

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, December 4, 2019

Time: **5:30 pm**

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

1. Call to Order

2. Roll Call

3. Approval of Minutes

3.1 Approval of Committee of the Whole Minutes from November 6, 2019

[Minutes](#)

4. Presentation

Presentation of Electronic Agenda Management Program PEAK Agenda Management, new web site display for agendas and minutes, and the use of iLegislate for elected officials by the Clerk-Treasurer Diana Dykstra.

5. Downtown Development Committee, Trustee Walsh

Discussion and Possible Action on the following Committee items

5.1 Recommend to the Village Board to approve and award of contract for Streetscape and Wayfind Sign Design Services with Foth Engineering in the amount of \$27,600.

[Foth Engineering - Streetscape](#)

5.2 Discussion and possible recommendation to proceed with getting most current information from WisDOT on Hwy 83 reroute and any budget plans for Downtown Hwy. 83 improvements.

[Downtown Strategic Plan and Hwy 83](#)

6. Finance Committee, Trustee Vermeulen

Discussion and Possible Action on the Following Committee Items

6.1 Monthly Treasurer Report and Revenue/Expenditure Guideline Report

(for distribution only, no action required)

[October Treasury Report](#)

6.2 Recommend to the Village Board to approve vouchers payable AP payment batches in the amount of \$294,737.27

[Vouchers Report](#)

6.3 Recommend to the Village Board to approve **Resolution 2019-057** A Resolution adopting the Annual Tax Increment District Budgets for TID #3, TID #4, and TID #5.
[RESOLUTION 2019-057](#)

6.4 Recommend to the Village Board to approve **Resolution 2019-059** A resolution relating to Salary and Wage Schedules for Non-Represented Full-Time and Part-Time Employees.
[RESOLUTION 2019-059](#)

6.5 Recommend to the Village Board to approve **Resolution 2019-060** A resolution relating to salary exception schedule for Village Administrator/Economic Development Director Position.
[RESOLUTION 2019-060](#)

7. Health and Recreation Committee, Trustee Decker

Discussion and Possible Action on the following Committee items

7.1 Recommend to the Village Board to approve a Public Facilities Needs Assessment and Park Impact Fee Study from Trilogy Consulting, LLC.
[Mukwonago Park Impact Fee Study](#)

7.2 Recommend to the Village Board to approve the Park Memorial Donation Policy and the Park Donation and Naming Policy.
[Memorial Donation Policy](#)
[Donation and Naming Policy](#)

8. Judicial Committee, Trustee Walsh

Discussion and Possible Action on the following Committee items

8.1 Recommend to the Village Board to approve drafting an ordinance establishing an Order of Business for the Village Plan Commission to add a public comment period.
[Attachment](#)

8.2 Recommendation to the Village Board to approve **Resolution 2019-058** a Resolution to appoint Election Inspectors for the Village of Mukwonago.
[RESOLUTION 2019-058](#)

8.3 Original Class A Fermented Malt Beverage and Class A Liquor License application from 1060 Rochester Enterprises, Inc. d/b/a Shell, 1060 Rochester Street, Judy Schwartz, Agent.
[1060 Rochester Enterprises Inc](#)

8.4 Original Class A Fermented Malt Beverage License Application from 122 Arrowhead Enterprises, Inc., d/b/a BP, 122 Arrowhead Dr., Judy Schwartz, Agent

[122 Arrowhead Enterprises Inc](#)

- 8.5 Original Class A Fermented Malt Beverage License application from 301 Main Enterprises Inc. d/b/a Clark, 301 Main Street, Judith Schwartz, Agent.

[301 Main Enterprises Inc](#)

- 8.6 Original Class A Fermented Malt Beverage and Class A Liquor License application from 909 Greenwald Enterprises, Inc., d/b/a Citgo, 909 Greenwald Ct., Judith Schwartz, Agent.

[909 Greenwald Enterprises Inc](#)

- 8.7 Discussion and further direction on Ordinance amendment regarding distressed properties

[Ordinance Amendment Memo](#)

9. Protective Services, Trustee Brill

Discussion and Possible Action on the following Committee items

- 9.1 Announcement of Lieutenant Daniel Streit completing the School of Police Staff and Command at Northwestern University, Class #463. *(For Information Only no action required)*

[Announcement](#)

- 9.2 Announcement of a Community Focus Meeting on December 11, 2019 at 6:30pm with RW Management Group, Inc, for an organizational analysis of the Mukwonago Fire Department.

[Community Focus Meeting Announcement](#)

- 9.3 Discussion and possible action to appoint two board members to be interviewed by RW Management for the Fire Department Organizational Study.

10. Public Works Committee, Trustee Wamser

Discussion and Possible Action on the following Committee items

- 10.1 Discussion concerning Capacity Study of Wastewater Treatment Facilities and Water Utilities.

[Water and Wastewater System Capacity Analysis](#)

- 10.2 Recommend to the Village Board to approve Change Order #2 with August Winter & Sons, Inc. for Grit and Digester Upgrades in the amount of \$40,759.27.

[Change Order](#)

11. New Business Items

Discussion and possible action to move the January 1, 2020 Committee of the Whole meeting to accommodate the New Year's Holiday.

12. Other items for Approval

13. 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 COMMITTEE OF THE WHOLE
Wednesday, November 6, 2019

Time: **5:30 pm**

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

Call to Order

Village President Fred Winchowky called the meeting to order at 5:30 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Board Members Present:

Eric Brill
James Decker
Darlene Johnson
Roger Walsh
Jason Wamser
Jay Vermeulen
Fred Winchowky

Also Present:

Ron Bittner, Public Works Director
Mark Blum, Village Attorney
Dave Brown, Utility Director
Diana Doherty, Finance Director
Diana Dykstra, Village Clerk-Treasurer
Ben Kohout, Village Planner
Kevin Schmidt, Police Chief
John Weidl, Village Administrator
Mike Michalski, Engineer

Approval of Minutes

Decker/Johnson motion to approve Regular Committee of the Whole meeting minutes of October 2, 2019. Unanimously carried.

Presentations

Presentation of Eagle Scout Proclamation for Connor H. LaFreniere

President Winchowky presented Connor LaFreniere with a proclamation for his outstanding achievement of Eagle Scout.

Initial Introductory presentation from Karl James & Company, LLC on a Brand Identity Project for the Village of Mukwonago

Karl Robe of Karl James & Company, LLC was present to introduce the Branding Identity Project for the Village. He noted they have created "Mukwonago Means Business" site, the "Downtown Yours" site and the Village web site. They have created the new logo and have completed identity work in the past. He explained the Brand is the story you want told. Currently the Village has a mix of the Bear, Life Leisure statement, and there is a bit of confusion. He described a play book they created for another organization. He noted in the

end they will produce three versions, establish public engagement, and a consistent tag line beginning with stakeholder meetings in December. It was requested Trustees submit ideas to the Clerk-Treasurer by Friday November 15th.

Presentation from Brian Bliesner of the Wisconsin Department of Transportation on the Speed Limit Policy for STH83.

Brian Bliesner of the WDOT based in Waukesha was present to discuss the concerns the Village has presented regarding accidents and speed limits for STH83 particularly at the intersections of Wolf Run and Boxhorn. Bliesner reviewed a presentation identifying the Memorandum of Understandings they currently have with the Village, and how the WDOT analyzes the data received to date from those intersections. He fielded various questions regarding safety improvements, and what metrics might be required to achieve them. Chief Schmidt provided additional traffic data, and noted his officers will continue to provide more.

Finance Committee, Trustee Vermeulen

Recommend to the Village Board to approve vouchers payable AP payment batches in the amount of \$584,168.01

Johnson/Decker motion to approve vouchers payable AP payment batches in the amount of \$584,168.01. Unanimously carried.

Monthly Treasury Report and Revenue/Expenditure Guideline Report

The September 2019 Treasury Report and the Revenue/Expenditure Guideline Report was placed on file.

Communication from Attorney Blum regarding elected official compensation

Attorney Blum explained action was taken last month to adjust the elected official compensation at a vote of 5-2. He presented a letter referring to State Statute which provides for a $\frac{3}{4}$ majority which would require a 6-1 vote at minimum. Trustee Vermeulen asked if it could be brought back. Attorney Blum explained the item would not be able to be brought back until after the third Tuesday in April unless it was reconsidered at the next meeting.

Recommend to the Village Board to approve the FY-2020 Utility Budget

Finance Director Doherty explained the plan is to continue a simplified rate increase annually, which won't go into effect until the end of March. Utility Director Brown presented the 2020 Utility Budget. He reviewed line items for Capital and Operating funds.

Decker/Wamser motion to recommend approval of the FY2020 Utility Budget. Unanimously carried.

Update on the 2020 Operating & Capital Budget and announcement of the Public Hearing on November 12, 2019 at 5:30PM

Finance Director Doherty reviewed the final budget items and noted expenditure restraint came in which provided only an additional \$4,000. There were some capital corrections, otherwise the final numbers are the same as presented at the last meeting.

It was noted the Public Hearing will be Tuesday November 12, 2019 at 5:30pm.

Recommendation to the Village Board to approve a Resolution Amending the 2019 Adopted Budgets for General Fund, TID#3, and Community Development Fund.

Finance Director Doherty explained she made two major amendments to reflect the reduction for the DeBack Drive borrowing in fund 200 and to move the General Fund Reserves money into Capital which was requested at the last budget meeting. Additionally, creating some funding for the zoning code.

Decker/Brill motion to recommend to the Village Board to approve Resolution Amending the 2019 Adopted Budgets for General Fund, TID#3, and Community Development Fund.

Unanimously carried.

Recommend to the Village Board to approve the 2020 Fee Schedule for the Village of Mukwonago

Wamser/Decker motion to recommend approval of the 2020 Fee Schedule for the Village of Mukwonago. Trustee Decker requested the addition of the Farmers Market be placed in the schedule as he requested. Unanimously carried.

Downtown Development Committee, Trustee Walsh

Downtown Development Committee (DDC) 6 Month Progress Report

Trustee Walsh noted it has been (6) months and wanted to provide a progress report. He noted they evaluated their resources, branding wasn't a part of the downtown plan, however they reached out to the school, and the Rotary Club, and Connect Communities. They had reviewed signage with the Historical Society and have an RFP outstanding now for Wayfind Signage with a November 15, 2019 response date. They plan to review the web site, and with the talented group serving on this committee, they additionally plan to update professional services agreements.

Health and Recreation Committee, Trustee Decker

Recommendation to the Village Board to approve the revision of a park donation and naming policy and authorize the Village Clerk to make the appropriate changes and present to the Village Board in proper final form.

Trustee Decker noted there was a policy found adopted by the Village in 2015 which was updated. Attorney Blum presented some suggestions for adjustments. Trustee Decker noted he was looking for consensus to move forward. The plan will be reviewed for the next committee meeting.

Recommendation to the Village Board to approve the lighting project for Miniwaukan and Phantom Glen parking lot and authorize the Village President to sign the WE Energies lighting agreements #4429459 and #4338499

Johnson/Brill motion to recommend approval of the lighting project for Miniwaukan and Phantom Glen parking lot and authorize the Village President to sign the WE Energies lighting agreements #4429459 and #4338499. Unanimously carried.

Judicial Committee, Trustee Walsh

Direction and recommendation on amending Section 34- 47 (a) regarding Abandoned or Junked Motor Vehicles, and evaluation or direction on the need for drafting new Ordinance 965.

Trustee Walsh reviewed the history of this ordinance review process. He noted this was not just regarding weeds and junk vehicles. He did confirm there is normally over 90% compliance with a simple notice from the Village. There were options provided that combined what we learn with the existing code. Each option was reviewed and it was determined option #2 received the most consensus and will be drawn up from the Village Attorney for the next Committee meeting.

Personnel Committee, Trustee Johnson

Recommend to the Village Board to approve a request from Officer Rogers for educational pay incentive of \$1,500, as recommended by the Village of Mukwonago Police Commission.

Decker/Vermeulen motion to recommend approval of a request from Officer Rogers for educational pay incentive of \$1,500, as recommended by the Village of Mukwonago Police Commission. It was noted this is a normal practice. Unanimously carried.

Public Works Committee, Trustee Wamser

Recommend to the Village Board for approval and authorization for the Village President to sign the WE Energies lighting agreement #4373983 for Chapman Villas Street Lighting.

Decker/Johnson motion to recommend approval and authorization for the Village President to sign the WE Energies lighting agreement #4373983 for Chapman Villas Street Lighting. It was noted this was part of the Development Agreement for lighting. They are paying for the lights and the Village is funding the operations. Unanimously carried.

Recommendation to the Village Board to hold the Bids and complete a geotechnical engineering exploration along the proposed sanitary sewer and water main alignment to confirm whether bedrock and/or water table will be encountered.

It was noted the reports showed the bedrock depth varied. A Contractor had completed some work previously noted the bedrock was much deeper by the creek, and notified other bidders. When the bids were opened contractors came in much higher than anticipated, as that portion was padded. There were no borings completed right on top of the area in question. Ruekert-Mielke feels it is in the best interest to obtain those borings to let contractors know what that condition is, and felt if bedrock was encountered it could reduce the bid by \$250,000. Further discussion ensued. Administrator Weidl noted the combined project is 4.1 Million and only 3.1 Million is budgeted. The options include borrowing or delaying other projects. Unfortunately, we do not have a signed Developer's Agreement yet either. He noted even with the savings we will be over budget. It is simply a policy decision to borrow more, change the budget, or adjust/narrow project scope.

It was noted Bids have a deadline of February 20, 2020. The Engineer estimated approximately \$11,000 for soil borings and can obtain a timetable as soon as possible. There was further discussion regarding if it was necessary to set an amount not to exceed for the approval. The process for approval was reviewed, as it was not clear on what action was being recommended.

Administrator Weidl noted he can have a number by the Board meeting for approval. It was also discussed the Administrator and Finance Director can authorize a contract up to \$30,000 without Board approval.

Decker/Vermeulen motion to direct staff to hold the bids for construction of improvements along DeBack Drive, and complete a geotechnical engineering exploration along the proposed sanitary sewer and water main alignment to confirm whether bedrock and/or water table will be encountered and bring a contractor recommendation forward. Unanimously carried. This item will not be placed under consent agenda.

Protective Services, Trustee Brill

Agreement Between Members of the Suburban Critical Incident Team for Purchase of an Armored/Rescue Vehicle

Chief Schmidt noted Elm Grove is borrowing for the vehicle and each community will be paying Elm Grove back. Attorney Blum reported he also represents several other communities and has been involved in the drafting of the document. He discussed various contract provisions. Johnson/Decker motion to recommend approval of Agreement Between Members of the Suburban Critical Incident Team for Purchase of an Armored/Rescue Vehicle. Unanimously carried.

Adjournment

Meeting was adjourned at 8:55pm.

Respectfully Submitted,

/s/ Diana Dykstra, CMC
Village Clerk Treasurer



Committee/Board:	Downtown Development Committee
Topic:	Recommend Approval and Awarding of Contract for Services for Proposal Received on Streetscape and Wayfinding Sign Design Services from Foth Engineering
From:	Ben Kohout
Department:	Zoning
Presenter:	Ben Kohout, Village Planner / Roger Walsh, Committee Chair, Downtown Development Committee
Date of Committee Action (if required):	December 4, 2019
Date of Village Board Action (if required):	December 18, 2019

Information

Subject: Award Contract for Streetscape and Wayfinding Design Services.

Background Information/Rationale: Design Services and estimate of costs for the Village Center were sought as part of the Tier One recommendations contained within the Downtown Strategic Plan (Adopted June 2018 by Village Board). The Village sent out an RFP and received seven (7) qualified proposals. Following review and consideration, the top two (2) scoring candidates were selected by the Downtown Development Committee (DDC) to present and interview with the DDC. The DDC unanimously selected Foth Engineering as the best qualified to fulfill the goals of the Downtown Strategic Plan, a Tier 1 Streetscaping and Tier 2 Wayfinding recommendation. This will include design services, leading public input sessions, generating designs and generating associated cost estimates reflecting the desired streetscape work, amenities and wayfinding signage within the Right of Way and public properties. This will result in plans which will then be able to be bid out to engineering/construction companies and vendors to fulfill in future calendar year(s).

Key Issues for Consideration: Does the Committee of the Whole/Village Board agree with the DDC that the Foth Engineering proposal meets the budgetary and requested services?

Fiscal Impact (If any): \$27,600 (Budgeted \$35,000)

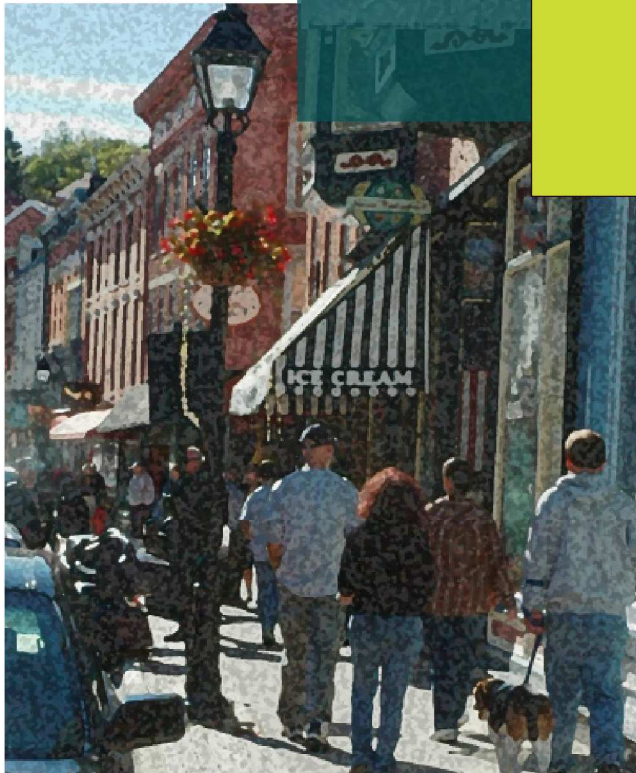
Requested Action by Committee/Board: Approve of Foth Engineering to best fulfill the stated scope of services requested in the Request for Proposal.

Attachments

1. Foth Engineering proposal for contract services.
-

Downtown Roadway Design

Streetscaping Enhancement Plan with Recreational and Wayfinding Signage

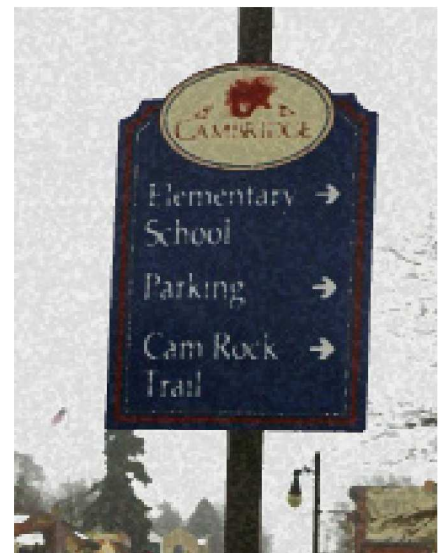


Proposal

Design Services

Mukwonago, Wisconsin

November 15, 2019



Cover Letter

Mr. Benjamin Kohout, Community Planner
Planning and Zoning Department
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

RE: Downtown Roadway Design Services:

Our team would like to thank you for allowing us the opportunity to propose on what we think is a unique and exceptional project. We really appreciate the way that you have framed the proposal combining the wayfinding and streetscape improvements together as one. Many similar projects would have separated the two, treating them as two unrelated elements in the streetscape. Talking with Village staff and the DDC members, The Village of Mukwonago gets it! You understand that by uniting “wayfinding” and “landscape” it makes for a more dynamic, interesting and pleasurable space. It is also one of the core philosophies of our team.

Our team makes a deliberate and conscious effort to incorporate wayfinding signage into the landscape so that the landscape and wayfinding become one. We go through a very thorough and collaborative process, developing themes and patterns that resonate with the residents and patrons. We carefully select all of the components that make up the streetscape, so when combined, they clearly express the unique personality of the space. Mukwonago has many points of heritage and history that we can pull from to express what is unique and intrinsic to Mukwonago. When people enter the space, it will be evident that you have entered “Downtown Mukwonago” and there is no other place like it!

The intent of these improvements are to elevate the aesthetic of the area, to promote walking, gathering and celebration and to increase tax base. The pride in your downtown is quite evident when talking to staff and members of the DDC. We are going to leverage this pride into a focused and collaborative design process. The end of the process will be an assemblage of amenities, improvements to the streetscape and the improvements to building façades and signage that will activate a space and create a space where people want to hang out, spend time and most importantly spend money.

Our team is composed of Foth Infrastructure & Environment, LLC and design studio etc. Our two companies work as a team, attending all meetings, equally participating in the public process and collaboratively developing the themes, patterns and final design solutions for each project on which we work. The main point of contact and the Project Manager for this project will be Orrin Sumwalt of Foth. Mr. Orrin Sumwalt is a dedicated team leader that will serve as your Project Manager throughout the project. Mr. Sumwalt is a Professional Planner with a history on both the public and private sectors. Orrin will be accompanied by Garret Perry owner and landscape architect of design studio etc. Garret will take the lead role on the streetscape and wayfinding design. Garret has been practicing landscape architecture for 25 years and has designed and implemented numerous projects of similar scale and importance, some of which have been award winning.

Much of our inspiration comes from public feedback and public participation. We are glad to see that you have built in a public process to help drive the design. We could conduct hours and hours of research investigating the history and culture specific to these areas, but many times it is the one-on-one and group discussions that really influence design ideas. Who better to know the history or unique and unknown character of a space than the local residents? We would be thrilled to have the opportunity to work with Village of Mukwonago on this exciting project and believe that we have put together dynamic and collaborative team that can creatively assist in developing a inspired and unique downtown streetscape and complimentary wayfinding signs. We want to thank you again for this opportunity and we respectfully submit this proposal for professional services.

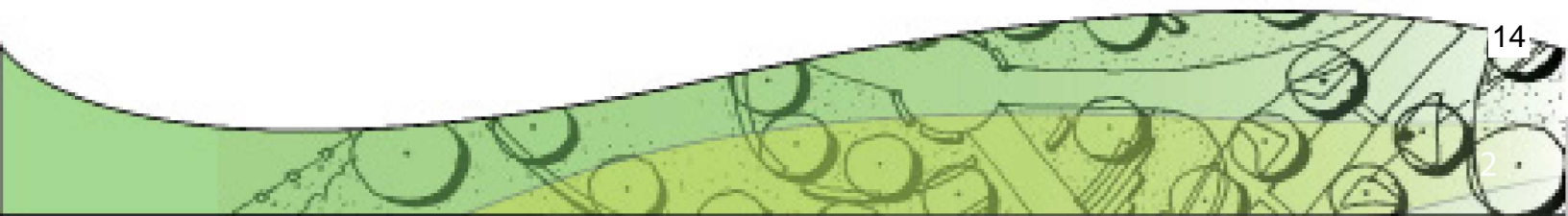
Sincerely,



Orrin Sumwalt, AICP
Project Manager
Orrin.Sumwalt@Foth.com



Garret Perry, LA
Landscape Architect

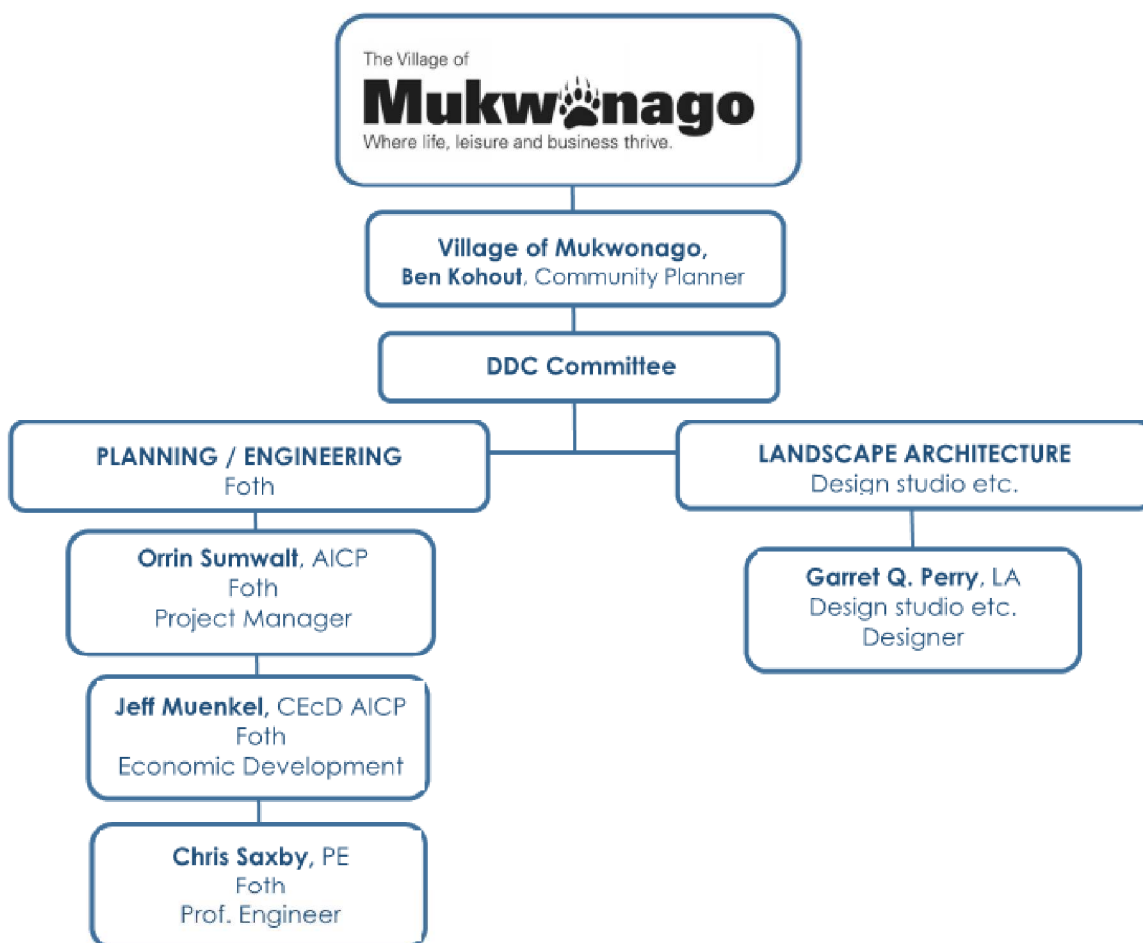


Design Team

We truly believe that we have assembled the most qualified Team to lead the Village of Mukwonago in attaining new and innovative Downtown Roadway Design Services. The reasons for this bold statement are mainly due to two aspects: Our Approach & Our Demonstrated Prior Expertise.

The approach toward providing effective outcomes for the Village of Mukwonago is simple and straight forward. We become an extension of the DDC Committee and Village staff by providing Mukwonago with a single-source of responsibility over a professional team of individuals. In order to complete the planning and design efforts efficiently, we assembled a team below that provides certified leaders in community planning (AICP), WisDOT engineering (PE), and landscape architecture (LA). This team will be influential in providing consensus with stakeholders that will lead to a new and unique sense of place within the downtown confines of the Village of Mukwonago.

The Village will find that all the planning and design efforts are led by three (3) individuals from Foth along with one (1) individual from design studio etc. Foth has a history of providing professional planning services to municipal clients while design studio etc. is the hands on municipal streetscape design expert. Having this close knit team that shares their respective knowledge bases will provide the Village with accountability and an excellent work product during any stage of the process.



Company Profile - design studio etc



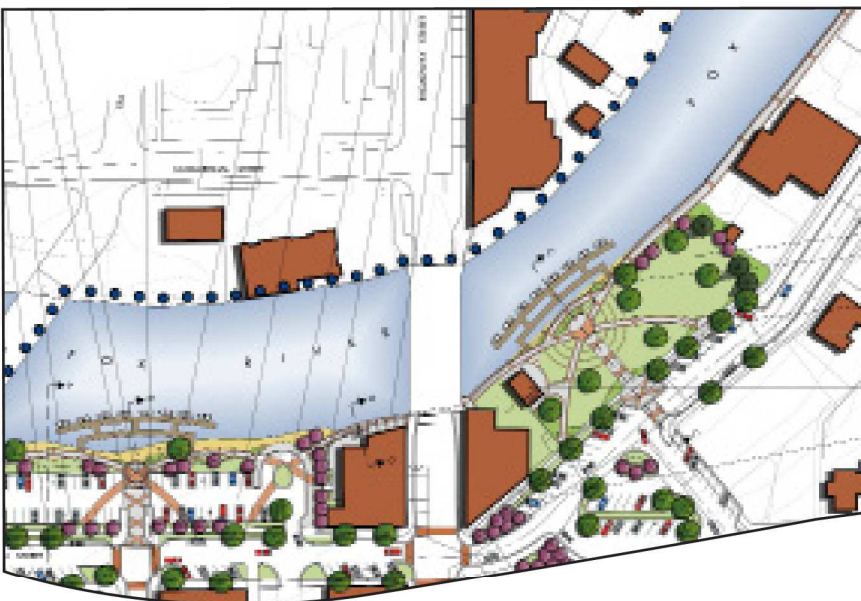
Established in 2009, Design Studio **Etc.** is a design firm specializing in landscape architecture, urban design and land planning providing more than 20 years of design and consulting experience, for both public and private sector clients.

Located in Madison, Wisconsin, etc. brings creativity, innovation and passion back to the design studio, to our clients and to our projects. As a small firm, we provide "large" firm experience, without the overhead. We are involved, motivated and provide senior level experience to all aspects of our projects. Etc. is committed to the success of our clients and projects, and the communities with which we work.

Our core philosophies include: creating distinctive outdoor environments, promoting sustainable design and development, balancing and conserving natural ecosystems, and enriching the experience and quality of life for all users. Etc.'s consulting services range from regional land use analysis and conceptual master plans through site design and construction documentation.

Etc. can provide the resources to provide complete, comprehensive and complimentary design services for development projects. Teaming and collaborating with our strategic partners, etc. can play a role, or manage projects from start to finish. Etc. staff are professionally registered in Wisconsin and have worked on many LEED Accredited projects.

Etc.'s experience includes parks and recreation planning, urban design, neighborhood development and planning, urban infill, healthcare, corporate campuses, streetscapes, waterfronts, education, transit, signage and wayfinding and site design.



