

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, February 5, 2025

Time: **5:30 pm**

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

**** Agenda amended on February 4, 2025 at 8:20 a.m.****

1. Call to Order

2. Roll Call

3. Comments from the Public

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

4. Approval of Minutes

- 4.1 Approval of the January 8, 2025 Committee of the Whole Minutes
[2025-01-08 COW Draft Minutes.docx](#)

5. Finance Committee, Trustee Darlene Johnson

Discussion and action possible on the following items.

- 5.1 Discussion/Recommendation on an engagement letter with VonBriesen to investigate issues experienced as a result of the Wisconsin Department of Revenue adjustments related to Tax Incremental Financing District # 5
[Von Briesen Engagement Agreement.pdf](#)
- 5.2 Discussion/Recommendation regarding a purchase requisition for Advance Metering Infrastructure with Core and Main for an amount not to exceed \$77,090.00
[Purchase Requisition-Advanced Metering Infrastructure Mukwonago - AMI Package 12-17-24](#)
- 5.3 Discussion/Recommendation regarding a purchase requisition for Blower Building Project Phase II to Wisconsin Concrete Coatings, in an amount not to exceed \$11,603.00
[Purchase Requisition_Blower Building Floor Rehab.pdf](#)

- 5.4 Discussion/Recommendation regarding approval of the purchase of a 2025 Chevy Tahoe Squad Car in an amount not to exceed \$52,999.00 (*Paid from the Capital Budget Fund*)

[Agenda Cover Report 2025 squad.pdf](#)

[2025 CHEVROLET TAHOE 4WD PPV.pdf](#)

- 5.5 Discussion/Recommendation regarding approval of the vouchers in the amount of \$6,118,817.25

[2025-02-05 AP Packet.pdf](#)

- 5.6 Monthly Treasury Report and Preliminary Revenue/Expenditure Guideline Report For December. (*For information purposes only, no action required*)

[2024-12 PRELIMINARY December Revenue & Expenditure Report.pdf](#)

[2024-12 December Treasury Report.pdf](#)

6. Health and Recreation Committee, Trustee John Meiners

Discussion and action possible on the following items

- 6.1 Discussion/Recommendation to approve the Pickle Ball Court reconstruction task order

[2025-02 Field Park Pickleball Court Task Order.pdf](#)

- 6.2 Discussion/Recommendation regarding a Special Event Permit Application filed by Brooklife Church for the event of Eggapalooza to take place on April 13, 2025, 1:00pm to 4:00pm, located at Mukwonago High School

[Brooklife Eggapalooza 4.13.25-SE.pdf](#)

- 6.3 Discussion/Recommendation regarding an Special Event Permit Application filed by the Mukwonago YMCA for the event of Mukwonago YMCA Family Mud Run to take place on June 28, 2025, 11:00am to 1:00pm, located at the Mukwonago High School

[YMCA Mud Run SE 6.28.25-SE.pdf](#)

- 6.4 Discussion/Recommendation regarding a Special Event Permit Application filed by Mukwonago Area Chamber of Commerce & Tourism for the event of MACC Fall Fest, to take place on September 20, 2025, 8:00am to 5:00pm, located in Downtown Mukwonago

[Chamber Fall Fest 9.20.25-SE.pdf](#)

- 6.5 Discussion/Recommendation regarding a Special Event Permit Application filed by Mukwonago Lions Foundation INC for the event of Mukwonago Lions Easter Egg Hunt to take place on April 12, 2025 (snow day April 19, 2025), 10:00am to Noon, located at Field Park

[Lions Easter Egg Hunt Field Park 4.12.25-SE.pdf](#)

- 6.6 Discussion/Recommendation regarding a Park Reservation Permit Application filed by Citizens Bank for the event of Ca\$h the Dog Rescue Fair, to be held April 26, 2025, 9:00am to 1:00pm, located at Field Park
[Dog Walk Fundraiser 4.26.25- PR.pdf](#)
- 6.7 Discussion/Recommendation regarding a Special Event Permit Application filed by ProHealth Care Foundation for the event of ProHealth Care Walks for Cancer- Park Walk to take place on May 2, 2025 and May 3, 2025, 6:30am to 1:00pm, located at Field Park
[Prohealth Cancer Walk Field Park 5.3.25-SE.pdf](#)
- 6.8 Discussion/Recommendation regarding a Special Event Permit Application filed by the John Morrich Croatian Lodge #993 for the event of Mukwonago Croatian Day Fest to take place on July 12, 2025, 11:00am to 7:00pm, located at Field Park
[Croatian Festival 7.12.25-SE.pdf](#)
- 6.9 Discussion/Recommendation regarding a Special Event Permit Application filed by the Mukwonago Lions Foundation INC for the event of Mukwonago Lions Summerfeste, to take place on June 12, 2025 through June 15, 2025, located at Field Park
[Summerfeste Field Park 6.12- 6.15-SE.pdf](#)
- 6.10 Discussion/Recommendation regarding a Special Event Permit Application filed by Amorphic Beer for the event of Amorphic Beer Gardens to take place on May 17, June 28, August 2, September 6, and October 4, 2025, 2:00pm to 8:00 pm each day, located in Field Park, Pavilion B
[Amorphic Beer Garden Field-SE.pdf](#)
- 6.11 Discussion/Recommendation regarding Special Event Permit Application filed by Mukwonago Area Chamber of Commerce & Tourism for the event of Mukwonago Farmers Market to take place every Wednesday from May 14, 2025 to October 8, 2025 (excluding June 11, 2025), Noon to 6:00pm each day, to take place in Field Park
[Chamber Farmers Market-SE.pdf](#)
- 6.12 Discussion/Recommendation regarding a Special Event Permit Application filed by Mukwonago Rotary Club for the event of Jack-O-Lantern Jaunt to take place on October 17, 2025 and October 18, 2025, 6:00pm to 9:30pm each day, located in Field Park
[Jack-O-Lantern Jaunt 10.17 -10.18.25-SE.pdf](#)
- 6.13 Discussion/Recommendation regarding a Special Event Permit Application filed by Mukwonago Area Chamber of Commerce & Tourism for the event Midnight Magic to be held on December 6, 2025, 8:00am to 11:55pm, located Village wide
[Chamber Midnight Magic 25-SE.pdf](#)

- 6.14 Discussion/Recommendation regarding an amendment to a Special Event Permit Application filed by the Village of Mukwonago for additional Phantom Junction Concerts to take place on June 20, 2025 and August 9, 2025

[Phantom Junction Amendment.pdf](#)

7. Judicial Committee, Trustee Dale Porter

Discussion and action possible on the following items

- 7.1 Discussion/Recommendation regarding **Ordinance 1034** and ordinance to limit the number of dogs kept to three
[ORDINANCE 1034- Amended Dog Ordinance Limiting to Three.docx](#)
- 7.2 Discussion/Recommendation regarding a Temporary Class "B"/"Class B" Retailers License filed by John Movrich Lodge #993, for use at the 65th Annual Mukwonago Croatian Day Fest, to be held July 12, 2025 at Field Park
[Croatian Festival- Temporary Retailers.pdf](#)
- 7.3 Discussion/Recommendation regarding a Temporary Class "B"/"Class B" Retailer's License filed by Mukwonago Lions Foundation INC and Mukwonago Lions Club INC for the event of Mukwonago Lions Summerfeste, to be held June 12, 2025 through June 15, 2025, located at Field Park
[Summerfeste-Temporary Retailers.pdf](#)

8. Library Board of Trustees, Trustee Eric Brill

- 8.1 Library Directors Report for January 2025 *(For Information Only, No Action Required)*
[2025-01_The_Directors_Report_January-compressed.pdf](#)
[2024_December_Newsletter_final_issue-compressed.pdf](#)

9. Public Works Committee, Trustee Eric Brill

Discussion and action possible on the following items

- 9.1 Announcement E-Waste Collection for Village Residents May10th, 2025, 8:00am-12:00pm
[Recycle Flyer 2025](#)
- 9.2 Discussion/Recommendation to approve the R&M task order for the Police Department garage addition
[2025-01 Police Station Garage Addition Task Order.pdf](#)
- 9.3 Discussion/Recommendation to approve Change Order #1 for Midwest Roofing & Construction LLC for the Village Hall Roof Replacement Project in an amount not to exceed \$11,375.00
[ARIF Change Order #1.docx](#)
[Mukwonago Change Order #1.pdf](#)
- 9.4 Discussion/Recommendation to approve the Two Rivers Phase #1 Rehabilitation Close Out Request
[Dykstra-20250129-Closeout.pdf](#)

- 9.5 Discussion/Recommendation to approve the contract with Fisher, Fisher and Theis Inc. for the Police Department garage addition design.

[B101-2017 - Final Draft 20250130.pdf](#)

[Exhibit A - Addition 2023.pdf](#)

[Exhibit B - 2025-01-Police Station Addition Construction Cost Estimate.pdf](#)

10. Closed Session

Closed session pursuant to Wis. Stats § 19.85 (1) (g) (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) and pursuant to Wis. Stats. § 19.85(1)(e) (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with the GFLP vs Village of Mukwonago

11. Open Session

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

12. Adjournment

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

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

Wednesday, January 8, 2025

Time: **5:30 pm**

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

Call to Order

President Winchowky called the Committee of the Whole to order at 5:30p.m.

Roll Call

Present: President Winchowky, Trustees: Brill, D. Johnson, K. Johnson, Meiners, Porter, and Reeves

Absent: None

Comments from the Public

NONE

Approval of Minutes

Approve Minutes of Committee of the Whole December 4, 2024.

Motion by D. Johnson to approve the minutes for the December 4, 2024 Committee of the Whole, second by Meiners. No discussion. Motion carried 7-0.

Presentation

Swearing in of newly appointed Clerk-Treasurer Lana Kropf.

Administrator Dykstra swore in Village Clerk-Treasurer, Lana Kropf.

Presentation and possible acceptance of the Strategic Plan for the Village of Mukwonago from CP2 Consulting.

Cory Poris Plasch addressed the Committee concerning the Village's Strategic Planning. She addressed the Village's initiatives and the next steps moving forward. No action was taken.

Finance Committee, Trustee Darlene Johnson

Monthly Treasury Report and Revenue/Expenditure Guideline Report For November 2024 (For information purposes only, no action required)

D. Johnson offered the monthly treasury report and revenue/expenditure guideline report for November 2024. No action was taken.

Discussion and possible recommendation to the Village Board to approve Accounts Payable Vouchers in the amount of \$704,816.79.

Motion by D. Johnson to recommend the approval of the Accounts Payable Vouchers in the amount of \$704,816.79 to the Village Board, second by Meiners. No discussion. Motion carried 7-0.

Discussion and possible recommendation to approve the purchase requisition of a Toro 5910 lawn mower.

DPW Director Bittner expressed the necessity for purchasing the equipment and starting a more restrictive equipment replacement.

Motion by D. Johnson to recommend the approval of the purchase requisition of a Toro 5910 lawn mower, second by Reeves. Motion carried 7-0.

Discussion and possible recommendation to approve the purchase requisition of two John Deere 2025R compact tractors with attachments.

DPW Director Bittner expressed the necessity for purchasing the equipment and work on cycling out equipment before its end of life.

Motion by D. Johnson to recommend the approval of the purchase requisition of two John Deere 2025R compact tractors with attachments. Motion carried 7-0.

Discussion and possible recommendation on a Purchase Requisition for a Vac-Con Combination Truck in the amount of \$622,173

Utilities Director Castle addressed the board concerning the need for this purchase. He stated that this is a necessary piece of equipment for maintenance and emergency situations.

Motion by D. Johnson to recommend the approval of purchase requisition for the vac-con combination truck in the amount of \$622,173, second by Meiners. Motion carried 7-0.

Health and Recreation Committee, Trustee John Meiners

Discussion and possible recommendation on Phantom Junction Stage Special Event Permit application for 2025 concerts; 5/22, 6/5, 6/21, 7/3, 7/17, 7/26, 7/31, 8/14, 8/23, 9/20.

DPW Director Bittner explained that the 8/23 date has a conflict with a festival in the Village, so it will be removed for the recommendation.

Motion by Meiners to approve the recommendation on Phantom Junction Stage Special Event Permit application for 2025 concerts, second by Reeves. Motion carried 7-0.

Discussion and review of park and recreation programing request

DPW Director Bittner explained that the Village had been asked to consider a program that would allow citizens to participate in outside recreation services with reimbursement from the Village. Meiners expressed concerns with the implementation and management of the program. Bittner stated that there would be nothing done for 2025. Brill and Porter stated they would not be in favor, is funding tax dollars. Director Bittner was instructed to conduct a community interest survey and revisit at a future meeting. No action taken.

Judicial Committee, Trustee Dale Porter

Discussion and possible recommendation on an amendment to the Municipal Code clarifying language for a maximum of three dogs per residence, and authorizing the Village Attorney to draft the amendment

Police Chief Streit stated there was a recent incident that's brought the ordinance regarding the number of dogs allowable in a residence. The code currently states that three dogs is the maximum, but the code needs clarification. Porter and Reeves stated they are not in favor of the limit on dog ownership.

Motion by Meiners to recommend approval on the amendment to the Municipal Code clarifying language for a maximum of three dogs per residence, and authorizing the Village Attorney to draft the amendment, second by D. Johnson. Motion carried 5-7, with Porter and Reeves voting no.

Library Board of Trustees, Trustee Eric Brill

Announcement of the "[I Love My Librarian](#)" nomination to Library Director Abby Armour
Brill announced that Abby Armour was announced as the winner of the "I Love My Librarian". The library will have extended hours on January 24, 2025 to host a watch party. No action taken.

Library Directors Report (For Information Only, No Action Required)

No action taken.

Public Works Committee, Trustee Eric Brill

Discussion and possible recommendation on **Resolution 2024-73** a resolution to approve a reduction of the Letter of Credit for Cardinal Ridge Phase 1

Motion by Brill to recommend approval on **Resolution 2024-73** a resolution to approve a reduction of the Letter of Credit for Cardinal Ridge Phase 1, second by Reeves. Motion carried 7-0.

Discussion and review of wastewater treatment plant primary clarifier piping condition and associated replacement project. (For Information Only, No action required)

Utilities Director Castle explained the issues with the clarifier piping. He added that the original piping is from 1981 and has met its end of life. Castle added that he will be working on obtaining bids and will bring them to the board for review, within the next month or two. No action taken.

Closed Session

Closed session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning GFLP V Village of Mukwonago; and pursuant to **Wis. Stats. § 19.85(1)(e)** (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session), and pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning residency requirement for Fire Department Employee
Motion by Meiners to convene into Closed Session, second by D. Johnson. Motion carried on a roll call vote 7-0. The Board convened into Closed Session at 6:33 p.m.

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

Motion by Meiners to reconvene into Open Session, second by Reeves. Motion carried on a roll call vote 7-0. The Board reconvened into Open Session at 7:23 p.m.

Adjournment

Meeting adjourned at 7:23 p.m.

Respectfully submitted

Lana C. Kropf, WCMC
Village Clerk Treasurer

TAGLaw International Lawyers

Christopher R. Smith
Direct Telephone
414-287-1499
christoper.smith@vonbriesen.com

January 21, 2025

VIA E-MAIL: ddykstra@villageofmukwonago.gov

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

Re: Engagement Letter for the Village of Mukwonago

Dear Ms. Dykstra:

Thank you for asking von Briesen & Roper, s.c. to represent the Village of Mukwonago, we look forward to working with you. We thought it best to set out in writing the terms and conditions upon which we will provide legal services. The purpose of this letter is to articulate and confirm these terms and conditions.

SCOPE OF SERVICES

You asked us to represent the Village of Mukwonago in connection with issues that you are experiencing as a result of Wisconsin Department of Revenue adjustments related to Tax Incremental Financing District No. 5.

RESPONSIBILITIES

In reliance upon information and guidance provided by you, we will provide legal counsel and assistance in accordance with this letter, keep you reasonably informed of progress and developments, and respond to your inquiries.

POTENTIAL CONFLICTS OF INTEREST

We are a relatively large law firm and we represent many companies and individuals. It is possible that some of our present and future clients will have business relationships and potential or actual disputes with the Village of Mukwonago and its affiliates. We will not knowingly represent clients in matters that are actually adverse to the interests of the Village of Mukwonago without your permission and your informed consent. We would ask that you consent, on a case by case basis, to our

representation of other clients whose interests are, or may be adverse to, the interests of the Village of Mukwonago in circumstances where the Village of Mukwonago has selected other counsel and where we have requested a written conflict waiver from you after we have advised you of the circumstances of the potential or actual conflict and you have given us your informed consent.

FEES FOR LEGAL SERVICES

Our fees for legal services rendered to the Village of Mukwonago will be primarily based on the amount of time required and the hourly rates of the attorneys and paralegals who render the services. These rates are periodically adjusted to reflect increased efficiency, skills and cost increases. The adjusted rates will apply to all services performed thereafter.

Our current billing rates for the attorneys and paralegals we anticipate will be working on behalf of the Village of Mukwonago range from \$ 225.00 to \$ 510.00. As we proceed, we will use personnel with lower billing rates to the extent practical to work on your matters.

LIMITED LIABILITY

von Briesen & Roper, s.c., is a limited liability entity under Wisconsin law. This means that if we fail to perform our duties in our representation of the Village of Mukwonago, and that failure causes Village of Mukwonago damages, our firm and the shareholder(s) directly involved in the representation may be responsible to Village of Mukwonago for those damages, but the firm's other shareholders will not be personally responsible. Our professional liability insurance exceeds the minimum amounts required by the Wisconsin Supreme Court for limited liability entities of our size.

COMMUNICATION BY E-MAIL

Our firm primarily communicates with its clients via unencrypted internet e-mail, and this will be the way in which we communicate with you. While unencrypted e-mail is convenient and fast, there is risk of interception, not only within our internal networks and the systems used by internet service providers, but elsewhere on the internet and in the systems of our clients and their internet service providers.

FILE RETENTION AND DESTRUCTION

In accordance with our records retention policy, most paper and electronic records that we maintain are subject to a 10-year retention period from the last matter activity date or whatever date we deem appropriate. Extended retention periods may apply to certain types of matters or pursuant to your specific directives.

After the expiration of the applicable retention period, we will destroy your records without further notice to you, unless you notify us otherwise. At the conclusion of your matter, you may opt to retrieve your records from our firm. We are happy to accommodate you in this regard.

GENERAL PROVISIONS

Enclosed is a statement entitled "General Provisions" setting forth additional terms and conditions which are incorporated into this letter and apply to our representation to the extent they are not inconsistent with the terms of this letter.

We are pleased to have this opportunity to be of service to the Village of Mukwonago. If at any time during the course of our representation you have any questions or comments about our costs, services, or any aspect of how we provide services, please don't hesitate to call me.

Village of Mukwonago agrees to retain the services of von Briesen & Roper, s.c. under the terms and conditions specified above.

Date: _____

By: _____
Village of Mukwonago
Diana Dykstra, Village Administrator

Very truly yours,

von BRIESEN & ROPER, s.c.



Christopher R. Smith

CRS/jlb



GENERAL PROVISIONS

Except as modified by the accompanying engagement letter, the following provisions will apply to the relationship between von Briesen & Roper, s.c., and our clients:

- (1) The time for which a client will be charged will include, but will not be limited to, telephone and office conferences with a client and counsel, witnesses, consultants, court personnel, and others; conferences among our personnel; factual investigation; legal research; responding to clients' requests to provide information to auditors in connection with reviews or audits of financial statements; drafting of letters, pleadings, briefs, and other documents; travel time; waiting time in court or elsewhere; and time in depositions and other discovery proceedings.
- (2) Clients are responsible for payment to reimburse us for costs incurred in performing services such as large volume photocopying, messenger and delivery, air freight, videotape recording, travel (including mileage, parking, airfare, lodging, meals, and ground transportation), court costs, and filing fees. To the extent we directly provide any of these services, we will charge for our direct costs and overhead allocable to the services. Unless special arrangements are made, fees and expenses of others (such as experts, investigators, witnesses, consultants, and court reporters) and other large disbursements will not be paid by our firm and will be the responsibility of, and billed directly to, the client.
- (3) We may, on occasion, furnish estimates of fees or charges we anticipate will be incurred on a client's behalf. These estimates are by their nature inexact. We are not bound by any estimates except as expressly set forth in the engagement letter or otherwise agreed to by us in writing.
- (4) Fees, disbursements, and other charges will be billed monthly and are payable upon presentation. We expect prompt payment.
- (5) A client shall have the right at any time to terminate our services and representation upon written notice to the firm. Such termination shall not, however, relieve the client of the obligation to pay for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of termination.

- (6) We reserve the right to withdraw from our representation with the client's consent or for good cause. Good cause may include the client's failure to honor the terms of the engagement letter, the client's failure to pay amounts billed in a timely manner, the client's failure to cooperate or follow our advice on a material matter, or any fact or circumstance that would, in our view, impair an effective attorney-client relationship or would render our continuing representation unlawful or unethical. If we elect to do so, the client will take all steps necessary to free us of any obligation to perform further, including the execution of any documents (including forms for substitution of counsel) necessary to complete our withdrawal, and we will be entitled to be paid for all services rendered and disbursements and other charges made or incurred on behalf of the client prior to the date of withdrawal.
- (7) Unless stated to the contrary in the engagement letter, due to the specialized nature of the federal Corporate Transparency Act and similar state laws (the "CTA") and potential penalties for noncompliance, this engagement will not cover any services in connection with the CTA, including, but not limited to, the filing of reports required by the CTA even if we create entities as part of this engagement. In addition, this engagement does not include any review or analysis of your organizational structure or your interests in legal entities or trusts to determine whether they may require reporting under the CTA. Any work in connection with the CTA will be the subject of a separate written engagement letter.

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE: 1-28-25		NUMBER: 25-2	
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VENDOR NAME & ADDRESS:	SHIP TO:
Core & Main 15655 West Rogers Dr New Berlin, WI 53151	Mukwonago WWTF 1200 Holz Pkwy Mukwonago, Wi. 53149

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
Water	Core & Main	Wayne Casko

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Budget
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	Base Station and Install	\$50,610.00		
2	1	One Time Setup and Training	\$26,480.00		
			TOTAL	\$77,090.00	610-0000-134600

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



Bid Proposal for Mukwonago - AMI Package 12-17-24

VILLAGE OF MUKWONAGO

Job Location: Mukwonago, WI

Bid Date: 12/17/2024

Core & Main Bid #: 3920628

Core & Main

15655 West Rogers Dr

New Berlin, WI 53151

Phone: 2627865186

Fax: 2627864240

Seq#	Qty	Description	Units	Price	Ext Price
10		INFRASTRUCTURE			
20	1	M440B2 BASE STATION W/SPM-900	EA	40,610.00	40,610.00
30	1	ANTENNA INSTALLATION	EA	10,000.00	10,000.00
				SUBTOTAL	50,610.00
40		ONE TIME SETUP & TRAINING FEES			
50	1	SENSUS RNI SAAS SETUP FEE MS SU RNI	EA	8,755.00	8,755.00
60	1	SENSUS ANALYTIC SET UP FEE ENHANCED	EA	4,125.00	4,125.00
70	1	SENSUS RNI ON-SITE TRAINING RNI CORE EDUCATION	EA	2,500.00	2,500.00
80	1	SENSUS ANALYTICS ON-SITE TRAINING CORE EDUCATION	EA	2,500.00	2,500.00
90	1	SENSUS ANALYTICS INTEGRATION BASIC INTEGRATION	EA	8,600.00	8,600.00
				SUBTOTAL	26,480.00
100		ANNUAL HOSTING FEE YEAR 1-5			
110	1	SENSUS RNI & SA FEE YEAR 1	EA	20,540.00	20,540.00
120	0	SENSUS RNI & SA FEE YEAR 2	EA	21,156.20	0.00
130	0	SENSUS RNI & SA FEE YEAR 3	EA	21,790.88	0.00
140	0	SENSUS RNI & SA FEE YEAR 4	EA	22,444.62	0.00
150	0	SENSUS RNI & SA FEE YEAR 5	EA	24,075.76	0.00
170		3% ANNUAL INCREASE AFTER YEAR 5			
				SUBTOTAL	20,540.00
				Sub Total	97,630.00
				Tax	0.00
				Total	97,630.00

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE: 1-28-25		NUMBER: 25-1	
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VENDOR NAME & ADDRESS:	SHIP TO:
Wisconsin Concrete Coatings 3147 Monona Court Oconomowoc, WI 53066	Mukwonago WWTF 1200 Holz Pkwy Mukwonago, Wi. 53149

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
Wastewater	Wisconsin Concrete Coatings	Wayne Casto

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Operational Budget
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1		Repair and coating of blower building floors Phase 2.	\$11,603.00	\$11,603.00	
			TOTAL	\$11,603.00	620-8010-834000

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

WISCONSIN CONCRETE COATINGS				Sales Representative	Erin Ledlie
3147 Monona Court				Appointment Date	1/24/24 & 1/16/2025
Oconomowoc, WI 53066				Appointment Time	3:30 PM
https://www.wiconcretecoatings.com/				Sales Representative Cell Phone Number	(804) 513-7378
(262) 804-8028				INSTALLATION DATE	TBD
				Crew	TBD
BLOWER BUILDING PROJECT, PHASE 2					
Name	Wayne Castle	Company Name	Mukwonago Waste Water Facility		
Address	1200 Holz Parkway	Phone Number	(262) 441-1366		
City, State, & Zip Code	Mukwonago, WI 53149	Email Address	wcastle@villageofmukwonago.gov		
AREA 1	BLOWER ROOM	X Cost	Total		
Square Footage	700	\$5.50	\$3,850.00		
Linear Verticals, Removal & Coating	20' linear	\$7.00	\$140.00		
Mendering/Repairs	\$500.00	\$500.00	\$500.00		
2nd Top Coat	700	\$1.00	\$700.00		
Removal Existing Floor Coating, Thick	700	\$2.50	\$1,750.00		
Area 1 Subtotal			\$6,940.00		
AREA 2	ELECTRICAL ROOM	X Cost	Total		
Square Footage	110	\$5.50	\$605.00		
Vertical	25.5' linear	\$7.00	\$178.50		
Mendering/Repairs	\$100.00	\$100.00	\$100.00		
2nd Top Coat	110	\$1.00	\$110.00		
Removal Existing Floor Coating	110	\$1.50	\$165.00		
Area 2 Subtotal			\$1,158.00		
AREA 3	GRIT ROOM	X Cost	Total		
Square Footage	365	\$5.50	\$2,007.50		
Vertical	Center Platform	\$285.00	\$285.00		
Mendering/Repairs	\$300.00	\$300.00	\$300.00		
2nd Top Coat	365	\$1.00	\$365.00		
Removal Existing Floor Coating	365	\$1.50	\$547.50		
Area 3 Subtotal			\$3,505.00		
Total of Areas 1,2, & 3			\$11,603.00		
Due Upon Completion			\$11,603.00		
Color	RiverRock	Texture	Smooth		
Notes: Payment is due after project completion. All credit & debit card payments are subject to a 3% processing fee. Projects start and completion dates are not guaranteed and are subject to change due to weather or some unforeseen circumstances.					
Client Signature _____					
Date _____					



Agenda Item Cover Report

Date: 01/29/2025	Committee/Board: Finance
Submitted by: Chief Dan Streit	Department: Police
Date of Committee Action: 02/05/2025	Date of Village Board Action: 02/19/2025

Subject:

Police Squad Purchase

Executive Summary:

I am requesting approval of the purchase of our 2025 Chevy Tahoe squad car. This item was budgeted for in the 2025 police department capital budget.

Fiscal Impact:

\$52,999.00 capital budget funds

Executive Recommendation/Action:

Approve purchase

 **Attachments Included**



Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Village of Mukwonago

Prepared For: Chris DeMotto

cdemotto@mkpd.org

Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial





Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Quote Worksheet

	MSRP
Base Price	\$55,500.00
Dest Charge	\$1,995.00
Total Options	\$1,469.00
Subtotal	\$58,964.00
Subtotal Pre-Tax Adjustments	\$0.00
Less Customer Discount	(\$5,965.00)
Subtotal Discount	(\$5,965.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$52,999.00
Sales Tax	\$0.00
Subtotal Taxes	\$0.00
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$52,999.00

Comments:

2025 Chevrolet Tahoe 4wd PPV to your specs as detailed, (similar to '24 order). Registration fees are NOT included. Delivery can not be anticipated due to current market conditions.

Subject to allocation approval from GM.

Dealer Signature / Date

Customer Signature / Date

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Standard Equipment

Mechanical
Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)
Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul (STD)
Rear axle, 3.23 ratio
Suspension, Premium Smooth Ride
GVWR, 7600 lbs. (3447 kg) (4WD models only.) (STD)
Keyless start, push button
Automatic Stop/Start
Engine control, stop/start system disable button, non-latching
Engine air filtration monitor
Fuel, gasoline, E15
Transfer case, active, single-speed, electronic Autotrac does not include neutral. Cannot be dinghy towed
Differential, mechanical limited-slip
4-wheel drive
Air filter, heavy-duty
Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator
Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil
Alternator, 220 amps (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
Trailer equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way connector and 2" trailering receiver
Trailer sway control
Hitch Guidance
Suspension, front coil-over-shock with stabilizer bar
Suspension, rear multi-link with coil springs
Steering, power
Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
Exhaust, single system, single-outlet
Mechanical Jack with tools

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Exterior

Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) Bright Silver painted aluminum (STD)
Tires, 265/65R18SL all-season, blackwall (Standard with (RCV) 18" Bright Silver painted aluminum wheels only.) (STD)
Wheel, full-size spare, 17" (43.2 cm) steel
Tire, spare P265/70R17 all-season, blackwall
Tire carrier, lockable outside spare, winch-type mounted under frame at rear
Active aero shutters, upper
Fascia, front
Luggage rack side rails, roof-mounted, Black, standard (Available with (5W4) Special Services Vehicle.)
Assist steps, Black with chrome accent strip
Headlamps, LED
Tail lamps, LED
Mirrors, outside heated power-adjustable, manual-folding, body-color
Mirror caps, body-color
Glass, deep-tinted (all windows, except light-tinted glass on windshield and driver- and front passenger-side glass)
Glass, acoustic, laminated
Glass, windshield shade band
Windshield, solar absorbing
Wipers, front intermittent, Rainsense
Wiper, rear intermittent with washer
Door handles, body-color
Liftgate, rear manual

Entertainment

Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)
Audio system feature, 6-speaker system
Bluetooth for phone personal cell phone connectivity to vehicle audio system
5G Wi-Fi Hotspot capable (Requires (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.)

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Entertainment	
	Wi-Fi Hotspot capable (Requires (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.)
	SiriusXM, delete
	Wireless Apple CarPlay/Wireless Android Auto
Interior	
	Seats, front bucket (4WD only. When ordered with (9C1) Police Vehicle, requires (PQA) 1FL Safety Package and (UDA) OnStar deactivated. Includes (D07) floor console. Not available with SEO (5Y1) front center seat delete or SEO (5T5) front cloth and second row vinyl seats.)
	Seat adjuster, driver 8-way power
	Seat adjuster, front passenger 6-way power
	Seat adjuster, front passenger 8-way power
	Seat adjuster, driver 2-way power lumbar
	Seat adjuster, front passenger 2-way power lumbar
	Seats, heated driver and front passenger
	Seats, second row 60/40 split-folding bench, manual
	Seats, third row 60/40 split-folding bench, manual (Not available with (9C1) Police Package or (5W4) Special Service Package.)
	Floor covering, Black rubberized vinyl (Deleted when (B30) floor covering is ordered.)
	Electronic Precision Shift
	Steering column lock, electrical
	Steering column, manual tilt and telescopic
	Steering wheel, vinyl
	Steering wheel controls, mounted audio, Driver Information Center, Adaptive Cruise Control, Forward Collision Alert following gap button and heated steering wheel (when equipped)
	Driver Information Center, 11" diagonal multi-color digital display
	Door locks, power programmable with lockout protection and delayed locking
	Keyless Open includes extended range Remote Keyless Entry
	Window, power with driver Express-Up/Down
	Window, power with front passenger Express-Up/Down
	Windows, power with rear Express-Down
	Adaptive Cruise Control (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
	Universal Vehicle Module

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Interior	
	Theft-deterrent system, electrical, unauthorized entry
	Display, automatic occupant sensing (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
	Wireless Phone Charging, for portable devices
	USB ports, 2 type-A and C, charge and data, located on front console
	USB ports, 2 type-C, charge-only, located in third row
	Air conditioning, tri-zone automatic climate control with individual climate settings for driver, right front passenger and rear seat occupants
	Air conditioning, rear
	Defogger, rear-window electric
	Power outlets, 2, 120-volt, located on the rear of the center console and rear cargo area
	Sill plates, bright, front and rear door
	Mirror, inside rearview manual day/night
	Visors, driver and front passenger illuminated vanity mirrors, sliding
	Assist handles, overhead, driver and front passenger, located in headliner
	Assist handles, front passenger A-pillar and second row outboard B-pillar
	Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions
	Cargo management system
	Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)
Safety-Interior	
	Forward Collision Alert (Deleted when (9C1) Police Vehicle or (5W4) Special Service Vehicle is ordered.)
	Airbags, Frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Driver inboard seat-mounted side-impact airbag; Head-curtain airbags for all rows in outboard seating positions (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
	Front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
	Hill Start Assist
	OnStar Services capable (On 4WD model, deleted when (UDA) OnStar deactivated is ordered. See onstar.com for details and limitations. Services vary by model. Service plan required.)
	Enhanced Automatic Parking Assist (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
	HD Surround Vision

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Safety-Interior	
	Rear Camera Mirror Washer
	Rear Pedestrian Alert
	Forward Collision Alert (Deleted when (9C1) Police Vehicle or (5W4) Special Service Vehicle is ordered.)
	Safety Alert Seat
	Rear Seat Reminder
	Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu (Defaulted off. Feature can be turned on in the infotainment menu.)
	Door locks, rear child security, manual
	LATCH system (Lower Anchors and Tethers for CHildren), for child restraint seats lower anchors and top tethers located in all second-row seating positions, top tethers located in third row seating positions
	Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
	Tire Pressure Monitoring System auto learn, includes Tire Fill Alert (does not apply to spare tire)
	Warning tones headlamp on, driver and right-front passenger seat belt unfasten and turn signal on
	OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. For MY25 vehicles, OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)
Safety-Mechanical	
	Enhanced Automatic Emergency Braking
	Reverse Automatic Braking (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
	StabiliTrak, stability control system with brake assist, includes traction control



Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( Complete)

WARRANTY

Warranty Note: <<< Preliminary 2025 Warranty >>>
Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles
Corrosion Years (Rust-Through): 6
Corrosion Years: 3
Corrosion Miles/km (Rust-Through): 100,000
Corrosion Miles/km: 36,000
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000
Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles
Maintenance Note: First Visit: 12 Months/12,000 Miles

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Selected Model and Options

MODEL		
CODE	MODEL	MSRP
CK10706	2025 Chevrolet Tahoe 4WD 4dr Commercial	\$55,500.00
COLORS		
CODE	DESCRIPTION	
GBA	Black	
SUSPENSION PKG		
CODE	DESCRIPTION	MSRP
Z56	Suspension Package, heavy-duty, police-rated. Full independent suspension with monotube dampers, linear coil springs, 35mm solid front stabilizer bar and 32mm hollow rear stabilizer bar (Included and only available with (9C1) Police Vehicle.)	Inc.
EMISSIONS		
CODE	DESCRIPTION	MSRP
FE9	Emissions, Federal requirements	\$0.00
ENGINE		
CODE	DESCRIPTION	MSRP
L84	Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)	\$0.00
TRANSMISSION		
CODE	DESCRIPTION	MSRP
MHU	Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
GVWR		
CODE	DESCRIPTION	MSRP
C6G	GVWR, 7600 lbs. (3447 kg) (4WD models only.) (STD)	Inc.

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

AXLE		
CODE	DESCRIPTION	MSRP
GU5	Rear axle, 3.23 ratio	\$0.00
PREFERRED EQUIPMENT GROUP		
CODE	DESCRIPTION	MSRP
1FL	Commercial Preferred Equipment Group includes standard equipment	\$0.00
WHEEL TYPE		
CODE	DESCRIPTION	MSRP
PXT	Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel (Included and only available with (9C1) Police Vehicle.)	Inc.
TIRES		
CODE	DESCRIPTION	MSRP
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit (Included and only available with (9C1) Police Vehicle.)	Inc.
PAINT		
CODE	DESCRIPTION	MSRP
GBA	Black	\$0.00
SEAT TYPE		
CODE	DESCRIPTION	MSRP
AZ3	Seats, front 40/20/40 split-bench (Included and only available with (9C1) Police Vehicle and (5W4) Special Service Vehicle.)	Inc.
SEAT TRIM		
CODE	DESCRIPTION	MSRP
H1T	Jet Black, Cloth seat trim (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$0.00

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RADIO		
CODE	DESCRIPTION	MSRP
URW	Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)	\$0.00
ADDITIONAL EQUIPMENT - PACKAGE		
CODE	DESCRIPTION	MSRP
9C1	Identifier for Police Package Vehicle includes, (K47) heavy-duty air filter, (KX4) 250 amp high output alternator, (K6K) 760 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (Z56) heavy-duty, police-rated suspension, (XCS) 275/55R20SL all-season tires, (RAV) 275/55R20 all-season spare tire, Police brakes, (RC1) front skid plate, (PXT) 20" steel wheels, Certified speedometer, SEO (5J3) Surveillance Mode interior lighting calibration, SEO (UT7) blunt cut cargo area and blunt cut console area ground wires, (V53) delete luggage rack side rails and (ATD) third row seat delete) (Also includes (NP0) active single-speed transfer case.)	\$0.00
AMF	Remote Keyless Entry Package includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.

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ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	MSRP
5J9	Calibration, taillamp flasher, Red/White (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
5LO	Calibration, taillamp flasher, Red/Red (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
6J4	Wiring, horn and siren circuit (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$55.00
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Capless Fuel Fill (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
K3W	Battery, 850 cold-cranking amps with 95 amp hour rating (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
K6K	Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating (packaged behind left rear cargo area panel) (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
KX4	Alternator, 250 amps (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
RC1	Skid plate, front (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
T66	Wiring provision, for outside mirrors and cargo side mirrors (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
UT7	Ground wires, blunt cut cargo area and blunt cut console area (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
V76	Recovery hooks, 2 front, frame-mounted, Black (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands. All Tahoe (9C1) and (5W4) vehicles include front fascia with recovery hook openings.)	Inc.

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	MSRP
6C7	Lighting, red and white front auxiliary dome Red and white LED auxiliary dome lamp is located on headliner between front row seats. The auxiliary lamp is wired independently from standard dome lamp (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$170.00
7X3	Spotlamp, left-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (7X2) left and right-hand spotlamps.)	\$800.00
—	Exterior ornamentation delete (front & rear Chevrolet bowties will remain) (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
RAV	Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit (Included and only available with (9C1) Police Vehicle.)	Inc.
RNQ	Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap (Included and only available with (9C1) Police Vehicle.)	Inc.
V53	Luggage rack side rails, delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Package.)	Inc.
WUA	Fascia, front high-approach angle (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

ADDITIONAL EQUIPMENT - INTERIOR		
CODE	DESCRIPTION	MSRP
5J3	Calibration, Surveillance Mode interior lighting (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
5Y1	Front center seat (20% seat) delete power driver and passenger bucket seats in base cloth trim. Derived from RPO (AZ3) 40/20/40 split-bench seat with the 20% section removed, which also removes the auxiliary power outlet, USB port and input jack for audio system. Does not include a floor console. All exposed floor area will remain untrimmed. (On 4WD model, requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with (A50) front bucket seats or (B30) color-keyed carpeting floor covering.)	Inc.
6E2	Fleet Calibration provides a single key with a specific code that is common to the door locks of all the vehicles in the vehicle fleet. Key code is an alternate to SEO (6E8) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (AMF) Remote Keyless Entry Package. Includes (AU7) fleet common key with (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (6E8) Fleet Calibration.)	\$25.00
6N5	Switches, rear window inoperative (rear windows can only operate from driver's position.) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$57.00
6N6	Door locks and handles, inside rear doors inoperative (door can only be opened from outside) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$62.00
—	Instrumentation, analog with certified 140 mph speedometer, odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Power supply, 100-amp, auxiliary battery, passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery, relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Power supply, 50-amp, power supply, auxiliary battery, passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Theft-deterrent system, vehicle, PASS-Key III (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
ATD	Seat delete, third row (Included and only available with (9C1) Police Package or (5W4) Special Service Package.)	Inc.
AU7	Key common, fleet (Included and only available with SEO (6E2) Fleet Calibration or SEO (6E8) Fleet Calibration and requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
BCV	Lock control, driver side auto door lock disable (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
BTV	Remote start (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
K34	Cruise control, electronic with set and resume speed (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.

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Data Version: 23524. Data Updated: Sep 24, 2024 6:46:00 PM PDT.



Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

UN9	Radio Suppression Package, with ground straps (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$95.00
UTQ	Theft-deterrent system content, disable, the alarm and horn become non-functional in an attempt of theft to the vehicle (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$50.00
VZ2	Speedometer calibration (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	MSRP
—	Active Hill Hold Assist (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
—	Seat belts, 3-point, all seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.
AYH	Airbags, Frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for all rows in outboard seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Services Vehicle.)	Inc.
UD7	Rear Parking Assist (Included and only available with (9C1) Police Vehicle and (5W4) Special Service Vehicle.)	Inc.

ADDITIONAL EQUIPMENT - SAFETY-EXTERIOR

CODE	DESCRIPTION	MSRP
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	\$50.00

ADDITIONAL EQUIPMENT - OTHER

CODE	DESCRIPTION	MSRP
—	Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle (Included and only available (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	Inc.

