



# DOWNTOWN DEVELOPMENT COMMITTEE MEETING

Mukwonago Municipal Building / Board Room  
440 River Crest Court, Mukwonago, WI 53149  
April 23, 2026 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 Approve Minutes from December 15, 2025 Meeting

3.2 Approve Minutes from February 19, 2026 Meeting

#### **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. Old Business**

5.1 Finalize the Historic Sign

5.2 Final Beautification Flyer included in Utility Billing (no action required)

5.3 2026 Downtown Strategic Plan Update

#### **6. New Business**

6.1 Objectives for the Committee & Review of Voting/Non-Voting positions.

6.2 Updates to share with the Village Board

6.3 Referral Items; Committee members identify the items to be discussed at the next meeting. *(no action or discussion of these items will occur)*

6.4 Review of DDC Revenue and Expense Budgets

6.5 Announcement of the STH83 Public Informational Meeting

## **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  
MONDAY, DECEMBER 15, 2025**

Time: 5:30 PM  
Place: Mukwonago Municipal Building / Board Room  
440 River Crest Court, Mukwonago, WI 53149

Call to Order

Meeting was called to order by Chair Reeves at 5:30PM

Roll Call

Present: Anderson, Chitwood, Wamser, Reeves, and Pautz (arrived at 5:35pm) Also present: Administrator Dykstra

Approval of Minutes

Approval of August 28, 2025 Minutes

Public Comment

None.

New Business

It was noted Dave Stockwell has submitted his resignation to the Committee.

Old Business

Discussion and Update on STH83 Project Planning

It was noted the Village had an update meeting with the DOT regarding the project. There is no final design concept at this time. Once they formalize the design, the Village will share with the Committee and look forward to a timeline to create streetscaping recommendations. No action is required at this time.

Review and recommendation on historic sign.

The committee reviewed a sign concept from Public Works Director. They were not interested in the same shape as the park signs. They are looking for a 48x60 no show screw sign. They would like to mimic the historic boarder shape from the current sign. They prefer a border and header. They do not like yellow lettering. The title should be Mukwonago - Place of the Bear.

The signature line should be Waukesha County Historical Society and erected 2025 in order to be listed on the County Historical Website.

Adjournment

Meeting adjourned at 6:06pm

# MINUTES OF THE DOWNTOWN DEVELOPMENT COMMITTEE MEETING

## Thursday, February 19th, 2026

Time: 5:30 pm

Place: Mukwonago Village Hall 440 River Crest Ct

### 1. Call To Order

Trustee Scott Reeves called the meeting to order 5:30pm

### 2. Roll Call

**Members Present:** Trustee Scott Reeves, Tina Chitwood, James Pauer, Jason Wamser, Eliza Pautz, and Village Administrator Diana Dykstra

**Excused:** David Stockwell, Brock Anderson

**Membership:** Trustee Scott Reeves, Jason Wamser, Eliza Pautz, David Stockwell, Brock Anderson, James Pauer, Tina Chitwood, Village Planner and/or Village Administrator. **Vacancy:** Non Voting Member, Alternate Non-Voting Member, Alternate Voting Member

### 3. Approval of Minutes

No minutes available to approve. Village Administrator Diana Dykstra will watch the video to provide minutes to approve at the next meeting.

### 4. Public Comment

The Public Comment Session was opened by Chair Reeves:  
Ray Goodson present - Curious about which direction the committee goes.

### 5. Old Business

#### 5.1 Discussion and final recommendation on Historical Sign

- Jason Wamser looked at cost and provided several options for a path forward.
- Discussion on location of the sign to be in front of the Red Brick Museum.

### 6. New Business

#### 6.1 Review of Beautification Program Flyer and adjustments.

- Tina Chitwood proposed language edits and photo edits to the existing flyer and suggested using the village branding colors.
- Tina Chitwood will send an email to everyone with the changes.
- Village Administrator Diana Dykstra will send the source file.
- Jason Wamser will aggregate the verbiage and photos. Edits and comments need to be returned to Village Administrator Diana Dykstra by Monday 2/23

#### 6.2 Discussion and review of current Downtown Development Committee (DDC)

##### Ordinance

- The committee will review and brainstorm ideas to incorporate any changes.
- Potentially add Tier 2 items
- Add communication to our duties.

#### 6.3 Update on the Downtown Strategic Plan Status Report

- Trustee Scott Reeves to work with Tina Chitwood to update the statuses and narratives.