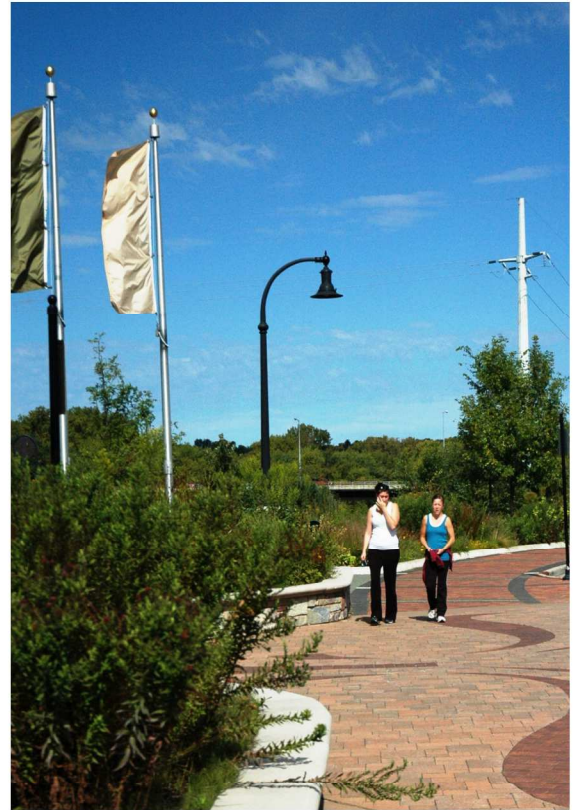
Company Profile - Foth

Foth is a full service consulting planning and engineering firm with a tradition of helping local, regional and state governments address their consulting and engineering needs. We are an employee-owned business with approximately 650 people who contribute to the success of our clients and firm. Founded in Green Bay, Wisconsin, in 1938, Foth's core business areas include planning, economic development, infrastructure engineering and planning, environmental services and industrial/process engineering.

Our commitment to clients' success has resulted in Foth receiving recent national and regional awards for excellence. In addition, Foth was recently named one of the Top 10 Civil Engineering companies to Work For in the U.S. by CE News magazine. The quality of these services is acknowledged by the receipt of 10 civil design awards over the last 12 years alone from highly respected organizations such as APWA, ACEC, WisDOT and Build Wisconsin.

Other professional publications consistently rank Foth among the nation's top professional services firms. But most importantly, our clients rank us at the top, too. Each year more than 85% of our business comes from existing clients. In fact, many of the communities Foth serves today have been clients for decades.

Foth employs a team that has numerous years of experience of community planning and engineering. The professionals employed for this streetscaping design and planning effort have led large municipal infrastructure design projects, including streetscaping initiatives that will translate into producing an exceptional outcome for the Village of Mukwonago.



PLANNING



Orrin Sumwalt AICP

Project Manager/Principle Planner

Education

B.A., Land Use Planning, University of Wisconsin-Stevens Point, 2006

Mr. Sumwalt has 12 years of experience serving municipal governments as a planner in both the public and private realms. He has overseen the many facets of a planning department's daily operations and executed long range planning efforts. Mr. Sumwalt is skilled in outdoor recreation planning, zoning administration, development review, comprehensive plan development, and public engagement.

Representative Projects:

South 27th Street Streetscaping - Franklin, WI
2025 Comprehensive Master Plan - Franklin, WI
2025 Comprehensive Outdoor Recreation Plan - Franklin, WI
Rock Sports Complex - Franklin, WI
Kayla's Playground - Franklin, WI
Ballpark Commons - Franklin, WI

Certifications/Registrations

AICP Certified Planner (2014)



Jeff Muenkel CECD AICP EDFP
Economic Development

Education

B.A., Urban Studies, University of Wisconsin-Green Bay, 1999

Mr. Muenkel has 18 years of experience in a wide range of community planning initiatives in the public and private sectors. Mr. Muenkel has personally served as a Project Manager for a \$5 M streetscaping project for the City of Muskego along the downtown of Janesville Road. Project management included leading the stakeholders through a pre-design context sensitive design effort, budgeting, construction management, and serving as the business/resident liaison assuring their issues were addressed. This effort occurred over a five (5) year planning, design, and construction effort which resulted in a new sense of place that redefined the downtown of the City of Muskego. A specialty of Mr. Muenkel is in municipal economic development initiatives including economic development planning and businesses development.

Certifications/Registrations

AICP Certified Planner (2005)
CECD Certified Economic Developer (2015)
EDFP Economic Development Finance Professional (2007)



Chris Saxby
Lead Engineer

Education

B.S. Civil Engineering, University of Wisconsin-Platteville, 1991

Mr. Saxby has 24 years of experience working as a project manager, designer, surveyor, and construction inspector on various types of municipal and WisDOT transportation projects. His proven project management skills have paved the way for the successful completion of several major projects. Chris has extensive experience in both rural and urban highway design, bike and pedestrian facilities, roundabout modeling and design, agency coordination, railroad coordination, public involvement, plat preparation, stormwater and construction management. His versatility has been instrumental in completing both major corridor studies and successful highway design projects on time and within budget. Chris is a Level 2 certified roundabout designer by WisDOT.

Certifications/Registrations

Professional Engineer – Wisconsin, Iowa, Minnesota, South Carolina

Staffing - design studio etc.

Garret Q. Perry has been practicing landscape architecture and community based planning for the past 20 years. His strong emphasis on timeless design, community participation and sustainable practices has created a unique and celebrated aesthetic for all of the projects that he has implemented throughout his career.

His ability to work through difficult design and social constraints and understanding and compassion for maintaining project budget has established him as respected professional in the Midwestern community. With his commitment to inspired design and innovative detailing, Garret is recognized as an award winning design leader in the landscape architecture profession.

As a Senior Landscape Architect, Garret has taken a lead role in designing many award winning park and urban projects throughout Wisconsin and Illinois. Garret's work with design studio **etc.** focuses on passive and active urban parks, downtown and waterfront master plans; urban infill and redevelopment projects; design guidelines; streetscape, wayfinding and public space designs. Garret has taken a lead role on many past projects that have received awards from the Wisconsin Chapter of the American Society of Landscape Architect's.



Representative Projects:

Waterloo Dog Park - Waterloo, WI

Human Society of Jefferson County -
Fort Atkinson, WI

Garman/Knowlton Welcome Center -
Waterloo, WI

Rod and Gun Park - Eau Claire, WI

Hart Park - Wauwatosa, WI

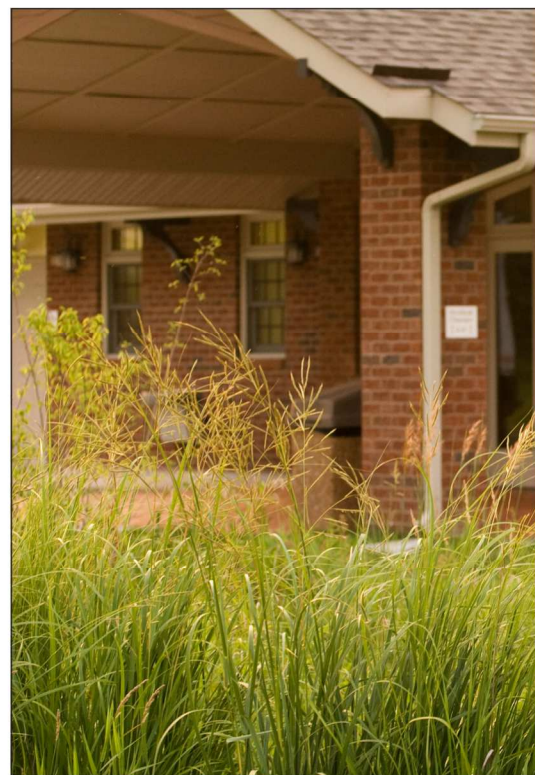
Phoenix Park - Eau Claire, WI

Burlington Park - Burlington, WI

Rotary Park - Port Washington, WI

Human Society of Jefferson County -
Fort Atkinson, WI

Preservation Park - Beloit, WI



Registration / Affiliations:

Licensed Landscape Architect: Wisconsin
TNS (The Natural Step) Certified Trainer

Education:

Bachelor of Science - Landscape Architecture
Ohio State University, Columbus, Ohio
Associates Degree - Ornamental Horticulture
MATC, Mequon, Wisconsin

Professional Experience:

design studio **etc.** Madison, WI
Principal, Landscape Architect
October 2009/current

Schreiber/Anderson Assocs. Madison, WI
Associate, Senior Landscape Architect
March 1998/October 2009

Wallace Roberts and Todd Philadelphia, PA
Landscape Architectural Designer
November 1995/March 1998

Reference Project 1

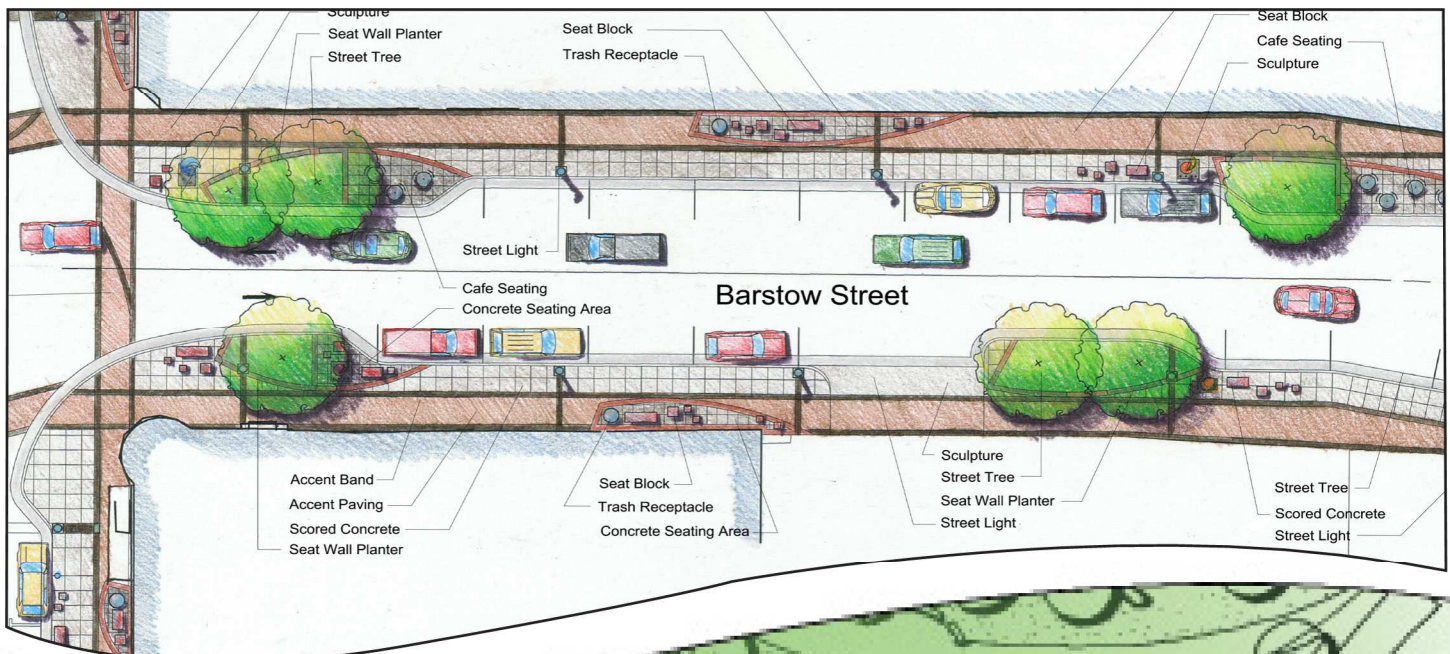
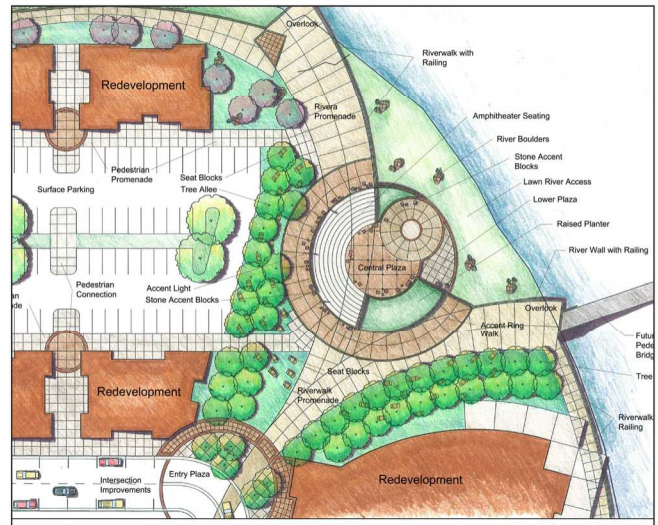
Downtown Streetscape Improvements

Eau Claire, Wisconsin

In 2011 the city of Eau Claire hired a team of Landscape Architects and Engineers to complete 30% design plans (Preliminary Plans) for the downtown riverfront district. The areas of investigation and design were Barstow Street, Eau Claire Street a new riverfront plaza, City Hall and Library Plaza and a trail and river access along the entire western edge of Chippewa River. The intent of the design process was to develop a common theme and pattern that unifies the entire downtown riverfront district, strengthens the local businesses, selects furnishings and amenities that strengthens and conveys the design theme and to create a strong access and connection of residents, business owners and patrons to the Chippewa and Eau Claire Rivers.

The design team partnered with city staff to develop a strong and interactive public participation process. A number of public meetings were held to show design progress and to receive feedback from residents and property owners. A separate business group was organized to give private input to the design team. Many of the comments and recommendations coming from the public meetings and the business owner meetings were incorporated into the final plans. In addition to the plans, an estimate of probable cost and a phasing and implementation plan were completed. The estimate and phasing plan are a strong tool the city is currently using to plan for future project implementation and procuring public and private funding for the projects.

The final plans and theme were well received by the community, user groups and business owners, ultimately resulting in a unanimous approval and adoption by city council. The plans and details were used to develop construction documents for Barstow Street, the first described in the Phasing and implementation plan. The themes develop in the preliminary plans are strongly affecting development and architectural patterns in the downtown.



Reference Project 2

Urbana , Illinois

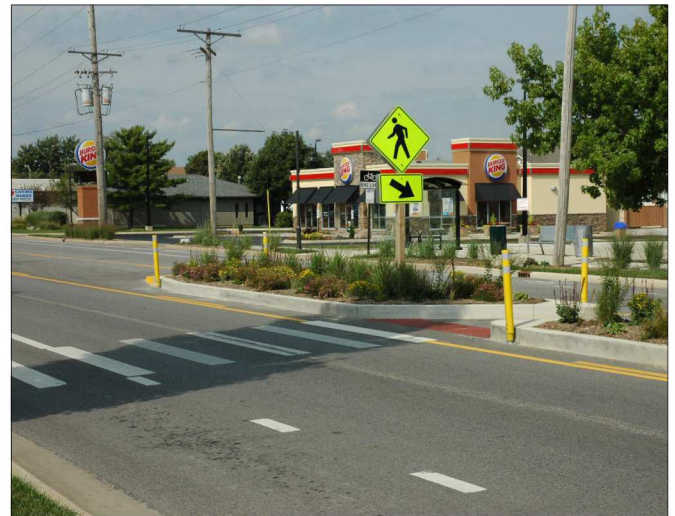
Philo Road

Philo Road is a one mile long north/south arterial road, located in southeast Urbana, Illinois. The corridor has been a retail hub for the city however recent events brought on an exodus of many of the anchor businesses, leaving behind a blighted and unsafe landscape. Over the past five years, the Department of Public Works has procured funding to assist in road, lighting and bike path improvements in the southern half of the corridor.

These negative perceptions lead Community Development, Economic Development and Public Works to seek out a partnership with a consulting firm began to develop beautification plans for the corridor. A major component of the design process was an intensely interactive public participation process involving community members, business owners and city staff.

Using the complete streets model the new streetscape is organized with undulating bands of native grasses and perennials, spotted with indigenous ornamental and shade trees. Scattered throughout the landscape beds are native outcroppings of limestone boulders. The landscape composition is intended to replicate the once impressive prairies that made their home in southern Illinois. The landscape will not only create aesthetic value but will also add a functional value to the corridor. Terraces are graded into bio-swales to accept storm water from parking lots and adjacent properties.

Construction documents for the northern third of the corridor (Florida to Windsor) were completed in November of 2008. Final construction was completed in summer of 2009 and has made a dramatic change to the retail environment in the area. Funding is still being sought after to complete the entire project.



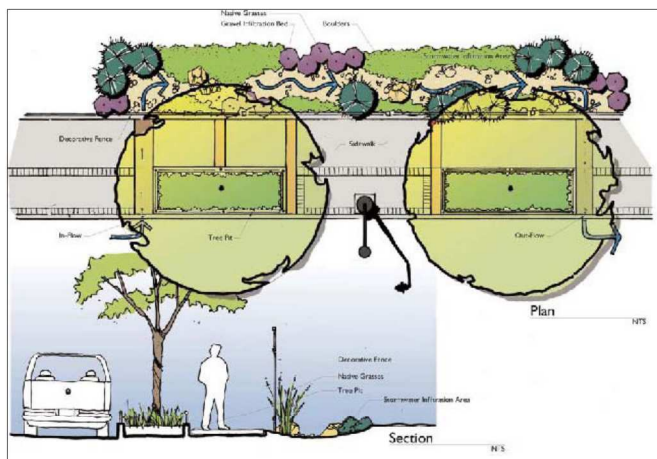
Reference Project 3 30th Street Corridor

Milwaukee, Wisconsin



The main emphasis of BID #37 is to encourage job creation and redevelopment in the Corridor. In order to attract new employers and development, the Corridor must continue building on the momentum of those involved in the area by showing visual changes, reflecting the area's potential for revitalization. One of the best ways to illustrate this change is through streetscape improvements. By applying the design guideline improvements to highly visible areas and targeted redevelopment areas, BID #37 intends to show a commitment to the Corridor and community and create a welcome mat for new development.

The intent of the streetscape design guidelines is to define the aesthetic changes which need to occur in order to attract new business and development. The guidelines will develop a common theme to be applied to all streetscape improvements, emphasizing the unique history and heritage of the Corridor. A family of amenities will be selected to complement and express the Corridor theme. Additional areas, such as pocket parks and gathering spaces will be designed to support the streetscape and to further illustrate the theme. The completed design guidelines will provide BID #37 a vocabulary that can be used when continuing with implementation plans.



Highlight elements in the plan:

Upgraded ornamental rail overpasses as a thematic element and artistic piece for the corridor

Alternative green applications in the streetscape design to capture and detain stormwater and create a vegetative relief to the urban environment

Left over green space in R.O.W used as pocket parks and informal gathering spaces

Bus shelters as sculpture

A sculpture walk with gathering nodes that highlight the work of artists in the corridor.



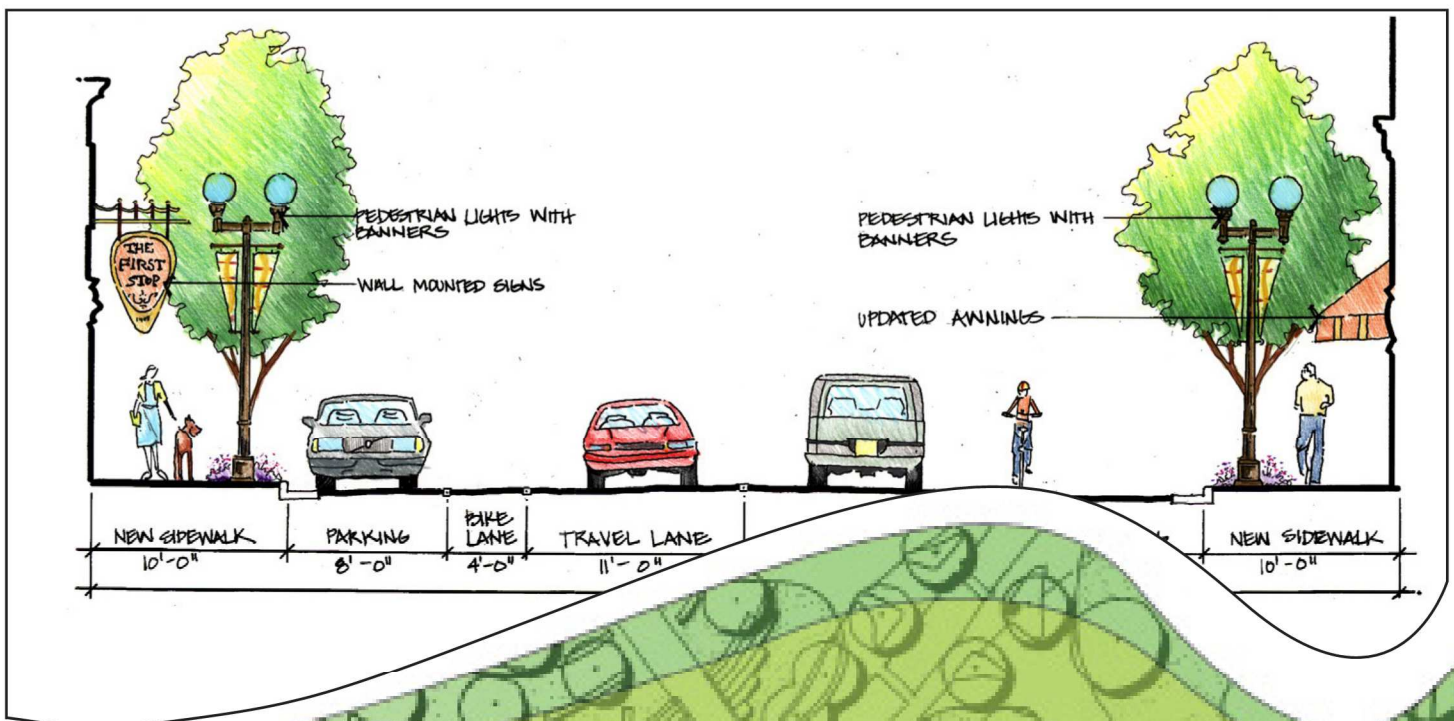
Reference Project 4

Highway 89 Streetscape

Waterloo, WI

In 2004 The City of Waterloo employed a staff of landscape architects and engineers to develop concept plans for CTH 89, which was slated for reconstruction in spring of 2008. The final plans developed a strong theme for the downtown and provided a base design the city could provide to the WisDOT during the PS&E process. The design team worked closely with City staff to upgrade the aging aesthetic, increase pedestrian safety and encourage economic development. The design team transitioned into developing construction documents for the final build out of the project. The design team worked closely with WisDOT staff to successfully constructed the project in fall of 2008

Final construction consisted of a streetscape with 10-foot wide sidewalks that held an ornamental band of colored concrete along the curb. Large open tree pits were spaced along the colored concrete band and were planted with ornamental trees and indigenous perennials and grasses. . The streets were lit with decorative roadway and pedestrian lights. Crosswalks were constructed of stamped colored concrete to the terrace pavement.



Reference Project 5 State Hwy 12 Main St

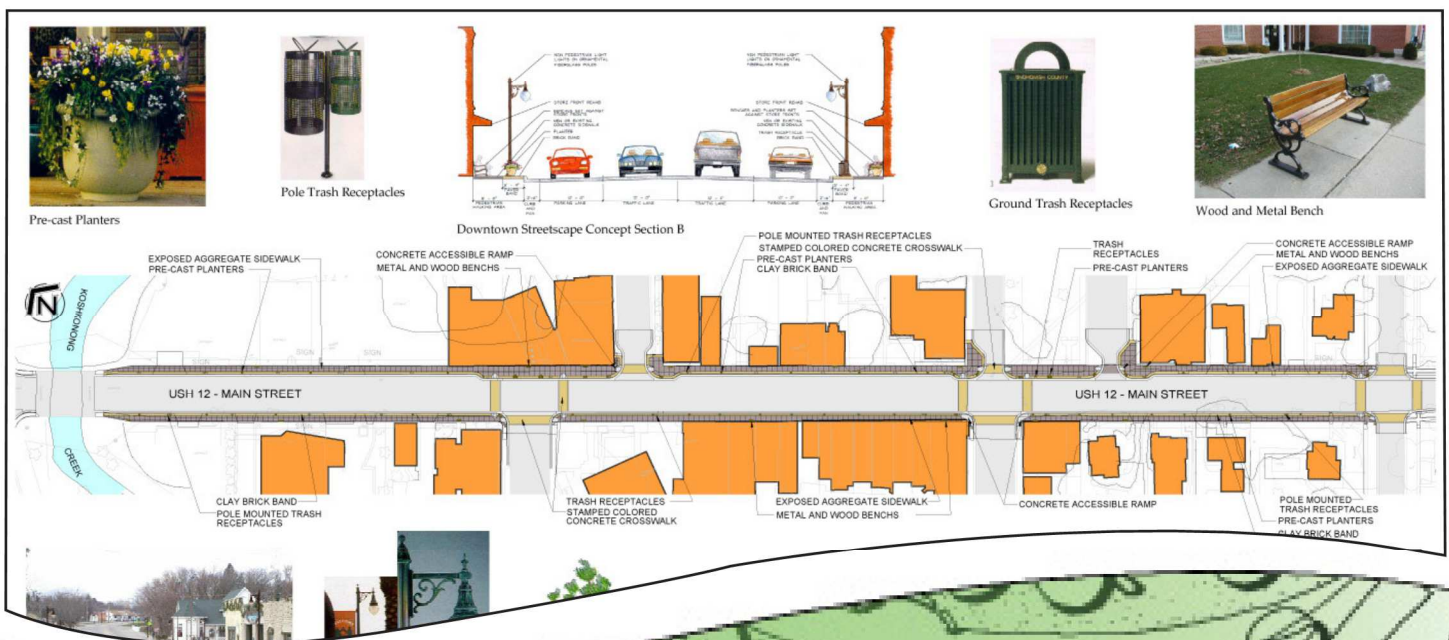
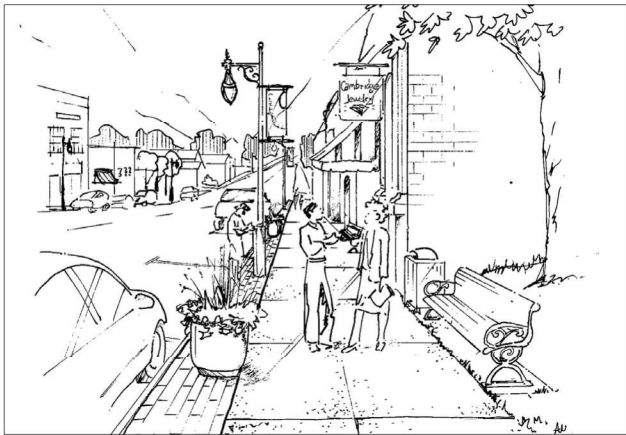
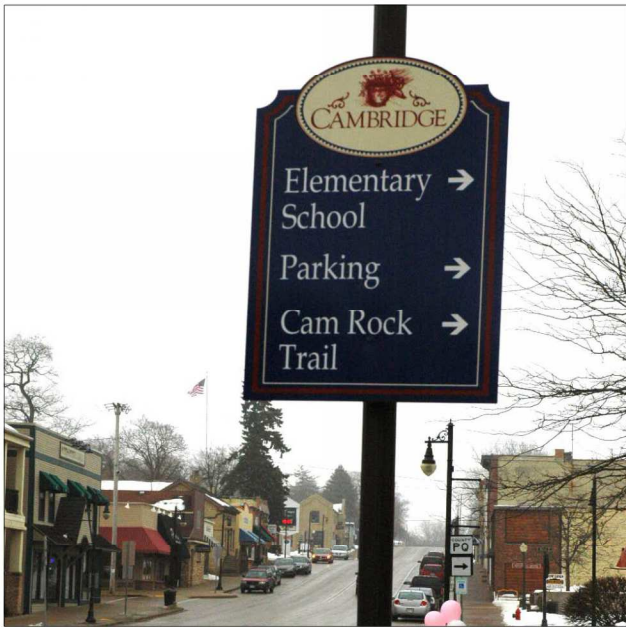
Cambridge, Wisconsin

The Village of Cambridge is a small bedroom community just east of Madison Wisconsin. Cambridge is known for its custom pottery and jewelry and local crafts that attract visitors from all over the Midwest. In the summer of 2003 a major road reconstruction to the main downtown thoroughfare by the Wisconsin DOT would greatly disrupt the downtown businesses and have a great impact on the quaint aesthetic the village has established over generations.

The Village worked with a team of landscape architects to develop design plans that established the desired vision and theme for the downtown while at the same time fulfilled the construction requirements required by the WisDOT process. A very strong public involvement guided the team in creating a style that was uniquely intrinsic to Cambridge. Because of the complete reconstruction process the Village took the opportunity to completely revamp the look of the downtown by adding new raised aggregate sidewalks, clay paver bands along the back of curbs, new ornamental lights with fixed banners and flags, ornamental benches and trash receptacles and colored and imprinted concrete crosswalks.

Another major component to the final design of the streetscape was the addition of an ornamental wayfinding system. A special committee was formed to work with the landscape architecture team to orchestrate a wayfinding and signage system of the downtown. Elements included in the design process were new wayfinding signs that created clear direction to the desired destinations in the downtown while displaying the new Village logo and downtown theme, and informational kiosk to be located in the town square, interchangeable banners fitted to the new ornamental lights and ornamental frames and poles for the stop signs and street name signs.

The orchestration of amenities and paving materials put the final touches on the newly constructed downtown that has greatly assisted the Village in maintaining its unique character and has organized the downtown into a more visitor friendly environment



Reference Projects 6 & 7

JANESVILLE ROAD BEAUTIFICATION, City of Muskego, WI

Foth understands that the built environment is as much a part of economic development as incentives and tax base. Foth Economic Developer Jeff Muenkel served as the City Project Manager overseeing \$5 MIL in beautification improvements to the City's downtown road reconstruction. The two plus mile project extended through the downtown of Muskego and was the largest Public Works project in Waukesha County history. The effort included a context sensitive design public participation process, streetscaping design, liaison to affected businesses/residents, and construction administration. The resulting efforts created a new sense of place for the Muskego downtown with new landscaping, lighting, and city branding (banners, flags, way finding, and monument signage) while meeting the necessary modal engineering obligations for the City. REFERENCE: David Simpson PE - dSimpson@wauwatosa.net (City Engineer at time of project)



STH 54 / MAPLE DRIVE ROUNDABOUT, Village of Plover, WI

The intersection of STH 54 (Post Road) and Maple Drive is located near the southerly limits of the Village of Plover in an area that transitions from rural to urban use. Foth developed and analyzed two primary alternatives to solve the speed safety issues associated with the intersection of STH 54 and Maple Drive; a configuration of medians and traffic calming installation, and a roundabout accommodating oversize/overweight vehicular traffic. Both alternatives were developed through preliminary engineering, with the roundabout option ultimately determined as the most cost effective and desirable alternative. REFERENCE: Debra Webb-Franseen, WisDOT debra.webbfranseen@dot.wi.gov



Project Understanding



The Village of Mukwonago desires a team of professional planners and designers to prepare a Downtown Village Roadway Design and Streetscaping Enhancement Plan. Through this effort the Village is looking for a consultant to develop consensus from area stakeholders on appropriate streetscaping methods (landscaping, hardscape features, lighting, furniture) that can define a new and engaging look for the downtown area.

The Foth and design studio etc. team had the great opportunity to meet with members of the DDC Committee and take a detailed and eye, informational opening revealing walk through the area project area. We gained firsthand knowledge of the area information and believe know we have a true handle on the complexities of the area and the grand possibilities that will make this space great. We learned detailed information on composition and uses of existing buildings, access to parking and potential future parking and current and speculated surrounding land uses. We are truly looking forward to implementing unique aspects on a future plan that others may be unaware of such as thoughts on The Triangles, rear alleyways, sidewalk pinchpoints, gathering events space, pocket parks, and the reroute of Hwy 89.