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

SHIP THRU CODES		
CODE	DESCRIPTION	MSRP
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly (Included with SEO (6J8) White Left/White Right Whelen LED Lamp Package, SEO (6J9) Red Left/Red Right Whelen LED Lamp Package, SEO (6JE) Blue Left/Blue Right Whelen LED Lamp Package, SEO (6JG) Red Left/Blue Right Whelen LED Lamp Package, SEO (6C7) red and white front auxiliary dome lighting, SEO (6N6) door locks and handles, SEO (7X2) left- and right-hand spotlamps, SEO (7X3) left-hand spotlamp, SEO (T53) alternate flashing Red & Blue rear compartment lid warning lamps, SEO (UN9) Radio Suppression Package, SEO (6J3) grille lamps and siren speakers wiring, SEO (6J4) horn and siren circuit wiring and SEO (WX7) auxiliary speaker wiring.)	\$0.00
CUSTOM EQUIPMENT		
CODE	DESCRIPTION	MSRP
Delivery	Delivery from Oconomowoc to Mukwonago	\$30.00
Fobs	Program Extra Fobs	\$75.00
Options Total		\$1,469.00

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Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial ( Complete)

Price Summary

PRICE SUMMARY		MSRP
	Base Price	\$55,500.00
	Total Options	\$1,469.00
	Vehicle Subtotal	\$56,969.00
	Destination Charge	\$1,995.00
	Grand Total	\$58,964.00

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Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	2/6/2025	\$	475,955.33
Payroll Vouchers	1/3/2025	\$	9,459.25
Tax Overpayment Refunds	1/6/2025	\$	39,850.66
WE Energies (ach withdrawal)	1/6/2025	\$	50,056.19
Spectrum & InvoiceCloud (ach withdraw	1/8/2025	\$	1,470.22
Library AP	1/10/2025	\$	14,144.63
Tax Settlements	1/13/2025	\$	5,250,231.31
Tax Overpayment Refunds	1/14/2025	\$	15,356.25
Payroll Vouchers	1/16/2025	\$	119,251.12
Payroll Vouchers	1/16/2025	\$	2,655.65
Payroll Vouchers	1/17/2025	\$	82.46
Employee Recognition Dinner	1/22/2025	\$	2,015.00
Employee Recognition Dinner	1/24/2025	\$	90.00
US Bank (ach withdrawal)	1/27/2025	\$	19,436.86
Payroll Vouchers; Tax Refunds	1/30/2025	\$	102,981.75
Payroll Vouchers	1/30/2025	\$	15,780.57
Check Disbursement		\$	-
Total for Approval:		\$	6,118,817.25

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

Reconciliation to Check Register for Prior Month

1/8/25 COW - Approved	\$	408,868.76
1/16/25 Board - Approved	\$	253,433.36
Total	\$	662,302.12
Prior Month activity listed above	\$	5,642,861.92
Total Disbursements	\$	6,305,164.04
Check Register Balance		6,305,164.04
Difference	\$	-

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: ALEX MIHLBAUER					
REIMBUR CLOTHING	MIHLBAUER 2025 POC CLOTHING REIMBURSEMEN	150-5222-534600 131.24	131.24	FIRE	02/06/2025
TOTAL VENDOR ALEX MIHLBAUER			131.24		
VENDOR NAME: ALSCO					
IMIL2087845	PD MAT CLEANING	100-5211-539400 51.89	51.89	POLICE	02/06/2025
IMIL2089790	VILLAGE HALL WALK OFF MATS	100-5160-521900 63.37	63.37	DPW	02/06/2025
TOTAL VENDOR ALSCO			115.26		
VENDOR NAME: AMAZON CAPITOL SERVICES					
13MK-PVQ1-4XLG	CLERK'S OFFICE SPACE HEATER	100-5142-531100 19.99	19.99	CLERK	02/06/2025
IFTK-MPGW-4JKG	CLERK SUPPLIES- BADGE HOLDERS & NOTARY B	100-5142-531100 22.27	22.27	CLERK	02/06/2025
11MN-9L7P-49KT	COFFEE MAKER SUPPLIES	100-5111-531100 15.89	15.89	CLERK	02/06/2025
17KX-MM6R-6MDP	TRUCK REPAIR PART AND SHOP SUPPLIES	100-5323-531100 35.82	397.39	DPW	02/06/2025
			361.57		
1NYL-PP7X-4GK1	TIRE PRESSURE SENSORS ANS HYDRAULIC TANK	100-5324-539500 48.41	48.41	DPW	02/06/2025
19TX-K69F-XVQV	ELECTIONS- ABSENTEE STAMPS	100-5144-531100 13.85	13.85	CLERK	02/06/2025
1CXG-HFC4-JXH4	OFFICE SUPPLIES	100-5144-531100 102.51	175.00	CLERK	02/06/2025
			72.49		
1LJG-9K1G-GD9H	ANALOG TELEPHONE ADATPTOR	100-5160-531100 36.49	36.49	DPW	02/06/2025
1DJJ-F9LN-QWQX	VILLAGE HALL TV CORD	100-5160-531100 9.88	9.88	DPW	02/06/2025
1D1Y-33LH-TNRD	OFFICE SUPPLIES	100-5142-531100 154.26	154.26	CLERK	02/06/2025
177RN6J7CJXH	2025 PLANNER BOOK	100-5141-531100 20.85	20.85	ADMIN	02/06/2025
1J4VH4MJM76F	GAS CANS	100-5323-531100 137.37	137.37	DPW	02/06/2025
1PRJGYMQJ6VY	FIBER HARDWARE	100-5160-531100 44.36	44.36	DPW	02/06/2025
TOTAL VENDOR AMAZON CAPITOL SERVICES			1,096.01		
VENDOR NAME: AMERICAN POWER, INC					
19111	K-SAW REPAIR	150-5222-539500 88.99	88.99	FIRE	02/06/2025
TOTAL VENDOR AMERICAN POWER, INC			88.99		
VENDOR NAME: AT & T					
3758366906	911 FIBER - DEC 2024	100-5211-522900 1,581.67	1,581.67	POLICE	12/31/2024
TOTAL VENDOR AT & T			1,581.67		
VENDOR NAME: AT & T MOBILITY					
01152025	PD CELL PHONES AND CRADLEPOINTS	100-5211-522500 520.65	520.65	POLICE	02/06/2025
TOTAL VENDOR AT & T MOBILITY			520.65		
VENDOR NAME: BASSETT MECHANICAL					
282305	MAINTENANCE SERVICE CONTRACT	620-8400-852000 1,740.75	1,740.75	UTILITIES	02/06/2025
TOTAL VENDOR BASSETT MECHANICAL			1,740.75		
VENDOR NAME: BIASEW					
2025DUES TIM	2025 MEMBERSHIP APP	100-5241-532400 50.00	50.00	BUILDING	02/06/2025
2025DUES CORRY	2025 MEMBERSHIP APP	100-5241-532400 40.00	40.00	BUILDING	02/06/2025
TOTAL VENDOR BIASEW			90.00		

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: BOUND TREE MEDICAL LLC						
85617732	2025 AMBULANCE CAPITAL	430-5700-571400	1,211.97	1,211.97	FIRE	02/06/2025
85631999	EMS SUPPLIES	150-5231-531100	596.00	596.00	FIRE	02/06/2025
TOTAL VENDOR BOUND TREE MEDICAL LLC				1,807.97		
VENDOR NAME: BRIGHTSPEED						
JANUARY 2025	JANUARY	440-5511-522500	193.08	193.08	LIBRARY	02/06/2025
JANUARY 2025	JANUARY 2025	100-5142-522500	78.34	78.34	CLERK	02/06/2025
JANUARY 2025	DPW FIRE PANEL PHONE LINE	100-5323-522500	67.83	67.83	DPW	02/06/2025
JANUARY 2025	INTERNET SERVICE	610-6920-692100	34.47	68.94	UTILITIES	02/06/2025
		620-8400-851000	34.47			
TOTAL VENDOR BRIGHTSPEED				408.19		
VENDOR NAME: BT CUSTOM LLC						
1328	BOAT AND TRAILER CAPITAL PURCHASE	430-5700-571300	44,381.37	44,381.37	FIRE	02/06/2025
TOTAL VENDOR BT CUSTOM LLC				44,381.37		
VENDOR NAME: C & M AUTO PARTS INC						
6079-392588	DPW TRUCK #4 WATER PUMP	100-5324-539500	60.46	60.46	DPW	02/06/2025
6079-392592	DPW TRUCK #4 HEATER HOSE	100-5324-539500	13.43	13.43	DPW	02/06/2025
6079-392589	HOSE CLAMPS	100-5324-539500	86.10	86.10	DPW	02/06/2025
6079-392568	AIR BRAKE ANTIFREEZE	100-5324-539500	23.22	23.22	DPW	02/06/2025
6079-392767	SQUAD OIL FILTERS	100-5212-539500	17.56	17.56	POLICE	02/06/2025
6079-392940	2019 AMBULANCE REPAIR	150-5231-539500	13.49	13.49	FIRE	02/06/2025
TOTAL VENDOR C & M AUTO PARTS INC				214.26		
VENDOR NAME: CASHIER'S OFFICE						
L34365257	LIBERTY UNIVERSITY TUITION REIMBURSEMENT	100-5212-516300	1,383.75	1,383.75	POLICE	02/06/2025
TOTAL VENDOR CASHIER'S OFFICE				1,383.75		
VENDOR NAME: CENTRAL OFFICE SYSTEMS						
589119536	COPIER INVOICE	150-5221-531100	92.00	92.00	FIRE	02/06/2025
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				92.00		
VENDOR NAME: CHEMTRADE CHEMICALS US LLC						
90193481	CHEMICAL TREATMENT	620-8010-824000	11,652.50	11,652.50	UTILITIES	02/06/2025
TAXCREDIT	CREDIT FOR SALES TAX PAID ON 2024 INVOIC	620-8010-824000	(1,169.64)	(1,169.64)	UTILITIES	12/31/2024
TOTAL VENDOR CHEMTRADE CHEMICALS US LLC				10,482.86		
VENDOR NAME: CINTAS						
4218952830	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	153.61	153.61	DPW	02/06/2025
4218952950	UNIFORM SERVICE	610-6920-693000	122.10	244.21	UTILITIES	02/06/2025
		620-8400-856000	122.11			
4218250342	DPW STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	153.61	153.61	DPW	02/06/2025
4218250478	UNIFORM SERVICE	610-6920-693000	99.08	198.16	UTILITIES	02/06/2025
		620-8400-856000	99.08			

01/30/2025 03:11 PM
User: ddoherty
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR VILLAGE OF MUKWONAGO
EXP CHECK RUN DATES 02/06/2025 - 02/06/2025
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 3/9

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: CINTAS						
4217541294	UNIFORM SERVICE	610-6920-693000	108.82	217.64	UTILITIES	02/06/2025
		620-8400-856000	108.82			
4217541168	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	153.61	153.61	DPW	02/06/2025
TOTAL VENDOR CINTAS				1,120.84		
VENDOR NAME: CITY OF DELAFIELD						
2025-1	SCIT ANNUAL DUES	100-5211-521900	7,956.75	7,956.75	POLICE	02/06/2025
TOTAL VENDOR CITY OF DELAFIELD				7,956.75		
VENDOR NAME: CONLEY MEDIA, LLC						
636241	NOTICES OF PUBLIC HEARINGS	100-5142-531200	59.24	59.24	CLERK	02/06/2025
TOTAL VENDOR CONLEY MEDIA, LLC				59.24		
VENDOR NAME: DEPARTMENT OF ADMINISTRATION						
505-0000098252	GSB-EMAIL FILTERING	100-5111-522900	3.17	50.76	ALLOCATE	02/06/2025
		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: DYNAMIC AWARDS						
23749	MILESTONE PAPERWEIGHT	100-5141-539800	20.00	20.00	ADMIN	02/06/2025
TOTAL VENDOR DYNAMIC AWARDS				20.00		
VENDOR NAME: EBIX						
13750	EBIX INVOICE	150-5231-521900	4,455.60	4,455.60	FIRE	12/31/2024
TOTAL VENDOR EBIX				4,455.60		
VENDOR NAME: EIASEW						
2025DUES TIM	2025 MEMBERSHIP	100-5241-532400	40.00	40.00	BUILDING	02/06/2025
2025DUES CORRY	2025 MEMBERSHIP	100-5241-532400	40.00	40.00	BUILDING	02/06/2025
TOTAL VENDOR EIASEW				80.00		
VENDOR NAME: ENVIRONMENT CONTROL						
35702-613	VILAGE HALL CLEANING	100-5160-521900	748.00	748.00	DPW	02/06/2025
TOTAL VENDOR ENVIRONMENT CONTROL				748.00		
VENDOR NAME: ENVIRONMENTAL EXPRESS INC						

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: ENVIRONMENTAL EXPRESS INC						
1000812169	LAB SUPPLIES	620-8010-826000	1,920.99	1,920.99	UTILITIES	02/06/2025
TOTAL VENDOR ENVIRONMENTAL EXPRESS INC				1,920.99		
VENDOR NAME: EXCEL BUILDING SERVICES LLC						
4369	PD BUILDING CLEANING	100-5211-539400	975.00	975.00	POLICE	02/06/2025
TOTAL VENDOR EXCEL BUILDING SERVICES LLC				975.00		
VENDOR NAME: FASTENAL COMPANY						
WIMUK103998	PLOW BOLTS	100-5324-539500	109.81	109.81	DPW	02/06/2025
TOTAL VENDOR FASTENAL COMPANY				109.81		
VENDOR NAME: FIRE-RESCUE SUPPLY						
10685	TNT RESCUE TOOLS ANNUAL SERVICE	150-5222-539500	445.00	445.00	FIRE	02/06/2025
TOTAL VENDOR FIRE-RESCUE SUPPLY				445.00		
VENDOR NAME: FOREMOST PROMOTIONS						
733392	2024 FIRE PREVENTION MATERIALS	150-5221-531300	790.34	790.34	FIRE	02/06/2025
TOTAL VENDOR FOREMOST PROMOTIONS				790.34		
VENDOR NAME: GORDON FLESCH CO						
IN15007677	CANON COPIER DECEMBER 2024 COPIES	100-5142-531200	15.12	121.02	ALLOCATE	02/06/2025
		100-5300-539900	14.24			
		100-5120-531100	6.03			
		100-5141-531100	3.75			
		100-5145-531100	7.04			
		100-5241-531200	2.82			
		100-5632-531200	3.47			
		100-5211-531200	14.86			
		150-5221-531100	15.01			
		410-5363-531200	1.21			
		440-5511-531200	13.80			
		500-5344-531200	1.68			
		610-6902-690300	11.65			
		620-8400-851000	10.34			
TOTAL VENDOR GORDON FLESCH CO				121.02		
VENDOR NAME: HAWKINS WATER TREATMENT						
6960231	CHEMICALS FOR WATER TREATMENT	610-6300-663100	50.00	50.00	UTILITIES	02/06/2025
6951531	POLYMER FOR SLUDGE	620-8010-825000	1,345.05	1,345.05	UTILITIES	02/06/2025
TOTAL VENDOR HAWKINS WATER TREATMENT				1,395.05		
VENDOR NAME: HINCKLEY SPRINGS						
2384934 011825	LAB SUPPLIES	620-8010-826000	147.04	147.04	UTILITIES	02/06/2025
23853226 011825	VILLAGE HALL/DPW DRINKING WATER	100-5160-531100	33.16	57.14	DPW	02/06/2025
		100-5323-531100	23.98			
TOTAL VENDOR HINCKLEY SPRINGS				204.18		

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: HIPPENMEYER, REILLY, BLUM, 57191	PROSECUTIONS	100-5130-521900	1,695.00	1,695.00	FINANCE	02/06/2025
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				1,695.00		
VENDOR NAME: HOME DEPOT						
0161962	SHOP SUPPLIES	100-5323-531100	14.56	14.56	DPW	12/31/2024
6021511	ANTI-ICING REPAIR PARTS	100-5324-539500	29.26	29.26	DPW	12/31/2024
5904313	DIVE STORAGE BINS	150-5222-531100	269.97	269.97	FIRE	12/31/2024
TOTAL VENDOR HOME DEPOT				313.79		
VENDOR NAME: HYDROCORP						
CI-03145	COMMERCIAL CROSS CONNECTION PROGRAM	610-6920-692300	1,413.00	1,413.00	UTILITIES	12/31/2024
TOTAL VENDOR HYDROCORP				1,413.00		
VENDOR NAME: IIMC						
2025 DUES	2025 IIMC MEMBERSHIP DUES- KROPF	100-5142-532400	195.00	195.00	CLERK	02/06/2025
TOTAL VENDOR IIMC				195.00		
VENDOR NAME: IMAGE TREND						
PS-INV112930	2025 IMAGE TREND INVOICE	150-5221-521900	4,735.01	9,470.03	FIRE	02/06/2025
		150-5231-521900	4,735.02			
PS-INV113047	IMAGE TREND CAD DISTRIBUTION	150-5221-521900	1,969.64	3,939.28	FIRE	02/06/2025
		150-5231-521900	1,969.64			
TOTAL VENDOR IMAGE TREND				13,409.31		
VENDOR NAME: JEFFERSON FIRE & SAFETY						
IN322688	2025 AMBULANCE EQUIPMENT	430-5700-571400	664.96	664.96	FIRE	02/06/2025
TOTAL VENDOR JEFFERSON FIRE & SAFETY				664.96		
VENDOR NAME: KLM ENGINEERING INC						
10650	SOUTH TOWER_ROV INSPECTION	610-6920-692300	3,200.00	3,200.00	UTILITIES	02/06/2025
TOTAL VENDOR KLM ENGINEERING INC				3,200.00		
VENDOR NAME: LEE MECHANICAL, INC.						
37435	DIGESTER- CLEANOUT REPAIRS	620-8010-834000	9,975.00	9,975.00	UTILITIES	02/06/2025
TOTAL VENDOR LEE MECHANICAL, INC.				9,975.00		
VENDOR NAME: LIFE-ASSIST, INC.						
1549498	EMS SUPPLIES	150-5231-531100	102.46	102.46	FIRE	02/06/2025
1546188	EMS SUPPLIES	150-5231-531100	350.52	350.52	FIRE	02/06/2025
1547845	EMS SUPPLIES	150-5231-531100	405.74	405.74	FIRE	02/06/2025
1547846	EMS SUPPLIES	150-5231-531100	530.32	530.32	FIRE	02/06/2025
1545106	EMS SUPPLIES	150-5231-531100	124.67	124.67	FIRE	02/06/2025
TOTAL VENDOR LIFE-ASSIST, INC.				1,513.71		
VENDOR NAME: LYNCH CHEVROLET						
424557	SQUAD 38 REPAIR PART	100-5212-539500	34.42	34.42	POLICE	02/06/2025

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: LYNCH CHEVROLET						
	TOTAL VENDOR LYNCH CHEVROLET			34.42		
VENDOR NAME: MCDONOUGH SEPTIC						
I14365	PORTABLE RESTROOMS	100-5521-531100	115.00	115.00	DPW	02/06/2025
I14428	HAULER STATION- PORABLE TOILET	620-8010-827000	115.00	115.00	UTILITIES	02/06/2025
I14432	PORTABLE RESTROOMS	100-5521-531100	115.00	115.00	DPW	02/06/2025
I14433	PORTABLE RESTROOMS	100-5521-531100	115.00	115.00	DPW	02/06/2025
I14418	PORTABLE RESTROOM	100-5521-531100	115.00	115.00	DPW	02/06/2025
	TOTAL VENDOR MCDONOUGH SEPTIC			575.00		
VENDOR NAME: MIDWEST ROOFING & CONSTRUCTION LLC						
VH 011425	VILLAGE HALL ROOF FIRST PAYMENT	480-5700-573000	224,333.00	224,333.00	DPW	12/31/2024
	TOTAL VENDOR MIDWEST ROOFING & CONSTRUCTION LLC			224,333.00		
VENDOR NAME: MOTOROLA SOLUTIONS, INC.						
8282054197	AFG PORTABLE RADIO GRANT ACCESSORIES	430-5700-571300	44,645.80	44,645.80	FIRE	02/06/2025
	TOTAL VENDOR MOTOROLA SOLUTIONS, INC.			44,645.80		
VENDOR NAME: MUKWONAGO DOOR LLC						
011025	DPW GARAGE DOOR OPENER	100-5323-539500	1,600.00	1,600.00	DPW	02/06/2025
	TOTAL VENDOR MUKWONAGO DOOR LLC			1,600.00		
VENDOR NAME: NAPA AUTO PARTS - SP018						
242409	2022 AMBULANCE REPAIR	150-5231-539500	6.96	6.96	FIRE	02/06/2025
241996	LAWN MOWER PARTS	620-8010-827000	39.23	39.23	UTILITIES	02/06/2025
242959	PLASTIC CEMENT	100-5323-531100	10.99	10.99	DPW	02/06/2025
	TOTAL VENDOR NAPA AUTO PARTS - SP018			57.18		
VENDOR NAME: NICO ROBLES						
CLOTHING REIMBUR	ROBLES CLOTHING REIMBURSEMENT	150-5222-534600	87.15	87.15	FIRE	02/06/2025
	TOTAL VENDOR NICO ROBLES			87.15		
VENDOR NAME: NORTH CENTRAL LABORATORIES						
51430	LAB SUPPLIES	620-8010-826000	434.37	434.37	UTILITIES	02/06/2025
	TOTAL VENDOR NORTH CENTRAL LABORATORIES			434.37		
VENDOR NAME: NORTHERN LAKE SERVICE INC						
2500821	COMPLIANCE SAMPLING- BACTI	610-6300-663200	174.00	174.00	UTILITIES	02/06/2025
2500422	COMPLIANCE SAMPLING- BACTI	610-6300-663200	232.00	232.00	UTILITIES	02/06/2025
	TOTAL VENDOR NORTHERN LAKE SERVICE INC			406.00		
VENDOR NAME: OFFICE PRO						
718283-0	PAPER	100-5142-531100	194.95	194.95	CLERK	02/06/2025
	TOTAL VENDOR OFFICE PRO			194.95		
VENDOR NAME: ORGANIZATION DEVELOPMENT						
14220	NEW DISPATCHER ODC ASSESSMENT	100-5211-521900	775.00	775.00	POLICE	02/06/2025
	TOTAL VENDOR ORGANIZATION DEVELOPMENT			775.00		
VENDOR NAME: PLUMBING INSPECTORS ASSOC						
2025DUES CORRY	2025 MEMBERSHIP	100-5241-532400	40.00	40.00	BUILDING	02/06/2025

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: PLUMBING INSPECTORS ASSOC						
2025DUES TIM	2025 MEMBERSHIP	100-5241-532400	40.00	40.00	BUILDING	02/06/2025
TOTAL VENDOR PLUMBING INSPECTORS ASSOC				80.00		
VENDOR NAME: POMPS TIRE SERVICE, INC						
60358593	2019 AMBULANCE TIRES	150-5231-539500	747.20	747.20	FIRE	02/06/2025
TOTAL VENDOR POMPS TIRE SERVICE, INC				747.20		
VENDOR NAME: PROHEALTH PHARMACY						
DEC2024	EMS SUPPLIES MEDICATIONS	150-5231-531100	234.28	234.28	FIRE	12/31/2024
TOTAL VENDOR PROHEALTH PHARMACY				234.28		
VENDOR NAME: PUBLIC SERVICE COMMISSION OF WI						
2412-I-03980	PSC DIRECT ASSESSMENT	610-6920-692800	5,526.49	5,526.49	UTILITIES	12/31/2024
TOTAL VENDOR PUBLIC SERVICE COMMISSION OF WI				5,526.49		
VENDOR NAME: QUILL LLC						
42291362	OFFICE SUPPLIES	100-5211-531100	151.98	151.98	POLICE	02/06/2025
TOTAL VENDOR QUILL LLC				151.98		
VENDOR NAME: SOMAR ENTERPRISES						
103461	UNIFORM ALLOWANCE - DEMOTTO	100-5211-534600	112.49	112.49	POLICE	02/06/2025
13463	UNIFORM ALLOWANCE - KUBIAK	100-5211-534600	415.00	415.00	POLICE	02/06/2025
TOTAL VENDOR SOMAR ENTERPRISES				527.49		
VENDOR NAME: STARK PAVEMENT CORP.						
12-10199.300 FINAL	TWO RIVERS PHASE 1 FINAL PAYMENT	480-5700-586100	61,017.39	61,017.39	FINANCE	12/31/2024
TOTAL VENDOR STARK PAVEMENT CORP.				61,017.39		
VENDOR NAME: STERICYCLE						
8009678103	PD SHRED SERVICE	100-5211-521900	94.34	94.34	POLICE	02/06/2025
8009584543	2025 JANUARY VH SHREDDING SERVICES	100-5141-531100	52.10	104.20	ALLOCATE	02/06/2025
		100-5142-531100	26.05			
		100-5632-531100	26.05			
TOTAL VENDOR STERICYCLE				198.54		
VENDOR NAME: STRYKER SALES, LLC						
9208295694	EMS SUPPLIES	150-5231-531100	158.10	158.10	FIRE	02/06/2025
TOTAL VENDOR STRYKER SALES, LLC				158.10		
VENDOR NAME: TECHNIMOUNT SYSTEM LLC						
INV-003312	2025 AMBULANCE COT ACCESSORIES	430-5700-571400	2,485.00	2,485.00	FIRE	02/06/2025
TOTAL VENDOR TECHNIMOUNT SYSTEM LLC				2,485.00		
VENDOR NAME: TTK ELECTRONICS						
141903	2025 AMBULANCE EQUIPMENT	430-5700-571400	1,549.96	1,549.96	FIRE	02/06/2025
TOTAL VENDOR TTK ELECTRONICS				1,549.96		
VENDOR NAME: T-MOBILE						

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: T-MOBILE						
JANARY 2025	T-MOBILE INVOICE	150-5221-522500	623.44	623.44	FIRE	02/06/2025
TOTAL VENDOR T-MOBILE				623.44		
VENDOR NAME: ULINE						
187852910	CLEANING SUPPLIES	620-8010-827000	140.73	140.73	UTILITIES	02/06/2025
TOTAL VENDOR ULINE				140.73		
VENDOR NAME: USA BLUEBOOK						
INV00591851	LAB SUPPLIES AND PRESSURE GAUGES	620-8010-826000	1,163.49	1,738.84	UTILITIES	02/06/2025
		610-6452-665200	287.68			
		610-6210-662300	287.67			
TOTAL VENDOR USA BLUEBOOK				1,738.84		
VENDOR NAME: UTILITY SALES & SERVICE						
0078027-IN	BUCKET TRUCK ANNUAL INSPECTION	100-5324-539500	1,163.28	1,163.28	DPW	02/06/2025
TOTAL VENDOR UTILITY SALES & SERVICE				1,163.28		
VENDOR NAME: VERIZON WIRELESS						
6103477202	CELL SERVICE	610-6920-692100	94.39	188.77	UTILITIES	02/06/2025
		620-8400-851000	94.38			
6103477201	MONTHLY BILL	100-5141-522500	41.19	848.29	ALLOCATE	02/06/2025
		100-5241-522500	91.06			
		100-5323-522500	384.24			
		610-6920-692100	165.90			
		620-8400-851000	165.90			
TOTAL VENDOR VERIZON WIRELESS				1,037.06		
VENDOR NAME: VIRTUAL ACADEMY						
VVA14034	VIRTUAL ACADEMY YEARLY DISPATCH TRAINING	100-5211-533500	385.00	385.00	POLICE	02/06/2025
TOTAL VENDOR VIRTUAL ACADEMY				385.00		
VENDOR NAME: WAUKESHA COUNTY CLERK						
VMUKWONAGO2024	DOG LICENSE	100-0000-243300	1,526.00	1,526.00	CLERK	02/06/2025
TOTAL VENDOR WAUKESHA COUNTY CLERK				1,526.00		
VENDOR NAME: WAUKESHA COUNTY FIRE CHIEFS						
2025-15	WCFCA 2025 DUES AND FIT 2024 TEST	150-5221-532400	200.00	354.08	FIRE	02/06/2025
		150-5222-539500	154.08			
TOTAL VENDOR WAUKESHA COUNTY FIRE CHIEFS				354.08		
VENDOR NAME: WAUKESHA CTY TREASURER						
2024-5401066	ELECTIONS- 2024 AUG & NOV BALLOT FOLDING	100-5144-531100	318.00	318.00	CLERK	12/31/2024

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PENDING VILLAGE BOARD REVIEW FOR VILLAGE OF MUKWONAGO
EXP CHECK RUN DATES 02/06/2025 - 02/06/2025
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: WAUKESHA CTY TREASURER						
	TOTAL VENDOR WAUKESHA CTY TREASURER			318.00		
VENDOR NAME: WI DEPT OF FINANCIAL						
KROPF	NOTARY PUBLIC FEE	100-5142-531100	20.00	20.00	CLERK	02/06/2025
	TOTAL VENDOR WI DEPT OF FINANCIAL			20.00		
VENDOR NAME: WI DEPT OF JUSTICE-TIME						
455TIME-0000017516	WI DOJ TIME SYSTEM AND BADGETNET 1ST QUA	100-5211-522900	2,256.75	2,256.75	POLICE	02/06/2025
	TOTAL VENDOR WI DEPT OF JUSTICE-TIME			2,256.75		
VENDOR NAME: WI RURAL WATER ASSOCIATION						
4962	SAFETY TRAINING	100-5323-533500	73.17	73.17	DPW	02/06/2025
4955	SAFETY TRAINING	100-5323-533500	179.22	268.83	ALLOCATE	02/06/2025
		610-6920-693000	44.80			
		620-8400-856000	44.81			
	TOTAL VENDOR WI RURAL WATER ASSOCIATION			342.00		
VENDOR NAME: WOLTER POWER SYSTEMS						
522545316	VILLAGE HALL GENERATOR REPAIRS	100-5160-539500	253.58	253.58	DPW	02/06/2025
522545315T	VILLAGE HALL GENERATOR ANNUAL SERVICE	100-5160-539500	1,149.48	1,149.48	DPW	02/06/2025
522545318	STATION #1 GENERATOR ANNUAL SERVICE	100-5220-539400	1,003.51	1,003.51	DPW	02/06/2025
522545329	STATION #1 GENERATOR REPAIRS	100-5220-539400	856.96	856.96	DPW	02/06/2025
	TOTAL VENDOR WOLTER POWER SYSTEMS			3,263.53		
GRAND TOTAL:				475,955.33		

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/03/2025	AP	GREAT WEST RETIREMENT SERVICES	Invoice: PR010325 Ref#: 68364 (RETIREMENT)		
AP Trx #: 103286					
		DEFERRED COMPENSATION	100-0000-215250	710.39	
		DEFERRED COMPENSATION	150-0000-215250	3,250.50	
		Vnd: 0005 Invoice: PR010325	100-0000-211000		710.39
		Vnd: 0005 Invoice: PR010325	150-0000-211000		3,250.50
		Expected Check Run: 01/03/2025			
				3,960.89	3,960.89
01/03/2025	AP	MISSION SQUARE	Invoice: PR010325 Ref#: 68362 (RETIREMENT)		
AP Trx #: 103287					
		DEFERRED COMPENSATION	100-0000-215250	3,957.03	
		DEFERRED COMPENSATION	150-0000-215250	50.00	
		DEFERRED COMPENSATION	440-0000-215250	944.49	
		DEFERRED COMPENSATION	610-0000-215250	214.77	
		DEFERRED COMPENSATION	620-0000-215250	304.12	
		DEFERRED COMPENSATION	500-0000-215250	27.95	
		Vnd: 0010 Invoice: PR010325	100-0000-211000		3,957.03
		Vnd: 0010 Invoice: PR010325	150-0000-211000		50.00
		Vnd: 0010 Invoice: PR010325	440-0000-211000		944.49
		Vnd: 0010 Invoice: PR010325	610-0000-211000		214.77
		Vnd: 0010 Invoice: PR010325	620-0000-211000		304.12
		Vnd: 0010 Invoice: PR010325	500-0000-211000		27.95
		Expected Check Run: 01/03/2025			
				5,498.36	5,498.36
				9,459.25	9,459.25
Cash/Payable Account Totals:					
		VOUCHERS PAYABLE	100-0000-211000		4,667.42
		VOUCHERS PAYABLE	150-0000-211000		3,300.50
		VOUCHERS PAYABLE	440-0000-211000		944.49
		VOUCHERS PAYABLE	500-0000-211000		27.95
		VOUCHERS PAYABLE	610-0000-211000		214.77
		VOUCHERS PAYABLE	620-0000-211000		304.12
		TOTAL INCREASE IN PAYABI			9,459.25

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	ADRIANNA H SHANNON	Invoice: 2024-A Ref#: 68411(TAX OVERPAYMENT MUKV 2091011002)		
AP Trx #: 103290		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	404.30	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		404.30
		Expected Check Run: 01/06/2025		<u>404.30</u>	<u>404.30</u>
01/01/2025	AP	ALLISON KREMERS	Invoice: 2024-A Ref#: 68396(TAX OVERPAYMENT MUKV 2012023)		
AP Trx #: 103291		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	404.85	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		404.85
		Expected Check Run: 01/06/2025		<u>404.85</u>	<u>404.85</u>
01/01/2025	AP	ANTHONY QUINTANILLA	Invoice: 2024-A Ref#: 68415(TAX OERPAYMENT MUKV 1977096)		
AP Trx #: 103292		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	530.35	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		530.35
		Expected Check Run: 01/06/2025		<u>530.35</u>	<u>530.35</u>
01/01/2025	AP	ARNIE RAY FRITCH	Invoice: 2024-A Ref#: 68381(TAX OVERPAYMENT MUKV 2011097)		
AP Trx #: 103293		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	840.53	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		840.53
		Expected Check Run: 01/06/2025		<u>840.53</u>	<u>840.53</u>
01/01/2025	AP	BEAR PLACE INVESTMENTS LLC	Invoice: 2024-A Ref#: 68402(TAX OVERPAYMENT MUKV 1974908)		
AP Trx #: 103294		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,762.19	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		1,762.19
		Expected Check Run: 01/06/2025		<u>1,762.19</u>	<u>1,762.19</u>
01/01/2025	AP	BETH A DUMS	Invoice: 2024-A Ref#: 68399(TAX OVERPAYMENT MUKV 1976141)		
AP Trx #: 103295		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	255.49	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		255.49
		Expected Check Run: 01/06/2025		<u>255.49</u>	<u>255.49</u>

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	BLAKE ROWE	Invoice: 2024-A Ref#: 68400(TAX OVERPAYMENT MUKV 1965019)		
AP Trx #: 103296		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	388.03	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		388.03
		Expected Check Run: 01/06/2025			
				388.03	388.03
01/01/2025	AP	BRIAN W BENNEWITZ	Invoice: 2024-A Ref#: 68382(TAX OVERPAYMENT MUKV 1969109)		
AP Trx #: 103297		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	348.72	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		348.72
		Expected Check Run: 01/06/2025			
				348.72	348.72
01/01/2025	AP	BRYAN R MILLER	Invoice: 2024-A Ref#: 68428(TAX OERPAYMENT MUKV 1969120)		
AP Trx #: 103298		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	188.34	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		188.34
		Expected Check Run: 01/06/2025			
				188.34	188.34
01/01/2025	AP	CHAD D KANE-TERHORST	Invoice: 2024-A Ref#: 68383(TAX OVERPAYMENT MUKV 1973972)		
AP Trx #: 103299		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	617.72	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		617.72
		Expected Check Run: 01/06/2025			
				617.72	617.72
01/01/2025	AP	CHARLES MCGAVER	Invoice: 2024-A Ref#: 68392(TAX OVERPAYMENT OR 00051)		
AP Trx #: 103300		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	220.02	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		220.02
		Expected Check Run: 01/06/2025			
				220.02	220.02
01/01/2025	AP	CHRISTOPHER D GEORGALAS	Invoice: 2024-A Ref#: 68436(TAX OERPAYMENT MUKV 1968010)		
AP Trx #: 103301		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	204.50	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		204.50
		Expected Check Run: 01/06/2025			
				204.50	204.50

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	CHRISTOPHER D TARR	Invoice: 2024-A Ref#: 68376(TAX OVERPAYMENT MUKV 1971055)		
AP Trx #: 103302		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	385.97	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		385.97
		Expected Check Run: 01/06/2025		<u>385.97</u>	<u>385.97</u>
01/01/2025	AP	CHRISTOPHER LANDSOM	Invoice: 2024-A Ref#: 68446(TAX OVERPAYMENT MUKV 1960043)		
AP Trx #: 103303		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	207.62	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		207.62
		Expected Check Run: 01/06/2025		<u>207.62</u>	<u>207.62</u>
01/01/2025	AP	COLLIN J SMITH	Invoice: 2024-A Ref#: 68390(TAX OVERPAYMENT MUKV 1973069)		
AP Trx #: 103304		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	614.34	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		614.34
		Expected Check Run: 01/06/2025		<u>614.34</u>	<u>614.34</u>
01/01/2025	AP	DANIEL CHARLES MATTSON	Invoice: 2024-A Ref#: 68425(TAX OERPAYMENT MUKV 2011056)		
AP Trx #: 103305		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	366.24	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		366.24
		Expected Check Run: 01/06/2025		<u>366.24</u>	<u>366.24</u>
01/01/2025	AP	DANIEL J BAUER	Invoice: 2024-A Ref#: 68422(TAX OERPAYMENT MUKV 1977106)		
AP Trx #: 103306		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	640.69	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		640.69
		Expected Check Run: 01/06/2025		<u>640.69</u>	<u>640.69</u>
01/01/2025	AP	DANIEL J PASTERSKI	Invoice: 2024-A Ref#: 68369(TAX OVERPAYMENT MUKV1967192)		
AP Trx #: 103307		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	190.08	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		190.08
		Expected Check Run: 01/06/2025		<u>190.08</u>	<u>190.08</u>

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	DANIEL MICHALSKI	Invoice: 2024-A Ref#: 68416(TAX OERPAYMENT MUKV 2011107)		
AP Trx #: 103308		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,312.44	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		1,312.44
		Expected Check Run: 01/06/2025		<u>1,312.44</u>	<u>1,312.44</u>
01/01/2025	AP	DARLENE PARKER	Invoice: 2024-A Ref#: 68373(TAX OVERPAYMENT MUKV 1968089)		
AP Trx #: 103309		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	177.60	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		177.60
		Expected Check Run: 01/06/2025		<u>177.60</u>	<u>177.60</u>
01/01/2025	AP	DEAN M HORVAT	Invoice: 2024-A Ref#: 68427(TAX OERPAYMENT MUKV 2011108)		
AP Trx #: 103310		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,059.66	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		1,059.66
		Expected Check Run: 01/06/2025		<u>1,059.66</u>	<u>1,059.66</u>
01/01/2025	AP	DEREK STEGER	Invoice: 2024-A Ref#: 68434(TAX OERPAYMENT MUKV 1976163)		
AP Trx #: 103311		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	170.38	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		170.38
		Expected Check Run: 01/06/2025		<u>170.38</u>	<u>170.38</u>
01/01/2025	AP	DONALD R WIERZBINSKI	Invoice: 2024-A Ref#: 68441(TAX OVERPAYMENT MUKV 1964987030)		
AP Trx #: 103312		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	170.38	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		170.38
		Expected Check Run: 01/06/2025		<u>170.38</u>	<u>170.38</u>
01/01/2025	AP	EDWARD M BURR	Invoice: 2024-A Ref#: 68404(TAX OVERPAYMENT MUKV 2091008)		
AP Trx #: 103313		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	731.72	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		731.72
		Expected Check Run: 01/06/2025		<u>731.72</u>	<u>731.72</u>

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01/01/2025	AP	ERIC J HURLEY	Invoice: 2024-A Ref#: 68379(TAX OVERPAYMENT MUKV 1977078)		
AP Trx #: 103314		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	345.45	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		345.45
		Expected Check Run: 01/06/2025			
				345.45	345.45
01/01/2025	AP	ERIC M BRILL	Invoice: 2024-A Ref#: 68398(TAX OVERPAYMENT MUKV 2091069)		
AP Trx #: 103315		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	531.20	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		531.20
		Expected Check Run: 01/06/2025			
				531.20	531.20
01/01/2025	AP	ERIC T COLLINS	Invoice: 2024-A Ref#: 68420(TAX OERPAYMENT AP 00065)		
AP Trx #: 103316		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	439.86	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		439.86
		Expected Check Run: 01/06/2025			
				439.86	439.86
01/01/2025	AP	FRANCIS T SULLIVAN	Invoice: 2024-A Ref#: 68417(TAX OERPAYMENT MUKV 1960046)		
AP Trx #: 103317		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	205.12	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		205.12
		Expected Check Run: 01/06/2025			
				205.12	205.12
01/01/2025	AP	HALLY H KELLY	Invoice: 2024-A Ref#: 68380(TAX OVERPAYMENT MUKV 1969043)		
AP Trx #: 103318		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	100.06	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		100.06
		Expected Check Run: 01/06/2025			
				100.06	100.06
01/01/2025	AP	JACQUELINE M SIGLIN-ROCHA	Invoice: 2024-A Ref#: 68394(TAX OVERPAYMENT MUKV 1976197)		
AP Trx #: 103319		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	344.39	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		344.39
		Expected Check Run: 01/06/2025			
				344.39	344.39

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	JAMES J HAASSER	Invoice: 2024-A Ref#: 68423(TAX OERPAYMENT MUKV 1969074)		
AP Trx #: 103320		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	625.19	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		625.19
		Expected Check Run: 01/06/2025		625.19	625.19
01/01/2025	AP	JAMIE R IMBERY	Invoice: 2024-A Ref#: 68444(TAX OVERPAYMENT MUKV 1960010)		
AP Trx #: 103321		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	608.32	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		608.32
		Expected Check Run: 01/06/2025		608.32	608.32
01/01/2025	AP	JASON L SZEJN	Invoice: 2024-A Ref#: 68407(TAX OVERPAYMENT MUKV 1978029)		
AP Trx #: 103322		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	322.04	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		322.04
		Expected Check Run: 01/06/2025		322.04	322.04
01/01/2025	AP	JASON M VERMEULEN	Invoice: 2024-A Ref#: 68384(TAX OVERPAYMENT MUKV 1960072)		
AP Trx #: 103323		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	73.70	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		73.70
		Expected Check Run: 01/06/2025		73.70	73.70
01/01/2025	AP	JAY A CASHMORE	Invoice: 2024-A Ref#: 68368(TAX OVERPAYMENT MUKV1978032)		
AP Trx #: 103324		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	59.31	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		59.31
		Expected Check Run: 01/06/2025		59.31	59.31
01/01/2025	AP	JEAN MARIE ZUEHLKE	Invoice: 2024-A Ref#: 68439(TAX OVERPAYMENT MUKV 1974927)		
AP Trx #: 103325		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	117.70	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		117.70
		Expected Check Run: 01/06/2025		117.70	117.70

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01/01/2025	AP	JEFFREY J SMITH	Invoice: 2024-A Ref#: 68378(TAX OVERPAYMENT MUKV 1976984021)		
AP Trx #: 103326		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	81.67	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		81.67
		Expected Check Run: 01/06/2025		81.67	81.67
01/01/2025	AP	JOHN C BEAUCHAMP	Invoice: 2024-A Ref#: 68388(TAX OVERPAYMENT MUKV 1977008)		
AP Trx #: 103327		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	305.48	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		305.48
		Expected Check Run: 01/06/2025		305.48	305.48
01/01/2025	AP	JOSEPH D DRETZKA	Invoice: 2024-A Ref#: 68430(TAX OERPAYMENT MUKV 1967005)		
AP Trx #: 103328		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	4,496.08	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		4,496.08
		Expected Check Run: 01/06/2025		4,496.08	4,496.08
01/01/2025	AP	KATIE CALLIES	Invoice: 2024-A Ref#: 68435(TAX OERPAYMENT MUKV 2011063)		
AP Trx #: 103329		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	621.64	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		621.64
		Expected Check Run: 01/06/2025		621.64	621.64
01/01/2025	AP	KERRI DONVAN	Invoice: 2024-A Ref#: 68410(TAX OVERPAYMENT MUKV 1971037)		
AP Trx #: 103330		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	18.33	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		18.33
		Expected Check Run: 01/06/2025		18.33	18.33
01/01/2025	AP	KEVIN D WOJCIECHOWSKI	Invoice: 2024-A Ref#: 68440(TAX OVERPAYMENT MUKV 1977111)		
AP Trx #: 103331		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	695.37	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		695.37
		Expected Check Run: 01/06/2025		695.37	695.37

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	KRISTOPHER J DAIKER	Invoice: 2024-A Ref#: 68429(TAX OERPAYMENT MUKV 2091029)		
AP Trx #: 103332		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	78.85	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		78.85
		Expected Check Run: 01/06/2025		<u>78.85</u>	<u>78.85</u>
01/01/2025	AP	LEE C TANG	Invoice: 2024-A Ref#: 68372(TAX OVERPAYMENT MUKV 1968100)		
AP Trx #: 103333		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	150.18	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		150.18
		Expected Check Run: 01/06/2025		<u>150.18</u>	<u>150.18</u>
01/01/2025	AP	LLOYD COLBY	Invoice: 2024-A Ref#: 68432(TAX OERPAYMENT MUKV 2011085)		
AP Trx #: 103334		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	170.38	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		170.38
		Expected Check Run: 01/06/2025		<u>170.38</u>	<u>170.38</u>
01/01/2025	AP	MARTIN PEPE	Invoice: 2024-A Ref#: 68421(TAX OERPAYMENT MUKV 1968115)		
AP Trx #: 103335		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	122.45	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		122.45
		Expected Check Run: 01/06/2025		<u>122.45</u>	<u>122.45</u>
01/01/2025	AP	MASARU SHIMDA	Invoice: 2024-A Ref#: 68374(TAX OVERPAYMENT OR1 00062)		
AP Trx #: 103336		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	2,823.76	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		2,823.76
		Expected Check Run: 01/06/2025		<u>2,823.76</u>	<u>2,823.76</u>
01/01/2025	AP	MATTHEW C HORN	Invoice: 2024-A Ref#: 68442(TAX OVERPAYMENT OR 00007)		
AP Trx #: 103337		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	378.67	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		378.67
		Expected Check Run: 01/06/2025		<u>378.67</u>	<u>378.67</u>

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01/01/2025	AP	MATTHEW R & AMY L SWEEN LIVING TST	Invoice: 2024-A Ref#: 68438(TAX OVERPAYMENT MUKV 1977027)		
AP Trx #: 103338		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	299.45	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		299.45
		Expected Check Run: 01/06/2025			
				299.45	299.45
01/01/2025	AP	MATTHEW T ELSNER	Invoice: 2024-A Ref#: 68433(TAX OERPAYMENT MUKV 2091037)		
AP Trx #: 103339		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	696.29	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		696.29
		Expected Check Run: 01/06/2025			
				696.29	696.29
01/01/2025	AP	MICHAEL J SEPPANEN	Invoice: 2024-A Ref#: 68391(TAX OVERPAYMENT MUKV 1960064)		
AP Trx #: 103340		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	79.30	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		79.30
		Expected Check Run: 01/06/2025			
				79.30	79.30
01/01/2025	AP	MICHAEL J WOS	Invoice: 2024-A Ref#: 68437(TAX OVERPAYMENT MUKV 1977084)		
AP Trx #: 103341		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	873.53	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		873.53
		Expected Check Run: 01/06/2025			
				873.53	873.53
01/01/2025	AP	MICHAEL NELSEN	Invoice: 2024-A Ref#: 68412(TAX OVERPAYMENT MUKV 1979991007)		
AP Trx #: 103342		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	900.37	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		900.37
		Expected Check Run: 01/06/2025			
				900.37	900.37
01/01/2025	AP	MICHAEL SCHMELING	Invoice: 2024-A Ref#: 68418(TAX OERPAYMENT MUKV 1978049)		
AP Trx #: 103343		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	193.51	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		193.51
		Expected Check Run: 01/06/2025			
				193.51	193.51

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01/01/2025	AP	MILTON DALLAS	Invoice: 2024-A Ref#: 68409(TAX OVERPAYMENT MUKV 2010978069)		
AP Trx #: 103344		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	4.56	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		4.56
		Expected Check Run: 01/06/2025		<u>4.56</u>	<u>4.56</u>
01/01/2025	AP	MONTASER MUSEITEF	Invoice: 2024-A Ref#: 68367(TAX OVERPAYMENT MUKV2091056)		
AP Trx #: 103345		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	713.51	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		713.51
		Expected Check Run: 01/06/2025		<u>713.51</u>	<u>713.51</u>
01/01/2025	AP	NANCY L YAHNKE	Invoice: 2024-A Ref#: 68389(TAX OVERPAYMENT MUKV 2012072)		
AP Trx #: 103346		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	246.91	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		246.91
		Expected Check Run: 01/06/2025		<u>246.91</u>	<u>246.91</u>
01/01/2025	AP	NICHOLAS J STAHL	Invoice: 2024-A Ref#: 68413(TAX OERPAYMENT MUKV 1977120)		
AP Trx #: 103347		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	244.15	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		244.15
		Expected Check Run: 01/06/2025		<u>244.15</u>	<u>244.15</u>
01/01/2025	AP	NICHOLAS S ZMUDZINSKI	Invoice: 2024-A Ref#: 68395(TAX OVERPAYMENT MUKV 1975945001)		
AP Trx #: 103348		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	484.23	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		484.23
		Expected Check Run: 01/06/2025		<u>484.23</u>	<u>484.23</u>
01/01/2025	AP	NICOLE E NAPIERALA	Invoice: 2024-A Ref#: 68375(TAX OVERPAYMENT OR 00049)		
AP Trx #: 103349		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	53.94	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		53.94
		Expected Check Run: 01/06/2025		<u>53.94</u>	<u>53.94</u>

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01/01/2025	AP	PATRICK SUCHLA	Invoice: 2024-A Ref#: 68370(TAX OVERPAYMENT MUKV1978066)		
AP Trx #: 103350		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,266.60	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		1,266.60
		Expected Check Run: 01/06/2025			
				1,266.60	1,266.60
01/01/2025	AP	PAUL F GREENE	Invoice: 2024-A Ref#: 68377(TAX OVERPAYMENT MUKV 1977037)		
AP Trx #: 103351		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	634.13	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		634.13
		Expected Check Run: 01/06/2025			
				634.13	634.13
01/01/2025	AP	RANDAL W GENSKE	Invoice: 2024-A Ref#: 68371(TAX OVERPAYMENT MUKV1976206)		
AP Trx #: 103352		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	205.65	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		205.65
		Expected Check Run: 01/06/2025			
				205.65	205.65
01/01/2025	AP	RICHARD RAGETH	Invoice: 2024-A Ref#: 68419(TAX OERPAYMENT MUKV 1957001003)		
AP Trx #: 103353		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	264.84	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		264.84
		Expected Check Run: 01/06/2025			
				264.84	264.84
01/01/2025	AP	RYAN VENTO	Invoice: 2024-A Ref#: 68386(TAX OVERPAYMENT MUKV 19771100)		
AP Trx #: 103354		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	274.54	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		274.54
		Expected Check Run: 01/06/2025			
				274.54	274.54
01/01/2025	AP	SANDRA DUCLOM	Invoice: 2024-A Ref#: 68366(TAX OVERPAYMENT MUKV1965069010)		
AP Trx #: 103355		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	125.25	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		125.25
		Expected Check Run: 01/06/2025			
				125.25	125.25

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/01/2025	AP	SEAN H DEBOTH	Invoice: 2024-A Ref#: 68393(TAX OVERPAYMENT MUKV 1977080)		
AP Trx #: 103356		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	257.00	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		257.00
		Expected Check Run: 01/06/2025		<u>257.00</u>	<u>257.00</u>
01/01/2025	AP	SHARON DICRISTO	Invoice: 2024-A Ref#: 68431(TAX OERPAYMENT MUKV 2010978056)		
AP Trx #: 103357		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	3,360.27	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		3,360.27
		Expected Check Run: 01/06/2025		<u>3,360.27</u>	<u>3,360.27</u>
01/01/2025	AP	SPENCER KRANZ	Invoice: 2024-A Ref#: 68443(TAX OVERPAYMENT MUKV 1964011)		
AP Trx #: 103358		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	98.60	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		98.60
		Expected Check Run: 01/06/2025		<u>98.60</u>	<u>98.60</u>
01/01/2025	AP	STEPHEN EITING	Invoice: 2024-A Ref#: 68424(TAX OERPAYMENT MUKV 1960144)		
AP Trx #: 103359		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	182.40	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		182.40
		Expected Check Run: 01/06/2025		<u>182.40</u>	<u>182.40</u>
01/01/2025	AP	THEODORE M CALI	Invoice: 2024-A Ref#: 68405(TAX OVERPAYMENT MUKV 1968103)		
AP Trx #: 103360		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	58.37	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		58.37
		Expected Check Run: 01/06/2025		<u>58.37</u>	<u>58.37</u>
01/01/2025	AP	THOMAS R ROTH JR	Invoice: 2024-A Ref#: 68426(TAX OERPAYMENT MUKV 209198019)		
AP Trx #: 103361		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,048.43	
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000		1,048.43
		Expected Check Run: 01/06/2025		<u>1,048.43</u>	<u>1,048.43</u>

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DB: Mukwonago							
Post Date	Journal	Description	GL Number	DR Amount	CR Amount		
01/01/2025	AP	TIM E RICHARDS	Invoice: 2024-A Ref#: 68385(TAX OVERPAYMENT MUKV 1978036)				
AP Trx #: 103362		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	190.50			
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000				190.50
		Expected Check Run: 01/06/2025					
				190.50			190.50
01/01/2025	AP	TIMOTHY J GOBA	Invoice: 2024-A Ref#: 68408(TAX OVERPAYMENT MUKV 2011076)				
AP Trx #: 103363		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	781.81			
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000				781.81
		Expected Check Run: 01/06/2025					
				781.81			781.81
01/01/2025	AP	TIMOTHY W KROLL	Invoice: 2024-A Ref#: 68397(TAX OVERPAYMENT MUKV 2091073)				
AP Trx #: 103364		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	118.86			
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000				118.86
		Expected Check Run: 01/06/2025					
				118.86			118.86
01/01/2025	AP	VALERIE S SEIDL	Invoice: 2024-A Ref#: 68403(TAX OVERPAYMENT MUKV 1976049)				
AP Trx #: 103365		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	15.74			
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000				15.74
		Expected Check Run: 01/06/2025					
				15.74			15.74
01/01/2025	AP	ZACHARY R WOLLERMAN	Invoice: 2024-A Ref#: 68401(TAX OVERPAYMENT OR 00011)				
AP Trx #: 103366		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	112.17			
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000				112.17
		Expected Check Run: 01/06/2025					
				112.17			112.17
01/01/2025	AP	ZACHARY SCHNEIDER	Invoice: 2024-A Ref#: 68387(TAX OVERPAYMENT MUKV 1974093)				
AP Trx #: 103367		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	158.39			
		Vnd: MISCTX Invoice: 2024-A	720-0000-211000				158.39
		Expected Check Run: 01/06/2025					
				158.39			158.39
				39,850.66			39,850.66
Cash/Payable Account Totals:							
		VOUCHERS PAYABLE	720-0000-211000				39,850.66
			TOTAL INCREASE IN PAYABI				39,850.66

