TRAINING-FUEL 610-6920-693000 620-8400-854100	03/29/2024 MROCKLEY	04/22/2024	48.02	0.00	Paid	Y 04/22/2024
		MISC GENERAL EXPENSES		24.01			
		EDUCATIONAL/TRAINING EXPENSES		24.01			
CASTLE WAYNE A 64202	US BANK CREDIT CARD REFUND 610-6920-693000 620-8400-854100	03/29/2024 MROCKLEY	04/22/2024	(92.10)	0.00	Paid	Y 04/22/2024
		MISC GENERAL EXPENSES		(46.05)			
		EDUCATIONAL/TRAINING EXPENSES		(46.05)			
CEITHAMER EMILY 64203	DISNEY PLUS ROKU BUNDLE 440-5511-531800	03/20/2024 MROCKLEY	04/22/2024	15.81	0.00	Paid	Y 04/22/2024
		THINGERY MAINTENANCE		15.81			
CEITHAMER EMILY 64204	SHELFWIZ SHELF TALKERS 440-5511-531100	03/21/2024 MROCKLEY	04/22/2024	169.05	0.00	Paid	Y 04/22/2024
		OPERATIONAL SUPPLIES		169.05			
CEITHAMER EMILY 64205	WALMART.COM CRICUT VINYL	04/02/2024 MROCKLEY	04/22/2024	7.32	0.00	Paid	Y 04/22/2024

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Purchase Card Vendor: 0002 US BANK							
	440-5511-533100	PROGRAMMING		7.32			
CEITHAMER EMILY							
64206	WAL-MART #1571	04/03/2024	04/22/2024	35.58	0.00	Paid	Y
	PROGRAM SUPPLIES	MROCKLEY					04/22/2024
	440-5511-533100	PROGRAMMING		35.58			
CEITHAMER EMILY							
64207	INTL CRANE FDN.	04/04/2024	04/22/2024	60.00	0.00	Paid	Y
	EXPLORE PASS PD BY FRIENDS	MROCKLEY					04/22/2024
	440-5890-580600	DONATED FUND EXPENDITURES		60.00			
CEITHAMER EMILY							
64208	CRAFTCUTS	04/04/2024	04/22/2024	355.63	0.00	Paid	Y
	STANDING LETTERS	MROCKLEY					04/22/2024
	440-5890-580600	DONATED FUND EXPENDITURES		355.63			
CEITHAMER EMILY							
64209	DEMCO INC	04/05/2024	04/22/2024	241.00	0.00	Paid	Y
	BAG RACK	MROCKLEY					04/22/2024
	440-5511-581000	FURNITURE & FIXTURES		241.00			
CEITHAMER EMILY							
64210	DEMCO INC	04/08/2024	04/22/2024	43.70	0.00	Paid	Y
	HANGING BAGS	MROCKLEY					04/22/2024
	440-5511-531600	COLLECTION MAINTENANCE & REPAIR		43.70			
CEITHAMER EMILY							
64211	WI HISTORICAL FND	04/09/2024	04/22/2024	1,000.00	0.00	Paid	Y
	EXPLORE PASS PD BY FRIENDS	MROCKLEY					04/22/2024
	440-5890-580600	DONATED FUND EXPENDITURES		1,000.00			
DEMOTTO CHRIS							
64212	AMZN MKTP US*RH6VY23A0	03/15/2024	04/22/2024	537.84	0.00	Paid	Y
	CABLES AND PERIPHERALS - DISPATCH	MROCKLEY					04/22/2024
	430-5700-571100	POLICE DEPT CAPITAL EQUIP		537.84			
DEMOTTO CHRIS							
64213	AMZN MKTP US*R67WC3SE2	03/15/2024	04/22/2024	89.99	0.00	Paid	Y
	CAT 6 CABLE - DISPATCH REMODEL	MROCKLEY					04/22/2024
	430-5700-571100	POLICE DEPT CAPITAL EQUIP		89.99			
DEMOTTO CHRIS							
64214	AMZN MKTP US*RH30R86A0	03/18/2024	04/22/2024	87.29	0.00	Paid	Y
	CABLE - DISPATCH REMODEL	MROCKLEY					04/22/2024
	430-5700-571100	POLICE DEPT CAPITAL EQUIP		87.29			

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Purchase Card Vendor: 0002 US BANK							
DEMOTTO CHRIS 64215	AMZN MKTP US*RH8402HF2 BATTERIES, KEYBOARD AND MOUSE - 430-5700-571100	03/21/2024 MROCKLEY	04/22/2024	136.67	0.00	Paid	Y 04/22/2024
	POLICE DEPT CAPITAL EQUIP			136.67			
DEMOTTO CHRIS 64216	THE HOME DEPOT #4921 CABINETS - DISPATCH REMODEL 430-5700-571100	03/29/2024 MROCKLEY	04/22/2024	1,310.16	0.00	Paid	Y 04/22/2024
	POLICE DEPT CAPITAL EQUIP			1,310.16			
DEMOTTO CHRIS 64217	AMZN MKTP US*IS6TE8BL3 TRASH CAN AND CABINET ORGANIZERS - 430-5700-571100	03/30/2024 MROCKLEY	04/22/2024	195.99	0.00	Paid	Y 04/22/2024
	POLICE DEPT CAPITAL EQUIP			195.99			
DEMOTTO CHRIS 64218	THE HOME DEPOT #4921 CABINET HARDWARE - DISPATCH REMODEL 430-5700-571100	04/01/2024 MROCKLEY	04/22/2024	34.54	0.00	Paid	Y 04/22/2024
	POLICE DEPT CAPITAL EQUIP			34.54			
DEMOTTO CHRIS 64219	AMZN MKTP US*202DH2PP3 EXTENSION CORDS AND HDMI CABLE - 430-5700-571100	04/07/2024 MROCKLEY	04/22/2024	36.28	0.00	Paid	Y 04/22/2024
	POLICE DEPT CAPITAL EQUIP			36.28			
DOHERTY DIANA 64220	CERTIF A GIFT GOUROUX RETIREMENT GIFT 100-5141-539800	04/10/2024 MROCKLEY	04/22/2024	465.97	0.00	Paid	Y 04/22/2024
	EMPLOYEE RECOGNITION			465.97			
DOHERTY DIANA 64221	UW LOCAL GOV EDUCATION STATE REPORT WEBINAR 100-5145-533500	04/11/2024 MROCKLEY	04/22/2024	20.00	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL			20.00			
DOHERTY DIANA 64222	VBS*VONAGE BUSINESS APRIL 2024 VONAGE PHONE BILL 100-5141-522500	04/12/2024 MROCKLEY	04/22/2024	1,554.71	0.00	Paid	Y 04/22/2024
	TELEPHONE			19.50			
	TELEPHONE			87.99			
	SOFTWARE SUPPORT/MAINTENANCE			87.73			
	TELEPHONE			58.50			
	TELEPHONE			19.50			
	TELEPHONE			39.25			
	TELEPHONE			19.50			

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Purchase Card Vendor: 0002 US BANK							
	100-5120-522500	TELEPHONE		19.50			
	100-5211-522500	TELEPHONE		365.19			
	150-5221-522500	TELEPHONE		356.22			
	440-5511-522500	TELEPHONE		398.59			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		41.62			
	620-8400-851000	OFFICE SUPPLIES & EXPENSES		41.62			
DYKSTRA DIANA 64223	THE BUSINESS JOURNALS BUSINESS JOURNAL 100-5141-521900	03/17/2024 MROCKLEY PROFESSIONAL SERVICES	04/22/2024	4.00 4.00	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64224	SP EXCELMARK NOTARY STAMP DEPUTY 100-5142-531100	03/18/2024 MROCKLEY NOTARY STAMP DEPUTY	04/22/2024	42.43 42.43	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64225	LOCAL GOVERNMENT EDUCATIO YEAR 1 DEPUTY CLERK INSTITUTE 100-5142-533500	03/18/2024 MROCKLEY YEAR 1 DEPUTY CLERK INSTITUTE	04/22/2024	499.00 499.00	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64226	IIMC IIMC MEMBERSHIP DEPUTY 100-5142-532400	03/18/2024 MROCKLEY IIMC MEMBERSHIP DEPUTY	04/22/2024	125.00 125.00	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64227	UW LOCAL GOV EDUCATION BOR CLASS MATERIALS 100-5153-531100	03/19/2024 MROCKLEY BOR CLASS SUPPLIES	04/22/2024	115.00 115.00	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64228	COUSINS SUBS STRATEGIC PLAN - BOARD 100-5141-531100	03/20/2024 MROCKLEY STRATEGIC PLAN - BOARD	04/22/2024	65.03 65.03	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64229	DOLLARTREE SUPPLIES 100-5144-531100	04/01/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	18.11 18.11	0.00	Paid	Y 04/22/2024
DYKSTRA DIANA 64230	COUSINS SUBS #9160 LUNCH ELECTION WORKERS 100-5144-531100	04/02/2024 MROCKLEY LUNCH ELECTION WORKERS	04/22/2024	136.06 136.06	0.00	Paid	Y 04/22/2024

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Purchase Card Vendor: 0002 US BANK							
DYKSTRA DIANA 64231	UW LOCAL GOV EDUCATION ALCOHOL LICENSING UW EX CLASS 100-5142-533500	04/04/2024 MROCKLEY	04/22/2024	20.00	0.00	Paid	Y 04/22/2024
	ALCOHOL LIC UW EX CLASS DEPUTY			20.00			
DYKSTRA DIANA 64232	SP ELECTIONSOURCE ELECTION TTAPE ROLLS SECRTY SEALS 100-5144-531100	04/09/2024 MROCKLEY	04/22/2024	67.00	0.00	Paid	Y 04/22/2024
	ELECTION ROLLS & SECURITY SEALS			67.00			
DYKSTRA DIANA 64233	THE BUSINESS JOURNALS BUSINESS JOURNAL RENEWAL 100-5141-532400	04/14/2024 MROCKLEY	04/22/2024	190.00	0.00	Paid	Y 04/22/2024
	BUSINESS JOURNAL RENEWAL			190.00			
GOURDOUX LINDA 64234	METRO MARKET #384 ELECTION SUPPLIES 100-5144-531100	04/01/2024 MROCKLEY	04/22/2024	103.01	0.00	Paid	Y 04/22/2024
	ELECTION SUPPLIES			103.01			
KIM CATHRYN 64235	WAL-MART #1571 OFFICE SUPPLIES 440-5511-531100	03/15/2024 MROCKLEY	04/22/2024	29.85	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			29.85			
KIM CATHRYN 64236	MICHAELS #9490 ROLLING CART 440-5511-531700	03/16/2024 MROCKLEY	04/22/2024	63.98	0.00	Paid	Y 04/22/2024
	METASPACE MAINTENANCE			63.98			
KIM CATHRYN 64237	DOLLAR GENERAL #10855 BINGO PRIZES 440-5511-533100	03/19/2024 MROCKLEY	04/22/2024	34.75	0.00	Paid	Y 04/22/2024
	PROGRAMMING			34.75			
KIM CATHRYN 64238	ZOOM.US 888-799-9666 ANNUAL RENEWAL 440-5511-534000	03/20/2024 MROCKLEY	04/22/2024	167.90	0.00	Paid	Y 04/22/2024
	ELECTRONIC TOOLS & SERVICES			167.90			
KIM CATHRYN 64239	WM SUPERCENTER #1571 CLEANING SUPPLIES 440-5511-531100	03/21/2024 MROCKLEY	04/22/2024	53.71	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			53.71			

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Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN 64240	US BANK ZOOM CREDIT 440-5511-534000	03/26/2024 MROCKLEY	04/22/2024	(8.00)	0.00	Paid	Y 04/22/2024
	ELECTRONIC TOOLS & SERVICES			(8.00)			
KIM CATHRYN 64241	ALL STAR RENTALS DOWN PAYMENT FOR SLP KICKOFF 440-5890-580600	03/29/2024 MROCKLEY	04/22/2024	648.50	0.00	Paid	Y 04/22/2024
	DONATED FUND EXPENDITURES			648.50			
KIM CATHRYN 64242	NETFLIX.COM 4/1/24-4/30/24 STREAMING SERVICE 440-5511-531800	04/01/2024 MROCKLEY	04/22/2024	22.99	0.00	Paid	Y 04/22/2024
	THINGERY MAINTENANCE			22.99			
KIM CATHRYN 64243	AMERLIBASSOC ECOMMERCE ALA MEMBERSHIP DUES 440-5511-533500	04/06/2024 MROCKLEY	04/22/2024	58.00	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL			58.00			
KIM CATHRYN 64244	AMERICAN LIBRARY ASSOC ALA COURSES 440-5511-533500	04/06/2024 MROCKLEY	04/22/2024	385.20	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL			385.20			
KIM CATHRYN 64245	WAL-MART #1571 CLEANING SUPPLIES 440-5511-531100	04/10/2024 MROCKLEY	04/22/2024	55.23	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			55.23			
KINDER MATTHEW 64246	GLOBAL DETECTION SYSTEMS DIGESTER-REPLACEMENT GAS SENSORS 620-8010-827000	03/25/2024 MROCKLEY	04/22/2024	697.47	0.00	Paid	Y 04/22/2024
	OPERATION SUPPLY/EXPENSE			697.47			
KINDER MATTHEW 64247	GLOBAL DETECTION SYSTEMS DIGESTER-CALIBRATION GAS 620-8010-827000	04/01/2024 MROCKLEY	04/22/2024	549.53	0.00	Paid	Y 04/22/2024
	OPERATION SUPPLY/EXPENSE			549.53			
KREISER ROBERT 64248	THE HOME DEPOT #4921 HARDWARE - DISPATCH REMODEL 430-5700-571100	03/14/2024 MROCKLEY	04/22/2024	14.97	0.00	Paid	Y 04/22/2024
	POLICE DEPT CAPITAL EQUIP			14.97			

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Purchase Card Vendor: 0002 US BANK							
KUBIAK MICHAEL 64249	AEDLAND.COM AED PADS 100-5212-531100	03/16/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	45.00 45.00	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64250	AMZN MKTP US*RA8GK0670 NNO SUPPLIES 340-5890-580602	03/25/2024 MROCKLEY POLICE DESIGNATED FUND EXPENDITURES	04/22/2024	12.98 12.98	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64251	BUILDASIGN NNO SIGNS 340-5890-580602	03/28/2024 MROCKLEY POLICE DESIGNATED FUND EXPENDITURES	04/22/2024	272.10 272.10	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64252	AMZN MKTP US*7G3UV6WT3 MEDICAL KIT SUPPLIES 100-5212-531100	04/06/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	18.50 18.50	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64253	AMZN MKTP US*TM38S3W93 MEDICAL KIT SUPPLIES 100-5212-531100	04/06/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	15.99 15.99	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64254	AMZN MKTP US*AQ38R7Y23 NNO SUPPLIES 340-5890-580602	04/07/2024 MROCKLEY POLICE DESIGNATED FUND EXPENDITURES	04/22/2024	16.98 16.98	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64255	AMZN MKTP US*EL62S1BD3 MEDICAL KIT SUPPLIES 100-5212-531100	04/07/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	44.96 44.96	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64256	AMAZON.COM*GO15A7X03 NNO SUPPLIES 340-5890-580602	04/11/2024 MROCKLEY POLICE DESIGNATED FUND EXPENDITURES	04/22/2024	63.20 63.20	0.00	Paid	Y 04/22/2024
KUBIAK MICHAEL 64257	AMZN MKTP US*FE5VG6LC3 NNO SUPPLIES 340-5890-580602	04/11/2024 MROCKLEY POLICE DESIGNATED FUND EXPENDITURES	04/22/2024	169.95 169.95	0.00	Paid	Y 04/22/2024