A project such as this provides a community a rare chance to redefine its downtown business district and develop a theme that can be used throughout the Village to develop a unique identity and sense of place. The Foth and design studio etc. team will look to work closely with the Village and its business association to develop this theme and sense of place. The goal is to achieve a consensus on the overall aesthetics and amenities desired by the Village and provide a set of detailed design plans that meet the Village's expectations. Our Team will provide a set of plans that will be affordable, constructible, and maintainable.



Project Approach

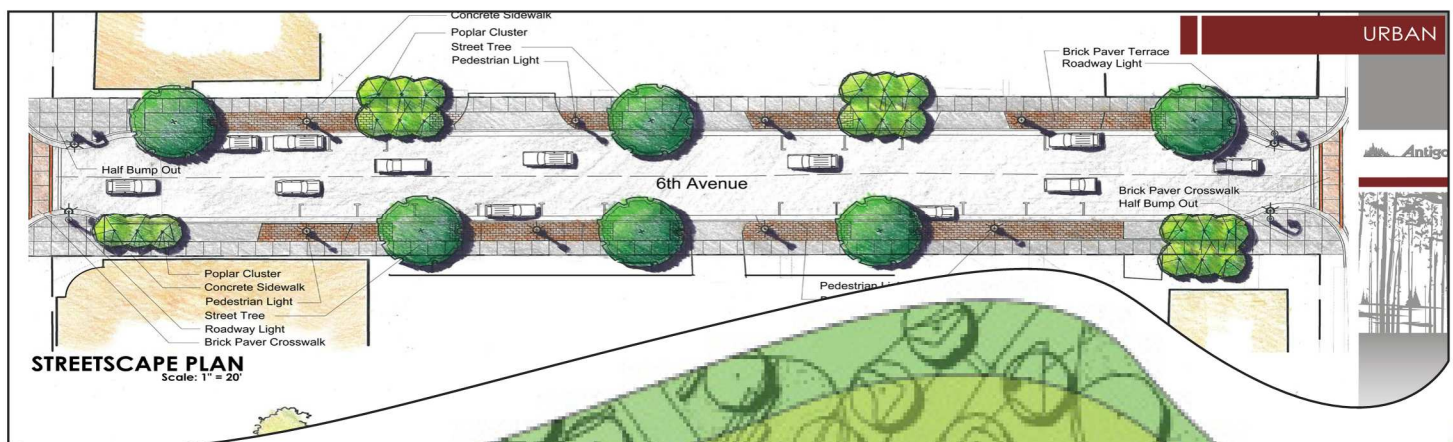
As described in the cover letter our team has a very collaborative design approach. We will partner with Village Staff and the DDC Committee to create a vision for the Streetscape and Wayfinding. This collaboration also extends to the community and major stakeholders by engaging them in a design charrette and design conversations, so they feel that they are a part of the process. These conversations will gain their buy-in into the vision, ultimately leading to final implementation.

Design studio etc. has developed a four-phased approach to the design of the Streetscape and Wayfinding. (Start-up and Public Input, Concept Phase, Preliminary Design Phase and Final Design Phase. During the start-up phase, the design team will meet with the DDC Committee and Village staff to discuss project background, conversations with the DOT for rerouting STH 83, public input process and desired outcomes. The design team will work with Village Staff in collecting digital base information. A public design charrette will be held to generate design ideas from the community and stakeholders and start the process of public buy-in. The charrette will be a hands on, collaborative event, where all attendees will be able to draw, color and doodle their ideas down on paper and then verbally present their ideas to the full audience.

The design team will take all the public input and design ideas from the charrette and begin the Concept Phase. During the Concept Phase, two unique theme-oriented streetscape plans will be developed along with two complimentary wayfinding signs. Theme specific amenities will be selected for each concept and be displayed on photo boards. A concept plan for Village wide wayfinding signage location will also be developed. The concept plans will be presented at a public open house for review and feedback for a preferred plan.

The Preliminary Design Phase will take the input from the public open house, DDC Committee and Village Staff and refine to Preliminary Plans. The preliminary plans will include a colored typical streetscape plan, an eye level black and white vignette sketch of the streetscape, the selected amenities for the streetscape, the preliminary pedestrian and vehicular wayfinding signs, a wayfinding sign location plan and an estimate of probable cost for the streetscape improvements. The preliminary plans will be presented to the community at a public open house to receive final review and comment.

The Final Design Phase will take feedback from the preliminary open house, DDC Committee and Village Staff and incorporate them into the Final Design Plans. The Final Design Plans will include a colored typical streetscape plan, an eye level colored perspective of the streetscape, the final amenities for the streetscape, the final pedestrian and vehicular wayfinding signs, the final wayfinding sign location plan and an estimate of probable cost for the streetscape improvements. The Final Design Plans will be presented to the DDC Committee for review and initial approval. The design process will conclude with the Final Design Plans being presented to the Village Board for approval and adoption.



Project Scope



Phase I - Start Up and Public Input

- Start up meeting with DDC Committee, stake holders and Village board members (Mtg#1)
 1. *Finalize scope*
 2. *Layout project expectation*
 3. *Group input on where the WisDOT discussions left off and revisiting potential reroute of STH 83, WisDOT funding and potential for STH 83 reconstruction*
 4. *Discuss potential design themes and patterns and general design desires for the project*
 5. *Discuss redevelopment opportunities*
 6. *Discuss use of the triangles and public green spaces for pocket parks*
 7. *Work through public input process format*
 8. *Site walk through*
 9. *Define major destinations and features to be included in the wayfinding signage plan*



- Public Charrette Input meeting (Mtg#2)
 1. *Open meeting with the public, stake holders and government officials to solicit feedback and design ideas for the wayfinding signage and streetscape improvements*
 2. *Small table discussion and work session to develop design ideas*
 3. *Group pin up to present table design ideas to the full audience*
 4. *Visual preference exercise of with photo boards for streetscape and wayfinding design ideas*
 5. *Filling out public comment sheet*

Deliverables:

1. Notes from Start-up meeting
2. Visual preference boards
3. Public comment sheet
4. Photo documentation of group table designs
5. Notes from Public Charrette



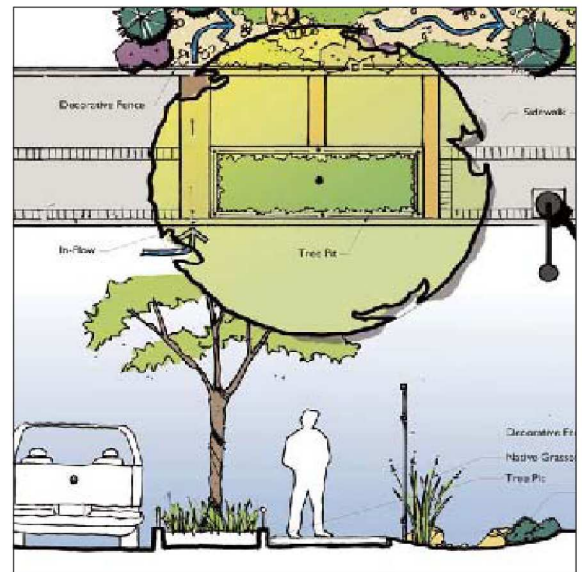
Project Scope

Phase II – Concept

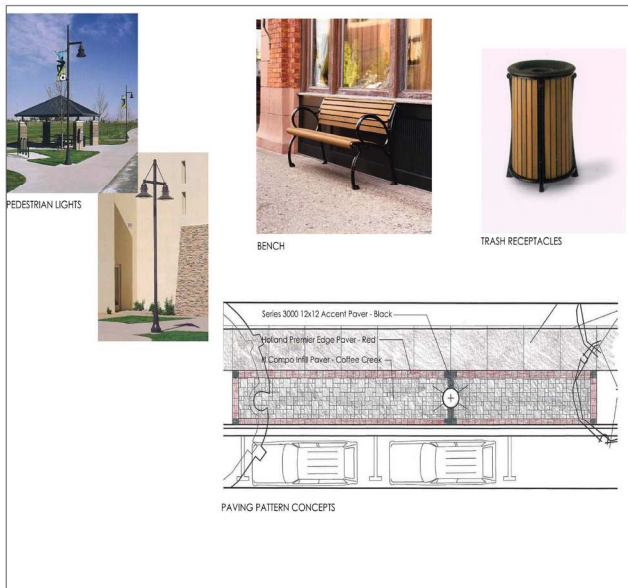
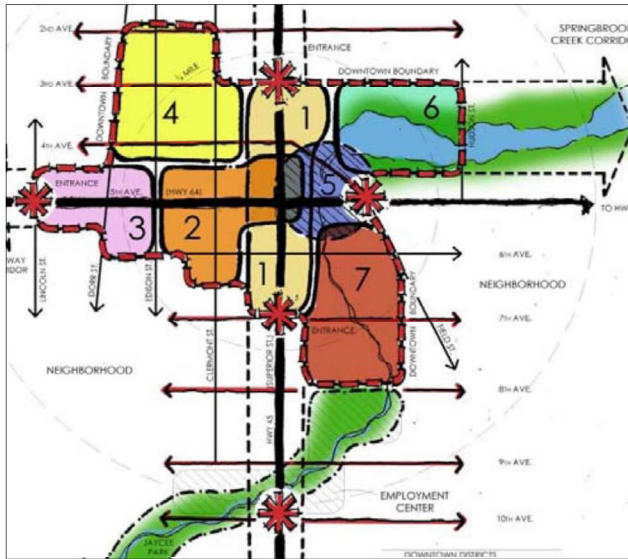
- Develop two typical concept plans at 20 scale for the streetscape showing:
 1. *Graphic theme and identity for the downtown district*
 2. *Street alignment*
 3. *Existing utilities*
 4. *New and existing light locations*
 5. *New paving patterns*
 6. *Food cart or vendor locations*
 7. *Pocket parks or public green spaces*
 8. *Gateway elements*
 9. *Multimedia zones*
 10. *Improved crosswalks*
 11. *Wayfinding signs*
 12. *Banners*
 13. *Benches*
 14. *Trash receptacles*
 15. *Bike racks*
 16. *Street trees*
 17. *Accent landscaping*
- Develop two concept wayfinding signs that show:
 1. *Sign shape and size for Vehicular and pedestrian signs*
 2. *Displays the graphic theme and identity for the downtown district*
 3. *Sign colors*
 4. *Letter sizes and type of font*
 5. *Reflectivity*
- Develop concept plan for sign location
- Develop photo board of concept amenities
- Present concept streetscape and wayfinding plans to the community through a public open house to select preferred concept plans (Mtg#3)

Deliverables:

1. 22x34 boards of:
 - (2) *Typical streetscape concept plans*
 - (2) *Typical streetscape cross section*
 - (2) *Concept amenities boards*
 - (1) *Vehicular scale wayfinding sign board*
 - (1) *Pedestrian scale wayfinding sign board*
 - (1) *Concept wayfinding sign location plan*



Project Scope



Phase III – Preliminary

- Incorporate all public comments, DDC committee comments and stakeholder comments into: Preferred colored streetscape preliminary plan and section
 1. Preferred colored preliminary wayfinding sign
 2. Preferred streetscape amenities photo board
 3. Preferred colored wayfinding location sign
- Develop a black and white eye level perspective of the preliminary streetscape treatment
- Develop gross magnitude of order estimates of cost for wayfinding and streetscape improvements
- Present Preliminary plans to DDC or review and comment and clear direction for final master plan (Mtg#4)

Deliverables:

1. 22x34 boards of:
 - (1) Preliminary colored typical plans
 - (1) Preliminary colored typical cross section
 - (1) Preliminary amenities boards
 - (1) Preliminary vehicular scale wayfinding sign board
 - (1) Preliminary pedestrian scale wayfinding sign board
 - (1) Preliminary wayfinding sign location plan
 - (1) Preliminary GMO estimate of cost

Phase IV – Final

- Incorporate all DDC committee comments and stakeholder comments into a:
 1. Final colored typical streetscape plan and section
 2. Final colored wayfinding sign
 3. Final streetscape amenities photo board
 4. Final colored wayfinding location sign
 5. Final Colored Streetscape eyelevel perspective
- Finalize estimates of probable cost for wayfinding and streetscape improvements
- Present Preliminary plans to Village board for final master plan approval (Mtg#5)

Project Schedule

The team proposes a 4 month timeline per the following dates corresponding to the proposed scope presented herein:

Phase I: Start-Up & Public Input

January 2020

Phase II: Concept Designing

January-February 2020

Phase III: Preliminary Design

February 2020

Phase IV: Final Design

March 2020

Presentation to Village Board

April 1, or April 15, 2020



Project Budget



Please find below our budget proposal that includes all tasks and deliverables as outlined in the Project Scope.

Mukwonago Downtown Roadway Design Services

1. Foth	\$10,600
2. <u>design studio etc.</u>	<u>\$17,600</u>

TOTAL \$27,600

NOTE: Costs include all incidentals and mileage; Items outside of Proposed Project Scope will be negotiated separately

References

design studio etc.

Downtown Streetscape and Planning – Eau Claire, WI
Dave Solberg - Director of Public Works
203 South Farwell Street
Eau Claire, WI 54701
(715) 839-4934

Madison College - Madison, Wisconsin
Michael Stark - Facilities Director
1750 Wright Street
Madison, Wisconsin 53704
(608) 246-6737

Deborah L. Scherer, P.E.
Construction Manager, Facilities Management
UnityPoint Health – Meriter
202 S. Park Street, Madison, WI 53715
608-417-6424 office

Foth

Janesville Road Beautification – Muskego, WI
Dave Simpson PE - Director of Public Works
dsimpson@wauwatosa.net
(414) 471-8422 ext. 5903
(City Engineer at time of project)

STH 54 / Maple Drive Roundabout, Village of Plover, WI
Debra Webb-Franseen
debra.webbfranseen@dot.wi.gov
(715) 421-8026



Example Highlight Project - Downtown Galena Streetscape Galena, Illinois

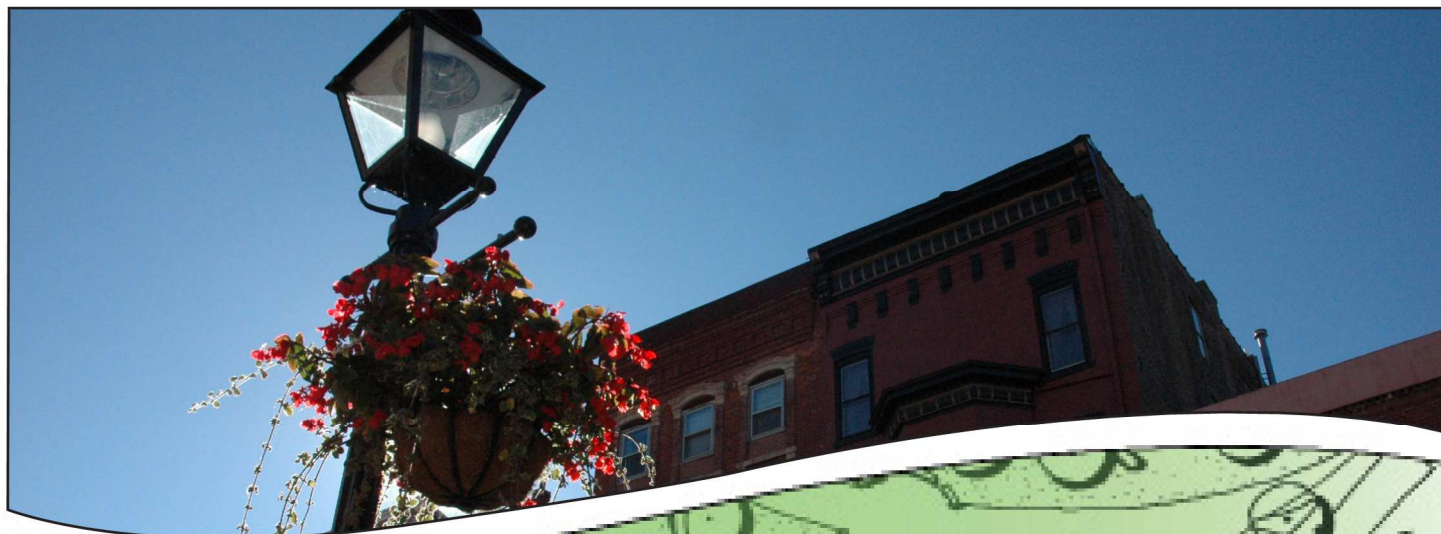
Galena Illinois is a small historic community located along the Galena River in northwestern Illinois. Galena's unique downtown shops, historic architecture and streetscape and proximity to premier ski and golf resorts has established Galena as a major tourist attraction for the Midwest. Due to its proximity to the Galena River, the city has experienced a great deal of flooding over its history. This flooding has caused significant deterioration to its street system and infrastructure. In 2000 the city took on the monumental challenge of reconstructing their existing downtown street system and upgrading the infrastructure in order to maintain its tourism significance. The city took this opportunity to give a face lift to the aging downtown streetscape which would create a fresh look for the downtown and improve upon its strong tourism identity.

The city created a task force and engaged a team of engineers and landscape architects to develop design plans that the new look for downtown. A very collaborative process took place between the design team and task force which resulted in solving the difficult infrastructure and traffic issues and replicated the historic streetscape that Galena is so well known for. The design team replicated the historic raised aggregate sidewalks and added bands of recycled antique pavers that were once the main driving surface for the roads. New period ornamental lights were found and installed to match the old historic gas lights once found in Downtown Galena. Additional amenities such as benches, trash receptacles, drinking fountains and bike racks were all selected to match the historic theme of the downtown.

The final design component to complete the refurbishment of the downtown streetscape was an ornamental wayfinding system. A number of concept themes were developed for the task force to evaluate. The final sign selected had a very historic composition. The shape, font, logo location and color all worked in unison to create an attractive and informative sign that fit into the very historic setting. In addition to the wayfinding signs, an informational kiosk was designed to provide an overview of the downtown attractions to pedestrians entering the downtown. The shape color and materials of the kiosks were designed to compliment the new wayfinding sign. The addition of the ornamental signage system added to the historic ambiance created by the new downtown streetscape.



See Digital Work Product of this Project in Submitted Digital File!!



Example Highlight Project - Grafton

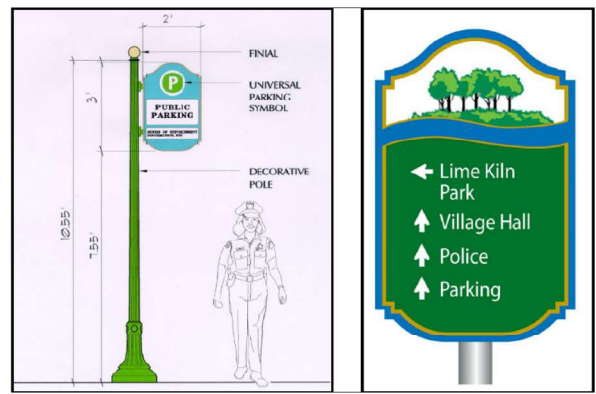
Grafton, Wisconsin

Grafton is a small bedroom community located just north of Milwaukee, Wisconsin. The city has been slowly going through the process of reinventing themselves in order to provide the desired amenities for existing residents and attract new residents to the city. A very proactive strategic planning process, along with the implementation of public improvements, has spurred an increase in development in the downtown. This new growth made the city aware for the need for design guidelines for new development in the downtown

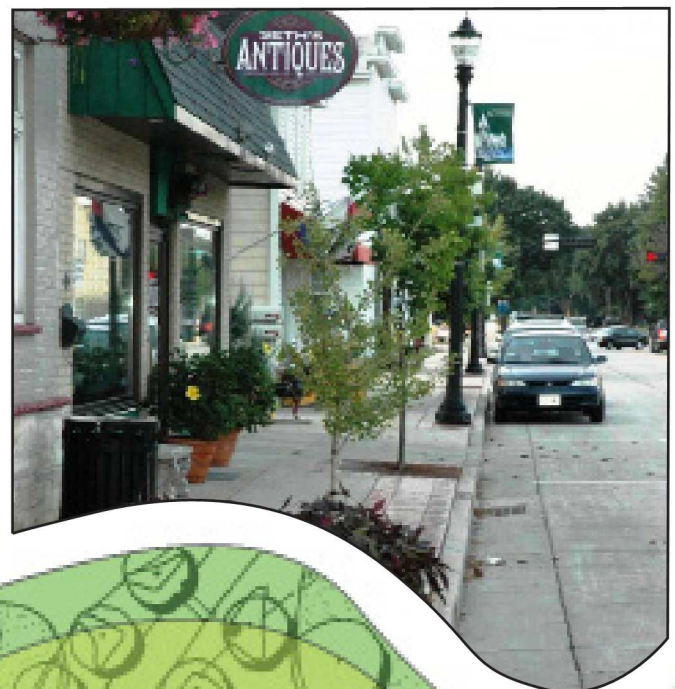
The streetscape design improvement plan established a very historic theme for the downtown. Period pedestrian lights, traditional brick paving patterns and historic styled amenities were composed to reflect the historic past of Grafton's downtown. Along with the streetscape improvements, vehicular, pedestrian and parking wayfinding signs were developed to direct patrons to highlight location and express the theme for the downtown. Redevelopment scenarios were developed for a number to critical areas in the downtown that tied with the streetscape design. A number of perspective illustrations developed by Anderson Illustration, greatly assisted in conveying the theme and character intended for the downtown.

Some key elements that were achieved through the design process:

- Themed wayfinding signage program
- Streetscape design expresses the historic character and establishes a distinctive identity for downtown Grafton.
- Streetscape elements complemented one another and their surroundings.
- Streetscape elements must be durable and easily maintained.
- Streetscape designs promoted the safety of pedestrians and stimulate pedestrian activity.
- Streetscape designs were developed within budget parameters established in the Tax Incremental District project plan.



See Digital Work Product of this Project in Submitted Digital File!!





Committee/Board:	CoTW
Topic:	DDC Implementation Items
From:	Roger Walsh DDC Liaison/Chair
Department:	
Presenter:	Roger Walsh
Date of Committee Action (if required):	Advisory
Date of Village Board Action (if required):	Advisory

Information

Subject: Downtown Strategic Plan Implementation by Downtown Development Committee, (DDC)

Background Information/Rationale:

Downtown Strategic Plan Page 23; Recommendations Made for Immediate Implementation.
“Reroute of Hwy 83 around Downtown”
“Ordinance to Change the Trucking Route onto Veteran’s Way/Holz Parkway
“Police Department Crosswalk Safety Enhancements”
“Reinstitute the Historic Preservation Commission”

In addition to presentations and voting on a Professional Design Firm (Foth) to proceed with providing the Village with a Downtown Streetscaping/Wayfinding Plan; Page 23 DSPSC recommendations were discussed at the November 21st DDC Meeting.

The Downtown Strategic Plan was approved in 2018 and the Downtown Development Committee was created by Ordinance in 2019 to provide implementation recommendations to the Board.

The DDC voted to recommend that the Village proceed with identifying DOT’s current position on a reroute of Downtown HWY 83. The discussion included making every effort to communicate and cost effectively collaborate on future of Downtown Development capital improvements.

The Streetscaping/Wayfinding presentations made it clear that conversations with DOT representatives are needed regarding ROW, pedestrian crossings, signage, and other road related items.

Chief Schmidt provided an update on the current Truck Route Ordinance and map **location of** Alternate Truck Route signs which will be explained to the DDC at the December meeting.

Pedestrian Crosswalk Safety Enhancements and Street Lighting were previously discussed.



Ordinance 956 was passed in February regarding the Historic Preservation Commission and its composition. These are appointed positions.

Key Issues for Consideration: Direction for DDC Chair and Administrator/Economic Development Director to coordinate and collaborate on gathering and sharing information including contacts for the purpose of productively meeting with appropriate DOT representative(s). The goal is to update Board Members, Village Planner, and Design Firm on current status. Input from Department Heads and Police Department is anticipated.

Fiscal Impact (If any): Potential long-term cost savings and efficiencies on capital improvements.

Requested Action by Committee/Board:

Respectfully request direction and recommendation from the CoTW and Board to proceed with getting most current information from WisDOT on Hwy 83 reroute and any budget plans for Downtown Hwy 83 improvements

Attachments

Alternate Truck Route Signage Map

TREASURERS REPORT	Oct-19	TOTAL	Citizens	Other	LGIP	Long Term Investments - Johnson Bank & ADM
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GENERAL VILLAGE

100-111xxx	General Fund	2,161,672.38	485,183.85	300.00	635,971.41	1,040,217.12
100-111005/020/033	Checking/MRA/Accrued Sick	954,716.17		553,556.35	293,463.85	107,695.97
150-111000	Fire Department	210,195.50	210,195.50			
200-110xxx	Lynch & Chapman Blvd	(150,646.49)	(150,646.49)		-	
210-111xxx	Wisc Development - RLF	209,360.62				209,360.62
220-111xxx	TID#3-General	991,753.84	102,848.06		524,001.32	364,904.46
240-111xxx	TID#4-General	(10,650.51)	(10,650.51)		-	
250-111xxx	TID#5-General	3,444,793.80	471,885.07		2,972,908.73	
300-111xxx	Debt Service	1,964,653.35	521,607.65		1,443,045.70	
320-111000	Fire Department Designated	255,292.55	131,754.59		123,537.96	
340-111xxx	Village Designated Funds	184,304.01	110,830.19		73,473.82	
410-111000	Recycling	187,784.92	149,099.76		38,685.16	
430-111000	Capital Equipment	287,776.62	81,365.53		206,411.09	
440-111xxx	Library	381,405.29	371,305.87	-	10,099.42	
480-111xxx	Capital Improvement Funds	2,975,654.01	29,785.32		2,943,456.00	2,412.69
500-111000	Stormwater District #1	55,372.88	55,372.88		-	
600-111xxx	Impact Fees	242,549.85	228,244.57		14,305.28	-
720-111xxx	Taxroll	36,423.68	33,579.46	-	2,844.22	
810-111xxx	Parkland Site	313,280.12	78,360.48		234,919.64	
TOTAL		14,695,692.59	2,900,121.78	553,856.35	9,517,123.60	1,724,590.86

WATER UTILITY

610-111000	Cash	104,860.49	104,860.49			
610-111200	Bonds & Unrestricted Cash	1,379,750.44			1,379,750.44	
610-111400	Long Term Debt	62,252.66				62,252.66
610-111050	Current Year Debt Reserve	536,605.86	536,605.86		-	
610-111060	Required Debt Reserve	620,477.19	-		175,876.04	444,601.15
610-111080	Impact Fee	761,923.27	344,682.04		417,241.23	
610-111033	Accrued Sick Pay	4,257.15				4,257.15
TOTAL		3,470,127.06	986,148.39	-	1,972,867.71	511,110.96

SEWER UTILITY

620-111000	Cash	165,558.73	165,558.73			
620-111200	Bonds & Unrestricted Cash	344,903.33			344,903.33	
620-111030	Reserve Capacity Assessment	842,125.80	282,810.26		6,798.09	552,517.45
620-111060	Required Debt Reserve	729,060.37	-		-	729,060.37
620-111050	Current Year Debt Reserve	524,442.82	524,442.82		-	
620-111070	Equipment Replacement Fund	716,729.05	-		-	716,729.05
620-111080	Impact Fee	621,394.25	143,791.53		477,602.72	
620-111033	Accrued Sick Pay	4,259.72			4,259.72	-
TOTAL		3,948,474.07	1,116,603.34	-	833,563.86	1,998,306.87

GRAND TOTAL	22,114,293.72	5,002,873.51	553,856.35	12,323,555.17	4,234,008.69
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Prepared by Diana Doherty

balance check

22,114,293.72

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 100 - GENERAL FUND					
Revenues					
OTHERREV	OTHER REVENUES	95,331.00	18,750.08	76,580.92	19.67
PTAX	GENERAL PROPERTY TAX	2,604,077.00	2,587,875.37	16,201.63	99.38
TAXES	OTHER TAXES	383,090.00	336,571.43	46,518.57	87.86
IGOVTRV	INTERGOVERNMENTAL REVENUES	778,785.00	609,826.40	168,958.60	78.30
LICPER	LICENSES & PERMITS	331,257.00	474,218.58	(142,961.58)	143.16
LAWORD	FINES & FORFEITURES	156,000.00	154,329.19	1,670.81	98.93
PUBCHGS	PUBLIC CHARGES FOR SERVICES	29,810.00	32,216.17	(2,406.17)	108.07
LEISURE	LEISURE ACTIVITIES	94,940.00	49,833.39	45,106.61	52.49
IGOVTC	INTERGOVERNMENTAL CHARGES	203,526.00	144,239.54	59,286.46	70.87
INVTINC	INVESTMENT INCOME	48,000.00	102,403.45	(54,403.45)	213.34
TOTAL REVENUES		4,724,816.00	4,510,263.60	214,552.40	95.46
Expenditures					
5111	VILLAGE BOARD	54,829.00	53,153.74	1,675.26	96.94
5112	HISTORIC PRESERVATION	400.00	153.73	246.27	38.43
5120	MUNICIPAL COURT	43,727.00	34,838.19	8,888.81	79.67
5130	VILLAGE ATTORNEY	78,780.00	78,127.75	652.25	99.17
5141	VILLAGE ADMINISTRATION/FINANCE	202,999.00	131,169.85	71,829.15	64.62
5142	CLERK-TREASURER	202,128.00	167,615.05	34,512.95	82.93
5144	ELECTIONS	22,800.00	3,868.68	18,931.32	16.97
5151	INDEPENDENT AUDITING	13,000.00	11,606.17	1,393.83	89.28
5153	ASSESSMENT OF PROPERTY	19,850.00	17,920.35	1,929.65	90.28
5154	RISK & PROPERTY INSURANCE	132,800.00	95,364.48	37,435.52	71.81
5160	VILLAGE HALL	42,324.00	33,295.45	9,028.55	78.67
5191	UNCOLLECTED TAX	0.00	5,797.27	(5,797.27)	100.00
5211	POLICE ADMINISTRATION	1,024,557.00	816,328.17	208,228.83	79.68
5212	POLICE PATROL	1,067,043.00	768,851.40	298,191.60	72.05
5213	CRIME INVESTIGATION	231,577.00	180,714.06	50,862.94	78.04
5215	POLICE TRAINING	7,100.00	5,934.78	1,165.22	83.59
5220	FIRE STATION (VILLAGE)	5,803.00	6,712.11	(909.11)	115.67
5235	EMERGENCY GOVERNMENT	2,350.00	0.00	2,350.00	0.00
5241	BUILDING INSPECTOR	231,025.00	174,459.20	56,565.80	75.52
5247	BOARD OF APPEALS	800.00	14.50	785.50	1.81
5254	DAMS	9,942.00	5,581.31	4,360.69	56.14
5300	DPW GENERAL ADMINISTRATION	312,951.00	227,420.09	85,530.91	72.67
5323	GARAGE	51,509.00	41,195.33	10,313.67	79.98
5324	MACHINERY & EQUIPMENT	96,031.00	65,923.21	30,107.79	68.65
5335	ENGINEERING	50,000.00	51,494.47	(1,494.47)	102.99
5341	STREETS & ALLEYS	14,465.00	11,285.20	3,179.80	78.02
5342	STREET LIGHTING	159,800.00	136,150.26	23,649.74	85.20
5343	CURBS GUTTERS & SIDEWALKS	25,550.00	24,042.99	1,507.01	94.10
5344	STORM SEWER	14,257.00	7,919.07	6,337.93	55.55
5345	STREET CLEANING	16,915.00	6,697.90	10,217.10	39.60
5346	BRIDGES & CULVERTS	5,455.00	21.78	5,433.22	0.40
5347	SNOW & ICE CONTROL	117,083.00	92,942.67	24,140.33	79.38
5348	STREET SIGNS & MARKINGS	14,574.00	9,887.32	4,686.68	67.84
5362	GARBAGE COLLECTION	5,081.00	3,381.35	1,699.65	66.55
5431	ANIMAL POUND	2,800.00	2,690.00	110.00	96.07
5512	MUSEUM	10,700.00	5,941.50	4,758.50	55.53
5521	PARKS	167,790.00	138,104.59	29,685.41	82.31
5522	CELEBRATIONS	6,882.00	3,727.12	3,154.88	54.16
5611	FORESTRY	46,600.00	52,389.14	(5,789.14)	112.42
5613	WEED CONTROL	1,427.00	1,005.94	421.06	70.49
5632	PLANNING DEPARTMENT	138,186.00	72,207.87	65,978.13	52.25
5660	STORMWATER MASTER PLAN	13,000.00	6,137.22	6,862.78	47.21
5670	ECONOMIC DEVELOPMENT	59,926.00	38,139.47	21,786.53	63.64
5700	CAPITAL OUTLAY EXPENDITURES	0.00	3,909.82	(3,909.82)	100.00
TOTAL EXPENDITURES		4,724,816.00	3,594,120.55	1,130,695.45	76.07
Fund 100 - GENERAL FUND:					
TOTAL REVENUES		4,724,816.00	4,510,263.60	214,552.40	95.46
TOTAL EXPENDITURES		4,724,816.00	3,594,120.55	1,130,695.45	76.07
NET OF REVENUES & EXPENDITURES		0.00	916,143.05	(916,143.05)	100.00