#### 6.4 Discuss potential objectives for 2026 and possible presentation to the Committee of the Whole for feedback

- Desire to have two way communication with the board to source ideas and/or propose ideas.
- Desire to connect to the businesses in the village.
  - Brock Anderson will put together a list of businesses and contacts.
- Desire to gain progress outside of our meetings.
- Desire to keep our monthly meetings regularly.
- Tina Chitwood recommended updating the meeting agenda to circle back on our Strategic Plan and gather items to report back to the board and also evaluate progress.
- Plan to present to the COW in June.

### **7. Adjournment**

Motion made by Trustee Scott Reeves. Eliza Pautz Adjourned at 6:57pm

**To:** Ron Bittner  
Village of Mukwonago  
Public Works  
440 River Crest Court  
Mukwonago, WI 53149

Phone#: 262-363-6447

Fax#:

**Account Executive:** Rhiannon Andrews

**ID #:** 1855497.01

**Tag Name:** Mukwonago Wayfinding Signage

Part Number	Qty	Description	Each	Ext
E12-133-PT6	1	1/2" Exterior CHPL Graphic. Panel Size: 40"H x 48"W Custom Shape. 6 Threaded Inserts w/ Tamper Resistant Bolts.	2,025.00	2,025.00
UDE6	1	Upright Double Post (90 Degree). Even Mount with 6 Mounting Brackets. - Black Powder Coated Aluminum. - Surface Mount. (In-Ground Mount available).	1,184.00	1,184.00
EA18-09	1	1/8" Exterior ACG - Aluminum Composite Graphic. Panel Size: 36"H x 36"W	1,117.00	1,117.00
NPS-3636-C45	1	NPS Style Double Cantilever Pedestal (45 Degree). - Graphic: 36"H x 36"W Graphic. Black Powder Coated Aluminum. - Surface Mount. (In-Ground Mount available).	1,786.00	1,786.00
99810	1	COLOR SAMPLE: (8" x 10" x 1/8") CHPL. <b>Created from Client Provided File.</b> -Used in production for color matching and resolution. -Cost includes shipping Sample. See File Prep Guide for More Information.	40.00	40.00
....		<b>Shipping not included.</b>	0.00	0.00

All FOSSIL graphics feature 12-Color HD Printing and our Fossilized Surface®.

**Subtotal:** \$6,152.00

Digital files must conform to Fossil File Prep Guidelines (FossilGraphics.com)  
Electronic layout proofs provided at no charge.

**Subtotal:** 6,152.00

Features are indicated in Part Numbers:

"-P" = Custom Shape; "-T" = Threaded Inserts; "-D" = Double Sided; "-H" = Holes; "MURAL" - Indicates panels built to go directly beside another panel.

**Shipping:**

**0 %Tax:** 0.00

**TOTAL:** \$6,152.00

Shipping to zip code: 53149. Estimate based on destination being a business that has a forklift on site. Shipping charges include packaging and insurance.

**Deposit Due:** 3,691.00

Quote valid 90 days. Order produced under our standard Terms and Conditions of Sale (FossilGraphics.com/terms). For installation info or to determine best thickness of graphic to meet your requirements (FossilGraphics.com/guide).

**After Delivery Amount Due** 2,461.00

**TERMS:** 60% Deposit / Balance Net 10 After Delivery

Please sign as your authorization to produce: \_\_\_\_\_ / / \_\_\_\_\_



# Downtown Mukwonago's Beautification Program

Clean, lively streetscapes attract tourists,  
shoppers, and new residents



## Program Overview

Downtown beautification programs are cornerstones of their communities. It is here where we gather, celebrate and connect. By supporting the **Downtown Mukwonago Beautification Program**, donors play a meaningful role in creating a welcoming, walkable, and beautiful downtown for everyone.

### Downtown Development Committee Impact to Date

- Pedestrian safety initiatives
- Streetscape and beautification concepts
- Holiday light pole decorations
- Downtown banners and benches
- Monument and wayfinding signage design
- The Sponsor-a-Planter program

### Bring Community Vision to Life

- **Streetscape amenities:** benches, planters, banners, signage, and other enhancements
- **Ongoing maintenance:** watering flowers and caring for streetscape, year-round
- **Tax-deductible** contributions
- **Lend a hand:** volunteer opportunities

### Join Us in Shaping the Future of Downtown Mukwonago

Meetings are typically the 4th Thursday of each month – 5:30pm

Village Hall – 440 River Crest Ct, Mukwonago



# Village of Mukwonago

440 River Crest Court, Mukwonago, Wisconsin 53149  
Tel. (262) 363-6420 | Fax: (262)363-6425

## Individual Name/Business Name

Contact Person:	
Business Name: (if applicable)	
Address:	
Phone Number:	
Email:	

## Donations

<b>Donation to Village Beautification - <i>any amount is appreciated!</i></b>
<input type="checkbox"/> Custom Amount \$ _____
<input type="checkbox"/> \$50
<input type="checkbox"/> \$100
<input type="checkbox"/> \$150
<input type="checkbox"/> \$200

## Volunteering

<input type="checkbox"/> I would like to donate my time and talents with plantings or watering. - We will reach out to you at the contact information above with upcoming opportunities
<input type="checkbox"/> I donate my efforts to Village Beautification projects in other ways. - Thank you! Please describe below what you are already doing or have planned so that the Village can best support you.