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Purchase Card Vendor: 0002 US BANK							
KUBIAK MICHAEL 64258	AMZN MKTP US*FP6K301P3 NNO GIVEAWAYS, PRIZES AND SUPPLIES 340-5890-580602	04/15/2024 MROCKLEY	04/22/2024	440.44	0.00	Paid	Y 04/22/2024
	POLICE DESIGNATED FUND EXPENDITURES			440.44			
MILLER KENNETH 64259	EBAY O*26-11386-65571 DIGESTER-HVAC ACTUATOR 620-8010-827000	04/04/2024 MROCKLEY	04/22/2024	315.00	0.00	Paid	Y 04/22/2024
	OPERATION SUPPLY/EXPENSE			315.00			
MILLER KENNETH 64260	FARM & FLEET OF WAUKESHA CLEANING SUPPLIES 620-8010-827000	04/06/2024 MROCKLEY	04/22/2024	56.68	0.00	Paid	Y 04/22/2024
	OPERATION SUPPLY/EXPENSE			56.68			
MILLER KENNETH 64261	AMZN MKTP US*SN01Q2M73 WELL MOTOR OIL ADDITIVE 610-6210-662300	04/09/2024 MROCKLEY	04/22/2024	49.00	0.00	Paid	Y 04/22/2024
	OPERATION SUPPLY/EXP-PUMPING			49.00			
PETERSON RANDY 64262	VBELTS4LESS LLC MOWER BELTS 100-5324-539500	03/15/2024 MROCKLEY	04/22/2024	211.36	0.00	Paid	Y 04/22/2024
	REPAIRS & MAINTENANCE			211.36			
PETERSON RANDY 64263	ISA ISA STUDY GUIDE 100-5323-533500	03/21/2024 MROCKLEY	04/22/2024	163.13	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL			163.13			
PETERSON RANDY 64264	US BANK YES WELDER REFUND 100-5323-531100	04/07/2024 MROCKLEY	04/22/2024	(600.00)	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			(600.00)			
PETERSON RANDY 64265	SIMPLE TIRE ZERO TURN TIRES 100-5324-539500	04/12/2024 MROCKLEY	04/22/2024	174.76	0.00	Paid	Y 04/22/2024
	REPAIRS & MAINTENANCE			174.76			
RUTENBECK TIM 64266	DSPS E SERVICE FEE REN DSPS CONVENIENCE FEE 100-5241-533500	04/01/2024 MROCKLEY	04/22/2024	1.07	0.00	Paid	Y 04/22/2024
	DSPS CONVENIENCE FEE			1.07			

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Purchase Card Vendor: 0002 US BANK							
RUTENBECK TIM 64267	WI DSPS LICENSURE WI DSPS LIC RUTENBECK 100-5241-533500	04/01/2024 MROCKLEY WI DSPS LIC RUTENBECK	04/22/2024	47.53 47.53	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64268	SP MOORING TECH COMPUTER MOUNT B34 150-5222-531100	03/18/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	199.50 199.50	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64269	AMZN MKTP US*R66Y77M11 AED BATTERY T34 150-5231-531100	03/18/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	184.77 184.77	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64270	AMZN MKTP US*RH5C61T52 AMAZON BATTERIES 150-5231-531100	03/19/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	3.86 3.86	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64271	OFFROAD-ED.COM WI DNR ATV COURSE- ROLBIECKI 150-5233-533500	03/26/2024 MROCKLEY TRAINING & TRAVEL	04/22/2024	35.95 35.95	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64272	AMZN MKTP US*RA4DV78A1 CAD COMPUTER FAN 150-5221-539500	04/01/2024 MROCKLEY REPAIRS & MAINTENANCE	04/22/2024	21.28 21.28	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64273	AMAZON.COM*RA38S0601 U34 AND B34 TRAILER HITCH 150-5222-531100	04/01/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	201.98 201.98	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64274	EAGLE ENGRAVING INC EAGLE ENGRAVING TAGS AND LOCKER 150-5222-531100	04/03/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	100.75 100.75	0.00	Paid	Y 04/22/2024
STIEN JEFFREY R 64275	WM SUPERCENTER #1571 STATION SUPPLIES 150-5221-531100	04/04/2024 MROCKLEY OPERATIONAL SUPPLIES	04/22/2024	30.28 30.28	0.00	Paid	Y 04/22/2024

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Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R 64276	METRO MARKET #384 STATION SUPPLIES 150-5221-531100	04/05/2024 MROCKLEY	04/22/2024	79.68 79.68	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STIEN JEFFREY R 64277	DRI*GALLUP GALLUP- CUOMO LEADERSHIP 150-5233-533500	04/06/2024 MROCKLEY	04/22/2024	62.99 62.99	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL						
STIEN JEFFREY R 64278	DRI*GALLUP GALLUP- BARKOW LEADERSHIP 150-5221-533500	04/06/2024 MROCKLEY	04/22/2024	62.99 62.99	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL						
STIEN JEFFREY R 64279	AMZN MKTP US*111074HE3 BLUETOOTH ADAPTER 150-5231-531100	04/07/2024 MROCKLEY	04/22/2024	22.98 22.98	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STIEN JEFFREY R 64280	WAL-MART #1571 STATION SUPPLIES 150-5221-531100	04/09/2024 MROCKLEY	04/22/2024	57.50 57.50	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STIEN JEFFREY R 64281	SUNBELT RENTALS #0365 LIFT RENTAL 150-5222-539500	04/09/2024 MROCKLEY	04/22/2024	1.00 1.00	0.00	Paid	Y 04/22/2024
	REPAIRS & MAINTENANCE						
STIEN JEFFREY R 64282	UNDERWATER CONNECTION UNDERWATER CONNECTION 342.88- AOW- 150-5221-533500	04/09/2024 MROCKLEY	04/22/2024	342.88 342.88	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL						
STIEN JEFFREY R 64283	UNDERWATER CONNECTION UNDERWATER CONNECTION 342.88- AOW- 150-5233-533500	04/09/2024 MROCKLEY	04/22/2024	342.88 342.88	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL						
STIEN JEFFREY R 64284	UNDERWATER CONNECTION UNDERWATER CONNECTION 342.88- AOW- 150-5221-533500	04/09/2024 MROCKLEY	04/22/2024	342.88 342.88	0.00	Paid	Y 04/22/2024
	TRAINING & TRAVEL						

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Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R 64285	DRAGONFLY * MUKWONAGO DRAGONFLY ROLBIECKI 98.70 150-5233-534600	04/10/2024 MROCKLEY	04/22/2024	98.70 98.70	0.00	Paid	Y 04/22/2024
	CLOTHING ALLOWANCE						
STIEN JEFFREY R 64286	SUNBELT RENTALS #0365 LIFT RENTAL 150-5222-539500	04/11/2024 MROCKLEY	04/22/2024	315.00 157.50 157.50	0.00	Paid	Y 04/22/2024
	REPAIRS & MAINTENANCE REPAIRS & MAINTENANCE						
STREIT DANIEL 64287	AMAZON.COM*RA66O6NX0 DISPATCH WEEK GIFTS 100-5211-539900	03/22/2024 MROCKLEY	04/22/2024	47.94 47.94	0.00	Paid	Y 04/22/2024
	OTHER						
STREIT DANIEL 64288	AMZN MKTP US*H407O63J3 OFFICE SUPPLIES 100-5211-531100	04/01/2024 MROCKLEY	04/22/2024	12.13 12.13	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STREIT DANIEL 64289	AMZN MKTP US*D30S85KA3 OFFICE SUPPLIES 100-5211-531100	04/03/2024 MROCKLEY	04/22/2024	41.41 41.41	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STREIT DANIEL 64290	AMZN MKTP US*YI5OK0IS3 WOODEN CERTIFICATE HOLDER FRAME 100-5211-531100	04/08/2024 MROCKLEY	04/22/2024	36.94 36.94	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STREIT DANIEL 64291	US BANK AMAZON SHIPPING REFUND 100-5211-531100	04/09/2024 MROCKLEY	04/22/2024	(6.99) (6.99)	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES						
STREIT DANIEL 64292	AMZN MKTP US*0D5T05RX3 NNO GIVEAWAYS 340-5890-580602	04/10/2024 MROCKLEY	04/22/2024	157.24 157.24	0.00	Paid	Y 04/22/2024
	POLICE DESIGNATED FUND EXPENDITURES						
STREIT DANIEL 64293	AMZN MKTP US*VA0VV0P83 NNO GIVEAWAYS 340-5890-580602	04/15/2024 MROCKLEY	04/22/2024	110.35 110.35	0.00	Paid	Y 04/22/2024
	POLICE DESIGNATED FUND EXPENDITURES						

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Purchase Card Vendor: 0002 US BANK							
SUKOWATY JAYME 64294	WISCONSIN WASTEWATER OPER WWOA BIOSOLIDS SYMPOSIUM 620-8400-854100	03/15/2024 MROCKLEY	04/22/2024	103.50	0.00	Paid	Y 04/22/2024
	EDUCATIONAL/TRAINING EXPENSES			103.50			
SUKOWATY JAYME 64295	USPS PO 5657100149 COMPLIANCE SAMPLING- FLUORIDE SAMPLE 610-6300-663200	04/03/2024 MROCKLEY	04/22/2024	5.10	0.00	Paid	Y 04/22/2024
	OPERATION SUPPLY/EXP-TREATMENT			5.10			
SURA MATTHEW J 64296	WWW.STANDRIS.COM STETHOSCOPES 150-5231-531100	03/19/2024 MROCKLEY	04/22/2024	158.24	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			158.24			
SURA MATTHEW J 64297	DICKSSPORTINGGOODS.COM DICKS CLOTHING 167.99- FICKAU 150-5221-534600	03/21/2024 MROCKLEY	04/22/2024	167.99	0.00	Paid	Y 04/22/2024
	CLOTHING ALLOWANCE			167.99			
SURA MATTHEW J 64298	NIKE.COM CLOTHING SURA 150-5233-534600	04/05/2024 MROCKLEY	04/22/2024	176.40	0.00	Paid	Y 04/22/2024
	CLOTHING ALLOWANCE			176.40			
SURA MATTHEW J 64299	APPLE.COM/BILL APPLE STORAGE 150-5231-531100	04/08/2024 MROCKLEY	04/22/2024	0.99	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			0.99			
SURA MATTHEW J 64300	BESTBUYCOM806930590304 TRAINING RECEIVER 150-5223-531100 150-5232-531100	04/11/2024 MROCKLEY	04/22/2024	308.99	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			154.49			
	OPERATIONAL SUPPLIES			154.50			
SURA MATTHEW J 64301	BESTBUYCOM806930583110 TRAINING APPLE DEVICE 150-5223-531100 150-5232-531100	04/11/2024 MROCKLEY	04/22/2024	129.99	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			64.99			
	OPERATIONAL SUPPLIES			65.00			
WEGNER ANDREW P 64302	CONWAY SHIELD HELMET FRONTS 150-5222-531100	04/10/2024 MROCKLEY	04/22/2024	56.50	0.00	Paid	Y 04/22/2024
	OPERATIONAL SUPPLIES			56.50			

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Purchase Card Vendor: 0002 US BANK							
WILHARMS MICHAEL 64303	ISA ISA STUDY COURSE 100-5323-533500	03/27/2024 MROCKLEY TRAINING & TRAVEL	04/22/2024	610.90 610.90	0.00	Paid	Y 04/22/2024
WILHARMS MICHAEL 64304	WISCONSIN PARK AND RECREA WISCONSIN PARK AND REC INSPECTION 100-5323-533500	03/27/2024 MROCKLEY TRAINING & TRAVEL	04/22/2024	1,050.00 1,050.00	0.00	Paid	Y 04/22/2024
WILHARMS MICHAEL 64305	WISCONSIN PARK AND RECREA WISCONSIN PARK AND REC ASSOCIATION 100-5300-532400	03/27/2024 MROCKLEY MEMBERSHIP DUES	04/22/2024	775.00 775.00	0.00	Paid	Y 04/22/2024
ZAESKE DEBBIE 64306	POSITIVE PROMOTIONS DISPATCH WEEK GIFTS 100-5211-539900	03/17/2024 MROCKLEY OTHER	04/22/2024	72.79 72.79	0.00	Paid	Y 04/22/2024
ZAESKE DEBBIE 64307	AUTO-OWNERS INSURANCE NOTARY INSURANCE 100-5211-521900	03/18/2024 MROCKLEY PROFESSIONAL SERVICES	04/22/2024	30.00 30.00	0.00	Paid	Y 04/22/2024
ZAESKE DEBBIE 64308	AUTO-OWNERS INSURANCE NOTARY INSURANCE 100-5211-521900	03/18/2024 MROCKLEY PROFESSIONAL SERVICES	04/22/2024	30.00 30.00	0.00	Paid	Y 04/22/2024
ZAESKE DEBBIE 64309	AUTO-OWNERS INSURANCE NOTARY INSURANCE 100-5211-521900	03/18/2024 MROCKLEY PROFESSIONAL SERVICES	04/22/2024	30.00 30.00	0.00	Paid	Y 04/22/2024
ZAESKE DEBBIE 64310	AUTO-OWNERS INSURANCE NOTARY INSURANCE 100-5211-521900	03/18/2024 MROCKLEY PROFESSIONAL SERVICES	04/22/2024	30.00 30.00	0.00	Paid	Y 04/22/2024
ZAESKE DEBBIE 64311	WM SUPERCENTER #1571 DISPATCH WEEK SNACKS 100-5211-539900	04/14/2024 MROCKLEY OTHER	04/22/2024	57.77 57.77	0.00	Paid	Y 04/22/2024

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ZAESKE DEBBIE							
64312	COUSINS SUBS	04/14/2024	04/22/2024	52.49	0.00	Paid	Y
	DISPATCH WEEK SUBS	MROCKLEY					04/22/2024
	100-5211-539900	OTHER		52.49			

Total Purchase Card Vendor: 0002 US BANK	19,705.78	0.00
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# of Invoices:	111	# Due:	0	Totals:	20,525.22	0.00
# of Credit Memos:	5	# Due:	0	Totals:	(819.44)	0.00
Net of Invoices and Credit Memos:				19,705.78	0.00	