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 150 - FIRE/AMBULANCE FUND					
Revenues					
OTHERREV	OTHER REVENUES	0.00	16,288.06	(16,288.06)	100.00
PTAX	GENERAL PROPERTY TAX	218,484.00	182,070.00	36,414.00	83.33
EBIX	EBIX REVENUES	982,346.00	763,104.31	219,241.69	77.68
IGOVTRV	INTERGOVERNMENTAL REVENUES	6,000.00	8,120.48	(2,120.48)	135.34
PUBCHGS	PUBLIC CHARGES FOR SERVICES	7,050.00	1,704.00	5,346.00	24.17
IGOVTC	INTERGOVERNMENTAL CHARGES	218,484.00	163,863.00	54,621.00	75.00
INVTINC	INVESTMENT INCOME	700.00	1,552.88	(852.88)	221.84
TOTAL REVENUES		1,433,064.00	1,136,702.73	296,361.27	79.32
Expenditures					
5140	ADMINISTRATIVE & GENERAL	25,827.00	21,539.00	4,288.00	83.40
5221	FIRE ADMINISTRATION	855,623.00	704,500.72	151,122.28	82.34
5222	FIRE SUPPRESSION	67,798.00	44,289.46	23,508.54	65.33
5223	FIRE TRAINING	44,631.00	24,010.64	20,620.36	53.80
5231	AMBULANCE	349,915.00	292,684.93	57,230.07	83.64
5232	AMBULANCE TRAINING	20,724.00	6,376.31	14,347.69	30.77
5700	CAPITAL OUTLAY EXPENDITURES	36,000.00	29,928.17	6,071.83	83.13
5880	USE OF GRANTS/DONATIONS	0.00	2,856.54	(2,856.54)	100.00
5900	OTHER FINANCING USES	32,546.00	0.00	32,546.00	0.00
TOTAL EXPENDITURES		1,433,064.00	1,126,185.77	306,878.23	78.59
Fund 150 - FIRE/AMBULANCE FUND:					
TOTAL REVENUES		1,433,064.00	1,136,702.73	296,361.27	79.32
TOTAL EXPENDITURES		1,433,064.00	1,126,185.77	306,878.23	78.59
NET OF REVENUES & EXPENDITURES		0.00	10,516.96	(10,516.96)	100.00

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 610 - WATER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	100.00	0.00	100.00	0.00
UTILREV	UTILITY REVENUES	1,924,185.00	1,464,400.39	459,784.61	76.10
CONTRIB	CONTRIBUTED CAPITAL	50,000.00	342,828.68	(292,828.68)	685.66
MISCINC	MISC INCOME UTILITIES	133,000.00	138,946.03	(5,946.03)	104.47
IGOVTC	INTERGOVERNMENTAL CHARGES	1,500.00	1,904.68	(404.68)	126.98
INVTINC	INVESTMENT INCOME	22,300.00	68,309.44	(46,009.44)	306.32
TOTAL REVENUES		2,131,085.00	2,016,389.22	114,695.78	94.62
Expenditures					
5140	ADMINISTRATIVE & GENERAL	200.00	145.72	54.28	72.86
5900	OTHER FINANCING USES	22,324.00	0.00	22,324.00	0.00
6200	PUMPING OPERATIONS	104,250.00	83,876.50	20,373.50	80.46
6210	PUMPING MAINTENANCE	237,604.00	44,790.79	192,813.21	18.85
6300	WATER TREATMENT OPERATIONS	68,398.00	58,846.77	9,551.23	86.04
6310	WATER TREATMENT MAINTENANCE	7,267.00	10,254.10	(2,987.10)	141.10
6450	T&D-DISTR RSRVR/STNDP MAINT	307,079.00	368,559.77	(61,480.77)	120.02
6451	T&D-MAINS MAINTENANCE	46,979.00	37,411.22	9,567.78	79.63
6452	T&D-SERVICES MAINTENANCE	22,165.00	30,108.20	(7,943.20)	135.84
6453	T&D-METERS MAINTENANCE	21,649.00	7,191.65	14,457.35	33.22
6454	T&D-HYDRANTS MAINTENANCE	22,110.00	22,242.51	(132.51)	100.60
6901	METER READING LABOR	1,894.00	3,274.52	(1,380.52)	172.89
6902	ACCOUNTING & COLLECTING LABOR	71,953.00	59,861.70	12,091.30	83.20
6920	ADMINISTRATIVE & GENERAL EXP	799,659.00	764,758.37	34,900.63	95.64
6950	YEAR END ACCOUNTING ADJUSTMENT	397,554.00	0.00	397,554.00	0.00
TOTAL EXPENDITURES		2,131,085.00	1,491,321.82	639,763.18	69.98
Fund 610 - WATER UTILITY FUND:					
TOTAL REVENUES		2,131,085.00	2,016,389.22	114,695.78	94.62
TOTAL EXPENDITURES		2,131,085.00	1,491,321.82	639,763.18	69.98
NET OF REVENUES & EXPENDITURES		0.00	525,067.40	(525,067.40)	100.00

PERIOD ENDING 10/31/2019

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 10/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 620 - SEWER UTILITY FUND					
Revenues					
OTHERREV	OTHER REVENUES	0.00	1,511.89	(1,511.89)	100.00
UNCLASSIFIED	Unclassified	10,000.00	0.00	10,000.00	0.00
UTILREV	UTILITY REVENUES	1,482,600.00	1,184,434.22	298,165.78	79.89
LICPER	LICENSES & PERMITS	80,700.00	280,725.78	(200,025.78)	347.86
CONTRIB	CONTRIBUTED CAPITAL	80,000.00	142,779.98	(62,779.98)	178.47
MISCINC	MISC INCOME UTILITIES	200,000.00	61,133.00	138,867.00	30.57
INVSTINC	INVESTMENT INCOME	46,025.00	76,175.89	(30,150.89)	165.51
TOTAL REVENUES		1,899,325.00	1,746,760.76	152,564.24	91.97
Expenditures					
5140	ADMINISTRATIVE & GENERAL	120.00	72.52	47.48	60.43
5900	OTHER FINANCING USES	1,684.00	0.00	1,684.00	0.00
8010	WWTP-TREATMENT/DISPOSAL/GP	431,871.00	493,767.05	(61,896.05)	114.33
8020	LIFT STATIONS/PUMPING EQUIP	20,662.00	34,699.47	(14,037.47)	167.94
8030	WASTEWATER COLLECTION SYSTEM	162,395.00	31,440.82	130,954.18	19.36
8100	DPW	3,167.00	0.00	3,167.00	0.00
8300	ACCOUNTING/COLLECTING	73,953.00	60,270.85	13,682.15	81.50
8400	ADMINISTRATIVE & GENERAL	494,330.00	457,328.71	37,001.29	92.51
8900	YEAR END ACCOUNTING ADJUSTMENT	711,143.00	0.00	711,143.00	0.00
TOTAL EXPENDITURES		1,899,325.00	1,077,579.42	821,745.58	56.73
Fund 620 - SEWER UTILITY FUND:					
TOTAL REVENUES		1,899,325.00	1,746,760.76	152,564.24	91.97
TOTAL EXPENDITURES		1,899,325.00	1,077,579.42	821,745.58	56.73
NET OF REVENUES & EXPENDITURES		0.00	669,181.34	(669,181.34)	100.00
TOTAL REVENUES - ALL FUNDS		10,188,290.00	9,410,116.31	778,173.69	92.36
TOTAL EXPENDITURES - ALL FUNDS		10,188,290.00	7,289,207.56	2,899,082.44	71.54
NET OF REVENUES & EXPENDITURES		0.00	2,120,908.75	(2,120,908.75)	100.00

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	12/4/2019 Check Run	\$	110,078.61
Spectrum (ach withdrawal)	November 2019	\$	2,949.62
WE Energies (ach withdrawal)	November 2019	\$	35,873.89
US Bank (ach withdrawal)	November 2019	\$	9,986.87
Manual Checks or E-checks issued	November 2019	\$	135,848.28
Total for Approval:		\$	<u>294,737.27</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

11/27/2019 01:55 PM
User: rgallo
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 12/05/2019 - 12/05/2019
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: ALSCO					
IMIL 1508785	NOV 21 MAT CLEANING SERVICE	100-5211-539400	42.00	42.00	POLICE
TOTAL VENDOR ALSCO				42.00	
VENDOR NAME: BEDROCK SEWER & WATER					
1928	115 SHORE DR REPAIR	100-5344-539500	6,925.00	6,925.00	DPW
1931	OFFSET SEWER MAIN REPAIR ATKINSON STREET	620-8030-831000	12,900.00	12,900.00	UTILITIES
TOTAL VENDOR BEDROCK SEWER & WATER				19,825.00	
VENDOR NAME: C & M AUTO PARTS INC					
6079-308044	HYDRAULIC HOSE REPAIR	100-5324-539500	53.00	53.00	DPW
TOTAL VENDOR C & M AUTO PARTS INC				53.00	
VENDOR NAME: CENTRAL OFFICE SYSTEMS					
65731059	COPIER LEASE	150-5221-531100	96.60	96.60	FIRE
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				96.60	
VENDOR NAME: CHEMTRADE CHEMICALS US LLC					
92775163	PHOSPHORUS REMOVAL CHEMICAL	620-8010-824000	9,596.10	9,596.10	UTILITIES
TOTAL VENDOR CHEMTRADE CHEMICALS US LLC				9,596.10	
VENDOR NAME: CINTAS					
4035069006	UNIFORM SERVICE	610-6920-693000	39.25	78.50	UTILITIES
		620-8010-827000	39.25		
4035069063	STAFF UNIFORMS	100-5323-531100	90.41	90.41	DPW
TOTAL VENDOR CINTAS				168.91	
VENDOR NAME: CORE & MAIN LP					
L516637	LARGE METER TESTING SUPPLIES	610-6453-665300	80.00	80.00	UTILITIES
L445470	WWTF VALVE MAINTENANCE	620-8010-833000	62.00	62.00	UTILITIES
TOTAL VENDOR CORE & MAIN LP				142.00	
VENDOR NAME: COUNTY WIDE EXTINGUISHER, INC					
17699	OPEN HOUSE	150-5221-531300	50.45	50.45	FIRE
TOTAL VENDOR COUNTY WIDE EXTINGUISHER, INC				50.45	
VENDOR NAME: DIGGERS HOTLINE INC					
191 0 38301		100-5344-521900	78.27	234.82	MULTIPLE
		610-6920-692300	78.27		
		620-8030-531000	78.28		
TOTAL VENDOR DIGGERS HOTLINE INC				234.82	
VENDOR NAME: DYKSTRA DIANA					
OCT/NOV	MILEAGE 10/9,11/8,11/13	100-5142-533200	62.64	62.64	CLERK
TOTAL VENDOR DYKSTRA DIANA				62.64	
VENDOR NAME: EDWARD OR WILLIMINA MILLER					

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT
VENDOR NAME: EDWARD OR WILLIMINA MILLER					
11/21/19	REFUND FOR INTEREST OVERPAYMENT ASSESSME	300-4200-429000	308.50	308.50	CLERK
TOTAL VENDOR EDWARD OR WILLIMINA MILLER				308.50	
VENDOR NAME: EMERGENCY APPARATUS MAINTENANCE INC					
106595	3461 REPAIRS	150-5222-539500	1,779.02	1,779.02	FIRE
TOTAL VENDOR EMERGENCY APPARATUS MAINTENANCE INC				1,779.02	
VENDOR NAME: FARRIS FAMILY TRUST					
18-0285	REFUND INTEREST	610-4200-429000	816.46	1,632.92	FINANCE
		620-4200-429000	816.46		
TOTAL VENDOR FARRIS FAMILY TRUST				1,632.92	
VENDOR NAME: FASTENAL COMPANY					
WIMUK79875	METER TESTING	610-6453-664100	20.69	20.69	UTILITIES
WIMUK79925	INSTALL PRELUBE METER ON WELL 3	610-6210-662500	3.07	3.07	UTILITIES
TOTAL VENDOR FASTENAL COMPANY				23.76	
VENDOR NAME: FOSTER COACH SALES					
18373	3451 REPAIRS	150-5231-539500	519.12	519.12	FIRE
TOTAL VENDOR FOSTER COACH SALES				519.12	
VENDOR NAME: HARDY PRO-AIR SYSTEMS & SERVICE					
28459	BLOWER REPAIR	620-8010-833000	1,850.00	1,850.00	UTILITIES
TOTAL VENDOR HARDY PRO-AIR SYSTEMS & SERVICE				1,850.00	
VENDOR NAME: HAWKINS WATER TREATMENT					
4614098	WATER CHEMICALS FOR TREATMENT	610-6300-663100	1,986.86	1,986.86	UTILITIES
TOTAL VENDOR HAWKINS WATER TREATMENT				1,986.86	
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
48744	BOX SELF STORAGE	100-0000-211425	35.00	35.00	FINANCE
48745	PHANTOM LAKES PRESERVE	100-0000-211425	700.00	700.00	FINANCE
48741	MISC-PROFESSIONAL SERVICES	100-5130-521900	2,370.00	2,370.00	FINANCE
48742	WATER UTILITY	610-6920-692300	70.00	70.00	FINANCE
48743	ORDINANCES	100-5130-521900	542.50	542.50	FINANCE
48746	PROSECUTIONS	100-5130-521900	810.00	810.00	FINANCE
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				4,527.50	
VENDOR NAME: J.P. COOKE CO.					
1099753	CAT LICENSE TAGS	100-5431-531100	55.50	55.50	CLERK
TOTAL VENDOR J.P. COOKE CO.				55.50	
VENDOR NAME: LA FORCE INC					
1116947	WATER AND SEWER LOCK COVERS FOR DOORS	610-6210-662500	116.10	232.20	UTILITIES
		620-8010-834000	116.10		
TOTAL VENDOR LA FORCE INC				232.20	

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DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 12/05/2019 - 12/05/2019
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT	DEPARTMENT
VENDOR NAME: LANGE ENTERPRISES INC					
71128	STREET SIGNS	100-5348-531100	420.14	420.14	DPW
TOTAL VENDOR LANGE ENTERPRISES INC				420.14	
VENDOR NAME: MOELLER RYAN					
106007098	CLOTHING REIMBURSEMENT-RYAN MOELLER	150-5222-534600	50.00	50.00	FIRE
TOTAL VENDOR MOELLER RYAN				50.00	
VENDOR NAME: MUKWONAGO AUTO PARTS - FIRE					
088634	GENERATOR REPAIR	150-5222-539500	76.96	76.96	FIRE
TOTAL VENDOR MUKWONAGO AUTO PARTS - FIRE				76.96	
VENDOR NAME: MUKWONAGO AUTO PARTS - GENERAL					
088625	HYDRANT MAINTENANCE	610-6454-665400	54.90	54.90	UTILITIES
088076	LAWN MOWER MAINTENANCE	620-8010-827000	29.09	29.09	UTILITIES
TOTAL VENDOR MUKWONAGO AUTO PARTS - GENERAL				83.99	
VENDOR NAME: NATURAL LANDSCAPES, INC					
1756	SHORELINE MANAGMENT	100-5660-521900	1,750.00	1,750.00	DPW
TOTAL VENDOR NATURAL LANDSCAPES, INC				1,750.00	
VENDOR NAME: NEOPOST					
57139703	ENVELOPE/BILL STUFFER	610-6920-692100	841.70	1,683.41	UTILITIES
		620-8400-851000	841.71		
TOTAL VENDOR NEOPOST				1,683.41	
VENDOR NAME: NORTHERN LAKE SERVICE INC					
368060	WWTF LAB TESTING	620-8010-826000	252.00	252.00	UTILITIES
368061	WWTF LAB TESTING	620-8010-826000	168.00	168.00	UTILITIES
368605	WWTF LAB TESTING	620-8010-826000	262.00	262.00	UTILITIES
368606	WWTF LAB TESTING	620-8010-826000	168.00	168.00	UTILITIES
TOTAL VENDOR NORTHERN LAKE SERVICE INC				850.00	
VENDOR NAME: QUILL LLC					
2598340	PAPER	100-5142-531100	14.70	117.45	FINANCE
		150-5221-531100	13.65		
		220-5140-531100	1.05		
		410-5363-531100	2.10		
		440-5511-531100	5.25		
		500-5344-531100	1.05		
		610-6920-692100	34.63		
		620-8300-840000	32.54		
		100-5141-531100	12.48		
TOTAL VENDOR QUILL LLC				117.45	
VENDOR NAME: RICOH USA, INC					

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT
VENDOR NAME: RICOH USA, INC				
32683287	COPIER LEASE - DECEMBER 2019	100-5142-531200	23.88	170.61 ALLOCATE
		150-5221-531100	22.18	
		220-5140-531200	1.71	
		410-5363-531200	3.41	
		440-5511-531200	8.53	
		500-5344-531200	1.71	
		610-6920-693000	56.30	
		620-8400-856000	52.89	
TOTAL VENDOR RICOH USA, INC				170.61
VENDOR NAME: RUEKERT & MIELKE, INC.				
129796	BOX SELF STORAGE / CONSTRUCTION REVIEW	100-0000-211425	12,580.19	12,580.19 FINANCE
129797	EDGEWOOD APARTMENTS / REVIEW	100-0000-211425	350.10	350.10 FINANCE
129804	EDUCATOR'S CREDIT UNION REVIEW	100-0000-211425	410.19	410.19 FINANCE
129805	KID'S CONNECTION REVIEW	100-0000-211425	178.93	178.93 FINANCE
129808	STORAGE WERKS MINI STORAGE / EROSION CON	100-0000-211425	112.93	112.93 FINANCE
129811	SUPER PRODUCTS DEVELOPMENT REVIEW / EROS	100-0000-211425	169.80	169.80 FINANCE
129812	KAY'S DANCE CENTER / DEVELOPMENT REVIEW	100-0000-211425	116.12	116.12 FINANCE
129816	THE POINTE APARTMENTS / DEVELOPMENT REVI	100-0000-211425	1,532.14	1,532.14 FINANCE
129817	THE POINTE APARTMENTS / EROSION CONTROL	100-0000-211425	150.96	150.96 FINANCE
129818	TOUCHPAD ELECTRONICS / EROSION CONTROL I	100-0000-211425	113.80	113.80 FINANCE
129819	PHANTOM LAKES PRESERVE / DEVELOPMENT REV	100-0000-211425	1,169.00	1,169.00 FINANCE
129824	FAIRWINDS PHASE 5 CONSTRUCTION SERVICES	100-0000-211425	588.56	588.56 FINANCE
129825	CHAPMAN FARM / RESIDENTIAL SUBDIVISION D	100-0000-211425	849.50	849.50 FINANCE
129826	PRO HEALTH EXPANSION / 2018 EXPANSION	100-0000-211425	400.43	400.43 FINANCE
129792	12-00000.100 General Services	100-5335-521900	5,260.16	6,547.26 FINANCE
		100-5341-539500	907.10	
		500-5344-521900	380.00	
129793	12-00000.300 Water Utility Services	610-6920-692300	428.00	428.00 FINANCE
129794	12-00000.400 Sewer Utility Services	620-8400-852000	575.25	575.25 FINANCE
129795	12-10027.100 Aldi at Wolf Run & Maple /	100-0000-211400	152.00	152.00 FINANCE
129798	12-10061.300 Boat Launch Improvements /	480-5700-586400	778.85	778.85 FINANCE
129799	12-10063.210 2019 GIS Services - GIS Dat	100-5632-521900	655.50	655.50 FINANCE
129802	12-10068.310 TID #5 Phase 2 Construction	250-5335-521900	750.31	750.31 FINANCE
129803	12-10069.100 Chapman Farms Portion of Vi	100-0000-211400	178.93	178.93 FINANCE
129806	12-10075.300 WWTF SEPTAGE RECEIVING, DIG	620-0000-000110	5,175.87	5,175.87 FINANCE
129807	12-10081.300 Well 5 Iron Filter / Constr	610-0000-000109	7,737.84	7,737.84 FINANCE
129809	12-10096.203 Deback Drive Infrastructure	200-5335-521900	9,873.75	9,873.75 FINANCE
129810	12-10104.300 Mukwonago Animal Hospital R	100-0000-211400	113.80	113.80 FINANCE
129814	12-10115.200 2019 Well & Well Pump Impro	610-6920-692300	180.00	180.00 FINANCE
129815	12-10015.300 2019 Well & Well Pump Impro	610-6920-692300	1,978.74	1,978.74 FINANCE
129820	12-10122.300 Village Hall Generator Addi	480-5700-539900	621.30	621.30 FINANCE
129822	12-10026.100 Fox River Estates Smoke Tes	620-8400-852000	655.93	655.93 FINANCE
129823	12-92041.485 2019 SCADA Service Work	610-6920-692300	152.25	304.50 FINANCE
		620-8400-852000	152.25	
TOTAL VENDOR RUEKERT & MIELKE, INC.				55,430.48
VENDOR NAME: RUTENBECK, TIM				
CLOTHING	CLOTHING ALLOWANCE	100-5241-539900	105.06	105.06 BUILDING

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VENDOR NAME: RUTENBECK, TIM					
	TOTAL VENDOR RUTENBECK, TIM			105.06	
VENDOR NAME: SHRED-IT USA					
8128637727	MONTHLY SHREDDING SERVICE	100-5211-539400	65.25	65.25	POLICE
812852136	MONTHLY SHRED SRVS	100-5142-521900	63.23	63.23	CLERK
	TOTAL VENDOR SHRED-IT USA			128.48	
VENDOR NAME: UNIFI EQUIPMENT FINANCE, INC.					
539740	COPY MACHINE LEASE	100-5211-521900	83.33	83.33	POLICE
	TOTAL VENDOR UNIFI EQUIPMENT FINANCE, INC.			83.33	
VENDOR NAME: VELAZQUEZ JASON					
SEPT 2019	RESCUE DIVER CLASS 9/1/19 & 9/29/19 JASO	150-5223-533500	289.03	289.03	FIRE
	TOTAL VENDOR VELAZQUEZ JASON			289.03	
VENDOR NAME: VELOCITY LLC					
20900056	IT SERVICES AUGUST 29 TO NOV 8	100-5211-521900	425.00	862.50	POLICE
		100-5212-521900	262.50		
		100-5213-521900	175.00		
20190055	AUG THRU NOV WORK	100-5141-521900	600.00	2,855.00	FINANCE
		100-5142-521900	168.75		
		100-5241-521900	487.50		
		100-5632-521900	93.75		
		430-5700-571800	1,355.00		
		100-5111-521900	150.00		
	TOTAL VENDOR VELOCITY LLC			3,717.50	
VENDOR NAME: VERIZON WIRELESS					
9842093326	MONTHLY BILL OCT 13- NOV 12	100-5141-522500	137.12	637.30	MULTIPLE
		100-5241-522500	94.21		
		150-5221-522500	(11.00)		
		100-5211-522500	2.42		
		100-5323-522500	125.96		
		610-6920-692100	144.30		
		620-8400-851000	144.29		
9842093327	OCT 13-NOV 12	100-5323-522500	56.10	265.14	MULTIPLE
		150-5221-522500	45.78		
		610-6920-692100	81.63		
		620-8400-851000	81.63		
9842093328	FIRE DEPT IPADS/PHONES OCT 13-NOV 12	150-5221-522500	587.39	587.39	FIRE
	TOTAL VENDOR VERIZON WIRELESS			1,489.83	
VENDOR NAME: WASTEWATER TRAINING SOLUTIONS					
NOV 19/2019	WWTF TRAINING MATT KINDER 4/28/20-4/30/2	620-8400-854100	250.00	250.00	UTILITIES

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VENDOR NAME: WASTEWATER TRAINING SOLUTIONS				
TOTAL VENDOR WASTEWATER TRAINING SOLUTIONS				250.00
VENDOR NAME: WAUKESHA CTY TREASURER				
2019-00000192	OCTOBER INMATE BILLING	100-5212-521900	34.02	34.02 POLICE
TOTAL VENDOR WAUKESHA CTY TREASURER				34.02
VENDOR NAME: WELDER SUPPLY CO.				
10106651	WELDING TANK RENTAL	100-5323-531100	132.39	132.39 DPW
TOTAL VENDOR WELDER SUPPLY CO.				132.39
VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC				
AR39535	WATER COPIER MACHINE	610-6920-692100	29.03	29.03 UTILITIES
TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC				29.03
GRAND TOTAL:				110,078.61

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11/14/2019	GEN	28609	MINNESOTA LIFE INSURANCE	LIFE INSURANCE PAYABLE	100-0000-215301	1,273.51
		28609		LIFE INSURANCE PAYABLE	150-0000-215301	117.02
		28609		LIFE INSURANCE PAYABLE	440-0000-215301	181.68
		28609		LIFE INSURANCE PAYABLE	500-0000-215301	3.56
		28609		LIFE INSURANCE PAYABLE	610-0000-215301	89.96
		28609		LIFE INSURANCE PAYABLE	620-0000-215301	68.91
						<hr/> 1,734.64
11/14/2019	GEN	28610	VANTAGEPOINT TRANSFER AGENTS	DEFERRED COMPENSATION	100-0000-215250	2,977.69
		28610		DEFERRED COMPENSATION	150-0000-215250	2.11
		28610		DEFERRED COMPENSATION	440-0000-215250	448.75
		28610		DEFERRED COMPENSATION	500-0000-215250	2.35
		28610		DEFERRED COMPENSATION	610-0000-215250	233.79
		28610		DEFERRED COMPENSATION	620-0000-215250	239.95
						<hr/> 3,904.64
11/14/2019	GEN	70 (E)	GREAT WEST RETIREMENT SERVICES	DEFERRED COMPENSATION	100-0000-215250	500.00
		70 (E)		DEFERRED COMPENSATION	150-0000-215250	74.00
		70 (E)		DEFERRED COMPENSATION	610-0000-215250	100.00
		70 (E)		DEFERRED COMPENSATION	620-0000-215250	100.00
						<hr/> 774.00
11/14/2019	GEN	71 (E)	PAYROLldata.COM	OTHER PR 11/15/19 INVOICE	100-5142-539900	129.08
		71 (E)		PROFESSIONAL SERVICES PR 11/15/19	150-5221-521900	129.06
		71 (E)		OTHER PR 11/15/19 INVOICE	440-5511-539900	129.06
		71 (E)		MISC GENERAL EXPENSES PR 11/15/19	610-6920-693000	129.06
		71 (E)		MISC GENERAL EXPENSE PR 11/15/19	620-8400-856000	129.06
						<hr/> 645.32
11/20/2019	GEN	28637	VERIZON WIRELESS	TELEPHONE	150-5221-522500	200.40
11/21/2019	GEN	72 (E)	HASLER MAILING SOLUTIONS	POSTAGE	100-5142-531500	1,000.00
11/21/2019	GEN	73 (E)	EMPLOYEE TRUST FUNDS	HEALTH INSURANCE PAYABLE	100-0000-215300	48,787.00
		73 (E)		HEALTH INSURANCE PAYABLE	150-0000-215300	8,879.45
		73 (E)		HEALTH INSURANCE PAYABLE	440-0000-215300	6,408.87

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		73 (E)		HEALTH INSURANCE PAYABLE	500-0000-215300	308.85
		73 (E)		HEALTH INSURANCE PAYABLE	610-0000-215300	3,928.22
		73 (E)		HEALTH INSURANCE PAYABLE	620-0000-215300	4,242.04
						<hr/> 72,554.46
11/26/2019	GEN	28722	VANTAGEPOINT TRANSFER AGENTS	DEFERRED COMPENSATION	100-0000-215250	2,958.13
		28722		DEFERRED COMPENSATION	440-0000-215250	448.17
		28722		DEFERRED COMPENSATION	610-0000-215250	282.13
		28722		DEFERRED COMPENSATION	620-0000-215250	181.52
						<hr/> 3,869.95
11/26/2019	GEN	28723	AFLAC	SUPPLEMENTAL INSURANCE PAYABLE NOV	100-0000-215302	267.35
		28723		SUPPLEMENTAL INSURANCE PAYABLE NOV	150-0000-215302	252.71
		28723		SUPPLEMENTAL INSURANCE PAYABLE NOV	610-0000-215302	50.74
		28723		SUPPLEMENTAL INSURANCE PAYABLE NOV	620-0000-215302	50.76
						<hr/> 621.56
11/26/2019	GEN	28724	MUKWONAGO PROFESSIONAL POLICE	UNION DUES PAYABLE - NOVEMBER 2019	100-0000-215500	900.00
11/26/2019	GEN	28725	MUKWONAGO PROFESSIONAL	UNION DUES PAYABLE - NOV 2019	150-0000-215500	405.00
11/26/2019	GEN	28726	VILLAGE OF MUKWONAGO MRA	FLEXIBLE SPENDING CONTRIBUTION	100-0000-215350	2,358.66
		28726		FLEXIBLE SPENDING CONTRIBUTION	150-0000-215350	305.76
		28726		FLEXIBLE SPENDING CONTRIBUTION	440-0000-215350	130.90
						<hr/> 2,795.32
11/26/2019	GEN	80 (E)	INVOICE CLOUD	INVOICE 1743-2019-10 INVOICE CLOUD	100-5142-539900	0.41
		80 (E)		INVOICE 1743-2019-10 INVOICE CLOUD	100-5241-539900	2.45
		80 (E)		INVOICE 1743-2019-10 INVOICE CLOUD	410-5363-539900	63.80
		80 (E)		INVOICE 1743-2019-10 INVOICE CLOUD	610-6920-692100	78.79
		80 (E)		INVOICE 1743-2019-10 INVOICE CLOUD	620-8300-840000	63.80
						<hr/> 209.25
11/29/2019	GEN	77 (E)	GREAT WEST RETIREMENT SERVICES	DEFERRED COMPENSATION PR 112919	100-0000-215250	500.0
		77 (E)		DEFERRED COMPENSATION PR 112919	150-0000-215250	74.00
		77 (E)		DEFERRED COMPENSATION PR 112919	610-0000-215250	100.00