All contributions will be restricted to Village Beautification and used for that purpose only.

If you have any questions, concerns, or suggestions please contact Diana Dykstra, Administrator at (262) [363-6420 ext. 2100](tel:2623636420) or email [ddykstra@villagefmukwonago.gov](mailto:ddykstra@villagefmukwonago.gov)  
Return your form and payment via mail, OR the Dropbox or in-person at Village Hall.



# Status Report of the Downtown Mukwonago Strategic Plan

Prepared by: Downtown Development Committee

| ~~April 26, 2023~~ March 26, 2026



## Downtown Development Committee Members

Trustee Scott Reeves - *Village Board & Village Resident*

Jason Wamser – *Plan Commission Member and Village Resident*

Tina Chitwood - ~~*Wisconsin Economic Development Corporation & Village Resident*~~

~~Ray Goedden~~Brock Anderson - *Downtown Business Owner*

Eliza Pautz - *Downtown District Resident & Library Board Member*

~~David Stockwell – Downtown Business Owner & Village Resident~~

~~Gail Yerke – Town of Mukwonago Resident & Business Owner~~

James Pauer – *Village Resident*

~~A special thank you to Fred Schnook~~Diana Dykstra, Village Administrator ~~and Erin Schaarf, Village Planner~~



# Downtown Mukwonago Strategic Plan - 2026~~3~~ Status Report

The purpose of this report is to update the Mukwonago Village Board ~~and standing committees~~ on the current status of the recommendations identified in the 2018 Downtown Mukwonago Strategic Plan. The last update presented to the Board was with the April 26, 2023, update of this report. The Downtown Development Committee will also use this document as a resource to identify its 2023 workplan.

## Geography Included in the Plan

The 2018 Plan focus included the Village Center Overlay Zoning District and the residential areas in the boundaries between Field Park on the North and Indianhead Park on the southwest as well as on Hwy. 83 to the railroad overpass in the southeast.

**EXHIBIT 1**  
**Ordinance No. 931**

Village Center Overlay Zoning District Boundary and Sub-Districts



**Sub-Districts**

- Red**—Retail Center
- Green**—Multi-Purpose Perimeter
- Yellow**—Residential Perimeter



# Status of Projects from June 2018 through April 2026

## Tier 1 - Recommendations

These recommendations were of the highest importance to the committee and the community and were to be acted upon within a one to two-year timeframe. Additional details for each recommendation can be found at the end of this document under "Recommendation Descriptions."

### 1-1 | Engage a firm to create a roadway design and streetscaping enhancement plan.

Such as sidewalks, crosswalks, beautification, lighting, safety, connectivity and gateways. Begin implementing crosswalk safety enhancements.

Status	Completed
Narrative	<ul style="list-style-type: none"> <li>Foth Streetscape Master Plan completed in 2020</li> <li>Ruekert &amp; Mielke, Inc. prepared Hwy. 83 30% design plans for WisDOT. DDC recommended 30% plans to the Board and approved on 2/23/2023. Board OK'd DDC to move forward with development of design standards in March 2023.</li> <li>Flashing crosswalk signals installed at multiple locations on Rochester St.</li> <li>Temporary bump outs on Rochester St. tested in 2022 and 2023 <u>and in March 2023 DDC recommended to the Board to incorporate bump outs throughout downtown into the Hwy. 83 reconstruction plan.</u></li> <li>Downtown placemaking banners installed 2022. <u>New banners with Village branding installed in 2025.</u></li> <li>Flower planters installed at six locations in 2022. <u>3 additional locations added in 2024 for a total of 9 locations.</u></li> <li>LED holiday lights replaced old holiday lights in 2022</li> <li><u>Indianhead Park</u></li> </ul>