--- TOTALS BY GL DISTRIBUTION ---

100-5120-522500	TELEPHONE	19.50
100-5141-521900	PROFESSIONAL SERVICES	4.00
100-5141-522500	TELEPHONE	19.50
100-5141-531100	OPERATIONAL SUPPLIES	65.03
100-5141-532400	MEMBERSHIP DUES	190.00
100-5141-539800	EMPLOYEE RECOGNITION	465.97
100-5142-522500	TELEPHONE	87.99
100-5142-531100	OPERATIONAL SUPPLIES	42.43
100-5142-532400	MEMBERSHIP DUES	125.00
100-5142-533500	TRAINING & TRAVEL	519.00
100-5144-531100	OPERATIONAL SUPPLIES	324.18
100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE	87.73
100-5145-533500	TRAINING & TRAVEL	20.00
100-5153-531100	OPERATIONAL SUPPLIES	115.00
100-5211-521900	PROFESSIONAL SERVICES	120.00
100-5211-522500	TELEPHONE	365.19
100-5211-522950	IT DEVICES (NON CAPITAL) & SUPPLIES	192.00
100-5211-531100	OPERATIONAL SUPPLIES	83.49
100-5211-539900	OTHER	230.99
100-5212-531100	OPERATIONAL SUPPLIES	124.45
100-5241-522500	TELEPHONE	58.50
100-5241-533500	TRAINING & TRAVEL	48.60
100-5300-532400	MEMBERSHIP DUES	775.00
100-5323-522500	TELEPHONE	39.25
100-5323-531100	OPERATIONAL SUPPLIES	(600.00)
100-5323-533500	TRAINING & TRAVEL	1,824.03
100-5324-539500	REPAIRS & MAINTENANCE	386.12
100-5512-522500	TELEPHONE	19.50
100-5632-522500	TELEPHONE	19.50
150-5221-522500	TELEPHONE	356.22

04/24/2024 09:45 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2024 - 04/22/2024
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 15/17

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution						
150-5221-531100	OPERATIONAL SUPPLIES			167.46			
150-5221-533500	TRAINING & TRAVEL			748.75			
150-5221-534600	CLOTHING ALLOWANCE			167.99			
150-5221-539500	REPAIRS & MAINTENANCE			21.28			
150-5222-531100	OPERATIONAL SUPPLIES			558.73			
150-5222-539500	REPAIRS & MAINTENANCE			158.50			
150-5223-531100	OPERATIONAL SUPPLIES			219.48			
150-5231-531100	OPERATIONAL SUPPLIES			370.84			
150-5231-539500	REPAIRS & MAINTENANCE			157.50			
150-5232-531100	OPERATIONAL SUPPLIES			219.50			
150-5233-533500	TRAINING & TRAVEL			441.82			
150-5233-534600	CLOTHING ALLOWANCE			275.10			
340-5890-580602	POLICE DESIGNATED FUND EXPENDITURES			1,243.24			
430-5700-571100	POLICE DEPT CAPITAL EQUIP			2,443.73			
440-5511-522500	TELEPHONE			398.59			
440-5511-531100	OPERATIONAL SUPPLIES			307.84			
440-5511-531600	COLLECTION MAINTENANCE & REPAIR			69.81			
440-5511-531700	METASPACE MAINTENANCE			63.98			
440-5511-531800	THINGERY MAINTENANCE			38.80			
440-5511-533100	PROGRAMMING			77.65			
440-5511-533500	TRAINING & TRAVEL			443.20			
440-5511-534000	ELECTRONIC TOOLS & SERVICES			159.90			
440-5511-581000	FURNITURE & FIXTURES			241.00			
440-5890-580600	DONATED FUND EXPENDITURES			2,879.83			
610-6210-662300	OPERATION SUPPLY/EXP-PUMPING			49.00			
610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT			5.10			
610-6920-692100	OFFICE SUPPLIES & EXPENSES			41.62			
610-6920-693000	MISC GENERAL EXPENSES			(78.21)			
620-8010-827000	OPERATION SUPPLY/EXPENSE			1,618.68			
620-8400-851000	OFFICE SUPPLIES & EXPENSES			41.62			
620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			25.28			

04/24/2024 09:45 AM
User: MROCKLEY
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2024 - 04/22/2024
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Page: 16/17

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
--- TOTALS BY FUND ---							
	100 - GENERAL FUND			5,771.95	0.00		
	150 - FIRE/AMBULANCE FUND			3,863.17	0.00		
	340 - VILLAGE DESIGNATED FUND			1,243.24	0.00		
	430 - CAPITAL EQUIPMENT FUND			2,443.73	0.00		
	440 - LIBRARY FUND			4,680.60	0.00		
	610 - WATER UTILITY FUND			17.51	0.00		
	620 - SEWER UTILITY FUND			1,685.58	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5120 - MUNICIPAL COURT			19.50	0.00		
	5141 - VILLAGE ADMINISTRATOR			744.50	0.00		
	5142 - CLERK-TREASURER			774.42	0.00		
	5144 - ELECTIONS			324.18	0.00		
	5145 - FINANCE DEPARTMENT			107.73	0.00		
	5153 - ASSESSMENT OF PROPERTY			115.00	0.00		
	5211 - POLICE ADMINISTRATION			991.67	0.00		
	5212 - POLICE PATROL			124.45	0.00		
	5221 - FIRE ADMINISTRATION			1,461.70	0.00		
	5222 - FIRE SUPPRESSION			717.23	0.00		
	5223 - FIRE TRAINING			219.48	0.00		
	5231 - AMBULANCE			528.34	0.00		
	5232 - AMBULANCE TRAINING			219.50	0.00		
	5233 - REFERENDUM FUNDED STAFFING			716.92	0.00		
	5241 - BUILDING INSPECTOR			107.10	0.00		
	5300 - DPW GENERAL ADMINISTRATION			775.00	0.00		
	5323 - GARAGE			1,263.28	0.00		
	5324 - MACHINERY & EQUIPMENT			386.12	0.00		
	5511 - LIBRARY SERVICES			1,800.77	0.00		
	5512 - MUSEUM			19.50	0.00		
	5632 - PLANNING DEPARTMENT			19.50	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			2,443.73	0.00		
	5890 - USE OF DESIGNATED FUNDS			4,123.07	0.00		
	6210 - PUMPING MAINTENANCE			49.00	0.00		
	6300 - WATER TREATMENT OPERATIONS			5.10	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			(36.59)	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			1,618.68	0.00		
	8400 - ADMINISTRATIVE & GENERAL			66.90	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			2,040.68			

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 04/22/2024 - 04/22/2024
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

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 ---						
	0408			2,435.90			
	0707			1,512.11			
	1051			1,247.00			
	1086			48.60			
	1128			303.05			
	1552			1,928.09			
	3049			108.60			
	3064			2,428.76			
	4175			14.97			
	5177			1,281.63			
	5311			841.81			
	5538			399.02			
	5724			942.60			
	6347			103.01			
	6370			2,507.85			
	6639			(92.10)			
	6721			1,100.10			
	6899			56.50			
	8389			420.68			
	8764			(64.33)			
	9625			(50.75)			
	9708			192.00			

Check Date	Bank	Check #	Payee	Description	GL #	Amount
04/24/2024	GEN	38553	AFLAC	ACCOUNT# V1553 APRIL 2024	100-0000-215302	231.08
		38553		ACCOUNT# V1553 APRIL 2024	150-0000-215302	338.66
		38553		ACCOUNT# V1553 APRIL 2024	610-0000-215302	41.77
		38553		ACCOUNT# V1553 APRIL 2024	620-0000-215302	191.61
						803.12
04/24/2024	GEN	38554	MUKWONAGO PROFESSIONAL	APRIL 2024 FIRE UNION DUES	150-0000-215500	900.00
04/24/2024	GEN	38555	MUKWONAGO PROFESSIONAL POLICE	APRIL 2024 POLICE UNION DUES	100-0000-215500	550.00
04/24/2024	GEN	38556	VILLAGE OF MUKWONAGO MRA	APRIL 2024 FSA	100-0000-215350	2,311.72
		38556		APRIL 2024 FSA	150-0000-215350	972.38
		38556		APRIL 2024 FSA	440-0000-215350	60.00
		38556		APRIL 2024 FSA	610-0000-215350	7.57
		38556		APRIL 2024 FSA	620-0000-215350	200.13
						3,551.80
04/24/2024	GEN	803 (E)	DELTA DENTAL OF WISCONSIN	MAY 2024 DENTAL PREMIUMS	100-0000-215304	2,623.34
		803 (E)		MAY 2024 DENTAL PREMIUMS	150-0000-215304	400.74
		803 (E)		MAY 2024 DENTAL PREMIUMS	440-0000-215304	215.46
		803 (E)		MAY 2024 DENTAL PREMIUMS	610-0000-215304	48.96
		803 (E)		MAY 2024 DENTAL PREMIUMS	620-0000-215304	122.60
						3,411.10
04/24/2024	GEN	804 (E)	DELTA DENTAL OF WISCONSIN	MAY 2024 VISION PREMIUMS	100-0000-215303	144.67
		804 (E)		MAY 2024 VISION PREMIUMS	150-0000-215303	30.02
		804 (E)		MAY 2024 VISION PREMIUMS	440-0000-215303	30.81
						205.50
04/24/2024	GEN	805 (E)	EMPLOYEE TRUST FUNDS	MAY 2024 HEALTH INSURANCE	100-0000-215300	63,055.84
		805 (E)		MAY 2024 HEALTH INSURANCE	150-0000-215300	18,209.90
		805 (E)		MAY 2024 HEALTH INSURANCE	440-0000-215300	5,389.34
		805 (E)		MAY 2024 HEALTH INSURANCE	610-0000-215300	3,713.72
		805 (E)		MAY 2024 HEALTH INSURANCE	620-0000-215300	7,457.96

04/24/2024 04:51 PM			CHECK DISBURSEMENT REPORT FOR MUKWONAGO			Page 2/2	
User: MROCKLEY			CHECK DATE FROM 04/24/2024 - 04/24/2024				
DB: Mukwonago			Banks: GEN				
Check Date	Bank	Check #	Payee	Description	GL #	Amount	
						97,826.76	
04/24/2024	GEN	806 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 04/26/24	100-0000-215250	634.18	
		806 (E)		RETIREMENT GW PR 04/26/24	150-0000-215250	2,540.36	
						3,174.54	
04/24/2024	GEN	807 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 04/26/24 ID	100-0000-215250	4,047.62	
		807 (E)		RETIREMENT MS/ICMA PR 04/26/24 ID	150-0000-215250	50.00	
		807 (E)		RETIREMENT MS/ICMA PR 04/26/24 ID	440-0000-215250	1,057.47	
		807 (E)		RETIREMENT MS/ICMA PR 04/26/24 ID	610-0000-215250	197.89	
		807 (E)		RETIREMENT MS/ICMA PR 04/26/24 ID	620-0000-215250	486.13	
						5,839.11	
04/24/2024	GEN	808 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - MARCH 2024	100-0000-215200	54,475.88	
		808 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	150-0000-215200	25,997.96	
		808 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	440-0000-215200	8,305.22	
		808 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	610-0000-215200	2,534.72	
		808 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	620-0000-215200	5,291.60	
						96,605.38	
TOTAL - ALL FUNDS				TOTAL OF 10 CHECKS	212,867.31		

**VILLAGE OF MUKWONAGO
WAUKESHA/WALWORTH COUNTIES**

**RESOLUTION NO. 2024-26
A RESOLUTION DESIGNATING PUBLIC DEPOSITORIES AND AUTHORIZING
WITHDRAWAL OF THE VILLAGE OF MUKWONAGO FUNDS**

RESOLVED, that the following banking institutions and their successors are qualified as public depositories under Chapter 34 of the Wisconsin Statutes, shall be and are hereby designated, until further action, as public depositories for all monies coming into the hands of the Treasurer of the Village of Mukwonago, Waukesha and Walworth Counties, State of Wisconsin; and

State Investment Pool-Madison
Citizens Bank
Johnson Bank of Mukwonago
Wisconsin Investment Trust-Madison
BMO Harris Bank N.A.
Waukesha State Bank
Pyramax Bank
Associated Bank
JP Morgan Chase Bank
American Depository Trust

BE IT FURTHER RESOLVED, that withdrawal or disbursement from any one of the above depositories shall be only by order check, written wire transfer, telephone wire transfer, or other money transfer techniques, as provided in Sec. 66.0607 of the Wisconsin Statutes; that in accordancetherewith all order checks shall be signed by the following persons:

Fred H. Winchowky, Village President
Diana Dykstra, Village Clerk/Treasurer
Shay Zervas, Village Deputy Clerk/Treasurer

BE IT FURTHER RESOLVED, that in lieu of their personal signatures, the following facsimile signatures, which have been adopted by them as shown below:

Fred H. Winchowky, Village President _____

Diana Dykstra, Village Clerk/Treasurer _____

Shay Zervas, Village Deputy Clerk/Treasurer _____

Which may be affixed on such order checks; that any one of the above-named depositories shall be fully warranted and protected in making payments on any order check bearing such facsimiles notwithstanding that the same may have been placed thereon without the authority of the designated person or persons.

Passed and adopted by the Village Board of Trustees this 15th Day of May, 2024

(Seal)

Fred H. Winchowky, Village President

Diana Dykstra, MMC, Village Clerk-Treasurer

RESOLUTION NO. 2024-27

**A RESOLUTION TO DESIGNATING THE OFFICIAL POSTING,
PUBLICATION, AND POSTING IN LIEU OF PUBLICATION DIRECTIVES
FOR THE VILLAGE OF MUKWONAGO**

WHEREAS, Wisconsin Statutes § 985.02 no longer requires the designation of an official newspaper for the Village of Mukwonago; and

WHEREAS, the Village Board agrees transparency and communication is key to successful resident involvement; and

WHEREAS, the Village Board agrees the practice of posting agendas shall continue to be at the physical location Village Hall Building, 440 River Crest Ct., Mukwonago, in addition to making those agendas available on our web site; and

WHEREAS, the Village Board agrees the proceedings of village meetings shall continue to be posted in lieu of publication, and maintained for public access on our Village web site; and

WHEREAS, the Village Board agrees to comply with any statutory legal notice requirement, publication in either the Waukesha Freeman or the Mukwonago Times shall meet that requirement, and is an important practice to continue.

NOW, THEREFORE, BE IT RESOLVED the Village Board of the Village of Mukwonago, Wisconsin, hereby supports the posting of notices as necessary, legal notice publications as statutorily required to continue at either the Waukesha Freeman or the Mukwonago Times, and proceedings of meetings will continue to be available on our website.

Adopted this 15th day of May 2024.