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68310(0700126680-00001 Digester Gas)		
AP Trx #: 103446		0700126680-00001 Digester Gas	620-8010-821200	229.00	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		229.00
		Expected Check Run: 01/06/2025			
				229.00	229.00
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68311(0700126680-00002 Well #3 Elec)		
AP Trx #: 103447		0700126680-00002 Well #3 Elec	610-6200-662200	1,557.09	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		1,557.09
		Expected Check Run: 01/06/2025			
				1,557.09	1,557.09
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68312(0700126680-00003 Street Lights)		
AP Trx #: 103448		0700126680-00003 Street Lights	100-5342-522200	3,991.69	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		3,991.69
		Expected Check Run: 01/06/2025			
				3,991.69	3,991.69
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68313(0700126680-00004 Greenwald)		
AP Trx #: 103449		0700126680-00004 Greenwald	610-6200-662200	325.11	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		325.11
		Expected Check Run: 01/06/2025			
				325.11	325.11
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68314(0700126680-00005 Booster Station)		
AP Trx #: 103450		0700126680-00005 Booster Station	610-6200-662200	766.81	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		766.81
		Expected Check Run: 01/06/2025			
				766.81	766.81
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68315(0700126680-00006 Field Park)		
AP Trx #: 103451		0700126680-00006 Field Park	100-5521-522200	63.35	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		63.35
		Expected Check Run: 01/06/2025			
				63.35	63.35

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68316(0700126680-00007 1240 N. Rochester)		
AP Trx #: 103452		0700126680-00007 1240 N. Rochester	620-8020-821000	146.66	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		146.66
		Expected Check Run: 01/06/2025			
				146.66	146.66
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68317(0700126680-00008 Police Garage)		
AP Trx #: 103453		0700126680-00008 Police Garage	100-5211-522200	245.93	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		245.93
		Expected Check Run: 01/06/2025			
				245.93	245.93
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68318(0700126680-00009 Fld Prk Baseball Lights)		
AP Trx #: 103454		0700126680-00009 Fld Prk Baseball Lights	100-5521-522200	22.76	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		22.76
		Expected Check Run: 01/06/2025			
				22.76	22.76
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68319(0700126680-000010 Fox River View)		
AP Trx #: 103455		0700126680-000010 Fox River View	620-8020-821000	246.66	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		246.66
		Expected Check Run: 01/06/2025			
				246.66	246.66
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68320(0700126680-000011 DPW Elec)		
AP Trx #: 103456		0700126680-000011 DPW Elec	100-5323-522200	652.46	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		652.46
		Expected Check Run: 01/06/2025			
				652.46	652.46
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68321(0700126680-000012 Fire)		
AP Trx #: 103457		0700126680-000012 Fire	150-5221-522200	2,634.61	
		Vnd: 0034 Invoice: 5309097926	150-0000-211000		2,634.61
		Expected Check Run: 01/06/2025			
				2,634.61	2,634.61

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68322(0700126680-000013 police-CTH E N of Sugd		
AP Trx #: 103458		0700126680-000013 police-CTH E N of Sugd	100-5211-522200	21.31	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		21.31
		Expected Check Run: 01/06/2025		21.31	21.31
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68323(0700126680-000014 Hall)		
AP Trx #: 103459		0700126680-000014 Hall	100-5160-522200	1,240.78	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		1,240.78
		Expected Check Run: 01/06/2025		1,240.78	1,240.78
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68324(0700126680-000014 Hall Gas)		
AP Trx #: 103460		0700126680-000014 Hall Gas	100-5160-522400	557.55	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		557.55
		Expected Check Run: 01/06/2025		557.55	557.55
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68325(0700126680-000016 Miniwauken Park)		
AP Trx #: 103461		0700126680-000016 Miniwauken Park	100-5521-522200	44.11	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		44.11
		Expected Check Run: 01/06/2025		44.11	44.11
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68326(0700126680-000017 Holz Elec)		
AP Trx #: 103462		0700126680-000017 Holz Elec	620-8010-821100	9,864.38	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		9,864.38
		Expected Check Run: 01/06/2025		9,864.38	9,864.38
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68327(0700126680-000018 Parks)		
AP Trx #: 103463		0700126680-000018 Parks	100-5521-522200	21.63	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		21.63
		Expected Check Run: 01/06/2025		21.63	21.63

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68328(0700126680-000019 Atkinson Pump)		
AP Trx #: 103464		0700126680-000019 Atkinson Pump	620-8020-821000	509.03	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		509.03
		Expected Check Run: 01/06/2025		509.03	509.03
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68329(0700126680-000020 Well #6)		
AP Trx #: 103465		0700126680-000020 Well #6	610-6200-662200	1,341.84	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		1,341.84
		Expected Check Run: 01/06/2025		1,341.84	1,341.84
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68330(0700126680-000021 DPW Gas)		
AP Trx #: 103466		0700126680-000021 DPW Gas	100-5323-522400	635.40	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		635.40
		Expected Check Run: 01/06/2025		635.40	635.40
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68331(0700126680-000022 Concession Building)		
AP Trx #: 103467		0700126680-000022 Concession Building	100-5521-522200	110.74	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		110.74
		Expected Check Run: 01/06/2025		110.74	110.74
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68332(0700126680-000023 Well #3 Gas)		
AP Trx #: 103468		0700126680-000023 Well #3 Gas	610-6200-662200	10.56	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		10.56
		Expected Check Run: 01/06/2025		10.56	10.56
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68333(0700126680-000024 Parks-200 S Rochester)		
AP Trx #: 103469		0700126680-000024 Parks-200 S Rochester	100-5342-522200	35.79	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		35.79
		Expected Check Run: 01/06/2025		35.79	35.79

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68334(0700126680-000025 Tower)		
AP Trx #: 103470		0700126680-000025 Tower	610-6200-662200	27.60	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		27.60
		Expected Check Run: 01/06/2025		27.60	27.60
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68335(0700126680-000027 Police)		
AP Trx #: 103471		0700126680-000027 Police	100-5211-522200	2,103.21	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		2,103.21
		Expected Check Run: 01/06/2025		2,103.21	2,103.21
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68336(0700126680-000028 Miniwaukan Pavilion)		
AP Trx #: 103472		0700126680-000028 Miniwaukan Pavilion	100-5521-522200	27.16	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		27.16
		Expected Check Run: 01/06/2025		27.16	27.16
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68337(0700126680-000029 F. Park Sump Pump)		
AP Trx #: 103473		0700126680-000029 F. Park Sump Pump	100-5521-522200	22.44	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		22.44
		Expected Check Run: 01/06/2025		22.44	22.44
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68338(0700126680-000030 Andrews Street)		
AP Trx #: 103474		0700126680-000030 Andrews Street	100-5521-522200	115.72	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		115.72
		Expected Check Run: 01/06/2025		115.72	115.72
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68339(0700126680-000031 Holz Gas)		
AP Trx #: 103475		0700126680-000031 Holz Gas	620-8010-821200	736.75	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		736.75
		Expected Check Run: 01/06/2025		736.75	736.75

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68340(0700126680-000032 Well #4 Elec)		
AP Trx #: 103476		0700126680-000032 Well #4 Elec	610-6200-662200	3,381.49	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		3,381.49
		Expected Check Run: 01/06/2025			
				3,381.49	3,381.49
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68341(0700126680-000033 Parks)		
AP Trx #: 103477		0700126680-000033 Parks	100-5521-522200	31.72	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		31.72
		Expected Check Run: 01/06/2025			
				31.72	31.72
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68342(0700126680-000034 Street Lights)		
AP Trx #: 103478		0700126680-000034 Street Lights	100-5342-522200	90.04	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		90.04
		Expected Check Run: 01/06/2025			
				90.04	90.04
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68343(0700126680-000036 Flashers)		
AP Trx #: 103479		0700126680-000036 Flashers	100-5211-522200	11.21	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		11.21
		Expected Check Run: 01/06/2025			
				11.21	11.21
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68344(0700126680-000037 Well #4 Gas)		
AP Trx #: 103480		0700126680-000037 Well #4 Gas	610-6200-662200	97.95	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		97.95
		Expected Check Run: 01/06/2025			
				97.95	97.95
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68345(0700126680-000038 Museum)		
AP Trx #: 103481		0700126680-000038 Museum	100-5512-522200	401.57	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		401.57
		Expected Check Run: 01/06/2025			
				401.57	401.57

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68346(0700126680-000039 Well #5)		
AP Trx #: 103482		0700126680-000039 Well #5	610-6200-662200	2,836.99	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		2,836.99
		Expected Check Run: 01/06/2025			
				2,836.99	2,836.99
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68347(0700126680-00043 Outdoor Stage)		
AP Trx #: 103483		0700126680-00043 Outdoor Stage	100-5521-522200	49.65	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		49.65
		Expected Check Run: 01/06/2025			
				49.65	49.65
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68348(0700126680-00048 Miniwauken Park)		
AP Trx #: 103484		0700126680-00048 Miniwauken Park	100-5521-522200	19.84	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		19.84
		Expected Check Run: 01/06/2025			
				19.84	19.84
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68349(0709449777-00001 Library Gas)		
AP Trx #: 103485		0709449777-00001 Library Gas	440-5511-522400	637.66	
		Vnd: 0034 Invoice: 5309097926	440-0000-211000		637.66
		Expected Check Run: 01/06/2025			
				637.66	637.66
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68350(0709449777-00002 Library Elec)		
AP Trx #: 103486		0709449777-00002 Library Elec	440-5511-522200	2,511.97	
		Vnd: 0034 Invoice: 5309097926	440-0000-211000		2,511.97
		Expected Check Run: 01/06/2025			
				2,511.97	2,511.97
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68351(0712697628-00001 Tower Radio Bldg)		
AP Trx #: 103487		0712697628-00001 Tower Radio Bldg	100-5211-522200	32.05	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		32.05
		Expected Check Run: 01/06/2025			
				32.05	32.05

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12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68352(0712697628-00002 Mukw Dam)		
AP Trx #: 103488		0712697628-00002 Mukw Dam	100-5254-522200	25.05	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		25.05
		Expected Check Run: 01/06/2025			
				25.05	25.05
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68353(0712697628-00003 PD Tower meter #05662)		
AP Trx #: 103489		0712697628-00003 PD Tower meter #05662	100-5211-522200	22.61	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		22.61
		Expected Check Run: 01/06/2025			
				22.61	22.61
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68354(0712697628-00004 1224 Riverton)		
AP Trx #: 103490		0712697628-00004 1224 Riverton	620-8020-821000	176.00	
		Vnd: 0034 Invoice: 5309097926	620-0000-211000		176.00
		Expected Check Run: 01/06/2025			
				176.00	176.00
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68355(0712697628-00006 Well #7)		
AP Trx #: 103491		0712697628-00006 Well #7	610-6200-662200	576.53	
		Vnd: 0034 Invoice: 5309097926	610-0000-211000		576.53
		Expected Check Run: 01/06/2025			
				576.53	576.53
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68356(0712697628-00007 School Crossing Lights)		
AP Trx #: 103492		0712697628-00007 School Crossing Lights	100-5342-522200	16.25	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		16.25
		Expected Check Run: 01/06/2025			
				16.25	16.25
12/31/2024	AP	WE ENERGIES	Invoice: 5309097926 Ref#: 68357(0712697628-00008 Field Park Signage)		
AP Trx #: 103493		0712697628-00008 Field Park Signage	100-5521-522200	42.16	
		Vnd: 0034 Invoice: 5309097926	100-0000-211000		42.16
		Expected Check Run: 01/06/2025			
				42.16	42.16

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/31/2024	AP	WE ENERGIES	Invoice: 5307465516 Ref#: 68358(0700126680-00015 STREET LIGHTS)		
AP Trx #: 103494		0700126680-00015 STREET LIGHTS	100-5342-522200	10,787.32	
		Vnd: 0034 Invoice: 5307465516	100-0000-211000		10,787.32
		Expected Check Run: 01/06/2025			
				10,787.32	10,787.32
				50,056.19	50,056.19
Cash/Payable Account Totals:					
		VOUCHERS PAYABLE	100-0000-211000		21,441.50
		VOUCHERS PAYABLE	150-0000-211000		2,634.61
		VOUCHERS PAYABLE	440-0000-211000		3,149.63
		VOUCHERS PAYABLE	610-0000-211000		10,921.97
		VOUCHERS PAYABLE	620-0000-211000		11,908.48
			TOTAL INCREASE IN PAYABI		50,056.19

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/08/2025	AP	CHARTER COMMUNICATIONS	Invoice: 15248601122124 Ref#: 68506(JANUARY 2025 MONTHLY BILL)			
AP Trx #: 103496						
		COURT	100-5120-522500	19.47		
		ADMIN	100-5141-522500	8.25		
		CLERK	100-5142-522500	67.92		
		VH ALARM SYSTEM	100-5160-522500	26.95		
		POLICE	100-5211-522500	290.49		
		BLDG INSP	100-5241-522500	19.47		
		DPW	100-5323-522500	38.20		
		MUSEUM	100-5512-522500	139.99		
		FIRE	150-5221-522500	190.25		
		RECYCLING	410-5363-522500	2.16		
		LIBRARY	440-5511-522500	152.05		
		STORM WATER	500-5344-522500	1.08		
		WATER	610-6920-692100	18.34		
		SEWER	620-8400-851000	18.34		
		FINANCE	100-5145-522900	32.96		
		Vnd: 3200 Invoice: 15248601122124	100-0000-211000			643.70
		Vnd: 3200 Invoice: 15248601122124	150-0000-211000			190.25
		Vnd: 3200 Invoice: 15248601122124	410-0000-211000			2.16
		Vnd: 3200 Invoice: 15248601122124	440-0000-211000			152.05
		Vnd: 3200 Invoice: 15248601122124	500-0000-211000			1.08
		Vnd: 3200 Invoice: 15248601122124	610-0000-211000			18.34
		Vnd: 3200 Invoice: 15248601122124	620-0000-211000			18.34
		Expected Check Run: 01/08/2025				
				1,025.92	1,025.92	
01/06/2025	AP	INVOICE CLOUD	Invoice: 1743-2024_12 Ref#: 68449(INVOICE CLOUD MONTHLY FEES - DEC 2024)			
AP Trx #: 103497						
		INVOICE CLOUD CC FEES MR	100-5142-539900	19.27		
		INVOICE CLOUD CC FEES BUILDING	100-5241-539900	85.32		
		INVOICE CLOUD CC FEES UTILITIES	410-5363-539900	104.98		
		INVOICE CLOUD CC FEES UTILITIES	610-6920-692100	104.98		
		INVOICE CLOUD CC FEES UTILITIES	620-8300-840000	104.98		
		INVOICE CLOUSE CC FEES TAXES	100-5142-539900	24.77		
		Vnd: 2921 Invoice: 1743-2024_12	100-0000-211000			129.36
		Vnd: 2921 Invoice: 1743-2024_12	410-0000-211000			104.98
		Vnd: 2921 Invoice: 1743-2024_12	610-0000-211000			104.98
		Vnd: 2921 Invoice: 1743-2024_12	620-0000-211000			104.98
		Expected Check Run: 01/06/2025				
				444.30	444.30	
				1,470.22	1,470.22	
Cash/Payable Account Totals:						
		VOUCHERS PAYABLE	100-0000-211000			773.06
		VOUCHERS PAYABLE	150-0000-211000			190.25
		VOUCHERS PAYABLE	410-0000-211000			107.14
		VOUCHERS PAYABLE	440-0000-211000			152.05
		VOUCHERS PAYABLE	500-0000-211000			1.08
		VOUCHERS PAYABLE	610-0000-211000			123.32
		VOUCHERS PAYABLE	620-0000-211000			123.32
		TOTAL INCREASE IN PAYABI				1,470.22

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12/31/2024	AP	ALSCO	Invoice: IMIL2079516 Ref#: 68199(MATS & DUSTERS)		
AP Trx #: 103738		OUTSIDE SERVICES	440-5511-531000	95.56	
		Vnd: 2950 Invoice: IMIL2079516	440-0000-211000		95.56
		Expected Check Run: 01/10/2025			
				95.56	95.56
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 171Q-1VQY-DNF1 Ref#: 68299(CLEANING SUPPLIES)		
AP Trx #: 103739		OPERATIONAL SUPPLIES	440-5511-531100	42.96	
		Vnd: 3189 Invoice: 171Q-1VQY-DNF1	440-0000-211000		42.96
		Expected Check Run: 01/10/2025			
				42.96	42.96
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 1WRN-LMHW-J3JP Ref#: 68300(BOOKS)		
AP Trx #: 103740		BOOKS	440-5700-532800	375.05	
		Vnd: 3189 Invoice: 1WRN-LMHW-J3JP	440-0000-211000		375.05
		Expected Check Run: 01/10/2025			
				375.05	375.05
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 1JVH-JF1G-D7TH Ref#: 68301(BOOKS)		
AP Trx #: 103741		BOOKS	440-5700-532800	36.00	
		Vnd: 3189 Invoice: 1JVH-JF1G-D7TH	440-0000-211000		36.00
		Expected Check Run: 01/10/2025			
				36.00	36.00
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 1YKH-7T6C-DGMT Ref#: 68302(DVDS)		
AP Trx #: 103742		AV MATERIAL	440-5700-532900	581.74	
		Vnd: 3189 Invoice: 1YKH-7T6C-DGMT	440-0000-211000		581.74
		Expected Check Run: 01/10/2025			
				581.74	581.74
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 171Q-D6KP-DXWH Ref#: 68303(DVDS)		
AP Trx #: 103743		AV MATERIAL	440-5700-532900	39.90	
		Vnd: 3189 Invoice: 171Q-D6KP-DXWH	440-0000-211000		39.90
		Expected Check Run: 01/10/2025			
				39.90	39.90

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12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 1KGG-L6Q9-DHHN Ref#: 68304(REFUND SPROGRAM SUPPLIES)		
AP Trx #: 103744		PROGRAMMING	440-5511-533100		17.41
		Vnd: 3189 Invoice: 1KGG-L6Q9-DHHN	440-0000-211000	17.41	
		Expected Check Run: 01/10/2025			
				17.41	17.41
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 1P7X-J499-DKRV Ref#: 68305(ADULT PROGRAM SUPPLIES)		
AP Trx #: 103745		PROGRAMMING	440-5511-533100	84.99	
		Vnd: 3189 Invoice: 1P7X-J499-DKRV	440-0000-211000		84.99
		Expected Check Run: 01/10/2025			
				84.99	84.99
12/31/2024	AP	AMAZON CAPITOL SERVICES	Invoice: 1JVH-JF1G-DR3G Ref#: 68306(MIR GRANT REFUND)		
AP Trx #: 103746		DONATED FUND EXPENDITURES	440-5890-580600		22.57
		Vnd: 3189 Invoice: 1JVH-JF1G-DR3G	440-0000-211000	22.57	
		Expected Check Run: 01/10/2025			
				22.57	22.57
12/31/2024	AP	AMERICA AQUARIA	Invoice: 56474 Ref#: 68308(FISH TANK MAINTENANCE)		
AP Trx #: 103747		OUTSIDE SERVICES	440-5511-531000	85.00	
		Vnd: 1792 Invoice: 56474	440-0000-211000		85.00
		Expected Check Run: 01/10/2025			
				85.00	85.00
01/10/2025	AP	ASSETTIGER	Invoice: TIG-25-5055 Ref#: 68406(ANNUAL SUBSCRIPTION)		
AP Trx #: 103748		ELECTRONIC TOOLS & SERVICES	440-5511-534000	120.00	
		Vnd: 3214 Invoice: TIG-25-5055	440-0000-211000		120.00
		Expected Check Run: 01/10/2025			
				120.00	120.00
12/31/2024	AP	BAKER & TAYLOR INC.	Invoice: 2038761217 Ref#: 68200(BOOKS)		
AP Trx #: 103749		BOOKS	440-5700-532800	78.02	
		Vnd: 0044 Invoice: 2038761217	440-0000-211000		78.02
		Expected Check Run: 01/10/2025			
				78.02	78.02

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12/31/2024	AP	BERNSTEIN & ASSOCIATES, LLC	Invoice: 2950 Ref#: 68445(NAGPRA CONSULT)		
AP Trx #: 103750		DONATED FUND EXPENDITURES	440-5890-580600	1,440.00	
		Vnd: 3268 Invoice: 2950	440-0000-211000		1,440.00
		Expected Check Run: 01/10/2025			
				1,440.00	1,440.00
12/31/2024	AP	BRODART	Invoice: B6904535 Ref#: 68201(BOOKS)		
AP Trx #: 103751		BOOKS	440-5700-532800	92.07	
		Vnd: 0987 Invoice: B6904535	440-0000-211000		92.07
		Expected Check Run: 01/10/2025			
				92.07	92.07
01/10/2025	AP	COMPLETE OFFICE OF WISCONSIN	Invoice: 842626 Ref#: 68361(CLEANING SUPPLIES)		
AP Trx #: 103752		OPERATIONAL SUPPLIES	440-5511-531100	531.02	
		Vnd: 3340 Invoice: 842626	440-0000-211000		531.02
		Expected Check Run: 01/10/2025			
				531.02	531.02
12/31/2024	AP	DEPARTMENT OF ADMINISTRATION	Invoice: 505-0000097598 Ref#: 68203(TEACH SERVICES)		
AP Trx #: 103753		DATA LINES	440-5511-534300	600.00	
		Vnd: 1470 Invoice: 505-0000097598	440-0000-211000		600.00
		Expected Check Run: 01/10/2025			
				600.00	600.00
01/10/2025	AP	EMILY CEITHAMER	Invoice: JANUARY Ref#: 68447(VISIT JANESVILLE LIBRARY)		
AP Trx #: 103754		MILEAGE	440-5511-533200	67.20	
		Vnd: 3275 Invoice: JANUARY	440-0000-211000		67.20
		Expected Check Run: 01/10/2025			
				67.20	67.20
12/31/2024	AP	EMMA PLITZNER	Invoice: DECEMBER 2024 Ref#: 68309(LOCAL OUTREACH)		
AP Trx #: 103755		MILEAGE	440-5511-533200	6.70	
		Vnd: MISC Invoice: DECEMBER 2024	440-0000-211000		6.70
		Expected Check Run: 01/10/2025			
				6.70	6.70

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12/31/2024	AP	ENGBERG ANDERSON ARCHITECTS	Invoice: 24369510-3 Ref#: 68206(DEVELOPMENT DESIGN)		
AP Trx #: 103756		DONATED FUND EXPENDITURES	440-5890-580600	2,182.70	
		Vnd: 2932 Invoice: 24369510-3	440-0000-211000		2,182.70
		Expected Check Run: 01/10/2025			
				2,182.70	2,182.70
01/10/2025	AP	GREAT AMERICAN FINANCIAL SVCS.	Invoice: 38200196 Ref#: 68360(2/10/25-3/09/25 LEASE)		
AP Trx #: 103757		CONTRACTUAL SERVICES	440-5511-522000	403.19	
		Vnd: 1290 Invoice: 38200196	440-0000-211000		403.19
		Expected Check Run: 01/10/2025			
				403.19	403.19
12/31/2024	AP	IKM BUILDING SOLUTIONS	Invoice: 930032190 Ref#: 68204(TROUBLESHOOT BOILERS)		
AP Trx #: 103758		REPAIRS & MAINTENANCE	440-5511-539500	481.00	
		Vnd: 0505 Invoice: 930032190	440-0000-211000		481.00
		Expected Check Run: 01/10/2025			
				481.00	481.00
12/31/2024	AP	IKM BUILDING SOLUTIONS	Invoice: 930032327 Ref#: 68307(REPLACE VALVE & PUMP SEAL)		
AP Trx #: 103759		REPAIRS & MAINTENANCE	440-5511-539500	2,775.00	
		Vnd: 0505 Invoice: 930032327	440-0000-211000		2,775.00
		Expected Check Run: 01/10/2025			
				2,775.00	2,775.00
12/31/2024	AP	IMPACT ACQUISITIONS, LLC	Invoice: 3385739 Ref#: 68198(COPIES)		
AP Trx #: 103760		CONTRACTUAL SERVICES	440-5511-522000	312.68	
		Vnd: 3192 Invoice: 3385739	440-0000-211000		312.68
		Expected Check Run: 01/10/2025			
				312.68	312.68
01/10/2025	AP	IMPACT ACQUISITIONS, LLC	Invoice: 3402386 Ref#: 68448(FREIGHT ON TONER)		
AP Trx #: 103761		OPERATIONAL SUPPLIES	440-5511-531100	20.48	
		Vnd: 3192 Invoice: 3402386	440-0000-211000		20.48
		Expected Check Run: 01/10/2025			
				20.48	20.48

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/10/2025	AP	JEFF GUSTIN	Invoice: 5213 Ref#: 68450(MOCKTAILS PROGRAM)			
AP Trx #: 103762		PROGRAMMING	440-5511-533100	350.00		
		Vnd: MISC Invoice: 5213	440-0000-211000		350.00	
		Expected Check Run: 01/10/2025				
				350.00	350.00	
12/31/2024	AP	KLASSY KLEANERS	Invoice: 1035 Ref#: 68414(WEEKEND CLEANING)			
AP Trx #: 103763		OUTSIDE SERVICES	440-5511-531000	960.00		
		Vnd: 3114 Invoice: 1035	440-0000-211000		960.00	
		Expected Check Run: 01/10/2025				
				960.00	960.00	
12/31/2024	AP	MIDWEST TAPE	Invoice: 506554348 Ref#: 68359(HOOPLA)			
AP Trx #: 103764		DIGITAL COLLECTIONS	440-5511-534900	741.75		
		Vnd: 0074 Invoice: 506554348	440-0000-211000		741.75	
		Expected Check Run: 01/10/2025				
				741.75	741.75	
01/10/2025	AP	RIVISTAS LLC	Invoice: 19075 Ref#: 68363(PROFESSIONAL JOURNALS)			
AP Trx #: 103765		TRAINING & TRAVEL	440-5511-533500	479.93		
		Vnd: 1920 Invoice: 19075	440-0000-211000		479.93	
		Expected Check Run: 01/10/2025				
				479.93	479.93	
01/10/2025	AP	RIVISTAS LLC	Invoice: 19074 Ref#: 68365(PERIODICALS)			
AP Trx #: 103766		PERIODICALS	440-5511-532600	806.67		
		Vnd: 1920 Invoice: 19074	440-0000-211000		806.67	
		Expected Check Run: 01/10/2025				
				806.67	806.67	
12/31/2024	AP	UNITED STATES ALLIANCE FIRE PROTECT	Invoice: 1046-F142808 Ref#: 68205(TROUBLESHOOT UDACT ALARM)			
AP Trx #: 103767		REPAIRS & MAINTENANCE	440-5511-539500	395.00		
		Vnd: 0588 Invoice: 1046-F142808	440-0000-211000		395.00	
		Expected Check Run: 01/10/2025				
				395.00	395.00	
				14,224.59	14,224.59	
Cash/Payable Account Totals:						
VOUCHERS PAYABLE						
				440-0000-211000	14,144.63	
				TOTAL INCREASE IN PAYABI	14,144.63	

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01/13/2025	AP	EAST TROY SCHOOL DISTRICT	Invoice: JAN 2025 Ref#: 68574(JANUARY SETTLEMENT 2024 TAXES)		
AP Trx #: 103788		EAST TROY SCHOOL TAX	720-0000-246200	69,134.62	
		Vnd: 0022 Invoice: JAN 2025	720-0000-211000		69,134.62
		Expected Check Run: 01/13/2025			
				69,134.62	69,134.62
01/13/2025	AP	GATEWAY TECHNICAL COLLEGE	Invoice: JAN 2025 Ref#: 68575(JANUARY SETTLEMENT 2024 TAXES)		
AP Trx #: 103789		GATEWAY COLLEGE TAX	720-0000-246300	5,587.42	
		Vnd: 0134 Invoice: JAN 2025	720-0000-211000		5,587.42
		Expected Check Run: 01/13/2025			
				5,587.42	5,587.42
01/13/2025	AP	MUKWONAGO AREA SCHOOLS	Invoice: JAN 2025 Ref#: 68571(JANUARY SETTLEMENT 2024 TAXES)		
AP Trx #: 103790		MUKWONAGO SCHOOL TAX	720-0000-246000	4,016,751.64	
		Vnd: 0026 Invoice: JAN 2025	720-0000-211000		4,016,751.64
		Expected Check Run: 01/13/2025			
				4,016,751.64	4,016,751.64
01/13/2025	AP	PHANTOM LAKES MGMT DISTRICT	Invoice: JAN 2025 Ref#: 68570(JANUARY SETTLEMENT 2024 TAXES)		
AP Trx #: 103791		PHANTOM LAKES MGT DISTRICT TAX	720-0000-245000	28,314.37	
		Vnd: 0029 Invoice: JAN 2025	720-0000-211000		28,314.37
		Expected Check Run: 01/13/2025			
				28,314.37	28,314.37
01/13/2025	AP	WALWORTH CTY TREASURER	Invoice: JAN 2025 Ref#: 68573(JANUARY SETTLEMENT 2024 TAXES)		
AP Trx #: 103792		WALWORTH COUNTY TAX	720-0000-243110	21,748.12	
		Vnd: 0032 Invoice: JAN 2025	720-0000-211000		21,748.12
		Expected Check Run: 01/13/2025			
				21,748.12	21,748.12
01/13/2025	AP	WAUKESHA CTY TREASURER	Invoice: JAN 2025 Ref#: 68569(JANUARY SETTLEMENT 2024 TAXES)		
AP Trx #: 103793		WAUKESHA COUNTY TAX	720-0000-243100	931,077.66	
		Vnd: 0033 Invoice: JAN 2025	720-0000-211000		931,077.66
		Expected Check Run: 01/13/2025			
				931,077.66	931,077.66

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01/13/2025	AP	WCTC	Invoice: JAN 2025 Ref#: 68572(JANUARY SETTLEMENT 2024 TAXES)			
AP Trx #: 103794						
		WAUKESHA TECH COLLEGE TAX	720-0000-246100	177,617.48		
		Vnd: 0031 Invoice: JAN 2025	720-0000-211000		177,617.48	
Expected Check Run: 01/13/2025						
				177,617.48	177,617.48	
				5,250,231.31	5,250,231.31	
Cash/Payable Account Totals:						
		VOUCHERS PAYABLE	720-0000-211000		5,250,231.31	
			TOTAL INCREASE IN PAYABI		5,250,231.31	

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01/14/2025	AP	ADAM C SZPAK	Invoice: 2024-B Ref#: 68587(TAX OVERPAYMENT MUKV 1971039)		
AP Trx #: 103802		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	75.86	
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		75.86
		Expected Check Run: 01/14/2025		75.86	75.86
01/14/2025	AP	ADAM D WELCOME	Invoice: 2024-B Ref#: 68583(TAX OVERPAYMENT MUKV 1976055)		
AP Trx #: 103803		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	2,533.28	
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		2,533.28
		Expected Check Run: 01/14/2025		2,533.28	2,533.28
01/14/2025	AP	BRENT MILLER	Invoice: 2024-B Ref#: 68585(TAX OVERPAYMENT MUKV 1960147)		
AP Trx #: 103804		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	91.94	
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		91.94
		Expected Check Run: 01/14/2025		91.94	91.94
01/14/2025	AP	CARL HOLBORN	Invoice: 2024-B Ref#: 68584(TAX OVERPAYMENT MUKV 2011098)		
AP Trx #: 103805		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,352.91	
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		1,352.91
		Expected Check Run: 01/14/2025		1,352.91	1,352.91
12/31/2024	AP	CRIVELLO CARLSON S.C.	Invoice: 5331-2200357 Ref#: 68576(DECEMBER LEGAL SERVICES)		
AP Trx #: 103806		PROFESSIONAL SERVICES	100-5130-521900	3,140.00	
		Vnd: 3234 Invoice: 5331-2200357	100-0000-211000		3,140.00
		Expected Check Run: 01/14/2025		3,140.00	3,140.00
01/14/2025	AP	ISAAC STEFANSKI	Invoice: 2024-B Ref#: 68582(TAX OVERPAYMENT MUKV 2012108)		
AP Trx #: 103807		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	3,036.59	
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		3,036.59
		Expected Check Run: 01/14/2025		3,036.59	3,036.59

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/14/2025	AP	JOHN R BROCKEL	Invoice: 2024-B Ref#: 68581(TAX OVERPAYMENT MUKV 2010978030)			
AP Trx #: 103808		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	170.38		
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		170.38	
		Expected Check Run: 01/14/2025				
				170.38	170.38	
01/14/2025	AP	PHILLIP KRAJNEK	Invoice: 2024-B Ref#: 68586(TAX OVERPAYMENT MUKV 2011105)			
AP Trx #: 103809		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,186.65		
		Vnd: MISCTX Invoice: 2024-B	720-0000-211000		1,186.65	
		Expected Check Run: 01/14/2025				
				1,186.65	1,186.65	
01/14/2025	AP	SUMMER GROTHMANN - BRAUN	Invoice: DEC 2024 Ref#: 68580(DEC 2024 COURT FINES AND FEES)			
AP Trx #: 103810		DEC 2024 COURT FINES AND FEES	100-0000-233000	125.00		
		Vnd: MISC Invoice: DEC 2024	100-0000-211000		125.00	
		Expected Check Run: 01/14/2025				
				125.00	125.00	
01/14/2025	AP	TREASURER STATE OF WI	Invoice: DEC 2024 Ref#: 68577(DEC 2024 COURT FINES & FEES)			
AP Trx #: 103811		DEC 2024 COURT FINES & FEES	100-0000-242400	2,943.64		
		Vnd: 0222 Invoice: DEC 2024	100-0000-211000		2,943.64	
		Expected Check Run: 01/14/2025				
				2,943.64	2,943.64	
01/14/2025	AP	TREASURER WAUKESHA COUNTY	Invoice: DEC 2024 Ref#: 68578(DEC 2024 COURT FINES & FEES)			
AP Trx #: 103812		DEC 2024 COURT FINES & FEES	100-0000-243240	680.00		
		Vnd: 0223 Invoice: DEC 2024	100-0000-211000		680.00	
		Expected Check Run: 01/14/2025				
				680.00	680.00	
01/14/2025	AP	WALWORTH CTY TREASURER	Invoice: DEC 2024 Ref#: 68579(DEC 2024 COURT FINES AND FEES)			
AP Trx #: 103813		DEC 2024 COURT FINES AND FEES	100-0000-243250	20.00		
		Vnd: 0032 Invoice: DEC 2024	100-0000-211000		20.00	
		Expected Check Run: 01/14/2025				
				20.00	20.00	
Cash/Payable Account Totals:				15,356.25	15,356.25	
		VOUCHERS PAYABLE	100-0000-211000		6,908.64	
		VOUCHERS PAYABLE	720-0000-211000		8,447.6	
			TOTAL INCREASE IN PAYABI		15,356.25	

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2025	AP	DELTA DENTAL OF WISCONSIN	Invoice: JAN 2025 Ref#: 68619(FEBRUARY 2025 DENTAL PREMIUMS)		
AP Trx #: 103996					
		DENTAL - SUPPLEMENTAL INSURANCE	100-0000-215304	2,774.48	
		DENTAL - SUPPLEMENTAL INSURANCE	440-0000-215304	218.56	
		DENTAL - SUPPLEMENTAL INSURANCE	500-0000-215304	11.48	
		DENTAL - SUPPLEMENTAL INSURANCE	150-0000-215304	400.74	
		DENTAL - SUPPLEMENTAL INSURANCE	610-0000-215304	107.87	
		DENTAL - SUPPLEMENTAL INSURANCE	620-0000-215304	90.85	
		Vnd: 2974 Invoice: JAN 2025	100-0000-211000		2,774.48
		Vnd: 2974 Invoice: JAN 2025	440-0000-211000		218.56
		Vnd: 2974 Invoice: JAN 2025	500-0000-211000		11.48
		Vnd: 2974 Invoice: JAN 2025	150-0000-211000		400.74
		Vnd: 2974 Invoice: JAN 2025	610-0000-211000		107.87
		Vnd: 2974 Invoice: JAN 2025	620-0000-211000		90.85
		Expected Check Run: 01/16/2025			
				3,603.98	3,603.98
01/16/2025	AP	DELTA DENTAL OF WISCONSIN	Invoice: JAN 2025 V Ref#: 68620(FEB 2025 VISION PREMIUMS)		
AP Trx #: 103997					
		DENTAL - SUPPLEMENTAL INSURANCE	100-0000-215304	117.11	
		DENTAL - SUPPLEMENTAL INSURANCE	440-0000-215304	30.66	
		DENTAL - SUPPLEMENTAL INSURANCE	500-0000-215304	1.45	
		VISION - SUPPLEMENTAL INSURANCE	150-0000-215303	30.02	
		VISION - SUPPLEMENTAL INSURANCE	610-0000-215303	11.25	
		VISION - SUPPLEMENTAL INSURANCE	620-0000-215303	0.17	
		Vnd: 2974 Invoice: JAN 2025 V	100-0000-211000		117.11
		Vnd: 2974 Invoice: JAN 2025 V	440-0000-211000		30.66
		Vnd: 2974 Invoice: JAN 2025 V	500-0000-211000		1.45
		Vnd: 2974 Invoice: JAN 2025 V	150-0000-211000		30.02
		Vnd: 2974 Invoice: JAN 2025 V	610-0000-211000		11.25
		Vnd: 2974 Invoice: JAN 2025 V	620-0000-211000		0.17
		Expected Check Run: 01/16/2025			
				190.66	190.66
01/16/2025	AP	EMPLOYEE TRUST FUNDS	Invoice: JANUARY 2025 Ref#: 68621(FEBRUARY 2025 HEALTH INSURANCE)		
AP Trx #: 103998					
		HEALTH INSURANCE PAYABLE	100-0000-215300	69,147.02	
		HEALTH INSURANCE PAYABLE	150-0000-215300	19,452.30	
		HEALTH INSURANCE PAYABLE	440-0000-215300	6,013.14	
		HEALTH INSURANCE PAYABLE	610-0000-215300	5,895.56	
		HEALTH INSURANCE PAYABLE	620-0000-215300	4,509.32	
		HEALTH INSURANCE PAYABLE	500-0000-215300	332.60	
		Vnd: 0008 Invoice: JANUARY 2025	100-0000-211000		69,147.02
		Vnd: 0008 Invoice: JANUARY 2025	150-0000-211000		19,452.30
		Vnd: 0008 Invoice: JANUARY 2025	440-0000-211000		6,013.14
		Vnd: 0008 Invoice: JANUARY 2025	610-0000-211000		5,895.56
		Vnd: 0008 Invoice: JANUARY 2025	620-0000-211000		4,509.32
		Vnd: 0008 Invoice: JANUARY 2025	500-0000-211000		332.60
		Expected Check Run: 01/16/2025			
				105,349.94	105,349.9

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2025	AP	GREAT WEST RETIREMENT SERVICES	Invoice: PR 011725 Ref#: 68623 (RETIREMENT)		
AP Trx #: 103999					
		DEFERRED COMPENSATION	100-0000-215250	698.76	
		DEFERRED COMPENSATION	150-0000-215250	3,735.91	
		Vnd: 0005 Invoice: PR 011725	100-0000-211000		698.76
		Vnd: 0005 Invoice: PR 011725	150-0000-211000		3,735.91
		Expected Check Run: 01/16/2025			
				4,434.67	4,434.67
01/16/2025	AP	MISSION SQUARE	Invoice: PR 011725 Ref#: 68622 (RETIREMENT)		
AP Trx #: 104000					
		DEFERRED COMPENSATION	100-0000-215250	4,105.41	
		DEFERRED COMPENSATION	150-0000-215250	50.00	
		DEFERRED COMPENSATION	440-0000-215250	980.18	
		DEFERRED COMPENSATION	610-0000-215250	218.30	
		DEFERRED COMPENSATION	620-0000-215250	317.98	
		Vnd: 0010 Invoice: PR 011725	100-0000-211000		4,105.41
		Vnd: 0010 Invoice: PR 011725	150-0000-211000		50.00
		Vnd: 0010 Invoice: PR 011725	440-0000-211000		980.18
		Vnd: 0010 Invoice: PR 011725	610-0000-211000		218.30
		Vnd: 0010 Invoice: PR 011725	620-0000-211000		317.98
		Expected Check Run: 01/16/2025			
				5,671.87	5,671.87
				119,251.12	119,251.12
Cash/Payable Account Totals:					
		VOUCHERS PAYABLE	100-0000-211000		76,842.78
		VOUCHERS PAYABLE	150-0000-211000		23,668.97
		VOUCHERS PAYABLE	440-0000-211000		7,242.54
		VOUCHERS PAYABLE	500-0000-211000		345.53
		VOUCHERS PAYABLE	610-0000-211000		6,232.98
		VOUCHERS PAYABLE	620-0000-211000		4,918.32
			TOTAL INCREASE IN PAYABI		119,251.12

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/16/2025	AP	AFLAC	Invoice: 725869 Ref#: 68618 (ACCOUNT# V1553 JANUARY 2025 SUPPLEMENTA)		
AP Trx #: 104006					
		SUPPLEMENTAL INSURANCE PAYABLE	100-0000-215302	231.08	
		SUPPLEMENTAL INSURANCE PAYABLE	150-0000-215302	307.72	
		SUPPLEMENTAL INSURANCE PAYABLE	610-0000-215302	104.51	
		SUPPLEMENTAL INSURANCE PAYABLE	620-0000-215302	128.87	
		Vnd: 0004 Invoice: 725869	100-0000-211000		231.08
		Vnd: 0004 Invoice: 725869	150-0000-211000		307.72
		Vnd: 0004 Invoice: 725869	610-0000-211000		104.51
		Vnd: 0004 Invoice: 725869	620-0000-211000		128.87
		Expected Check Run: 01/16/2025			
				772.18	772.18
01/16/2025	AP	SECURIAN FINANCIAL GROUP INC	Invoice: 002832L-JAN25 Ref#: 68617 (LIFE INSURANCE 01/17/2025 PR)		
AP Trx #: 104007					
		LIFE INSURANCE PAYABLE	100-0000-215301	1,316.59	
		LIFE INSURANCE PAYABLE	150-0000-215301	231.13	
		LIFE INSURANCE PAYABLE	440-0000-215301	105.45	
		LIFE INSURANCE PAYABLE	500-0000-215301	1.65	
		LIFE INSURANCE PAYABLE	610-0000-215301	53.25	
		LIFE INSURANCE PAYABLE	620-0000-215301	175.40	
		Vnd: 3136 Invoice: 002832L-JAN25	100-0000-211000		1,316.59
		Vnd: 3136 Invoice: 002832L-JAN25	150-0000-211000		231.13
		Vnd: 3136 Invoice: 002832L-JAN25	440-0000-211000		105.45
		Vnd: 3136 Invoice: 002832L-JAN25	500-0000-211000		1.65
		Vnd: 3136 Invoice: 002832L-JAN25	610-0000-211000		53.25
		Vnd: 3136 Invoice: 002832L-JAN25	620-0000-211000		175.40
		Expected Check Run: 01/16/2025			
				1,883.47	1,883.47
				2,655.65	2,655.65
Cash/Payable Account Totals:					
		VOUCHERS PAYABLE	100-0000-211000		1,547.67
		VOUCHERS PAYABLE	150-0000-211000		538.85
		VOUCHERS PAYABLE	440-0000-211000		105.45
		VOUCHERS PAYABLE	500-0000-211000		1.65
		VOUCHERS PAYABLE	610-0000-211000		157.76
		VOUCHERS PAYABLE	620-0000-211000		304.27
		TOTAL INCREASE IN PAYABI			2,655.65

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/17/2025	AP	SECURIAN FINANCIAL GROUP INC	Invoice: 76038-JAN2025 Ref#: 68711(JAN 2025 ACCIDENT INSURANCE)			
AP Trx #: 104010						
		ACCIDENT - SUPPLEMENTAL INSURANCE	100-0000-215305	65.12		
		ACCIDENT - SUPPLEMENTAL INSURANCE	150-0000-215305	10.88		
		ACCIDENT - SUPPLEMENTAL INSURANCE	440-0000-215305	5.11		
		ACCIDENT - SUPPLEMENTAL INSURANCE	500-0000-215305	1.35		
		Vnd: 3136 Invoice: 76038-JAN2025	100-0000-211000		65.12	
		Vnd: 3136 Invoice: 76038-JAN2025	150-0000-211000		10.88	
		Vnd: 3136 Invoice: 76038-JAN2025	440-0000-211000		5.11	
		Vnd: 3136 Invoice: 76038-JAN2025	500-0000-211000		1.35	
		Expected Check Run: 01/17/2025				
				82.46	82.46	
				82.46	82.46	
Cash/Payable Account Totals:						
		VOUCHERS PAYABLE	100-0000-211000		65.12	
		VOUCHERS PAYABLE	150-0000-211000		10.88	
		VOUCHERS PAYABLE	440-0000-211000		5.11	
		VOUCHERS PAYABLE	500-0000-211000		1.35	
		GRAND TOTAL:			82.46	

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/22/2025	AP	EAST TROY HOUSE	Invoice: APPDINNER Ref#: 68602 (ROOM RENTAL AND BARTENDER)			
AP Trx #: 104012		EMPLOYEE RECOGNITION	100-5141-539800	575.00		
		Vnd: 3382 Invoice: APPDINNER	100-0000-211000		575.00	
		Expected Check Run: 01/22/2025				
				575.00	575.00	
01/22/2025	AP	STOWELL'S CATERING SERVICE, INC	Invoice: APPDINNER Ref#: 68603 (CATERING FOR APPRECIATION DINNER)			
AP Trx #: 104013		EMPLOYEE RECOGNITION	100-5141-539800	1,440.00		
		Vnd: 3383 Invoice: APPDINNER	100-0000-211000		1,440.00	
		Expected Check Run: 01/22/2025				
				1,440.00	1,440.00	
				2,015.00	2,015.00	
Cash/Payable Account Totals:						
		VOUCHERS PAYABLE	100-0000-211000		2,015.00	
			TOTAL INCREASE IN PAYABI		2,015.00	

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/24/2025	AP	STOWELL'S CATERING SERVICE, INC	Invoice: APPDINNER Ref#: 68769(EMPLOYEE RECOGNITION)			
AP Trx #: 104016		EMPLOYEE RECOGNITION	100-5141-539800	90.00		
		Vnd: 3383 Invoice: APPDINNER	100-0000-211000		90.00	
		Expected Check Run: 01/24/2025				
				<u>90.00</u>	<u>90.00</u>	
				90.00	90.00	
Cash/Payable Account Totals:						
		VOUCHERS PAYABLE	100-0000-211000		90.00	
			GRAND TOTAL:		<u>90.00</u>	

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01/23/2025	AP	ADOBE *ADOBE	Invoice: ARMOUR ABBY Ref#: 68627(CREATIVE CLOUD APP)		
AP Trx #: 104018		OUTREACH	440-5511-533300	36.74	
		Vnd: MISCCC Invoice: ARMOUR ABBY	440-0000-211000		36.74
		Expected Check Run: 01/23/2025			
				36.74	36.74
12/31/2024	AP	AMAZON MARK* Z12H57US2	Invoice: STIEN JEFFREY R Ref#: 68686(FIRE PREVENTION SUPPLIES)		
AP Trx #: 104019		FIRE PREVENTION MATERIALS	150-5221-531300	57.80	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		57.80
		Expected Check Run: 01/23/2025			
				57.80	57.80
12/31/2024	AP	AMAZON MARK* Z939R1JX1	Invoice: STIEN JEFFREY R Ref#: 68690(FIRE PREVENTION SUPPLIES)		
AP Trx #: 104020		FIRE PREVENTION MATERIALS	150-5221-531300	19.99	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		19.99
		Expected Check Run: 01/23/2025			
				19.99	19.99
12/31/2024	AP	AMAZON MARK* Z94SR50J0	Invoice: STIEN JEFFREY R Ref#: 68689(EMS SUPPLIES)		
AP Trx #: 104021		OPERATIONAL SUPPLIES	150-5231-531100	37.98	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		37.98
		Expected Check Run: 01/23/2025			
				37.98	37.98
12/31/2024	AP	AMAZON MARK* Z97QC74F2	Invoice: STIEN JEFFREY R Ref#: 68687(EMS SUPPLIES)		
AP Trx #: 104022		OPERATIONAL SUPPLIES	150-5231-531100	19.98	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		19.98
		Expected Check Run: 01/23/2025			
				19.98	19.98
01/23/2025	AP	AMAZON MARK* ZD4I55D50	Invoice: STIEN JEFFREY R Ref#: 68695(2025 AMULANCE EQUIPMENT)		
AP Trx #: 104023		AMBULANCE CAPITAL EQUIP	430-5700-571400	344.99	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	430-0000-211000		344.99
		Expected Check Run: 01/23/2025			
				344.99	344.99