### 1-2 | Adopt an ordinance to change the trucking route onto Veterans Way/Holz Parkway to bypass downtown.

Status	Completed
Narrative	<ul style="list-style-type: none"> <li>Preferred Truck Route signs directing trucks to Holz Pkwy. and Veterans Pkwy. installed on Hwy. 83 at the North and South entrances of the community. Ongoing education can still be in process.</li> <li>Committee engaged in dialogue with WisDOT to discuss rerouting Hwy. 83 options and alternatives</li> </ul>

### 1-3 | Encourage opportunities for community spaces to allow for activities, community meeting and relaxation spaces in downtown.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>Phantom Junction Stage in Indianhead Park constructed in 2022. <u>WEDC Vibrant Spaces Grant received in 2025 to construct a canteen, create pathways, purchase chairs and a fire pit. Collaboration with local service organizations to develop entertainment programming began in 2023</u></li> <li>Ongoing support of Chamber and community events held in Downtown including: Fall Fest, Midnight Magic Parade, Business Trick or Treat</li> <li><u>Comprehensive Outdoor Recreation Plan (CORP) created and approved February 2023. Focus on trails to connect Indianhead Park to downtown</u></li> <li><u>Bench donation by village resident installed downtown near Music Café store.</u></li> </ul>

### 1-4 | Re-establish a Historic Preservation Commission (Landmark Commission) to guide and



support historic preservation and compatible redevelopment.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● <del>HPC does exist, but it's focus area is the Grand Avenue and Pearl Street residential area; not the Village Center Overlay District nor the Retail Center.</del></li> <li>● <u>February 2026 the HPC voted to support the historic preservation of the East Troy Electric Railroad with a stop at Phantom Junction Stage.</u></li> </ul>

1-5 | Engage a firm to conduct a market analysis with the goal of attracting new businesses and growing the existing economic base,- and maximizing the existing commercial space in downtown.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● <del>Redevelopment Resources Market Strategies report October 2020</del></li> <li>● <u>Finalized a Business List of all businesses operating in the Village in March 2023 (Includes: Industry, Company Name, Address, Primary Contact E-mail, Name and Phone #)</u></li> <li>● <u>February 2026, DDC member Brock Anderson agreed to spearhead the 2026 update of the Business Contact List.</u></li> </ul>

1-6 | Investigate the development of a Downtown Business Owner's Association to support and enhance downtown.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● <u>DDC members and Village Administrator have participated in the WEDC Connect Communities program since 2021 attending events and webinars.</u></li> <li>● <u>Investigating the development of BIDs is part of the resources offered by the Connect Communities Program. DDC has participated in the WEDC Connect Communities program since 2021. DDC members and Village staff have participated in events and have submitted annual reporting to maintain certification in the program.</u> <ul style="list-style-type: none"> <li>○ <u>Investigating the development of Downtown Business Owners' Associations is part of the resources offered by the Connect Communities Program.</u></li> </ul> </li> </ul>

## Tier 2 - Recommendations

These recommendations were recommended to be acted upon within a three to four-year timeframe, as some recommendations build off of the Tier 1 plans. Additional details for each recommendation can be found at the end of this document under "Recommendation Descriptions."

2-1 | Invest in the maintenance and replacement of pedestrian safety features and roadside amenities. Continue with pedestrian safety and crosswalk enhancements.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● <del>Sponsorship program for planters was developed and has raised enough to purchase two more sets of planters in 2023 was revamped to a "beautification program" to support a variety of elements such as: planters, signage, benches, maintenance, etc. (ongoing)</del></li> <li>● <u>Master Gardener volunteers Downtown business owners are working with DDC's Trustee Reeves for the care and maintenance of the planters in 2023 (ongoing)</u></li> </ul>



	<ul style="list-style-type: none"> <li>● <u>Thomas Greenhouse has donated flowers, and the planting of flowers, for all planters since program inception (ongoing)</u></li> <li>● Foth Design Plan 2020 includes rendering for downtown entryway signs.</li> <li>● DDC recommended to the Board to include bump outs with Hwy. 83 30% Design Plans in March 2023</li> </ul>
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2-2 | Engage a firm to develop a design plan with specific guidelines focusing on exterior building improvements which are consistent with Recommendation 1-1 to achieve a cohesive environment.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● Initial discussions about design guidelines and recommendation to the Plan Commission and Board to move forward with the development of design guidelines in March 2023</li> <li>● <u>DDC members held a walk-through tour of Downtown to review and discuss preferred design elements in March 2023</u></li> <li>● <u>Discussions were revamped due to zoning code delay. Instead of design guidelines the DDC is discussing best practices.</u></li> <li>● <u>Initial discussions about design guidelines and recommendation to the Plan Commission and Board to move forward with the development of downtown design guidelines in March 2023. Board OK'd DDC to move forward with development of design standards in March 2023.</u></li> </ul>