By: _____
Fred Winchowky, Village President



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

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

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: 4-15-2024

Total Fees Paid: _____

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Community American Legion Post 375
Mailing Address: 627 E Veterans Way City: Mukwonago State: WI Zip: 53145
Phone Number: 262-363-3580 Is the organization a 501(c)3 organization?: ☒ YES ☐ NO
Website Address: Post375.org
Event Contact Person: Patrick Hays
Mailing Address: _____ Zip: 53189
Home Phone: _____ Work Phone: _____ Cell Phone: _____
Email Address: hayspatrick63@yahoo.com

EVENT INFORMATION

Name of the Event: Memorial Day Parade Date(s) of the Event: May 27th 2024
Event Start Time: 9:00 AM Event End Time: 12:00 PM
Location of the Event: Start @ Parkview End @ Mukwonago Library
A. Will your event take place in a residential neighborhood? *If yes, you will be required to notify all adjacent property owners when the event will occur.* ☐ YES ☐ NO
B. Please provide your COVID-19 Action Plan.
C. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.
D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420, Option 4.
E. Generally describe your event and its purpose.
Parade (Annual) To honor All Veterans on Memorial Day.
F. Based on the class definitions found in the manual, what class is your event? ☒ CLASS I ☐ CLASS II
G. Estimated # of participants: 150 Spectators: Many Vendors: NO

OTHER INFORMATION

A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.* ☐ YES ☐ NO

- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: 0
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* ☐ YES ☒ NO
- D. Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- E. Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES ☒ NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES ☒ NO
- H. Does your event involve amplified music? ☐ YES ☒ NO
 If yes, will the amplified music be a: ☐ Band ☐ DJ ☐ Other
 Hours of amplified music: _____
- I. Please list the number of security staff you will be providing for the event: 0
- J. Will you need barricades provided by the Village for your event? ☐ YES ☒ NO
 If yes, how many? Same as last year
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☐ YES ☒ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
Police control of traffic

- P. Have you reviewed and do you have a copy of the Village of Mukwonago Special Events Manual and the Village of Mukwonago Ordinance? ☒ YES ☐ NO

INSURANCE REQUIREMENTS

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

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

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

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

Application:

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

Other Documents:

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

DEPOSIT REQUIREMENTS

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

TERMINATION OF AN EVENT

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

CERTIFICATION

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

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

Signature - Applicant

Peter Hays Ride chair

Name & Title (PRINT)

4-15-2024

Date

Signature - Applicant

Name & Title (PRINT)

Date

FOR OFFICE USE ONLY

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

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

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: April 23, 2024

Total Fees Paid: _____

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Community Library

Mailing Address: 511 Division Street City: Mukwonago State: WI Zip: 53149

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

Website Address: www.mukwonagolibrary.org

3. _____

Event Contact Person: Abby Armour, Library Director

Mailing Address: 511 Division Street City: Mukwonago State: WI Zip: 53149

Home Phone: _____ Work Phone: (262) 363-6411 X4100 Cell Phone: _____

Email Address: aarmour@mukwonagolibrary.org

EVENT INFORMATION

Name of the Event: Summer Library Program Kick-Off Date(s) of the Event: Saturday, June 8, 2024

Event Start Time: 10:00 am Event End Time: 1:00 pm

Location of the Event: Washington Avenue Park (behind the Mukwonago Community Library)

A. Will your event take place in a residential neighborhood? *If yes, you will be required to notify all adjacent property owners when the event will occur.* ☒ YES ☐ NO

B. Please provide your COVID-19 Action Plan.

C. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.

D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420, Option 4.

E. Generally describe your event and its purpose.

The Summer Library Program Kick-Off is a celebration to get the community excited about the Summer Library Program and our reading challenges. The event includes games, free treats, and activities alongside a sign-up tent for people to enroll in the Summer Reading Challenge.

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

G. Estimated # of participants: 500 Spectators: _____ Vendors: _____

OTHER INFORMATION

- A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.* ☐ YES ☒ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: _____
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* ☐ YES ☒ NO
- D. Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☒ YES ☐ NO
- E. Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES ☒ NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES ☒ NO
- H. Does your event involve amplified music? ☐ YES ☒ NO
 If yes, will the amplified music be a: ☐ Band ☐ DJ ☐ Other
 Hours of amplified music: _____
- I. Please list the number of security staff you will be providing for the event: _____
- J. Will you need barricades provided by the Village for your event? ☐ YES ☒ NO
 If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☒ YES ☐ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☒ YES ☐ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☒ YES ☐ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
 N/A - This event is next to the Library and is being put on by the Library. Like all Library programs, we will
 use Library facilities, bathrooms, electric, garbage, etc.

- P. Have you reviewed and do you have a copy of the **Village of Mukwonago Special Events Manual** and the **Village of Mukwonago Ordinance**? ☐ YES ☐ NO

INSURANCE REQUIREMENTS

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

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

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

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

Application:

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

Other Documents:

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

DEPOSIT REQUIREMENTS

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

TERMINATION OF AN EVENT

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

CERTIFICATION

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

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



Signature - Applicant

Abby Armour, Library Director

Name & Title (PRINT)

April 23, 2024

Date

Signature - Applicant

Name & Title (PRINT)

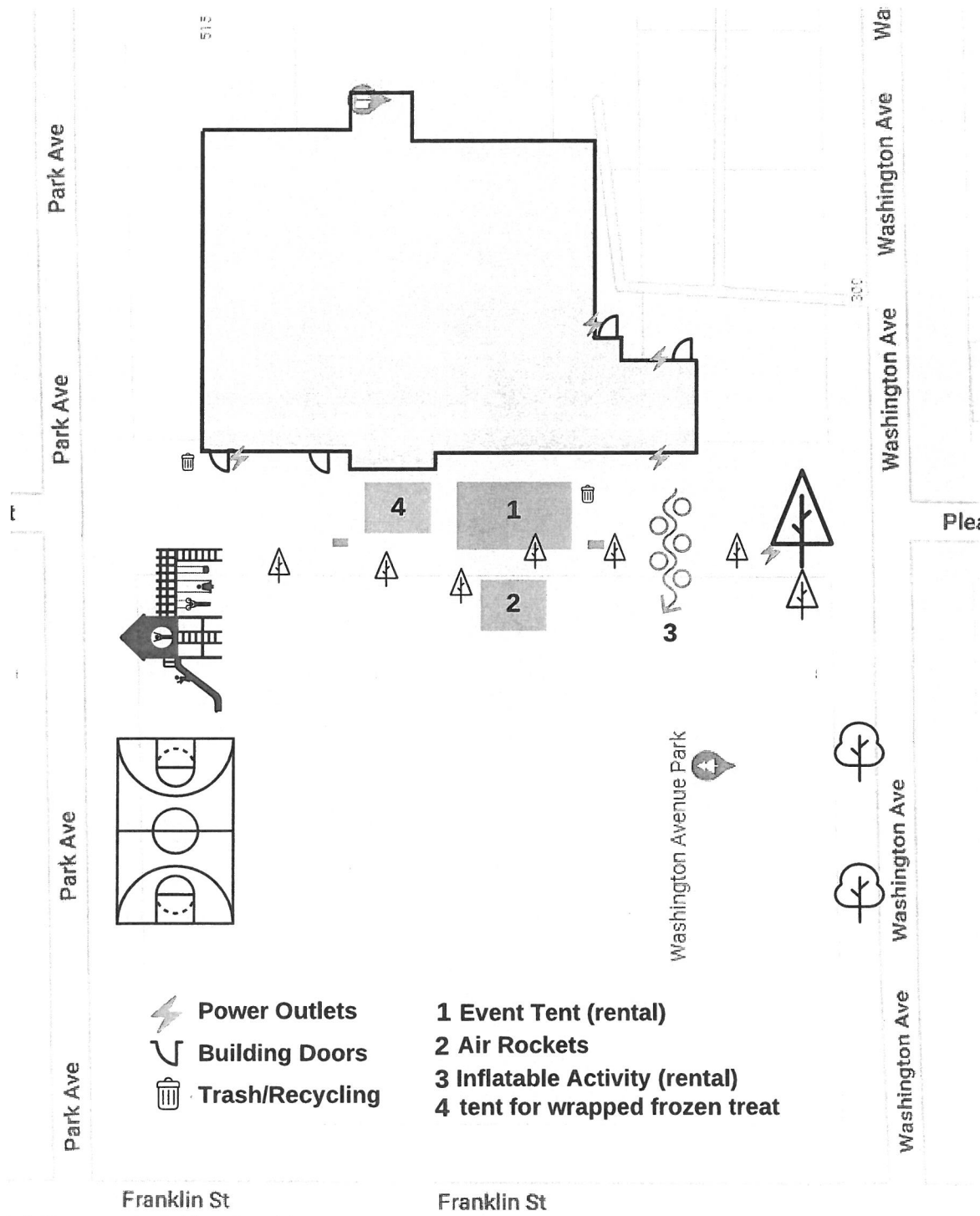
Date

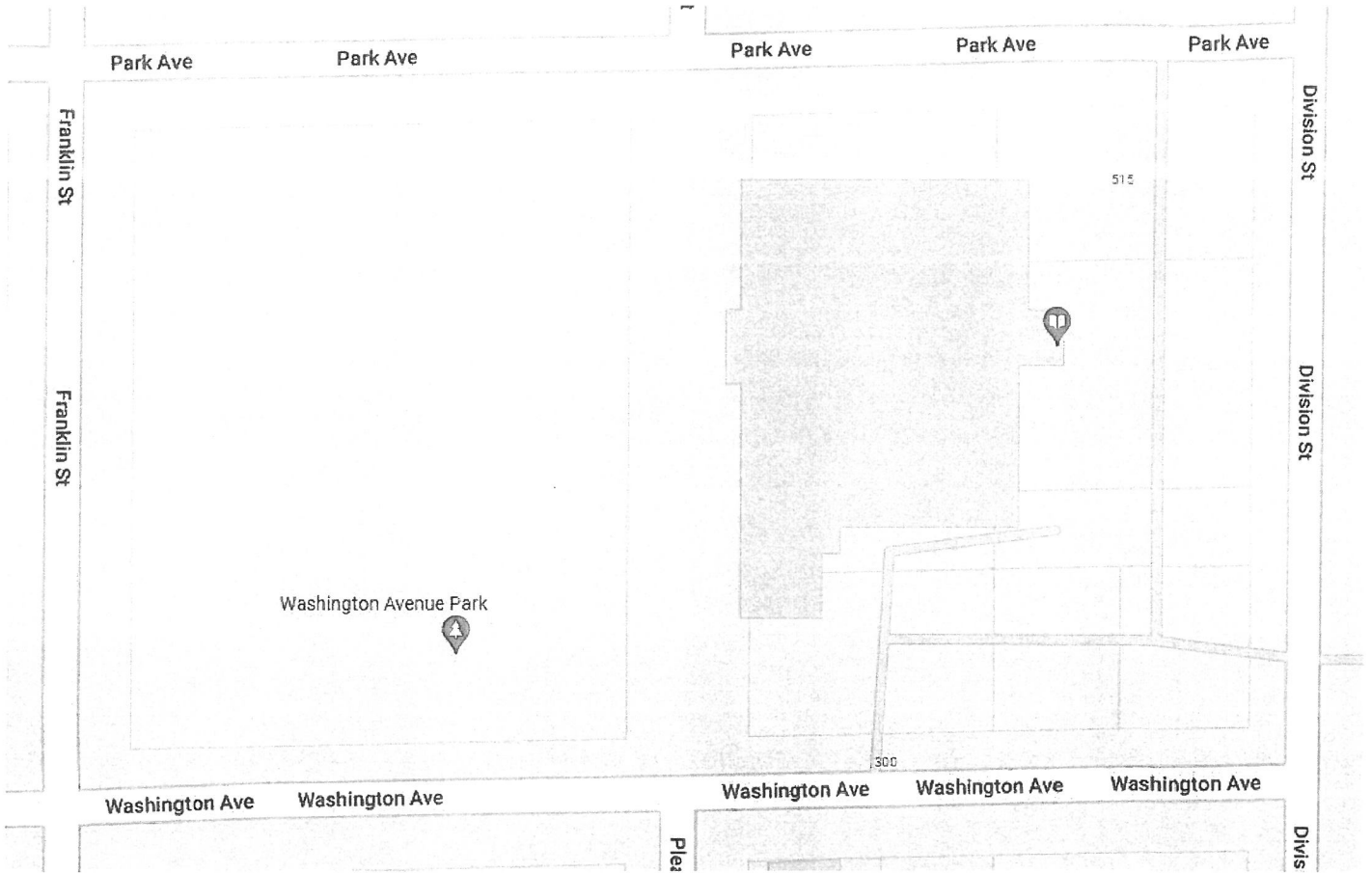
FOR OFFICE USE ONLY

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

Special Events Permit Application (Rev 1/23)

Summer Library Program Kick-Off 2024 Event Layout





Summer Library Program Kick-Off 2024 Event Plan

Event Name: Summer Library Program Kick-Off (SLPKO)

Event Location: Mukwonago Community Library / Washington Avenue Park

Organization: Mukwonago Community Library (MCL)

Date & Time: Saturday, June 8, 2023 | 10:00am – 1:00pm

Event Summary: To celebrate the end of the school year and promote the start of MCL's Summer Library Program, the Library is hosting our annual SLPKO. Like last year, we will have inflatable attractions, games, and activities for residents while encouraging them to register for summer reading challenges and informing them about our summer programming and performers. The Mukwonago Police Department will fly their drone over the event. The event takes place from 10am-1pm so we would need to access the park starting at 8am that day for set-up and an hour afterwards for tear-down and clean-up.

COVID-19 Action Plan:

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

Refuse Collection Plan:

The Library will set up 2-3 larger garbage cans throughout the event grounds (one at each end of the Library; a garbage can near the Friends of the Library if they hand out individually wrapped treats). Our festivities shouldn't generate much trash, but we'll spot check every hour to see if the bags need to be replaced.

Parking Plan:

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

Food Offering:

The Friends of the Library group previously offered individually wrapped frozen treats. Last year, we contacted the Waukesha County Health Department and confirmed that you do not need any special permits for food that is individually wrapped.

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 \$40.00

Application Date: 04/16/2024

☐ 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 5pm and ending 8:30pm 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 Food Pantry

(b) Address 325 Eagle Lake Ave

(Street)

☐ Town

☒ Village

☐ City

(c) Date organized 08/01/1989

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Kurt Schmidt, West Allis, WI

Vice President Cathy Schultz, Mukwonago, WI

Secretary Alexis McCarthy, Mukwonago, WI

Treasurer Nancy Van Deslunt, Mukwonago, WI

(g) Name and address of manager or person in charge of affair: Hannah Hazelberg, 3875 S Hanson Ave., Milwaukee, WI 53207

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 _____

(b) Lot Phantom Junction Stage, Indian Head Park

Block _____

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

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

3. Name of Event

(a) List name of the event Phantom Junction Stage, Indian Head Park

(b) Dates of event June 27th, August 5th, August 22nd, August 24th

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

Catherine Schultz 4-16-24
(Signature / Date)

Mukwonago Food Pantry
(Name of Organization)

Date Filed with Clerk

4/18/24

Date Reported to Council or Board

Date Granted by Council

License No.