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12/31/2024	AP	AMAZON MARK* ZE26D7NV1	Invoice: STIEN JEFFREY R Ref#: 68692(FIRE INSPECTIONS 2024 NFPA 1)		
AP Trx #: 104024		OPERATIONAL SUPPLIES	150-5221-531100	329.80	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		329.80
		Expected Check Run: 01/23/2025		329.80	329.80
12/31/2024	AP	AMAZON MKTPL*Z94WZ07H0	Invoice: STREIT DANIEL Ref#: 68699(LABEL PRINTER TAPE)		
AP Trx #: 104025		OPERATIONAL SUPPLIES	100-5211-531100	25.59	
		Vnd: MISCCC Invoice: STREIT DANIEL	100-0000-211000		25.59
		Expected Check Run: 01/23/2025		25.59	25.59
01/23/2025	AP	AMAZON MKTPL*ZD94G7CZ1	Invoice: KUBIAK MICHAEL Ref#: 68672(RESERVE WHISTLE AND CHAIN)		
AP Trx #: 104026		NEW UNIFORM ISSUE	100-5211-534700	38.96	
		Vnd: MISCCC Invoice: KUBIAK MICHAEL	100-0000-211000		38.96
		Expected Check Run: 01/23/2025		38.96	38.96
12/31/2024	AP	AMZN MKTP US*Z92HE1EN0	Invoice: STREIT DANIEL Ref#: 68698(LABEL PRINTER TAPE)		
AP Trx #: 104027		OPERATIONAL SUPPLIES	100-5211-531100	13.69	
		Vnd: MISCCC Invoice: STREIT DANIEL	100-0000-211000		13.69
		Expected Check Run: 01/23/2025		13.69	13.69
01/23/2025	AP	AMZN MKTP US*ZD4XM0JB0	Invoice: STREIT DANIEL Ref#: 68700(ADDRESS STAMP)		
AP Trx #: 104028		OPERATIONAL SUPPLIES	100-5211-531100	26.74	
		Vnd: MISCCC Invoice: STREIT DANIEL	100-0000-211000		26.74
		Expected Check Run: 01/23/2025		26.74	26.74
01/23/2025	AP	AMZN MKTP US*ZD59T9LA2	Invoice: KINDER MATTHEW Ref#: 68663(HAULER STATION- SAMPLE CUPS)		
AP Trx #: 104029		LABORATORY	620-8010-826000	957.48	
		Vnd: MISCCC Invoice: KINDER MATTHEW	620-0000-211000		957.48
		Expected Check Run: 01/23/2025		957.48	957.48

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01/23/2025	AP	AMZN MKTP US*ZG71T0JX2	Invoice: KINDER MATTHEW Ref#: 68666(LAB SUPPLIES)		
AP Trx #: 104030		LABORATORY	620-8010-826000	21.88	
		Vnd: MISCCC Invoice: KINDER MATTHEW	620-0000-211000		21.88
		Expected Check Run: 01/23/2025		21.88	21.88
01/23/2025	AP	AMZN MKTP US*ZP27G7YB1	Invoice: STIEN JEFFREY R Ref#: 68694(2025 AMBULANCE EQUIPMENT)		
AP Trx #: 104031		AMBULANCE CAPITAL EQUIP	430-5700-571400	449.48	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	430-0000-211000		449.48
		Expected Check Run: 01/23/2025		449.48	449.48
01/23/2025	AP	APCO INTERNATIONAL INC	Invoice: ZAESKE DEBBIE Ref#: 68709(APCO TELECOMMUNICATOR COURSE FOR NEW		
AP Trx #: 104032		TRAINING & TRAVEL	100-5211-533500	410.00	
		Vnd: MISCCC Invoice: ZAESKE DEBBIE	100-0000-211000		410.00
		Expected Check Run: 01/23/2025		410.00	410.00
01/23/2025	AP	APPLE.COM/BILL	Invoice: SURA MATTHEW J Ref#: 68706(APPLE)		
AP Trx #: 104033		OPERATIONAL SUPPLIES	150-5221-531100	0.99	
		Vnd: MISCCC Invoice: SURA MATTHEW J	150-0000-211000		0.99
		Expected Check Run: 01/23/2025		0.99	0.99
01/23/2025	AP	APWA WISCONSIN CHAPTER	Invoice: BITTNER RONALD Ref#: 68635(BITTNER APWA SRING CONFERENCE)		
AP Trx #: 104034		TRAINING & TRAVEL	100-5323-533500	225.00	
		Training & Travel	410-5363-533500	50.00	
		Training & Travel	500-5344-533500	25.00	
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000		225.00
		Vnd: MISCCC Invoice: BITTNER RONALD	410-0000-211000		50.00
		Vnd: MISCCC Invoice: BITTNER RONALD	500-0000-211000		25.00
		Expected Check Run: 01/23/2025		300.00	300.00
12/31/2024	AP	CONWAY SHIELD	Invoice: WEGNER ANDREW P Ref#: 68707(HELMET FRONTS)		
AP Trx #: 104035		OPERATIONAL SUPPLIES	150-5222-531100	129.50	
		Vnd: MISCCC Invoice: WEGNER ANDREW P	150-0000-211000		129.50
		Expected Check Run: 01/23/2025		129.50	129.50

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01/23/2025	AP	COUSINS SUBS	Invoice: DYKSTRA DIANA Ref#: 68652(LUNCH FOR TAX HELPERS)		
AP Trx #: 104036		OTHER	100-5142-539900	48.68	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		48.68
		Expected Check Run: 01/23/2025		48.68	48.68
01/23/2025	AP	COUSINS SUBS	Invoice: DYKSTRA DIANA Ref#: 68653(LUNCH TAX HELPERS)		
AP Trx #: 104037		OTHER	100-5142-539900	43.25	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		43.25
		Expected Check Run: 01/23/2025		43.25	43.25
12/31/2024	AP	DISNEYPLUS	Invoice: CEITHAMER EMILY Ref#: 68640(MONTHLY BUNDLE SERVICE)		
AP Trx #: 104038		THINGERY MAINTENANCE	440-5511-531800	17.94	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		17.94
		Expected Check Run: 01/23/2025		17.94	17.94
12/31/2024	AP	DNH*GODADDY#3488860441	Invoice: BITTNER RONALD Ref#: 68632(PERFORMANCE STAGE DOMAIN NAME)		
AP Trx #: 104039		OPERATIONAL SUPPLIES	100-5521-531100	226.70	
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000		226.70
		Expected Check Run: 01/23/2025		226.70	226.70
01/23/2025	AP	DNR E PAY WATER PERMIT	Invoice: DYKSTRA DIANA Ref#: 68657(DAM TRANSFER FEE)		
AP Trx #: 104040		LAND ACQUISITION / DISPOSITION	480-5700-589600	653.00	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	480-0000-211000		653.00
		Expected Check Run: 01/23/2025		653.00	653.00
01/23/2025	AP	DNR E PAY WATER PERMIT CO	Invoice: DYKSTRA DIANA Ref#: 68656(DAM TRANSFER CONVENIENCE FEE)		
AP Trx #: 104041		LAND ACQUISITION / DISPOSITION	480-5700-589600	16.33	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	480-0000-211000		16.33
		Expected Check Run: 01/23/2025		16.33	16.33

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01/23/2025	AP	DOMINO'S 2096	Invoice: PRIDE JAMES Ref#: 68684(PIZZA FOR PROGRAM)		
AP Trx #: 104042		PROGRAMMING	440-5511-533100	59.08	
		Vnd: MISCCC Invoice: PRIDE JAMES	440-0000-211000		59.08
		Expected Check Run: 01/23/2025		59.08	59.08
01/23/2025	AP	DSPS E SERVICE FEE COM	Invoice: KINDER MATTHEW Ref#: 68664(DSPS- CONVENIENCE FEE)		
AP Trx #: 104043		OPERATION SUPPLY/EXPENSE	620-8010-827000	2.25	
		Vnd: MISCCC Invoice: KINDER MATTHEW	620-0000-211000		2.25
		Expected Check Run: 01/23/2025		2.25	2.25
01/23/2025	AP	DSPS E SERVICE FEE COM	Invoice: KINDER MATTHEW Ref#: 68667(DPW_BACKFLOW VALVE RENEWAL_CONVENIENCE)		
AP Trx #: 104044		REPAIRS & MAINTENANCE	100-5323-539500	0.45	
		Vnd: MISCCC Invoice: KINDER MATTHEW	100-0000-211000		0.45
		Expected Check Run: 01/23/2025		0.45	0.45
01/23/2025	AP	DSPS E SERVICE FEE COM	Invoice: KINDER MATTHEW Ref#: 68668(LIBRARY_BACKFLOW VALVE RENEWAL_CONVENIENCE)		
AP Trx #: 104045		CONTRACTUAL SERVICES	440-5511-522000	0.90	
		Vnd: MISCCC Invoice: KINDER MATTHEW	440-0000-211000		0.90
		Expected Check Run: 01/23/2025		0.90	0.90
01/23/2025	AP	DSPS EPAY ISE	Invoice: KINDER MATTHEW Ref#: 68665(BACKFLOW VALVE- RENEWAL)		
AP Trx #: 104046		OPERATION SUPPLY/EXPENSE	620-8010-827000	100.00	
		Vnd: MISCCC Invoice: KINDER MATTHEW	620-0000-211000		100.00
		Expected Check Run: 01/23/2025		100.00	100.00
01/23/2025	AP	DSPS EPAY ISE	Invoice: KINDER MATTHEW Ref#: 68669(DPW_BACKFLOW VALVE RENEWAL)		
AP Trx #: 104047		REPAIRS & MAINTENANCE	100-5323-539500	20.00	
		Vnd: MISCCC Invoice: KINDER MATTHEW	100-0000-211000		20.00
		Expected Check Run: 01/23/2025		20.00	20.00

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01/23/2025	AP	DSPS EPAY ISE	Invoice: KINDER MATTHEW Ref#: 68670(LIBRARY_BACKFLOW VALVE RENEWAL)		
AP Trx #: 104048		CONTRACTUAL SERVICES	440-5511-522000	40.00	
		Vnd: MISCCC Invoice: KINDER MATTHEW	440-0000-211000		40.00
		Expected Check Run: 01/23/2025		40.00	40.00
01/23/2025	AP	DULTMEIER SALES	Invoice: PETERSON RANDY Ref#: 68678(DULTMIER SHIPPING)		
AP Trx #: 104049		REPAIRS & MAINTENANCE	100-5324-539500	12.29	
		Vnd: MISCCC Invoice: PETERSON RANDY	100-0000-211000		12.29
		Expected Check Run: 01/23/2025		12.29	12.29
01/23/2025	AP	DULTMEIER SALES	Invoice: PETERSON RANDY Ref#: 68679(1-1/4X6 POLYPRO PIPE)		
AP Trx #: 104050		REPAIRS & MAINTENANCE	100-5324-539500	16.35	
		Vnd: MISCCC Invoice: PETERSON RANDY	100-0000-211000		16.35
		Expected Check Run: 01/23/2025		16.35	16.35
01/23/2025	AP	EAGLE MEDIA INC.	Invoice: STIEN JEFFREY R Ref#: 68696(ROLBIECKI CLOTHING)		
AP Trx #: 104051		CLOTHING ALLOWANCE	150-5233-534600	245.00	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		245.00
		Expected Check Run: 01/23/2025		245.00	245.00
01/23/2025	AP	EAGLE MEDIA INC.	Invoice: STIEN JEFFREY R Ref#: 68697(STIEN CLOTHING)		
AP Trx #: 104052		CLOTHING ALLOWANCE	150-5221-534600	164.00	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		164.00
		Expected Check Run: 01/23/2025		164.00	164.00
12/31/2024	AP	EBAY O*16-12460-71643	Invoice: MILLER KENNETH Ref#: 68675(LAWN MOWER PARTS)		
AP Trx #: 104053		OPERATION SUPPLY/EXPENSE	620-8010-827000	25.75	
		Vnd: MISCCC Invoice: MILLER KENNETH	620-0000-211000		25.75
		Expected Check Run: 01/23/2025		25.75	25.75

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01/23/2025	AP	GETSLING.COM	Invoice: ARMOUR ABBY Ref#: 68624(ANNUAL SUBSCRIPTION)		
AP Trx #: 104054		ELECTRONIC TOOLS & SERVICES	440-5511-534000	765.00	
		Vnd: MISCCC Invoice: ARMOUR ABBY	440-0000-211000		765.00
		Expected Check Run: 01/23/2025			
				765.00	765.00
01/23/2025	AP	IMAGESTUFF.COM	Invoice: KIM CATHRYN Ref#: 68661(SLP BRAG TAGS)		
AP Trx #: 104055		PROGRAMMING	440-5511-533100	106.00	
		Vnd: MISCCC Invoice: KIM CATHRYN	440-0000-211000		106.00
		Expected Check Run: 01/23/2025			
				106.00	106.00
01/23/2025	AP	ISA	Invoice: WILHARMS MICHAEL Ref#: 68708(WEGNER ISA MEMBERSHIP)		
AP Trx #: 104056		MEMBERSHIP DUES	100-5300-532400	180.00	
		Vnd: MISCCC Invoice: WILHARMS MICHAEL	100-0000-211000		180.00
		Expected Check Run: 01/23/2025			
				180.00	180.00
01/23/2025	AP	KWIK TRIP #1029	Invoice: DYKSTRA DIANA Ref#: 68650(2024 COFFEE CAROLERS PARTY)		
AP Trx #: 104057		2024 COFFEE CAROLERS PARTY	100-5142-531100	42.16	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		42.16
		Expected Check Run: 01/23/2025			
				42.16	42.16
01/23/2025	AP	MAILCHIMP	Invoice: DYKSTRA DIANA Ref#: 68651(WEEKLY WRAP)		
AP Trx #: 104058		SOFTWARE SUPPORT/MAINTENANCE	100-5141-522900	47.25	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		47.25
		Expected Check Run: 01/23/2025			
				47.25	47.25
01/23/2025	AP	METRO MARKET #384	Invoice: DYKSTRA DIANA Ref#: 68654(KROPF SWEARING IN)		
AP Trx #: 104059		EMPLOYEE RECOGNITION	100-5141-539800	52.92	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		52.92
		Expected Check Run: 01/23/2025			
				52.92	52.92

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/23/2025	AP	METRO MARKET #384	Invoice: STIEN JEFFREY R Ref#: 68693(STATION SUPPLIES)		
AP Trx #: 104060		OPERATIONAL SUPPLIES	150-5221-531100	37.78	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		37.78
		Expected Check Run: 01/23/2025		<u>37.78</u>	<u>37.78</u>
01/23/2025	AP	MOCIC	Invoice: STREIT DANIEL Ref#: 68701(MOCIC ANNUAL MEMBERSHIP)		
AP Trx #: 104061		MEMBERSHIP DUES	100-5213-532400	150.00	
		Vnd: MISCCC Invoice: STREIT DANIEL	100-0000-211000		150.00
		Expected Check Run: 01/23/2025		<u>150.00</u>	<u>150.00</u>
01/23/2025	AP	MORAINÉ PARK TECHNICAL	Invoice: CASTLE WAYNE A Ref#: 68638(WATER CERTIFICATION CLASSES_MW)		
AP Trx #: 104062		MISC GENERAL EXPENSES	610-6920-693000	666.30	
		Vnd: MISCCC Invoice: CASTLE WAYNE A	610-0000-211000		666.30
		Expected Check Run: 01/23/2025		<u>666.30</u>	<u>666.30</u>
01/23/2025	AP	MORAINÉ PARK TECHNICAL	Invoice: CASTLE WAYNE A Ref#: 68639(WATER CERTIFICATION CLASSES_SERVICE)		
AP Trx #: 104063		MISC GENERAL EXPENSES	610-6920-693000	19.66	
		Vnd: MISCCC Invoice: CASTLE WAYNE A	610-0000-211000		19.66
		Expected Check Run: 01/23/2025		<u>19.66</u>	<u>19.66</u>
01/23/2025	AP	MY-STICKY-ELEMENTS - B	Invoice: ARMOUR ABBY Ref#: 68626(1 YEAR SUBSCRIPTION)		
AP Trx #: 104064		ELECTRONIC TOOLS & SERVICES	440-5511-534000	29.25	
		Vnd: MISCCC Invoice: ARMOUR ABBY	440-0000-211000		29.25
		Expected Check Run: 01/23/2025		<u>29.25</u>	<u>29.25</u>
01/23/2025	AP	NASECA-WI	Invoice: BITTNER RONALD Ref#: 68634(BITTNER MEMBERSHIP)		
AP Trx #: 104065		MEMBERSHIP DUES	100-5300-532400	35.00	
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000		35.00
		Expected Check Run: 01/23/2025		<u>35.00</u>	<u>35.00</u>

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01/23/2025	AP	NETFLIX.COM	Invoice: KIM CATHRYN Ref#: 68659(1/1/25-1/31/25 STREAMING SERVICE)		
AP Trx #: 104066		THINGERY MAINTENANCE	440-5511-531800	22.99	
		Vnd: MISCCC Invoice: KIM CATHRYN	440-0000-211000		22.99
		Expected Check Run: 01/23/2025		<u>22.99</u>	<u>22.99</u>
12/31/2024	AP	OPC MSC*SERVICE FEE 024	Invoice: BROWN DAVID Ref#: 68637(WRWA CLASS- CONVENIENCE FEE)		
AP Trx #: 104067		MISC GENERAL EXPENSES	610-6920-693000	6.35	
		Vnd: MISCCC Invoice: BROWN DAVID	610-0000-211000		6.35
		Expected Check Run: 01/23/2025		<u>6.35</u>	<u>6.35</u>
12/31/2024	AP	OPC*WISCONSIN RURAL WTR	Invoice: BROWN DAVID Ref#: 68636(WRWA CLASS)		
AP Trx #: 104068		MISC GENERAL EXPENSES	610-6920-693000	110.00	
		Vnd: MISCCC Invoice: BROWN DAVID	610-0000-211000		110.00
		Expected Check Run: 01/23/2025		<u>110.00</u>	<u>110.00</u>
12/31/2024	AP	PARTY CITY 5337	Invoice: PRIDE JAMES Ref#: 68680(STAFF RECOGNITION)		
AP Trx #: 104069		DONATED FUND EXPENDITURES	440-5890-580600	16.51	
		Vnd: MISCCC Invoice: PRIDE JAMES	440-0000-211000		16.51
		Expected Check Run: 01/23/2025		<u>16.51</u>	<u>16.51</u>
01/23/2025	AP	PICK N SAVE #414	Invoice: DYKSTRA DIANA Ref#: 68655(SODA FOR RECOGNITION DINNER)		
AP Trx #: 104070		EMPLOYEE RECOGNITION SODA	100-5141-539800	60.02	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		60.02
		Expected Check Run: 01/23/2025		<u>60.02</u>	<u>60.02</u>
01/23/2025	AP	RACINE ART MUSEUM	Invoice: CEITHAMER EMILY Ref#: 68647(EXPLORE PASS/ PD BY FRIENDS)		
AP Trx #: 104071		DONATED FUND EXPENDITURES	440-5890-580600	125.00	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		125.00
		Expected Check Run: 01/23/2025		<u>125.00</u>	<u>125.00</u>

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12/31/2024	AP	SCUBA.COM	Invoice: STIEN JEFFREY R Ref#: 68688(DIVE GEAR)		
AP Trx #: 104072		FIRE DEPT CAPITAL EQUIP	150-5700-571300	1,069.75	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		1,069.75
		Expected Check Run: 01/23/2025			
				1,069.75	1,069.75
12/31/2024	AP	SCUBA.COM	Invoice: STIEN JEFFREY R Ref#: 68691(DIVE EQUIPMENT- LUXFER)		
AP Trx #: 104073		FIRE DEPT CAPITAL EQUIP	150-5700-571300	139.95	
		Vnd: MISCCC Invoice: STIEN JEFFREY R	150-0000-211000		139.95
		Expected Check Run: 01/23/2025			
				139.95	139.95
01/23/2025	AP	SIGNUPGENIUS	Invoice: KIM CATHRYN Ref#: 68660(ANNUAL SUBSCRIPTION)		
AP Trx #: 104074		ELECTRONIC TOOLS & SERVICES	440-5511-534000	539.89	
		Vnd: MISCCC Invoice: KIM CATHRYN	440-0000-211000		539.89
		Expected Check Run: 01/23/2025			
				539.89	539.89
01/23/2025	AP	SIMPLE TIRE	Invoice: PETERSON RANDY Ref#: 68677(TIRES FOR DPW TRUCK #4)		
AP Trx #: 104075		REPAIRS & MAINTENANCE	100-5324-539500	328.65	
		Vnd: MISCCC Invoice: PETERSON RANDY	100-0000-211000		328.65
		Expected Check Run: 01/23/2025			
				328.65	328.65
12/31/2024	AP	SP TRUECABLE	Invoice: BITTNER RONALD Ref#: 68630(DATA CABLE)		
AP Trx #: 104076		OPERATIONAL SUPPLIES	100-5160-531100	334.38	
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000		334.38
		Expected Check Run: 01/23/2025			
				334.38	334.38
12/31/2024	AP	SQ *PAXUSA LLC	Invoice: SURA MATTHEW J Ref#: 68703(EMS BAGS)		
AP Trx #: 104077		AMBULANCE CAPITAL EQUIP	150-5700-571400	3,183.00	
		Vnd: MISCCC Invoice: SURA MATTHEW J	150-0000-211000		3,183.00
		Expected Check Run: 01/23/2025			
				3,183.00	3,183.00

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01/23/2025	AP	SQ *PRAIRIE CREEK	Invoice: ZERFAS SHAY Ref#: 68710 (ACRYLIC DIVIDERS)		
AP Trx #: 104078		OPERATIONAL SUPPLIES	100-5142-531100	44.00	
		Vnd: MISCCC Invoice: ZERFAS SHAY	100-0000-211000		44.00
		Expected Check Run: 01/23/2025			
				44.00	44.00
01/23/2025	AP	SQ *SMV ENTERPRISES LLC	Invoice: CEITHAMER EMILY Ref#: 68645 (BOOKS)		
AP Trx #: 104079		BOOKS	440-5700-532800	15.00	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		15.00
		Expected Check Run: 01/23/2025			
				15.00	15.00
01/23/2025	AP	THRIFT BOOKS GLOBAL, LLC	Invoice: CEITHAMER EMILY Ref#: 68641 (BOOKS)		
AP Trx #: 104080		BOOKS	440-5700-532800	185.10	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		185.10
		Expected Check Run: 01/23/2025			
				185.10	185.10
01/23/2025	AP	THRIFT BOOKS GLOBAL, LLC	Invoice: CEITHAMER EMILY Ref#: 68642 (BOOKS)		
AP Trx #: 104081		BOOKS	440-5700-532800	104.27	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		104.27
		Expected Check Run: 01/23/2025			
				104.27	104.27
01/23/2025	AP	THRIFT BOOKS GLOBAL, LLC	Invoice: CEITHAMER EMILY Ref#: 68643 (BOOKS)		
AP Trx #: 104082		BOOKS	440-5700-532800	28.94	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		28.94
		Expected Check Run: 01/23/2025			
				28.94	28.94
01/23/2025	AP	THRIFT BOOKS GLOBAL, LLC	Invoice: CEITHAMER EMILY Ref#: 68644 (BOOKS)		
AP Trx #: 104083		BOOKS	440-5700-532800	44.65	
		Vnd: MISCCC Invoice: CEITHAMER EMILY	440-0000-211000		44.65
		Expected Check Run: 01/23/2025			
				44.65	44.65

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
12/31/2024	AP	US BANK STATEMENT CREDITS	Invoice: CEITHAMER EMILY Ref#: 68646(MURDER MYSTERY / REFUND)		
AP Trx #: 104084		PROGRAMMING	440-5511-533100		248.55
		Vnd: 3384 Invoice: CEITHAMER EMILY	440-0000-211000	248.55	
		Expected Check Run: 01/23/2025			
				248.55	248.55
12/31/2024	AP	US BANK STATEMENT CREDITS	Invoice: MILLER KENNETH Ref#: 68674(REFUND- LAWN MOWER PARTS)		
AP Trx #: 104085		OPERATION SUPPLY/EXPENSE	620-8010-827000		25.75
		Vnd: 3384 Invoice: MILLER KENNETH	620-0000-211000	25.75	
		Expected Check Run: 01/23/2025			
				25.75	25.75
01/23/2025	AP	US BANK STATEMENT CREDITS	Invoice: PRIDE JAMES Ref#: 68682(TAX REFUND)		
AP Trx #: 104086		OUTREACH	440-5511-533300		2.67
		Vnd: 3384 Invoice: PRIDE JAMES	440-0000-211000	2.67	
		Expected Check Run: 01/23/2025			
				2.67	2.67
01/23/2025	AP	US BANK STATEMENT CREDITS	Invoice: SURA MATTHEW J Ref#: 68702(MENDEN- WEMSA AND CREDIT)		
AP Trx #: 104087		TRAINING & TRAVEL	150-5221-533500		144.00
		Vnd: 3384 Invoice: SURA MATTHEW J	150-0000-211000	144.00	
		Expected Check Run: 01/23/2025			
				144.00	144.00
01/23/2025	AP	USPS PO 5657100149	Invoice: KREISER ROBERT Ref#: 68671(CERTIFIED LETTER)		
AP Trx #: 104088		POSTAGE	100-5211-531500	9.68	
		Vnd: MISCCC Invoice: KREISER ROBERT	100-0000-211000		9.68
		Expected Check Run: 01/23/2025			
				9.68	9.68

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/23/2025	AP	VBS*VONAGE BUSINESS	Invoice: DOHERTY DIANA Ref#: 68719(JANUARY BILLING)		
AP Trx #: 104089					
		TELEPHONE	100-5141-522500	19.78	
		TELEPHONE	100-5142-522500	89.28	
		SOFTWARE SUPPORT/MAINTENANCE	100-5145-522900	89.05	
		TELEPHONE	100-5241-522500	59.35	
		TELEPHONE	100-5323-522500	59.60	
		TELEPHONE	100-5512-522500	19.78	
		TELEPHONE	100-5120-522500	19.78	
		TELEPHONE	100-5211-522500	370.33	
		TELEPHONE	150-5221-522500	361.36	
		TELEPHONE	440-5511-522500	403.44	
		OFFICE SUPPLIES & EXPENSES	610-6920-692100	52.08	
		OFFICE SUPPLIES & EXPENSES	620-8400-851000	52.08	
		Vnd: MISCCC Invoice: DOHERTY DIANA	100-0000-211000		726.95
		Vnd: MISCCC Invoice: DOHERTY DIANA	150-0000-211000		361.36
		Vnd: MISCCC Invoice: DOHERTY DIANA	440-0000-211000		403.44
		Vnd: MISCCC Invoice: DOHERTY DIANA	610-0000-211000		52.08
		Vnd: MISCCC Invoice: DOHERTY DIANA	620-0000-211000		52.08
		Expected Check Run: 01/23/2025			
				1,595.91	1,595.91
01/23/2025	AP	WAL-MART #1571	Invoice: KIM CATHRYN Ref#: 68662(PROGRAM SUPPLIES)		
AP Trx #: 104090					
		PROGRAMMING	440-5511-533100	35.50	
		Vnd: MISCCC Invoice: KIM CATHRYN	440-0000-211000		35.50
		Expected Check Run: 01/23/2025			
				35.50	35.50
01/23/2025	AP	WAL-MART #1571	Invoice: KUBIAK MICHAEL Ref#: 68673(BATTERIES)		
AP Trx #: 104091					
		OPERATIONAL SUPPLIES	100-5211-531100	19.97	
		Vnd: MISCCC Invoice: KUBIAK MICHAEL	100-0000-211000		19.97
		Expected Check Run: 01/23/2025			
				19.97	19.97
01/23/2025	AP	WATER COFFEE DELIVERY	Invoice: SMITH JAMES A Ref#: 68685(LAB SUPPLIES)		
AP Trx #: 104092					
		LABORATORY	620-8010-826000	247.07	
		Vnd: MISCCC Invoice: SMITH JAMES A	620-0000-211000		247.07
		Expected Check Run: 01/23/2025			
				247.07	247.07

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/23/2025	AP	WI EMS ASSOCMEMBERSHIP	Invoice: SURA MATTHEW J Ref#: 68704(SURA- WEMSA TRAINING)		
AP Trx #: 104093		TRAINING & TRAVEL	150-5233-533500	300.00	
		Vnd: MISCCC Invoice: SURA MATTHEW J	150-0000-211000		300.00
		Expected Check Run: 01/23/2025			
				300.00	300.00
01/23/2025	AP	WISCONSIN LIBRARY ASSOCIA	Invoice: ARMOUR ABBY Ref#: 68625(LIBRARY LEGISLATIVE DAY)		
AP Trx #: 104094		TRAINING & TRAVEL	440-5511-533500	90.00	
		Vnd: MISCCC Invoice: ARMOUR ABBY	440-0000-211000		90.00
		Expected Check Run: 01/23/2025			
				90.00	90.00
01/23/2025	AP	WISCONSIN LIBRARY ASSOCIA	Invoice: ARMOUR ABBY Ref#: 68628(LIBRARY LEGISLATIVE DAY)		
AP Trx #: 104095		TRAINING & TRAVEL	440-5511-533500	90.00	
		Vnd: MISCCC Invoice: ARMOUR ABBY	440-0000-211000		90.00
		Expected Check Run: 01/23/2025			
				90.00	90.00
12/31/2024	AP	WM SUPERCENTER #1571	Invoice: BITTNER RONALD Ref#: 68631(HOLIDAY LIGHTING)		
AP Trx #: 104096		REPAIRS & MAINTENANCE	100-5522-539500	15.88	
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000		15.88
		Expected Check Run: 01/23/2025			
				15.88	15.88
01/23/2025	AP	WM SUPERCENTER #1571	Invoice: DYKSTRA DIANA Ref#: 68649(2024 COOKIES CAROLERS)		
AP Trx #: 104097		2024 COOKIES FOR CAROLERS	100-5142-531100	26.80	
		Vnd: MISCCC Invoice: DYKSTRA DIANA	100-0000-211000		26.80
		Expected Check Run: 01/23/2025			
				26.80	26.80
12/31/2024	AP	WM SUPERCENTER #1571	Invoice: KIM CATHRYN Ref#: 68658(CLEANING SUPPLIES)		
AP Trx #: 104098		OPERATIONAL SUPPLIES	440-5511-531100	27.66	
		Vnd: MISCCC Invoice: KIM CATHRYN	440-0000-211000		27.66
		Expected Check Run: 01/23/2025			
				27.66	27.66

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount		
01/23/2025	AP	WM SUPERCENTER #1571	Invoice: MILLER KENNETH Ref#: 68676(PHONE CHARGERS)				
AP Trx #: 104099		OFFICE SUPPLIES & EXPENSES	610-6920-692100	20.95			
		OFFICE SUPPLIES & EXPENSES	620-8400-851000	20.96			
		Vnd: MISCCC Invoice: MILLER KENNETH	610-0000-211000				20.95
		Vnd: MISCCC Invoice: MILLER KENNETH	620-0000-211000				20.96
		Expected Check Run: 01/23/2025					
				41.91		41.91	
01/23/2025	AP	WWW.BESTOFSIGNS.COM	Invoice: PRIDE JAMES Ref#: 68681(CUSTOM BANNER)				
AP Trx #: 104100		OUTREACH	440-5511-533300	56.09			
		Vnd: MISCCC Invoice: PRIDE JAMES	440-0000-211000				56.09
		Expected Check Run: 01/23/2025					
				56.09		56.09	
01/23/2025	AP	WWW.BESTOFSIGNS.COM	Invoice: PRIDE JAMES Ref#: 68683(SIGN CHANGE ORDER COST)				
AP Trx #: 104101		OUTREACH	440-5511-533300	7.30			
		Vnd: MISCCC Invoice: PRIDE JAMES	440-0000-211000				7.30
		Expected Check Run: 01/23/2025					
				7.30		7.30	
12/31/2024	AP	WWW.UI.COM	Invoice: BITTNER RONALD Ref#: 68629(BUILDING EQUIPT REPAIRS)				
AP Trx #: 104102		2024 BUILDING REPAIRS EQUIPMENT	100-5141-521900	1,784.00			
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000				1,784.00
		Expected Check Run: 01/23/2025					
				1,784.00		1,784.00	
01/23/2025	AP	ZOOM.COM 888-799-9666	Invoice: SURA MATTHEW J Ref#: 68705(ZOOM 2025)				
AP Trx #: 104103		OPERATIONAL SUPPLIES	150-5221-531100	159.90			
		Vnd: MISCCC Invoice: SURA MATTHEW J	150-0000-211000				159.90
		Expected Check Run: 01/23/2025					
				159.90		159.90	
01/23/2025	AP	ZORO TOOLS INC	Invoice: BITTNER RONALD Ref#: 68633(LOBBY HEATERS)				
AP Trx #: 104104		BLDG REPAIRS & MAINTENANCE	100-5211-539400	1,946.83			
		Vnd: MISCCC Invoice: BITTNER RONALD	100-0000-211000				1,946.83
		Expected Check Run: 01/23/2025					
				1,946.83		1,946.83	
				20,278.80		20,278.80	
Cash/Payable Account Totals:							
VOUCHERS PAYABLE			100-0000-211000			6,912.10	101

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		VOUCHERS PAYABLE	150-0000-211000		6,112.78
		VOUCHERS PAYABLE	410-0000-211000		50.00
		VOUCHERS PAYABLE	430-0000-211000		794.47
		VOUCHERS PAYABLE	440-0000-211000		2,596.03
		VOUCHERS PAYABLE	480-0000-211000		669.33
		VOUCHERS PAYABLE	500-0000-211000		25.00
		VOUCHERS PAYABLE	610-0000-211000		875.34
		VOUCHERS PAYABLE	620-0000-211000		1,401.72
			TOTAL INCREASE IN PAYABI		19,436.86

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/30/2025	AP	GREAT WEST RETIREMENT SERVICES	Invoice: PR013125 Ref#: 68852 (RETIREMENT)		
AP Trx #: 104106					
		DEFERRED COMPENSATION	100-0000-215250	799.56	
		DEFERRED COMPENSATION	150-0000-215250	3,884.37	
		Vnd: 0005 Invoice: PR013125	100-0000-211000		799.56
		Vnd: 0005 Invoice: PR013125	150-0000-211000		3,884.37
		Expected Check Run: 01/30/2025			
				4,683.93	4,683.93
01/30/2025	AP	MISSION SQUARE	Invoice: PR 013125 Ref#: 68853 (RETIREMENT)		
AP Trx #: 104107					
		DEFERRED COMPENSATION	100-0000-215250	4,163.55	
		DEFERRED COMPENSATION	150-0000-215250	64.38	
		DEFERRED COMPENSATION	440-0000-215250	1,028.64	
		DEFERRED COMPENSATION	610-0000-215250	253.65	
		DEFERRED COMPENSATION	620-0000-215250	291.26	
		DEFERRED COMPENSATION	500-0000-215250	2.26	
		Vnd: 0010 Invoice: PR 013125	100-0000-211000		4,163.55
		Vnd: 0010 Invoice: PR 013125	150-0000-211000		64.38
		Vnd: 0010 Invoice: PR 013125	440-0000-211000		1,028.64
		Vnd: 0010 Invoice: PR 013125	610-0000-211000		253.65
		Vnd: 0010 Invoice: PR 013125	620-0000-211000		291.26
		Vnd: 0010 Invoice: PR 013125	500-0000-211000		2.26
		Expected Check Run: 01/30/2025			
				5,803.74	5,803.74

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/30/2025	AP	UKG INC.	Invoice: 300140515 Ref#: 68847(PAYROLL PROCESSING FEES DEC 2024)		
AP Trx #: 104108					
		PAYROLL PROCESSING FEES DEC 2024	100-5300-539900	126.50	
		PAYROLL PROCESSING FEES DEC 2024	100-5111-539900	98.39	
		PAYROLL PROCESSING FEES DEC 2024	100-5120-539900	28.11	
		PAYROLL PROCESSING FEES DEC 2024	100-5145-539900	42.16	
		PAYROLL PROCESSING FEES DEC 2024	100-5142-539900	14.06	
		PAYROLL PROCESSING FEES DEC 2024	100-5241-539900	28.11	
		PAYROLL PROCESSING FEES DEC 2024	100-5211-539900	154.61	
		PAYROLL PROCESSING FEES DEC 2024	100-5212-539900	154.61	
		PAYROLL PROCESSING FEES DEC 2024	100-5213-521900	28.11	
		PAYROLL PROCESSING FEES DEC 2024	150-5221-539900	393.56	
		PAYROLL PROCESSING FEES DEC 2024	440-5511-534000	407.61	
		PAYROLL PROCESSING FEES DEC 2024	610-6902-690300	56.22	
		PAYROLL PROCESSING FEES DEC 2024	620-8300-840000	42.17	
		PAYROLL PROCESSING FEES DEC 2024	150-5233-531100	84.33	
		PAYROLL PROCESSING FEES DEC 2024	100-5141-539900	14.06	
		PAYROLL PROCESSING FEES DEC 2024	100-5144-521900	126.50	
		PAYROLL PROCESSING FEES DEC 2024	100-5670-521900	14.06	
		Vnd: 3181 Invoice: 300140515	100-0000-211000		829.28
		Vnd: 3181 Invoice: 300140515	150-0000-211000		477.89
		Vnd: 3181 Invoice: 300140515	440-0000-211000		407.61
		Vnd: 3181 Invoice: 300140515	610-0000-211000		56.22
		Vnd: 3181 Invoice: 300140515	620-0000-211000		42.17
		Expected Check Run: 01/30/2025			
				1,813.17	1,813.17
01/30/2025	AP	WI DEPT OF REVENUE QTRLY TAX	Invoice: 4TH QTR 2024 Ref#: 68851(WI DEPT OF REVENUE QTRLY TAX)		
AP Trx #: 104109					
		OTHER	100-5521-539900	271.31	
		OTHER	100-5160-539900	28.92	
		OTHER	440-5511-539900	123.29	
		OTHER	440-5511-539900	75.16	
		Vnd: 0151 Invoice: 4TH QTR 2024	100-0000-211000		300.23
		Vnd: 0151 Invoice: 4TH QTR 2024	440-0000-211000		198.45
		Expected Check Run: 01/30/2025			
				498.68	498.68

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount	
01/30/2025	AP	WI RETIREMENT SYSTEM	Invoice: JAN 2025 Ref#: 68846(WISCONSIN RETIREMENT CONTRIBUTIONS - DEC)			
AP Trx #: 104110						
		WRS DEC 2024 CONTRIBUTIONS	100-0000-215200	44,157.46		
		WRS DEC 2024 CONTRIBUTIONS	150-0000-215200	32,516.85		
		WRS DEC 2024 CONTRIBUTIONS	440-0000-215200	7,306.04		
		WRS DEC 2024 CONTRIBUTIONS	500-0000-215200	103.64		
		WRS DEC 2024 CONTRIBUTIONS	610-0000-215200	2,608.56		
		WRS DEC 2024 CONTRIBUTIONS	620-0000-215200	3,489.72		
		WRS DEC 2024 ADJ	100-0000-215200		0.04	
		Vnd: 0019 Invoice: JAN 2025	100-0000-211000		44,157.42	
		Vnd: 0019 Invoice: JAN 2025	150-0000-211000		32,516.85	
		Vnd: 0019 Invoice: JAN 2025	440-0000-211000		7,306.04	
		Vnd: 0019 Invoice: JAN 2025	500-0000-211000		103.64	
		Vnd: 0019 Invoice: JAN 2025	610-0000-211000		2,608.56	
		Vnd: 0019 Invoice: JAN 2025	620-0000-211000		3,489.72	
Expected Check Run: 01/30/2025						
				90,182.27	90,182.27	
				102,981.79	102,981.79	
Cash/Payable Account Totals:						
		VOUCHERS PAYABLE	100-0000-211000		50,250.04	
		VOUCHERS PAYABLE	150-0000-211000		36,943.49	
		VOUCHERS PAYABLE	440-0000-211000		8,940.74	
		VOUCHERS PAYABLE	500-0000-211000		105.90	
		VOUCHERS PAYABLE	610-0000-211000		2,918.43	
		VOUCHERS PAYABLE	620-0000-211000		3,823.15	
		TOTAL INCREASE IN PAYABI			102,981.75	

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Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/29/2025	AP	BENJAMIN D KOHOUT	Invoice: 2024-C Ref#: 68844(TAX OVERPAYMENT MUKV 1973035)		
AP Trx #: 104116		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	126.37	
		Vnd: MISCTX Invoice: 2024-C	720-0000-211000		126.37
		Expected Check Run: 01/30/2025		<u>126.37</u>	<u>126.37</u>
01/29/2025	AP	BIELINSKI HOMES INC	Invoice: 2024-C Ref#: 68843(TAX OVERPAYMENT MUKV 1957001017)		
AP Trx #: 104117		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	2,749.69	
		Vnd: MISCTX Invoice: 2024-C	720-0000-211000		2,749.69
		Expected Check Run: 01/30/2025		<u>2,749.69</u>	<u>2,749.69</u>
01/29/2025	AP	CASSIDY BERNIS	Invoice: 2024-C Ref#: 68842(TAX OVERPAYMENT MUKV 1978090)		
AP Trx #: 104118		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	350.57	
		Vnd: MISCTX Invoice: 2024-C	720-0000-211000		350.57
		Expected Check Run: 01/30/2025		<u>350.57</u>	<u>350.57</u>
01/29/2025	AP	CHRISTINE A MIHLBAUER	Invoice: 2024-C Ref#: 68841(TAX OVERPAYMENT MUKV 1973062)		
AP Trx #: 104119		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	1,229.30	
		Vnd: MISCTX Invoice: 2024-C	720-0000-211000		1,229.30
		Expected Check Run: 01/30/2025		<u>1,229.30</u>	<u>1,229.30</u>
01/29/2025	AP	JOEL A NELSON	Invoice: 2024-C Ref#: 68840(TAX OVERPAYMENT MUKV 1967026)		
AP Trx #: 104120		OVERPAYMENT/REFUND OF TAXES	720-0000-121100	4,318.53	
		Vnd: MISCTX Invoice: 2024-C	720-0000-211000		4,318.53
		Expected Check Run: 01/30/2025		<u>4,318.53</u>	<u>4,318.53</u>
01/30/2025	AP	MUKWONAGO PROFESSIONAL	Invoice: JANUARY 2025 Ref#: 68849(JANUARY 2025 FIRE UNION DUES)		
AP Trx #: 104121		UNION DUES PAYABLE	150-0000-215500	1,275.00	
		Vnd: 0017 Invoice: JANUARY 2025	150-0000-211000		1,275.00
		Expected Check Run: 01/30/2025		<u>1,275.00</u>	<u>1,275.00</u>

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
01/30/2025	AP	MUKWONAGO PROFESSIONAL POLICE	Invoice: JANUARY 2025 Ref#: 68848(JANUARY 2025 POLICE UNION DUES)		
AP Trx #: 104122		UNION DUES PAYABLE	100-0000-215500	825.00	
		Vnd: 0016 Invoice: JANUARY 2025	100-0000-211000		825.00
		Expected Check Run: 01/30/2025		<u>825.00</u>	<u>825.00</u>
01/30/2025	AP	VILLAGE OF MUKWONAGO MRA	Invoice: JANUARY 2025 Ref#: 68850(JANUARY 2025 FSA)		
AP Trx #: 104123		FLEXIBLE SPENDING CONTRIBUTION	100-0000-215350	3,037.21	
		FLEXIBLE SPENDING CONTRIBUTION	150-0000-215350	1,456.97	
		FLEXIBLE SPENDING CONTRIBUTION	440-0000-215350	60.00	
		FLEXIBLE SPENDING CONTRIBUTION	610-0000-215350	5.64	
		FLEXIBLE SPENDING CONTRIBUTION	620-0000-215350	346.29	
		Vnd: 0018 Invoice: JANUARY 2025	100-0000-211000		3,037.21
		Vnd: 0018 Invoice: JANUARY 2025	150-0000-211000		1,456.97
		Vnd: 0018 Invoice: JANUARY 2025	440-0000-211000		60.00
		Vnd: 0018 Invoice: JANUARY 2025	610-0000-211000		5.64
		Vnd: 0018 Invoice: JANUARY 2025	620-0000-211000		346.29
		Expected Check Run: 01/30/2025		<u>4,906.11</u>	<u>4,906.11</u>
				<u>15,780.57</u>	<u>15,780.57</u>
Cash/Payable Account Totals:					
		VOUCHERS PAYABLE	100-0000-211000		3,862.21
		VOUCHERS PAYABLE	150-0000-211000		2,731.97
		VOUCHERS PAYABLE	440-0000-211000		60.00
		VOUCHERS PAYABLE	610-0000-211000		5.64
		VOUCHERS PAYABLE	620-0000-211000		346.29
		VOUCHERS PAYABLE	720-0000-211000		8,774.46
		TOTAL INCREASE IN PAYABI			15,780.57