2-3 | Promote and collaborate with the Library, Chamber of Commerce, Red Brick Museum and the Wisconsin Historical Society for historical and cultural events and programming.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● DDC member Eliza Pautz is also a member of the Library Board</li> <li>● <u>DDC member Trustee Reeves participates in the Red Brick Museum meetings</u></li> <li>● <u>Historical marker sign redesigned collaboratively with Library Director and Mukwonago Historical and Museum Society President and Vice President. Existing sign to be removed from downtown square location. New sign to be installed at the Red Brick Museum site.</u></li> </ul>

2-4 | Marketing to highlight the uniqueness of Mukwonago and to showcase events, culture and recreational activities.

Status	<del>Not Done</del> In Process
Narrative	<p><u>A video highlighting downtown tourism and welcome promotion video was commissioned and created in 2025.</u></p> <p><u>Did the brochure with Carthage College student project get done?</u></p>

2-5 | Create financial support programs to encourage and support downtown building improvements and business development.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>● <del>Village staff has investigated funding with WEDC and stands ready to support the application for a Community Development Investment (CDI) grant for the new Espresso Love Coffee project at 301 Main Street</del></li> <li>● <u>DDC members and Village Administrator have participated in the WEDC Connect Communities program since 2021 attending events and webinars.</u></li> <li>● <del>Attending Connect Community trainings to learn more about financial tools</del></li> <li>● <del>Village Administrator and President conducting employer</del></li> </ul>



	<p><del>retention visits--ongoing</del></p> <ul style="list-style-type: none"> <li>Letters of Support written for WEDC Main Street Bounceback Grants 2022</li> </ul>
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2-6 | Invest in wayfinding signage around the downtown and to key points of interest in the Village.

Status	In Process
Narrative	<ul style="list-style-type: none"> <li>KMG signage design plan created and adopted in March 2022</li> <li>2022 Board approval to implement signage plan over four years</li> <li>DDC recommended to the Board to install gateway signage at six (6) locations entering the community in December 2022. <del>Board approved and is reviewing RFP responses April 2023</del> Gateway signs have been installed at three entrances of the Village.</li> </ul>

2-7 | Marketing of existing public parking options in downtown.

Status	Not Done. <del>DONE?????</del>
Narrative	Village Center Parking Map done April 25, 2024. <b>WHERE IS IT PUBLISHED?</b>

2-8 | ~~Investigate the development of~~ Implement a Business Improvement District (BID) to support and enhance downtown.

Status	Not Done
Narrative	<ul style="list-style-type: none"> <li>DDC <del>members and Village Administrator have</del> <u>yes</u> participated in the WEDC Connect Communities program since 2021. <del>DDC members and Village staff have participated in attending events and have submitted annual reporting to maintain certification in the program, and webinars.</del> <ul style="list-style-type: none"> <li>Investigating the development of BIDs is part of the resources offered by the Connect Communities Program.</li> </ul> </li> </ul>

## Summary and Next Steps

The Downtown Development Committee recognizes the difficulty in completing the recommendations in the recommended timeframe in part due the COVID-19 pandemic and Village staffing changes.

The DDC will ~~use this Status Report to develop a 2023 workplan.~~ engage with the Board to determine next steps for the DDC to undertake.



## Recommendation Descriptions

The following details have been offered by the DSPSC for background and support for each recommendation. The estimated costs have been included for capital expense planning purposes and offer a range of cost based on committee members' history and knowledge for the items. When available, actual cost estimates have been noted.

### Recommendation 1-1

*Engage a firm to create a roadway design and streetscaping enhancement plan. Elements to be included: sidewalks, crosswalks, beautification, lighting, safety, connectivity and gateways. Begin implementing crosswalk safety enhancements.*

Mukwonago has a fair amount of historic buildings at its core, but the Hwy. 83 roadway corridor through downtown leaves a lot to be desired with many concrete surfaces, mismatched benches and lighting and limited color in the downtown. The downtown environment should be a key reason why people want to visit, shop, work and live in the center of the Village. Other considerations include:

- Overall cleanliness, attractiveness, maintenance and repair, and safety
- Connect to the rest of the community through signage and sidewalks
- Inventory existing sidewalks, crosswalks and other amenities such as benches, planters and garbage bins
- Address sidewalks, crosswalks and pedestrian safety features such as activated flashing pedestrian crossing signs, banners, street lights, benches, garbage/recycling cans, bike racks, shade, vegetation, restrooms, water fountains, gathering spaces and gateways
- Connect and enhance Indianhead Park on the southern boundary of downtown
- The plan should also include a comprehensive recommendation for the downtown along with a list of potential funding sources
- Regarding implementation (see Tier 2 recommendations), consider a manageable block-by-block plan instead of attempting to improve the entire district at once

This recommendation addresses enhancing the environment in downtown to be a welcoming, friendly, attractive, colorful, connected and safe environment.