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

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

FEE \$10.00

Application Date: 04/16/2024

☐ 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 5pm and ending 8:30pm 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 Food Pantry

(b) Address 325 Eagle Lake Ave
(Street)

☐ Town ☒ Village ☐ City

(c) Date organized 08/01/1989

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Kurt Schmidt, West Allis, WI

Vice President Cathy Schultz, Mukwonago, WI

Secretary Alexis McCarthy, Mukwonago, WI

Treasurer Nancy Van Deslunt, Mukwonago, WI

(g) Name and address of manager or person in charge of affair: Hannah Hazelberg, 3875 S Hanson Ave., Milwaukee, WI 53207

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 _____
(b) Lot Phantom Junction Stage, Indian Head Park Block _____
(c) Do premises occupy all or part of building? _____
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

- (a) List name of the event Phantom Junction Stage, Indian Head Park, Ethan Keller Event
(b) Dates of event 08/24/2024

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

Catherine Schultz
(Signature / Date) 4-16-24

Mukwonago Food Pantry

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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: 4-24-24

☐ 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 3:00 PM and ending 10:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name ROTARY CLUB OF MUKWONAGO

(b) Address PO. BOX 114, MUKWONAGO, WI 53149
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1-4-1990

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President PETER BARRETT MUKWONAGO WI

Vice President JIM COTTURONE _____

Secretary TOM HERLUGSON _____

Treasurer JOEY PEIFFER _____

(g) Name and address of manager or person in charge of affair: JOEY PEIFFER
MUKWONAGO, WI 53149

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

(a) Street number PHANTOM STAGE AT INDIAN HEAD PARK

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event PHANTOM JUNCTION STAGE SUMMER CONCERTS

(b) Dates of event JUNE 1ST

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 JOEY PEIFFER
(Signature / Date)

THE ROTARY CLUB OF MUKWONAGO
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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: 4-24-24

☐ 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 3:00 PM and ending 10:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name ROTARY CLUB OF MUKWONAGO

(b) Address PO. Box 114, Mukwonago, WI 53149
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1-4-1990

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President PETER BARRETTE, MUKWONAGO, WI

Vice President JIM COTTURONE, TR

Secretary TAM HERLUGER, WI

Treasurer TERRY PEIFFER, WI

(g) Name and address of manager or person in charge of affair: Terry Peiffer
MUKWONAGO, WI 53149

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

(a) Street number Phantom Stage at Indian Head Park

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event Phantom Junction Stage Summer Concerts

(b) Dates of event July 3rd

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 Terry Peiffer
(Signature) (Date)

THE ROTARY CLUB OF MUKWONAGO
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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: 4-24-24

☐ 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 3:00 PM and ending 10:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name ROTARY CLUB OF MUKWONAGO

(b) Address PO. BOX 114, MUKWONAGO, WI 53149
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1-4-1990

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President PETER BARRETTE, MUKWONAGO, WI

Vice President JIM COTTURONE

Secretary TOM HERLUGSON

Treasurer JEFF PEIFFER

(g) Name and address of manager or person in charge of event: JOHN PEIFFER
MUKWONAGO, WI 53149

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

(a) Street number PHANTOM STAGE AT INDIAN HEAD PARK

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event PHANTOM JUNCTION STAGE SUMMER CONCERTS

(b) Dates of event AUG 2nd

DECLARATION

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

Officer [Signature]
(Signature / Date)

THE ROTARY CLUB OF MUKWONAGO
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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: 4-24-24

☐ 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 3:00 PM and ending 10:00 PM 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) →

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☐ Church

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☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name ROTARY CLUB OF MUKWONAGO

(b) Address PO. BOX 114, MUKWONAGO, WI 53149
(Street) ☐ Town ☒ Village ☐ City

(c) Date organized 1-4-1990

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President PETER BARRETTE

Vice President JIM COTTURONE

Secretary TOM HERLUGSON

Treasurer JEFF PEIFFER

(g) Name and address of manager or person in charge of affair: JEFF PEIFFER
MUKWONAGO, WI 53149

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

(a) Street number PHANTOM STAGE AT INDIAN HEAD PARK

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event PHANTOM JUNCTION STAGE SUMMER CONCERTS

(b) Dates of event Sept 28th

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 Jeff Peiffer
(Signature / Date)

THE ROTARY CLUB OF MUKWONAGO
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



SHELF LIFE

Mukwonago Community Library Newsletter



Elephant & Piggie Party

FUN! FUN! AND MORE FUN!

We had some very famous guests visit our library this month during the Elephant and Piggie Party we hosted on Saturday, March 10! Director Abby and her husband, Mr. Peter entertained the families with a hilarious skit and then invited everyone out to meet Piggie and Elephant! Families enjoyed several themed crafts and games and also tested their skills on our mini obstacle course. If you've never met Piggie or Elephant before, be sure to ask where these popular Mo Willems reader books can be found on your next visit. Thank you to everyone who attended and to our volunteers!



SAVE THE DATE

Little Red Hen Remix

PERFORMED BY BUG IN A RUG THEATRE

Coming on Tuesday, April 30 from 6-7 pm, families are invited to join us as Bug In A Rug Theatre represent Little Red Hen Remix! The Little Red Hen is a time-tested tale about hard work and its rewards. When the hen asks for help from other animals – they say “not I.” But boy do they want to eat the cake that she bakes. Join us to see if the animals (with your help) learn their lesson.



Note From The Director

Spring has already sprung and that means it is time to freshen up our landscaping! Thanks to a generous donation by the McAdams family, we were able to hire Createscape to make our landscaping more sustainable. This is beneficial in two ways:

- **Relocate existing plants and add more native plants** - Native plants not only are beautiful, but they use less water because they are bred to thrive in this area. They also have deep roots that keeps them hydrated during droughts. Some plants, such as the roses, were relocated to areas more appropriate to their needs, ensuring they will be happy and healthy.
- **Reducing labor costs** - Condensing our flower beds centralizes all of our flowers around the entrance of the Library where they are most enjoyed. This means it takes less time to walk around and water as well as makes it easier to mow by eliminating the awkward areas that required a lot of hand mowing and edging.



Abigail R. Armour
Abby Armour, Director



Come back often to see how it all grows in!

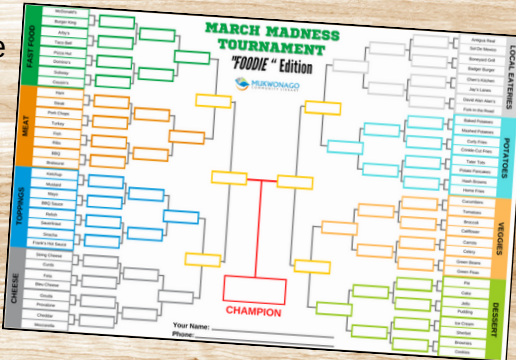
March
MADNESS



Can You Predict The Winner?

BEGINS FRIDAY, MARCH 15

Beginning Friday, March 15, foodie fanatics of Mukwonago are invited to the ultimate March Madness showdown: Foodie Edition! Get ready to indulge in a gastronomic journey like never before as we crown the champion of all things food in the Badger State. We supplied a starting field of food contenders, from pudding to McDonald's. You choose the "winner" of each round based on whatever criteria you'd like. The winners will be chosen by crowd-sourcing picks from all entries. If your picks match your fellow Mukwonagoans, you earn points. Most overall points wins the tournament. On your next visit the Library, be sure to grab up a bracket. Make your selections and return it to the Circulation Desk by Monday, April 15 at 8pm for a chance to win a \$50 gift card to the local business of your choice.



Featured Database: AncestryLibrary

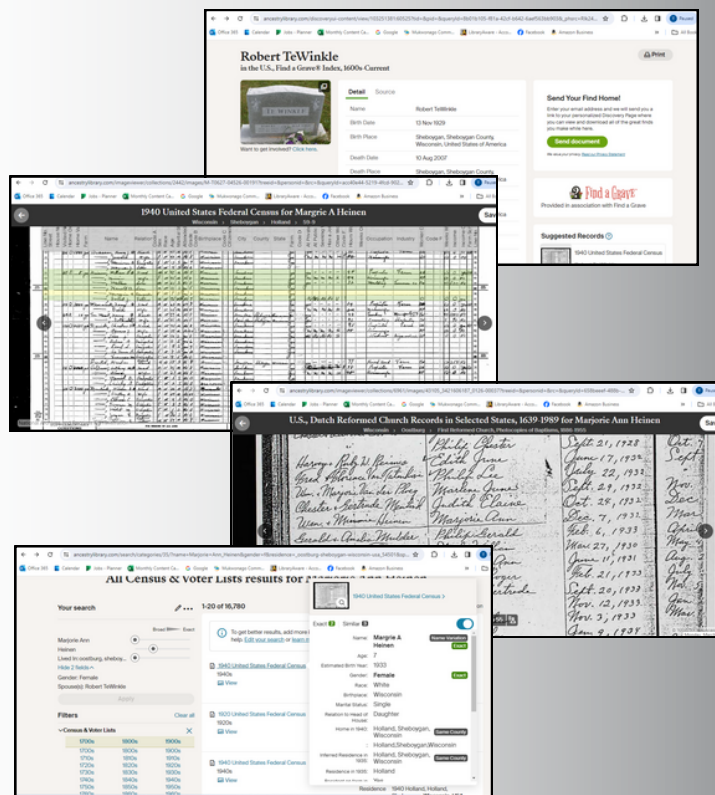
FREE WITH YOUR CAFE LIBRARY CARD

AncestryLibrary.com is a genealogy research website available to use while in the library and is a subset to Ancestry.com. This database provides free access to a vast collection of historical records, documents, and resources for individuals interested in tracing their family history and genealogy. Browse wide range of records including census data, birth, marriage, and death records, immigration and naturalization records, military records, and more.

AncestryLibrary is completely free when you use

this database in the Library!

On your next visit, ask a staff member to help you get started.



Begin your search at the Library!



SEED LIBRARY
MUKWONAGO COMMUNITY LIBRARY
Opening Soon



Did you know you can get free vegetable and flower seeds for your garden at the Library? Our Seed Library is made from an upcycled card catalog and is home to several varieties of seeds you can take home, plant, and enjoy throughout the growing season. The Seed Library is designed to be an exchange which means that in fall, you can harvest the seeds from the produce and flowers you have grown, label them, and bring them back to the Library for all to enjoy next season. This spring, watch for a several featured vegetables seeds and native flower seeds to be stocked in the Seed Library! Learn more on our website or scan this code.



Looking To Get Involved?

VISIT OUR WEBSITE TO GET STARTED

Volunteering is a fun and rewarding way to make a meaningful impact in your community. We have made it even easier to see what opportunities are available at the Library.

Opportunities such as:

- helping at big events and programs
- handing out prizes during the Summer Library Program
- decorating the library for holidays, events, and more

New tasks are added to our convenient signup all the time so be sure to take a look. Visit our website: www.mukwonagolibrary.org/volunteer/ or scan this code on your smart device.

Volunteer TODAY!



MUKWONAGO
COMMUNITY LIBRARY

www.mukwonagolibrary.org



A Makerspace for the Whole Community

Opportunity Knocks

TEENS, IT'S YOUR CHANCE TO TEACH PROGRAMS IN METASPACE 511!

Hey, teens! Do you like making crafts, creating art, sewing, working with robotics, coding, making things with a laser machine or 3D printer, virtual reality, or creating videos? Do you have an interest you would love to share with others, want to gain more experience for a portfolio, or simply want to learn new maker skills? Do you want to get paid while learning different maker skills? Apply for our new Maker-in-Residence program!

Maker-In-Residence is a paid residency for teens ages 16-18 to develop existing skills or to learn an entirely new skill and share that with others! The residency requires 10 hours per week of your time for six weeks and offers \$100 per week. Get paid to learn great skills!



Applications are now being accepted. Your six-week residency can be scheduled anytime throughout the year. We recommend applying now if you want to schedule your time during the summer! Visit our website, or scan the code to the left, for full details about this awesome opportunity! The Teen Maker-in-Residence Program is sponsored by a generous donation from the Cudahy Foundation.



Meet Skylar, our first Maker-in-Residence! She brings her creativity, love of new ideas, and working with people to the makerspace! Skylar is working on developing three makerspace programs for all ages! Visit our Events Calendar for registration information.

Fun With Slime

Wednesday, March 20
5:30-6:30 pm
Open to ages 8-12



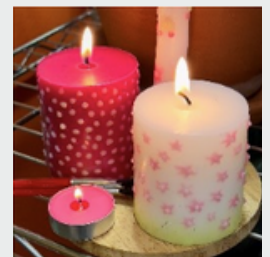
Concrete Stepping Stones

Wednesday, March 27
5:30-6:30 pm
Open to ages 8-12



Candle Painting with Wax

Wednesday, April 3
5:30-7:30 pm
Open to teens and adults



Have a question for the MetaSpace 511 crew?

Call (262) 363-6411 ext. 4111, or email: metaspace511@mukwonagolibrary.org

COMING IN APRIL

The Friends of the Library have another amazing Explore Pass which will be available Monday, April 1.

MOWA MUSEUM OF WISCONSIN ART EXPLORE PASS



The Museum of Wisconsin Art (MOWA) is located in West Bend, WI and features works of artists from Wisconsin, spanning a wide range of mediums including painting, sculpture, photography, and decorative arts. MOWA also hosts rotating exhibitions, educational programs, and community events, making it a hub for arts and culture. This pass allows free access for four adults and any children ages 17 and under. Watch for this Explore Pass to be released on Monday, April 1.

The Thingery Turns 10!

A DECADE OF DISCOVERY

The Thingery continues to be a very popular collection at our Library and is going strong after ten wonderful years, but how did it start? Take a look at its evolution over the last decade.

2014

Wifi Hotspots and Ruko devices were added to our collection.

2017

Children's STEAM Kits were added. These kits were intended to compliment programs going on in MetaSpace 511 but with so many amazing options, more and more kits were added.

The Thingery name was officially adopted to our ever-growing collection of non-traditional materials. The Little Sprouts kits, educational tablets and more were also added.

2018

Explore Passes were introduced! The first two passes were to the Milwaukee County Zoo. Now we have four Zoo passes and many more to other local attractions.

2020

Our largest items, the kayaks and paddleboards, were added to the lineup!

2022

We had so many thrilling items in the collection that we had to reorganize and added several new categories!

TODAY

The Thingery is still one of our most popular collections and is constantly changing in order to provide our patrons with an outstanding experience. Stop in and check it out today!



Diorama Contest

It's time to get creative! Children ages 5-18 are invited to submit a one-of-a-kind Peeps diorama inspired by your favorite book for a chance to win a Peep-tacular prize!

The LAST DAY to submit your entry is Saturday, March 22.

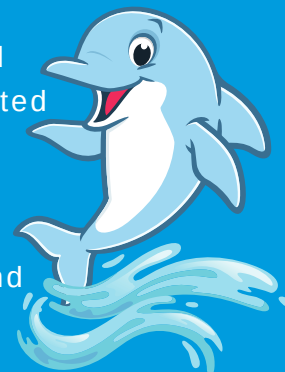
We will have one winner in each age category: ages 5-8, ages 9-12, and ages 13-18.

Just For Kids!

Can You Find Them All?

DOLPHINS ARE LOOSE IN THE LIBRARY

In celebration of March being Dolphin Awareness Month, we have let the dolphins loose in the Children's Area and we need your help to find them all! Turn in your completed answer sheet in exchange for a free book from our Youth Prize Book Collection. This contest is open to children and teens of all ages of all ages.



Famous Rabbits Contest

TAKE A GUESS FOR A CHANCE TO WIN

On your next visit the Library, visit the contest wall in the Children's Area and see if you can name all of the famous rabbits Miss Jane has on display. Turn in your contest sheet for a chance to win a fun bunny paint-by-number set! This contest is open to children and teens of all ages. Contest ends March 30.



Contact Us!

Mukwonago Community Library
511 Division Street
Mukwonago, WI 53149
262-363-6411
Director: Abby Armour

Email: info@mukwonagolibrary.org

Follow us!



Monday - Thursday 9 am - 8 pm
Friday 9 am - 6 pm
Saturday 9 am - 4 pm

www.mukwonagolibrary.org

THE DIRECTOR'S REPORT

APRIL 2024

MUKWONAGO COMMUNITY LIBRARY

reflections on March

*from the desk of
Abby Armour*

NEWS YOU CAN USE

Last year the Library Board decided to update the landscaping to make it easier to maintain, more sustainable, and beautiful. The Library has a lot of beautiful landscaping, but the choices we make effect how expensive it is to upkeep. In order to save taxpayer dollars, we have been judicious about selecting native plants that need less water and mindful of where flower beds are placed to make it easier to mow.