PERIOD ENDING 12/31/2024

PRELIMINARY YEAR END FIGURES

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 12/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	733,800.00	84,344.20	649,455.80	11.49
PTAX	GENERAL PROPERTY TAX	3,292,240.00	3,291,385.43	854.57	99.97
TAXES	OTHER TAXES	438,834.00	431,873.47	6,960.53	98.41
IGOVTRV	INTERGOVERNMENTAL REVENUES	1,069,963.00	1,094,681.90	(24,718.90)	102.31
LICPER	LICENSES & PERMITS	277,429.00	476,657.99	(199,228.99)	171.81
LAWORD	FINES & FORFEITURES	145,000.00	130,494.50	14,505.50	90.00
PUBCHGS	PUBLIC CHARGES FOR SERVICES	18,198.00	20,084.80	(1,886.80)	110.37
LEISURE	LEISURE ACTIVITIES	72,000.00	56,217.77	15,782.23	78.08
IGOVTC	INTERGOVERNMENTAL CHARGES	201,732.00	235,707.04	(33,975.04)	116.84
INVTINC	INVESTMENT INCOME	160,937.00	344,783.84	(183,846.84)	214.24
TOTAL REVENUES		6,410,133.00	6,166,230.94	243,902.06	96.20
Expenditures					
5111	VILLAGE BOARD	72,363.00	87,289.33	(14,926.33)	120.63
5112	HISTORIC PRESERVATION	290.00	26.71	263.29	9.21
5120	MUNICIPAL COURT	39,567.00	39,242.44	324.56	99.18
5130	VILLAGE ATTORNEY	118,750.00	84,820.43	33,929.57	71.43
5141	VILLAGE ADMINISTRATOR	271,929.00	181,353.89	90,575.11	66.69
5142	CLERK-TREASURER	280,919.00	231,598.56	49,320.44	82.44
5144	ELECTIONS	31,650.00	27,471.87	4,178.13	86.80
5145	FINANCE DEPARTMENT	75,287.00	62,863.05	12,423.95	83.50
5150	IT SERVICES	15,000.00	9,952.70	5,047.30	66.35
5151	INDEPENDENT AUDITING	10,000.00	10,763.61	(763.61)	107.64
5153	ASSESSMENT OF PROPERTY	181,200.00	185,011.48	(3,811.48)	102.10
5154	RISK & PROPERTY INSURANCE	130,800.00	97,678.39	33,121.61	74.68
5160	VILLAGE HALL	54,141.00	50,746.40	3,394.60	93.73
5211	POLICE ADMINISTRATION	1,349,901.00	1,328,656.46	21,244.54	98.43
5212	POLICE PATROL	1,166,199.00	1,214,736.40	(48,537.40)	104.16
5213	CRIME INVESTIGATION	262,029.00	271,516.17	(9,487.17)	103.62
5215	POLICE TRAINING	12,000.00	8,785.67	3,214.33	73.21
5220	FIRE STATION (VILLAGE)	8,983.00	28,879.16	(19,896.16)	321.49
5235	EMERGENCY GOVERNMENT	2,000.00	900.50	1,099.50	45.03
5241	BUILDING INSPECTOR	315,615.00	296,782.84	18,832.16	94.03
5247	BOARD OF APPEALS	900.00	101.40	798.60	11.27
5254	DAMS	12,807.00	20,416.96	(7,609.96)	159.42
5300	DPW GENERAL ADMINISTRATION	373,532.00	412,898.61	(39,366.61)	110.54
5323	GARAGE	84,259.00	76,485.41	7,773.59	90.77
5324	MACHINERY & EQUIPMENT	131,986.00	131,629.77	356.23	99.73
5335	ENGINEERING	75,000.00	66,341.45	8,658.55	88.46
5341	STREETS & ALLEYS	14,691.00	11,455.19	3,235.81	77.97
5342	STREET LIGHTING	185,250.00	176,282.38	8,967.62	95.16
5343	CURBS GUTTERS & SIDEWALKS	2,970.00	1,852.02	1,117.98	62.36
5344	STORM SEWER	13,805.00	8,380.39	5,424.61	60.71
5345	STREET CLEANING	20,523.00	23,038.81	(2,515.81)	112.26
5346	BRIDGES & CULVERTS	1,519.00	4,300.00	(2,781.00)	283.08
5347	SNOW & ICE CONTROL	114,814.00	77,374.73	37,439.27	67.39
5348	STREET SIGNS & MARKINGS	24,742.00	26,449.15	(1,707.15)	106.90
5362	GARBAGE COLLECTION	5,529.00	8,349.43	(2,820.43)	151.01
5431	ANIMAL POUND	2,500.00	2,420.00	80.00	96.80
5512	MUSEUM	11,875.00	9,871.50	2,003.50	83.13
5521	PARKS	220,159.00	197,356.30	22,802.70	89.64
5522	CELEBRATIONS	8,809.00	10,386.30	(1,577.30)	117.91
5611	FORESTRY	35,057.00	42,068.99	(7,011.99)	120.00
5613	WEED CONTROL	500.00	11.98	488.02	2.40
5632	PLANNING DEPARTMENT	134,138.00	99,372.54	34,765.46	74.08
5660	STORMWATER MASTER PLAN	11,250.00	11,883.37	(633.37)	105.63
5670	ECONOMIC DEVELOPMENT	42,895.00	24,016.51	18,878.49	55.99
5900	OTHER FINANCING USES	482,000.00	450,000.00	32,000.00	93.36
TOTAL EXPENDITURES		6,410,133.00	6,111,819.25	298,313.75	95.35
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		6,410,133.00	6,166,230.94	243,902.06	96.20
TOTAL EXPENDITURES		6,410,133.00	6,111,819.25	298,313.75	95.35
NET OF REVENUES & EXPENDITURES		0.00	54,411.69	(54,411.69)	100.00

PERIOD ENDING 12/31/2024
 PRELIMINARY YEAR END FIGURES
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 12/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	1,500.00	12,437.14	(10,937.14)	829.14
OFS	OTHER FINANCING SOURCES	17,820.00	17,820.00	0.00	100.00
PTAX	GENERAL PROPERTY TAX	609,056.00	609,056.00	0.00	100.00
EBIX	EBIX REVENUES	1,273,000.00	1,527,496.21	(254,496.21)	119.99
IGOVTRV	INTERGOVERNMENTAL REVENUES	110,964.00	120,918.90	(9,954.90)	108.97
PUBCHGS	PUBLIC CHARGES FOR SERVICES	500.00	1,100.00	(600.00)	220.00
IGOVTC	INTERGOVERNMENTAL CHARGES	626,876.00	609,056.04	17,819.96	97.16
INVTINC	INVESTMENT INCOME	12,000.00	62,471.23	(50,471.23)	520.59
TOTAL REVENUES		2,651,716.00	2,960,355.52	(308,639.52)	111.64
Expenditures					
5140	ADMINISTRATIVE & GENERAL	29,150.00	29,149.91	0.09	100.00
5221	FIRE ADMINISTRATION	1,120,387.00	1,052,800.16	67,586.84	93.97
5222	FIRE SUPPRESSION	60,993.00	83,041.27	(22,048.27)	136.15
5223	FIRE TRAINING	27,929.00	26,049.35	1,879.65	93.27
5231	AMBULANCE	464,681.00	375,965.44	88,715.56	80.91
5232	AMBULANCE TRAINING	15,238.00	16,625.48	(1,387.48)	109.11
5233	REFERENDUM FUNDED STAFFING	679,116.00	769,285.32	(90,169.32)	113.28
5700	CAPITAL OUTLAY EXPENDITURES	55,000.00	77,614.94	(22,614.94)	141.12
5880	USE OF GRANTS/DONATIONS	0.00	17,911.16	(17,911.16)	100.00
5900	OTHER FINANCING USES	199,222.00	0.00	199,222.00	0.00
TOTAL EXPENDITURES		2,651,716.00	2,448,443.03	203,272.97	92.33
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		2,651,716.00	2,960,355.52	(308,639.52)	111.64
TOTAL EXPENDITURES		2,651,716.00	2,448,443.03	203,272.97	92.33
NET OF REVENUES & EXPENDITURES		0.00	511,912.49	(511,912.49)	100.00

PERIOD ENDING 12/31/2024
 PRELIMINARY YEAR END FIGURES
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 12/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	25,276.00	6,456.71	18,819.29	25.54
OFS	OTHER FINANCING SOURCES	0.00	223,579.38	(223,579.38)	100.00
UTILREV	UTILITY REVENUES	2,151,500.00	2,279,092.44	(127,592.44)	105.93
CONTRIB	CONTRIBUTED CAPITAL	0.00	162,692.93	(162,692.93)	100.00
MISCINC	MISC INCOME UTILITIES	162,000.00	171,047.63	(9,047.63)	105.58
IGOVTC	INTERGOVERNMENTAL CHARGES	1,200.00	1,636.55	(436.55)	136.38
INVSTINC	INVESTMENT INCOME	49,980.00	154,951.42	(104,971.42)	310.03
TOTAL REVENUES		2,389,956.00	2,999,457.06	(609,501.06)	125.50
Expenditures					
5900	OTHER FINANCING USES	15,000.00	15,000.00	0.00	100.00
6200	PUMPING OPERATIONS	144,337.00	139,004.46	5,332.54	96.31
6210	PUMPING MAINTENANCE	73,029.00	41,150.02	31,878.98	56.35
6300	WATER TREATMENT OPERATIONS	109,622.00	105,035.13	4,586.87	95.82
6310	WATER TREATMENT MAINTENANCE	27,054.00	9,001.10	18,052.90	33.27
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	37,822.75	19,119.25	66.42
6452	T&D-SERVICES MAINTENANCE	55,870.00	36,283.40	19,586.60	64.94
6453	T&D-METERS MAINTENANCE	38,531.00	22,015.01	16,515.99	57.14
6454	T&D-HYDRANTS MAINTENANCE	50,394.00	11,785.43	38,608.57	23.39
6901	METER READING LABOR	5,329.00	1,391.37	3,937.63	26.11
6902	ACCOUNTING & COLLECTING LABOR	88,178.00	85,818.57	2,359.43	97.32
6920	ADMINISTRATIVE & GENERAL EXP	1,131,158.00	1,017,507.05	113,650.95	89.95
TOTAL EXPENDITURES		1,799,256.00	1,523,997.30	275,258.70	84.70
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,389,956.00	2,999,457.06	(609,501.06)	125.50
TOTAL EXPENDITURES		1,799,256.00	1,523,997.30	275,258.70	84.70
NET OF REVENUES & EXPENDITURES		590,700.00	1,475,459.76	(884,759.76)	249.78

PERIOD ENDING 12/31/2024
 PRELIMINARY YEAR END FIGURES
 SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 12/31/2024	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	56,852.00	230.24	56,621.76	0.40
OFS	OTHER FINANCING SOURCES	15,000.00	15,000.00	0.00	100.00
UTILREV	UTILITY REVENUES	1,944,500.00	2,233,564.70	(289,064.70)	114.87
LICPER	LICENSES & PERMITS	25,700.00	120,328.95	(94,628.95)	468.21
CONTRIB	CONTRIBUTED CAPITAL	12,500.00	60,037.86	(47,537.86)	480.30
MISCINC	MISC INCOME UTILITIES	175,000.00	403,108.86	(228,108.86)	230.35
INVSTINC	INVESTMENT INCOME	78,630.00	144,068.12	(65,438.12)	183.22
TOTAL REVENUES		2,308,182.00	2,976,338.73	(668,156.73)	128.95
Expenditures					
8010	WWTP-TREATMENT/DISPOSAL/GP	665,347.00	740,357.00	(75,010.00)	111.27
8020	LIFT STATIONS/PUMPING EQUIP	30,386.00	27,893.57	2,492.43	91.80
8030	WASTEWATER COLLECTION SYSTEM	90,651.00	101,242.02	(10,591.02)	111.68
8300	ACCOUNTING/COLLECTING	85,678.00	83,968.55	1,709.45	98.00
8400	ADMINISTRATIVE & GENERAL	765,615.00	648,592.22	117,022.78	84.72
TOTAL EXPENDITURES		1,637,677.00	1,602,053.36	35,623.64	97.82
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		2,308,182.00	2,976,338.73	(668,156.73)	128.95
TOTAL EXPENDITURES		1,637,677.00	1,602,053.36	35,623.64	97.82
NET OF REVENUES & EXPENDITURES		670,505.00	1,374,285.37	(703,780.37)	204.96

PERIOD ENDING 12/31/2024

PRELIMINARY YEAR END FIGURES

SELECT FUNDS

GL NUMBER	DESCRIPTION	2024 AMENDED BUDGET	YTD BALANCE 12/31/2024	AVAILABLE BALANCE	% BDGT USED
TOTAL REVENUES - ALL FUNDS		13,759,987.00	15,102,382.25	(1,342,395.25)	109.76
TOTAL EXPENDITURES - ALL FUNDS		12,498,782.00	11,686,312.94	812,469.06	93.50
NET OF REVENUES & EXPENDITURES		1,261,205.00	3,416,069.31	(2,154,864.31)	270.86

TREASURERS REPORT	Dec-2024	TOTAL	Citizens	LGIP	Long Term
					Investments - Johnson Bank & ADM

GENERAL VILLAGE

100-111xxx	General Fund	2,930,520.05	54,210.00	907,941.25	1,968,368.80
100-111005/020/033	Checking/MRA/Accrued Sick	1,035,557.41	570,801.43	333,025.60	131,730.38
150-111300	Fire Department	1,343,274.34	206,953.49	1,136,320.85	
200-110xxx	Community Development (Deback)	693,840.76	172,158.03	521,682.73	
210-111xxx	Wisc Development - RLF	90,854.40	90,854.40	-	
220-111xxx	TID#3-General	473,803.85	473,803.85	-	
240-111xxx	TID#4-General	732,443.65	738.37	731,705.28	
250-111xxx	TID#5-General	2,898,768.49	20,611.67	2,878,156.82	
300-111xxx	Debt Service	814,907.95	3,529.16	811,378.79	
320-111300	Fire Department Designated	694,214.28	326.30	43,887.98	650,000.00
340-111xxx	Village Designated Funds	892,785.00	306,241.35	586,543.65	
350-111xxx	American Rescue Plan Act	472,516.93	550.53	471,966.40	
410-111300	Recycling	123,576.65	123,576.65	-	
430-111300	Capital Equipment	474,808.88	146,970.38	327,838.50	
440-111xxx	Library	353,413.19	19,819.27	333,593.92	
480-111xxx	Capital Improvement Funds	2,047,614.19	84,267.29	1,963,346.90	
500-111300	Stormwater District #1	74,355.73	74,355.73	-	
600-111xxx	Impact Fees	239,883.77	239,883.77	-	
720-111xxx	Taxroll	10,069,959.87	2,658,472.47	7,411,487.40	
810-111xxx	Parkland Site	261,346.57	17,083.66	244,262.91	
TOTAL		26,718,445.96	5,265,207.80	18,703,138.98	2,750,099.18

WATER UTILITY

610-111300	Cash	220,274.46	220,274.46		
610-111200	Bonds & Unrestricted Cash	2,479,272.47		2,479,272.47	
610-111050	Current Year Debt Reserve	46,956.64	46,956.64	-	
610-111060	Required Debt Reserve	546,395.72	-	104,114.69	442,281.03
610-111080	Impact Fee	443.63	443.63	-	
610-111033	Accrued Sick Pay	9,072.77		9,072.77	-
TOTAL		3,302,415.69	267,674.73	2,592,459.93	442,281.03

SEWER UTILITY

620-111300	Cash	348,872.59	348,872.59		
620-111200	Bonds & Unrestricted Cash	477,804.24		477,804.24	
620-111040	Sewer Connection Fee	379,280.50	937.54	378,342.96	-
620-111060	Required Debt Reserve	865,351.20	-	92,945.36	772,405.84
620-111050	Current Year Debt Reserve	77,470.86	77,470.86	-	
620-111070	Equipment Replacement Fund	805,252.32	-	805,252.32	-
620-111080	Impact Fee	944.96	944.96	-	
620-111033	Accrued Sick Pay	9,072.78		9,072.78	-
TOTAL		2,964,049.45	428,225.95	1,763,417.66	772,405.84

GRAND TOTAL	32,984,911.10	5,961,108.48	23,059,016.57	3,964,786.05
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Prepared by Diana Doherty

balance check 32,984,911.10

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TASK ORDER

This is Task Order No. 2025-02,
consisting of 3 pages.
Village of Mukwonago
Field Park Pickleball Court

Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruekert & Mielke, Inc. (Engineer) dated December 21, 2022, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: Field Park Pickleball Court
- B. Description: Provide engineering and construction related services for the design, bidding, and construction of the proposed pickleball court in Field Park.

2. Services of Engineer

Phase 200 – Design and Bidding:

- Prepare and coordinate overall project schedule,
- Perform and process drone survey and aerial photography,
- Prepare plan of drawings for the proposed site and grading improvements,
- Prepare plan of drawings for construction details and construction notes,
- Prepare project specifications and other bidding documents,
- Upload bidding documents for online viewing/ordering,
- Answer Contractor questions during bidding period,
- Attend Bid Opening,
- Review bids for completion of all contract requirements. Review prequalification statements, and bidder references,
- Issue Recommendation of Award and Notice of Award,
- Attend Village Board meeting to answer questions about the award of the project.

Phase 300 – Construction Review and Contract Administration Services

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

Work Available as Additional Services:

The following services are not included in this effort because we have assumed they are not necessary, or the scope of such services has not yet been defined:

- Easements, title searches or other property acquisition services,
- ACOE and DNR permitting,
- Wetland delineations,
- Archaeological survey,
- Environmental assessments or investigations,
- Funding requirements,
- Floodplain analysis and approvals,
- Public Information Meetings,
- Construction phase services via a separate Task Order.

TASK ORDER

3. Owner's Responsibilities

The Village will Coordinate with Ruekert & Mielke staff to review draft plans, meet onsite to review layout and attend bid opening. Owner will pay for the cost of advertisement, Engineer's reimbursable expenses, reproduction of the bidding documents, distribution of the bidding documents, and will refer all bidders' questions to the Engineer for response.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
Advertisement for Bid	March 6, 2024
Bid Opening	March 20, 2024
Recommendation of Award	April 2, 2024

5. Payments to Engineer

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

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
Design and Bidding	Lump Sum	\$15,845
Construction Review and Contract Administration Services	Hourly	\$14,560

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

6. Consultants:

None.

7. Other Modifications to Standard Terms and Conditions:

None.

8. Attachments:

Level of Effort Breakdown for Services and Engineer's Estimated Construction Cost.

9. Documents Incorporated by Reference

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

TASK ORDER

Task Order No. 2025-02
FIELD PARK PICKLEBALL COURT
Between Village of Mukwonago
and
Ruekert & Mielke, Inc.
Dated January 10, 2025

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement between Owner and Engineer, dated December 21, 2022, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

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

OWNER:

Village of Mukwonago

Signature: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

Signature: Jason P. Lietha  Digitally signed by Jason P. Lietha
Date: 2025.01.13 09:31:55 -06'00'

Name: Jason P. Lietha, P.E

Title: Senior Vice President

Date: January 10, 2025

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

Fax: _____

Name: Michael E. Michalski

Title: Project Engineer

Address: W233 N2080 Ridgeview Parkway

Waukesha, WI 53188-1020

Email: mmichalski@ruekert-mielke.com

Phone: 262-953-3004

Fax: 262-542-5631

**Field Park Pickleball Court
Design and Bidding Estimate**

	Jerad Wegner	Michael Michalski	Dan Schwartz	Drafting	Sue Shird	Other Expenses	Task Total Dollars
Initials	JJW	MEM	DJS		SJS		
Employee Class	E6	E4	E4	ET-3	AA		
Hourly Rates	\$ 217	\$ 175	\$ 185	\$ 149	\$ 95		
Design and Bidding Phase							
Project Manual	2	36			12		\$ 7,874
Perform and process drone survey and aerial photography			7			\$280	\$ 1,575
Prepare plan of drawings for the proposed site and grading improvements		4		9			\$ 2,041
Prepare plan of drawings for construction details and construction notes		3		4			\$ 1,121
100% Design Review							
1. Internal Quality Control Review	2						\$ 434
Prepare Advertisement for Bids		2			2	\$400	\$ 940
Answer Contractor Questions		2					\$ 350
Attend Bid Opening		2					\$ 350
Evaluate Bids, Prepare Bid Tab		2			1		\$ 445
Assist Village with Contractor References		1					\$ 175
Prepare Recommendation for Award		2			2		\$ 540
Construction Phase Subtotal (Hours) =	4	54	7	13	17		
Construction Phase Subtotal (Dollars) =	\$ 868	\$ 9,450	\$ 1,295	\$ 1,937	\$ 1,615	\$ 680	\$ 15,845

Construction Services Estimate

	Michael Michalski	Construction	Sue Shird	
Initials	MEM	Review Tech	SJS	
Employee Class	E4	SET (Str Time)	AA	Task Total
Hourly Rates	\$ 175	\$ 127	\$ 95	Dollars
Construction Phase				
Prepare Contracts for Execution by Contractor and Owner	3		2	\$ 715
Attend 2 Progress Meetings (Agendas / Attend / Minutes)	6			\$ 1,050
Review Submittals	4			\$ 700
Construction Review		48		\$ 6,096
Process 2 Pay Requests	6		3	\$ 1,335
Process Closeout Change Order	8		3	\$ 1,685
Follow-up Punchlist Inspections/Revised Punchlist	4	4		\$ 1,208
Prepare Final Quantities	1	3		\$ 556
Project Closeout Documents	3		6	\$ 1,095
Mileage				\$ 120
Construction Phase Subtotal (Hours) =	35	55	14	
Construction Phase Subtotal (Dollars) =	\$ 6,125	\$ 6,985	\$ 1,330	\$ 14,560

ESTIMATED CONSTRUCTION COST

Field Park Pickleball Court

	Description	Unit	Quantity	Unit Price	Total
1	Mobilization	L.S.	1	\$5,200.00	\$5,200.00
2	Remove existing fencing	L.F.	360	\$6.00	\$2,160.00
3	Remove existing pavement	S.Y.	670	\$8.50	\$5,695.00
5	Construct pickleball court to subgrade - existing base to remain & expand courts footprint	L.S.	1	\$1,000.00	\$1,000.00
4	Crushed aggregate base course	TON	75	\$28.00	\$2,100.00
6	2-1/2 inch Asphaltic concrete binder course	TON	125	\$132.00	\$16,500.00
7	1-1/2 inch Asphaltic concrete surface course	TON	75	\$140.00	\$10,500.00
8	Chain link fence	L.S.	1	\$13,250.00	\$13,250.00
9	Color coat and stripe 4 pickleball courts	L.S.	1	\$40,000.00	\$40,000.00
10	Topsoil, turf grass seed, fertilizer and hydromulch	S.Y.	120	\$18.00	\$2,160.00
	Total				\$98,565.00
	Administration Contingencies			1.2%	\$1,182.78
	Engineering Contingencies			10.1%	\$9,933.38
	Construction Contingencies			10.0%	\$9,856.50
	Construction Administration Contingencies			20.4%	\$20,100.36
	Estimated Total Project Cost				\$139,638.02

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: January 14, 2025

Total Fees Paid: 10-

PAID
CK NO. _____
DATE _____

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

ORGANIZATION INFORMATION

Name of Organization: Brooklife Church

Website Address: www.brooklife.org

Event Contact Person: Jennifer Szyzlkiewicz

EVENT INFORMATION

Name of the Event: Eggapalooza 2025

Date(s) of the Event: April 13, 2025

Event Start Time: 1pm

Event End Time: 4pm

Location of the Event: Mukwonago High School

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.

Helicopter drop on the football field, carnival in west gym, Inflatables, carnival games, pony rides, petting zoo, food trucks.

F. Based on the class definitions found in the manual, what class is your event?

☐ CLASS I ☒ CLASS II

G. Estimated # of participants: 2000

Spectators: _____

Vendors: 4

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: 6-8
- J. Will you need barricades provided by the Village for your event? ☐ YES ☒ NO
 If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☒ YES ☐ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

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

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

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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).

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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

Jennifer L. Szyszkiewicz
Name & Title (PRINT)

1-14-25
Date

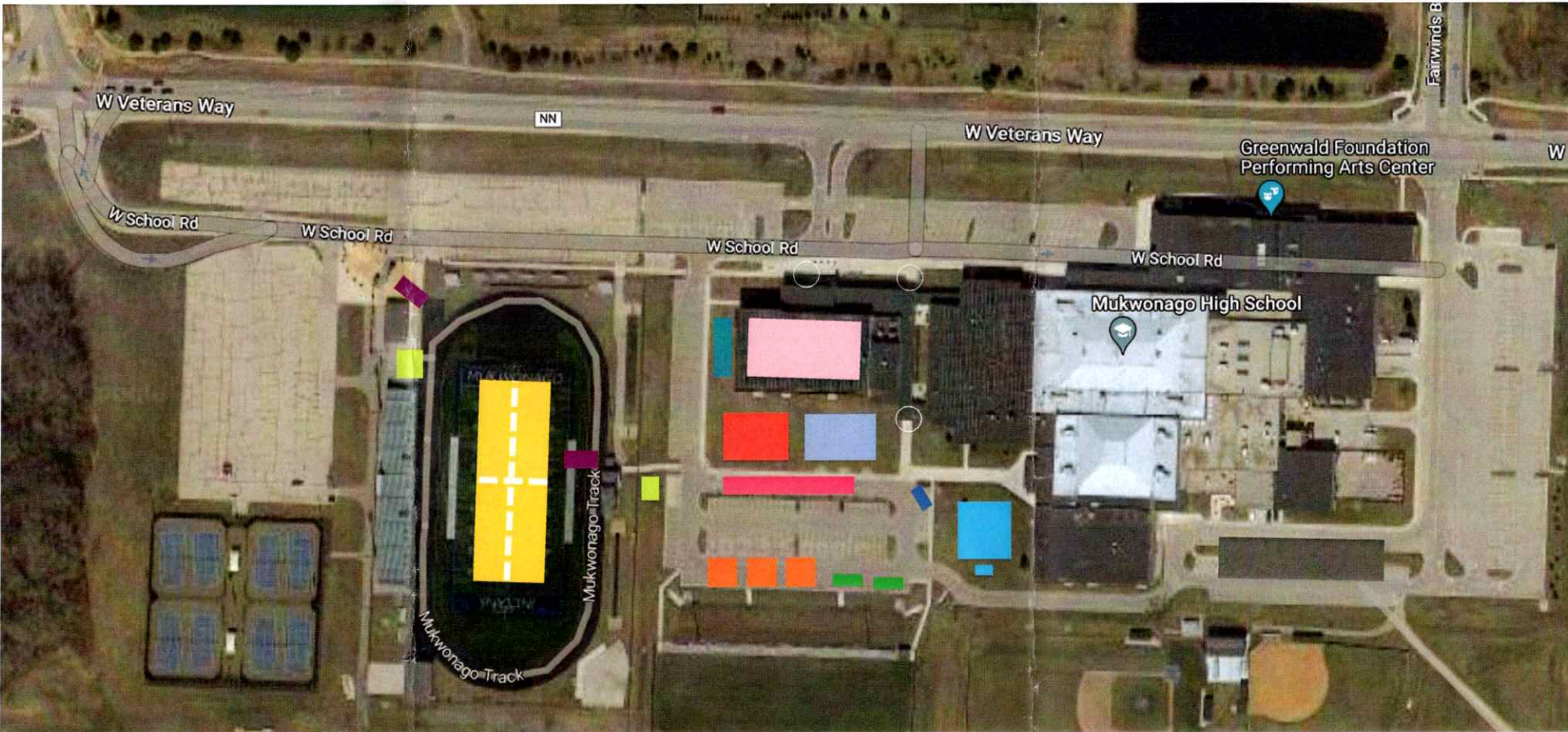
Signature - Applicant

Name & Title (PRINT)

Date

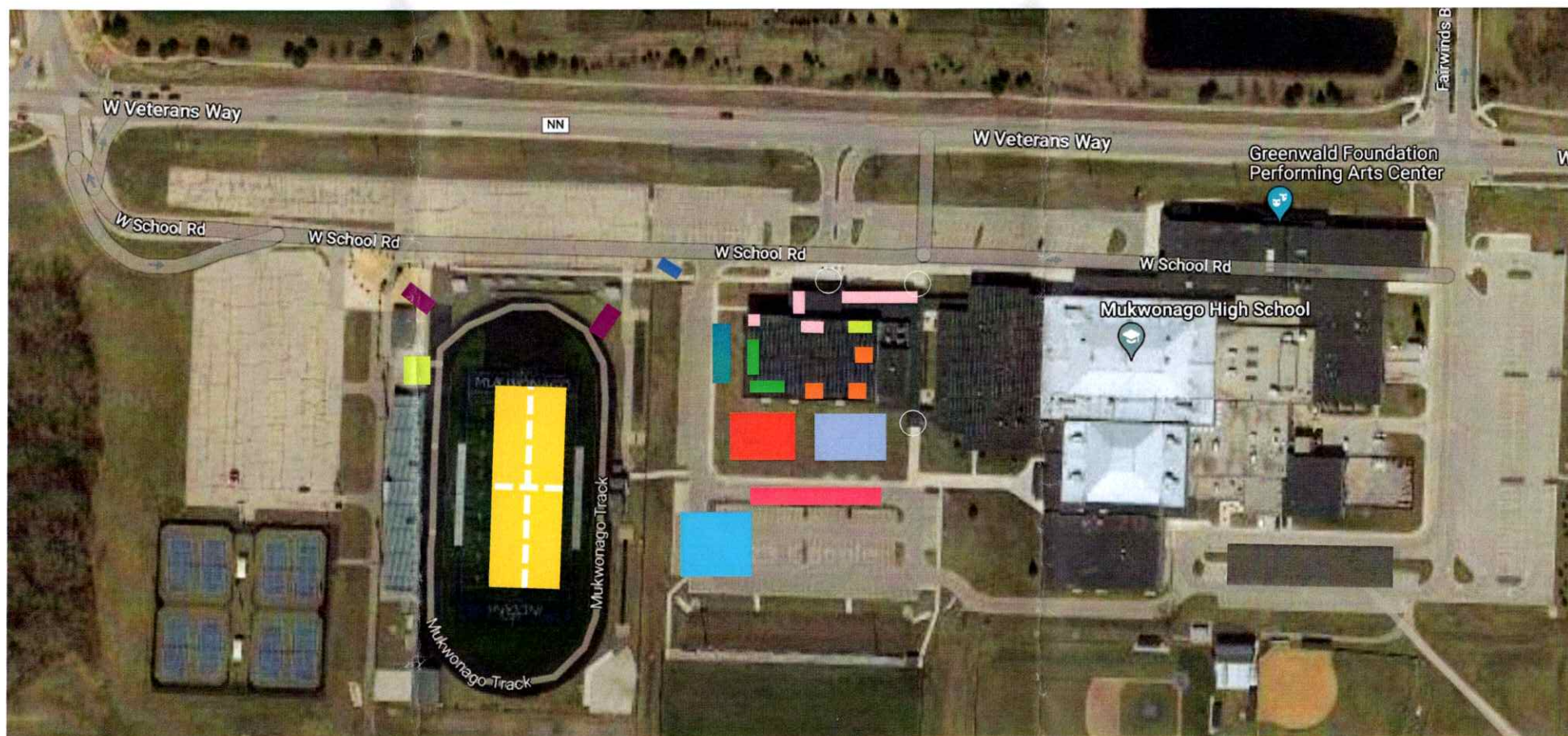
FOR OFFICE USE ONLY			
Date Fees Paid	Receipt #	Date Deposit Paid	Deposit Returned?
Police Department:	Approved ☐ Denied ☐	Comments:	
Fire Department:	Approved ☐ Denied ☐	Comments:	
Public Works Department:	Approved ☐ Denied ☐	Comments:	
Village Clerk:	Approved ☐ Denied ☐	Comments:	
Village Board Approval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

Nice Weather Full Set Up



- | | | |
|---|--|---|
|  Food Trucks |  Candy/Egg Exchange |  Bounce Houses |
|  Food Truck Seating Tent |  Egg Drop Field |  Pony Ride area and ticket table |
|  Craft Tent and Additional Tables |  First Aid/Lost Parent |  Volunteer Parking |
|  Big Blue Bus |  Indoor Activities
Raffle, Scrambled Egg Craft, Easter Bunny Photobooth, Balloon Handout |  Carnival Games |
|  Port o Potty |  Circles are exits/entrances to building | |

Bad Weather Full Set Up



- | | | |
|--|---|---|
| Food Trucks | Candy/Egg Exchange Tables | Bounce Houses |
| Food Truck Seating Tent | Egg Drop Field | Pony Rides
MHS requested off of grass if wet |
| Additional Tent with Easter Hat Craft and Tables | First Aid/Lost Parent | Volunteer Parking |
| Big Blue Bus | Indoor Activities
Easter bunny photo booth, Scrambled egg craft, raffle, Balloon Handout | Carnival Games |
| Port a Potty | Circles are exits/entrances to building | |

Egg Drop Field Set Up

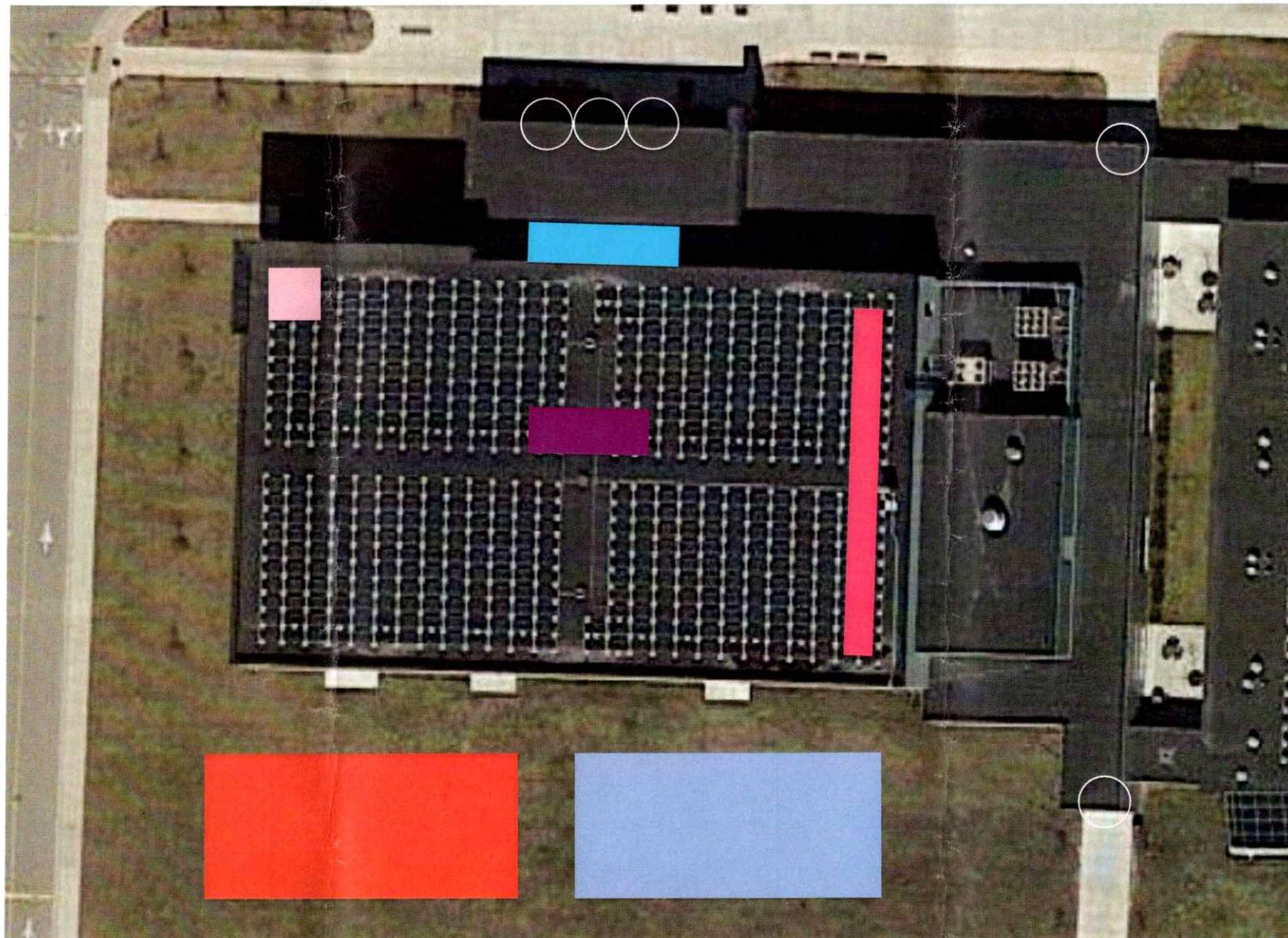


- Egg Drop Field
- Candy/Egg Exchange Tables
- First Aid/Lost Parent

Egg Drop Area for Age Group

- Under 2yrs old
- 3-5 yrs old
- 1st-3rd grade
- 4th-6th grade

Nice Weather Indoor Set Up



■ Food Truck Seating Tent

■ Easter Bunny Photo Booth

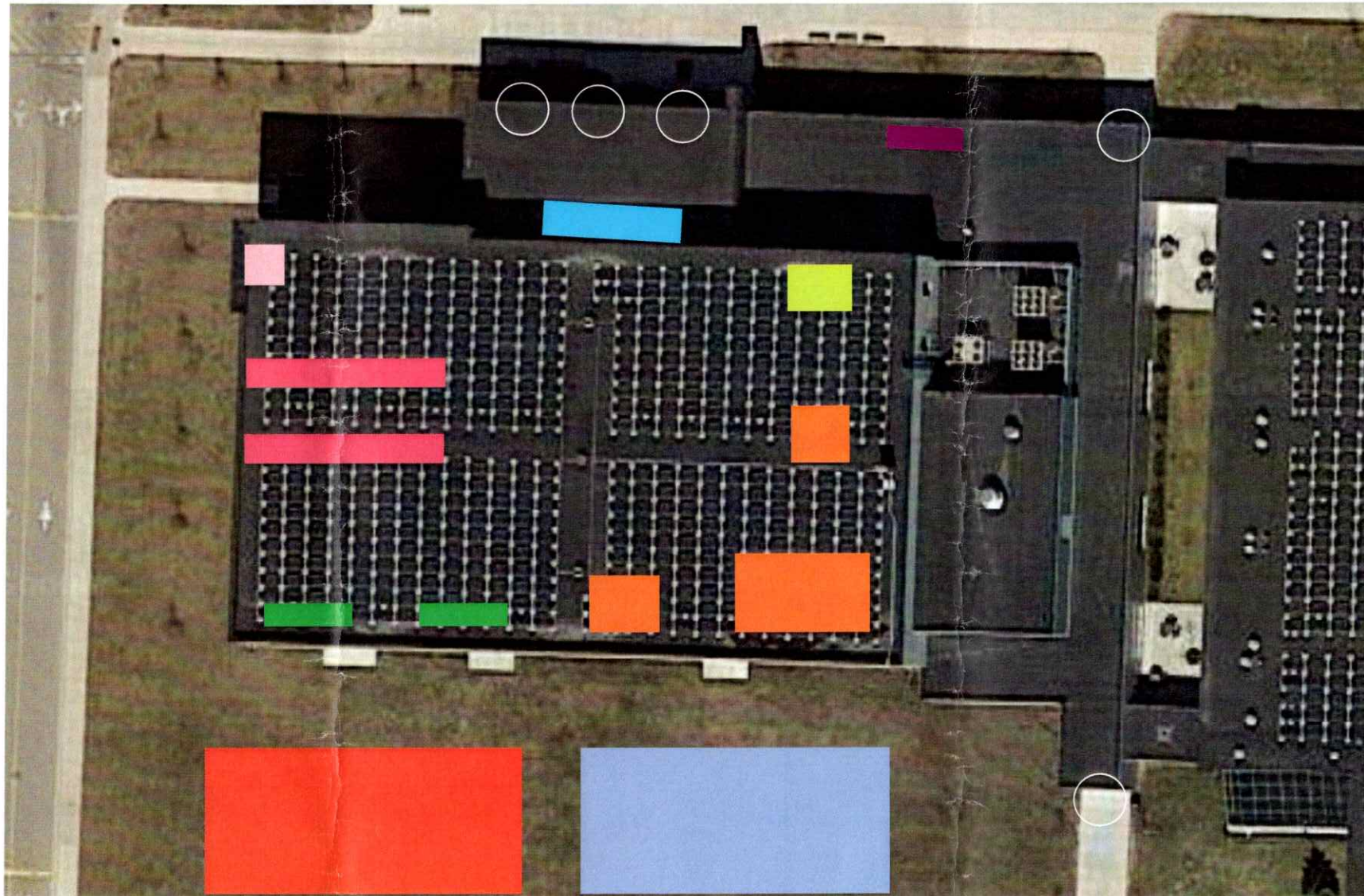
■ Raffle Table

■ Tent with additional
Craft and Tables

■ Scrambled Egg Painting

■ Balloon Handout

Bad Weather Indoor Set Up



 Food Truck Seating Tent

 Carnival Games

 Bounce Houses

 Tent with additional
Craft and Tables

 Easter Bunny Photo Booth

 Raffle Table

 Scrambled Egg Painting

 Balloon Handout

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: 1/13/25

Total Fees Paid: 10-

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

PAID

JAN 13 2025

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Ymca

Website Address: www.ymca.org

Event Contact Person: Kim Sippl

EVENT INFORMATION

Name of the Event: Mukwonago Ymca Family Mud Run

Date(s) of the Event: June 28, 2025

Event Start Time: 11:00am

Event End Time: 1:00pm

Location of the Event: Mukwonago High School

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.

2 mile run, Family Mud run event to raise money and awareness for the Annual Support Campaign.
7am Setup route/registration area. 11am-1pm Heats of 100 every 10 minutes.
10am Open Registration 1pm Take Down.

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

G. Estimated # of participants: 600+ Spectators: 500+ Vendors: 2

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: NA
- 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: 11am - 1pm
- I. Please list the number of security staff you will be providing for the event: 30-40
- 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
High School Parking
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☒ YES ☐ NO
High School Dumpsters
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
Fire Dept. Volunteers

- 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).

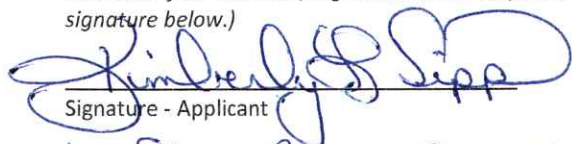
TERMINATION OF AN EVENT

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CERTIFICATION

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

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


Signature - Applicant

Signature - Applicant

Kim Sipp, Brand Administration
Name & Title (PRINT) Director

Name & Title (PRINT)

1-8-25
Date

Date

FOR OFFICE USE ONLY

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

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

MACC Fall Fest 2025
VILLAGE OF MUKWONAGO
SPECIAL EVENT PERMIT APPLICATION
Application Fee: See fee sheet

Date Submitted: _____

Total Fees Paid: _____

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Area Chamber of Commerce & Tourism

3
Event Contact Person: April Reszka

EVENT INFORMATION

Name of the Event: MACC Fall Fest Date(s) of the Event: SATURDAY, SEPTEMBER 20, 2025

Event Start Time: 8am Setup (10am START) Event End Time: 4pm (CLEANUP 5pm)

Location of the Event: VILLAGE OF MUKWONAGO

- 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 ext 2104.
- E. Briefly describe your event and its purpose.

See Plan of Operation

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: 2000-3000 Vendors: 75+

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: 1
- 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: 10am - 4pm
- I. Please list the number of security staff you will be providing for the event: Police to provide
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? See plan of operation
- 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.)?
See plan of operation

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

INSURANCE REQUIREMENTS

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

Special Events Permit Application (Rev 1.1.25)

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

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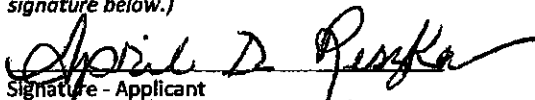
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(The applicant's signature must be from a Managing Member if the business/organization is an LLC, or from the President or Vice President if the business/organization is a corporation. A signed applicant's authorization letter may be provided in lieu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


Signature - Applicant

Signature - Applicant

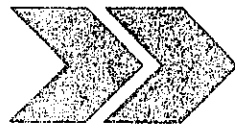
April D. Reszka, Executive Director
Name & Title (PRINT)

Name & Title (PRINT)

1/8/2025
Date

Date

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



MUKWONAGO

AREA CHAMBER OF COMMERCE

Mukwonago Fall Fest Plan of Operation/Downtown **Saturday, September 20th, 2025** **10am - 4pm**

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

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

PLAN:

- Fall Fest to be held downtown - Please see area map attached
- Road Closures: Atkinson, & Main from Atkinson - Meacham
- Set-up 8am (roads closed), cleanup 4:01pm - Committed to assisting in opening the roads as quickly as possible (By 5pm)
- Chamber Staff on premise from 6:30am - 5pm
- Expecting: 2000—3000 patrons, 75+ vendors, 150 participant, and 20 chamber member businesses to participate
- No electricity provided
- Have requested 1 reserve officer—Chamber Staff has been trained as crossing guards
- Parking for volunteers and patrons will be included on the Event Map, such as Mt. Olive, Home Away from Home Daycare, & the Municipal Lot

DPW:

- Barricades- Both ends of Main St (83 & Meacham), Atkinson St.- West, Atkinson St. East (parking lot entrance/exit behind Red Brick). Parking lot behind chamber (2) and gravel driveway Mt. Olive greenspace (1). Barricades on Henry (2), one West and East (on each side of Main)
- Picnic Tables on Atkinson St. Badger Burger (4), on Square (3), on Main near Meacham (3)
- Orange Barrels behind chamber office with orange fencing for pumpkins
- Jay Campbell will allow the Chamber to use the parking lot for activities Not Needed
- Garbage Cans - will be ordered from John's Disposal

FOUR AREAS:

- Monster Mash - Concession Stand, Chili Cook Off, Crush Wine & Social & Live Music
Pumpkin Carving Demonstration & Hand Washing Station/Portable Toilet
- Pumpkin Patch (Atkinson St.) Pumpkin Painting, Children's Activities, Vendors, & Dousman Transport Bus
- Goblin's Glen (Main St.) Live Performances, Crafter & Vender Booths, Beer Tent, Portable Toilet & Inflatables

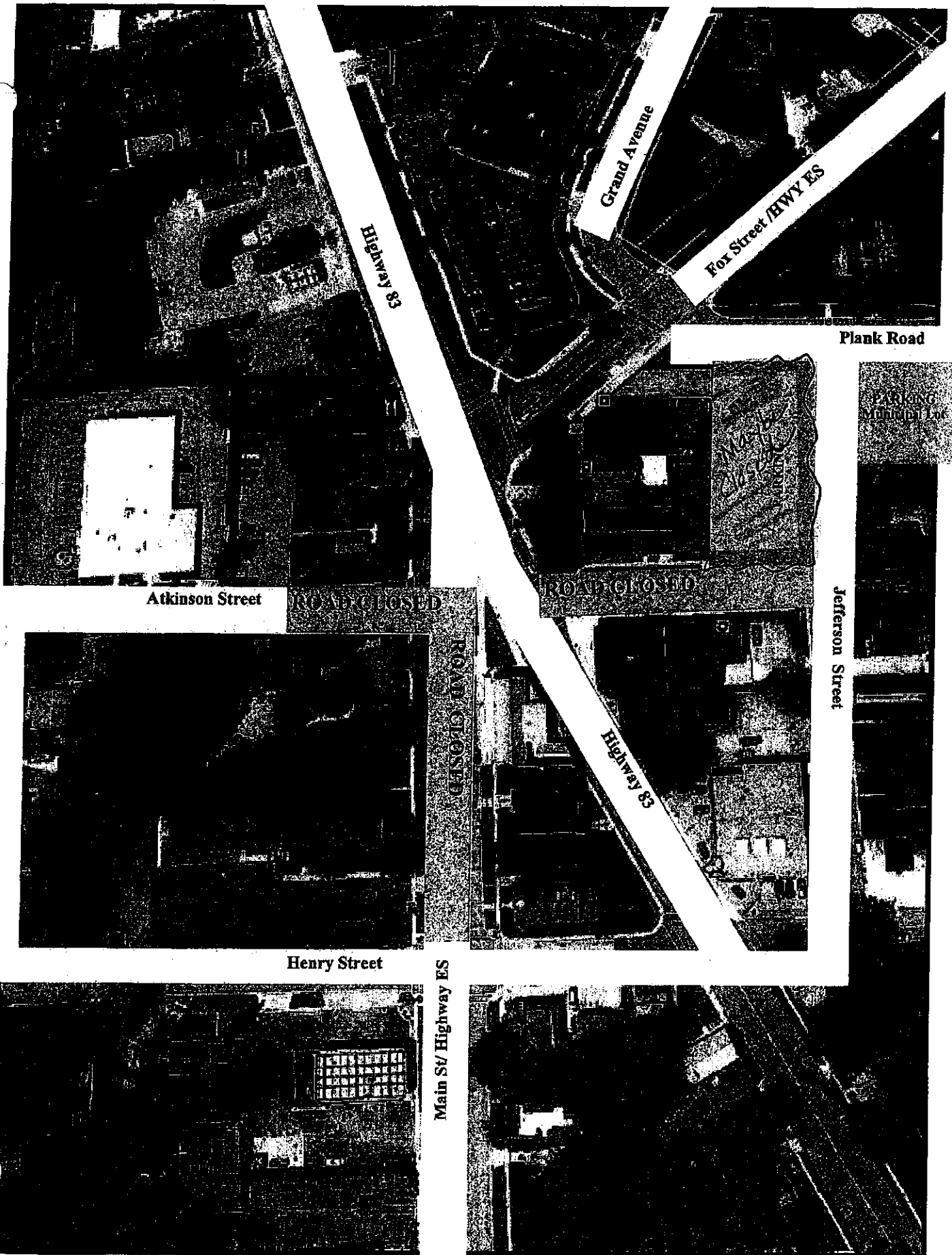
Please call April Reszka at the chamber office with any questions

Office: (262) 363-7758 Cell: (262) 751-1651

MUKWONAGO AREA CHAMBER OF COMMERCE & TOURISM CENTER

262.363.7758 www.mukwonagochamber.org

Updated: 1.9.2025



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: January 14, 2025

Total Fees Paid: 10

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Lions Foundation, Inc.

Event Contact Person: Albert Frankenstein

EVENT INFORMATION

Name of the Event: Mukwonago Lions Easter Egg Hunt Date(s) of the Event: April 12, 2025; snow date April 19, 2025

Event Start Time: 10:00 Event End Time: 12:00

Location of the Event: 933 North Rochester Street, Field Park, Mukwonago

- 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.