❖ **Estimated Planning Cost: \$10,000-\$50,000**



## Recommendation 1-2

*Adopt an ordinance to change the trucking route onto Veterans Way/Holz Parkway to bypass downtown.*

To reduce heavy truck traffic, the DSPSC has recommended to the Village Board to adopt an ordinance diverting heavy truck traffic from Hwy 83 to Veterans Way/Holz Parkway. This should be supported by:

- Educating truck drivers of the preferred truck route
  - Installation of new signs indicating the bypass route
  - Educating residents and visitors about the option to use Veterans Way/Holz Parkway if they do not intend to stop at a business/location in downtown
  - It is important that this recommendation does not negatively impact the business community, so the DSPSC is recommending the installation of additional signage to direct traffic to the historical downtown retail center
- ❖ **Estimated Cost: \$250-\$2,000 for new signs to be installed informing drivers of new routes and limited costs associated with the Village Attorney's time spent on the project.**

## Recommendation 1-3

*Encourage opportunities for community spaces to allow for activities, community meeting and relaxation spaces in the downtown area.*

An engaged network of neighbors, community groups and volunteers should be created to develop additional cultural opportunities while capitalizing on the Village's existing assets (Red Brick Museum, Community Library) and events (arts, culture and heritage). The goal will be to articulate the unique character of downtown culture, heritage and recreational activities.

- Strengthen relationships with individuals and organizations to build a common vision and thereby maximize resources
  - Allocate additional human and fiscal resources for marketing and promoting the activities of this group
  - Encourage a connected parks and trail system that promotes a link to nature, recreation, and the downtown. Consider the goals for the Village's Comprehensive Outdoor Recreation Plan (2017) to make informed decisions pertaining to facilities and parks before making capital investment plans
- ❖ **Estimated Cost: TBD based on the amenities and resources to be developed.**



## Recommendation 1-4

*Re-establish a Historic Preservation Commission (Landmark Commission) to guide and support historic preservation and compatible redevelopment.*

In recent history, the Village had a Historic Preservation Commission (HPC) which was absorbed by Mukwonago's Plan Commission. Reinstating a HPC is a top priority activity in the Tier 1 recommendations based on the community survey, feedback from the open house as well as the committee members' research on this topic. The Village also maintains a Certified Local Government (CLG) status with the Wisconsin Historical Society (WHS). The recommended activities for this group include:

- Assess the benefits of activating the Village's CLG status
- Conduct walking tours to promote the historic features and cultural assets of downtown (in cooperation with the Red Brick Museum)
- Coordinate with the Red Brick Museum and Chamber to educate property owners about the benefits of historic preservation
- Conduct an architectural review based on newly created Design Guidelines (Tier 2 activity)
- Develop financial tools to support historic preservation and compatible redevelopment (Tier 2 activity)

❖ Estimated Cost: \$0

## Recommendation 1-5

*Engage a firm to conduct a market analysis with the goal of attracting new businesses and growing the existing economic base, and maximizing the existing commercial space in downtown.*

By engaging a firm such as the UW-Extension to conduct a market analysis, relevant market data and information can be used to support existing and new business growth. Additional areas to be addressed in this report should include:

- Industry cluster targets and a market gap-analysis
- Programs to attract locally-owned, independently-owned, niche/specialty businesses as well as existing businesses seeking a second location in downtown
- Conduct a business and building inventory
- Compare attraction prospects with existing land use and zoning ordinances within the Downtown Overlay District
- The results of the program should be communicated with existing businesses and property owners via a business outreach program (Tier 2 activity)

❖ Estimated Report Cost: \$5,000-\$10,000



## Recommendation 1-6

*Investigate the development of a Downtown Business Owner's Association (DBA) and in years 2-3 a Business Improvement District (BID) to support and enhance downtown.*

Downtown business development is most successful when led by a strategically-focused group. The DSPSC recommends the creation of an organizational structure to lead downtown business redevelopment activities and projects. Potential structures include:

- Downtown Business Owner's Association (DBA)
- Existing Village Economic Development Committee (EDC)
- A committee to be created under the Chamber of Commerce
- A Business Improvement District (see Tier 2 recommendation)
- Main Street program
- Connect Communities program

The DSPSC is not recommending the Village coordinate the ongoing management/organization for downtown business development, as this is best done in a partnership with the Village, business owners, property owners and key downtown stakeholders. The Village should continue to highlight downtown economic development efforts during the annual Economic Development Breakfast, and for the Village President to continue with business retention visits, as well as engage in discussion with the newly created entity.