Createscapes was chosen to do the work. They got an early start due to the warm winter. Work included:

- removing old, dead flower beds
- relocating all rose bushes to the front of the Library into two large flower beds
- relocating existing plants to locations more beneficial to their growth and adding new native plants to bring color and interest throughout the year

Thank you!

The McAdams family donated \$21,000 for this landscape update.

They also sponsor our spring cleanup, flower and garden care, and weeding!

*We could not do this without
the McAdams' support!*



BY THE NUMBERS: MARCH

71,335

Total 2024
physical + digital
circulation



21,243

physical item circulation
this month

3,717

digital item circulation
this month



470

community members
used our rooms
this month



541

new items added
this month

27,148

Total 2024
visits to the Library

52%
increase
over 2023!

122

new library cards
this month



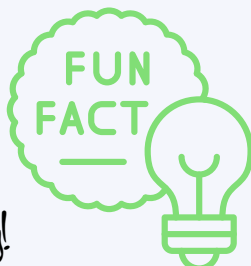
932

people attended
programs this month

49%

of all materials checked
out are by cardholders
ages 30-49

Young families
love the library!



STRATEGIC PLAN

One goal of the Strategic Plan is to “Encourage other organizations to see the Library as a platform and hub for presenting, connecting, and sharing with the rest of the community.” In March we were proud to host the following:

- The **Mukwonago Area Chamber of Commerce** hosted their Political Candidate Forum at the Library for the first time.
- When the **Haase House** wanted to host their “Employer to Employer Breakfast: Hiring Employees with Disabilities” they partnered with the Library to use the Community Room.

COLLABORATIONS



Job seekers attended the Job Center of Wisconsin's job fair on March 6

Job Center of Wisconsin - For over two years now, the Job Center has offered a mini job center in our study room on the second and fourth Thursday of each month. Community members can book an appointment with Sandy Martin and get professional help finding a job. This year they held a job fair which attracted **15 employers** and **59 job seekers**.

THE DIRECTOR'S REPORT

Mukwonago Community Library
Apr. 2024 - Reflections on March

CIRCULATION & CUSTOMER EXPERIENCE TEAM

By the end of March, all three of our new Public Service Associates were fully trained. Circulation Specialist Pride is no longer on the schedule for the desk, freeing him up to cross-train with Associate Director Kim and focus on reporting, database record audits, and professional development.

VOLUNTEERS

Our Seed Library opens each March to an eagerly waiting community. Each year we purchase thousands of seeds to give out for free, inviting residents to plant, grow, and “return” them so we can fill the Seed Library again the next year.

For the first time, we had volunteers prepare all the seeds! It takes a lot of work to count and package all the seeds, so we were grateful to have help.

- It took **18 hours** to fill and label all the seed packets
- **4 high school students** donated their time
- We put out **1,000 packets**



High school students packaging seeds

THE DIRECTOR'S REPORT

Mukwonago Community Library
Apr. 2024 – Reflections on March

COLLECTIONS & PROGRAMS TEAM

Associate Director Ceithamer and Adult Services Librarian Stape have taken over key outreach duties and programs.

- Continuing our monthly visits to Linden Ridge Assisted Living Facility to deliver books
- Getting trained on Memory Cafes which includes visiting other Memory Cafes and learning how to properly conduct one from Bridges staff

What is a Memory Cafe?

The Library Memory Project, an initiative of Bridges Library System, is a partnership between public libraries in Jefferson and Waukesha Counties with a mission to provide programs to those affected by memory loss, Alzheimer's disease, and other forms of dementia. Libraries involved in the memory project offer memory cafés and educational programs on memory loss and brain health.

A **memory café** is a social gathering for those who are experiencing early stage dementia, mild memory loss or mild cognitive impairment (MCI), and for their families, friends, or care partners.

Learn more at librarymemoryproject.org

MCL is a proud member of the Purple Springs Memory Project which includes libraries in New Berlin, Eagle, and Muskego



*Scan the QR code
for a short video*



COLLECTIONS

Thanks to the generosity of the Friends of the Library, we have added THREE new Explore Passes to The Thingery.

- Racine Art Museum
- Museum of Wisconsin Art
- Waukesha County Historical Society and Museum

Inspire Creativity with Explore Passes

As we examine the costs and time needed to maintain The Thingery, one thing is clear: the community loves the Explore Passes! Not only are they **easy to maintain**, but they provide **equitable opportunities for ALL families** to visit enriching and exciting destinations.



Scan the QR code for a list of all 13 destinations!

Me facilitating Village Trustee brainstorming



THE BIG PICTURE

When the Village started the process of hiring a new Village Administrator, I offered my skills as a former educator to structure and guide the work. I have already facilitated discussions for the Village Staff and Village Board. Next I will help the Staff and Board examine the Administrator job description.

Why is this important? Our Village needs a strong and thoughtful leader. I'm proud to use my talents to help find the perfect person for the job - preferably one who loves libraries!

Facebook Review



Kyla Wenger

16 Mar 2024 04:27 PM

★★★★★ Ratings

I seriously cannot say enough great things about this library, we love it and frequent it. It has a great kids area and several great kids programs. My toddler loves coming to play and helping to pick out books. We love the playground outside, too. A lot of people don't know you can check many items such as explore passes as well. It's such a great asset to the community for all ages. Placing holds is also easy and efficient. In addition, I use the the Libby app to listen to audiobooks for free! It's always clean, spacious, and inviting. They keep doing updates inside and out that make it fresh.



Mukwonago Community Library

19 Mar 2024 09:40 AM

Thank you so much for those kind words! We are proud to provide an inviting and enriching environment for you and your family. Thanks for sharing your experiences with others so they can learn about what the Library has to offer ❤️

THE DIRECTOR'S REPORT

Mukwonago Community Library
Apr. 2024 - Reflections on March



ABBY ARMOUR
LIBRARY DIRECTOR

aarmour@mukwonagolibrary.org
(262) 363-6411 ext. 4100

Resolution 2021-63

VILLAGE OF MUKWONAGO, WISCONSIN

**A RESOLUTION ADOPTING THE POSITION DESCRIPTION OF THE
VILLAGE ADMINISTRATOR**

Title: Village Administrator
Department: Administration
Reports to: Village Board

Status: Full-Time Salaried, NR
Revised & Adopted: July 7, 2021

-
- I. MISSION.** To provide service for the citizens of the Village of Mukwonago through service delivery, customer satisfaction and protection of Village assets.
- II. PRIMARY FUNCTION.** Carry out directives of the Village President and Village Board which require administrative implementation reporting promptly to the Village President and Village Board and difficulties encountered therein.
Serves as the municipality's Chief Administrative Officer, responsible for the overall administration of all day-to-day operations of the Village offices and departments, except the municipal judge and library. This is considered a confidential position.
- III. ESSENTIAL DUTIES AND RESPONSIBILITIES.** The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

A. GENERAL DUTIES

1. Responsible for the proper interpretation and efficient execution of policies and programs established by the Village Board and assigned to the offices within the Village operations.
2. Serve as ex-officio nonvoting member of all Village commissions and committees of the Village, except as specified by the Board President and Village Board or Wisconsin State Statutes.
3. Provide advice and recommend policies to elected and appointed officials, boards, commissions and committees for their consideration
4. Provide guidance and direction relating to the usage and management of Village-owned property and infrastructure.
5. Communicate with co-workers, supervisors, the public and board members on Village business.
6. Act as public information officer for the Village with the responsibility of assuring that the news media are kept informed about the operations of the Village and that all open meeting rules and regulations are followed.
7. Attend professional meetings and keep abreast of developments in municipal government.
8. Assist with and promotes economic growth in the community, and addresses economic issues confronting the community.

B. FISCAL RESPONSIBILITIES

1. Responsible for Village's overall financial management
2. Oversee the preparation and maintenance of the annual budget.
3. Responsible for seeking grants and/or funding sources for community growth.
4. Provide general oversight of purchasing, payroll and financial reporting policies and procedures.

5. Ensure Federal, State, County and other appropriate reports are prepared and filed on a timely basis.
6. Maintain a system of control to insure proper segregation of duties and budgetary controls.
7. Ensure proper investment of Village, Utilities and other Funds idle cash.
8. Responsible for ensuring all contracts are fully carried out and implemented.

C. HUMAN RESOURCES

1. Evaluate in conjunction with department heads the performance of all employees on an annual basis.
2. Evaluate in conjunction with the Village Board the performance of all department heads on an annual basis.
3. Recommend to the Village Board and/or Department Heads salary and wage scales for Village employees not covered by collective bargaining agreements to the Board.
4. Serve as personnel officer for the Village with responsibilities to see that complete and current personnel records, including specific job descriptions, for all Village employees are kept; develop and enforce high standards of performance by Village employees; assure that Village employees have proper working conditions; work closely with department heads to promptly resolve personnel problems or grievances.
5. Work with Department Heads to Ensure and maintain departmental succession plans.
6. Ensure staff is cross trained
7. Work Closely with Department Heads to assure that employees receive adequate opportunities for training to maintain and improve their job-related knowledge and skills.
8. Participate in developing the Village's positions in collective bargaining and negotiating collective bargaining agreements, in consultation with the Village Board's designated bargaining team.
9. Work with Department Heads to Interpret and administer personnel policies and collective bargaining agreements; make recommendations to the Board regarding amendments and/or updates to such documents when necessary.

D. ADDITIONAL RESPONSIBILITIES

1. Responsible for the Village's risk management policies and procedures, including safety programs.
2. Knowledgeable and keep current on information technology (IT) trends.
3. Perform related duties as required by State Statute & Municipal Code.

E. PUBLIC RELATIONS

1. Develop and maintain effective working relationships with business community and local, regional, state and federal governments and agencies
2. Responsible for Village website and content.
3. Verbal and writing skills necessary to provide timely information and assistance to public, colleagues, elected officials and outside contractors

IV. EDUCATION, LICENSURE/CERTIFICATION AND EXPERIENCE. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and abilities required.

- A. Bachelor's degree in Business Administration, public administration or related and/or five years municipal administration experience required.
- B. Thorough knowledge of the function and organization of municipal government and of the workings of the Village Board.

C. Knowledge of the general laws and administration policies governing all areas of municipal operations.

V. WORK ENVIRONMENT. The work environment characteristics are reflective of the responsibilities as described in the major duties and responsibilities. Work is performed in an office environment. Contact with staff, other Village employees, public and governmental agencies are required.

VI. AMERICANS WITH DISABILITIES ACT (ADA) ESSENTIAL ELEMENTS AND QUALIFICATIONS.

- A. Ability to instruct and train other staff.
- B. Ability to utilize computer programs and equipment.
- C. Ability to communicate effectively orally and in writing.
- D. Must be able to sit, stand, bend, walk and climb with or without back support.
- E. Able to lift up to 25-30 pounds.
- F. Must have dexterity and hand/eye coordination necessary to operate computer keyboard and other office equipment.
- G. Hearing activities requires the ability to participate in numerous conversations throughout the workday both in person and over the telephone.
- H. Must be able to work with file cabinets that are 5'8" in height and cabinet drawers that have a depth of 24."
- I. Must have the ability to do multi-task problem solving.

VII. ADDITIONAL REQUIREMENTS.

- A. Compliance with the conditions of employment as stated in the Village of Mukwonago Employee Handbook.
- B. Must keep current with new computer technology which would benefit the Village and its residents.
- C. Work with the Auditors in the annual audit of financial records.
- D. Implement the policy directives of the Village Board and Committees.

The Village of Mukwonago is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Adopted by the Village Board this July 7, 2021.



Fred Winchowky, Village President

Attest:



Diana Dykstra, Clerk-Treasurer



Agenda Item Cover Report

Date: 4-25-24	Committee/Board: Public Works
Submitted by: Wayne Castle	Department: Water Utility
Date of Committee Action: 5-1-24	Date of Village Board Action: 5-15-24

Subject:

Resolution to declare intent to reimburse expenditures for Safe Drinking Water Loan Program for the Wells #3 and #4 HMO treatment project.

Executive Summary:

Project planning, design, public bidding, and construction related services will proceed prior to the SDWLP loan issuance and the Village wishes to declare the use of internal funds to temporarily fund costs of the Project until the SDWLP loan is obtained.

Fiscal Impact:

None

Executive Recommendation/Action:

For the Committee of the Whole to recommend to the Village Board to pass the attached resolution.

☒ **Attachments Included**

- **Interim Financing Resolution Wells No. 3 & No. 4 HMO Treatment System**

RESOLUTION NO. 2024-28

**INTERIM FINANCING COMFORT RESOLUTION
WELLS NO. 3 & NO. 4 HMO TREATMENT SYSTEM AND
SUPPLY SYSTEM WATER MAIN REVISIONS**

WHEREAS, the Village of Mukwonago, Wisconsin, (Village) is a municipally owned water utility that consists of five wells, one concrete in-ground storage reservoir, two elevated storage tanks, and approximately 264,478 linear feet of water main; and

WHEREAS, the Village of Mukwonago water utility has placed Well No. 7 in standby mode due to presence of per and poly-fluoroalkyl substances (PFAS); and

WHEREAS, the Village of Mukwonago water utility currently has a deficit of water supply capacity even with the normal operation of Well No 7; and

WHEREAS, the proposed Hydrous Manganese Oxide Filtration System at Well No. 4 and the other distribution system improvements as part of the project, would provide radium removal treatment from the groundwater discharged from Well No. 4 and Well No. 3 and provide the Village water utility with greater water supply capacity; and

WHEREAS, a large portion of the existing building at Well No. 4 would be removed and a new building addition would be constructed; and

WHEREAS, The Village intends to involve applying for funding through the Safe Drinking Water Loan Program (SDWLP). A major emphasis on the Project will be to solicit and obtain principal forgiveness for the project; and

WHEREAS, Project planning, design, public bidding and construction related services will proceed prior to the SDWLP loan issuance and the Village wishes to declare the use of internal funds to temporarily fund costs of the Project until the SDWLP loan is obtained, and

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Mukwonago, Wisconsin, that:

1. Expenditures of Funds. The Village of Mukwonago, through its Board, shall make expenditures as needed from Utility reserve funds to pay the cost of engineering and construction related services of the Project until the SDWLP loan proceeds become available for Utility reimbursement.
2. Declaration of Official Intent. The Village hereby officially declares its intent under Treasury Regulations, 26 CFR 1.150-2 to reimburse said expenditures with proceeds of the SDWLP Financial Aid Agreement, the aggregate principal amount of debt for the Project is expected not to exceed \$8,000,000.

Adopted this 15th day of May 2024.

By: _____
Fred Winchowky, Village President



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



Agenda Item Cover Report

Date: 04/09/2024	Committee/Board: Protective Services
Submitted by: Chief Streit	Department: Police
Date of Committee Action: 05/01/2024	Date of Village Board Action: 05/15/2024

Subject:

Suburban Critical Incident Team MOU Changes

Executive Summary:

The Village of Mukwonago is one of nine police departments participating in the Suburban Critical Incident Team. SCIT updated our Memorandum of Understanding regarding expenses. SCIT is also adding Tactical EMS personnel from two fire departments that requires separate MOUs with the participating fire departments.