Children are gathered into the pavilion for hot chocolate and cookies. Lions hide wooden eggs in 4 areas of Field Park according to age groups. The children collect one wooden egg. They receive a gift when they turn in the egg. All children present receive a bag of candy.

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

G. Estimated # of participants: 250-300 Spectators: 50-100 parents 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? to be determined
- 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.)?
 The Lions will move picnic tables as needed. The Lions will clean-up after the event.

- 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:

- XX ☐ Completed application form including the procedural checklist.
XX ☐ 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

Albert Frankenstein, treasurer

Name & Title (PRINT)

January 14, 2025

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/14/2025

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

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

PRODUCER DSP Insurance Services, Inc. 1900 E. Golf Rd., Ste. 225 Schaumburg, IL 60173	CONTACT NAME: Bryan Adams	
	PHONE (A/C, No, Ext): 1-800-316-6705 FAX (A/C, No): 847-934-6186	
	E-MAIL ADDRESS: lionsclubs@dspins.com	
INSURED Mukwonago Lions Club, Inc.; Mukwonago Lions Foundation, Inc.; Club 10342 Mukwonago Wisconsin	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: ACE American Insurance Company	22667
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Agg. Per Named Insured is \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER ☒ POLICY ☐ PRO. JECT ☐ LOC			HDOG48914445	09/01/2024	09/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS			ISAH10835549	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED. RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A				WC STATUTORY LIMITS ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above:

April 12, 2025; snow date April 19, 2025

Mukwonago Lions Easter Egg Hunt

Easter Egg Hunt at Field Park, 933 North Rochester Street

is included as an Additional Insured(s), but only with respect to General Liability arising out of the issuance of permit(s) to the Insured shown above and not out of the sole negligence of said additional insured.

PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDER**CANCELLATION**Village of Mukwonago, Village Clerk
440 River Crest Court
MUKWONAGO Wisconsin 53149

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

VILLAGE OF MUKWONAGO
Field Park Rental Application

Date Submitted: 01/03/2025

Event Date: Sat, April 26, 2025

GUIDELINES

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

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

RENTAL INFORMATION

Date(s) of Event: Saturday, April 26, 2025

Estimated Number of Participants: 125

NOTE: (If there are 150 people or more, a Special Event Permit will be required under separate application)

Event Start Time: 9:00AM Event End Time: 1:00PM

Type of Event: Free community event focusing on local dog rescues

APPLICANT INFORMATION

Name: Citizens Bank contact: Cheryl Chapman

ORGANIZATION INFORMATION (if applicable)

Name of Organization: _____

Mailing Address: _____ City: _____ State/Zip: _____

Phone Number: _____ Is organization a 501(c)3? Yes: _____ No: _____

Website Address: _____

FEES (check those that apply)

Field

Pavilion A (Main) 1-49 people	\$100.00 per day	\$ _____
Pavilion A (Main) 50-100 people	\$150.00 per day	\$ _____
Pavilion A (Main) more than 100 people	\$175.00 per day	\$ _____
Pavilion B (Ball Diamond)	\$75.00 per day	\$ _____
Pavilion C (Playground Pavilion)	\$75.00 per day	\$ _____
Baseball Field (non-athletic organizations)	\$25.00 per day	\$ _____
Baseball Field Lights	\$50.00 per day	\$ _____
Entire Park	\$300.00 per day	\$ <u>300.00</u>
Electricity Coordination (Pavilions B and C)	\$25.00 per day	\$ _____
Non-Resident Fee	Additional \$50.00 per day	\$ _____
<u>Total Park Rental Fees</u> (Separate Payment)		\$ <u>300.00</u>

DEPOSIT (all rentals, check those that apply)

Pavilion A and/or entire park Deposit	\$200.00 per day	\$ <u>200.00</u>
Pavilions B and C Deposit	\$100.00 per day	\$ _____
Key Deposit	\$50.00	\$ <u>50.00</u>
<u>Total Deposit Fees</u> (Separate Payment)		\$ <u>250.00</u>

TERMINATION OF AN EVENT

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

CERTIFICATION

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


Applicant Signature12/26/2025

Date

Cheryl A Chapman

Print Name

Office Use Only

Fees Paid
Receipt #
Deposit Returned
Key # Issued
Key Returned

Department Approval

Administrator Building Inspection Fire DPW Police Utilities

VILLAGE OF MUKWONAGO

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

Please read through each of the items below and initial each line to signify that you have read, understand, and agree.

- Cal Reservations are dependent upon availability.
- Cal No items shall be stored in the pavilion prior to the rental day unless payment has been received for the extra day(s).
- Cal Keys are responsibility of the Applicant to check out at Village Hall, no greater than 48 hours in advance of your event. After completion of the event, keys can be returned to Village Hall on the next business day or dropped off at the Mukwonago Police Department. Lost keys will result in re-keying charges.
- Cal The buildings are not to be left unlocked or unattended at any time. Any damages resulting from being left unattended will be the responsibility of the Applicant.
- Cal The Applicant should review the facility at opening. Note any pre-existing damages or problems.
- Cal Parking is only allowed in designated parking areas. **Performance Stage:** NO vehicles are allowed on the path without prior approval from the Public Works Director or designee.
- Cal Following the event, a representative from the Public Works Department will conduct a "Post-Event" inspection and complete the Facility Checklist. The applicant will be notified if the facility was found in unsatisfactory condition.
- Cal Layout: A sketch of the event area, toilet facilities, concession area, and parking areas shall be submitted with the application. Please include layout map.

Cleaning/Damages

- Cal Applicants shall be liable for any loss, damage or injury sustained by virtue of the activity conducted. Damage fee will be determined by the number of man hours required and/or cost for services or property replacement.
- Cal There are no decorations allowed to be affixed to the Ceiling. Applicant must adhere to the required post event clean up items on the facility checklist. Any items left incomplete may result in a forfeit of any or all of the damage deposit. Additional clean up charges will be billed at \$50 per ½ hour.
- Cal Applicant agrees to abide by all Park Rules, Regulations, and Ordinances of the Village of Mukwonago.
- Cal The applicant of this rental agreement shall be solely responsible for any violation, damages to the building and cleaning of the building. Any repair costs for damages will be withheld from damage deposit, direct billed to applicant or charges as a special assessment against the applicant's property tax bill.

VILLAGE OF MUKWONAGO

Yes Once approval has been granted, the Village Board, Village Administrator, Chief or Police, or Public Works Director may revoke same if it is deemed that such action is justified by an actual or potential emergency to weather, fire, riot, or administrative or clerical error. No fee would be charged for cancelation by a Village Officer.

Yes Applicant agrees to indemnify and hold harmless for all expenses, liability, and/or claim arising out of harm or activity of attendees to the event. For certain events, the Village may require the applicant to file evidence of insurance in force or other evidence of adequate financial responsibility. The Village may also require the applicant to provide trained security personnel at event, if necessary.

Yes Security and Protection: The sponsor of any event shall be responsible for adequate uniformed security personnel. A security plan shall be furnished at least seven (7) days prior to the date of the event for Police Department approval. *NOTE:* Check with Police Department to see if off-duty or reserve police officers would be available for event. Only security personnel approved by the Mukwonago Police Department may be used.

Yes Parking Space(s) on Village streets or Village Owned Parking Lot: Parking of cars shall be on paved areas only. Heavy vehicles on grassy areas for loading and unloading must be authorized the Public Works Director or designee. The Police Department shall be notified in advance if traffic control is needed on public thoroughfares.

Yes Fires: All fires must be in personal grills or designated fireplaces.

Yes Clean-up: Cleaning of the park is the responsibility of the organizer. The event area shall be maintained in an orderly manner during the event and final clean-up shall commence immediately post event. If clean-up is not completed by the end of the next business day, Village personnel shall be utilized and a bill, minus the deposit will be issued to the organizer. Future use of Village facilities may be revoked.

Please respond YES or NO to the following questions. Please supply additional information if required.

Yes **Insurance Requirements (Required for Special Event):** If YES, the Applicant will provide evident 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.

Yes **Sales:** If YES, attach a list of all vendors and products for sale.

VILLAGE OF MUKWONAGO

Yes **Electricity:** If YES, list pavilions where electricity is needed. **Performance Stage:** Power Requirements: ____ 110V 20 Amp ____ 110V 30 Amp ____ 110V 50 Amp Pavilions only

Yes **Food/Non-Alcoholic Beverages:** If YES, the necessary permits and related information for the sale of food shall be obtained from the Waukesha County Health Department (262-896-8300).

No **Street Usage/Roadway Closure:** If YES, if the event is in the street, street barricades are required. What type and How many barricades will be required? ____

Yes **Parking Space(s) on Private Lots:** IF YES, if parking in private lots near the event is required, the applicant shall obtain written permission from the adjacent property owners directly.

No **Alcohol Served:** If YES, if beer or other fermented malt beverages are sold, a Temporary Class "B"/"Class B" Retailer's License must be completed and turned in with payment with the rental application. Please list the number of Village of Mukwonago licensed bartenders that will be on site: ____

No **Admission or Gate Fee Charged:** If YES, explain in detail the reason for the fee.

Yes **Loudspeakers and/or Amplification:** If YES, will it be a: Band X DJ ____ Other ____
What are the hours be? 9A-1P All noise (loudspeakers and/or amplification ends at 11 p.m.

Yes **Tents, Canopies, or Other Temporary Structures:** 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.

No **Inflatable Devices:** If YES, number and location of devices.

No **Additional Port-a-Pots:** If Yes, using the information below, will your event require Portable Restrooms?

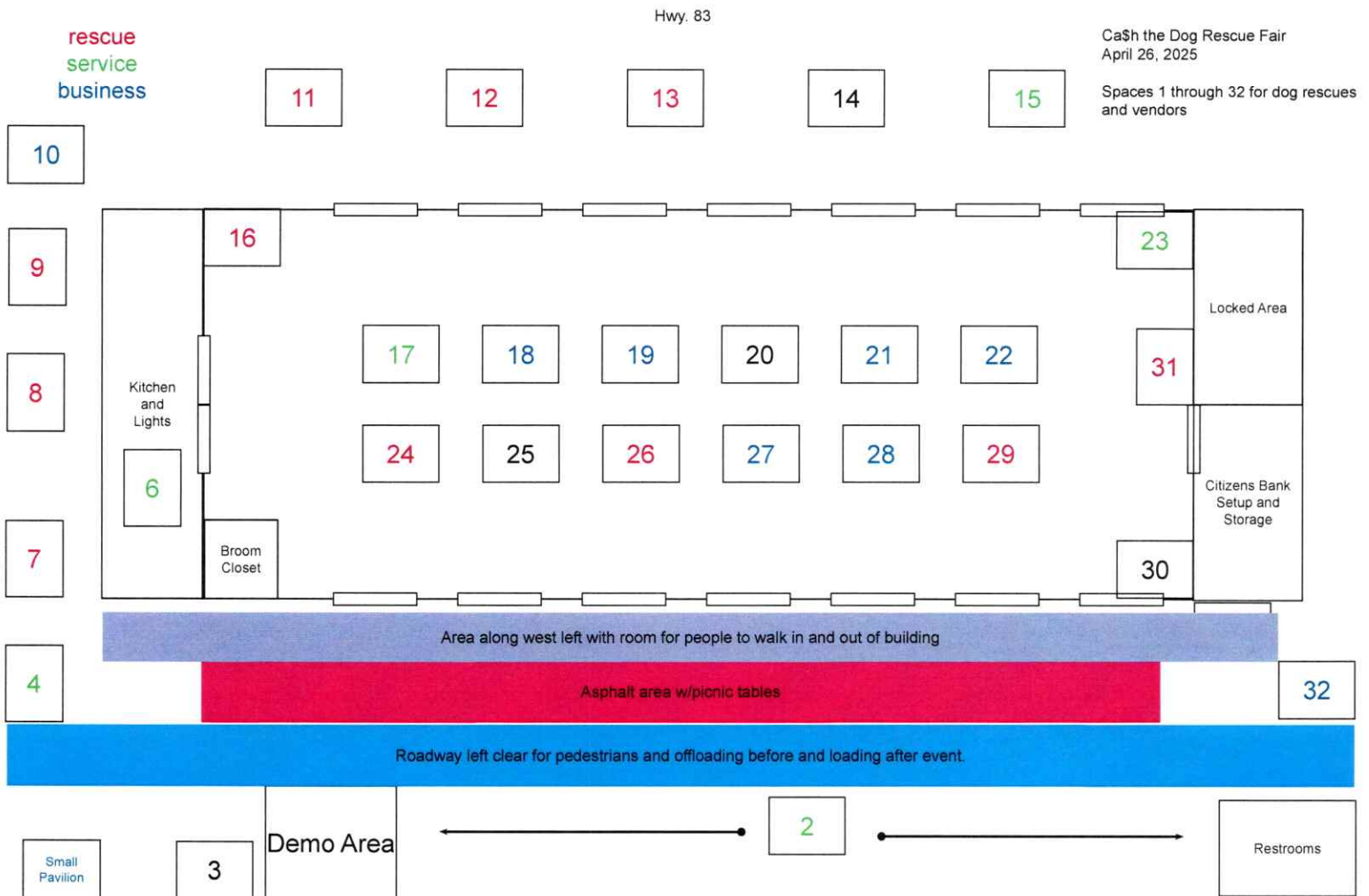
Determining if you need additional port-a-pots. Attendance at the function exceeds 300 people. Any damage will be the responsibility of the sponsoring group. They shall be clean, usable, properly enclosed, emptied when full, and a minimum 100 feet from food preparation areas. They shall be removed the next regular business day. The following schedule should be followed:

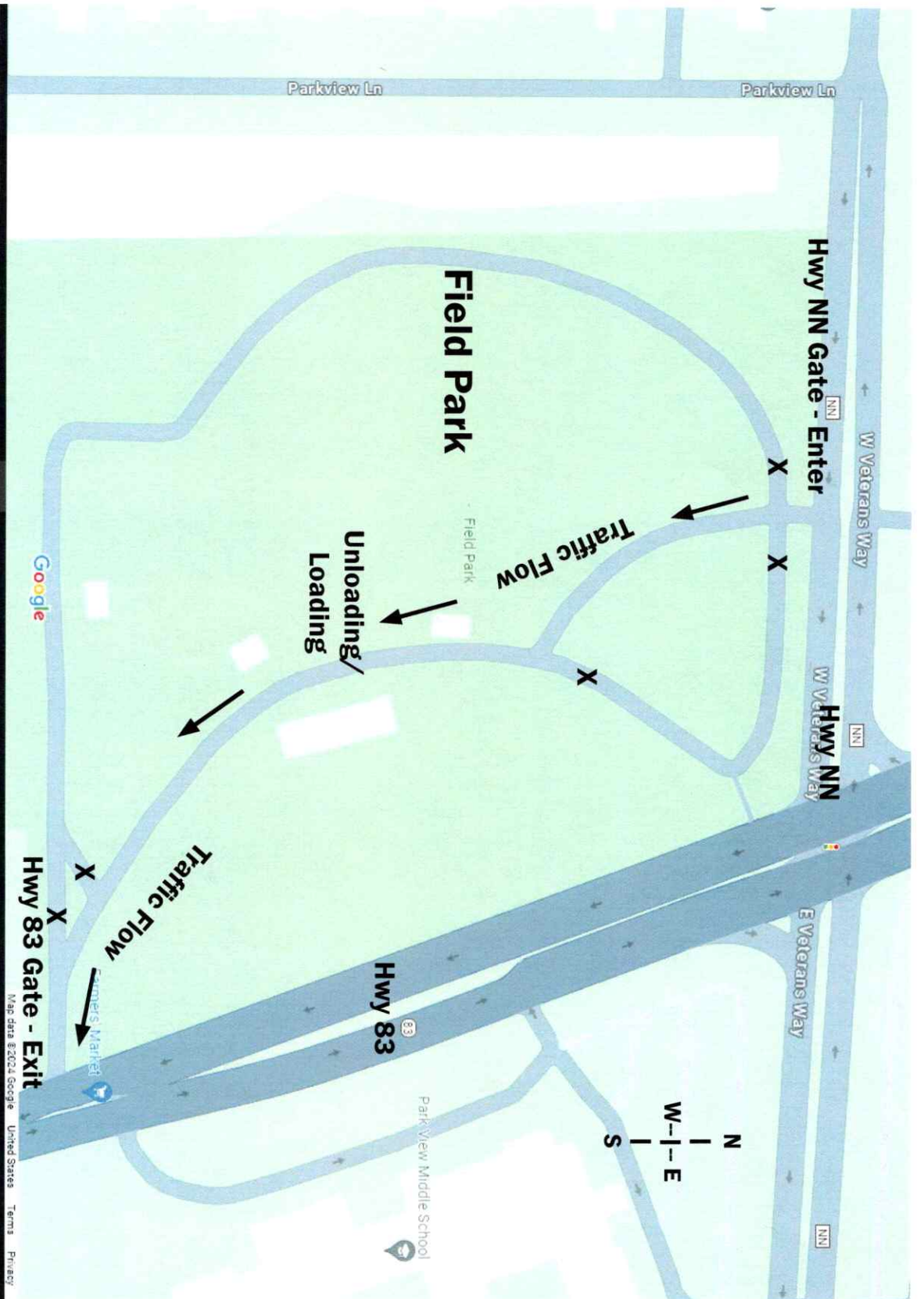
301-400 persons – 3 port-a-pots (1 for the men & 2 for the women)

401-500 persons – 6 port-a-pots (2 for the men & 4 for the women)

501-600 persons – 9 port-a-pots (3 for the men & 6 for the women)

for additional 250 persons over 600, an additional port-a-pot for each sex will be required





- X = no vehicle traffic
- Enter at Hwy NN gate - for smoother traffic flow, please approach from the west
- Exit at Hwy 83 gate - turn right, then right, then left. Church parking lot is 2 blocks down and across the street from the park. Park there.

Vehicles must exit the park after unloading.

Parking located south of Field Park in church parking lot located at 231 Roberts Dr, Mukwonago, WI 53149 and on the streets adjacent to the park.

2024 Rescue Fair - Participants by alpha

Space	Rescue/Organization/Business	I/O
1	Albert's Dog Lounge & Rescue	
2	Billy's Posse, Inc.	
3	City of Waukesha Police Department K9 Unit	
4	Dog Dad Co.	
5	End of the Leash	
7	English Springer Rescue of WI	
8	Friends of HAWS	
9	Fur Baby Bows	
10	GSDCW/German Shepherd Dog Club of WI	
11	HAWS	
12	Hoovers Hause All Dog Rescue	
13	Korynne's Kreations	
14	L.E.A.R.N. (Labrador Education and Rescue Network)	
15	Laughing Dawg Studio	
16	Ma, Paws & Me Pet Rescue	
17	Maverick and Kolby's (has trailer)	
18	Mukwonago Animal Hospital	
19	Muskego PD K9 Officer(s)	
20	Pleasant Valley Treats, LLC	
21	Saving Sadie	
22	Scott's Dog House	
23	Shawn Verdoni, Author	
24	This & That Craft Mill	
25	Wet Nose Candle Company	
26	Winston's Wishes	
27	Wisconsin Vest-a-Dog	
28	Woof Gang Rescue	
29	Woof n' Wear	

Non-Profits

Signed up to give presentation or demonstration

CITIZENS BANK

January 2, 2025

Village of Mukwonago
Clerk-Treasurer's Office
440 River Crest Ct
Mukwonago, WI 53149

RE: Park Usage

To whom it may concern:

Please find enclosed a completed application form requesting rental of Field Park on April 26, 2025, for Citizens Bank's fifth Ca\$h the Dog Rescue Fair. Also enclosed are checks for rental and deposits, a layout of the planned usage of the pavilion area, a traffic flow map for offloading and loading, plus a list of last year's vendors.

Per the application's requirements that need further clarification:

- Security and Protection: There will be at least two K-9 units onsite during the event with their handlers.
- Parking: There will be no vehicle traffic inside Field Park during the event. Street parking is available on the west side of the park, and we have an arrangement with the Congregational church to use their parking lot during the event. Please provide barricades for the north and east entrances.
- Insurance Requirements: A certificate of insurance will be provided closer to event date.
- Sales: All sales will be dog-related items with vendors responsible for their own licensing and permits.
- Food: Permits and such for food sold onsite will be the responsibility of vendors.
- Tents: Vendors will be providing their own pop-ups that will go up day of event.
- Porta-pots: Should not be necessary with number of people expected as long as the permanent restrooms are open.

Please let me know if you require any further information.

Thank you for your time!



Cheryl A. Chapman

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: January 1, 2025

\$250.00 Deposit
Total Fees Paid: \$400.00 Park Rental
Both checks have been requested from our A/P Dept

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

ORGANIZATION INFORMATION

Name of Organization: ProHealth Care Foundation

Event Contact Person: Laura Groetsch

EVENT INFORMATION

Name of the Event: ProHealth Care Walks for Cancer - ParkWalk 5.2.2025 (noon-setup/store supplies in Pavilion)
Date(s) of the Event: & 5.3.2025 (8:30 am - 1 pm)

Event Start Time: 8:30/7:00 am

Event End Time: 1 pm

Location of the Event: Field Park and surrounding neighborhood

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.

ProHealth Care's Walks for Cancer-ParkWalk is one of three walks held in Waukesha Co on May 3rd. Funds raised at this annual event support cancer services at ProHealth Care. The event is an organized walk in the area around Field Park. (approx 2 miles) We will have light snacks, bottled water and music at the park. Day of registration will begin around 8/8:30 am. Brief program will begin around 9:30 am. The Walk will begin at 10 am. The majority of our participants usually return to the park around 11:00/11:30 am.

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

G. Estimated # of participants: 350 Spectators: 0 Vendors: 0

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: 8:30 am - 11:30 am
- I. Please list the number of security staff you will be providing for the event: 3-4 PHC employees will be onsite
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? 2 large barricades to block vehicles for both entrances to Field Park
- 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. In past years, participants have parked at the Middle School, Metro Market, church nearby, etc* ☒ 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.)?
 In past years, the MPD have blocked off the traffic lane on N. Rochester St as participants begin their walk route at 10 am.

- 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.)

Paula Jacobs
Signature - Applicant

Signature - Applicant

Paula Jacobs, VP Philanthropy
Name & Title (PRINT)

Name & Title (PRINT)

12-30-24
Date

Date

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

Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

ParkWalk COVID-19 Action Plan

As the global pandemic continues, ProHealth Care has taken extra steps to safely address the health care needs of the community. We care for all those who need care — people who have COVID-19 and patients with other needs.

ProHealth Care strongly encourages everyone to take the simple steps that have proven effective in stemming the spread of the virus — wear a mask when you are in large groups of people, keep your distance from others and wash your hands often.

1. Encourage use of masks while in park if social distancing isn't possible.
2. Provide individually wrapped refreshments in a grab and go area for participants.
3. Pre-registration and early t-shirt pick up is offered to reduce the gathering of crowds inside the main shelter at Field Park on May 3.
4. Offer hand sanitizer stations at convenient locations for participants.
5. Virtual walk option (Choose Your Own Path) offered for those who prefer it.

Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

Event Set-Up - Friday, May 2; 12 pm to 5 pm

- Clean and set up main pavilion
- Arrange tables
- Hang signs inside the pavilion
- Arrange/organize t-shirts & sweatshirts
- Set up registration area
- Prepare survivor & dog station for quick set-up on day of walk
- Prepare food distribution area for quick set-up on day of walk

Event Day – Saturday, May 3; 6:30/7 am to 1 pm

- Set Up (6:30/7 am – 8 am)
 - Place sponsorship signs, etc around the park
 - Put directional signs along the walk route
 - Train Volunteers
 - Set up DJ/Music
 - Place garbage bags in cans throughout park
- Registration Opens / T-Shirt & Sweatshirt Pick-Up / Raffles / Etc. (8/8:30 am)
- Program (9:30 am)
- Walk (10 am – 11 am)
- Post-Walk (11 – Noon)
- Clean-up (11:30 am – 12:30/1 pm)
 - Clean up trash around the park area
 - Separate trash & recycling
 - Place trash & recycling into park dumpsters
 - Take down signs around park, fence, pavilion and walk route
 - Clean up pavilion
 - Lock up pavilion
 - Return keys to Village Police Dept

Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

Walk Route – Saturday, May 3 from 10:00 am – 11:00 am



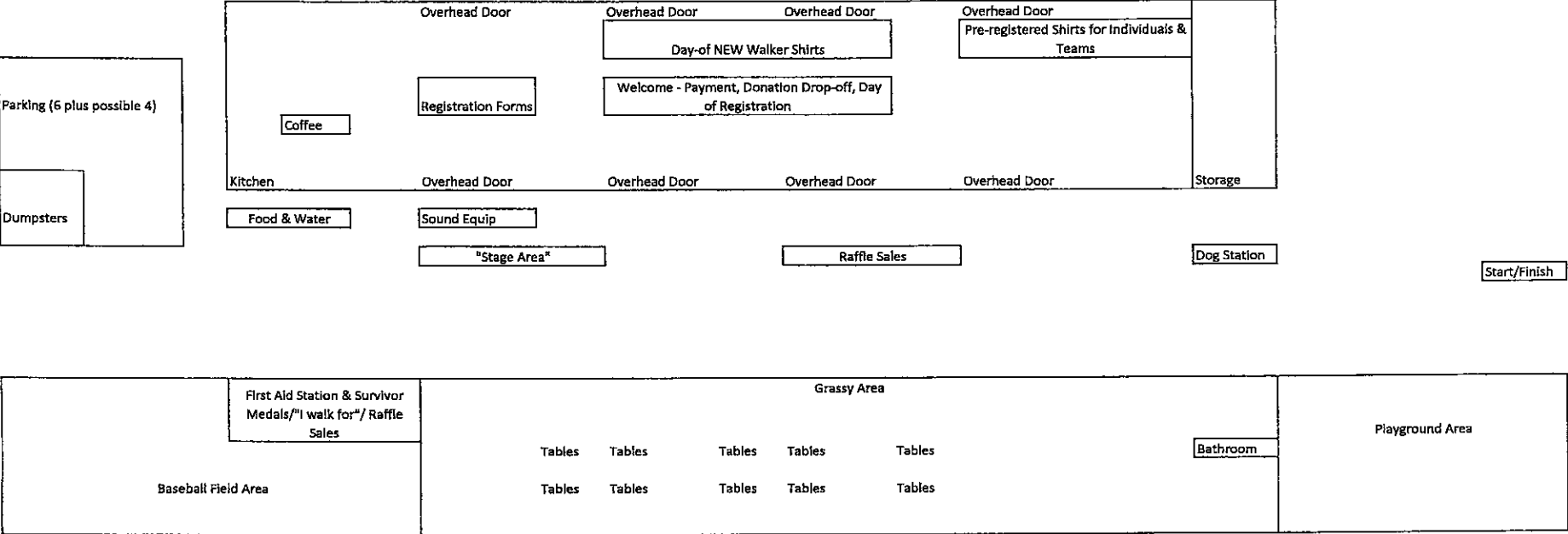
Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

Clean-up / Refuse Collection Plan

John's Disposal has recommended the following:

- Line existing garbage cans with 50 gallon liners
- Divide trash from recycling and place trash/recycling in appropriate Field Park dumpsters
- Volunteers will walk the park and event route to pick up trash/recycling

Field Park Layout



April 2025

Dear Neighbors,

On Saturday, May 3, 2025, ProHealth Care will be holding the ParkWalk for Cancer at Field Park. This annual event has been held the first Saturday in May since 2004. We're excited to hold our event once again! The proceeds from this event benefit cancer services available at ProHealth Care, including the UW Health Cancer Center at ProHealth Care Mukwonago.

We wanted to inform you of our event so you are prepared for the influx of participants and vehicles in your neighborhood. We work closely with the Village of Mukwonago officials and the Mukwonago Police Department to ensure compliance with all local ordinances and safety regulations. We expect approximately 350 participants this year.

While we encourage our participants to park at the Park View Middle School parking lot, you may see increased street parking in the neighborhoods around Field Park between 8 a.m. and noon on May 3rd. Our Walk begins at 10 am, so please expect heavy pedestrian traffic between 10 – 11 am as our participants follow the route noted below.

If you have any questions about our Walk, please feel free to contact me.

All the best,

Laura Groetsch
Walks for Cancer – ParkWalk lead coordinator
262-928-4903 | WalksforCancer@phci.org



Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

Pick up key from Mukwonago Village Hall
– Thursday, May 1, between 8 am and 5 pm

Set-Up – Friday, May 2; approximately 12 pm to 5 pm

- Clean and set up main shelter
- Arrange tables within main shelter
- Decorate/hang signs and banners inside main shelter
- Arrange/organize t-shirts
- Set up registration area
- Prepare survivor areas
- Stage refreshment/snack area in main shelter kitchen
- Place garbage bags in cans

Event Day – Saturday, May 3; approximately 6:30/7:00 am to 1 pm

- Set Up (6:30 am – 8 am)
 - o Place signs/sponsor signs around park
 - o Put route signs in surrounding neighborhood
 - o Train volunteers
 - o Set up music
- Registration Opens (8 am)
- Program (9 am)
- Walk (10-11 am)
- Post- Walk gathering (11-noon)
- Clean-up (12 – 1 pm)
 - o Clean up trash around park
 - o Separate trash and recycling
 - o Empty trash into dumpsters
 - o Take down signs around park, shelter and route
 - o Clean up shelter
 - o Lock shelter
 - o Return keys to Police Dept

Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

Route – Saturday, May 3, 10 – 11 am



Walks for Cancer - ParkWalk
Field Park, Mukwonago
Hosted by ProHealth Care Foundation
Saturday, May 3, 2025

Clean-up/Refuse Collection Plan

John's Disposal has recommended the following:

- Line existing garbage cans with 50 gallon bags.
- Divide trash from recycling and place recycling in appropriate Field Park dumpsters.
- Volunteers will walk the park and route and pick up trash.

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: 11/6/25

Total Fees Paid: 75.00

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

ORGANIZATION INFORMATION

Name of Organization: John Morrish Croatian Lodge 993

3. _____

Event Contact Person: Carol Morrish Gedde

EVENT INFORMATION

Name of the Event: Mukwonago Croatian Day Fest Date(s) of the Event: July 12th 2025

Event Start Time: 11:00 Event End Time: 7:00 p.m.

Location of the Event: Field Park

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

B. Please provide your COVID-19 Action Plan.

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

D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420 ext 2104.

E. Briefly describe your event and its purpose.

A day to celebrate Croatian culture with Croatian Music + food
and beverages.

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

G. Estimated # of participants: 300 Spectators: _____ Vendors: _____

OTHER INFORMATION

- A. Is there an ^{indoor} outdoor bar that will serve alcohol? **If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.** ☒ YES ☐ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: 2
- C. Will you be selling/serving food? **If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.** ☒ YES ☐ NO
- D. Will your event need electricity? **If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.** ☒ YES ☐ NO
- E. Will you be setting up any lighting? **If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.** ☐ YES ☒ NO
- F. Will your event require any fencing? **If yes, please provide plans for the fencing location and the gates.** ☐ YES ☒ NO
- G. Does your event involve fireworks? **If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.** ☐ YES ☒ NO
- H. Does your event involve amplified music? ☒ YES ☐ NO
If yes, will the amplified music be a: ☒ Band ☐ DJ ☐ Other
Hours of amplified music: NOON - seven
- 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.)?
John's Disposal brings in a 12 yard dumpster
we do much of the light cleanup on the day of the event and
finish the major cleanup early Sunday morning
- 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.)

Carol Mornich Gedde
Signature - Applicant

Signature - Applicant

Carol Mornich Gedde Secretary
Name & Title (PRINT)

Name & Title (PRINT)

1/6/25
Date

Date

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

WONAGO Croatian Day FEST

Hwy NN

Hwy 83

3a 11
diamond

ground

Sell
sand-
wiches
+ soda

Bath
Rooms

Kitchen

Bar

Silent Auction

Coffee

Soft drinks

Beer Truck

Looking from 5:30am - 11:00pm

Stacked
Scales

Roberts Drive

PAID
CASH
DATE
SUMMERFESTE

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: January 14, 2025

Total Fees Paid: 20-

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Lions Foundation, Inc.

Event Contact Person: Bill Vollmer

EVENT INFORMATION

Name of the Event: Mukwonago Lions Summerfeste

Date(s) of the Event: June 12 - 15, 2025

Thursday 6:00-10:30 PM; Friday 6:00-11:30 PM; Saturday 8:00 AM-11:30 PM; Sunday 8:00 AM-6:30 PM

Event Start Time: Event End Time:

Location of the Event: 933 North Rochester Street, Field Park, Mukwonago

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.* XX ☒ 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.

Field Park sit-up Monday, June 9 - 11; Thursday June 12 begins baseball, live music, carnival and other activities; Friday events include Father of the Year, baseball, carnival, live music, and fireworks; Saturday events include horse shoe tournament, children's activities, petting zoo, baseball, live music, and carnival; Sunday includes community parade, car show, live music, carnival and other events. Entire event has food vendors, beer, soda, etc.

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

G. Estimated # of participants: Spectators: 500 to 2000 daily 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.* XX ☒ YES ☐ NO

- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: 4 minimum
- 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: Thursday 6:00-10:30 PM; Friday and Saturday 7:00-11:30 PM; Sunday 2:00-6:30 PM
- I. Please list the number of security staff you will be providing for the event: to be determined
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? to be determined
- 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.)?
The Lions will utilize all of the Village of Mukwonago garbage cans and 60 from the American Legion.
All Village of Mukwonago picnic tables will be utilized.
~~The Lions will provide 2-30 yard dumpsters.~~
The Lions will provide 21 porta-johns, 1 handicap porta-john, and 4 wash stations. These maybe moved as needed. The Village of Mukwonago rest rooms will be locked during the event.
The Village of Mukwonago staff will move the concrete blocks used as anchors for the 60X100 tent.
~~The Village police department, fire department, and parks department will assist throughout the event.~~
- 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

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Application:

- XX ☐ Completed application form including the procedural checklist.
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Other Documents:

- XX ☐ Plan of operation/proposal.
XX ☐ Overview of the site to be used for the event (layout of the event site).
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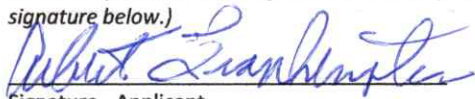
TERMINATION OF AN EVENT

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

Albert Frankenstein, treasurer

Name & Title (PRINT)

January 14, 2025

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/14/2025

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

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

PRODUCER

DSP Insurance Services, Inc.

CONTACT NAME: Bryan Adams

PHONE:
FAX:
E-MAIL:**INSURER(S) AFFORDING COVERAGE**

NAIC #

INSURER A: ACE American Insurance Company

22667

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSUREDMukwonago Lions Club, Inc.; Mukwonago Lions Foundation, Inc.; Club 10342
MUKWONAGO Wisconsin**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Agg. Per Named Insured is \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC		HDOG48914445	09/01/2024	09/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS		ISAH10835549	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A				WC STATUTORY LIMITS ☐ OTHER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above:

June 9 - 16, 2025

Mukwonago Lions Summerfeste

*** Kiwanis International, Mukwonago Kiwanis Club, Mukwonago Kiwanis Foundation; including baseball, horse shoe, children's activities, petting zoo, live bands, fireworks, carnival, car show, and parade

is included as an Additional Insured(s), but only with respect to General Liability arising out of the issuance of permit(s) to the Insured shown above and not out of the sole negligence of said additional insured.

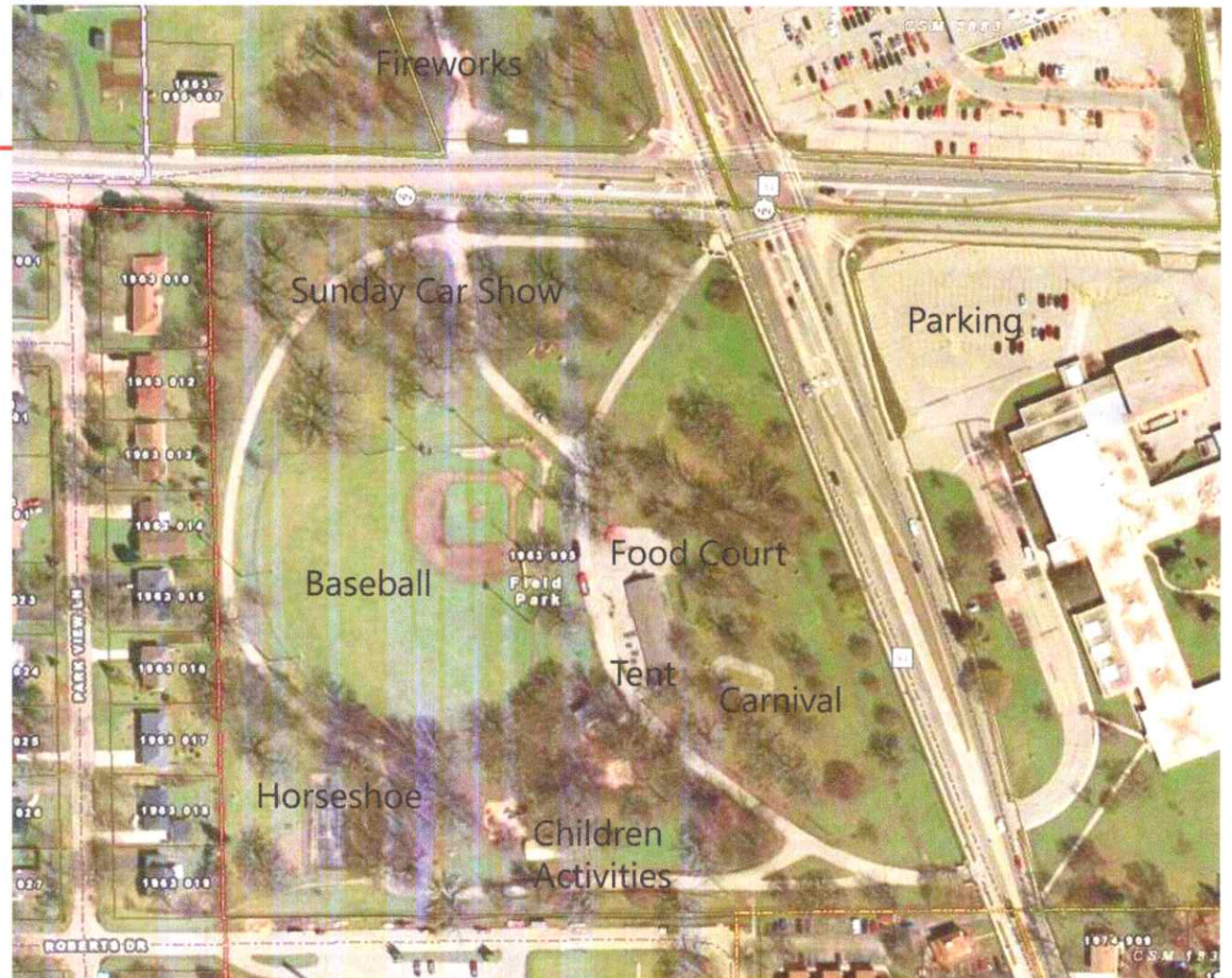
PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

CERTIFICATE HOLDERVillage of Mukwonago, Village Clerk
440 River Crest Court
MUKWONAGO Wisconsin 53149**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Field Park - Summerfeste



MUKWONAGO FATHER'S DAY PARADE

Traffic re-routed during parade by Mukwonago Police Department. Route 83 on north, along Hwy NN, Holz Parkway, to Hwy 83 south. Re-routed Hwy ES from east, along Holz Parkway, follow Bayview Road to Hwy ES south. Barricades on all cross streets along parade route between Field Park and Bayview Road. Barricades as needed along re-routed routes.

General Parade Lineup will be on a first come first serve by 11:00 AM near the Napa Auto Parts, 850 South Main Street (County ES) and continues up River Crest Court to the Mukwonago Village hall. Parking is available on River Crest Court.

Parade begins at noon, Sunday, FATHERS DAY. Parade route is north on Highway ES to stop and go light, north on Hwy 83 to Field Park and Park View Middle School.

Reviewing stand located in parking lot near Subway (corner Lake Street and Hwy 83).



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: 06-JAN-2025

Total Fees Paid: \$100.00

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

ORGANIZATION INFORMATION

Name of Organization: Amorphic Beer

Website Address: https://www.amorphicbeer.com

3. _____

Event Contact Person: Alan White

EVENT INFORMATION

Name of the Event: Amorphic Beer Gardens

Date(s) of the Event: 17-MAY-2025, 28-JUN-2025, 02-AUG-2025, 06-SEP-2025, 04-OCT-2025

Event Start Time: 2:00 pm

Event End Time: 8:00 pm

Location of the Event: Field Park, Pavilion B

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. Outdoor event w/ social distancing

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 ext 2104.

E. Briefly describe your event and its purpose.

Amorphic Beer garden featuring Amorphic Beer microbrews, non-alcoholic beverages + 2-3 food trucks

F. Based on the class definitions found in the manual, what class is your event?

☒ CLASS I

☐ CLASS II

G. Estimated # of participants: 100

Spectators: _____

Vendors: 3

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. Microbrewery state license* ☒ 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
Field Park parking
- 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.)?
None
- 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

OTHER INFORMATION

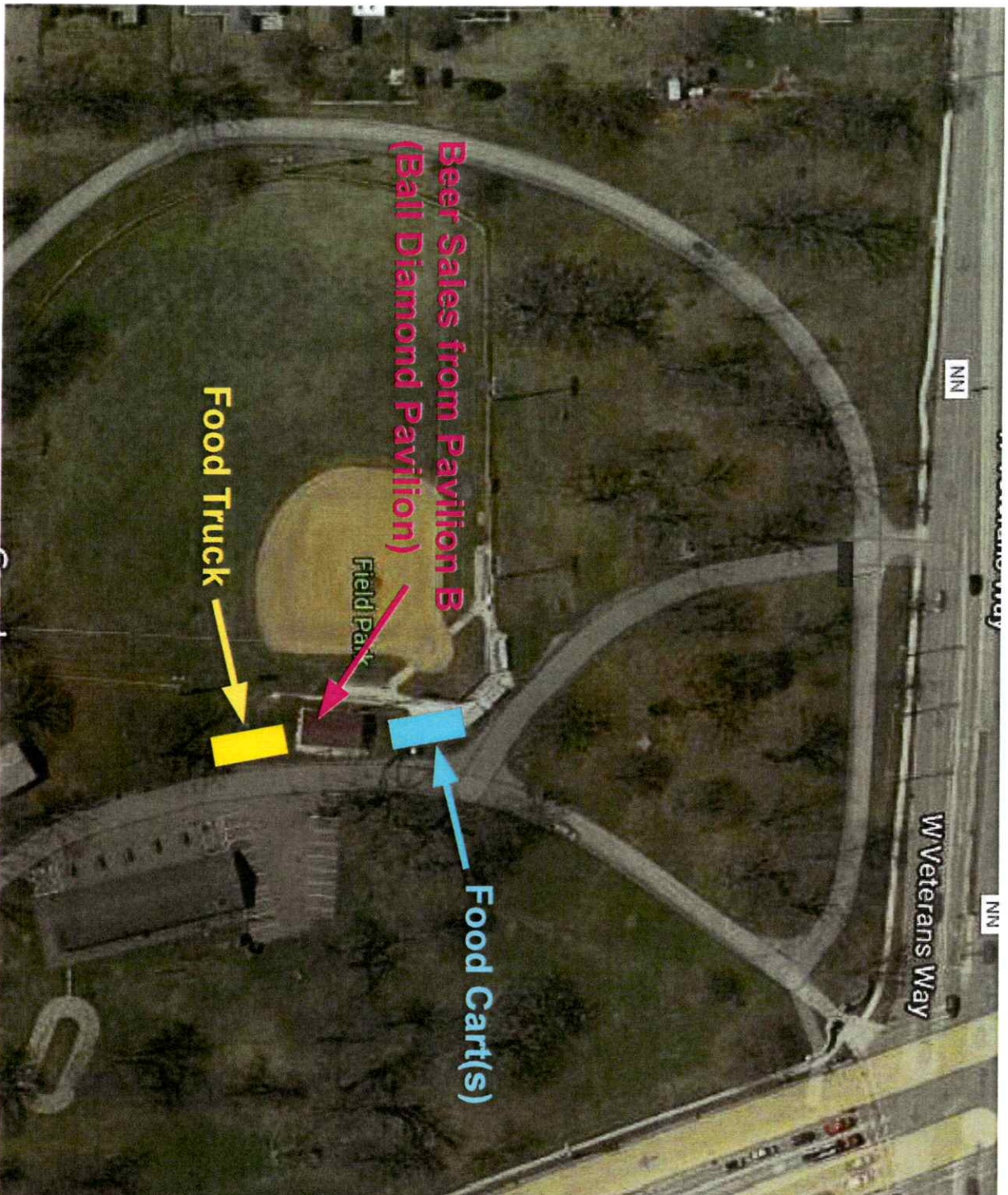
- A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application. Microbrewery state license* ☒ YES ☐ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: 1
- 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? _____
- 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
Field Park parking
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?
None
- 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

Amorphic Beer Garden Layout –
Field Park (Hyw NN & 83), Mukwonago, WI



VILLAGE OF MUKWONAGO

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

Please read through each of the items below and initial each line to signify that you have read, understand, and agree.

AGW Reservations are dependent upon availability.

AGW No items shall be stored in the pavilion prior to the rental day unless payment has been received for the extra day(s).

AGW Keys are responsibility of the Applicant to check out at Village Hall, no greater than 48 hours in advance of your event. After completion of the event, keys can be returned to Village Hall on the next business day or dropped off at the Mukwonago Police Department. Lost keys will result in re-keying charges.

AGW The buildings are not to be left unlocked or unattended at any time. Any damages resulting from being left unattended will be the responsibility of the Applicant.

AGW The Applicant should review the facility at opening. Note any pre-existing damages or problems.

AGW Parking is only allowed in designated parking areas. **Performance Stage.** NO vehicles are allowed on the path without prior approval from the Public Works Director or designee.

AGW Following the event, a representative from the Public Works Department will conduct a "Post-Event" inspection and complete the Facility Checklist. The applicant will be notified if the facility was found in unsatisfactory condition.

AGW Layout: A sketch of the event area, toilet facilities, concession area, and parking areas shall be submitted with the application. Please include layout map.

Cleaning/Damages

AGW Applicants shall be liable for any loss, damage or injury sustained by virtue of the activity conducted. Damage fee will be determined by the number of man hours required and/or cost for services or property replacement.

AGW There are no decorations allowed to be affixed to the Ceiling. Applicant must adhere to the required post event clean up items on the facility checklist. Any items left incomplete may result in a forfeit of any or all of the damage deposit. Additional clean up charges will be billed at \$50 per ½ hour.

AGW Applicant agrees to abide by all Park Rules, Regulations, and Ordinances of the Village of Mukwonago.

AGW The applicant of this rental agreement shall be solely responsible for any violation, damages to the building and cleaning of the building. Any repair costs for damages will be withheld from damage deposit, direct billed to applicant or charges as a special assessment against the applicant's property tax bill.

Revised 11/2023

VILLAGE OF MUKWONAGO

AGW Once approval has been granted, the Village Board, Village Administrator, Chief or Police, or Public Works Director may revoke same if it is deemed that such action is justified by an actual or potential emergency to weather, fire, riot, or administrative or clerical error. No fee would be charged for cancelation by a Village Officer.

AGW Applicant agrees to indemnify and hold harmless for all expenses, liability, and/or claim arising out of harm or activity of attendees to the event. For certain events, the Village may require the applicant to file evidence of insurance in force or other evidence of adequate financial responsibility. The Village may also require the applicant to provide trained security personnel at event, if necessary.

AGW Security and Protection: The sponsor of any event shall be responsible for adequate uniformed security personnel. A security plan shall be furnished at least seven (7) days prior to the date of the event for Police Department approval. *NOTE:* Check with Police Department to see if off-duty or reserve police officers would be available for event. Only security personnel approved by the Mukwonago Police Department may be used.

AGW Parking Space(s) on Village streets or Village Owned Parking Lot: Parking of cars shall be on paved areas only. Heavy vehicles on grassy areas for loading and unloading must be authorized the Public Works Director or designee. The Police Department shall be notified in advance if traffic control is needed on public thoroughfares.