❖ **Estimated Cost - DBA (Tier 1): \$0**

## Recommendation 2-1

*Invest in the maintenance and replacement of pedestrian safety features and roadside amenities.*

Building off of Recommendation 1-1 there will be needed maintenance as well as additional features to consider for the beautification of downtown. Elements to be assessed include but are not limited to:

- Maintaining sidewalks, crosswalks and pedestrian safety features such as activated, flashing pedestrian crossing signs, banners, street lights, benches, garbage and recycling bins, bike racks, elements that offer shade, vegetation, restrooms, water fountains and gathering spaces
- Developing an annual flower/perennials planting/tree planting and maintenance program throughout downtown with an eye toward adding more color for prolonged periods of time
- Enhance the entrances to the historical pedestrian-friendly downtown with prominent visual upgrading and/or utilizing landmarks to serve as gateways

❖ **Estimated Cost: Varies depending on the elements to be installed.**



## Recommendation 2-2

*Engage a firm to develop a design plan with specific guidelines focusing on exterior building improvements which are consistent with Recommendation 1-1 to achieve a cohesive environment.*

Historic buildings are critical to the fabric of downtown. The Village Historic Overlay District ordinance provides guidance for maintenance and improvements made to existing commercial and residential properties in the District. By engaging a firm to develop a Design Guidelines Plan that focuses on exterior building improvements, the fabric of downtown will be enhanced for future generations to enjoy.

The guidelines should serve as a tool for commercial and residential properties during building renovations and new construction to support a cohesive image and branding for downtown. This will promote the preservation of the historic attributes of existing buildings while maintaining the historic authenticity of our community. Incorporating the recommended roadway improvements from the previous recommendation in the Tier 1 (see Roadway Improvements and Streetscaping Enhancement Plan) will maintain compatibility with the existing environment.

The firm will also conduct an independent analysis of commercial properties for the entirety of Mukwonago's downtown and include action items, funding sources and a consideration of multi-use housing opportunities.

It is recommended that the selected firm and the Village engage the public through several methodologies:

- Include downtown stakeholders and residents in several visioning as well as community workshops. Items to be addressed include the current status of properties, identification of properties suited or marketable for commercial use and areas that lend themselves to possible redevelopment
- Present results to the public for comment in informational feedback sessions
- Share design guidelines with the public via the Village's website and other resources

❖ **Estimated Cost: \$10,000-\$50,000**



## Recommendation 2-3

*Promote and collaborate with community-based organizations for historical and cultural events and programming.*

Mukwonago has existing groups, such as the Community Library, Chamber of Commerce and Red Brick Museum, that offer programs and other activities which enhance the historic and cultural identity of the Village. The DSPSC recommends developing partnerships with these groups, the newly formed Historic Preservation Commission, the Mukwonago Area School District and Education Foundation, as well as downtown property and business owners to support existing events while encouraging new activities and cultural programming in the downtown.

❖ Estimated Cost: \$0\*

*\*New events/activities may require funds for implementation and marketing.*

## Recommendation 2-4

*Marketing to highlight the uniqueness of Mukwonago and to showcase events, culture and recreational activities.*

The DSPSC recognizes the existing events and offerings by the Community Library, Chamber of Commerce, Red Brick Museum, School District, among others that provide historic and cultural benefit to Village residents and visitors. The Committee recommends actively conducting cross-promotions by each of these groups to create a strong and engaged network that will showcase activities throughout the community. The end goal is that residents have a greater sense of belonging and civic pride to support local, cultural and recreational activities.

- Promote the development of a community calendar to consolidate all planned activities and events

❖ Estimated Cost: Varies depending on the type of marketing to be deployed.



## Recommendation 2-5

*Create financial support programs to encourage and support downtown building improvements and business development.*

A part of implementing the new Design Guidelines and Market Analysis, financial support programs must be developed to encourage and support downtown building improvements and business development.