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		77 (E)		DEFERRED COMPENSATION PR 112919	620-0000-215250	100.00
						<hr/> 774.00
11/29/2019	GEN	78 (E)	WI RETIREMENT SYSTEM	RETIREMENT	100-0000-215200	28,191.48
		78 (E)		RETIREMENT	150-0000-215200	6,950.94
		78 (E)		RETIREMENT	440-0000-215200	5,730.50
		78 (E)		RETIREMENT	500-0000-215200	33.80
		78 (E)		RETIREMENT	610-0000-215200	2,071.62
		78 (E)		RETIREMENT	620-0000-215200	2,028.24
						<hr/> 45,006.58
11/29/2019	GEN	79 (E)	PAYROLLDATA.COM	PAYROLL DATA 11/29/19 INVOICE	100-5142-539900	90.64
		79 (E)		PAYROLL DATA 11/29/19 INVOICE	150-5221-521900	90.63
		79 (E)		PAYROLL DATA 11/29/19 INVOICE	440-5511-539900	90.63
		79 (E)		PAYROLL DATA 11/29/19 INVOICE	610-6920-693000	90.63
		79 (E)		PAYROLL DATA 11/29/19 INVOICE	620-8400-856000	90.63
						<hr/> 453.16
			TOTAL - ALL FUNDS	TOTAL OF 16 CHECKS		135,848.28

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

712212601103019								
37678	TIME WARNER CABLE		11/05/2019	11/14/2019	2,949.62	0.00	Paid	Y
	MONTHLY BILL-10/28-11/27 2019			rgallo				11/11/2019
	100-5120-522500	TELEPHONE-COURT			79.14			
	100-5141-522500	TELEPHONE-ADMIN			87.12			
	100-5142-522500	TELEPHONE-CLERK			157.21			
	100-5144-521900	TELEPHONE-ELECTIONS			26.40			
	100-5211-522500	TELEPHONE-POLICE			839.17			
	100-5241-522500	TELEPHONE-BLDG INSP			44.34			
	100-5323-522500	TELEPHONE-DPW			79.91			
	100-5512-522500	TELEPHONE-MUSEUM			154.96			
	150-5221-522500	TELEPHONE-FIRE			797.96			
	220-5140-522500	TELEPHONE-TID			2.54			
	410-5363-522500	TELEPHONE-RECYCLING			5.07			
	440-5511-522500	TELEPHONE-LIBRARY			587.06			
	500-5344-522500	TELEPHONE-STORM WATER			2.54			
	610-6920-692100	TELEPHONE-WATER			43.11			
	620-8400-851000	TELEPHONE-SEWER			43.09			

# of Invoices:	1	# Due:	0	Totals:	2,949.62	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					2,949.62	0.00

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Inv Ref#		GL Distribution		Entered By				Post Date
		--- TOTALS BY FUND ---						
100 -	GENERAL FUND				1,468.25	0.00		
150 -	FIRE/AMBULANCE FUND				797.96	0.00		
220 -	TID#3 - GENERAL				2.54	0.00		
410 -	RECYCLING FUND				5.07	0.00		
440 -	LIBRARY FUND				587.06	0.00		
500 -	STORM WATER UTILITY				2.54	0.00		
610 -	WATER UTILITY FUND				43.11	0.00		
620 -	SEWER UTILITY FUND				43.09	0.00		
		--- TOTALS BY DEPT/ACTIVITY ---						
5120 -	MUNICIPAL COURT				79.14	0.00		
5140 -	ADMINISTRATIVE & GENERAL				2.54	0.00		
5141 -	VILLAGE ADMINISTRATION/FINA				87.12	0.00		
5142 -	CLERK-TREASURER				157.21	0.00		
5144 -	ELECTIONS				26.40	0.00		
5211 -	POLICE ADMINISTRATION				839.17	0.00		
5221 -	FIRE ADMINISTRATION				797.96	0.00		
5241 -	BUILDING INSPECTOR				44.34	0.00		
5323 -	GARAGE				79.91	0.00		
5344 -	STORM SEWER				2.54	0.00		
5363 -	RECYCLING				5.07	0.00		
5511 -	LIBRARY SERVICES				587.06	0.00		
5512 -	MUSEUM				154.96	0.00		
6920 -	ADMINISTRATIVE & GENERAL EX				43.11	0.00		
8400 -	ADMINISTRATIVE & GENERAL				43.09	0.00		

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Inv Ref#		GL Distribution		Entered By				Post Date
BITTNER RONALD								
37755	GEO SYNTHETICS LLC		10/15/2019	11/27/2019	420.00	0.00	Paid	Y
	GEO GRID FOR PATH			rgallo				11/15/2019
	100-5521-531100	SUPPLIES			420.00			
BITTNER RONALD								
37756	CHEMETRICS.COM		10/16/2019	11/27/2019	140.95	0.00	Paid	Y
	STORMWATER TESTING CHEMICALS			rgallo				11/15/2019
	100-5660-535400	STORMWATER PLAN EXPENSE			140.95			
BITTNER RONALD								
37757	DNR WS2 WT3 EPAY SERV FEE		10/17/2019	11/27/2019	5.88	0.00	Paid	Y
	DEBACK CR. DNR ADDMINISTARTION FEE			rgallo				11/15/2019
	200-5141-521900	PROFESSIONAL SERVICES			5.88			
BITTNER RONALD								
37758	DNR WS2 WT3 EPAY SALE		10/17/2019	11/27/2019	235.00	0.00	Paid	Y
	DEBACK DR. DNR PERMIT			rgallo				11/15/2019
	200-5141-521900	PROFESSIONAL SERVICES			235.00			
BROWN DAVID								
37759	DICKEY'S WI-421		10/21/2019	11/27/2019	14.98	0.00	Paid	Y
	TRAVIS EDUCATION WWTF MEALS			rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			14.98			
BROWN DAVID								
37760	THE JOURNEY BUFFET		10/22/2019	11/27/2019	11.50	0.00	Paid	Y
	WWTF EDUCATION TRAVIS MEALS			rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			11.50			
BROWN DAVID								
37761	BEST WESTERN HOTELS		10/23/2019	11/27/2019	82.00	0.00	Paid	Y
	WWTF EDUCATION TRAVIS MOTEL			rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			82.00			
BROWN DAVID								
37762	THIRSTY BADGER		10/30/2019	11/27/2019	24.43	0.00	Paid	Y
	WATER EDUCATION DAVE/KEN SUPPER			rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES			24.43			
BROWN DAVID								
37763	CHIPPEWA FAMILY RESTAURAN		10/30/2019	11/27/2019	26.76	0.00	Paid	Y
	WATER EDUCATION DAVE/KEN LUNCH			rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES			26.76			

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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#		GL Distribution		Entered By				Post Date
BROWN DAVID								
37764	TEXAS ROADHOUSE #2271		10/31/2019	11/27/2019	52.46	0.00	Paid	Y
	WATER EDUCATION DAVE/KEN SUPPER			rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES			52.46			
BROWN DAVID								
37765	KWIK TRIP 64800006486		10/31/2019	11/27/2019	42.00	0.00	Paid	Y
	WATER EDUCATION DAVE/KEN FUEL			rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES			42.00			
BROWN DAVID								
37766	LAKE DELTON PIZZA RANCH		10/31/2019	11/27/2019	23.44	0.00	Paid	Y
	WATER EDUCATION DAVE/KEN LUNCH			rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES			23.44			
CASTLE WAYNE A								
37767	WM SUPERCENTER #1571		10/21/2019	11/27/2019	42.97	0.00	Paid	Y
	WWTF COMPUTER KEYBOARD			rgallo				11/15/2019
	620-8010-827000	OPERATION SUPPLY/EXPENSE			42.97			
CASTLE WAYNE A								
37768	PIZZA HUT 035644		10/25/2019	11/27/2019	48.48	0.00	Paid	Y
	WATER EDUCATION LUNCH			rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES			48.48			
CASTLE WAYNE A								
37769	LABOR LAW POSTERS		10/25/2019	11/27/2019	257.50	0.00	Paid	Y
	WISCONSIN LABOR LAW POSTERS			rgallo				11/15/2019
	620-8010-827000	OPERATION SUPPLY/EXPENSE			257.50			
DELIKAT CODY								
37770	AMZN MKTP US*OJ24H9A83		10/26/2019	11/27/2019	99.96	0.00	Paid	Y
	IPAD HOLDERS FOR TRUCKS			rgallo				11/15/2019
	620-8010-827000	OPERATION SUPPLY/EXPENSE			99.96			
DELIKAT CODY								
37771	SHELL OIL 12443899005		10/29/2019	11/27/2019	40.88	0.00	Paid	Y
	WWTF EDUCATION CODY FUEL			rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			40.88			
DELIKAT CODY								
37772	BEST WESTERN TOMAH		10/29/2019	11/27/2019	82.00	0.00	Paid	Y
	WWTF EDUCATION CODY MOTEL			rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES			82.00			

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Inv Ref#		GL Distribution		Entered By				Post Date
DELIKAT CODY								
37773	YOUR AUTO WASH II LLC		11/08/2019	11/27/2019	9.00	0.00	Paid	Y
	WWTF SERVICE TRUCK WASH			rgallo				11/15/2019
	620-8030-828000	TRANSPORTATION EXPENSE			9.00			
DEMOTTO CHRIS								
37774	BP#6251961LINMAR BP		10/16/2019	11/27/2019	10.01	0.00	Paid	Y
	FUEL FOR SQUAD RETURNING FROM			rgallo				11/15/2019
	100-5212-535100	MOTOR FUEL & OIL			10.01			
DEMOTTO CHRIS								
37775	HOLIDAY EXPRESS STEVENS		10/16/2019	11/27/2019	218.00	0.00	Paid	Y
	HOTEL WHILE ATTENDING CONFERENCE			rgallo				11/15/2019
	100-5215-533500	TRAINING & TRAVEL			218.00			
DYKSTRA DIANA								
37776	AMAZON.COM*O28XV1JJ3		10/15/2019	11/27/2019	18.40	0.00	Paid	Y
	PLAQUES FOR PROCLAMATIONS			rgallo				11/15/2019
	100-5111-531100	PLAQUES FOR PROCLAMATIONS			18.40			
DYKSTRA DIANA								
37777	AMZN MKTP US*OS3WZ4JX3		10/22/2019	11/27/2019	18.90	0.00	Paid	Y
	2020 CALENDAR			rgallo				11/15/2019
	100-5144-531100	2020 CALENDAR			18.90			
DYKSTRA DIANA								
37778	AMAZON.COM*OT6SH0BH3		10/22/2019	11/27/2019	19.68	0.00	Paid	Y
	2020 DESK CALENDARS FRONT			rgallo				11/15/2019
	100-5142-531100	2020 DESK CALENDARS FRONT			19.68			
DYKSTRA DIANA								
37779	AMZN MKTP US*MX8NV4HL3		10/23/2019	11/27/2019	13.69	0.00	Paid	Y
	CLOCK			rgallo				11/15/2019
	100-5111-531100	CLOCK			13.69			
DYKSTRA DIANA								
37780	AMZN MKTP US*5J0JK7GF3		10/25/2019	11/27/2019	47.52	0.00	Paid	Y
	MICROWAVE			rgallo				11/15/2019
	100-5142-539900	MICROWAVE			47.52			
DYKSTRA DIANA								
37781	UWW CAMPS AND CONFERENCES		10/29/2019	11/27/2019	85.00	0.00	Paid	Y
	UWW LOCAL GOVERNMT TRAINING			rgallo				11/15/2019
	100-5142-533500	UWW LOCAL GOVERNMT TRAINING			85.00			

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Inv Ref#	Description GL Distribution		Entered By				Post Date
DYKSTRA DIANA							
37782	AMZN MKTP US*GZ4EF45I3 AM	11/02/2019	11/27/2019	9.99	0.00	Paid	Y
	PLANNER OFFICE SUPPLIES		rgallo				11/15/2019
	100-5632-531100 SUPPLIES			9.99			
DYKSTRA DIANA							
37783	AMZN MKTP US*V62Z95Y53	11/02/2019	11/27/2019	13.28	0.00	Paid	Y
	OFFICE SUPPLIES		rgallo				11/15/2019
	100-5144-531100 OFFICE SUPPLIES			13.28			
FRISCH LAURA L							
37784	USPS PO 5657100149	10/15/2019	11/27/2019	56.15	0.00	Paid	Y
	STAMPS		rgallo				11/15/2019
	440-5511-531500 POSTAGE			56.15			
FRISCH LAURA L							
37785	DNH*GODADDY.COM	10/15/2019	11/27/2019	62.32	0.00	Paid	Y
	DOMAIN RENEWAL		rgallo				11/15/2019
	440-5511-534000 DIGITAL MATERIALS			62.32			
FRISCH LAURA L							
37786	WAL-MART #1571	10/16/2019	11/27/2019	29.27	0.00	Paid	Y
	PROGRAM SUPPLIES		rgallo				11/15/2019
	440-5511-531400 META SPACE EQUIPMENT & SUPPLIE			29.27			
FRISCH LAURA L							
37787	AMZN MKTP US*EV0HT2XU3	10/17/2019	11/27/2019	28.31	0.00	Paid	Y
	PAPER & CALENDARS		rgallo				11/15/2019
	440-5511-531100 SUPPLIES			28.31			
FRISCH LAURA L							
37788	FACEBK *XAM2TMJX82	10/19/2019	11/27/2019	138.43	0.00	Paid	Y
	EVENT ADS		rgallo				11/15/2019
	440-5511-533300 OUTREACH			138.43			
FRISCH LAURA L							
37789	AMZN MKTP US*GG5ZN7WP3	10/20/2019	11/27/2019	25.98	0.00	Paid	Y
	HOOKS AND MAGNETS		rgallo				11/15/2019
	440-5511-531100 SUPPLIES			25.98			
FRISCH LAURA L							
37790	DOMINO'S 2096	10/22/2019	11/27/2019	56.02	0.00	Paid	Y
	TLC PROGRAM		rgallo				11/15/2019
	440-5890-580600 DONATED FUND EXPENDITURES			56.02			

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Inv Ref#	Description GL Distribution		Entered By				Post Date
FRISCH LAURA L							
37791	PICK N SAVE #384	10/23/2019	11/27/2019	28.26	0.00	Paid	Y
	MEMORY CAFE FOOD		rgallo				11/15/2019
	440-5890-580600	DONATED FUND EXPENDITURES		28.26			
FRISCH LAURA L							
37792	WALMART.COM 8009666546	10/24/2019	11/27/2019	45.44	0.00	Paid	Y
	COFFEE		rgallo				11/15/2019
	440-5511-531100	SUPPLIES		45.44			
FRISCH LAURA L							
37793	WALMART.COM 8009666546	10/24/2019	11/27/2019	100.26	0.00	Paid	Y
	COFFEE		rgallo				11/15/2019
	440-5511-531100	SUPPLIES		100.26			
FRISCH LAURA L							
37794	PICK N SAVE #384	10/25/2019	11/27/2019	73.55	0.00	Paid	Y
	STAFF IN SERVICE FOOD		rgallo				11/15/2019
	440-5511-533500	TRAINING & TRAVEL		73.55			
FRISCH LAURA L							
37795	WAL-MART #1571	10/28/2019	11/27/2019	25.51	0.00	Paid	Y
	PROGRAM SUPPLIES		rgallo				11/15/2019
	440-5511-533100	PROGRAMMING		25.51			
FRISCH LAURA L							
37796	AMAZON.COM*2U05T3XF3 AMZN	10/29/2019	11/27/2019	52.54	0.00	Paid	Y
	OFFICE SUPPLIES		rgallo				11/15/2019
	440-5511-531100	SUPPLIES		52.54			
FRISCH LAURA L							
37797	HOMEDEPOT.COM	10/30/2019	11/27/2019	23.65	0.00	Paid	Y
	CORD PROTECTOR		rgallo				11/15/2019
	440-5511-531100	SUPPLIES		23.65			
FRISCH LAURA L							
37798	ADOBE ACROPRO SUBS	11/01/2019	11/27/2019	15.75	0.00	Paid	Y
	ACROBAT PRO		rgallo				11/15/2019
	440-5511-534000	DIGITAL MATERIALS		15.75			
FRISCH LAURA L							
37799	GAN*USATODAYCIRC	11/01/2019	11/27/2019	249.96	0.00	Paid	Y
	11-1-19 TO 11-1-20		rgallo				11/15/2019
	440-5511-532700	NEWSPAPERS		249.96			

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Inv Ref#	Description		Entered By				Post Date
	GL Distribution						
FRISCH LAURA L							
37800	WM SUPERCENTER #1571	11/04/2019	11/27/2019	21.98	0.00	Paid	Y
	PROGRAM SUPPLIES		rgallo				11/15/2019
	440-5511-531400		META SPACE EQUIPMENT & SUPPLIE	21.98			
FRISCH LAURA L							
37801	THE HOME DEPOT #4921	11/04/2019	11/27/2019	(1.15)	0.00	Paid	Y
	TAX REFUND		rgallo				11/15/2019
	440-5511-531100		SUPPLIES	(1.15)			
FRISCH LAURA L							
37802	THE HOME DEPOT #4921	11/04/2019	11/27/2019	10.97	0.00	Paid	Y
	LIGHT BULBS		rgallo				11/15/2019
	440-5511-531100		SUPPLIES	10.97			
FRISCH LAURA L							
37803	PICK N SAVE #384	11/05/2019	11/27/2019	10.12	0.00	Paid	Y
	PROGRAM FOOD		rgallo				11/15/2019
	440-5890-580600		DONATED FUND EXPENDITURES	10.12			
FRISCH LAURA L							
37804	WM SUPERCENTER #1571	11/07/2019	11/27/2019	58.55	0.00	Paid	Y
	PROGRAM SUPPLIES		rgallo				11/15/2019
	440-5890-580600		DONATED FUND EXPENDITURES	58.55			
FRISCH LAURA L							
37805	MAILCHIMP *MONTHLY	11/08/2019	11/27/2019	59.99	0.00	Paid	Y
	MONTHLY NEWSLETTER		rgallo				11/15/2019
	440-5511-534000		DIGITAL MATERIALS	59.99			
GOURDOUX LINDA							
37806	HAMPTON INN GREEN BAY	10/25/2019	11/27/2019	297.00	0.00	Paid	Y
	HOTEL FOR F WINCHOWKY FOR LEAGUE		rgallo				11/15/2019
	100-5111-533500		LEAGUE CONF - FWINCHOWKY - 10/22-10/25	297.00			
ISELY MARY JO							
37807	AMZN MKTP US*TN8129N43	10/15/2019	11/27/2019	12.37	0.00	Paid	Y
	BOOKS		rgallo				11/15/2019
	440-5700-532800		BOOKS	12.37			
ISELY MARY JO							
37808	AMZN MKTP US*MB0AL0ZC3	10/15/2019	11/27/2019	340.93	0.00	Paid	Y
	BOOKS		rgallo				11/15/2019
	440-5700-532800		BOOKS	340.93			

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Inv Ref#		GL Distribution		Entered By				Post Date
ISELY MARY JO								
37809	AMZN MKTP US*E94XE3Y23	BOOKS	10/15/2019	11/27/2019	33.86	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532800	BOOKS			33.86			
ISELY MARY JO								
37810	AMZN MKTP US*7K0V53U53	BOOK	10/17/2019	11/27/2019	9.80	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532800	BOOKS			9.80			
ISELY MARY JO								
37811	AMZN MKTP US	DVD REFUND	10/18/2019	11/27/2019	(10.99)	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			(10.99)			
ISELY MARY JO								
37812	AAXA TECHNOLOGIES	REMOTE	10/19/2019	11/27/2019	14.98	0.00	Paid	Y
				rgallo				11/15/2019
	440-5511-533000	THINGERY PURCHASES			14.98			
ISELY MARY JO								
37813	AMZN MKTP US*3E6VD86L3	DVD	10/21/2019	11/27/2019	17.99	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			17.99			
ISELY MARY JO								
37814	AMZN MKTP US*5C3VQ4NH3	DVD	10/22/2019	11/27/2019	21.82	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			21.82			
ISELY MARY JO								
37815	WAL-MART #1571	DVD	10/23/2019	11/27/2019	48.39	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			48.39			
ISELY MARY JO								
37816	AMZN MKTP US*0J3NT6UW3	DVD	10/24/2019	11/27/2019	15.23	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			15.23			
ISELY MARY JO								
37817	AMAZON.COM*1880S1VL3	AMZN BOOKS	10/28/2019	11/27/2019	25.99	0.00	Paid	Y
				rgallo				11/15/2019
	440-5700-532800	BOOKS			25.99			

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ISELY MARY JO							
37818	AMAZON.COM*1Z2OG0BN3 AMZN BOOKS	10/28/2019	11/27/2019 rgallo	18.10	0.00	Paid	Y 11/15/2019
	440-5700-532800 BOOKS			18.10			
ISELY MARY JO							
37819	AMAZON.COM*E85WN2213 AMZN BOOKS	10/28/2019	11/27/2019 rgallo	11.99	0.00	Paid	Y 11/15/2019
	440-5700-532800 BOOKS			11.99			
ISELY MARY JO							
37820	AMZN MKTP US*XX0N70RQ3 DVD	10/28/2019	11/27/2019 rgallo	15.02	0.00	Paid	Y 11/15/2019
	440-5700-532900 AV MATERIAL			15.02			
ISELY MARY JO							
37821	AMZN MKTP US*2R5J19VN3 DVD	10/28/2019	11/27/2019 rgallo	40.73	0.00	Paid	Y 11/15/2019
	440-5700-532900 AV MATERIAL			40.73			
ISELY MARY JO							
37822	AMZN MKTP US DVD REFUND	10/29/2019	11/27/2019 rgallo	(0.02)	0.00	Paid	Y 11/15/2019
	440-5700-532900 AV MATERIAL			(0.02)			
ISELY MARY JO							
37823	AMZN MKTP US*HM1AF4W93 DVD	10/29/2019	11/27/2019 rgallo	308.06	0.00	Paid	Y 11/15/2019
	440-5700-532900 AV MATERIAL			308.06			
ISELY MARY JO							
37824	AMZN MKTP US*M01MJ2WX3 DVD	10/31/2019	11/27/2019 rgallo	11.27	0.00	Paid	Y 11/15/2019
	440-5700-532900 AV MATERIAL			11.27			
ISELY MARY JO							
37825	AMZN MKTP US*DC0IV2LL3 DVD	10/31/2019	11/27/2019 rgallo	30.42	0.00	Paid	Y 11/15/2019
	440-5700-532900 AV MATERIAL			30.42			
ISELY MARY JO							
37826	AMZN MKTP US*PG3U18NB3 BOOKS	11/01/2019	11/27/2019 rgallo	122.28	0.00	Paid	Y 11/15/2019
	440-5700-532800 BOOKS			122.28			

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Inv Ref#		GL Distribution		Entered By				Post Date
ISELY MARY JO								
37827	NETFLIX.COM		11/01/2019	11/27/2019	15.99	0.00	Paid	Y
	STREAMING SERVICES			rgallo				11/15/2019
	440-5511-534000	DIGITAL MATERIALS			15.99			
ISELY MARY JO								
37828	AMZN MKTP US		11/02/2019	11/27/2019	(1.10)	0.00	Paid	Y
	DVD CREDIT			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			(1.10)			
ISELY MARY JO								
37829	AMZN MKTP US		11/02/2019	11/27/2019	(7.53)	0.00	Paid	Y
	DVD CREDIT			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			(7.53)			
ISELY MARY JO								
37830	AMZN MKTP US		11/02/2019	11/27/2019	(1.05)	0.00	Paid	Y
	DVD CREDIT			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			(1.05)			
ISELY MARY JO								
37831	AMZN MKTP US*6M1CD2R83 AM		11/04/2019	11/27/2019	30.66	0.00	Paid	Y
	DVD			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			30.66			
ISELY MARY JO								
37832	AMZN MKTP US*ZG8BN33P3		11/04/2019	11/27/2019	77.73	0.00	Paid	Y
	DVD			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			77.73			
ISELY MARY JO								
37833	AMZN MKTP US*MJ2RP1Q43 AM		11/07/2019	11/27/2019	101.87	0.00	Paid	Y
	DVD			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			101.87			
ISELY MARY JO								
37834	AMZN MKTP US*XM8X11413 AM		11/07/2019	11/27/2019	161.70	0.00	Paid	Y
	DVD			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			161.70			
ISELY MARY JO								
37835	AMZN MKTP US*WG7SX4W13 AM		11/08/2019	11/27/2019	22.92	0.00	Paid	Y
	DVD			rgallo				11/15/2019
	440-5700-532900	AV MATERIAL			22.92			

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Inv Ref#	Description GL Distribution		Entered By				Post Date
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ISELY MARY JO							
37836	ACORN TV MONTHLY	11/08/2019	11/27/2019	6.29	0.00	Paid	Y
	MONTHLY CHARGE		rgallo				11/15/2019
	440-5511-534000	DIGITAL MATERIALS		6.29			
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ISELY MARY JO							
37837	AMZN MKTP US*BV8JN6BE3 AM	11/13/2019	11/27/2019	16.90	0.00	Paid	Y
	BATTERIES		rgallo				11/15/2019
	440-5511-531100	SUPPLIES		16.90			
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ISELY MARY JO							
37838	AMZN MKTP US*O67OH4S43	11/13/2019	11/27/2019	16.87	0.00	Paid	Y
	DVD		rgallo				11/15/2019
	440-5700-532900	AV MATERIAL		16.87			
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KINDER MATTHEW							
37839	BUFFALO WILD WINGS 0275	10/29/2019	11/27/2019	27.20	0.00	Paid	Y
	WWTF EDUCATION MATT SUPPER		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		27.20			
<hr/>							
KINDER MATTHEW							
37840	CULVER S OF PLOVER #563	10/30/2019	11/27/2019	22.87	0.00	Paid	Y
	WWTF EDUCATION TRAVIS/MATT LUNCH		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		22.87			
<hr/>							
KINDER MATTHEW							
37841	CHARCOAL GRILL & ROTISSER	10/30/2019	11/27/2019	30.07	0.00	Paid	Y
	WWTF EDUCATION TRAVIS/MATT DINNER		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		30.07			
<hr/>							
KINDER MATTHEW							
37842	BEST WESTERN PLOVER	10/31/2019	11/27/2019	(79.99)	0.00	Paid	Y
	WWTF EDUCATION TRAVIS MOTEL REFUND		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		(79.99)			
<hr/>							
KINDER MATTHEW							
37843	SUBWAY 03074440	10/31/2019	11/27/2019	21.38	0.00	Paid	Y
	WWTF EDUCATION TRAVIS/CODY LUNCH		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		21.38			
<hr/>							
KINDER MATTHEW							
37844	BEST WESTERN PLOVER	10/31/2019	11/27/2019	159.98	0.00	Paid	Y
	WWTF EDUCATION MATT MOTEL		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		159.98			

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Inv Ref#	Description GL Distribution		Entered By				Post Date
KINDER MATTHEW							
37845	BEST WESTERN PLOVER	10/31/2019	11/27/2019	159.98	0.00	Paid	Y
	CHARGED IN ERROR - SEPARATE CREDIT		rgallo				11/15/2019
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		159.98			
MILLER KENNETH							
37846	THE HOME DEPOT 4921	10/17/2019	11/27/2019	89.62	0.00	Paid	Y
	MOUNTING HARDWARE FOR HEATERS AT		rgallo				11/15/2019
	610-6200-662500	MAINTENANCE-PUMPING		89.62			
MILLER KENNETH							
37847	THE HOME DEPOT #4921	10/23/2019	11/27/2019	72.00	0.00	Paid	Y
	WWTF TOOLS		rgallo				11/15/2019
	620-8010-827000	OPERATION SUPPLY/EXPENSE		72.00			
MILLER KENNETH							
37848	HYQUIP MADISON	10/29/2019	11/27/2019	54.93	0.00	Paid	Y
	WWTF BLOWER MAINT.		rgallo				11/15/2019
	620-8010-833000	MAINT-TREATMENT/DISPOSAL PLANT		54.93			
MILLER KENNETH							
37849	HAMPTON CHIPPEWA FALLS	10/31/2019	11/27/2019	(22.14)	0.00	Paid	Y
	WATER EDUCATION TAX CREDIT DAVE		rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES		(22.14)			
MILLER KENNETH							
37850	HAMPTON CHIPPEWA FALLS	10/31/2019	11/27/2019	(22.14)	0.00	Paid	Y
	WATER EDUCATION TAX CREDIT KENS		rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES		(22.14)			
MILLER KENNETH							
37851	HAMPTON CHIPPEWA FALLS	10/31/2019	11/27/2019	186.14	0.00	Paid	Y
	WATER EDUCATION DAVES MOTEL		rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES		186.14			
MILLER KENNETH							
37852	HAMPTON CHIPPEWA FALLS	10/31/2019	11/27/2019	186.14	0.00	Paid	Y
	WATER EDUCATION KENS MOTEL		rgallo				11/15/2019
	610-6920-693000	MISC GENERAL EXPENSES		186.14			
PETERSON RANDY							
37853	BATTERY MART	10/17/2019	11/27/2019	99.95	0.00	Paid	Y
	3461 MINI CARGERS FIRE DEPARTMENT		rgallo				11/15/2019
	150-5222-539500	REPAIRS & MAINTENANCE		99.95			