Fiscal Impact:

None

Executive Recommendation/Action:

Approve President Winchowky and Chief Streit to sign the three MOUs regarding SCIT.

 **Attachments Included**

	City of Brookfield	Village of Chenequa	City of Delafield
	Village of Elm Grove	Village of Hartland	Village of Mukwonago
	City of Muskego	City of New Berlin	Village of Pewaukee

Title:	Suburban Critical Incident Team Mutual Aid Agreement				
Issued:	09-12-95	Updated:	01-13-24	Pages:	13

The undersigned Agencies agree pursuant to Wisconsin Statutes as follows:

Section 1. PURPOSE OF AGREEMENT

This Agreement is made in recognition of the fact that situations may occur which are beyond the ability of the individual law enforcement Agency to deal with effectively in terms of personnel, equipment and available resources. Each Agency in the Suburban Critical Incident Team (SCIT) expresses its intent to assist the other Agencies by assigning some of its specially trained personnel and available resources to permit the law enforcement Agency of each municipality to more fully safeguard the lives, persons and property of all citizens.

Section 2. DEFINITIONS

For the purpose of this Agreement, the following terms are defined as follows:

A. AGENCY

A law enforcement organization recognized by its city, village, town, county or state.

B. AIDING AGENCY

A municipality furnishing police equipment and personnel to a Requesting Agency, pursuant to this Agreement.

C. ASSIGNMENTS

A predetermined listing of Aiding Agency personnel and equipment that will respond to aid a Requesting Agency.

D. CHIEF

The head of law enforcement for a Participating Agency is referred to herein as "Chief," and collectively the heads of law enforcement for all Participating Agencies are referred to herein as "Chiefs." Collectively, and individually the "Chief."

E. GOVERNING BOARD

Consists of the Police Chiefs of the Participating Agencies.

F. MUTUAL AID

Services provided by an Aiding Agency to a Requesting Agency outside the Aiding Agency's home jurisdiction to a Tactical Incident.

G. PARTICIPATING AGENCY

An Agency that commits itself to this Mutual Aid Agreement by adopting an ordinance or resolution authorizing participation.

H. REQUESTING AGENCY

A municipality requesting police equipment and personnel due to a Tactical Incident, pursuant to this Agreement.

I. SUBURBAN CRITICAL INCIDENT TEAM

The Wisconsin law enforcement Agencies participating in this Mutual Aid Agreement, collectively.

J. TACTICAL INCIDENT

An emergency situation or potential situation that threatens or causes loss of life and property and exceeds the physical and organizational capabilities of a unit of local government.

Section 3. AGREEMENT TO EFFECTUATE THE MUTUAL AID PLAN

The senior on-duty officer of each Participating Agency is authorized to do the following:

- A. Whenever a Tactical Incident occurs or is likely to occur, the Requesting Agency's senior on-duty officer shall request assistance of the Aiding Agencies under the terms of this Agreement.
- B. The senior on-duty officers of the Aiding Agencies are authorized to and shall take the following action upon receipt of a request for aid pursuant to this Agreement:
 - 1. Promptly determine what resources are required according to the situation.
 - 2. Promptly determine if the required personnel and equipment can be committed in response to the request from the Requesting Agency.
 - 3. If so, promptly dispatch the required personnel and equipment to the Requesting Agency in accordance with team operating procedures.
- C. The rendering of assistance under the terms of this Agreement is not mandatory. The Aiding Agency's senior on-duty officer may determine not to respond, for example, if the available personnel and equipment are required for the Aiding Agency's protection. In that event, the

Aiding Agency's senior on-duty officer must promptly notify the Requesting Agency of the same. The senior on-duty officer's judgment is final.

- D. The Requesting Agency's senior on-duty officer shall assume full responsibility and incident command for operations for the Tactical Incident along with the SCIT Tactical Commander.
- E. The Requesting Agency may request Mutual Aid under this Agreement only for Tactical Incidents. Aiding Agencies will be released and returned to duty in their home jurisdictions as soon as the situation is restored to the point which permits the Requesting Agency to adequately handle it with its own resources. Aiding Agencies may also return to duty in their own home jurisdiction at any time, upon notifying the SCIT Tactical Commander, if the Aiding Agency's senior on-duty officer determines the required equipment and personnel can no longer be committed to the Tactical Incident.

Section 4. STATUTORY AUTHORITIES

This Agreement is entered pursuant to Wisconsin Statutes §66.0301. The following statutory rights and responsibilities shall apply.

- A. Wisconsin Statutes §66.0313: Law enforcement; mutual assistance.
- B. Wisconsin Statutes §66.0513: Police, pay when acting outside county or municipality.
- C. Wisconsin Statutes §895.35: Expenses in actions against municipal and other officers.
- D. Wisconsin Statutes §895.46: State and political subdivisions thereof to pay judgments taken against officers.

To ensure compliance with State laws and to avoid ambiguity, all future amendments and recodification of the foregoing statutes, and judicial interpretations thereof, are incorporated herein and shall apply. Nothing contained within this paragraph or Agreement is intended to be a waiver or estoppel of the municipality or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.

Section 5. EXPENSES

All expenses incurred during participation in this Agreement shall be borne by each Participating Agency, and Participating Agencies shall not be required to pay or reimburse any other Participating Agency for any expenses incurred in the course of participation, except as set forth in this paragraph. In the case of highly unusual or excessively burdensome expenses, worker's compensation, or significant events involving death or serious injury to an officer, Wis. Stat. §§ 66.0313 and 66.0513 will apply, and an Aiding Agency may submit requests for reimbursement to the Requesting Agency. Nothing herein shall be interpreted to prevent Participating Agencies from voluntarily cooperating in law enforcement services, including voluntary sharing of equipment or facilities and voluntarily providing services without seeking reimbursement of costs. Each Participating Agency hereby authorizes its Chief/Sheriff to exercise discretion in cooperating with Participating Agencies.

Section 6. INSURANCE

Each Participating Agency shall maintain insurance coverage to protect against risks arising out of this Agreement, which shall include general liability coverage with contractual liability coverage, automobile liability coverage, workers compensation coverage, and such additional coverage and amounts as further specified by the Chiefs/Sheriffs.

Section 7. NO THIRD-PARTY BENEFICIARIES

This Agreement is solely between the Participating Agencies, each of whom acts individually in the performance of this Agreement. There are no third-party beneficiaries to this Agreement. No separate entities are hereby created.

Section 8. ADMINISTRATION

This Agreement shall be administered within the SCIT By-Laws by the Governing Board of the Participating Agencies.

Section 9. TERMINATION

Any Participating Agency may voluntarily withdraw from this Agreement by notifying the Chiefs of the other Participating Agencies in writing, whereupon the withdrawing Agency will terminate participation ninety (90) days from the date of written notice. The Chiefs may adopt procedures for involuntarily terminating Agencies who fail to comply with the terms of this Agreement or By-laws and may exercise that authority.

Section 10. EFFECTIVE DATE

This Agreement shall be in full force and in effect with the passage and approval of an Ordinance or Resolution by each Participating Agency's municipal governing body, in the manner provided by law, and its execution by authorized officials. This Agreement supersedes any agreement between any of the Participating Agencies concerning the Suburban Critical Incident Team.

Section 11. COUNTERPARTS

This Agreement may be executed in multiple counterparts, each of which is an original and all of which taken together form one single document. Signatures delivered in original form or electronically shall be effective.

Section 12. AMENDMENTS AND SEVERABILITY.

This Agreement may be amended, but only in writing duly executed by all the parties. The provisions of this Agreement are severable and if a court of competent jurisdiction holds any portion of this Agreement unconstitutional or invalid, the remainder of this Agreement shall not be affected and shall remain in full force and effect.

City of Brookfield

By: _____
Mayor Steven V. Ponto

By: _____
Police Chief James Adlam

Michelle Luedtke, City Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Seven V. Ponto, Michelle Luedtke, and James Adlam, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Renee J. Tadych, Deputy City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

.....

City of Delafield

By: _____
Mayor Kent Atwell

By: _____
Police Chief Landon Nyren

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Kent Atwell and Landon Nyren, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Molly Schneider, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

City of Muskego

By: _____
Mayor Rick Petfalski

By: _____
Police Chief Steve Westphal

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Rick Petfalski and Steve Westphal, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Kerri Roller, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

City of New Berlin

By: _____
Mayor David Ament

By: _____
Police Chief Jeff Hingiss

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named David Ament and Jeff Hingiss, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Rubina Medina, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

Village of Chenequa

By: _____
President JoAnn Villacencio

By: _____
Police Chief Dan Neumer

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named JoAnn Villacencio and Dan Neumer, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Deanna Braunshweig, Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

Village of Elm Grove

By: _____
President Jim Koleski

By: _____
Police Chief Jason Hennen

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jim Koleski and Jason Hennen, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Thomas Harrigan, Interim Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

Village of Hartland

By: _____
President Jeffrey Pfannerstill

By: _____
Police Chief Torin Misko

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jeffrey Pfannerstill and Torin Misko, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Santee Policello, Village Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

Village of Mukwonago

By: _____
President Fred Winchowky

By: _____
Police Chief Dan Streit

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Fred Winchowky and Dan Streit, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Diana Dykstra, Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

Village of Pewaukee

By: _____
President Jeff Knutson

By: _____
Police Chief Tim Heier

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jeff Knutson and Tim Heier, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Cassandra Smith, Village Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

MUTUAL AID AGREEMENT

Pursuant to the authority granted by Wis. Stat. § 66.0301, this Mutual Aid Agreement (hereinafter “Agreement”) is made and entered into this ____ day of _____, 2024, by and between the Cities of Delafield, Muskego and New Berlin, and the Villages of Chenequa, Elm Grove, Hartland, Mukwonago, and Pewaukee (hereinafter collectively referred to as “SCIT”) and the City of Brookfield (hereinafter referred to as “Brookfield”).

WHEREAS, the Cities of Brookfield, Delafield, Muskego and New Berlin, as well as the Villages of Chenequa, Elm Grove, Hartland, Mukwonago, and Pewaukee have entered into the Suburban Critical Incident Team Mutual Aid Agreement (“SCIT Agreement”) pursuant to Wisconsin Statutes Section 66.0301 for purposes of providing mutual aid for police Tactical Incidents between the various communities to address situations which may occur that are beyond the ability of any one of the individual participating communities to deal with in terms of personnel, equipment, and available resources; and

WHEREAS, the SCIT Agreement acknowledges and is subject to Wisconsin Statute § 66.0313 dealing with law enforcement mutual assistance; Wisconsin Statute § 66.0513, dealing with police pay when acting outside a municipality or county; Wisconsin Statute § 895.35, dealing with expenses and actions against municipal and other officers; and § 895.46, dealing with judgments being paid by political subdivisions regarding judgments taken against officers; and

WHEREAS, Brookfield is interested in enabling members of its Fire Department to receive training regarding Tactical Emergency Medical Services (hereinafter referred to as “TEMS”), as well as having its employees, who are trained and certified to provide TEMS, available to provide TEMS during SCIT Tactical Incidents; and

WHEREAS, the SCIT and Brookfield wish to formalize their intergovernmental cooperation and mutual aid agreement through this Agreement.

NOW, THEREFORE, SCIT and Brookfield do hereby covenant and agree as follows:

1. For purposes of this Agreement, the following definitions shall apply:
 - a. **Aiding Agency** – A municipality furnishing emergency services equipment and personnel to a Requesting Agency, pursuant to this Agreement.
 - b. **Mutual Aid** – services provided by an Aiding Agency to a Requesting Agency outside the Aiding Agency’s home jurisdiction due to a Tactical Incident.
 - c. **Requesting Agency** – a municipality requesting emergency services equipment and personnel due to a Tactical Incident.
 - d. **Tactical Incident** – an emergency situation or potential situation that threatens or causes loss of life and property and exceeds the physical and organizational capabilities of a unit of local government.
2. Brookfield and the SCIT acknowledge they have been duly authorized by the municipalities participating in this SCIT and its governing body to enter into, and

from time to time execute, agreements with other municipalities for mutual aid related to fire and police services.

3. The parties acknowledge that whenever a Tactical Incident occurs that is of such magnitude and consequence that results in utilization of the SCIT team, the availability and assistance of emergency medical personnel who have received training and are certified to provide TEMS would be beneficial.
4. In consideration of Brookfield permitting TEMS-certified staff to assist the SCIT on a mutual aid basis, SCIT agrees to assist Brookfield in training of its Fire Department personnel for TEMS so as to obtain certification for Brookfield Fire Department personnel to provide TEMS.
5. To ensure operational readiness, Brookfield agrees to regularly have its Fire Department's TEMS personnel attend SCIT training as required by the SCIT Governing Board and any policies or procedures issued by the Board.
6. Whenever a Tactical Incident occurs or is likely to occur, the Senior On-duty Officer of the Requesting Agency shall request trained TEMS Brookfield Fire Department personnel who have been approved by the SCIT Governing Board to aid the SCIT. The Senior On-duty Officer of Brookfield's Fire Department, upon receiving a request from the Senior On-duty Officer of the Requesting Agency, shall determine as soon as reasonably practicable what resources of the Brookfield Fire Department are required to address the situation and, in addition, to determine if the required equipment and personnel can be committed in response to the request from the Requesting Agency. If a determination is made by the Brookfield Fire Department Senior On-duty Officer that staff and equipment are available and can be deployed in response to the incident, the Brookfield Fire Department Supervisor shall dispatch, as soon as possible, the personnel and equipment to the Requesting Agency in accordance with the SCIT's Governing Board's policies and/or procedures.
7. The rendering of assistance by the Brookfield Fire Department, under the terms of this Agreement, is not mandatory. The Brookfield Fire Department Senior On-duty Officer may determine not to respond, for example, if the available personnel and equipment are required for the protection of Brookfield Fire Department's home jurisdiction. In that event, the Brookfield Fire Department's Senior On-duty Officer must immediately notify the Requesting Agency of that circumstance.
8. The Senior On-duty Officer of the Requesting Agency shall assume full responsibility and incident command for the operations for the Tactical Incident along with the SCIT Tactical Commander. The Brookfield Fire Department's TEMS personnel shall be fully responsible, however, for operational decisions involving medical treatment in coordination with the Senior On-Duty Officer of the Requesting Agency and the SCIT Tactical Commander.

