



# DOWNTOWN DEVELOPMENT COMMITTEE MEETING

Mukwonago Municipal Building / Board Room  
440 River Crest Court, Mukwonago, WI 53149  
December 15, 2025 at 5:30 PM

## AGENDA

### **Municipal Code Section § 2-146 Purpose**

The Downtown Development Committee shall be a citizen advisory committee whose purpose shall be to advise the Village Board on matters of implementation identified in the Downtown Strategic Plan and to otherwise advise the Village on matters of development activities that will promote the development of the downtown.

#### **1. Call to Order**

#### **2. Roll Call**

#### **3. Approval of Minutes**

3.1 Approval of August 28, 2025 Minutes

#### **4. Public Comment**

The Public Comment Session shall last no longer than fifteen (15) minutes and individual presentations are limited to three (3) minutes per speaker. These time limits may be extended at the discretion of the Chief Presiding Officer. The Village Board 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 Village Board as a body. Presentations shall not deal in personalities personal attacks on members of the Village Board, the applicant for any project or Village employees. Comments, questions and concerns should be presented in a respectful professional manner. Any questions to an individual member of the Commission or Staff will be deemed out of order by the Presiding Officer.

#### **5. New Business**

#### **6. Old Business**

6.1 Discussion and Update on STH83 Project Planning

6.2 Review and recommendation on historic sign.

#### **7. Adjournment**

It is possible that a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note, upon reasonable notice, efforts will be made to

accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Municipal Clerk's Office, (262) 363-6420.

Village of Mukwonago

**MINUTES OF THE DOWNTOWN DEVELOPMENT COMMITTEE MEETING  
Thursday, August 28, 2025**

Time: **5:30 pm**

Place: **Village Board Room, 440 River Crest Court, Mukwonago, WI**

**Call To Order**

Meeting was called to order at 5:31 p.m.

**Roll Call**

Present: Dykstra, Pautz, Anderson, Reeves, Chitwood, and Wamser

Absent: None

**Public Comment**

None

**Approval of Minutes**

DDC minutes of June 26, 2025

Motion by Chitwood to approve, second by Reeves. No discussion. Motion carried 6-0.

**New Business**

Confirmation of Connect Communities Renewal Agreement for July 1, 2025- June 30, 2026.

Administrator Dykstra noted that no action needs to be taken, it's just letting the group know that this membership is going to continue. No action taken.

Discussion and possible action regarding a Village downtown tourism/welcome promotion video project

Dykstra gave an overview of the proposed plan. She noted that there will be struggles downtown with the Highway 83 reconstruction and it's needed to promote tourism. She noted that the cost to create a Village owned video would be roughly \$2,000. It would highlight about 10 businesses, and this could be paid for through the Economic Development budget. Discussion was had to possibly team up with the Village Players to act in the video. Further discussion was had concerning developing more videos to showcase other parts of Mukwonago.

Motion by Reeves to research further and possibly bring videographer to a committee meeting, second by Pautz. Motion carried unanimously.

Discussion on acknowledgement and appreciation of donation from Thomas Greenhouse for downtown planters

Reeves stated that Thomas Greenhouse donates the plantings for the downtown planters. He would again like to bring them a gift card for \$300 to have a pizza party, to show appreciation.

Motion by Chitwood to approve the donation of the \$300 gift card, second by Wamser. Motion carried unanimously.

Discussion, update, and possible recommendation on the Downtown Historic Sign

Pautz gave an overview of other historic downtown signs in other communities. She also gave a breakdown of the various facts of Mukwonago that could be included on the sign. Reeves explained that he liked that sign rendering and discussion was held regarding the placement of the sign. There was discussion about having wayfinding signs throughout the downtown, but that would be separate from the Downtown Historic Sign. Chitwood expressed frustrations with the concept of the sign and mapping of downtown amenities. Reeves stated that he would work with the Red Brick Museum regarding the sign.

Motion by Pautz to obtain a quote for a sign that would highlight the Mukwonago downtown map, parks and amenities, that mimics the KMA design kiosk not to exceed \$1,500 each, to be paid from the Downtown Development Committee budget, second by Wamser. Motion carried unanimously.

Motion by Pautz to obtain a sign quote for a historical sign to be possible placed next to Red Brick Museum not to exceed \$1,500 each, to be paid from the Downtown Development Committee budget, second by Anderson. Motion carried unanimously.

Discussion regarding collaboration with Carthage College Graphic Design Class for Downtown brochures or community branded documents

Administrator Dykstra stated that they would like to work with Carthage College students to design an informational brochure, specifically for downtown parking. The strategic plan outlined that one of the issues was the marketing of parking. The brochure would be available in print and digital format.