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Inv Ref#		GL Distribution		Entered By				Post Date
PETERSON RANDY								
37854	HYQUIP BUTLER		10/30/2019	11/27/2019	9.02	0.00	Paid	Y
	EQUIPMENT HYD. HOSE ENDS			rgallo				11/15/2019
	100-5324-539500	REPAIRS & MAINTENANCE			9.02			
SCHMIDT KEVIN B								
37855	CITY SUPPLY		10/14/2019	11/27/2019	9.28	0.00	Paid	Y
	COMBAT ANT TRAPS			rgallo				11/15/2019
	100-5211-539400	BLDG REPAIRS & MAINTENANCE			9.28			
SCHMIDT KEVIN B								
37856	FASTENAL COMPANY 01WIMUK		10/21/2019	11/27/2019	37.18	0.00	Paid	Y
	WYPALL CLEANING TOWELS			rgallo				11/15/2019
	100-5211-539400	BLDG REPAIRS & MAINTENANCE			37.18			
SCHMIDT KEVIN B								
37857	STAPLS0178740277000001		10/24/2019	11/27/2019	25.57	0.00	Paid	Y
	CD/DVD HOLDERS AND POST IT NOTES			rgallo				11/15/2019
	100-5211-531100	SUPPLIES			25.57			
STIEN JEFFREY R								
37858	WM SUPERCENTER #1571		10/16/2019	11/27/2019	0.58	0.00	Paid	Y
	STAFF PICTURES			rgallo				11/15/2019
	150-5222-531100	SUPPLIES			0.58			
STIEN JEFFREY R								
37859	WAL-MART #1571		10/19/2019	11/27/2019	6.68	0.00	Paid	Y
	GEAR HANGERS			rgallo				11/15/2019
	150-5222-531100	SUPPLIES			6.68			
STIEN JEFFREY R								
37860	MUKWONAGO FIRE DEPT		11/14/2019	11/27/2019	219.97	0.00	Paid	Y
	CLOTHING FOR ZACH CUOMO			rgallo				11/15/2019
	150-5221-534600	CLOTHING ALLOWANCE			219.97			
STREIT DANIEL								
37861	VISTAPR*VISTAPRINT.COM		10/22/2019	11/27/2019	20.00	0.00	Paid	Y
	BUSINESS CARDS FOR NEW OFFICER			rgallo				11/15/2019
	100-5212-531200	PRINTING			20.00			
STREIT DANIEL								
37862	NU CTR PUBLIC SAFETY 1		10/25/2019	11/27/2019	75.00	0.00	Paid	Y
	FRAMED CERTIFICATE FOR GRADUATING			rgallo				11/15/2019
	100-5211-539900	OTHER			75.00			

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Inv Ref#	Description GL Distribution		Entered By				Post Date
STREIT DANIEL							
37863	AMZN MKTP US*4R3C18SP3 AM	11/04/2019	11/27/2019	32.93	0.00	Paid	Y
	EXTERNAL DVD DRIVE CORDS FOR 3		rgallo				11/15/2019
	100-5211-531100 SUPPLIES			32.93			
STREIT DANIEL							
37864	AMZN MKTP US*TR0OC67Q3	11/04/2019	11/27/2019	37.94	0.00	Paid	Y
	ROXIO EASY CD/DVD 2-DISC BURNER		rgallo				11/15/2019
	100-5213-531100 SUPPLIES			37.94			
STREIT DANIEL							
37865	IN *ARROWHEAD SCIENTIFIC	11/04/2019	11/27/2019	161.93	0.00	Paid	Y
	SHARPS EVIDENCE COLLECTION TUBES		rgallo				11/15/2019
	100-5213-531100 SUPPLIES			161.93			
STREIT DANIEL							
37866	AMZN MKTP US*YE04M8UD3 AM	11/05/2019	11/27/2019	10.00	0.00	Paid	Y
	BOX OF AAA BATTERIES		rgallo				11/15/2019
	100-5213-531100 SUPPLIES			10.00			
STREIT DANIEL							
37867	AMZN MKTP US*WY6X895B3 AM	11/12/2019	11/27/2019	19.36	0.00	Paid	Y
	4 USB EXTENSION CABLES FOR		rgallo				11/15/2019
	100-5211-531100 SUPPLIES			19.36			
STREIT DANIEL							
37868	AMZN MKTP US*VQ0EP8KR3 AM	11/13/2019	11/27/2019	60.99	0.00	Paid	Y
	REPLACEMENT KEYBOARD FOR DISPATCH		rgallo				11/15/2019
	100-5211-539500 REPAIRS & MAINTENANCE			60.99			
STREIT DANIEL							
37869	AMAZON.COM*1S9AI0DJ3 AMZN	11/14/2019	11/27/2019	35.99	0.00	Paid	Y
	ZIPLOC STORAGE BAGS FOR THE DRUG		rgallo				11/15/2019
	100-5215-531100 SUPPLIES			35.99			
SURA MATTHEW J							
37870	THE HOME DEPOT #4921	10/14/2019	11/27/2019	16.08	0.00	Paid	Y
	BATTERIES		rgallo				11/15/2019
	150-5231-531100 SUPPLIES			16.08			
SURA MATTHEW J							
37871	BLT*ENGEL COOLERS	11/01/2019	11/27/2019	1,075.95	0.00	Paid	Y
	3451 COOLER		rgallo				11/15/2019
	150-5231-539500 REPAIRS & MAINTENANCE			1,075.95			

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Inv Ref#	Description GL Distribution		Entered By				Post Date
37872	WEGNER LEE SITEONE LANDSCAPE SUPPLY, TRRE TAPE 100-5611-531100 SUPPLIES	10/23/2019	11/27/2019 rgallo	45.39 45.39	0.00	Paid	Y 11/15/2019
37873	WEGNER LEE TRACTOR SUPPLY #339 SALT BRINE PUMP 100-5347-531100 SUPPLIES	11/05/2019	11/27/2019 rgallo	269.99 269.99	0.00	Paid	Y 11/15/2019
37874	WEGNER LEE FMCSA D&A CLEARINGHOUSE CDL DRUG AND ALCOHOL CLEARING HOUSE 100-5300-521900 PROFESSIONAL SERVICES	11/14/2019	11/27/2019 rgallo	25.00 25.00	0.00	Paid	Y 11/15/2019
37875	WEIDL JOHN S E AND S SWEETS HALLOWEEN/PARADE CANDY 100-5141-531100 SUPPLIES	10/15/2019	11/27/2019 rgallo	70.06 70.06	0.00	Paid	Y 11/15/2019
37876	WEIDL JOHN S SQ *THE STEAMING CU ED MEETING 100-5670-533500 TRAINING & TRAVEL	10/16/2019	11/27/2019 rgallo	6.31 6.31	0.00	Paid	Y 11/15/2019
37877	WEIDL JOHN S TAYLOR S PEOPLES PARK ED MEETING - DOT 100-5670-533500 TRAINING & TRAVEL	10/16/2019	11/27/2019 rgallo	15.56 15.56	0.00	Paid	Y 11/15/2019
37878	WEIDL JOHN S AMAZON.COM*DV6IZ2DR3 BOOK - VILLAGE HALL LOBBY 100-5141-531100 SUPPLIES	10/17/2019	11/27/2019 rgallo	21.02 21.02	0.00	Paid	Y 11/15/2019
37879	WEIDL JOHN S KWIK TRIP 10200010298 STAFF FOOD 100-5141-531100 SUPPLIES	10/18/2019	11/27/2019 rgallo	7.67 7.67	0.00	Paid	Y 11/15/2019
37880	WEIDL JOHN S AMAZON.COM*LQ4RL01Z3 AMZN COFFEE - VILLAGE HALL 100-5141-531100 SUPPLIES	10/20/2019	11/27/2019 rgallo	25.03 25.03	0.00	Paid	Y 11/15/2019

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Inv Ref#	Description GL Distribution		Entered By				Post Date
WEIDL JOHN S							
37881	APL* ITUNES.COM/BILL	10/22/2019	11/27/2019	10.00	0.00	Paid	Y
	FILE ACCESSS APPS - JOHNNY V		rgallo				11/15/2019
	100-5141-531100 SUPPLIES			10.00			
WEIDL JOHN S							
37882	AMZN MKTP US*AI39K5UN3	10/29/2019	11/27/2019	77.98	0.00	Paid	Y
	SNACKS - VILLAGE HALL		rgallo				11/15/2019
	100-5141-531100 SUPPLIES			77.98			
WEIDL JOHN S							
37883	ELEGANT FARMER	10/30/2019	11/27/2019	11.97	0.00	Paid	Y
	HALLOWEEN TREATS - VH STAFF		rgallo				11/15/2019
	100-5141-531100 SUPPLIES			11.97			
WEIDL JOHN S							
37884	ELEGANT FARMER	10/30/2019	11/27/2019	34.93	0.00	Paid	Y
	HALLOWEEN TREATS - VH STAFF		rgallo				11/15/2019
	100-5141-531100 SUPPLIES			34.93			
WEIDL JOHN S							
37885	SQ *ESPRESSO LOVE C	11/05/2019	11/27/2019	3.00	0.00	Paid	Y
	ED MEETING		rgallo				11/15/2019
	100-5670-533500 TRAINING & TRAVEL			3.00			
WEIDL JOHN S							
37886	THE PFISTER PARKING	11/07/2019	11/27/2019	10.00	0.00	Paid	Y
	ED MEETING - PARKING		rgallo				11/15/2019
	100-5670-533500 TRAINING & TRAVEL			10.00			
WEIDL JOHN S							
37887	THE PFISTER F&B	11/07/2019	11/27/2019	61.99	0.00	Paid	Y
	ED MEETING - INDDOR STORGE		rgallo				11/15/2019
	100-5670-533500 TRAINING & TRAVEL			61.99			
WEIDL JOHN S							
37888	SQ *ESPRESSO LOVE C	11/08/2019	11/27/2019	5.50	0.00	Paid	Y
	ED MEETING		rgallo				11/15/2019
	100-5670-533500 TRAINING & TRAVEL			5.50			
WEIDL JOHN S							
37889	AMZN MKTP US*IP9G35R63 AM	11/12/2019	11/27/2019	24.69	0.00	Paid	Y
	VIDEO CAMERA TRIPOD		rgallo				11/15/2019
	100-5141-531100 SUPPLIES			24.69			

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Inv Ref#		GL Distribution		Entered By				Post Date
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WEIDL JOHN S								
37890	AMZN MKTP US*ZS2024WR3 AM		11/12/2019	11/27/2019	257.79	0.00	Paid	Y
	VIDEO CAMERA/ SD CARD			rgallo				11/15/2019
	100-5141-531100	SUPPLIES			257.79			
<hr/>								
WEIDL JOHN S								
37891	WOHLNERS MIDTOWN CR		11/13/2019	11/27/2019	17.10	0.00	Paid	Y
	TRAVEL MEAL			rgallo				11/15/2019
	100-5670-533500	TRAINING & TRAVEL			17.10			
<hr/>								
WEIDL JOHN S								
37892	WILSON AND WASHBURN		11/13/2019	11/27/2019	39.17	0.00	Paid	Y
	TRAVEL MEAL - ED CONFERENCE			rgallo				11/15/2019
	100-5670-533500	TRAINING & TRAVEL			39.17			
<hr/>								
WEIDL JOHN S								
37893	8541 ABM PARKING		11/13/2019	11/27/2019	4.00	0.00	Paid	Y
	ED PARKING - CONFERENCE			rgallo				11/15/2019
	100-5670-533500	TRAINING & TRAVEL			4.00			
<hr/>								
ZIMMERMANN ANGE								
37894	AMZN MKTP US*NK09L1003		10/17/2019	11/27/2019	74.98	0.00	Paid	Y
	BACKGAMMON			rgallo				11/15/2019
	440-5511-533000	THINGERY PURCHASES			74.98			
<hr/>								
ZIMMERMANN ANGE								
37895	AMZN MKTP US*J35914Y73		10/21/2019	11/27/2019	16.98	0.00	Paid	Y
	LAPTOP CASE			rgallo				11/15/2019
	440-5511-531100	SUPPLIES			16.98			
<hr/>								
ZIMMERMANN ANGE								
37896	AMZN MKTP US*XS7P70BV3		10/23/2019	11/27/2019	386.24	0.00	Paid	Y
	CHROMEBOOK			rgallo				11/15/2019
	440-5511-531400	META SPACE EQUIPMENT & SUPPLIE			386.24			
<hr/>								
ZIMMERMANN ANGE								
37897	WALGREENS #7039		10/24/2019	11/27/2019	9.97	0.00	Paid	Y
	STAFF IN SERVICE			rgallo				11/15/2019
	440-5511-533500	TRAINING & TRAVEL			9.97			
<hr/>								
ZIMMERMANN ANGE								
37898	AMAZON.COM*R34P44QR3		10/28/2019	11/27/2019	18.58	0.00	Paid	Y
	BOOK			rgallo				11/15/2019
	440-5700-532800	BOOKS			18.58			

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Inv Ref#		GL Distribution		Entered By				Post Date
37899	ZIMMERMANN ANGE AMZN MKTP	US*XW3BW0G33 BOOK	10/29/2019	11/27/2019 rgallo	19.99	0.00	Paid	Y 11/15/2019
	440-5700-532800	BOOKS			19.99			
37900	ZIMMERMANN ANGE AMZN MKTP	US*EJ7KN3E53 PROTECTION PLAN	10/29/2019	11/27/2019 rgallo	20.65	0.00	Paid	Y 11/15/2019
	440-5511-533000	THINGERY PURCHASES			20.65			
37901	ZIMMERMANN ANGE AMZN MKTP	US*1F5YJ0FL3 PORTABLE CHARGER	10/30/2019	11/27/2019 rgallo	49.85	0.00	Paid	Y 11/15/2019
	440-5890-580600	DONATED FUND EXPENDITURES			49.85			
37902	ZIMMERMANN ANGE UWEX	REGISTRATION ONLINE COURSE	10/30/2019	11/27/2019 rgallo	225.00	0.00	Paid	Y 11/15/2019
	440-5511-533500	TRAINING & TRAVEL			225.00			
37903	ZIMMERMANN ANGE CANVA*	02494-11638284 DOWNLOAD	10/31/2019	11/27/2019 rgallo	5.00	0.00	Paid	Y 11/15/2019
	440-5511-534000	DIGITAL MATERIALS			5.00			
37904	ZIMMERMANN ANGE AMZN MKTP	US*759SR83T3 AM STEEL TONGUE DRUM	11/04/2019	11/27/2019 rgallo	139.99	0.00	Paid	Y 11/15/2019
	440-5511-533000	THINGERY PURCHASES			139.99			
37905	ZIMMERMANN ANGE ADOBE IL	CREATIVE CLD ILLUSTRATOR	11/09/2019	11/27/2019 rgallo	22.06	0.00	Paid	Y 11/15/2019
	440-5511-534000	DIGITAL MATERIALS			22.06			
# of Invoices: 142 # Due: 0 Totals:					10,132.98	0.00		
# of Credit Memos: 9 # Due: 0 Totals:					(146.11)	0.00		
Net of Invoices and Credit Memos:					9,986.87	0.00		

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Inv Ref#				Entered By				Post Date
		GL Distribution						
		--- TOTALS BY FUND ---						
100	-	GENERAL FUND			2,891.76	0.00		
150	-	FIRE/AMBULANCE FUND			1,419.21	0.00		
200	-	COMMUNITY DEVELOPMENT FUND			240.88	0.00		
440	-	LIBRARY FUND			3,690.62	0.00		
610	-	WATER UTILITY FUND			635.19	0.00		
620	-	SEWER UTILITY FUND			1,109.21	0.00		
		--- TOTALS BY DEPT/ACTIVITY ---						
5111	-	VILLAGE BOARD			329.09	0.00		
5141	-	VILLAGE ADMINISTRATION/FINA			782.02	0.00		
5142	-	CLERK-TREASURER			152.20	0.00		
5144	-	ELECTIONS			32.18	0.00		
5211	-	POLICE ADMINISTRATION			260.31	0.00		
5212	-	POLICE PATROL			30.01	0.00		
5213	-	CRIME INVESTIGATION			209.87	0.00		
5215	-	POLICE TRAINING			253.99	0.00		
5221	-	FIRE ADMINISTRATION			219.97	0.00		
5222	-	FIRE SUPPRESSION			107.21	0.00		
5231	-	AMBULANCE			1,092.03	0.00		
5300	-	DPW GENERAL ADMINISTRATION			25.00	0.00		
5324	-	MACHINERY & EQUIPMENT			9.02	0.00		
5347	-	SNOW & ICE CONTROL			269.99	0.00		
5511	-	LIBRARY SERVICES			1,973.94	0.00		
5521	-	PARKS			420.00	0.00		
5611	-	FORESTRY			45.39	0.00		
5632	-	PLANNING DEPARTMENT			9.99	0.00		
5660	-	STORMWATER MASTER PLAN			140.95	0.00		
5670	-	ECONOMIC DEVELOPMENT			162.63	0.00		
5700	-	CAPITAL OUTLAY EXPENDITURES			1,513.88	0.00		
5890	-	USE OF DESIGNATED FUNDS			202.80	0.00		
6200	-	PUMPING OPERATIONS			89.62	0.00		
6920	-	ADMINISTRATIVE & GENERAL EX			545.57	0.00		
8010	-	WWTP-TREATMENT/DISPOSAL/GP			527.36	0.00		
8030	-	WASTEWATER COLLECTION SYSTE			9.00	0.00		
8400	-	ADMINISTRATIVE & GENERAL			572.85	0.00		
		--- TOTALS BY PAYMENT CARD ACCOUNT ---						
0960					989.29			
1051					341.49			
1275					277.57			
2365					1,529.47			
2380					703.77			

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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#				Entered By				Post Date
GL Distribution								
--- TOTALS BY PAYMENT CARD ACCOUNT ---								
2544					226.46			
3064					228.01			
4325					340.38			
4366					231.84			
4746					1,092.03			
5538					454.14			
6347					297.00			
6370					227.23			
6639					348.95			
7940					1,171.86			
8378					72.03			
8389					544.55			
9625					108.97			
9708					801.83			

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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#		GL Distribution		Entered By				Post Date
20191113								
37906	WE ENERGIES	6819-119-729 Hall	11/13/2019	12/02/2019	744.92	0.00	Paid	Y
		100-5160-522200		rgallo				11/30/2019
		6819-119-729 Hall			744.92			
20191113								
37907	WE ENERGIES	6819-119-729 Hall Gas	11/13/2019	12/02/2019	41.01	0.00	Paid	Y
		100-5160-522400		rgallo				11/30/2019
		6819-119-729 Hall Gas			41.01			
20191113								
37908	WE ENERGIES	0437-358-622 Flashers	11/13/2019	12/02/2019	9.73	0.00	Paid	Y
		100-5211-522200		rgallo				11/30/2019
		0437-358-622 Flashers			9.73			
20191113								
37909	WE ENERGIES	5000-725-767 PD Tower meter #05662	11/13/2019	12/02/2019	48.78	0.00	Paid	Y
		100-5211-522200		rgallo				11/30/2019
		5000-725-767 PD Tower meter #05662			48.78			
20191113								
37910	WE ENERGIES	8818-483-919 Tower Radio Bldg	11/13/2019	12/02/2019	20.83	0.00	Paid	Y
		100-5211-522200		rgallo				11/30/2019
		8818-483-919 Tower Radio Bldg			20.83			
20191113								
37911	WE ENERGIES	7410-051-890 Police	11/13/2019	12/02/2019	863.02	0.00	Paid	Y
		100-5211-522200		rgallo				11/30/2019
		7410-051-890 Police			863.02			
20191113								
37912	WE ENERGIES	8011-380-768 Police Garage	11/13/2019	12/02/2019	39.63	0.00	Paid	Y
		100-5211-522200		rgallo				11/30/2019
		8011-380-768 Police Garage			39.63			
20191113								
37913	WE ENERGIES	7879-450-073 Mukw Dam	11/13/2019	12/02/2019	22.17	0.00	Paid	Y
		100-5254-522200		rgallo				11/30/2019
		7879-450-073 Mukw Dam			22.17			
20191113								
37914	WE ENERGIES	3893-949-966 DPW Elec	11/13/2019	12/02/2019	312.37	0.00	Paid	Y
		100-5323-522200		rgallo				11/30/2019
		3893-949-966 DPW Elec			312.37			

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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#		GL Distribution		Entered By				Post Date
20191113								
37915	WE ENERGIES	3608-115-165 DPW Gas	11/13/2019	12/02/2019	68.43	0.00	Paid	Y
				rgallo				11/30/2019
	100-5323-522400	3608-115-165 DPW Gas			68.43			
20191113								
37916	WE ENERGIES	5001-021-384 Street Lights	11/13/2019	12/02/2019	10,937.11	0.00	Paid	Y
				rgallo				11/30/2019
	100-5342-522200	5001-021-384 Street Lights			10,937.11			
20191113								
37917	WE ENERGIES	8808-380-714 Street Lights	11/13/2019	12/02/2019	2,820.97	0.00	Paid	Y
				rgallo				11/30/2019
	100-5342-522200	8808-380-714 Street Lights			2,820.97			
20191113								
37918	WE ENERGIES	1438-746-449 Street Lights	11/13/2019	12/02/2019	62.06	0.00	Paid	Y
				rgallo				11/30/2019
	100-5342-522200	1438-746-449 Street Lights			62.06			
20191113								
37919	WE ENERGIES	0647-211-550 School Crossing Lights	11/13/2019	12/02/2019	15.99	0.00	Paid	Y
				rgallo				11/30/2019
	100-5342-522200	0647-211-550 School Crossing Lights			15.99			
20191113								
37920	WE ENERGIES	0659-874-941 Museum	11/13/2019	12/02/2019	79.71	0.00	Paid	Y
				rgallo				11/30/2019
	100-5512-522200	0659-874-941 Museum			79.71			
20191113								
37921	WE ENERGIES	2405-680-633 Andrews St.	11/13/2019	12/02/2019	103.66	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	2405-680-633 Andrews St.			103.66			
20191113								
37922	WE ENERGIES	8046-699-403 Field Park	11/13/2019	12/02/2019	119.22	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	8046-699-403 Field Park			119.22			
20191113								
37923	WE ENERGIES	8658-233-953 Fld Prk Baseball Lights	11/13/2019	12/02/2019	22.18	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	8658-233-953 Fld Prk Baseball Lights			22.18			

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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#		GL Distribution		Entered By				Post Date
20191113								
37924	WE ENERGIES	6837-391-587 Parks	11/13/2019	12/02/2019	27.26	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	6837-391-587 Parks			27.26			
20191113								
37925	WE ENERGIES	5864-823-491 Concession Building	11/13/2019	12/02/2019	138.66	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	5864-823-491 Concession Building			138.66			
20191113								
37926	WE ENERGIES	2054-702-968 Parks	11/13/2019	12/02/2019	0.00	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	2054-702-968 Parks			0.00			
20191113								
37927	WE ENERGIES	3277-621-318 F. Park Sump Pump	11/13/2019	12/02/2019	17.60	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	3277-621-318 F. Park Sump Pump			17.60			
20191113								
37928	WE ENERGIES	1610-585-380 Parks	11/13/2019	12/02/2019	114.87	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	1610-585-380 Parks			114.87			
20191113								
37929	WE ENERGIES	3051-426-864 Miniwaukan Pavilion	11/13/2019	12/02/2019	21.89	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	3051-426-864 Miniwaukan Pavilion			21.89			
20191113								
37930	WE ENERGIES	6881-040-700 Miniwauken Park	11/13/2019	12/02/2019	31.84	0.00	Paid	Y
				rgallo				11/30/2019
	100-5521-522200	6881-040-700 Miniwauken Park			31.84			
20191113								
37931	WE ENERGIES	7698-426-664 Fire	11/13/2019	12/02/2019	1,011.76	0.00	Paid	Y
				rgallo				11/30/2019
	150-5221-522200	7698-426-664 Fire			1,011.76			
20191113								
37932	WE ENERGIES	9248-740-506 Library Elec	11/13/2019	12/02/2019	2,788.74	0.00	Paid	Y
				rgallo				11/30/2019
	440-5511-522200	9248-740-506 Library Elec			2,788.74			

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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#		GL Distribution		Entered By				Post Date
20191113								
37933	WE ENERGIES	4843-559-306 Library Gas	11/13/2019	12/02/2019	547.19	0.00	Paid	Y
		440-5511-522400		rgallo				11/30/2019
		4843-559-306 Library Gas			547.19			
20191113								
37934	WE ENERGIES	9069-575-087 Well #3 Elec	11/13/2019	12/02/2019	1,031.89	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		9069-575-087 Well #3 Elec			1,031.89			
20191113								
37935	WE ENERGIES	4400-457-029 Well #3 Gas	11/13/2019	12/02/2019	11.12	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		4400-457-029 Well #3 Gas			11.12			
20191113								
37936	WE ENERGIES	2409-366-321 Well #4 Elec	11/13/2019	12/02/2019	737.45	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		2409-366-321 Well #4 Elec			737.45			
20191113								
37937	WE ENERGIES	0465-443-270 Well #4 Gas	11/13/2019	12/02/2019	23.82	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		0465-443-270 Well #4 Gas			23.82			
20191113								
37938	WE ENERGIES	0801-988-732 Well #5	11/13/2019	12/02/2019	1,235.78	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		0801-988-732 Well #5			1,235.78			
20191113								
37939	WE ENERGIES	4607-813-092 Well #6	11/13/2019	12/02/2019	595.30	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		4607-813-092 Well #6			595.30			
20191113								
37940	WE ENERGIES	3234-559-591 Well #7	11/13/2019	12/02/2019	1,513.64	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		3234-559-591 Well #7			1,513.64			
20191113								
37941	WE ENERGIES	9291-834-028 Greenwald	11/13/2019	12/02/2019	145.11	0.00	Paid	Y
		610-6200-662200		rgallo				11/30/2019
		9291-834-028 Greenwald			145.11			

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Inv Ref#		GL Distribution		Entered By				Post Date
20191113								
37942	WE ENERGIES		11/13/2019	12/02/2019	278.90	0.00	Paid	Y
	8016-691-668	Booster Station		rgallo				11/30/2019
	610-6200-662200	8016-691-668 Booster Station			278.90			
20191113								
37943	WE ENERGIES		11/13/2019	12/02/2019	32.27	0.00	Paid	Y
	3068-463-180	Tower		rgallo				11/30/2019
	610-6200-662200	3068-463-180 Tower			32.27			
20191113								
37944	WE ENERGIES		11/13/2019	12/02/2019	642.64	0.00	Paid	Y
	7843-678-578	Atkinson Pump		rgallo				11/30/2019
	620-8020-821000	7843-678-578 Atkinson Pump			642.64			
20191113								
37945	WE ENERGIES		11/13/2019	12/02/2019	128.34	0.00	Paid	Y
	8238-765-652	Fox River View		rgallo				11/30/2019
	620-8020-821000	8238-765-652 Fox River View			128.34			
20191113								
37946	WE ENERGIES		11/13/2019	12/02/2019	93.62	0.00	Paid	Y
	6478-966-911	1224 Riverton		rgallo				11/30/2019
	620-8020-821000	6478-966-911 1224 Riverton			93.62			
20191113								
37947	WE ENERGIES		11/13/2019	12/02/2019	89.69	0.00	Paid	Y
	8051-462-203	1240 N. Rochester		rgallo				11/30/2019
	620-8020-821000	8051-462-203 1240 N. Rochester			89.69			
20191113								
37948	WE ENERGIES		11/13/2019	12/02/2019	7,507.48	0.00	Paid	Y
	7282-806-809	Holz Elec		rgallo				11/30/2019
	620-8010-821100	7282-806-809 Holz Elec			7,507.48			
20191113								
37949	WE ENERGIES		11/13/2019	12/02/2019	25.95	0.00	Paid	Y
	2404-776-809	Holz Gas		rgallo				11/30/2019
	620-8010-821200	2404-776-809 Holz Gas			25.95			
20191113								
37950	WE ENERGIES		11/13/2019	12/02/2019	726.60	0.00	Paid	Y
	9276-498-259	Digester Gas		rgallo				11/30/2019
	620-8010-821200	9276-498-259 Digester Gas			726.60			

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Inv Ref#		GL Distribution		Entered By				Post Date

20191113

37951	WE ENERGIES		11/13/2019	12/02/2019	22.69	0.00	Paid	Y
	2008-500-143 Parks-200 S Rochester			rgallo				11/30/2019
	100-5342-522200	2008-500-143 Parks-200 S Rochester			22.69			

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37159	TIME WARNER CABLE		10/12/2019	11/07/2019	2,951.04	0.00	Paid	Y
	MONTHLY BILL			rgallo				10/16/2019
	100-5120-522500	COURT			79.17			
	100-5141-522500	ADMIN			87.19			
	100-5142-522500	CLERK			157.34			
	100-5144-521900	ELECTIONS			26.45			
	100-5211-522500	POLICE			839.50			
	100-5241-522500	BLDG INSP			44.38			
	100-5323-522500	DPW			79.98			
	100-5512-522500	MUSEUM			154.96			
	150-5221-522500	FIRE			798.31			
	220-5140-522500	TIB			2.54			
	410-5363-522500	RECYCLING			5.08			
	440-5511-522500	LIBRARY			587.33			
	500-5344-522500	STORM WATER			2.54			
	610-6920-692100	WATER			43.13			
	620-8400-851000	SEWER			43.14			

# of Invoices:	47	# Due:	0	Totals:	38,824.93	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos:					38,824.93	0.00
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Inv Num	Vendor	Description	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#		GL Distribution		Entered By				Post Date
		--- TOTALS BY FUND ---						
100	-	GENERAL FUND			18,175.57	0.00		
150	-	FIRE/AMBULANCE FUND			1,810.07	0.00		
220	-	TID#3 - GENERAL			2.54	0.00		
410	-	RECYCLING FUND			5.08	0.00		
440	-	LIBRARY FUND			3,923.26	0.00		
500	-	STORM WATER UTILITY			2.54	0.00		
610	-	WATER UTILITY FUND			5,648.41	0.00		
620	-	SEWER UTILITY FUND			9,257.46	0.00		
		--- TOTALS BY DEPT/ACTIVITY ---						
5120	-	MUNICIPAL COURT			79.17	0.00		
5140	-	ADMINISTRATIVE & GENERAL			2.54	0.00		
5141	-	VILLAGE ADMINISTRATION/FINA			87.19	0.00		
5142	-	CLERK-TREASURER			157.34	0.00		
5144	-	ELECTIONS			26.45	0.00		
5160	-	VILLAGE HALL			785.93	0.00		
5211	-	POLICE ADMINISTRATION			1,821.49	0.00		
5221	-	FIRE ADMINISTRATION			1,810.07	0.00		
5241	-	BUILDING INSPECTOR			44.38	0.00		
5254	-	DAMS			22.17	0.00		
5323	-	GARAGE			460.78	0.00		
5342	-	STREET LIGHTING			13,858.82	0.00		
5344	-	STORM SEWER			2.54	0.00		
5363	-	RECYCLING			5.08	0.00		
5511	-	LIBRARY SERVICES			3,923.26	0.00		
5512	-	MUSEUM			234.67	0.00		
5521	-	PARKS			597.18	0.00		
6200	-	PUMPING OPERATIONS			5,605.28	0.00		
6920	-	ADMINISTRATIVE & GENERAL EX			43.13	0.00		
8010	-	WWTP-TREATMENT/DISPOSAL/GP			8,260.03	0.00		
8020	-	LIFT STATIONS/PUMPING EQUIP			954.29	0.00		
8400	-	ADMINISTRATIVE & GENERAL			43.14	0.00		

RESOLUTION 2019-057

**A RESOLUTION ADOPTING THE 2020 ANNUAL TAX INCREMENT DISTRICT BUDGETS
AND ESTABLISHING THE 2020 TAX INCREMENT FOR THE
VILLAGE OF MUKWONAGO**

WHEREAS, the Village of Mukwonago prepared an annual budget for the 2020 fiscal year in accordance with Section 2-172 of the Village of Mukwonago Municipal Code; and

WHEREAS, the Village Board has reviewed the proposed revenues from all sources and the proposed expenditures for all purposes and has found the proposed budget will responsibly and efficiently fund debt service and capital projects; and

WHEREAS, a public hearing on the 2020 Annual Budget was held on November 12, 2019 after due and proper notice of said hearing having been given in accordance with Wis. Stat. Section 65.90; and

WHEREAS, the Village Board has adopted certain resolutions relating to borrowing and levying irrepealably taxes sufficient to pay such borrowing; and

WHEREAS, tax increment calculations totaled \$950,253.24 for Waukesha County and \$245,775.56 for Walworth County to pay for TIF district project and debt service costs;

NOW THEREFORE, BE IT RESOLVED by the Village Board of Mukwonago, Wisconsin hereby approves the 2020 Tax Increment District Annual Budgets, as attached as Exhibit A, utilizing the tax increment levied against affected properties.