9. The Requesting Agency may request mutual aid under this Agreement only for Tactical Incidents. The Brookfield Fire Department TEMS personnel will be released and returned to duty in their home jurisdiction as soon as the situation is restored to the point where the assistance of the Brookfield Fire Department's TEMS personnel are no longer necessary. The Brookfield Fire Department may also request that their personnel return to duty in their home jurisdiction at any time, upon notifying the SCIT Tactical Commander, if the Brookfield Fire Department's senior on-duty officer determines the required equipment and personnel can no longer be committed to the Tactical Incident.
10. Each participating agency of SCIT and the Brookfield Fire Department assume the responsibility, including legal and financial responsibility, for members of their own departments acting pursuant to this Agreement. All expenses incurred during participation in this Agreement shall be borne by each party, and parties shall not be required to pay or reimburse any other party for any expenses incurred in the course of participation, except as set forth in this paragraph. In the case of highly unusual or excessively burdensome expenses, worker's compensation, or significant events involving death or serious injury to an officer or personnel, Wis. Stat. §§ 66.0313 and 66.0513 will apply, including for the Brookfield Fire Department under this Agreement, and an Aiding Agency may submit requests for reimbursement to the Requesting Agency. Nothing herein shall be interpreted to prevent the parties from voluntarily cooperating in the services contemplated by this Agreement, including voluntary sharing of equipment or facilities and voluntarily providing services without seeking reimbursement of costs. Each party hereby authorizes its Chief/Sheriff to exercise discretion in cooperating with the other parties.
11. The Brookfield Fire Department may withdraw from participation in this Agreement upon ninety (90) days written notice to the other parties. The SCIT municipalities may withdraw from participation in this Agreement upon 90 days written notice to the Brookfield Fire Department upon a majority vote of the SCIT Governing Board.
12. Except as set forth in Section 10 above, the parties to this Agreement acknowledge that the provisions of Wisconsin Statutes §§ 66.0313, 66.0513, 895.35 and 895.46 are incorporated into this Agreement and shall apply to this relationship between the parties. To ensure compliance with state law and to avoid ambiguity, all future amendments and recodification of the foregoing statutes and judicial interpretations thereof are incorporated herein and shall apply.
13. Nothing contained within this paragraph or Agreement is intended to be a waiver or estoppel of the ability of municipality or its insurer to rely upon the limitations, defenses and immunities set forth under Wisconsin law, including those contained under Wisconsin Statute §§ 893.80, 895.52 and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall

not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims under Wisconsin Law.

14. Each party shall maintain insurance coverage to protect against risks arising out of this Agreement, which shall include general liability coverage with contractual liability coverage, automobile liability coverage, workers compensation coverage and such additional coverage in amounts as further specified by the Chiefs or parties.
15. This Agreement is solely between the parties, each of whom acts individually in the performance of this Agreement. There are no third-party beneficiaries to this Agreement and no separate entities are hereby created.
16. This Agreement shall become effective upon its passage and publication by each party's governing body, in the manner provided by law, and its execution by the authorized officials.
17. This Agreement may be executed in multiple counterparts, each of which is an original and all of which taken together form one single document. Signatures delivered in original form or electronically shall be effective.
18. This Agreement may be amended, but only in writing duly executed by all the parties.
19. The provisions of this Agreement are severable and if a court of competent jurisdiction holds any portion of this Agreement unconstitutional or invalid, the remainder of this Agreement shall not be affected and shall remain in full force and effect.

[Signature Pages to Follow]

SCIT:
City of Brookfield

By: _____
Mayor Steven V. Ponto

By: _____
Police Chief James Adlam

Michelle Luedtke, City Clerk

David Mason, Fire Chief

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Steven V. Ponto, Michelle Luedtke, David Mason, and James Adlam, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Renee Tadych, Deputy City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

.....

SCIT:
City of Delafield

By: _____
Mayor Kent Atwell

By: _____
Police Chief Landon Nyren

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Kent Atwell and Landon Nyren, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Molly Schneider, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
City of Muskego

By: _____
Mayor Rick Petfalski

By: _____
Police Chief Steve Westphal

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Rick Petfalski and Steve Westphal, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Kerri Roller, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
City of New Berlin

By: _____
Mayor David Ament

By: _____
Police Chief Jeff Hingiss

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named David Ament and Jeff Hingiss, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Rubina Medina, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Chenequa**

By: _____
President JoAnn Villacencio

By: _____
Police Chief Dan Neumer

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named JoAnn Villacencio and Dan Neumer, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Deanna Braunshweig, Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
Village of Elm Grove

By: _____
President Jim Koleski

By: _____
Police Chief Jason Hennen

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jim Koleski and Jason Hennen, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Thomas Harrigan, Interim Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Hartland**

By: _____
President Jeffrey Pfannerstill

By: _____
Police Chief Torin Misko

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jeffrey Pfannerstill and Torin Misko, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Santee Policello, Village Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
Village of Mukwonago

By: _____
President Fred Winchowky

By: _____
Police Chief Dan Streit

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Fred Winchowky and Dan Streit, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Diana Dykstra, Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Pewaukee**

By: _____
President Jeff Knutson

By: _____
Police Chief Tim Heier

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jeff Knutson and Tim Heier, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Cassandra Smith, Village Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

MUTUAL AID AGREEMENT

Pursuant to the authority granted by Wis. Stat. § 66.0301, this Mutual Aid Agreement (hereinafter “Agreement”) is made and entered into this ____ day of _____, 2024, by and between the Cities of Brookfield, Delafield, Muskego and New Berlin, and the Villages of Chenequa, Elm Grove, Hartland, Mukwonago, and Pewaukee (hereinafter collectively referred to as “SCIT”) and the LAKE COUNTRY FIRE AND RESCUE FIRE BOARD (hereinafter referred to as the “Board”).

WHEREAS, the Cities of Brookfield, Delafield, Muskego and New Berlin, as well as the Villages of Chenequa, Elm Grove, Hartland, Mukwonago, and Pewaukee have entered into the Suburban Critical Incident Team Mutual Aid Agreement (“SCIT Agreement”) pursuant to Wisconsin Statutes Section 66.0301 for purposes of providing mutual aid between the various communities to address situations which may occur that are beyond the ability of any one of the individual participating communities to deal with in terms of personnel, equipment, and available resources; and

WHEREAS, the SCIT Agreement acknowledges and is subject to Wisconsin Statute § 66.0313 dealing with law enforcement mutual assistance; Wisconsin Statute § 66.0513, dealing with police pay when acting outside a municipality or county; Wisconsin Statute § 895.35, dealing with expenses and actions against municipal and other officers; and § 895.46, dealing with judgments being paid by political subdivisions regarding judgments taken against officers; and

WHEREAS, the Board is responsible for overseeing the operation of the Lake Country Fire and Rescue, which was created by an Inter-municipal Agreement between the Villages of Chenequa, Nashotah, Oconomowoc Lake and Wales, as well as the Towns of Delafield and Genesee, and the City of Delafield for the purpose of providing fire and paramedic protection by a Joint Fire Department; and

WHEREAS, the Board is interested in enabling members of its Department to receive training regarding Tactical Emergency Medical Services (hereinafter referred to as “TEMS”), as well as qualifying employees of the Lake Country Fire Department (hereinafter referred to as the “LCFR Department”), who are trained and certified to provide TEMS, available to provide TEMS during SCIT Tactical Incidents; and

WHEREAS, the SCIT and the Board wish to formalize their intergovernmental cooperation and mutual aid agreement through this Agreement.

NOW, THEREFORE, SCIT and the Board do hereby covenant and agree as follows:

1. For purposes of this Agreement, the following definitions shall apply:
 - a. **Aiding Agency** – A municipality furnishing emergency services equipment and personnel to a Requesting Agency, pursuant to this Agreement.

- b. **Mutual Aid** – services provided by an Aiding Agency to a Requesting Agency outside the Aiding Agency’s home jurisdiction due to a Tactical Incident.
 - c. **Requesting Agency** – a municipality requesting emergency services equipment and personnel due to a Tactical Incident.
 - d. **Tactical Incident** – an emergency situation or potential situation that threatens or causes loss of life and property and exceeds the physical and organizational capabilities of a unit of local government.
- 2. The Board and the SCIT acknowledge they have been duly authorized by the municipalities participating in this SCIT and the LCFR Department to enter into, and from time to time execute, agreements with other municipalities for mutual aid related to fire and police services.
- 3. The parties acknowledge that whenever a Tactical Incident occurs that is of such magnitude and consequence that results in utilization of the SCIT team, the availability and assistance of emergency medical personnel who have received training and are certified to provide TEMS would be beneficial.
- 4. In consideration of the Board permitting TEMS-certified staff to assist the SCIT on a mutual aid basis, SCIT agrees to assist the LCFR Department in training of LCFR Department personnel for TEMS so as to obtain certification for LCFR Department personnel to provide TEMS.
- 5. To ensure operational readiness, the LCFR Department agrees to regularly have TEMS personnel attend SCIT training as required by the SCIT Governing Board and any policies or procedures issued by the Board.
- 6. Whenever a Tactical Incident occurs or is likely to occur, the Senior On-duty Officer of the Requesting Agency shall request trained TEMS LCFR personnel who have been approved by the SCIT Governing Board to aid the SCIT. The Senior On-duty Officer of the LCFR Department, upon receiving a request from the Senior On-duty Officer of the Requesting Agency, shall determine as soon as reasonably practicable what resources of the LCFR Department are required to address the situation and, in addition, to determine if the required equipment and personnel can be committed in response to the request from the Requesting Agency. If a determination is made by the LCFR Senior On-duty Officer that staff and equipment are available and can be deployed in response to the incident, the LCFR Department Supervisor shall dispatch, as soon as possible, the personnel and equipment to the Requesting Agency in accordance with the SCIT’s Governing Board’s policies and/or procedures.
- 7. The rendering of assistance by the LCFR Department, under the terms of this Agreement, is not mandatory. The LCFR Senior On-duty Officer may determine not to respond, for example, if the available personnel and equipment are required for the protection of the LCFR’s home jurisdiction. In that event, the LCFR

Department's Senior On-duty Officer must immediately notify the Requesting Agency of that circumstance.

8. The Senior On-duty Officer of the Requesting Agency shall assume full responsibility and incident command for the operations for the Tactical Incident along with the SCIT Tactical Commander,. The LCFR Department TEMS personnel shall be fully responsible, however, for operational decisions involving medical treatment in coordination with the Senior On-Duty Officer of the Requesting Agency and the SCIT Tactical Commander.
9. The Requesting Agency may request mutual aid under this Agreement only for Tactical Incidents. The LCFR Department TEMS personnel will be released and returned to duty in their home jurisdiction as soon as the situation is restored to the point where the assistance of the LCFR Department's TEMS personnel are no longer necessary. The LCFR Department may also request that their personnel return to duty in their home jurisdiction at any time, upon notifying the SCIT Tactical Commander, if the LCFR Department's senior on-duty officer determines the required equipment and personnel can no longer be committed to the Tactical Incident.
10. Each participating agency of SCIT and the LCFR Department assume the responsibility, including legal and financial responsibility, for members of their own departments acting pursuant to this Agreement. All expenses incurred during participation in this Agreement shall be borne by each party, and parties shall not be required to pay or reimburse any other party for any expenses incurred in the course of participation, except as set forth in this paragraph. In the case of highly unusual or excessively burdensome expenses, worker's compensation, or significant events involving death or serious injury to an officer or emergency personnel, a party may submit requests for reimbursement to benefited parties, and the benefited parties may elect to provide reimbursement, at the sole discretion of the benefited parties' governing bodies. Nothing herein shall be interpreted to prevent the parties from voluntarily cooperating in the services contemplated by this Agreement, including voluntary sharing of equipment or facilities and voluntarily providing services without seeking reimbursement of costs. Each party hereby authorizes its Chief/Sheriff to exercise discretion in cooperating with the other parties.
11. The LCFR Department may withdraw from participation in this Agreement upon ninety (90) days written notice to the other parties. The SCIT municipalities may withdraw from participation in this Agreement upon 90 days written notice to the LCFR Department upon a majority vote of the SCIT Governing Board.
12. Except as set forth in Section 10 above, the parties to this Agreement acknowledge that the provisions of Wisconsin Statutes §§ 66.0313, 66.0513, 895.35 and 895.46 are incorporated into this Agreement and shall apply to this relationship between the parties. To ensure compliance with state law and to avoid ambiguity, all future

amendments and recodification of the foregoing statutes and judicial interpretations thereof are incorporated herein and shall apply.

13. Nothing contained within this paragraph or Agreement is intended to be a waiver or estoppel of the ability of municipality or its insurer to rely upon the limitations, defenses and immunities set forth under Wisconsin law, including those contained under Wisconsin Statute §§ 893.80, 895.52 and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims under Wisconsin Law.
14. Each party shall maintain insurance coverage to protect against risks arising out of this Agreement, which shall include general liability coverage with contractual liability coverage, automobile liability coverage, workers compensation coverage and such additional coverage in amounts as further specified by the Chiefs or parties.
15. This Agreement is solely between the parties, each of whom acts individually in the performance of this Agreement. There are no third-party beneficiaries to this Agreement and no separate entities are hereby created.
16. This Agreement shall become effective upon its passage and publication by each party's governing body, in the manner provided by law, and its execution by the authorized officials.
17. This Agreement may be executed in multiple counterparts, each of which is an original and all of which taken together form one single document. Signatures delivered in original form or electronically shall be effective.
18. This Agreement may be amended, but only in writing duly executed by all the parties.
19. The provisions of this Agreement are severable and if a court of competent jurisdiction holds any portion of this Agreement unconstitutional or invalid, the remainder of this Agreement shall not be affected and shall remain in full force and effect.

[Signature Pages to Follow]

SCIT:
City of Brookfield

By: _____
Mayor Steven V. Ponto

By: _____
Police Chief James Adlam

Michelle Luedtke, City Clerk

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Steven V. Ponto, Michelle Luedtke, and James Adlam, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Renee Tadych, Deputy City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

.....

SCIT:
City of Delafield

By: _____
Mayor Kent Atwell

By: _____
Police Chief Landon Nyren

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Kent Atwell and Landon Nyren, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Molly Schneider, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
City of Muskego

By: _____
Mayor Rick Petfalski

By: _____
Police Chief Steve Westphal

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Rick Petfalski and Steve Westphal, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Kerri Roller, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
City of New Berlin

By: _____
Mayor David Ament

By: _____
Police Chief Jeff Hingiss

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named David Ament and Jeff Hingiss, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Rubina Medina, City Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Chenequa**

By: _____
President JoAnn Villacencio

By: _____
Police Chief Dan Neumer

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named JoAnn Villacencio and Dan Neumer, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Deanna Braunshweig, Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Elm Grove**

By: _____
President Jim Koleski

By: _____
Police Chief Jason Hennen

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jim Koleski and Jason Hennen, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Thomas Harrigan, Interim Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Hartland**

By: _____
President Jeffrey Pfannerstill

By: _____
Police Chief Torin Misko

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jeffrey Pfannerstill and Torin Misko, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Santee Policello, Village Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

SCIT:
Village of Mukwonago

By: _____
President Fred Winchowky

By: _____
Police Chief Dan Streit

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Fred Winchowky and Dan Streit, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Diana Dykstra, Village Clerk-Treasurer
Notary Public, State of Wisconsin
My Commission expires: _____

**SCIT:
Village of Pewaukee**

By: _____
President Jeff Knutson

By: _____
Police Chief Tim Heier

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Jeff Knutson and Tim Heier, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Cassandra Smith, Village Clerk
Notary Public, State of Wisconsin
My Commission expires: _____

LCF Department

(Lake Country Fire Department):

**City of Delafield, Village of Chenequa, Village of Nashotah, Village of Oconomowoc Lake,
Village of Wales, Town of Delafield and Town of Genesee**

By: _____
Rob Bennett, LCFR Fire Board President

By: _____
Fire Chief Matt Fenning

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

Personally came before me, this ____ day of _____, 2024, the above-named Rob Bennett and Matt Fenning, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin
My Commission expires: _____