**Adjourn**

Motion by Reeves to adjourn the meeting, second by Chitwood. Motion carried unanimously. The meeting adjourned at 6:34 p.m.



### Mukwonago -- The Place of The Bear

In days long ago, near and around this village the dwellings of the eastern-born Yankees sprang from the homes of the Native Americans. In 1836, for 2 barrels of flour the first settlers received permission from the Potawatomi to build and dwell here. The settlement was called Meqwwanago. To the west of this marker stands Sewell Andrews' red brick home with its classic New England doorway. Built in 1842, it was one of the first brick houses in Waukesha County. Two buildings north of this Greek Revival house is the Mukwonago House constructed in 1845 as a local hostelry. Immediately south of the Andrews' house is the original site of the family store. At this location the native-born Vermonter built his first store of logs in 1837. South of the store site stands Judge Martin Field's dwelling erected in 1843. North of this marker, across Fox Street, lies a triangle of land first owned by Henry Camp. It was here he, Camp built the very first house, a log cabin in 1836. The cabin measured 12x12 feet.

Waukesha County Historical Society

1992

Human presence in this area stretches back over 10,000 years. By the 1600s, the Potawatomi were the primary Indigenous people here, and by the early 1700s, permanent villages had been established throughout Waukesha County.

One of the largest Potawatomi settlements in the Wisconsin Territory thrived at the confluence of the Mukwonago and Fox Rivers—today’s Mukwonago. Wigwams lined what is now Main Street, a council house stood on the north bank of the Mukwonago River, and a horse racing track once occupied the land now known as Field Park.

The 1833 Treaty of Chicago, which ceded Illinois and Wisconsin Indigenous lands to the U.S. government, encouraged land prospectors Sewall Andrews, Henry Camp, and Major Jesse Meacham to scout this area for land. Early discussions with the Potawatomi in 1836 led to two homes being built near the established village and a year later a trading post was constructed next door to the present day Red Brick Museum.

That same year, surveyors Martin Field and Ira Blood conducted a plat survey of the area, naming it Mequanigo—a Potawatomi word meaning “place of the bear.” The name was changed to Mukwonago in 1844.

With the plat map in place, skilled settlers quickly claimed land. Early residents included Dr. A.H. Youmans, blacksmith Phillip Treutel, merchant Andrew Elmore, and attorney Martin Field. By 1844, Mukwonago had become a key stop on the Mukwonago Plank Road. 61 years later in 1905, the community officially incorporated as the Village of Mukwonago.

1905

Erected 2025  
Village of Mukwonago  
Downtown Development Committee



*Place of the Bear*

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1905

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*Place of the Bear*



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# Estimate

#EST-922-2207

11/17/2025


**Bill To**

Ron Bittner  
 Village of Mukwonago  
 440 River Crest Court  
 Mukwonago WI 53149  
 United States

**Ship To**

Ron Bittner  
 Village of Mukwonago  
 630 Veterans Way East  
 Mukwonago WI 53149  
 United States

Customer ID	Customer Phone Number	Customer Email	Shipping/Delivery Method	Estimate Expiration Date
91521		<a href="mailto:rbittner@villageofmukwonago.gov">rbittner@villageofmukwonago.gov</a>	Standard Shipping	1/16/2026

Line #	Item Number/Description	Item Options	Item Image	UOM	Quantity	Unit Price	Ext. Price
1	<b>MUKWO-PRKS-4840-SF-EGS-125-DPT</b> 48" X 40" CUSTOM SINGLE-FACE SIGN, PRINTED ON 3M ADV. FLEX 7310 WHITE REFLECTIVE ENGINEER GRADE SHEETING WITH 3M 8518 GLOSS LAMINATE, APPLIED TO A .125" ALUMINUM SIGN PANEL. (10) .437 MOUNTING HOLES, 7" APART 46" O.C HORIZONTAL.			ea	1	\$181.53	\$181.53

<b>Subtotal</b>	\$181.53
<b>Shipping/Delivery</b>	\$0.00
<b>Installation</b>	\$0.00
<b>Total</b>	\$181.53

**Delivery Detail**

Call 30 minutes prior to delivery.  
 Shipping costs will be included upon invoicing.

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BCE strives to provide the most competitive prices for all its products; current supply chain and cost volatility may require BCE to revise this quote after 7 days. Please contact BCE staff before creating a purchase order. NETSUITE IMAGES-2024-EST-922-2207



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