Passed and adopted this 4th day of December, 2019.

Fred H. Winchowky, Village President

Attest: _____
Diana Dykstra, Clerk-Treasurer

2020 SUMMARY BUDGET FOR TAX INCREMENT DISTRICT FUNDS

	2017 ACTIVITY	2018 ACTIVITY	2019 ADOPTED BUDGET	2019 ACTIVITY THRU 06/30/19	2019 PROJECTED ACTIVITY	2020 BUDGET	2020 % CHANGE	2020 AMT CHANGE
Fund 220 - TID#3								
Totals for dept 4100 - TAXES	1,059,399	828,976	792,039	678,658	792,039	909,717	14.86%	117,678
Totals for dept 4200 - SPECIAL ASSESSMENTS	18,954	18,298	18,000	11,378	23,321	11,000	-38.89%	(7,000)
Totals for dept 4300 - INTERGOV T REVENUES	7,626	7,739	7,626	12,595	20,521	20,221	165.16%	12,595
Totals for dept 4800 - MISC REVENUE					39,825			
Totals for dept 4810 - INTEREST REVENUE	8,626	21,685	20,000	16,153	26,000	10,000	-50.00%	(10,000)
Totals for dept 4900 - OTHER FINANCING SOURCES			101,023	1,234,159	1,343,462	194,471	92.50%	93,448
TOTAL REVENUES	1,094,605	876,698	938,688	1,952,943	2,245,168	1,145,409	22.02%	206,721
Totals for dept 5130 - VILLAGE ATTORNEY	396	1,173		175	175			
Totals for dept 5140 - ADMINISTRATIVE & GENERAL	39,699	36,217	41,039	18,059	5,274	5,150	-87.45%	(35,889)
Totals for dept 5151 - INDEPENDENT AUDITING	4,022	4,000	5,000	4,000	5,000	4,000	-20.00%	(1,000)
Totals for dept 5191 - UNCOLLECTED TAX		61,203						
Totals for dept 5335 - ENGINEERING	17,123	48,270		7,982	100	1,000		1,000
Totals for dept 5632 - PLANNING DEPARTMENT	284							
Totals for dept 5800 - DEBT SERVICE	965,919	871,490	892,649	1,453,993	844,169	1,135,259	27.18%	242,610
Totals for dept 5805 - DEBT ISSUANCE/REFUNDING EXP				30,456	1,200,000			
TOTAL EXPENDITURES	1,027,443	1,022,353	938,688	1,514,665	2,054,718	1,145,409	22.02%	206,721
Fund 240 - TID#4								
Totals for dept 4100 - TAXES			37,268	31,933	37,268	40,536	8.77%	3,268
Totals for dept 4810 - INTEREST REVENUE				1,434	1,729	5,000		5,000
Totals for dept 4900 - OTHER FINANCING SOURCES			255,000	156,377	156,377	1,200,000	370.59%	945,000
TOTAL REVENUES	0	0	292,268	189,744	195,374	1,245,536	326.16%	953,268
Totals for dept 5130 - VILLAGE ATTORNEY	5,429	2,214	1,500	1,505	2,300	1,500	0.00%	
Totals for dept 5140 - ADMINISTRATIVE & GENERAL	11,726	150	150	4,576	81,601	21,150	14000.00%	21,000
Totals for dept 5335 - ENGINEERING	6,673	250	250	26,261	30,000	5,000	1900.00%	4,750
Totals for dept 5632 - PLANNING DEPARTMENT	12,496	25	100	336	400		-100.00%	(100)
Totals for dept 5670 - ECONOMIC DEVELOPMENT						1,100,000		1,100,000
Totals for dept 5700 - CAPITAL OUTLAY EXPENDITURES			250,000	53,929	93,000		-100.00%	(250,000)
Totals for dept 5800 - DEBT SERVICE						11,911		11,911
Totals for dept 5805 - DEBT ISSUANCE/REFUNDING EXP			5,000	3,375	3,375	31,000	520.00%	26,000
Totals for dept 5900 - OTHER FINANCING USES			35,268			74,975	112.59%	39,707
TOTAL EXPENDITURES	36,324	2,639	292,268	89,982	210,676	1,245,536	326.16%	953,268
Fund 250 - TID#5								
Totals for dept 4100 - TAXES						245,775		245,775
Totals for dept 4800 - MISC REVENUE		23,943		57,008	57,008			
Totals for dept 4810 - INTEREST REVENUE		77,559	20,000	46,781	77,235	30,000	50.00%	10,000
Totals for dept 4900 - OTHER FINANCING SOURCES		12,197,242	2,326,057	1,939,079	2,486,866	643,525	-72.33%	(1,682,532)
TOTAL REVENUES	0	12,298,744	2,346,057	2,042,868	2,621,109	919,300	-60.82%	(1,426,757)
Totals for dept 5130 - VILLAGE ATTORNEY		23,399	10,000	4,200	7,000	6,000	-40.00%	(4,000)
Totals for dept 5140 - ADMINISTRATIVE & GENERAL		4,028	80,436	19,368	34,586	42,000	-47.78%	(38,436)
Totals for dept 5335 - ENGINEERING		865,726	172,515	112,050	172,515	100,000	-42.03%	(72,515)
Totals for dept 5632 - PLANNING DEPARTMENT		11,209	15,000	217	217		-100.00%	(15,000)
Totals for dept 5670 - ECONOMIC DEVELOPMENT		13,444	10,000				-100.00%	(10,000)
Totals for dept 5700 - CAPITAL OUTLAY EXPENDITURES		8,319,534	1,598,316	1,325,109	1,561,000	200,000	-87.49%	(1,398,316)
Totals for dept 5800 - DEBT SERVICE		244,086	423,594	211,797		571,300	34.87%	147,706
Totals for dept 5805 - DEBT ISSUANCE/REFUNDING EXP		232,060	36,196	41,850			-100.00%	(36,196)
TOTAL EXPENDITURES	0	9,713,486	2,346,057	1,714,591	1,775,318	919,300	-60.82%	(1,426,757)

2019 Tax Increment Worksheet

Report Type ORIGINAL	Co-muni Code 64153	County WALWORTH Muni Type VILLAGE Municipality MUKWONAGO	Account No. 1751	Total Equalized TID Value Increment 12,641,400	This worksheet is for all TIDs in this municipality
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Taxing Jurisdiction	Col. A	Col. B	Col. C	Col. D	Col. E	Col. F
	Apportioned Levy /	Equalized Value (less TID value Increment)	= Interim Rate X	Equalized Value (with TID value Increment)	= Levy Amount	E - A = Tax Increment
1. County						
WALWORTH	\$89,653.87 /	23,819,300.00 =	0.003763917 X	36,460,700.00 =	\$137,235.05	\$47,581.18
2. Special District (metro, sanitary, lake)						
3. Tax District (city, village, town)						
MUKWONAGO	\$170,741.62 /	23,819,300.00 =	0.007168205 X	36,460,700.00 =	\$261,357.77	\$90,616.15
4. School District(s)						
SCH D OF MUKWONAGO	\$4,458.00 /	578,070.00 =	0.007711869 X	13,219,470.00 =	\$101,946.82	\$97,488.82
5. Technical College District(s)						
GATEWAY TECHNICAL COLLEGE KENO	\$19,010.75 /	23,819,300.00 =	0.000798124 X	36,460,700.00 =	\$29,100.16	\$10,089.41
6. Total for Tax Increment						
	\$283,864.24				\$529,639.80	\$245,775.56

Preparer Information

Name	Diana Doherty	Title	Finance Director
Email	ddoherty@villageofmukwonago.com	Phone	262-363-6420

Comments

Signature Statement

Under penalties of law, I declare this form and all attachments are true, correct and complete to the best of my knowledge and belief.

Do you agree with the statement above?

☒ YES ☐ NO

Submission Information

You successfully submitted your worksheet. Print a copy for your records.

Co-muni code: 64153

Submission date: 11-22-2019 05:13 PM

Confirmation: TIW20191751O1574202474673

Submission type: ORIGINAL

2019 Tax Increment Worksheet

Report Type ORIGINAL	Co-muni Code 67153	County WAUKESHA Muni Type VILLAGE Municipality MUKWONAGO	Account No. 1833	Total Equalized TID Value Increment 55,698,600	This worksheet is for all TIDs in this municipality
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Taxing Jurisdiction	Col. A	Col. B	Col. C	Col. D	Col. E	Col. F
	Apportioned Levy /	Equalized Value (less TID value Increment)	= Interim Rate X	Equalized Value (with TID value Increment)	= Levy Amount	E - A = Tax Increment
1. County						
WAUKESHA	\$1,517,622.86 /	833,978,200.00 =	0.001819739 X	889,676,800.00 =	\$1,618,979.57	\$101,356.71
2. Special District (metro, sanitary, lake)						
3. Tax District (city, village, town)						
MUKWONAGO	\$5,978,126.38 /	833,978,200.00 =	0.007168205 X	889,676,800.00 =	\$6,377,385.69	\$399,259.31
4. School District(s)						
SCH D OF MUKWONAGO	\$6,432,082.00 /	833,978,200.00 =	0.007712530 X	889,676,800.00 =	\$6,861,659.01	\$429,577.01
5. Technical College District(s)						
WAUKESHA COUNTY AREA TECH COLLEGE PEWA	\$300,362.70 /	833,978,200.00 =	0.000360157 X	889,676,800.00 =	\$320,423.33	\$20,060.63
6. Total for Tax Increment						
	\$14,228,193.94				\$15,178,447.60	\$950,253.66

Preparer Information

Name	Diana Doherty	Title	Finance Director
Email	ddoherty@villageofmukwonago.com	Phone	262-363-6421

Comments

Signature Statement

Under penalties of law, I declare this form and all attachments are true, correct and complete to the best of my knowledge and belief.

Do you agree with the statement above?

☒ YES ☐ NO

Submission Information

You successfully submitted your worksheet. Print a copy for your records.

Co-muni code: 67153

Submission date: 11-22-2019 05:03 PM

Confirmation: TIW20191833O1574202391444

Submission type: ORIGINAL

RESOLUTION 2019-059

**A RESOLUTION RELATING TO SALARY AND WAGE SCHEDULES FOR
NON-REPRESENTED FULL-TIME AND PART-TIME EMPLOYEES**

WHEREAS, the Village Board adopted the 2020 Village Budget on November 12, 2019; and,

WHEREAS, the Budget included the following salary and hourly ranges for non-represented full-time and part-time employees for the calendar year 2020; and:

1. Full-time Positions

A. Salaried

Administrator	\$86,993	-	\$117,440
Fire Chief	\$79,454	-	\$107,262
Police Chief	\$79,454	-	\$107,262
Assistant Police Chief	\$79,454	-	\$107,262
Finance Director	\$72,230	-	\$97,511
Police Lieutenant	\$72,230	-	\$97,511
Public Works Director	\$72,230	-	\$97,511
Utilities Director	\$72,230	-	\$97,511
Community Planner	\$72,230	-	\$97,511
Assistant Utilities Director	\$61,882	-	\$83,539
Clerk-Treasurer	\$61,882	-	\$83,539
Supervisor of Inspections	\$56,255	-	\$75,945
Building Code Official	\$51,141	-	\$69,041

B. Hourly

Lead Police Dispatcher/Clerk	\$27.05	-	\$36.51
Lead Utilities Operator	\$27.05	-	\$36.51
Public Works Crew Supervisor	\$27.05	-	\$36.51
Accountant	\$24.59	-	\$33.19
Public Works Crew Mechanic	\$24.59	-	\$33.19
Utilities Operator	\$24.59	-	\$33.19
Deputy Clerk/Treasurer	\$20.50	-	\$27.68
Police Dispatcher/Clerk	\$20.50	-	\$27.68
Public Works Crewperson	\$20.50	-	\$27.68
Administrative Clerk/HR Specialist	\$19.07	-	\$25.75
Administrative Clerk/Building Support Specialist	\$19.07	-	\$25.75

2. Part-time Positions

A. Salaried

Municipal Judge	\$14,795
Village President	\$7,200
Village Trustee	\$4,200

B. Hourly

Accountant I	\$24.59	-	\$33.19
Court Clerk - I	\$19.07	-	\$25.75
Administrative Clerk	\$17.74	-	\$23.95
Economic Development Intern	\$10.62	-	\$15.94
Building Codes Official	\$24.59	-	\$33.19
Firefighter/EMT Incident and Training POP	\$13.26	-	\$18.36
Firefighter/EMT Incident and Training POC	\$10.71	-	\$25.50
Firefighter Cadet		-	\$7.65
Office Assistant	\$10.62	-	\$15.94
Relief Snowplow Operator		-	\$21.25
Public Works Crewperson	\$14.87	-	\$21.25
Public Works Seasonal Help	\$9.18	-	\$15.30
Utilities Summer Help	\$9.18	-	\$15.30
Crossing Guard	\$11.61	-	\$13.26
Police Reserves		-	\$13.26
Chief Election Inspector		-	\$11.16
Assistant Election Inspector		-	\$10.38
Election Inspector		-	\$9.34

WHEREAS, the Personnel Committee reviewed this resolution on December 4, 2019 and recommended adoption.

THEREFORE, BE IT RESOLVED, this Resolution shall supersede and repeal any and all resolutions relating to the same subject matter previously adopted, and,

BE IT FURTHER RESOLVED, the terms of this Resolution shall take effect on the 1st day of January 2020 for the 2020 Fiscal Year.

ADOPTED this 4th day of December 2019.

Fred Winchowky, Village President

Attest:

Diana Dykstra, Clerk-Treasurer

RESOLUTION 2019-060

**A RESOLUTION RELATING TO A SALARY EXCEPTION SCHEDULE FOR
VILLAGE ADMINISTRATOR/ECONOMIC DEVELOPMENT DIRECTOR POSITION**

WHEREAS, the Village Board adopted the 2020 Village Budget on November 12, 2019; and,

WHEREAS, **Resolution 2019-059** contained the ranges established for each position identified in the Village's compensation plan and adjusted for a 1.59% increase in 2020; and

WHEREAS, the title of Economic Development Director was added to the Village Administrator's title in 2015 with additional compensation in the form of a stipend; and

WHEREAS, a 2017 amendment was made to the Village Administrator/Economic Development Directors Compensation which outlines annual increases to the Stipend; and

WHEREAS, the Personnel Committee reviewed this resolution on December 4, 2019 and recommended adoption.

NOW, THEREFORE, BE IT RESOLVED that the following salaries and pay rates are exceptions to **Resolution 2019-059** for the 2020 Fiscal Year:

1. Full-time Positions

A. Salaried

Village Administrator/Economic Development Director \$8,000 Stipend

ADOPTED this 4th day of December 2019.

Fred Winchowky, Village President

Attest:

Diana Dykstra, Clerk-Treasurer

Public Facilities Needs Assessment and Parks Impact Fee Study

Prepared for the
Village of Mukwonago

by Trilogy Consulting, LLC

November 2019



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INTRODUCTION

Under Wisconsin Statutes 66.0617, municipalities may adopt impact fees to pay for the proportionate share of park facilities needed to serve new development.

The Village of Mukwonago (Village) has experienced rapid population growth and is expecting substantial population and housing growth in the future. In its Comprehensive Outdoor Recreation Plan (CORP)¹ the Village has identified needs for additional park space and associated facilities, plus additional preservation of open nature areas and continued development of the Village's system of trails to connect natural and recreational areas. The Village currently imposes a parkland site fee of \$942 per single family lot on new residential subdivisions under Section 45-16(l) of the Municipal Code, as authorized by Wisconsin Statutes §236.45(6). Under Wisconsin Statutes §236.45(6), a municipality may impose a fee to fund the acquisition and initial development of land for parks as part of a subdivision ordinance. 'Initial development' of parks includes grading, landscaping, installation of utilities, construction of sidewalks, installation of playground equipment, and construction or installation of restroom facilities.

The types of facilities that the current parkland site fee may be used for are limited by Wisconsin Statutes, and the fees are only imposed on single family subdivisions. For these reasons, the Village retained Trilogy Consulting to prepare a park impact fee study that would allow the Village to impose impact fees on all types of new residential development to pay for the proportionate share of parks, playgrounds, and land for athletic facilities needed to serve new development.

This report satisfies the requirements of Wisconsin State Statutes §66.0617, properly allocates the capital costs for the facilities between existing development and new development and may be used by the Village as the basis for adopting an impact fee ordinance.

AUTHORITY TO IMPOSE IMPACT FEES UNDER WISCONSIN STATUTES

In 1993, Wisconsin Act 305 created Section §66.55 (now §66.0617) of the Wisconsin Statutes, which provides the authority for cities, villages and towns to impose impact fees on new development for recovering capital costs of public facilities. The statute specifies the type of facilities for which impact fees may be imposed and prescribes the procedural requirements for impact fee ordinances enacted by a municipality. In 2006, the statute was amended by Wisconsin Acts 206 and 477. In 2007, the statute was again amended by Wisconsin Act 44. Most recently, the statute was amended by 2017 Wisconsin Act 243.

Eligible Facilities

The impact fee statute allows the use of impact fees for a wide variety of public facilities projects. Impact fees may be used to pay for a proportionate share of capital costs of highways, traffic control facilities, sewerage facilities, storm water facilities, water supply facilities, parks facilities, solid waste and recycling facilities, fire protection facilities, law enforcement facilities, emergency medical facilities and libraries that are necessary to serve related growth. However, impact fees may not be used for the purchase of vehicles and equipment or for school district facilities.

¹ 'Comprehensive Outdoor Recreation Plan, 2017-2022', MSA Professional Services

Eligible Costs

Impact fees may only be used to fund capital costs of public facilities, which are defined as the cost to construct, expand or improve public facilities. Eligible costs may include land, legal, planning, engineering and design costs.

Impact fees may not be used for operation and maintenance costs or to correct existing deficiencies in the public facilities for which they are imposed. Existing deficiencies may include:

- Facilities or portions of facilities that need to be replaced due to age or obsolescence.
- Improvements made to existing facilities to meet state or federal requirements or utilize improved technology.
- Facilities or portions of facilities that improve the service level standard of facilities serving existing population and development.

The share of the costs attributable to new development versus existing development must be computed based on explicitly defined service level standards. If new facilities are needed in order to meet certain service level standards, then a portion of the total capital costs may need to be allocated to meet an existing deficiency when determining the amount of total costs that are eligible to be recovered through the imposition of an impact fee.

Determining the Amount of the Fees

Impact fee law requires that impact fees must bear a rational relationship to the need for new, expanded or improved public facilities. This means that impact fees should not be charged to new development if that development is not likely to create a demand for a specific type of facility for which an impact fee is imposed. For example, most communities that charge an impact fee for libraries do not impose them on nonresidential development. It also means that the amount of the impact fee should be based on a reasonable estimate of the demand that a new development will create for public facilities. For services that serve both residential and nonresidential properties, such as water and sewer service, this requires finding a reasonable basis for determining the amount of capital costs of facilities are required for residential versus nonresidential development.

State law also dictates that impact fees cannot exceed the proportionate share of the capital costs required to serve new development as compared to existing development. Each facility must be analyzed to determine the share of the facility that is needed to provide the established service level to the existing development versus the excess facility space that is available to serve new development. The same service level should be applied to both existing and new development when determining if there is a portion of facilities that are needed to provide the desired service level to existing development.

Impact fees may not be used to correct existing deficiencies in the public facilities for which they are imposed. Examples of existing deficiencies may include:

- Facilities or portions of facilities that need to be replaced due to age or obsolescence.

- Improvements made to existing facilities to meet state or federal requirements or utilize improved technology.
- Facilities or portions of facilities that result in an improved design standard, or the difference between the future design standard, as it would apply to current population, and the actual existing facility.

The share of the costs to new development versus existing development must be computed based on explicitly defined service level standards. If new facilities are needed to meet certain service level standards, then a portion of the total capital costs may need to be allocated to meet an existing deficiency when determining the amount of total costs that are eligible to be recovered through the imposition of an impact fee.

The amount to be recovered through impact fees must be reduced to compensate for other charges imposed on land development to pay for the capital costs of new facilities, such as special assessments, land dedications, or fees in lieu of land dedication. Impact fees must also be reduced to compensate for state or federal grants received by a municipality to pay for the facilities for which the fees are imposed.

2017 Wisconsin Act 243 added a new standard for impact fees, that the fees ‘May not include amounts for an increase in service capacity greater than the capacity necessary to serve the development for which the fee is imposed.’ This is more specific than the requirement that fees ‘May not exceed the proportionate share of the capital costs that are required to serve land development, as compared to existing uses of land within the municipality.’ This standard has not yet been interpreted by the courts to determine what standards municipalities may be required to meet to prove that an impact fee isn’t more than the cost of capacity needed to serve a specific development.

Procedural Requirements

Before adopting or amending an impact fee ordinance, a municipality must prepare a Public Facilities Needs Assessment that includes the following components:

- An inventory of existing public facilities, including an identification of any existing deficiencies in the quantity or quality of those public facilities, for which it is anticipated that an impact fee may be imposed.
- An identification of the new public facilities, or improvements or expansions of existing public facilities, that will be required because of land development for which it is anticipated that impact fees may be imposed. This identification shall be based on explicitly identified service areas and service standards.
- A detailed estimate of the capital costs of providing the new public facilities or the improvements or expansions in existing public facilities, including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality

A municipality must also hold a public hearing on the proposed impact fee ordinance and make a copy of the public facilities needs assessment and proposed ordinance available for public review at least 20 days prior to the public hearing.

Summary

Wisconsin impact fee law contains specific requirements for the process of adopting or amending an impact fee ordinance, for determining the amount that can be charged for an impact fee and for managing and spending impact fee revenues. Impact fees imposed under Wisconsin Statutes §66.0617 may not be used to correct any existing deficiencies in public facilities. Fees must also bear a rational relationship to the need for new, expanded or improved public facilities for which they are imposed and the fee may not exceed the proportionate share of capital costs required to serve new development versus existing uses. The impact fee charged to a property owner must also be reduced to compensate for other capital costs required by the municipality on land development to provide or pay for any public facilities for which impact fees are imposed. Wisconsin Statutes §66.0617 imposes additional standards and requirements upon the imposition of impact fees that may be relevant in particular situations.

In summary, it is important that a municipality that adopts impact fees:

- Prepares a public facilities needs assessment and conducts a public hearing;
- Ensures that the public facilities needs assessment contains all the items listed above, as prescribed by Wisconsin Statutes, and that the computed fee does not include any portion of capital costs that are needed to remedy any existing deficiencies or serve existing development;
- Follows the plan as laid out in the public facilities needs assessment in terms of the share of capital costs that are intended to be recovered through impact fees;
- Revises the needs assessment if specific projects change significantly and keeps detailed records of impact fees that have been paid, to be tracked if impact fees need to be refunded to property owners.

INTRODUCTION AND PLANNING PERIOD

An important element of determining appropriate impact fees is projecting the amount of future development that will occur in the service area during the selected planning period. These projections are important for planning for the facilities needed to serve new development as well as calculating the proportionate cost of facilities per unit of development.

Since the CORP was completed in 2017, the same development projections used for the CORP were used for this study. The planning period for this impact fee study is 2019 through 2035, the approximate planning horizon used for the CORP.

HISTORICAL AND FORECAST POPULATION AND HOUSEHOLDS

Several sources of information were reviewed in preparing forecasts of population and households for the Village: the CORP, historical trends in population and households; the projected population and households from the Wisconsin Department of Administration and the Village of Mukwonago Update to Comprehensive Plan 2035.

The basis for the projections of future population and housing growth used in this study is the Village of Mukwonago Update to Comprehensive Plan 2035, adopted November 29, 2016. Projections were developed based on the planned land use of undeveloped lands within the Village, as well as certain town lands that are assumed will be attached to the Village in the future, an assumed density of housing units per acre for each area, and an assumed average population density for each new housing unit. The Comprehensive Plan includes approximate projected timeframes for development of each area. Table 1 shows the actual and forecast population and households in the Village from 2000 through 2035 based on the projections contained in the Village's Comprehensive Plan. The Comprehensive Plan indicates a projected population of 10,832 by 2035 and the CORP used this projected population as the basis for the recommended park and recreation facilities.

Table 1 - Existing and Projected Population and Households

Year	Actual / Estimated Population	Actual / Estimated Households	Persons per Household
2000 ⁽¹⁾	6,162	2,392	2.58
2010 ⁽¹⁾	7,355	2,923	2.52
2017 ⁽²⁾	7,878		
Year	Projected Population	Projected Households	Persons per Household
2020 ⁽³⁾	8,140	3,374	2.41
2025 ⁽⁴⁾	8,922	3,453	2.58
2030 ⁽⁴⁾	9,912	3,853	2.57
2035 ⁽⁴⁾	10,832	4,253	2.55

Notes:

(1) Source: U.S. Census Bureau.

(2) Source: Wisconsin Department of Administration Population Estimates for 1/1/2017.

(3) Source: Wisconsin Department of Administration Population and Household Projections.

(4) Source: Village of Mukwonago, Update to Comprehensive Plan 2035, adopted November 29, 2016. Number of households includes only single-family and multi-family dwelling units, not single room units in assisted living / nursing

It is difficult to predict the timing of future development with any precision. This impact fee study used the same population projections that were used in the CORP for consistency between the projected population and the list of recommended capital improvements. It should be noted that the projected population increase through 2035 would require a pace of growth significantly higher than that experienced between 2000 and 2010. The projected growth may occur by 2035 or it may take longer; however, for purposes of this impact fee study a projected planning horizon population of 10,832 was used to calculate service level stands and the recommended impact fees.

INTRODUCTION

The Village has not previously prepared a park impact fee study or imposed park impact fees. This chapter includes the majority of the elements for a public facilities needs assessment under Wis. Stats. §66.0617: an inventory of existing park facilities, service level standards, deficiencies in existing facilities, a list of planned improvements and actual or estimated costs, and the proportionate share of the cost of planned improvements that are attributable to new development.

INVENTORY OF EXISTING FACILITIES / FUTURE FACILITIES

Table 2 shows the inventory of parkland as of 2017, the amount of existing parkland that was developed and undeveloped as of 2016, and the amount of additional parkland that the Village plans to acquire and develop through the planning period. The CORP was reviewed to identify all anticipated new parkland acquisition and development projects. This list was then reviewed with Village staff to update it based on current conditions. As a result of this review, the planned expansion of Rosewood Park was reduced to 2.5 acres and one of the future neighborhood parks indicated in the CORP was excluded from this analysis. The planned sizes of future neighborhood parks were determined based on discussions with Village staff.

Park acreage is broken down among community, neighborhood, and mini parks and special use parks (active parks), and conservancy/nature areas. These types of parks were analyzed separately because the Village plans to have varying levels of service for each type of park. For example, the facilities in conservancy parks/nature areas are generally limited to trails and may also have exercise stations. Active parks, on the other hand, are more intensively developed and offer a wide range of facilities and activities, with the specific facilities dependent on the size and location of the park. Since these broad categories of parks serve different purposes and have different cost structures, it was deemed appropriate to analyze each of them separately.

Village of Mukwonago Parks Impact Fee Study
Chapter 3: Parks Impact Fee Calculation

Table 2 - Existing and Proposed Active Parks and Conservancy Areas

Park Classification	Total Existing 2017 Parkland (acres)	2017 Developed Parks (acres)	2017 Undeveloped Parks (acres)	Future Acquisition (acres)	Future Development (acres)	Planned 2040 Developed Parkland (acres)
<i>Active Parks</i>						
Mini Park						
Open Space Adjacent to Police Station	0.6		0.6		0.6	0.6
Downtown Pocket Park	0.1	0.1				0.1
Neighborhood Parks						
Indianhead Park	7.9	7.9				7.9
Rosewood Park	2.5		2.5	2.5	5.0	5.0
Washington Avenue Park	2.0	2.0				2.0
Neighborhood Park - Site A ⁽¹⁾				2.0	2.0	2.0
Neighborhood Park - Site B ⁽²⁾				2.0	2.0	2.0
Neighborhood Park - Site C ⁽³⁾				2.0	2.0	2.0
Community Parks/ Playfields						
Field Park	16.0	16.0				16.0
Minor Park	86.2	86.2				86.2
Miniwaukan Park	65.0	65.0				65.0
Special Purpose Parks						
Phantom Glen Park	4.8	4.8				4.8
Mukwonago Red Brick Museum	0.6	0.6				0.6
Subtotal Active Parks	185.7	182.6	3.1	8.5	11.6	194.2
<i>Nature Preserve/Conservancy</i>						
TID #3 Conservancy	31.6		31.6		31.6	31.6
Miniwaukan Park ⁽⁴⁾	163.5	163.5				163.5
Subtotal Nature/Conservancy Parkland	195.1	163.5	31.6	0.0	31.6	195.1
Total	380.8	346.1	34.7	8.5	43.2	389.3

Notes:

(1) 30 acres planned for single-family development on CTH ES, west of River Park Estates.

(2) 25 acres currently owned by the Town of Mukwonago, south of I-43 and southeast of the Mukwonago Estates subdivision.

(3) Northwest area of the Village, south of CTH EE, west of the high school.

(4) The CORP identifies this portion of Miniwaukan Park as undeveloped, however there are existing trails in the park and no additional facilities are planned, so this park was considered developed as a nature area.

The Village also provides linear parks connecting the various active parks and conservancy/nature areas within the Village. Linear parks are defined by their linear shape and the fact that the only facility typically provided in such parks is a multi-purpose trail. As shown in Table 3, the Village currently provides approximately 5.0 miles of multi-purpose trails contained in linear parks and plans to expand this system to include an additional 5.3 miles of trails within linear parks.

Table 3 - Existing and Proposed Linear Parks

Existing	Miles
Along WIS 83 between CTH NN and Black Bear Blvd	0.4
Along CTH NN between WIS 83 and	0.9
Along Eagle Lake Ave between Brockway Dr and the NE corner of Minor Park	0.7
Along WIS 83 between Front St and Wolf Run	0.8
Along CTH ES/Main St between Phantom Woods Rd and CTH J	0.4
Along Holz Pkwy between Perkins Dr and WIS 83	1.2
Adjacent to Fox River View subdivision	0.4
Along CTH ES/Main St between Honeywell Rd and Phantom Woods Rd	0.2
Subtotal Existing	5.0
Future	
Along CTH ES between Holz Pkwy and Maple St.	0.6
Along CTH ES between 2 Rivers Dr. and Fox River View subdivision	0.1
Along Eagle Lake Ave between Minor Park and WIS 83	0.6
Along CTH NN between Pinehurst Dr and CTH I	0.3
Along CTH I between CTH NN and CTH LO	0.8
Along CTH LO between CTH I and Brockway Dr	0.4
NE Miniwaukan Park	2.5
Subtotal Future	5.3
Total Planned	10.3

SERVICE LEVEL STANDARDS AND DEFICIENCY / GROWTH ANALYSIS

Wisconsin Statutes require that a public facilities needs assessment (impact fee study) identify any deficiencies in existing facilities. It also limits impact fees to recovering only the proportionate share of the cost of facilities required to serve new development as opposed to existing land uses, based on explicitly defined service level standards. Therefore, the share of the cost of expanding the Village's parks related to remedying any existing deficiencies versus the share related to serving new development must be identified.