AGW Fires: All fires must be in personal grills or designated fireplaces.

AGW Clean-up: Cleaning of the park is the responsibility of the organizer. The event area shall be maintained in an orderly manner during the event and final clean-up shall commence immediately post event. If clean-up is not completed by the end of the next business day, Village personnel shall be utilized and a bill, minus the deposit will be issued to the organizer. Future use of Village facilities may be revoked.

Please respond YES or NO to the following questions. Please supply additional information if required.

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

YES **Sales:** If YES, attach a list of all vendors and products for sale. Amorphic Beer & Food Trucks

Revised 11/2023

VILLAGE OF MUKWONAGO

- No **Electricity:** If YES, list pavilions where electricity is needed. **Performance Stage:** Power Requirements: ____ 110V 20 Amp ____ 110V 30 Amp ____ 110V 50 Amp
- Yes **Food/Non-Alcoholic Beverages:** If YES, the necessary permits and related information for the sale of food shall be obtained from the Waukesha County Health Department (262-896-8300).
- No **Street Usage/Roadway Closure:** If YES, if the event is in the street, street barricades are required. What type and How many barricades will be required? ____
- No **Parking Space(s) on Private Lots:** IF YES, if parking in private lots near the event is required, the applicant shall obtain written permission from the adjacent property owners directly.
- Yes **Alcohol Served:** If YES, if beer or other fermented malt beverages are sold, a Temporary Class "B"/"Class B" Retailer's License must be completed and turned in with payment with the rental application. Please list the number of Village of Mukwonago licensed bartenders that will be on site: ____
state brewery license
- No **Admission or Gate Fee Charged:** If YES, explain in detail the reason for the fee.
- No **Loudspeakers and/or Amplification:** If YES, will it be a: Band ____ DJ ____ Other ____
What are the hours be? ____ All noise (loudspeakers and/or amplification ends at 11 p.m.
- No **Tents, Canopies, or Other Temporary Structures:** 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.
- No **Inflatable Devices:** If YES, number and location of devices.
- No **Additional Port-a-Pots:** If Yes, using the information below, will your event require Portable Restrooms?
Determining if you need additional port-a-pots. Attendance at the function exceeds 300 people. Any damage will be the responsibility of the sponsoring group. The shall be clean, usable, properly enclosed, emptied when full, and a minimum 100 feet from food preparation areas. They shall be removed the next regular business day. The following schedule should be followed:
- 301-400 persons – 3 port-a-pots (1 for the men & 2 for the women)
401-500 persons – 6 port-a-pots (2 for the men & 4 for the women)
501-600 persons – 9 port-a-pots (3 for the men & 6 for the women)
for additional 250 persons over 600, an additional port-a-pot for each sex will be required

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

MACC Farmers Market 2025
VILLAGE OF MUKWONAGO
SPECIAL EVENT PERMIT APPLICATION
Application Fee: See fee sheet

Date Submitted: _____

Total Fees Paid: _____

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Area Chamber of Commerce + Tourism

Event Contact Person: April Reszka

EVENT INFORMATION

Name of the Event: Mukwonago Farmers Market Date of the Event: May 14 - Oct 8 No June 11th
Event Start Time: 12pm set up - 2pm start Event End Time: 6pm End - then take down
Location of the Event: Field Park

- A. Will your event take place in a residential neighborhood? If yes, you will be required to notify all adjacent property owners when the event will occur. ☐ YES ☒ NO
- B. Please provide your COVID-19 Action Plan.
- C. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.
- D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420 ext 2104.
- E. Briefly describe your event and its purpose.

See plan of operation

F. Based on the class definitions found in the manual, what class is your event?

☒ CLASS I ☐ CLASS II

G. Estimated # of participants: 1

Spectators: 400+

Vendors: 40

Market Manager

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 - Amorphic Beer holds own license ☒ 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.* Only if we have music ☒ 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 at: ☒ Band ☐ DJ ☐ Other one man band background music
 Hours of amplified music: Between 2-6pm
- I. Please list the number of security staff you will be providing for the event: n/a
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? 5
- 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.)?
See plan of operation

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

INSURANCE REQUIREMENTS

The Special Event Sponsor will 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

Special Events Permit Application (Rev 1.1.25)

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

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

Application:

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

Other Documents:

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

DEPOSIT REQUIREMENTS

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

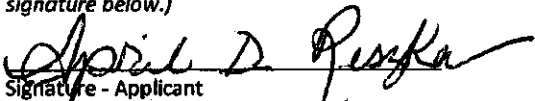
TERMINATION OF AN EVENT

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

CERTIFICATION

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

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


Signature - Applicant

Signature - Applicant

April D. Reszka Executive Director
Name & Title (PRINT)

Name & Title (PRINT)

1/8/2025
Date

Date

FOR OFFICE USE ONLY

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

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

MUKWONAGO FARMERS MARKET PLAN OF OPERATION

Field Park

Every Wednesday, May 14th - October 8th, 2025

(Except June 11th – Summerfeste)

2 - 6pm

Plan of Operation

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

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

Farmers Market to be held at Field Park

Both Entrances Open: Hwy 83 and NN/West Veterans Parkway

Farmers Market Manager:

- Market Manager will be on premise from 12:30 - 6:30pm
- Set-up 1:00pm (Food trucks come a little early, so Special Event Permit says 12:00pm)
- Cleanup starts promptly at 6:00pm

Expecting:

- 40+ vendors
- 400 - 600 patrons
- Food Trucks

Electricity provided only for Musicians

DPW:

- Reader board advertising Farmers Market
- Barricades 5 total - (2) near the baseball diamond and (3) near NN entrance
- Picnic Tables moved from the center of the market and placed around the outer walkway of the asphalt path and near food truck area
- Garbage Cans (4) - throughout market

Please call April Reszka at the chamber office with any questions (262) 363 - 7758 or (262) 751 - 1651

Last Updated: 1.8.2025

West Veterans Way (NN)

Parking

Highway 83

Amorphic Beer*

1/2 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 1 2

24 25 26 27 28 29 30 31 32

FARMERS
MUKWONAGO
MARKET
SINCE 2007

MUKWONAGO
AREA CHAMBER OF COMMERCE

Apple Pay, Google Pay, Venmo, Zelle

Amorphic Beer*
Sweet Abilities*
The Haase House, MC Library*

FIELD PARK
Mukwonago, WI

EVERY WEDNESDAY
2 - 6 PM
MAY 15 - OCTOBER 9, 2024
NO MARKET 6/12

LOCALLY GROWN, LOCALLY PRODUCED
FRUITS & VEGETABLES • PLANTS • BAKED GOODS • SWEETS • ARTISANS • FOOD TRUCKS & MORE!

- 1/2 Krokowski's Farm
- 3 Sweet Tooth Delights
- 4 Serenity Soap Works
- 5 Hemken Honey Company
- 6 Weekly Vendor TBD
- 7 At Home Organics LLC
- 8 Kenny's Daughters LLC
- 9 AJ Formations Designs
- 10 Carolyn Kempken
- 11 Weekly Vendor TBD
- 12/13 Roberts Produce LLC
- 14 Kelly's Pot Pies & More
- 15 Weekly Vendor TBD
- 16 Danielle's Designs
- 17 Two Creek Farms LLC
- 18 Muddy Boots Plants & Produce
- 19 Weekly Vendor TBD
- 20 Sugar Spun
- 21 Smokin' T's Sauce
- 22 Pop's Kettle Corn
- 23 Weekly Vendor TBD
- 24/25 Craigland Farms
- 26 Breadsmith of Wauwatosa
- 27 Good Dog Farms LLC
- 28 Bernardo's Foods, LLC
- 29/30 Xiong Family Produce
- 31 Did Someone Say Come Dog Treats
- 32 Weekly Vendor TBD

FOOD, BEVERAGE & ENTERTAINMENT:

Dahlia's Bistro, EZ Tiki, T & N's Eggroll House, Knights of Columbus, Amorphic Beer*, Sweet Abilities*, The Haase House, MC Library*

*Vendor attendance may vary per week. See vendor Website/Social Media for more info.

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

VILLAGE OF MUKWONAGO SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: _____

Total Fees Paid: 40-

CK NO
DATE

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 Rotary Club

Event Contact Person: Einar Svang II

EVENT INFORMATION

Name of the Event: Jack-o-lantern Jamb Date(s) of the Event: October 17th + 18th 2025

Event Start Time: 6pm Event End Time: 9:30 pm

Location of the Event: Field Park

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

B. Please provide your COVID-19 Action Plan.

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

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

E. Generally describe your event and its purpose.

Jack-o-lantern Jamb - Halloween Haunt
Family Friendly Event Highlighting illuminated Jack o lanterns and a
Haunted House for younger children.
Proceeds back to Community for local projects

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

G. Estimated # of participants: 60-100 Spectators: 2000 Vendors: 3

girl Scouts
Scotts Dogs
Sugar Spin - Cotton
Candy

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: N/A
- 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: 6-9:30
- I. Please list the number of security staff you will be providing for the event: 12
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? 8
- 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.)?
None

- 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.

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

TERMINATION OF AN EVENT

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

CERTIFICATION

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

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

Signature - Applicant

Signature - Applicant

Name & Title (PRINT)

Name & Title (PRINT)

Date

Date

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

Special Events Permit Application (Rev 3/21)

Back for the 21st year, a fundraising night of family-friendly fright awaits you!

2024 JACK-O-LANTERN JAUNT HALLOWEEN HAUNT

*Friday, October 18th & Saturday, October 19th
6:00 pm – 9:30 pm Field Park, Mukwonago*

Nightly Film Feature

*Movie by Christopher Mihm starting at 7:00 pm
"The Wad: The True Story Behind the Phantom Lake
County Chewing Gum Disaster"*

Free Community Art Project

*Courtesy of the Mukwonago Community Library
plus food from Scott's Dog House, Sugar Spin
Cotton Candy, and local Girl Scouts troops*

www.jackolanternjaunt.com



Cash Only | Adults: \$3 Kids (12+under): \$2 Babies (2+under): Free

*Additional donations welcome. All proceeds go directly to the local community:
Mukwonago Catastrophic Medical Fund | Mukwonago Rotary Club Service Projects*

Sponsored by:

Rotary

Club of Mukwonago



*The founding
Forster + Palatino families*

CITIZENS BANK

All Jack-o-Lanterns Welcome

Display set-up on Oct. 18th

12:00 pm – 5:00 pm

Pick-up on Oct. 19th at 9:30 pm

Jack-o-Lantern COVID Plan

Since the Jack-o-lantern Jaunt is primarily an outdoor event, transmission is relatively low. The outdoor portion of the event will go on as planned unless otherwise discouraged by the CDC or another health governing body.

The Halloween Haunt will observe the distancing rule and will only allow family groups or smaller groups of associated individuals.

Areas of congregation, ie: food vendors, Library community project, face painting , outdoor theater, etc. will all be instructed to observe the 6 foot spacing rule.

Participants will be encouraged to wear face masks, it will be mandatory for all participating volunteers.

Volunteers that have had CoVID 19 can not participate unless:

- It has been at least 10 days from first symptoms
- Has been at least 24 hours since last fever w/o fever meds
- Symptom free for at least 72hours.

Volunteers will subject themselves to a temperature check prior to starting their respective shifts.



JACK-O-LANTERN JANNT HALLOWEEN HAUNT 2023

FIELD PARK

BASEBALL
INFIELD

FENCE

INFLATABLES

FEATURE
FILM

GATE 4

NN
DE GATE (CLOSED)

- HIGHWAY NN -

Displays?

Displays?

FRIENDS OF
LIBRARY

POWER
POLE

SUGAR
SPUN

SCOTT'S
DOGS

POWER
POLE

KITCHEN

GIRL
SCOUTS

FACE
PAINTING

GAME
TENTS

ENTER
HAUNTED
HOUSE

PARK
PAVILION

4H

REST ROOMS

POWER
POLE

RESTAURANT
TRAILER

WORK FORCE
DEVELOPMENT
DISPLAY

POWER
POLE

LYNCH
CAR

GATE 3

GATE 2

MAIN GATE
PARK VIEW M
PARKING

HIGHWAY
83



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/01/2024

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

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

PRODUCER Hylant Group Inc [Redacted]	CONTACT NAME: Crystal Gleason [Redacted] ADDRESS: [Redacted]																					
Insured All Active US Rotary Clubs & Districts Mukwonago Rotary Club Attn: Risk Management Dept. [Redacted]	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Westchester Surplus Lines Insurance Company</td><td>10172</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Westchester Surplus Lines Insurance Company	10172	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Liquor Liability Included GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y	G73578917003	7/1/2024	7/1/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMPIOP AGG \$4,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y	G73578917003	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$		Not applicable			EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	Not applicable			PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Certificate Holder is included as an additional insured where required by written contract or permit subject to the terms and conditions of the general liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER

Village of Mukwonago
Halloween Haunt Field Park Event
440 River Crest Ct
Mukwonago, WI 53149

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Judy K. Wilson

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

MACC Midnight Magic 2025
VILLAGE OF MUKWONAGO
SPECIAL EVENT PERMIT APPLICATION
Application Fee: See fee sheet

Date Submitted: _____

Total Fees Paid: _____

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

ORGANIZATION INFORMATION

Name of Organization: Mukwonago Area Chamber of Commerce + Tourism

Event Contact Person: April Reszka

EVENT INFORMATION

Name of the Event: MIDNIGHT MAGIC

Date(s) of the Event: DECEMBER 6, 2025

Event Start Time: 8am

Event End Time: 11:55pm

Location of the Event: Village WIDE - MUKWONAGO

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 ext 2104.

E. Briefly describe your event and its purpose.

Village-wide event with indoor marketplace, Santa photos, horse drawn Carriages + Wagon rides, dog Sled pull, Christmas parade, fireworks, etc.

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: 3000 Vendors: 100

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: NO
- 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?
 If yes, will the amplified music be a: ☐ Band ☒ DJ ☐ Other
 Hours of amplified music: 4-6pm
- I. Please list the number of security staff you will be providing for the event: police to provide
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO
 If yes, how many? See plan of operation
- 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
have arrange to use PUMS PARKING (10/1 MASTS)
- 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.)?
See plan of operation

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

INSURANCE REQUIREMENTS

The Special Event Sponsor will 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

Special Events Permit Application (Rev 1.1.25)

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.
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- ☐ Plan of operation/proposal.
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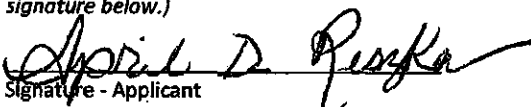
TERMINATION OF AN EVENT

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

CERTIFICATION

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

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



Signature - Applicant

Signature - Applicant

April D. Reszka Executive Director

Name & Title (PRINT)

Name & Title (PRINT)

Date

1/8/2025

Date

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



**Mukwonago Midnight Magic Plan of Operation/Village Wide
Saturday, December 6th, 2025
8am - 11:55pm**

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

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

PLAN:

- Midnight Magic is Village wide (Please see area map attached)
- Set-up 8am (Downtown)
- Chamber Staff available 6am - 11:55pm
- Expecting: 3000+ patrons, 100+ vendors, 150 participants. 30+ chamber member businesses to participate
- Several vendors on the square

DPW:

- Garbage Cans - (2) - Boneyards Parking Lot (4) - Field Park
- Plowing Field Park
- Barricades Field Park - Hwy 83 and NN Entrances - To be moved from parade route (On the square - Garbage & Recycling Cans - will be ordered from John's Disposal)

FIVE AREAS:

- Marketplace (at MHS) 9am - 4pm (School open for set-up/take-down 6:15am – 5pm)
- Dogsled Pull (Boneyard's Parking Lot) 11am - 2pm
- Parade Downtown (Main St.) at 3pm (Line-up 2pm at Indianhead Park)
- Carriage & Wagon Rides (No Longer at Citizens Bank) moved to Field Park 4pm - 9pm
- Fireworks - Will be shot off over Phantom Lake

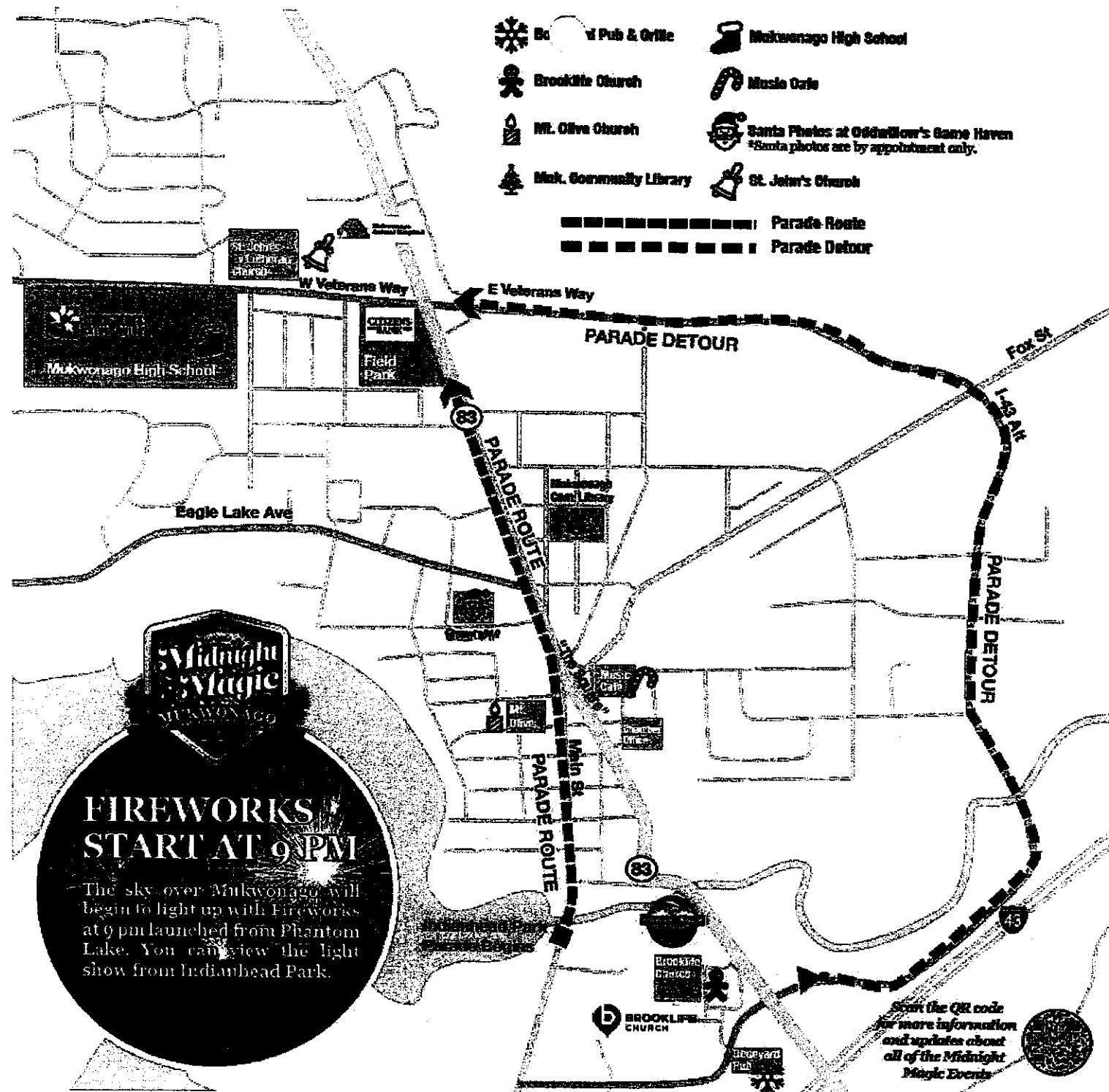
Please call April Reszka at the chamber office with any questions

Office: (262) 363-7758 Mobile: (262) 751-1651

UPDATED 1.9.2025

-  Backyard Pub & Grille
-  Mukwonago High School
-  Brooklife Church
-  Music Onle
-  Mt. Olive Church
-  Santa Photos at Oddellow's Game Haven
*Santa photos are by appointment only.
-  Muk. Community Library
-  St. John's Church

===== Parade Route
 - - - - - Parade Detour



Midnight Magic
MUKWONAGO

FIREWORKS START AT 9 PM

The sky over Mukwonago will begin to light up with Fireworks at 9 pm launched from Phantom Lake. You can view the light show from Indianhead Park.

Scan the QR code for more information and updates about all of the Midnight Magic Events

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: 1.20.25

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: Phantom Junction Stage- Village of Mukwonago

Mailing Address: City: State: Zip:

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

Website Address:

3.

Event Contact Person: Ron Bittner

Mailing Address: City: State: Zip:

Home Phone: Work Phone: Cell Phone:

Email Address:

EVENT INFORMATION

Name of the Event: PJS Concert Series Date(s) of the Event: June 20th & August 9th

Event Start Time: About 4pm set up: event starts 6pm Event End Time: 10pm

Location of the Event: Phantom Junction Stage Indianhead Park

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

B. Please provide your COVID-19 Action Plan.

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

D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420 ext 2104.

E. Briefly describe your event and its purpose.

Present music with food and beverage vendors for family entertainment. To spot light local vendors and Village of Mukwonago.

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

G. Estimated # of participants: ? Spectators: 500-2000 Vendors: 1-7

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.* X YES ☐ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: _____1-3_____
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* X 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.* X 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.* X YES ☐ NO
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES X NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES X NO
- H. Does your event involve amplified music? X YES ☐ NO
- If yes, will the amplified music be a: X Band ☐ DJ ☐ Other
- Hours of amplified music: _____6-9pm_____
- 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? _____Ron Bittner to determine_____
- 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.* Ron Bittner to determine ☐ 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.* Ron Bittner to determine ☐ YES ☐ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* X YES ☐ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* X YES ☐ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

P. Have you reviewed and do you have a copy of the **Village of Mukwonago Special Events Manual** and the **Village of Mukwonago Ordinance**?

X 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.)

Ron Bittner
Signature - Applicant

Signature - Applicant

Name & Title (PRINT)

Name & Title (PRINT)

ORDINANCE NO. 1034

An Ordinance to Limit the Number of Dogs Kept to Three

WHEREAS, currently the Village Code expressly limits the number of cats that can be kept in the village to three; and

WHEREAS, currently Village Code, for all intents and purposes, limits the number of dogs that can be kept to three by stating that the harboring of any more than three dogs constitutes a “kennel” or “pet shop” for which a license is required; and

WHEREAS, the Village wishes to clarify the existing policy by making the Village Code clearer on the number of dogs allowed; and

NOW THEREFORE, at a regular meeting of the Village Board of the Village of Mukwonago, Waukesha County, Wisconsin, held on the 19th day of February, 2025, by a favorable vote of the Board, said Board does ordain as follows:

SECTION 1

Subsection 28, “Restrictions on keeping,” of Article II, “Dogs,” of Chapter 14, “Animals,” is hereby amended by adding the following sections as follows:

(b) Number of dogs limited. It shall be unlawful for any person or persons to keep more than three dogs within the Village, with the exception that a litter of dogs or a portion of a litter may be kept for a period of time not exceeding five months from birth. The provisions of this section shall not apply to any establishment properly licensed and permitted as kennels or pet shops, or those that are properly licensed and permitted for breeding or boarding of dogs.

SECTION 2

That all Ordinances or parts of Ordinances conflicting with the provisions of this Ordinance are hereby to such extent repealed.

SECTION 3

If any portion of this Ordinance is invalid or unconstitutional, or the application of this Ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provisions or applications.

SECTION 4

That this Ordinance shall take effect and be in force from and after its passage and posting as provided by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago and shall indicate the number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board of the Village of Mukwonago, Waukesha County, Wisconsin, this 19th day of February, 2025.

Fred Winchowky, Village President, Board of Trustees

Countersigned:

Lana C Kropf, Village Clerk-Treasurer

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: _____

☐ 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 July 12th and ending July 12th 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 John Morrish Lodge 993

(Street) _____

☐ Town ☒ Village ☐ City

(c) Date organized 1954

(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 Amber King

Vice President David Boeck

Secretary Carol Morrish Gedde

Treasurer David Krejcarek

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

Carol Morrish Gedde

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 Field Park 933 N Rochester

(b) Lot _____ Block _____

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

(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: Bar is in the Eastern - Central part of the pavilion

3. Name of Event

(a) List name of the event 65th Annual Mukwonago Croatian Day Fest

(b) Dates of event July 12th 2025

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

Carol Morrish Gedde 1/6/25
(Signature / Date)

John Morrish Croatian Lodge 993
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

PAID

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

11/27/25

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

FEE \$ 10 -

Application Date: 01/15/2025

☐ 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 06/12/2025 and ending 06/15/2025 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

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

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

(b) Address

(Street)

☐ Town ☒ Village ☐ City

(c) Date organized

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

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

(f) Names and addresses of all officers:

President Cindy Brost,

Vice President Bill Vollmer,

Secretary Jim Howard,

Treasurer Albert Frankenstein,

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

Cindy Brost,

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 Field Park, 933 North Rochester Street, Mukwonago, WI 53149

(b) Lot Block

(c) Do premises occupy all or part of building? Pavilion and Snack Shack

(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 Mukwonago Lions Summerfeste

(b) Dates of event June 12, 2025 through June 15, 2025

DECLARATION

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

Officer

Albert Frankenstein
(Signature / Date)

Mukwonago Lions Foundation, Inc. & Mukwonago Lions Club, Inc.

(Name of Organization)

Date Filed with Clerk

Date Reported to Council or Board

Date Granted by Council

License No.

THE DIRECTOR'S REPORT

JANUARY 2025 MUKWONAGO COMMUNITY LIBRARY

reflections on December

*from the desk of
Abby Armour*

NEWS YOU CAN USE



ilovemylibrarian 
AWARD



Director Abby Armour has been selected for the American Library Association's I Love My Librarian Award, recognizing exceptional librarians as nominated by users. Each year, up to 10 recipients nationwide are selected based on outstanding community service. They receive a \$5,000 cash prize funded by the Carnegie Corporation of New York and will be honored at the LibLearnX conference in January 2025, which includes complimentary registration and a travel stipend.

Kristi Kosloske and the rest of the Friends of the Library Board submitted the nomination packet which included statements from Library Board Trustees, Friends, patrons, and staff.

The awards ceremony will be broadcast live on the ALA's YouTube Channel.



Join us at the Library for
a watch party!

**Friday, January 24 @
7:00 pm**



Abby Armour

Library Director
Mukwonago Community Library
Mukwonago, Wisconsin

Official Announcement on the Award Homepage: Mukwonago Community Library has called many places home in its more than 140-year history, including two jail cells in the Village Hall and an old roller rink. In its current and largest location in downtown Mukwonago, the library is thriving under the leadership of its director Abby Armour.

The library has undertaken an effort to repatriate items from its Grutzmacher Collection, which contains about 12,400 Native American items gifted to the library in 1965 by artifact collector Arthur Grutzmacher. For years, Armour worked to catalog the collection and guide the library through compliance with the Native American Graves Protection and Repatriation Act (NAGPRA). In 2024, the library repatriated Belongings removed from a burial site near Sacramento decades prior to the Wilton Rancheria Tribe of California, becoming the first public library in Wisconsin, and only third in the U.S., to repatriate Belongings under NAGPRA.

Read more at
ilovelibraries.org/love-my-librarian/abby-armour

or scan the QR code



BY THE NUMBERS: 2024 END OF YEAR

289,308

Total 2024
physical + digital circulation
-.5% compared to 2023



246,295

physical item circulation
in 2024
-.4% compared to 2023

43,013

digital item circulation
in 2024
-1.3% compared to 2023



16,141

items circulated through
the smartlockers in 2024
+57% compared to 2023

That is 6.5% of our total
2024 physical circulation!

4,174

community members
used our rooms
in 2024
+20% compared to 2023



5,927

new items added
in 2024
+4% compared to 2023

113,320

Total 2024
visits to the Library
+2% compared to 2023

1,435

new library cards
in 2024
+17% compared to 2023



16,281

people attended
programs in 2024
-1.2% compared to 2023

UPDATES

The following updates highlight recent operational improvements that enhance service while optimizing costs and resources.

Custodian On Leave - During Judy Wraalstad's medical leave, we've transitioned from using the cleaning company to fill in to employing two workers she personally trained. Their work maintains our high standards while significantly reducing costs. They will handle all routine cleaning duties until Judy returns.

HVAC Monitoring Upgrade - We've enhanced our emergency response notification system for our HVAC equipment with Emcor at no extra cost. The air handlers and boilers now automatically send alarm alerts to Director Armour, the Business Manager, and the Admin Team via email notifications. This upgrade uses existing systems and ensures immediate attention to any issues.

Budget 2025 - Thanks to the increase in the materials expenditure budget, we have created a new "Focus" budget within our materials expenditures to balance rapid response to high-demand items with sustained collection growth. Collection Developers will collaboratively allocate these funds to address urgent needs and fill collection gaps across the entire Library as needs arise. This dedicated budgetary division maintains our core collection growth while providing a flexible funding approach that allows us to address emerging trends and unexpected needs.

THE DIRECTOR'S REPORT

Mukwonago Community Library
Jan. 2025 - Reflections on Dec.

COLLECTIONS & PROGRAMS TEAM



A big thank you to DPW for helping us over two days to get more space for our Large Print Collection!

One of our most popular collections had shelving added in December so we can add more books! Our Large Print collection had four units added which means 36 more shelves for books. Large Print is one of our most popular collections and now that we have Lucky Day books too, we needed more space...and now we do!



BEFORE

Books were crammed together and there wasn't enough space to grow the collection.



AFTER

After shifting and adding new units we have more space and it's more appealing to browse.

CIRCULATION & CUSTOMER EXPERIENCE TEAM



When one of our Library Pages left in December, experienced returning Library Page, Paige(!), seamlessly stepped in. We are glad to have her back!



BEFORE

AFTER

New two-way window coverings behind the Circulation Desk showcase Marketing and Outreach Specialist Emma Plitzner's custom designs while maximizing promotional space to communicate our vision to Inspire Creativity, Cultivate Connections, and Embrace Community. Director Armour is still able to see out to the desk while getting enhanced privacy to conduct meetings.

The adorable raccoon mascots intentionally demonstrate our diverse services - from attending storytimes and browsing books, to utilizing meeting spaces and enjoying your next outdoor adventure along the Mukwonago River using our kayaks and S.T.E.A.M kits!

THE DIRECTOR'S REPORT

Mukwonago Community Library
Dec. 2024 - Reflections on Nov.

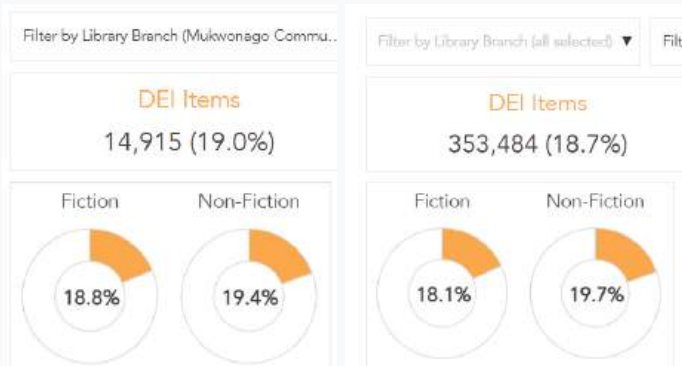
STRATEGIC PLAN

Collection HQ

One focus that Associate Director Emily Ceithamer had in 2024 was examining the Adult Fiction collection to make sure that patrons were getting the books they put on hold as soon as possible and ensuring we have a well-rounded collection. We were very fortunate to have Bridges provide us with the Collection HQ tool where our librarians can use the data to make sure we have something for everyone. This tool breaks our whole collection down by categories such as substance abuse, mental and emotional health, and religion and tells us what percentage of our collection fits into those categories. It also tells us where we fall in comparison to other libraries in our system. When we found a category we didn't have enough titles on, we used the tool to find titles. By using this tool provided entirely by Bridges, we were able to examine the **strategic plan initiative**:

- Use data to develop procedures for selection, deselection, and collection maintenance (2025)

By using this tool, we were able to go from a 17.5% at the starting point of January 2024 for our collections to 19% at the end of 2024; greatly improving our selection for our patrons and having a well-rounded collection.



The picture on the left is current Mukwonago numbers for Collection HQ and the second is for all of Bridges. We have excellent ratios considering the disparity in collection size (14,915 vs 353,484). We are .3% overall higher with Fiction at .7% above the average.

Year Mukwonago Community Library Total

2023	34403	34403
2024	32043	32043
January	3008	3008
February	2522	2522
March	2791	2791
April	3014	3014
May	2651	2651
June	2555	2555
July	2937	2937
August	2562	2562
September	2452	2452
October	2788	2788
November	2392	2392
December	2371	2371

Above is an analysis from the Bridges Data Dashboard on how many items we were shipping in to fill holds for our patrons. There was a reduction of 2,360 items from 2023 to 2024. This significant drop is because AD Emily focused specifically on buying more copies of what our patrons are putting on hold!

While looking at the strategic plan initiatives, Associate Director Emily Ceithamer used the Bridges Data Dashboard in 2024 to develop better procedures for selection. A report inside the Data Dashboard tells us how many holds are being shipped from other libraries for our patrons and the specific titles. She started using this tool in May to assess how many copies of the popular and in-demand titles we should own to fill our patrons' needs. By using this tool she has done two critically important things:

1. **Saved staffing hours** - Less items delivered equals less time spent unpacking. From 2023 to 2024 we had 2360 less holds which is about three less bins a week to unpack. This is hundreds of hours total!
2. **User satisfaction** - We are putting items into our patron's hands faster resulting in many positive interactions. This builds trust that the Library will have what they want and in a timely fashion.

In 2025 we have structured our spending to have a chunk of money set aside for the collection developers to use on these high demand items instead of coming out of their "new" book spending.

THE DIRECTOR'S REPORT

Mukwonago Community Library
Dec. 2024 - Reflections on Nov.

MARKETING

Starting in January 2025, we will begin weekly email newsletters to replace our previous monthly printed newsletters. This transition will provide a better communication flow to users in two key ways:

1) **Provide More Timely Information** - A weekly newsletter will provide information to users at the time they need it such as reminders of closures, links to place holds on hot new titles, and upcoming programs. Using the LibraryAware platform (funded by Bridges), it automatically adjusts to both mobile and desktop screens, making Library information easily accessible wherever you prefer to read it.

2) **NEW Monthly Events Calendars** - Staff time previously spent on the monthly newsletter will now create two monthly event calendars - one for children/teen programs and one for adult activities. These refrigerator-friendly calendars, similar to our popular Summer Library Program format, make it easy to track and plan your library visits. Take one home to share with family or post as a handy reference.

Look for this in your inbox starting this week!



TECHNOLOGY

PC Reservation, the software that manages our public PCs, has been migrated from the server to the cloud due to Envisionware's software changes. Funded by Bridges, this transition preserves user experience while lowering costs. It enables the replacement of the wired Info Desk PC with a docking station for staff laptops, reducing the number of PCs and maintenance expenses.

What is PC Reservation? PC Reservation is an important component to enforcing our Public Computers and Internet Policy. Users must log in with their library card or guest pass obtained at the Info Desk, ensuring that only users with permission to access the internet can use the PCs.

UPCOMING PROGRAMS

Thanks to a connection by Trustee Lacock, we will be hosting a Waika event in February. I encourage everyone to attend!

WAIKA
Native American Story Telling
by White Winnebago

Gather for Waika—traditional Ho-Chunk story telling—where Gerald Savage brings Native American tales to life, honoring the practice of sharing stories during the winter months of December through February. Recommended for ages 8 and up.

FEBRUARY 19
6-7 PM

Meet the Presenter
Gerald is a 2025 Illinois Humanities Road Scholar Speaker who features Native American History and Native American Story Telling. Gerald's formal native name is Ho-Chunk Ska Ga (White Winnebago), and he is a tribal elder with the Ho-Chunk Nation. He will briefly discuss the reintroduction of his family into the Illinois, who he is, and how he came to be.

waika
(noun)
traditional story; legend;
winter tale; sacred myths

Scan here to listen to the pronunciation on the Ho-Chunk Dictionary Online

THE DIRECTOR'S REPORT

Mukwonago Community Library
Dec. 2024 - Reflections on Nov.



ABBY ARMOUR
LIBRARY DIRECTOR

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



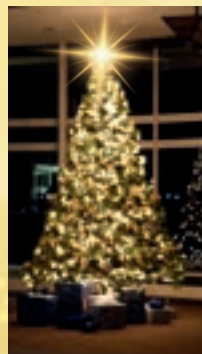
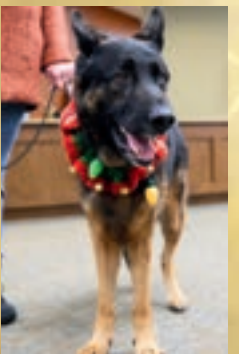
SHELF LIFE

Mukwonago Community Library Newsletter

TWINKLING LIGHTS! JOYFUL NIGHTS!

AN ANNUAL HOLIDAY TRADITION

We would like to express our heartfelt thanks to all the volunteers and staff who helped make our Annual Holiday Tree Lighting on December 4 and Sensory Friendly Tree Lighting on December 5 such special events for the community. A big thank you as well to everyone who attended! Your support means the world to us, and we are truly grateful for our amazing community.



Note From The Director

As we wrap up another wonderful year at our library, I find myself filled with gratitude for our amazing community and excitement for what lies ahead in 2025. Your continued support and enthusiasm for our programs, collections, and services have made 2024 truly special. I'm particularly thrilled to announce several changes that will help us serve you even better. Starting in January, we're transitioning from our traditional monthly paper newsletter to a weekly email format! This shift will allow us to share more timely updates about upcoming events, new book arrivals, and last-minute program openings. No more finding out about that exciting program *after* it's already happened!

Have you noticed our expanded locker system? These convenient, 24/7 accessible pickup lockers have been such a hit that we recently doubled their capacity with generous funding from the Friends of the Library. It's been wonderful to see how many of you are using this service for your after-hours holds pickup and we are proud to be able to expand this service.



Abigail R. Armour
Abby Armour, Director

Great news for our digital readers! We've grown our Lucky Day collection in Libby, giving you more chances to instantly access those must-read new titles. Plus, watch for our upgraded library catalog in 2025, featuring smarter searches, easier navigation, and a friendlier design.

While change can sometimes feel bittersweet, I believe these digital evolutions will help us foster an even stronger connection with our library community. You'll get fresh content delivered right to your inbox every week, making it easier than ever to stay involved with your library. Thank you for another fantastic year of learning, growing, and reading together. Here's to new beginnings in 2025!



Friends Annual Meeting
Thursday,
January 16
1:30-4 pm
in the Community Room

Have questions? Contact the Friends

muklibfriends@gmail.com

@Friends Of Mukwonago Community Library

HOLIDAY CLOSURES

DECEMBER 24 & 25
FOR CHRISTMAS



DECEMBER 31
& JANUARY 1
FOR NEW YEAR'S

The exterior book drop and smartlockers will be available.
We will reopen the following Thursdays each week at 9am.

Introducing Our Exciting New Weekly Email Newsletter!

Our trusty "Shelf Life" newsletter is turning its final page as we move to a new format! Mukwonago Community Library is launching a **weekly email newsletter** for 2025, making it easier to stay connected.

Subscribers will receive:

- **New book releases**
- **Event reminders**
- **Key updates**
- **Fun surprises**

WIN!



Kwik Trip

Additionally, **monthly printed calendars** for children's/teen and adult activities will be available, perfect to put on your fridge. To subscribe and stay updated, scan the QR code above—subscribers will have a chance to win a **\$50 Kwik Trip gift card**.

Stay tuned for your first weekly library update in your inbox, coming mid-January!

Warming Tree

Take what you need.
Leave some for someone in need.

Do you know someone who could use a warm pair of mittens or a cozy hat this winter? Stop by our Warming Tree near the library entrance to pick up a pair of beautiful knit mittens or a snug hat. If you'd like to contribute, feel free to bring in any knit hats or mittens and add them to the tree. Let's spread a little kindness this winter!



NEW in January! Mukwonago Art Club

MONTHLY ART CLUB OPEN TO ALL AGES AND ABILITIES

Join us on the fourth Wednesday of the month for the Mukwonago Art Club! This program is for anyone in the community looking to be creative and spend an hour making something new. Each month a different library staff member will bring a project for you to make. If that's not your thing, just show up and spend the time using our provided art supplies to make something unique! This program is for all ages and all abilities. This program will take place January through April from 1-2 pm. In May, the library will have an exhibition showcasing some of the different art that was made by the community during this program. We hope to see you there! A special thank you to The Haase House for sponsoring this program.

Spring Session:

January 22, February 26, March 26, and April 23





Geocaching in the Library by Lella Rose, Maker-in-Residence

The fun worldwide family-friendly scavenger hunt has arrived at the Mukwonago Community Library! Over the summer I taught a class on geocaching in the MetaSpace as a Maker-in-Residence. Now I am proud to say that a second residency later, there is officially a geocache on the library grounds. If you've never heard of geocaching before, I'm afraid that makes you a muggle, but fear not! The wizarding world of geocaching is always looking for new recruits. Geocaching can be done using a phone or Garmin device. Using your preferred device, you can be assisted in finding caches (containers) hidden all around the world. When you find a cache, you can usually find a logbook of some sort and sign your username in it. Depending on the size of the cache, you may be able to leave and/or take trinkets from the container.

Geocaching 101

A quick-start guide to geocaching



This project to make a library geocache began in late May of this year when I began working at the library as a Maker-in-Residence. I had known about geocaching for years, but it wasn't until I got the app and realized how fun and easy geocaching can be that I became more invested in the game. Once I became a Maker-in-Residence, I decided that I really wanted to share my hobby with the community. In addition to teaching a class, I also researched how to set up a geocache. After picking out a container, getting it ready, and finding a place for it, the library's cache was ready to be submitted. I did end up having to make a few adjustments before the cache could be approved, but I think those adjustments made finding the cache even more interesting.

If you would like to get involved in geocaching, an easy way to get started as a geocacher is to go to Geocaching.com to sign up (there is also an app you can download). It is completely free to make an account and you gain access to many geocaches. There will be some geocaches you need to pay to become a premium member to access. You could also come into the MetaSpace to get involved as well. You could laser engrave a keychain or sublimite a bookmark to hide in a cache. There is a lot of fun to be had in geocaching, and I hope you might be able to find joy in this game too.

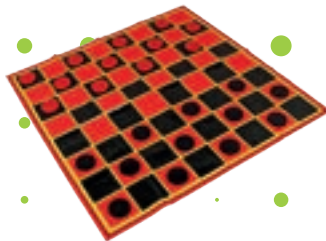
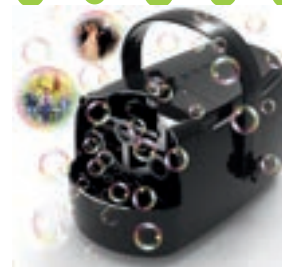


Have a question for the MetaSpace 511 crew?

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

ELEVATE YOUR PARTY THIS YEAR

The Thingery can help kick your New Year's Eve party up a notch! Add giant games, bubbles, and don't forget the karaoke. With a variety of indoor party gear and instruments, you can make your holiday parties unforgettable!



Visit The Thingery display to see what's available or visit The Thingery tab on our website: www.mukwonagolibrary.org/the-thingery

Youth Winter Reading Challenge

December 16 - January 31

The Mukwonago Community Library invites kids from Mukwonago to participate in a Winter Reading Challenge from December 16, 2024 through January 31, 2025. Read at least 10 hours and you will earn a book from the Prize Book Collection and digital ticket for a chance to win a Grand Prize. Happy Reading, Mukwonago!



Kids ages 0-17

Open to children of all ages!
Register on Beanstack!



Scan to get started or visit
mukwonagolibrary.beanstack.org

Contact Us!

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

Email: info@mukwonagolibrary.org



www.mukwonagolibrary.org

Kids Zone!



Who's Under Santa's Hat?

SEE HOW MANY YOU KNOW

Some of Miss Jane's favorite book characters have hidden themselves under Santa's hat. On your next visit to the library, see how many you can guess. Turn in your completed contest sheet for a chance to win Picwits! This contest is open to children and teens of all ages and ends Saturday, December 21.



Gingerbread Cookie Scavenger Hunt

HELP US FIND THEM ALL

Miss Jane hid 13 delicious gingerbread cookies throughout the Children's Area! Find them all to complete the recipe and return it the Youth Services desk in exchange for a free book from the Youth Prize Book Collection. This contest is open to children and teens of all ages and ends Saturday, December 28.



Follow us!



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



ELECTRONICS RECYCLING



WHERE:

Village of Mukwonago
630 E Veteran's Way,
Mukwonago

WHEN:

Saturday May 10, 2025
8:00AM-12:00PM

About

A Day for Electronic Recycling. Bring all your electronic waste to the Village collection site and we will handle it from there!

VILLAGE RESIDENTS
ONLY
PROOF OF RESIDENCY
REQUIRED

SATURDAY MAY 10, 2025 from 8AM-12PM

Items we will Accept: Consumer Computers (Desktops, Laptops, Netbooks & Tablets), Consumer Printers (Desktop-Style, Printer-Fax, Copier-Scanner Combo, 3-D Printers), Consumer Video Display Devices (Televisions, Computer Monitors, E-Readers), Computer Peripherals (Mice, Keyboards, Scanners, etc), Fax Machines
DVD Players, VCRs, Digital Video Players/Recorders, Cell Phones, Microwaves, Toasters, Vacuums.

All other Electronic Waste items which do not contain "Freon"

(262) 363-6447

www.villageofmukwonago.org

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TASK ORDER

This is Task Order No. 2025-01,
consisting of 3 pages.
Village of Mukwonago
Police Station Garage Addition

Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruekert-Mielke, Inc. (Engineer) dated December 21, 2022, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: Police Station Garage Addition
- B. Description: Provide civil engineering and construction-related services for the survey, design, and construction administration of the garage addition to the police station. These services will ensure the project is executed efficiently, adheres to all regulatory requirements, and integrates seamlessly with the existing facility.

2. Services of Engineer

Phase 200 – Civil Engineering Services:

- Prepare and coordinate overall project schedule,
- Perform site topographic survey, including structures, underground utilities, and any other features needed for design,
- Geotechnical investigations,
- Private utility locates,
- Conduct a site visit to review layout and planned construction,
- Design and prepare plan of drawings for the proposed demolition of existing structures or features,
- Design and prepare plan of drawings for the proposed utility improvements,
- Design and prepare plan of drawings for the proposed parking lot grading and asphaltic concrete paving improvements,
- Prepare plan of drawings for construction details, construction notes, and erosion control.
- Prepare project civil specifications,
- Answer Contractor questions during bidding period,
- Attend Bid Opening.

Phase 320 – Civil Construction Review and Administration Services:

- Project administration and coordination,
- Respond to Owner staff requests for information,
- Coordinate and attend the pre-construction meeting,
- Attend progress meetings,
- Review submittals including shop drawings,
- Provide construction staking for building corners, proposed utilities, and parking lot improvements,
- Provide full time construction review services for proposed utilities construction, and parking lot placement,
- Punchlist Inspection.

Work Available as Additional Services:

The following services are not included in this effort because we have assumed they are not necessary, or the scope of such services has not yet been defined:

- Easements, title searches or other property acquisition services,
- ACOE and WDNR permitting,
- Wetland delineations,
- Replating/rezoning,
- Archaeological survey,
- Environmental assessments or investigations,

TASK ORDER

- Floodplain analysis and approvals,
- Storm Water Management Plans,
- Funding requirements,
- Public Information Meetings.

3. Owner's Responsibilities

The Village will coordinate with Ruekert & Mielke, Inc. staff to review draft plans, provide owner comment/input, and provide recommendations to move into next stages of design/bidding/construction.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
First Advertisement for Bid	April 3, 2025
Second Advertisement for Bid	April 10, 2025
Pre-Bid Walk-through	April 15, 2025
Bid Opening	April 24, 2025
Recommendation of Award	May 7, 2025

5. Payments to Engineer

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

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
Phase 200 – Engineering Services	Lump Sum	\$39,930
Phase 320 – Construction Review and Administration Services	Hourly	\$28,780*

* Services and cost are directly related to the amount of time the selected Contractor takes to complete the project.