- Identify and research financial tools to support historic preservation, building improvements and compatible redevelopment (ex. Local lenders low-interest loan pool and Façade, White Box Grant and Signage Grant)
  - Identify other funding mechanisms to support business development (ex. Rent Assistance Grant, TIF, BID, housing financial assistance, Revolving Loan Fund, etc.)
  - Implementation of selected financial assistance programs to be conducted by the Village and/or newly created HPC (or BID)
  - Grants which aid in the revitalization of specific properties within downtown should also be pursued (ex. WI Economic Development Corporation's Community Development Investment Grant and Brownfield Grant)
  - Continue the existing business retention program conducted by the Village President
  - Create marketing materials to summarize all the available local and regional/state resources and business services organizations such as (SBA, SCORE, WWBIC) with property and business owners
- ❖ **Estimated Cost: Varies with the program to be created\***

*\*Source of funds may come from the Village's General Fund, TIF, BID, etc.*



## Recommendation 2-6

*Invest in wayfinding signage around the downtown and to key points of interest in the Village.*

Develop a plan and install a coordinated wayfinding signage system throughout the Village including Downtown and Downtown Neighborhoods (ie: Pearl Street as a destination).

A system of well-balanced parks as well as land and water trails that connect and direct users to downtown, engages people of all ages and backgrounds, while enhancing the overall quality of life for Village residents and visitors. The Village has many trails that serve a range of uses (walking, biking, East Troy Railroad Trolley, boating, canoeing and kayaking on the rivers and lakes).

- Signage will be installed to direct trail users to downtown
  - Install wayfinding signage from neighborhoods to downtown parks, public spaces and the business district
  - Downtown parking options must be signed and should present a positive and aesthetically pleasing image
- ❖ **Estimated Cost: Varies, but may range between \$10,000-\$25,000 depending on the number and style of signs to be installed.**

## Recommendation 2-7

*Marketing of existing public parking options in downtown.*

Public parking spots exist within downtown in both public parking lots and on-street parking. These parking spaces serve visitors, daytime workers and attendees of special events.

The Chamber of Commerce, in its function as a visitors' bureau and special events coordinator, existing businesses, and other community stakeholders offer numerous tools to educate the public about the location of public parking options in downtown.

Recommendations include:

- Develop a map to share with business owners; online map resource
  - Identifying the location of all parking spaces
  - Install wayfinding/directional signage to identify the location of parking lots
  - Develop and undertake a capital repair and replacement plan for parking lots and parking spaces in downtown
- ❖ **Estimated Cost: TBD**



## Recommendation 2-8

Investigate the development of a Business Improvement District (BID) to support and enhance downtown.

See Recommendation 1-6.

- ❖ Estimated Cost - BID (Tier 2): Each property owner in the BID pays an annual special assessment tax.

# Public Informational Meeting

## Mukwonago Public Library

### April 27, 2026 | 4PM-6PM



## Wisconsin Department of Transportation

### Public Involvement Meeting: You're Invited!



### Rochester St (WIS 83) – Roadway Improvement Project – Village of Mukwonago

ID: 133

#### E Wolf Run to Black Bear Boulevard

The Wisconsin Department of Transportation (WisDOT) is proposing a pavement treatment project on approximately 2.6 miles of WIS 83 in Waukesha County.

#### Purpose of the Project:

- To implement improvements to the pavement, operations and safety of the roadway.

#### Proposed Improvements:

- Pavement replacement (full depth): Lincoln Avenue to Bayview Road
- Pavement resurfacing: Wolf Run to ~700' south of Wolf Run
- Pavement preservation: Wolf Run to Bayview Road; Lincoln Avenue to Black Bear Boulevard
- Replace sidewalk and upgrade curb ramps to ADA and WisDOT standards
- Replace traffic signals
- Evaluate inclusion of bike accommodations
- Evaluate intersection improvements
- Local utility work (sanitary & water)

Construction is tentatively scheduled for spring of 2031.



Rochester St (WIS 83)  
Pavement Replacement Project  
E Wolf Run to Black Bear Boulevard



#### You're Invited!



Join us for a **public involvement meeting** to learn more about the project, get your questions answered, and provide input to the project team:

- Monday April 27<sup>th</sup>, 2026** | the meeting will be held in an open house format; stop by anytime between 4-6 p.m.
- Mukwonago Community Library** | 511 Division Street, Mukwonago

Public input, such as details about photo facilities in the right-of-way, helps the project team prepare for construction and deliver projects efficiently. Contact the project representative below with questions, comments, and any information you may have.

The meeting will be an informal, open house format. If you would like an interpreter for the meeting, contact the project manager below. Meeting and visually impaired individuals may request accommodations by calling Wisconsin Telecommunication Relay System (TRS) at 711.

Do you have any comments or questions? We'd like to hear from you!

Joel Castro, P.E.  
WisDOT Project Manager  
(262) 508-5684  
Joel.Castro@dot.wi.gov

<https://projects.hub.wisconsin.gov/pages/13300005>