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

6. Consultants:

Intertek PSI Geotechnical Engineering Services, and GLS Private Utility Locate.

7. Other Modifications to Standard Terms and Conditions:

None.

8. Attachments:

Level of Effort breakdown for Design and Construction.
Engineer's Estimated Construction Cost.

9. Documents Incorporated by Reference

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

TASK ORDER

Task Order No. 2025-01
POLICE STATION GARAGE ADDITION
Between Village of Mukwonago
and
Ruekert & Mielke, Inc.
Dated January 24, 2025

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement between Owner and Engineer, dated December 21, 2022, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

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

OWNER:

Village of Mukwonago

Signature: _____

Name: _____

Title: _____

Date: _____

ENGINEER:

Ruekert & Mielke, Inc.

Jason P.
Lietha

Signature: _____

Name: Jason P. Lietha, P.E.

Title: Vice President

Date: January 24, 2025

Digitally signed by Jason
P. Lietha
Date: 2025.01.24
09:27:23 -06'00'

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____

Title: _____

Address: _____

Email: _____

Phone: _____

Fax: _____

Name: Michael E. Michalski

Title: Project Engineer

Address: W233 N2080 Ridgeview Parkway

Waukesha, WI 53188-1020

Email: mmichalski@ruekert-mielke.com

Phone: 262-953-3004

Fax: 262-542-5631

Project Manager: Police Station Garage Addition
Client: Village of Mukwonago

Select Billing Rate Table:		PROJ MGR	ENG4	ENG4	PLS	ST	CC	AA	ENG3	TOTAL TASK HOURS	TOTAL TASK LABOR COST	TASK REIMBURSABLE COSTS	TOTAL TASK COST
Employee Initials		JJW	MEM	DJS				SJS					
Classification		Project Manager	Engineer 4 (Proj Engineer)	Engineer 4 (Proj Engineer)	Professional Land Surveyor	Surveying Technician	Crew Chief / Surveyor	Administrative Assistant	Engineer Technician 3				
Billing Rate		\$217.00	\$175.00	\$184.00	\$171.00	\$112.00	\$155.00	\$95.00	\$149.00				
Phase 200 – Engineering Services													
	Task Description	Hours											
1	Prepare and coordinate overall project schedule		9.00							9	\$1,575	\$0	\$1,575
2	Project administration and coordination.		36.00							36	\$6,300	\$0	\$6,300
3	Geotechnical services										\$0	\$6,000	\$6,000
4	Perform site survey			6.00		6.00	6.00			18	\$2,706	\$0	\$2,706
5	Perform private utility locate										\$0	\$880	\$880
6	Create project in Cad, Format Drawing, Call Diggers, Prep Data for Field Crew, Instructions				5.00					5	\$855	\$0	\$855
7	Process Downloads, Analyze Data, Build Surface and Cadastral			8.00		3.00			6.00	17	\$2,702	\$0	\$2,702
8	Conduct a site visit to review layout and planned construction		4.00							4	\$700	\$0	\$700
9	Design and prepare plan of drawings for the proposed demolition of existing structures or features		2.00						4.00	6	\$946	\$0	\$946
10	Design and prepare plan of drawings for the proposed utility improvements		3.00						6.00	9	\$1,419	\$0	\$1,419
11	Design and prepare plan of drawings for the proposed grading plan		4.00						8.00	12	\$1,892	\$0	\$1,892
12	Design and prepare plan of drawings for the proposed parking lot paving improvements		6.00						12.00	18	\$2,838	\$0	\$2,838
13	Prepare plan of drawings for construction details, construction notes, and erosion control		4.00						8.00	12	\$1,892	\$0	\$1,892
14	Project civil specifications	4.00	21.00					16.00		41	\$6,063	\$0	\$6,063
15	Internal quality control review	4.00							6.00	10	\$1,762	\$0	\$1,762
16	Village of Mukwonago review		4.00							4	\$700	\$0	\$700
17	Answer Contractor questions during bidding period		2.00							2	\$350	\$0	\$350
18	Attend Bid Opening		2.00							2	\$350	\$0	\$350
	PHASE LABOR TOTALS	8.00	97.00	14.00	5.00	9.00	6.00	16.00	50.00	205	\$33,050		
	PHASE REIMBURSABLES											\$6,880	
	PHASE TOTAL												\$39,930
Phase 320 - Construction Review and Administration Services													
	Task Description	Hours											
1	Project administration and coordination.		10.00							10	\$1,750	\$0	\$1,750
2	Respond to Owner staff requests for information		6.00							6	\$1,050	\$0	\$1,050
3	Coordinate and attend the pre-construction meeting		4.00							4	\$700	\$0	\$700
4	Attend 4 Progress Meetings (Agendas / Attend / Minutes)		8.00							8	\$1,400	\$0	\$1,400
5	Review Submittals		3.00							3	\$525	\$0	\$525
6	Construction Staking and Bench Marks				8.00	12.00	12.00			32	\$4,572	\$200	\$4,772
7	Construction Review - Structure placement and repairs			16.00						16	\$2,944	\$0	\$2,944
8	Construction Review - Concrete curb and gutter, and sidewalk placement			24.00						24	\$4,416	\$0	\$4,416
9	Construction Review - Asphaltic parking lot preparation, undercutting, and placement			40.00						40	\$7,360	\$0	\$7,360
10	Construction Review - Turf restoration			8.00						8	\$1,472	\$0	\$1,472
11	Substantial Completion Inspection/Punchlist		2.00	6.00						8	\$1,454	\$0	\$1,454
12	Follow-up Punchlist Inspections/Revised Punchlist		1.00	3.00						4	\$727	\$0	\$727
13	CRT Mileage Expenses										\$0	\$210	\$210
	PHASE SUBTOTAL	0.00	34.00	97.00	8.00	12.00	12.00	0.00	0.00	163	\$28,370		
	PHASE REIMBURSABLES											\$410	
	PHASE TOTAL												\$28,780

ESTIMATED CONSTRUCTION COST

Police Station Garage Addition 2025 Capital Project

	Description	Unit	Quantity	Unit Price	Total
1	Mobilization	L.S.	1	\$64,000.00	\$64,000.00
2	Police station garage addition	S.F.	4,356	\$240.00	\$1,045,440.00
3	Garage flooring epoxy system	S.F.	7,200	\$7.50	\$54,000.00
4	Repainting existing garage walls	S.F.	3,160	\$4.50	\$14,220.00
5	Inlet sediment guards	EA	1	\$65.00	\$65.00
6	Replace catch basin	EA	1	\$5,600.00	\$5,600.00
7	Underdrain	L.F.	160	\$40.00	\$6,400.00
8	Relocate hydrant	EA.	1	\$4,000.00	\$4,000.00
9	6-inch water/ hydrant valve	EA.	1	\$3,000.00	\$3,000.00
10	Water main, 6-inch, w/ granular backfill	L.F.	5	\$450.00	\$2,250.00
11	Pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	1,865	\$4.50	\$8,392.50
12	Grade and compact parking lot	L.S.	1	\$6,500.00	\$6,500.00
13	8 inch crushed aggregate/ reclaimed asphaltic pavement base course	C.Y.	135	\$18.00	\$2,430.00
14	Excavation below subgrade (EBS), if required (Assuming 15% of area)	C.Y.	200	\$35.00	\$7,000.00
15	Geotextile subgrade stabilization, if required (Assuming 15% of area)	S.Y.	600	\$6.00	\$3,600.00
16	Excavation below subgrade (EBS) backfill, if required (Assuming 15% of area)	TON	400	\$26.00	\$10,400.00
17	Concrete curb and gutter	L.F.	250	\$28.00	\$7,000.00
18	2-1/2 inch Asphaltic concrete binder course	TON	350	\$94.00	\$32,900.00
19	1-1/2 inch Asphaltic concrete surface course	TON	220	\$110.00	\$24,200.00
20	Dumpster enclosure		1	\$2,500.00	\$2,500.00
21	Pavement marking, paint, 4-inch	L.F.	900	\$3.00	\$2,700.00
22	Pavement marking, paint, symbols	EA.	2	\$280.00	\$560.00
23	Remove parking lot light pole	EA.	2	\$1,500.00	\$3,000.00
24	Place parking lot light pole	EA.	3	\$10,000.00	\$30,000.00
25	Topsoil, turf grass seed, fertilizer and hydromulch	S.Y.	350	\$18.00	\$6,300.00
	Sub Total				\$1,346,457.50
	Administration Contingencies			0.2%	\$2,692.92
	Architectural/ Engineering Contingencies			8.0%	\$107,716.60
	Construction Contingencies			10.0%	\$134,645.75
	Construction Administration Contingencies			5.8%	\$78,094.54
	Estimated Total Project Cost				\$1,669,607.30



Agenda Cover Report

Date: 1/29/25	Committee/Board: Public Works
Submitted by: Ron Bittner	Department: Public Works
Date of Committee Action: 2/5/25	Date of Village Board Action: 2/19/25

Subject: Change order #1 for the addition of a second snow bar on the village hall roof.
Executive Summary: To enhance safety, it was decided to install a second snow bar to prevent large accumulations of snow from sliding off the roof.
Fiscal Impact: \$11,375.00 added to the original project cost of \$241,450.00
Executive Recommendation/Action: We are requesting a recommendation to approve change order #1 for the village hall roofing project in the amount of \$11,375.00.

☐ Attachments Included



CHANGE ORDER REQUEST - #1

PROJECT NAME – Village Hall Roof Replacement Project 2024

DATE - 1/13/2025

OWNER – Village of Mukwonago

ENGINEER/ARCHITECT – The Garland Co.

SUBMITTED BY- Midwest Roofing and Construction, LLC.

REASON FOR CHANGES REQUESTED:

Roofing designer requested for added protection from snow and ice.

DESCRIPTION OF CHANGES REQUESTED:

Install one (1) additional row of S5 Color Guard snow guard on all eaves. The second row will be placed approximately 2' up from the first row. All materials to match the existing:

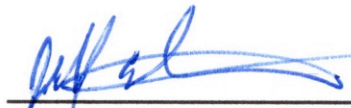
TOTAL AMOUNT OF PROPOSED CHANGES - \$11,375.00

MIDWEST ROOFING AND CONSTRUCTION, LLC. IS HEREBY AUTHORIZED TO MAKE THE ABOVE CHANGES PER THE AGREED UPON PRICE TO THE CONTRACT AT THE OWNER'S EXPENSE. IT IS UNDERSTOOD THAT THIS WORK IS CONSIDERED ADDITIONAL TO THE CONTRACT OR ESTIMATE.

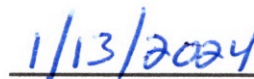
OWNER SIGNATURE

DATE

OWNER PRINT/TITLE



CONTRACTOR SIGNATURE



DATE



CONTRACTOR PRINT/TITLE

January 29, 2025

Ms. Diana Dykstra, CMC
Clerk-Treasurer
Village of Mukwonago
440 River Crest Court
Mukwonago, Wisconsin 53149

RE: Two Rivers Phase 1 Rehabilitation
Final Payment

Dear Ms. Dykstra:

Enclosed with this letter please find Change Order No. 3. This Change Order serves to adjust the final Contract Price to reflect the actual completed Work. Please have Change Order No. 3 signed and dated by the appropriate individual and return an executed copy to our office for further distribution.

In accordance with the Contract Documents, the Contractor for this Project, Stark Pavement Corporation, has submitted a final Application for Payment and has furnished the enclosed Contract-required items:

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

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

In accordance with paragraph 15.08 of the General Conditions, the Contractor is required to promptly repair or correct defective Work for a period of one year from the date of Substantial Completion which was August 28, 2024. You may wish to review the Project a month or so before the anniversary date to check for any warranty items. If we can be of assistance to you in this regard, please contact us.

Respectfully,

RUEKERT & MIELKE, INC.

Michael E. Michalski
Digitally signed by
Michael E. Michalski
Date: 2025.01.29
09:45:30-06'00'

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

MEM:sjs

Enclosure

cc: Ron Bittner, Village of Mukwonago
Lana Kropf, WCMC, Village of Mukwonago
Nathan Bayer, Village Attorney
Scott Nielson, Stark Pavement Corporation, w/Notice of Acceptability
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

NOTICE OF ACCEPTABILITY OF WORK

PROJECT: Two Rivers Phase 1 Rehabilitation
OWNER: Village of Mukwonago
CONTRACTOR: Stark Pavement Corporation
EFFECTIVE DATE OF THE CONSTRUCTION CONTRACT: March 22, 2024
ENGINEER: Ruekert & Mielke, Inc.
NOTICE DATE: January 29, 2025

To: Village of Mukwonago
Owner

And To: Stark Pavement Corporation
Contractor

From: Ruekert & Mielke, Inc.
Engineer

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

CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK

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

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

By: Michael E. Michalski
Title: Project Engineer
Dated: January 29, 2025

Date of Issuance: November 22, 2024

Effective Date:

November 22, 2024

Contract: Two Rivers Phase 1 Rehabilitation

Owner:

Village of Mukwonago

Contractor: Stark Pavement Corporation

Engineer:

Ruekert & Mielke, Inc.

Address: 12845 West Burleigh Road
Brookfield, WI 53005

Engineer's Project No.:

12-10199.300

Effective Date of Contract: March 22, 2024

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

Description:

Closeout Change Order.

Reason for Change Order:

Change Contact price to match amount earned.

Attachments:

Closeout Change Order Analysis and Final Pay Application No. 2.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ <u>761,761.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____
Increase from previously approved Change Order No. 1: \$ <u>40,307.11</u>	Increase/Decrease from previously approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price prior to this Change Order: \$ <u>802,068.11</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____
Decrease of this Change Order: \$ <u>59,321.66</u>	Increase/Decrease of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price incorporating this Change Order: \$ <u>742,746.45</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____

RECOMMENDED:

ACCEPTED:

ACCEPTED:

Signature: 
Engineer (Authorized Signature)
Michael E. Michalski
Ruekert & Mielke, Inc.Signature: _____
Owner (Authorized Signature)
Village of MukwonagoSignature: 
Contractor (Authorized Signature)
Stark Pavement CorporationDate: November 22, 2024

Date: _____

Date: 1/29/25

ANALYSIS OF CLOSEOUT CHANGE ORDER

OWNER: Village of Mukwonago
PROJECT: Two Rivers Phase 1 Rehabilitation
DATE PREPARED: 22-Nov-24

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT \$	ORIGINAL CONTRACT AMOUNT	ACTUAL QUANTITY INSTALLED	FINAL CONTRACT AMOUNT
1	Mobilization	L.S.	1.00	\$ 35,384.80	\$ 35,384.80	1.00	\$ 35,384.80
2	Traffic control	L.S.	1.00	\$ 6,400.00	\$ 6,400.00	1.00	\$ 6,400.00
3	Inlet sediment guards	EA	15.00	\$ 45.00	\$ 675.00	15.00	\$ 675.00
4	Adjust valve box	EA	43.00	\$ 250.00	\$ 10,750.00	43.00	\$ 10,750.00
5	Replace catch basin 1 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
6	Replace catch basin 2 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
7	Replace catch basin 3 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
8	Replace catch basin 5 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
9	Replace catch basin 6 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
10	Replace catch basin 7 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
11	Replace catch basin 9 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00
12	Tuckpoint/remortar catch basin 4 chimney	EA	1.00	\$500.00	\$ 500.00	1.00	\$ 500.00
13	Tuckpoint/remortar catch basin 8 chimney	EA	1.00	\$500.00	\$ 500.00	1.00	\$ 500.00
14	Replace catch basin frame and grate, if required	EA	1.00	\$2,000.00	\$ 2,000.00	0.00	\$ -
15	Replace storm manhole 1 chimney	EA	1.00	\$2,450.00	\$ 2,450.00	1.00	\$ 2,450.00
16	Replace storm manhole 2 chimney	EA	1.00	\$2,450.00	\$ 2,450.00	1.00	\$ 2,450.00
17	Pulverizing, removals, shaping, and compacting necessary to bring	S.Y.	21,170.00	\$3.50	\$ 74,095.00	21,170.00	\$ 74,095.00
18	Excavation below subgrade (EBS), if required	C.Y.	1,060.00	\$15.00	\$ 15,900.00	28.00	\$ 420.00
19	Geotextile subgrade stabilization, if required	S.Y.	3,180.00	\$2.84	\$ 9,031.20	0.00	\$ -
20	Excavation below subgrade (EBS) backfill, if required	TON	2,120.00	\$21.00	\$ 44,520.00	40.15	\$ 843.15
21	Concrete curb and gutter replacement	L.F.	1,070.00	\$55.00	\$ 58,850.00	1,089.00	\$ 59,895.00
22	2-1/2 inch Asphaltic concrete binder course	TON	3,250.00	\$69.75	\$ 226,687.50	2,919.37	\$ 203,626.06
23	1-1/2 inch Asphaltic concrete surface course	TON	1,950.00	\$71.00	\$ 138,450.00	2,143.73	\$ 152,204.83
24	Concrete sidewalk and curb ramp replacement	S.F.	9,290.00	\$10.75	\$ 99,867.50	9,803.00	\$ 105,382.25
25	Detectable warning field	S.F.	340.00	\$40.00	\$ 13,600.00	300.00	\$ 12,000.00
26	Topsoil, turf grass seed, fertilizer and hydromulch	S.Y.	1,000.00	\$7.75	\$ 7,750.00	2,963.00	\$ 22,963.25
SUBTOTAL OF ORIGINAL CONTRACT ITEMS					\$ 761,761.00		\$ 702,439.34
ADDITIONAL ITEMS							
CO-01	Manhole structure rim adjustments	L.S.	1	\$ 6,672.34	\$ 6,672.34	\$ 1.00	\$ 6,672.34
CO-02	East Veterans Way Quiet Zone Median Improvements	L.S.	1.00	\$33,634.77	\$ 33,634.77	\$ 1.00	\$ 33,634.77
SUBTOTAL OF ADDITIONAL ITEMS					\$ 40,307.11		\$ 40,307.11
GRAND TOTALS:					\$ 802,068.11		\$ 742,746.45

ORIGINAL CONTRACT AMOUNT	\$761,761.00
EXECUTED CHANGE ORDER(S)	\$40,307.11
CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	\$802,068.11
AMOUNT EARNED ON ORIGINAL CONTRACT ITEMS	\$702,439.34
AMOUNT EARNED ON OTHER ITEMS	\$40,307.11
TOTAL AMOUNT EARNED	\$742,746.45
TOTAL AMOUNT EARNED	\$742,746.45
LESS CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	(\$802,068.11)
CLOSE OUT CHANGE ORDER AMOUNT	(\$59,321.66)

Contractor's Application for Payment No. 2-Final

		Application Date: 11/22/2024	Application Period: June 29, 2024 to November 22, 2024
To (Owner): Village of Mukwonago	From (Contractor): Stark Pavement Corporation	Via (Engineer): Ruekert & Mielke, Inc.	
Contact: Ron Bittner	Contact: Scott Nielson	Contact: Michael E. Michalski	
Project: Two Rivers Phase 1 Rehabilitation	Address: 12845 West Burleigh Road Brookfield, Wisconsin 53005	Address: W233 N2080 Ridgeview Parkway Waukesha, WI 53188	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 12-10199.300	

Change Order Summary

Approved Change Orders			
Number	Additions	Deductions (Enter as Positive Number)	
1	\$6,672.34		1. ORIGINAL CONTRACT PRICE \$ 761,761.00
2	\$33,634.77		2. Net change by Change Orders \$ (19,014.55)
3		\$59,321.66	3. CURRENT CONTRACT PRICE (Line 1 + Line 2) \$ 742,746.45
			4. TOTAL COMPLETED TO DATE
			(Column L Total on Progress Estimates) \$ 742,746.45
			5. RETAINAGE:
			a. 5% X \$371,373.23 Work Completed \$ 18,568.66
			6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) . \$ 18,568.66
			7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) \$ 742,746.45
			8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application) \$ 681,729.06
			9. AMOUNT DUE THIS APPLICATION \$ 61,017.39
TOTALS		\$40,307.11	
NET CHANGE BY CHANGE ORDERS			-\$19,014.55

Contractor's Certification The undersigned Contractor certifies that to the best of its knowledge:	
(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;	
(2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and	
(3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
By:	Date: 1/29/25

Payment of:	\$	\$61,017.39 (Line 9 or other - attach explanation of the other amount)
Recommended by:		 (Engineer) Michael E. Michalski
		22-Nov-24 (Date)
Payment of:	\$	(Line 9 or other - attach explanation of the other amount)
Approved by:		_____ (Owner) (Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

2-Final

For (Project): Two Rivers Phase 1 Rehabilitation								Application Date: 11/22/2024			
Application Period: June 29, 2024 to November 22, 2024								Owner's Contract No.: Engineer's Project No.: 12-10199.300			
A	B	C	D	E	F	G	H	I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
1	Mobilization	L.S.	1.00	\$ 35,384.80	\$ 35,384.80	1.00	\$ 35,384.80		\$ -	1.00	\$ 35,384.80
2	Traffic control	L.S.	1.00	\$ 6,400.00	\$ 6,400.00	1.00	\$ 6,400.00		\$ -	1.00	\$ 6,400.00
2	Inlet sediment guards	EA	15.00	\$ 45.00	\$ 675.00	15.00	\$ 675.00		\$ -	15.00	\$ 675.00
4	Adjust valve box	EA	43.00	\$ 250.00	\$ 10,750.00	43.00	\$ 10,750.00		\$ -	43.00	\$ 10,750.00
5	Replace catch basin 1 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
6	Replace catch basin 2 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
7	Replace catch basin 3 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
8	Replace catch basin 5 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
9	Replace catch basin 6 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
10	Replace catch basin 7 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
11	Replace catch basin 9 chimney	EA	1.00	\$ 1,700.00	\$ 1,700.00	1.00	\$ 1,700.00		\$ -	1.00	\$ 1,700.00
12	Tuckpoint/remortar catch basin 4 chimney	EA	1.00	\$500.00	\$ 500.00	1.00	\$ 500.00		\$ -	1.00	\$ 500.00
13	Tuckpoint/remortar catch basin 8 chimney	EA	1.00	\$500.00	\$ 500.00	1.00	\$ 500.00		\$ -	1.00	\$ 500.00
14	Replace catch basin frame and grate, if required	EA	1.00	\$2,000.00	\$ 2,000.00		\$ -		\$ -		\$ -
15	Replace storm manhole 1 chimney	EA	1.00	\$2,450.00	\$ 2,450.00	1.00	\$ 2,450.00		\$ -	1.00	\$ 2,450.00
16	Replace storm manhole 2 chimney	EA	1.00	\$2,450.00	\$ 2,450.00	1.00	\$ 2,450.00		\$ -	1.00	\$ 2,450.00
17	Pulverizing, removals, shaping, and compacting necessary	S.Y.	21,170.00	\$3.50	\$ 74,095.00	21,170.00	\$ 74,095.00		\$ -	21,170.00	\$ 74,095.00
18	Excavation below subgrade (EBS), if required	C.Y.	1,060.00	\$15.00	\$ 15,900.00	28.00	\$ 420.00		\$ -	28.00	\$ 420.00
19	Geotextile subgrade stabilization, if required	S.Y.	3,180.00	\$2.84	\$ 9,031.20		\$ -		\$ -		\$ -
20	Excavation below subgrade (EBS) backfill, if required	TON	2,120.00	\$21.00	\$ 44,520.00	40.15	\$ 843.15		\$ -	40.15	\$ 843.15
21	Concrete curb and gutter replacement	L.F.	1,070.00	\$55.00	\$ 58,850.00	1,089.00	\$ 59,895.00		\$ -	1,089.00	\$ 59,895.00
22	2-1/2 inch Asphaltic concrete binder course	TON	3,250.00	\$69.75	\$ 226,687.50	2,919.37	\$ 203,626.06		\$ -	2,919.37	\$ 203,626.06
23	1-1/2 inch Asphaltic concrete surface course	TON	1,950.00	\$71.00	\$ 138,450.00	2,143.73	\$ 152,204.83		\$ -	2,143.73	\$ 152,204.83
24	Concrete sidewalk and curb ramp replacement	S.F.	9,290.00	\$10.75	\$ 99,867.50	9,648.00	\$ 103,716.00	155.00	\$ 1,666.25	9,803.00	\$ 105,382.25
25	Detectable warning field	S.F.	340.00	\$40.00	\$ 13,600.00	300.00	\$ 12,000.00		\$ -	300.00	\$ 12,000.00
26	Topsoil, turf grass seed, fertilizer and hydromulch	S.Y.	1,000.00	\$7.75	\$ 7,750.00	2,963.00	\$ 22,963.25		\$ -	2,963.00	\$ 22,963.25
TOTAL BID ITEMS 1-85					\$ 761,761.00		\$ 700,773.09		\$ 1,666.25		\$ 702,439.34
ADDITIONAL ITEMS											
CO-01	Manhole structure rim adjustments	L.S.	1	\$ 6,672.34	\$ 6,672.34		\$ -	1.00	\$ 6,672.34	1.00	\$ 6,672.34
CO-02	East Veterans Way Quiet Zone Median Improvements	L.S.	1	\$ 33,634.77	\$ 33,634.77		\$ -	1.00	\$ 33,634.77	1.00	\$ 33,634.77
TOTAL ADDITIONAL ITEMS					\$ 40,307.11		\$ -		\$ 40,307.11		\$ 40,307.11
TOTAL ALL ITEMS					\$ 802,068.11		\$ 700,773.09		\$ 41,973.36		\$ 742,746.45

MERCHANTS BONDING COMPANY™

Merchants Bonding Company (Mutual)

P.O. BOX 14498, DES MOINES, IOWA 50306-3498

PHONE: (800) 678-8171 FAX: (515) 243-3854

CONSENT OF SURETY TO FINAL PAYMENT

OWNER ☒
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

Bond No. 100381576

TO OWNER:

Village of Mukwonago
440 River Crest Court

Mukwonago, WI 53149

ARCHITECT'S PROJECT NO.: N/A

CONTRACT FOR:

Two Rivers Phase I Rehabilitation

PROJECT:

Two Rivers Phase I Rehabilitation

CONTRACT DATED: March 22, 2024

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

Merchants Bonding Company (Mutual)

P.O. Box 14498

Des Moines, Iowa 50306-3498

, SURETY,

on bond of

(Insert name and address of Contractor)

Stark Pavement Corporation

12845 W Burleigh Rd

Brookfield WI 53005

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not
relieve the Surety of any of its obligations to

(Insert name and address of Owner)

Village of Mukwonago

440 River Crest Court

Mukwonago, WI 53149

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: December 17, 2024

(Insert in writing the month followed by the numeric date and year.)

Attest:

(Seal):



Merchants Bonding Company (Mutual)

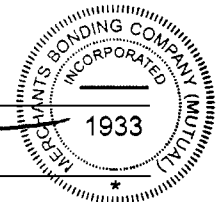
(Surety)

(Signature of authorized representative)

Jonathan Lucas

(Printed name and title)

Attorney-In-Fact



Printed in cooperation with American Institute of Architects (AIA). The
language in this document conforms exactly to the language used in
AIA Document G707-1994 Consent Of Surety to Final Payment.

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Jonathan Lucas

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

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

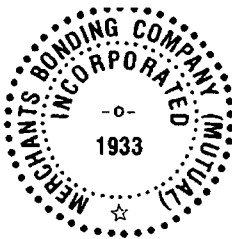
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings,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

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

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

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

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 17th day of December, 2024.



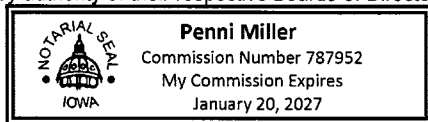
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 17th day of December, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

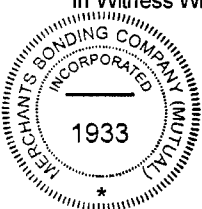


Penni Miller
Notary Public

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

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

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 17th day of December, 2024.



William Warner Jr.
Secretary



**Two Rivers Phase 1 Rehabilitation
Subcontractors**

Name	Service
Christman Pavement Co, Inc	Crack Sealing
Environmental Solutions, Inc	Landscaping
JP Pro Landscaping	Inlet Protection
Schultz Construction	Concrete Pavement
K.M. Golden	Sewer
Pavement Maintenance Inc	Pulverize/Mill
Utility Traffic Control	Traffic Control

CONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information

Name of Claimant: Stark Pavement Corporation

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: Village of Mukwonago

Amount of Check: \$ 742,746.45

Check Payable to: Stark Pavement Corporation

Exceptions

This document does not affect any of the following:

Disputed claims for extras in the amount of: \$ NONE

Signature

Claimant's Signature:

Claimant's Title: VP of Finance

Date of Signature: 1/28/2025

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: Christman Pavement Co Inc.

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

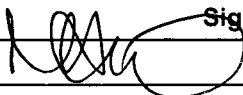
Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$ 0

Signature

Claimant's Signature: 

Claimant's Title: PRESIDENT

Date of Signature: 12.31.24

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: ESI
Contractor: Stark Pavement Corporation
Job/Location: Two Rivers Phase 1 Rehab
Owner: Village of Mukwonago

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$

Signature

Claimant's Signature: [Signature]
Claimant's Title: PRESIDENT
Date of Signature: 12-18-24

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: JP Pro

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$

Signature

Claimant's Signature:

Claimant's Title: Owner

Date of Signature: 01-14-2025

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: Schultz Construction

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$

Signature

Claimant's Signature:

Claimant's Title:

Date of Signature:

[Handwritten Signature]
President
11/15/25

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: K.M Golden

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$

Signature

Claimant's Signature:

Claimant's Title:

Date of Signature:

K.M. Golden
President
1-15-25

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: Pavement Maintenance Inc

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$ 0

Signature

Claimant's Signature: 

Claimant's Title: Vice President of Operations

Date of Signature: 12/18/24

UNCONDITIONAL WAIVER AND RELEASE ON FINAL PAYMENT

NOTICE TO CLAIMANT: THIS DOCUMENT WAIVES AND RELEASES LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS UNCONDITIONALLY AND STATES THAT YOU HAVE BEEN PAID FOR GIVING UP THOSE RIGHTS. THIS DOCUMENT IS ENFORCEABLE AGAINST YOU IF YOU SIGN IT, EVEN IF YOU HAVE NOT BEEN PAID. IF YOU HAVE NOT BEEN PAID, USE A CONDITIONAL WAIVER AND RELEASE FORM.

Identifying Information

Name of Claimant: Utility Traffic & Restoration, LLC

Contractor: Stark Pavement Corporation

Job/Location: Two Rivers Phase 1 Rehab

Owner: Village of Mukwonago

Unconditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

Exceptions

This document does not affect any of the following:
Disputed claims for extras in the amount of: \$

Signature

Claimant's Signature: *Chris Herman*

Claimant's Title: Administrative Services Manager

Date of Signature: 12/23/24



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/20/2024

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

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

PRODUCER Marsh & McLennan Agency 17335 Golf Parkway Suite 450 Brookfield WI 53045	CONTACT NAME: Carol Gau PHONE (A/C, No, Ext): 262-796-8829 FAX (A/C, No): 262-785-9753 E-MAIL ADDRESS: carol.gau@marshmma.com														
INSURED Stark Pavement Corporation Northwest Asphalt Products, Inc. 12845 West Burleigh Road Brookfield WI 53005	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : West Bend Mutual Insurance Co</td><td>15350</td></tr><tr><td>INSURER B : Argent, a Division of West Bend Mutual</td><td>15350</td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : West Bend Mutual Insurance Co	15350	INSURER B : Argent, a Division of West Bend Mutual	15350	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER:** 1138381903**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:		A070654	4/1/2024	4/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY		A070654	4/1/2024	4/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 0		A070654	4/1/2024	4/1/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	A028023	4/1/2024	4/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Installation Floater Rented/Leased Equip		A070654	4/1/2024	4/1/2025	\$100,000 \$500,000

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

job#249940 - Two River phase 1 rehab; If required by written contract, Ruekert & Mielke, Inc. (R&M), and the Village of Mukwonago and its officers, council members, agents, employees and authorized volunteers are included as additional insured for general liability, including ongoing and completed operations, for work performed by the named insured, and for automobile liability for the named insured's owned autos; coverage is primary, non-contributory. Package policy - 30 days notice of cancellation to the certificate holder, except for non-payment of premium.

Contractor's Pollution \$1,000,000 each condition and aggregate; Professional Liability \$1,000,000 each wrongful act; effective 5/22/2024 - 8/1/2024; Evanston Insurance

This insurance contract is with an insurer which has not obtained a certificate of authority to transact regular insurance business in the State of Wisconsin, and See Attached...

CERTIFICATE HOLDER**CANCELLATION**

Village of Mukwonago 440 River Crest Court Mukwonago WI 53149-0000	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Marsh & McLennan Agency		NAMED INSURED Stark Pavement Corporation Northwest Asphalt Products, Inc. 12845 West Burleigh Road Brookfield WI 53005
POLICY NUMBER		
CARRIER	NAIC CODE	
EFFECTIVE DATE:		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

is issued and delivered as a surplus line coverage pursuant to s. 618.41 of the Wisconsin Statutes. Section 618.43(1). Wisconsin Statutes requires payment by the policy holder of 3% tax on gross premium.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – CONTRACTOR'S BLANKET (BROAD FORM)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

- A. WHO IS AN INSURED (Section II)** is amended to include as an additional insured any person or organization whom you are required to add as an additional insured on this policy under a written contract or written agreement.

The written contract or written agreement must be:

1. Currently in effect or becoming effective during the term of this policy; and
2. Executed prior to the "bodily injury," "property damage," "personal injury and advertising injury."

- B. The insurance provided to the additional insured is limited as follows:**

1. That person or organization is only an additional insured with respect to liability arising out of:
 - a. Your premises;
 - b. "Your work" for that additional insured; or
 - c. Acts or omissions of the additional insured in connection with the general supervision of "your work."
2. The Limits of Insurance applicable to the additional insured are those specified in the written contract or written agreement or in the Declarations for this policy, whichever is less. These Limits of Insurance are inclusive and not in addition to the Limits of Insurance shown in the Declarations.

3. Except when required by written contract or written agreement, the coverage provided to the additional insured by this endorsement does not apply to:

- a. "Bodily injury" or "property damage" occurring after:

- (1) All work on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured at the site of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

- b. "Bodily injury" or "property damage" arising out of acts or omissions of the additional insured other than in connection with the general supervision of "your work."

4. The insurance provided to the additional insured does not apply to "bodily injury," "property damage," "personal injury and advertising injury" arising out of an architect's, engineer's, or surveyor's rendering of or failure to render any professional services including;

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

A070654

effective 4/1/2024

C. As respects the coverage provided under this endorsement, Paragraph **4.b. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended with the addition of the following:

4. Other insurance

b. Excess insurance

This insurance is excess over:

Any other valid and collectible insurance available to the additional insured whether primary, excess, contingent or on any other basis unless a written contract specifically requires that this insurance be either primary or primary and noncontributing. Where required by written contract, we will consider any other insurance maintained by the additional insured for injury or damage covered by this endorsement to be excess and noncontributing with this insurance.

When this insurance is excess, as a condition of coverage, the additional insured shall be obligated to tender the defense and indemnity of every claim or suit to all other insurers that may provide coverage to the additional insured, whether on a contingent, excess or primary basis.

DRAFT AIA® Document B101® – 2017

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the « 5th » day of « February » in the year « 2025 »
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

« Village of Mukwonago »« »
« 440 River Crest Court »
« P.O. Box 206 »
« Mukwonago, WI 53149 »
« Telephone: (262) 363-6420 »

and the Architect:
(Name, legal status, address and other information)

« Fischer-Fischer-Theis, Inc. »« »
« Architects Engineers Planners »
« S22 W22660 Broadway »
« Waukesha, WI 53186-8199 »
« Telephone: (262) 547-6969 »

for the following Project:
(Name, location and detailed description)

« An Addition to the Village of Mukwonago Police Station »
« 627 South Rochester Street »
« Mukwonago, WI 53149 »

« The Project will include an addition to the south side of the existing building. The addition will be approximately 66 feet north-south by 66 feet east-west, totaling approximately 4,356 GSF. The addition will be used for vehicle storage for the police department. The Project will also include expansion and replacement of existing parking lot paving, and associated site utilities.

Refer to Exhibit "A", attached hereto, which is an annotated, aerial photograph which depicts the existing building, the proposed addition, and the surrounding area.

»

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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TABLE OF ARTICLES

1	INITIAL INFORMATION
2	ARCHITECT'S RESPONSIBILITIES
3	SCOPE OF ARCHITECT'S BASIC SERVICES
4	SUPPLEMENTAL AND ADDITIONAL SERVICES
5	OWNER'S RESPONSIBILITIES
6	COST OF THE WORK
7	COPYRIGHTS AND LICENSES
8	CLAIMS AND DISPUTES
9	TERMINATION OR SUSPENSION
10	MISCELLANEOUS PROVISIONS
11	COMPENSATION
12	SPECIAL TERMS AND CONDITIONS
13	SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

« Refer to Exhibit "A", attached hereto. »

§ 1.1.2 The Project's physical characteristics:

(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)

« Refer to Exhibit "A", attached hereto. »

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

(Provide total and, if known, a line item breakdown.)

« Refer to Exhibit "B", attached hereto, entitled "ESTIMATED CONSTRUCTION COST." This document, dated, 07/18/2024, was prepared by Ruekert Mielke, Inc. We assume that this estimate reflects the Owner's budget for the Cost of the Work. »

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase and Procurement phase milestone dates, if any:

« First Advertisement for Bids:	April 3, 2025
Second Advertisement for Bids:	April 10, 2025
Pre-Bid walkthrough:	April 15, 2025
Bid Opening:	April 24, 2025
Award of Contract:	May 7, 2025 »

.2 Construction commencement date:

« May 27, 2025. »

.3 Substantial Completion date or dates:

« December 12, 2025 »

.4 Other milestone dates:

« »

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:
(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)

« Competitive Bid – Single Bid Package »

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:
(List name, address, and other contact information.)

« Ron Bittner, Public Works Director »
« 630 East Veterans Way »
« Mukwonago, WI 53149 »
« Telephone: (262) 363-6447 »
« Email: rbittner@villageofmukwonago.gov »
« »

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:
(List name, address, and other contact information.)

« None known at the time of execution of this Agreement. »

§ 1.1.9 The Owner shall retain the following consultants and contractors:
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

« Unknown at the time of this Agreement. The Geotechnical Engineer will be retained either by the Village of Mukwonago, directly, or by the Village Engineer, Ruekert Mielke, Inc. »« »

« »
« »
« »
« »

.2 Civil Engineer:

« Ruekert Mielke, Inc. »« »

« W233N2080 Ridgeview Parkway »
« Waukesha, WI 53188 »
« »
« »

- .3** Other, if any:
(List any other consultants and contractors retained by the Owner.)

« Land Surveyor: »

« Ruekert Miekle, Inc. »« »
« W233N2080 Ridgeview Parkway »
« Waukesha, WI 53188 »

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:
(List name, address, and other contact information.)

« Mr. Connor J. Fischer, AIA, PE, Vice President »
« S22W22660 Broadway »
« Waukesha, WI 53186-8199 »
« Telephone: (262) 547-6969 »
« »
« »

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

- .2** Mechanical Engineer:

« Unknown at the time of execution. »« »
« »
« »
« »
« »

- .3** Electrical Engineer:

« Unknown at the time of execution. »« »
« »
« »
« »
« »

§ 1.1.11.2 Consultants retained under Supplemental Services:

« Unknown at the time of execution. »

§ 1.1.12 Other Initial Information on which the Agreement is based:

« »

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust

the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than « Two million dollars » (\$ « 2,000,000 ») for each occurrence and « Four million dollars » (\$ « 4,000,000 ») in the aggregate for bodily injury and property damage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than « One million dollars » (\$ « 1,000,000 ») per claim and « One million dollars » (\$ « 1,000,000 ») in each policy year aggregate.

§ 2.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Schematic Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may

include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 Procurement Phase Services

§ 3.5.1 General

Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining competitive bids; (2) confirming responsiveness of bids; (3) determining the successful bid, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 Subsequently documenting and distributing the bidding results, if directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, the Architect shall consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.6 Construction Phase Services

§ 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 Evaluations of the Work

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is

fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201-2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 Certificates for Payment to Contractor

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 Submittals

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the

appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 Project Completion

§ 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services

§ 4.1.1 The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)

Supplemental Services	Responsibility (Architect, Owner, or not provided)
§ 4.1.1.1 Programming	Not provided
§ 4.1.1.2 Multiple preliminary designs	Not provided
§ 4.1.1.3 Measured drawings	Not provided
§ 4.1.1.4 Existing facilities surveys	Not provided
§ 4.1.1.5 Site evaluation and planning	Not provided
§ 4.1.1.6 Building Information Model management responsibilities	Not provided
§ 4.1.1.7 Development of Building Information Models for post construction use	Not provided
§ 4.1.1.8 Civil engineering	Owner (Ruekert Mielke, Inc.)
§ 4.1.1.9 Landscape design	Owner (Ruekert Mielke, Inc.)
§ 4.1.1.10 Architectural interior design	Not provided
§ 4.1.1.11 Value analysis	Not provided
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Owner (Ruekert Mielke, Inc.)
§ 4.1.1.13 On-site project representation	Not provided
§ 4.1.1.14 Conformed documents for construction	Not provided
§ 4.1.1.15 As-designed record drawings	Architect
§ 4.1.1.16 As-constructed record drawings	Architect
§ 4.1.1.17 Post-occupancy evaluation	Not provided
§ 4.1.1.18 Facility support services	Not provided
§ 4.1.1.19 Tenant-related services	Not applicable
§ 4.1.1.20 Architect's coordination of the Owner's consultants	Not provided
§ 4.1.1.21 Telecommunications/data design	Owner
§ 4.1.1.22 Security evaluation and planning	Owner
§ 4.1.1.23 Commissioning	Not provided
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	Not applicable
§ 4.1.1.25 Fast-track design services	Not provided
§ 4.1.1.26 Multiple bid packages	Not provided
§ 4.1.1.27 Historic preservation	Not applicable
§ 4.1.1.28 Furniture, furnishings, and equipment design	Owner
§ 4.1.1.29 Other services provided by specialty Consultants	Not provided
§ 4.1.1.30 Other Supplemental Services	Not provided

Supplemental Services	Responsibility (Architect, Owner, or not provided)

§ 4.1.2 Description of Supplemental Services

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)

« »

§ 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)

« »

§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

§ 4.2 Architect's Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 « Two » (« 2 ») reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 « Twenty-four » (« 24 ») visits to the site by the Architect during construction
- .3 « One » (« 1 ») inspection for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 « One » (« 1 ») inspection for any portion of the Work to determine final completion.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed within « ten » (« 10 ») months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other

improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. The Village Engineer, Ruekert Mielke, Inc., has

prepared the preliminary estimate of the Cost of the Work. The Architect will not be responsible estimating the Cost of the Work.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect and Ruekert Mielke, Inc., revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid exceeds the Owner's budget for the Cost of the Work, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license

granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

☐ Arbitration pursuant to Section 8.3 of this Agreement

☒ Litigation in a court of competent jurisdiction

☐ Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

« Ten percent (10%) of the Stipulated Sum for the Architect's basic services (See Article 11, Section 11.1.1) »

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

« Ten percent (10%) of the Stipulated Sum for the Architect's basic services (See Article 11, Section 11.1.1) »

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and

enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(Insert amount)

« One-Hundred Twenty-Four Thousand and 00/100 Dollars (\$124,000.000) »

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

« Brian Tom Fischer	\$180/hour
Connor J Fischer	\$160/hour
MEP Consultant	TBD »

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

« Insert hourly rates »

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus « Twenty » percent (« 20 »%).
(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

« Brian Tom Fischer	\$180/hour
Connor J Fischer	\$160/hour
MEP Consultant	TBD »

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

Schematic Design Phase	« Fifteen »	percent (	« 15 »	%)
Design Development Phase	« Twenty »	percent (	« 20 »	%)
Construction Documents Phase	« Forty »	percent (	« 40 »	%)
Procurement Phase	« Five »	percent (	« 5 »	%)
Construction Phase	« Twenty »	percent (	« 20 »	%)
Total Basic Compensation	one hundred	percent (	100	%)

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

« Insert hourly rates. »

Employee or Category	Rate (\$0.00)
Brian Tom Fischer	\$180/hour

§ 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus « Ten » percent (« 10 » %) of the expenses incurred.

§ 11.9 **Architect's Insurance.** If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)

« »

§ 11.10 Payments to the Architect

§ 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid « Thirty » (« 30 ») days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

(Insert rate of monthly or annual interest agreed upon.)

« Twelve Percent » % « 12%, per annum, compounded monthly »

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

(Include other terms and conditions applicable to this Agreement.)

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™–2017, Standard Form Agreement Between Owner and Architect
- .3 Exhibits:
(Check the appropriate box for any exhibits incorporated into this Agreement.)

[☒] Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)

« Exhibit “A”

Exhibit “B” »

- .4 Other documents:
(List other documents, if any, forming part of the Agreement.)

« »

This Agreement entered into as of the day and year first written above.

Village of Mukwonago

Fischer-Fischer-Theis, Inc.

OWNER (Signature)

« Fred Winchowky, Village President »« »

(Printed name and title)

ARCHITECT (Signature)

« Connor J. Fischer, AIA, PE, Vice President »« »

(Printed name, title, and license number, if required)



Village of Mukwonago GIS

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



SCALE: 1" = 83 '

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

Print Date: 5/27/2022

Exhibit "B"

ESTIMATED CONSTRUCTION COST

Police Station Garage Addition 2025 Capital Project

	Description	Unit	Quantity	Unit Price	Total
1	Mobilization	L.S.	1	\$64,000.00	\$64,000.00
2	Police station garage addition	S.F.	4,356	\$240.00	\$1,045,440.00
3	Garage flooring epoxy system	S.F.	7,200	\$7.50	\$54,000.00
4	Repainting existing garage walls	S.F.	3,160	\$4.50	\$14,220.00
5	Inlet sediment guards	EA	1	\$65.00	\$65.00
6	Replace catch basin	EA	1	\$5,600.00	\$5,600.00
7	Underdrain	L.F.	160	\$40.00	\$6,400.00
8	Relocate hydrant	EA.	1	\$4,000.00	\$4,000.00
9	6-inch water/ hydrant valve	EA.	1	\$3,000.00	\$3,000.00
10	Water main, 6-inch, w/ granular backfill	L.F.	5	\$450.00	\$2,250.00
11	Pulverizing, removals, shaping, and compacting necessary to bring street to grade	S.Y.	1,865	\$4.50	\$8,392.50
12	Grade and compact parking lot	L.S.	1	\$6,500.00	\$6,500.00
13	8 inch crushed aggregate/ reclaimed asphaltic pavement base course	C.Y.	135	\$18.00	\$2,430.00
14	Excavation below subgrade (EBS), if required (Assuming 15% of area)	C.Y.	200	\$35.00	\$7,000.00
15	Geotextile subgrade stabilization, if required (Assuming 15% of area)	S.Y.	600	\$6.00	\$3,600.00
16	Excavation below subgrade (EBS) backfill, if required (Assuming 15% of area)	TON	400	\$26.00	\$10,400.00
17	Concrete curb and gutter	L.F.	250	\$28.00	\$7,000.00
18	2-1/2 inch Asphaltic concrete binder course	TON	350	\$94.00	\$32,900.00
19	1-1/2 inch Asphaltic concrete surface course	TON	220	\$110.00	\$24,200.00
20	Dumpster enclosure		1	\$2,500.00	\$2,500.00
21	Pavement marking, paint, 4-inch	L.F.	900	\$3.00	\$2,700.00
22	Pavement marking, paint, symbols	EA.	2	\$280.00	\$560.00
23	Remove parking lot light pole	EA.	2	\$1,500.00	\$3,000.00
24	Place parking lot light pole	EA.	3	\$10,000.00	\$30,000.00
25	Topsoil, turf grass seed, fertilizer and hydromulch	S.Y.	350	\$18.00	\$6,300.00
	Sub Total				\$1,346,457.50
	Administration Contingencies			0.2%	\$2,692.92
	Architectural/ Engineering Contingencies			8.0%	\$107,716.60
	Construction Contingencies			10.0%	\$134,645.75
	Construction Administration Contingencies			5.8%	\$78,094.54
	Estimated Total Project Cost				\$1,669,607.30