As the CORP states, the Village is currently providing parkland in excess of the standards of the National Park and Recreation Association of 10.5 acres per 1,000 residents. However, the Village is planning to continue to provide at least this level of service, or even greater, as the Village grows and the demand for park facilities grows with it. For this reason, despite the fact that the Village exceeds national minimum standards for parks, there can still be a deficiency in existing facilities if the planned level of service is greater than the current level of service. The following analysis determines to what level existing facilities may be providing a lower level of service to existing residents as compared to the planned service level standards.

The service level standards and amount of space needed to address existing deficiencies are shown in Table 4. Because some types of parkland are being expanded more than others, service level standards were calculated for each general type of park (active parks, natural areas and linear parks/trails). The future service level standard is the amount of each type of park the Village desires for its residents in terms of acreage or mileage per 1,000 residents.

Deficiencies in the amount of parkland that were in existence in 2017 were determined by applying the future service level standards to the 2017 population to calculate how much, if any, additional square feet of space would have been needed to serve the 2017 Village population to the same service level standard. When these standards are applied to the 2017 population and compared to parkland in existence as of 2017, the Village had excess active parks and nature/conservancy areas, based on these future service level standards. For linear parks, however, the Village was providing less than the planned service level standard. Therefore, a proportionate share of the planned new linear parks was allocated to existing deficiencies and may not be charged to new development in the form of impact fees. The amount of future linear parks allocated to deficiency does not represent a true deficiency in the Village's park system; rather it represents the additional miles of trails needed to provide the same level of service as of 2017 that the Village plans to provide in the future. Since this share of parkland expansion is needed to bring the amount of linear park mileage available to current residents up to the planned level of service, it cannot be charged to future development.

Table 4 - Analysis of Service Level Standards and Proportionate Share of Facilities to Remedy Existing Deficiencies and Serve New Development

	Active Parks	Nature / Conservancy Areas	Linear Parks
Existing Developed Space (acres)/(miles)	185.1	163.5	5.0
Future Space (acres)/(miles)	196.7	195.1	10.3
Additional Space (acres)/(miles)	11.6	31.6	5.3
2035 Population	10,832	10,832	10,832
Future Service Level Standard (acres/miles per 1,000 pop.)	18.2	18.0	1.0
2017 Population	7,878	7,878	7,878
Service Level Standard (acres/miles per 1,000 pop.)	18.2	18.0	1.0
Space Needed to Serve 2019 Population (acres/miles)	143.4	141.8	7.9
2017 Surplus/(Deficiency) (acres/miles)	41.7	21.7	(2.9)
Percentage share of new parks needed to remedy deficiencies	0.0%	0.0%	54.3%
Percentage share of new parks to serve new development	100.0%	100.0%	45.7%

ALLOCATION OF COSTS AND PARK IMPACT FEE CALCULATION

A list of the estimated capital costs by park is shown in Table 5. This list of projects and costs was compiled from several sources: the CORP, the Village's Capital Improvement Program, actual costs for recently completed projects, and discussion with Village staff. For projects completed since the 2016 CORP, actual costs were obtained from the Village. Where available, updated cost estimates based on more detailed design completed since the 2016 CORP were also obtained from Village staff. For other projects for which the detailed design has not been completed, costs from the CORP or the Village's CIP were used. Costs to replace or upgrade facilities to be ADA accessible were not included in the impact fee analysis since these projects are needed to remedy existing deficiencies.

Project costs were allocated between the share of costs needed to serve future growth and development and costs needed to remedy existing deficiencies. For costs to develop new parks, this allocation was based on the percentages shown in Table 4 for each type of park. The list of planned improvements also includes a substantial number of additional facilities at already developed parks. These costs were allocated between existing development and future development based on existing population as a percentage of future population. A few projects on the list are a replacement of existing facilities. These improvements were allocated entirely to existing deficiencies. Of the total costs, approximately 45 percent, or \$3.7 million, was allocated to future growth and therefore able to be recovered through impact fees. In total, \$4.6 million in costs are attributable to existing deficiencies or replacement of existing facilities and must be funded by other sources. As the Village completes the various projects, the actual costs may vary from these estimates. However, the amount of impact fee revenues used to finance the projects should be based on the percentages shown in Table 5.

Village of Mukwonago Parks Impact Fee Study Chapter 3: Parks Impact Fee Calculation

Table 5 - Planned Park Improvements

	Estimated / Actual Cost	Allocation Factor	Deficiency Percentage	Growth Percentage	Deficiency Costs	Growth Costs
Open Space Adjacent to Police Station						
Lighting for memorial	\$4,500	Active Parks	0%	100%	\$0	\$4,500
Trail connection to Indianhead Park	\$5,400	Active Parks	0%	100%	\$0	\$5,400
Indianhead Park						
Entrance sign	\$40,000	Population	73%	27%	\$29,092	\$10,908
Entry enhancement	\$3,500	Population	73%	27%	\$2,546	\$954
Add outdoor performance stage	\$750,000	Population	73%	27%	\$545,467	\$204,533
Add a play structure	\$90,000	Population	73%	27%	\$65,456	\$24,544
Remodel and expand bathhouse restrooms	\$100,000	Population	73%	27%	\$72,729	\$27,271
Expand parking lot	\$200,000	Population	73%	27%	\$145,458	\$54,542
Add lighting	\$20,000	Population	73%	27%	\$14,546	\$5,454
Add benches	\$5,000	Population	73%	27%	\$3,636	\$1,364
Rosewood Park						
Land acquisition	\$100,000	Active Parks	0%	100%	\$0	\$100,000
Play structure	\$49,800	Active Parks	0%	100%	\$0	\$49,800
Amenities	\$9,880	Active Parks	0%	100%	\$0	\$9,880
Soccer goals	\$1,500	Active Parks	0%	100%	\$0	\$1,500
Add basketball court	\$50,000	Active Parks	0%	100%	\$0	\$50,000
Add picnic tables or park benches (4)	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Parking lot	\$18,000	Active Parks	0%	100%	\$0	\$18,000
Washington Avenue Park						
Add bicycle rack	\$1,000	Population	73%	27%	\$727	\$273
Add small shelter	\$40,000	Population	73%	27%	\$29,092	\$10,908
Surface basketball court	\$7,500	Replacement	100%	0%	\$7,500	\$0
Neighborhood Park - Site A ⁽¹⁾						
Land acquisition	\$80,000	Active Parks	0%	100%	\$0	\$80,000
Play equipment	\$60,000	Active Parks	0%	100%	\$0	\$60,000
Shelter facilities	\$40,000	Active Parks	0%	100%	\$0	\$40,000
Grills	\$2,000	Active Parks	0%	100%	\$0	\$2,000
Picnic tables	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Lighting	\$10,000	Active Parks	0%	100%	\$0	\$10,000
Toilet facilities	\$150,000	Active Parks	0%	100%	\$0	\$150,000
Neighborhood Park - Site B ⁽²⁾						
Land acquisition	\$80,000	Active Parks	0%	100%	\$0	\$80,000
Play equipment	\$60,000	Active Parks	0%	100%	\$0	\$60,000
Shelter facilities	\$40,000	Active Parks	0%	100%	\$0	\$40,000
Grills	\$2,000	Active Parks	0%	100%	\$0	\$2,000
Picnic tables	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Lighting	\$10,000	Active Parks	0%	100%	\$0	\$10,000
Toilet facilities	\$150,000	Active Parks	0%	100%	\$0	\$150,000
Neighborhood Park - Site C ⁽³⁾						
Land acquisition	\$80,000	Active Parks	0%	100%	\$0	\$80,000
Play equipment	\$60,000	Active Parks	0%	100%	\$0	\$60,000
Shelter facilities	\$40,000	Active Parks	0%	100%	\$0	\$40,000
Grills	\$2,000	Active Parks	0%	100%	\$0	\$2,000
Picnic tables	\$5,000	Active Parks	0%	100%	\$0	\$5,000
Sport court(s)	\$75,000	Active Parks	0%	100%	\$0	\$75,000
Lighting	\$10,000	Active Parks	0%	100%	\$0	\$10,000
Toilet facilities	\$150,000	Active Parks	0%	100%	\$0	\$150,000

Village of Mukwonago Parks Impact Fee Study Chapter 3: Parks Impact Fee Calculation

Table 5 - Planned Park Improvements

	Estimated / Actual Cost	Allocation Factor	Deficiency Percentage	Growth Percentage	Deficiency Costs	Growth Costs
Field Park						
Replace play equipment	\$75,000	Replacement	100%	0%	\$75,000	\$0
Widen entrance	\$30,000	Population	73%	27%	\$21,819	\$8,181
Entrance sign	\$60,000	Population	73%	27%	\$43,637	\$16,363
Complete walkway on east side of park	\$150,000	Population	73%	27%	\$109,093	\$40,907
Add additional angled parking near play area	\$22,000	Population	73%	27%	\$16,000	\$6,000
Add more lighting	\$120,000	Population	73%	27%	\$87,275	\$32,725
Add more grill stations	\$1,000	Population	73%	27%	\$727	\$273
New year-round heated pavilion	\$500,000	Population	73%	27%	\$363,645	\$136,355
Minor Park						
Connect internal trails to future multi-use path along NN	\$150,000	Population	73%	27%	\$109,093	\$40,907
Permanent restroom facilities	\$150,000	Population	73%	27%	\$109,093	\$40,907
Add grill stations	\$2,000	Population	73%	27%	\$1,455	\$545
Add 18-hole disc golf course	\$25,000	Population	73%	27%	\$18,182	\$6,818
Replace pedestrian trail bridges	\$338,260	Replacement	100%	0%	\$338,260	\$0
Miniwaukan Park						
Pave parking lots and path to fourplex	\$195,000	Replacement	100%	0%	\$195,000	\$0
Relocate and enlarge play structure	\$100,000	Population	73%	27%	\$72,729	\$27,271
Add grill station and lights by pavilion	\$10,000	Population	73%	27%	\$7,273	\$2,727
Add more restroom capacity	\$150,000	Population	73%	27%	\$109,093	\$40,907
Add more benches, picnic tables, and grills	\$15,000	Population	73%	27%	\$10,909	\$4,091
Phantom Glen Park						
Add lighting to boat launch area	\$18,000	Population	73%	27%	\$13,091	\$4,909
Add benches, picnic tables, and grills by fishing pier	\$10,000	Population	73%	27%	\$7,273	\$2,727
Bathroom and pavilion upgrade	\$20,000	Population	73%	27%	\$14,546	\$5,454
TID #3 Conservancy						
Add walking trails	\$50,000	Population	73%	27%	\$36,364	\$13,636
Add activity or exercise stations	\$17,500	Population	73%	27%	\$12,728	\$4,772
Linear Parks (5.3 miles)						
	\$3,498,000	Linear Parks	54%	46%	\$1,899,480	\$1,598,520
<hr/>						
Total	\$8,323,840				\$4,588,015	\$3,735,825
Percentage of Total					55%	45%

The calculation of the proposed parks impact fee is shown in Table 6. Based on the projected increase in population of 2,954 during the planning period, impact fee eligible costs amount to \$1,265 per capita. Fees per unit for different types of residential units were calculated based on assumptions regarding the number of persons per unit. As shown, the calculated fee per single-family unit or 3-bedroom multi-family unit is \$3,794, with lower fees for 2-bedroom and 1-bedroom or studio units.

Table 6 - Impact Fee Calculation

Total Impact Fee Eligible Costs	\$3,735,825
Projected Growth in Population	2,954
Cost per Capita	\$1,265

Type of Unit	Persons / Unit	Fee per Unit
Studio or 1-Bedroom Multi-Family Unit	1.50	\$1,897
2-Bedroom Multi-Family Unit	2.25	\$2,845
3-Bedroom Multi-Family Unit or Single-Family House	3.00	\$3,794

INTRODUCTION

The purpose of this study was to prepare a public facilities needs assessment and calculate an appropriate impact fee that recovers the proportionate share of the capital cost of expanding parks facilities in the Village of Mukwonago to serve new development. The report fulfills the public facilities needs assessment procedural requirement under Wisconsin Statutes §66.0617.

In order to determine the appropriate amount of the fees, the following analysis was performed:

- An inventory was conducted of the existing facilities in the Village.
- Forecasts were made regarding future conditions in the Village.
- Service level standards to be provided by the planned facilities were determined.
- Costs of the planned projects were allocated to the proportionate share of facilities that are needed to serve new development during the planning period.
- A schedule of fees per dwelling unit for different sizes of dwelling units was calculated based on the expected increase in population and assumed persons per dwelling unit.

RECOMMENDED IMPACT FEE SCHEDULE

Based on the analyses described above, this study recommends that the Village can impose a park impact fee up to the amount shown in Table 6.

This amount reflects the maximum amount that the Village could impose, based on the application of Wisconsin Statutes 66.0617. The Village may choose to impose a lesser amount as a matter of policy. Wisconsin Statutes allow, but do not require, municipalities to designate different impact fees for specific areas in the municipality based on differences in the facilities needed to serve those areas. For other impact fees, the Village has historically imposed uniform impact fees for all areas in the Village. This report recommends applying this policy to park impact fees, as the Village park system provides facilities for residents' use Village-wide.

IMPACT ON THE AVAILABILITY OF AFFORDABLE HOUSING

One of the requirements of Wisconsin Statute §66.0617 is to estimate the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality. Table 7 shows the Village's existing impact fees for each category of development and the proposed fees including the maximum calculated park impact fee. As shown, adopting the maximum park impact fee would increase impact fees per single-family residence by \$3,746 per unit, from \$5,480 to \$9,274. The fees for multi-family housing would be increased by \$1,897 to \$3,794 per unit depending on the size of the unit.

Village of Mukwonago Parks Impact Fee Study Chapter 4: Recommended Fee and Implementation

Table 7 - Existing and Proposed Impact Fees

	Police	Fire	Library	Water ⁽¹⁾	Sewer - Conveyance ⁽¹⁾	Parks	Total
<i>Current Fees:</i>							
Residential - 1 Bedroom	\$156	\$152	\$731	\$2,484	\$918	--	(2)
Residential - 2 Bedroom	\$233	\$228	\$1,098	\$2,484	\$918	--	(2)
Residential - 3+ Bedroom / Single Family	\$311	\$304	\$1,463	\$2,484	\$918	--	\$5,480
Industrial (per SF of building)	\$0.063	\$0.063	--	\$2,484	\$918	--	(2)
Commercial / Institutional (per SF of building)	\$0.115	\$0.115	--	\$2,484	\$918	--	(2)
<i>Proposed Fees:</i>							
Residential - 1 Bedroom	\$156	\$152	\$731	\$2,484	\$918	\$1,897	(2)
Residential - 2 Bedroom	\$233	\$228	\$1,098	\$2,484	\$918	\$2,845	(2)
Residential - 3+ Bedroom / Single Family	\$311	\$304	\$1,463	\$2,484	\$918	\$3,794	\$9,274
Industrial (per SF of building)	\$0.063	\$0.063	--	\$2,484	\$918	--	(2)
Commercial / Institutional (per SF of building)	\$0.115	\$0.115	--	\$2,484	\$918	--	(2)

Notes:

(1) Fees per Residential Equivalent Connection (REC). For multi-family buildings, industrial, commercial, and institutional, the number of RECs assigned are based on anticipated water and sewer use compared to an average single-family residence.

(2) Total fees will depend on the number of RECs assigned for sewer and water impact fees.

Table 8 summarizes various income and housing characteristics within the Village. Section 1 of the table shows the total annual household income, 30 percent of that level (which represents a guideline for maximum annual affordable housing costs), and the monthly income available for housing costs for the median household income (MHI) and several ranges of income below the MHI. Section 2 calculates the maximum price that households at each income level would be able to afford when purchasing a home, assuming there is a down payment of 10 percent. Section 3 shows the same calculation, including the total impact fees in the cost of the home. As the table shows, the monthly mortgage payment would be approximately \$43 higher with all of the impact fees including the proposed impact fee as compared to no impact fees, which represents less than 0.7 percent of the median household income in the Village, but a larger percent for households with less than the median household income.

Section 4 summarizes the statistics on housing value within the Village. The table shows that about 38 percent of housing stock in the Village was valued at less than \$200,000 as of 2017. According to Section 3, even with impact fees, a household earning 62 percent of median household income could afford at least 38 percent of the homes in the Village, while those earning 42 percent of median household income could afford at least 10 percent of the housing stock. Assuming no more than 30 percent of income is spent on housing, and assuming that the rental prices as shown in Section 5 would be similarly affected by impact fees, households with 62 percent of median household income would be able to afford at least 86 percent of all rental units in the Village.

Village of Mukwonago Parks Impact Fee Study Chapter 4: Recommended Fee and Implementation

Table 8 - Impact of Cumulative Impact Fees on the Availability of Affordable Housing

1. Income Statistics

	Annual Income	30% of MHI ⁽³⁾	Monthly Income for Housing
2017 Median Household Income ⁽¹⁾	\$75,441	\$22,632	\$1,886
80% of Median Household Income	\$60,353	\$18,106	\$1,509
60% of Median Household Income	\$45,265	\$13,579	\$1,132
40% of Median Household Income	\$30,176	\$9,053	\$754

2. Housing Costs

	Total Mortgage Amount	Monthly Mortgage Payment ⁽⁴⁾	Housing Sales Price
100% of Median Household Income	\$368,650	\$1,886	\$409,611
80% of Median Household Income	\$294,959	\$1,509	\$327,732
60% of Median Household Income	\$221,268	\$1,132	\$245,854
40% of Median Household Income	\$147,382	\$754	\$163,758

3. Housing Costs with Impact Fees

	Housing Cost with Impact Fees	Total Mortgage with Impact Fees	Monthly Mortgage Payment ⁽⁴⁾	Required Annual Income	% MHI
100% of Median Household Income	\$418,885	\$376,997	\$1,929	\$77,148	102%
80% of Median Household Income	\$337,006	\$303,306	\$1,552	\$62,068	82%
60% of Median Household Income	\$255,128	\$229,615	\$1,175	\$46,988	62%
40% of Median Household Income	\$173,032	\$155,728	\$797	\$31,868	42%

4. Housing Value Statistics (Single-Family) ⁽¹⁾

	Units	% of Total
Up to \$50,000	47	2.2%
\$50,000 - \$99,999	50	2.4%
\$100,000 - \$149,999	135	6.3%
\$150,000 - \$199,999	569	26.8%
\$200,000 - \$299,999	857	40.3%
\$300,000 - \$499,999	434	20.4%
\$500,000 - \$999,999	19	0.9%
\$1,000,000 or more	16	0.8%
	2,127	

5. Gross Monthly Rent Statistics ⁽¹⁾

	Units	% of Total
Less than \$500	29	3.5%
\$500 - \$999	696	83.5%
\$1,000 - \$1,499	109	13.1%
\$1,500 - \$1,999	-	0.0%
\$2,000 - \$2,499	-	0.0%
\$2,500 - \$2,999	-	0.0%
\$3,000 or more	-	0.0%
	834	

Notes:

(1) Source: United States Census Bureau, American Community Survey 2017.

(2) Based on standard rule-of-thumb for maximum amount of income to be spent on housing costs in order to be considered affordable.

(3) Based on a 30-year mortgage with an interest rate of 4.5 percent.

ENACTING THE IMPACT FEE ORDINANCE

Prior to amending a local ordinance to impose impact fees on new development, a municipality must comply with the following procedural requirements:

1. Prepare a needs assessment for the public facilities for which it is anticipated that impact fees may be imposed. The public facilities needs assessment shall include the following:
 - a. An inventory of existing public facilities, including identification of any existing deficiencies in those public facilities, for which it is anticipated that an impact fee may be imposed.
 - b. An identification of new, improved or expanded public facilities that will be required because of new development, or the identification of excess capacity in existing public facilities that are used by new development. This shall be based upon an explicit level of service and standards.
 - c. A detailed estimate of the capital costs of providing or constructing the new, improved or expanded public facilities, including an estimate of the cumulative effect of all proposed and existing impact fees on the availability of affordable housing within the municipality.
2. Publish a Class 1 notice of a public hearing on the proposed ordinance that specifies where a copy of the proposed ordinance and public facilities needs assessment may be obtained.
3. Hold a public hearing prior to enacting or amending an ordinance to impose impact fees. The public facilities needs assessment must be available for public review for at least 20 days before the date of the hearing.

IMPOSITION AND COLLECTION OF FEES

Impact fees may be imposed on persons developing land, where development is defined as the creation of additional residential dwelling units that create the need for new, expanded or improved public facilities. In other words, development can mean the construction of a new residential building, or the expansion or remodeling of an existing building that results in a use that requires a higher demand for public services than the previous use.

The impact fees collected must be reduced to compensate for other capital costs imposed by the municipality to provide or pay for public facilities due to new land development. For example, if a developer is required to contribute land, facilities or other items of value to provide a facility that a municipality would otherwise fund with impact fees, then the impact fee charged to the developer must be reduced proportionately.

In general, impact fees may not be collected until a building permit is issued. However, 2017 Wisconsin Act 243 modified Wisconsin Statutes §66.0617(6) to require that if the total impact fees imposed on a development are more than \$75,000, the municipality must allow the developer to defer payment of the fees for four years or until 6 months before the municipality incurs costs to construct the facility for which the impact fees are imposed. While fees are deferred, the developer must maintain a bond or irrevocable letter of credit in the amount of the unpaid fees.

2017 Wisconsin Act 243 also created Wisconsin Statutes §66.0617(7) that requires a municipality to provide the developer that pays the impact fees with an accounting of how the impact fees will be spent.

MANAGING IMPACT FEES

Impact fees must be placed into segregated accounts, meaning each type of fee has its own account. The impact fees and any interest earned on the account balance must be expended only for the facilities for which the fees have been imposed. Impact fees may be used to pay directly for project costs or may be used to pay for the debt service on bonds issued to finance a capital project.

In order to ensure that impact fees are not used to pay for more than the proportionate share of capital costs for facilities needed to serve new development, the public facilities needs assessment should be referenced when determining the amount of impact fee revenues to apply to funding for a specific facility. If a project is modified from what is detailed in the needs assessment, it may be necessary to review and update the needs assessment and impact fee ordinance.

Impact fees that are collected but are not used within a reasonable period after collection to pay for the capital costs for which they were imposed must be refunded to the payer of the fees. 2017 Wisconsin Act 243 amended the impact fee statute to change the time limits for spending impact fees. The current time limits require impact fees and accumulated interest earnings to be spent within 8 years of when the fees are collected for most public facilities, and 10 years for sanitary sewerage facilities. It also changed the refund requirement to have the refund made to the payer of the fees instead of the current property owner at the time of the refund.

It is recommended that the Village take the following steps to ensure that impact fees are expended within the statutory time limits and that the fees are properly applied to the project shown in the public facilities needs assessment:

- Maintain a spreadsheet or other list of the amounts collected, showing the date paid, tax key, property owner, number of units, fee per unit, and total amount paid for each type of fee.
- Maintain a spreadsheet showing the project costs funded through impact fees. At a minimum, it should show the year of the project, a brief description, total cost (including construction and legal, engineering, etc.), the amount financed from impact fees, the amount borrowed, a debt service schedule and the share of debt service to be paid from impact fees. Ideally, this spreadsheet would also be linked to a sheet showing the balance of impact fee funds by account, showing payments made from each impact fee fund for cash financing and debt service payments.

ANNUAL ADJUSTMENT AND PERIODIC REVIEW

It is further recommended that the Village increase the amount of the fees each year by an inflationary factor to make the fees more inter-generationally equitable, in that the amount of the fee paid by any new development is approximately equal to the amount paid in any other year, adjusted for inflation. The Village's impact fee ordinance requires that the existing impact fees be adjusted each year based on the change in the 20-City Construction Cost Index published by Engineering News Record over the past 12 months. It is recommended that the park impact fee be subject to the same annual adjustment.

The impact fees calculated in this report were based on numerous assumptions and forecasts in future development and service levels provided by the Village. The exact specifications of public facilities' design and costs may vary from the estimates developed through the analysis of this report. Therefore, it is recommended that the impact fees be reviewed on a consistent basis to adjust for changes in inflation, development trends or major changes in project plans, ideally on a schedule of every three to five years.

AGENDA ITEM REQUEST FORM

Committee/Board:	Committee of the Whole
Topic:	Recommend to the Village Board to approve the Park Memorial Donation Policy and the Park Donation and Naming Policy.
From:	Diana Dykstra
Department:	Administration
Presenter:	Ron Bittner
Date of Committee Action (if required)	
Date of Village Board Action (if required)	

Information

Subject:

Recommend to the Village Board to approve the Park Memorial Donation Policy and the Park Donation and Naming Policy.

Background Information/Rationale:

In May of 2015 the Village adopted these policies. They are due for updating and review.

Key Issues for Consideration:

Seeking input from the Committee on the approval to adopt the changes.

Fiscal Impact (if any):

None

Requested Action by Committee/Board:

Attachments

Memorial Donation Policy
 Donation and Naming Policy

A. Purpose:

The purpose of this policy is to establish guidelines and procedures for the installation and care of donated park improvements. These donations may include, but are not limited to, park benches, trees, picnic tables and other appropriate parkland amenities and accessories. The Village of Mukwonago desires to encourage donations, from both individuals and groups, both public and private, while at the same time manage ongoing maintenance costs. Guidelines established by this policy shall apply to all donations to the Park System within the Village of Mukwonago. Standards established by this policy will apply to donated equipment, installation techniques, donation acknowledgements and/or long-term care of all donations. Each donation will be received based on its own merits and decided on a case by case basis.

B. Standards for donations:

1. Purchase and acquisition:

The Village and the community have an interest in ensuring that the park elements purchased and installed will be of high quality related to appearance, durability and ease of maintenance. The Village staff will be responsible for the purchase and installation of all Park elements. Park elements such as park benches and picnic tables, where possible shall be standardized.

2. Maintenance:

Donated Park elements and or their associated donated acknowledgement become Village property. The Village has the duty to maintain the donation for the expected life cycle of the donation. The Village at its sole discretion may choose to replace or remove the donated elements.

3. Repair:

The community has interest in ensuring that all Park elements remain in good repair, in addition the public has an interest in ensuring that the repair costs are reasonable. Repair parts and material must be readily available. Donated Park elements must be of high quality to ensure long life, be resistant to the elements, wear and tear and to acts of vandalism. Due to the factors beyond the Villages control, the Village cannot guarantee the longevity of a donation.

4. Cost:

The Village has an interest in ensuring that the donor covers the full cost for the purchase installation and routine maintenance (if applicable) during the expected life cycle of the donated Park elements. The donation costs shall also include the cost of the donation acknowledgement/memorial plaque. A fee schedule is maintained by the Village and will detail costs for donations, installation and maintenance.

C. Procedure for making a donation:

The Village of Mukwonago's Public Works Director will have discretion of administering donations up to \$2,500.00 for park improvements located on Village Park property, with the assistance of the Health and Recreation Committee.

VILLAGE OF MUKWONAGO PARK MEMORIAL AND DONATION POLICY Adopted: 06-02-2015

1. Application:

The donor must contact the Village Clerk or Director of Public Works to determine whether donation can be accepted. If a donation can be accepted, the donor will complete an application form. Applications are available through the Village website, in person or via email. Completed applications and payment will be made to the Village of Mukwonago for review and recommendation by the Village Health and Recreation Committee to the Village Board.

2. Approval:

The decision of the Village board is final.

D. Criteria for acceptance:

1. Park plan:

To accept donations of Park elements for a specific park facility, Village staff will determine whether or not the donation falls within the scope of the Villages most recent Comprehensive Park Plan, before forwarding the offer to the Villages Health and Recreation Committee. If no plan exists, the Village may accept the donation under certain circumstances.

The donation must:

- i. Be consistent with the intended current or future use of the facility.
- ii. Not create an adverse impact on the recreational enjoyment or educational needs of park users.
- iii. Not require the relocation of other equipment or infrastructure to accommodate the donation.
- iv. Must comply with all restrictions as well as local, state and federal laws.

In the opinion of the Village, the facility may be determined to be fully developed and the opportunity for donations would not be available.

2. Donation Acknowledgments/Memorial Plaques:

Donation acknowledgments and memorial/plaques, as approved by the Village will be placed on or near the donated elements at the sole discretion of the Village. Acknowledgments and memorial/ plaques will be made of metal, proportionally sized to the donation (The Village reserves the right to determine the size) and purchased through the Village unless separate approval is granted. The cost of these items is incorporated in the cost of the donation. In cases where metal plaques are not feasible, Village staff may suggest alternative types. These types will be in character with the intent of the selection and acknowledgement shall be tasteful and subtle; the Villages Health and Recreation Committee and Village Board must approve all text for donation acknowledgments /memorial plaques. If the donation is removed, the donor, if possible, will be contacted and given the option of accepting back the remnants

of the donation and the related plaque. The donor also will be given the option of paying for the replacement of the donation upon either its destruction, death of a life planting, or end of its useful life. The Village will maintain a registry or record of all donations to the park system.

VILLAGE OF MUKWONAGO PARK MEMORIAL AND DONATION POLICY Adopted: 06-02-2015

E. Other donations:

There may be donations possible, other than those expressly listed or contained within this policy. The Village may accept those donations subject to review of the staff, Villages Health and Recreation Committee, and the Village Board. The Village also reserves the right to modify or alter certain conditions as set forth in this policy.

F. Conditions:

1. Location:

Although suggestions will be considered for a particular location, placement of Park elements will be at the discretion of the Public Works Department, the Villages Health and Recreation Committee and Village board.

2. Installation:

Installation of donated Park elements, including the donor acknowledgement/ memorial plaques, will be completed by Village personnel or a third party chosen by the Village. The installation will be scheduled at a time and date as determined by the Public Works department so as to not interfere with routine park maintenance or activities.

3. Removal and/ or relocation:

The Village reserves the right to remove and/or relocate donated Park elements and their associated owner acknowledgments, when they interfere with site safety, maintenance, construction activities or if damaged beyond repair. In accordance with previously stated procedures in this policy, the Village will send a letter to each identifiable donor notifying the donor of any action related to the removal of the donation. In certain situations, such as safety or emergency situations, the notifications may be made after the removal. In the event a donation must be permanently removed, the Village will, when feasible, seek an alternative location consistent with this policy. If no alternate location can be found, the acknowledgement memorial plaque and element will be returned to the donor at the donor's request.

G. Fee schedule:

1. Costs for common Park elements are as follows:

- i. Park bench; including acknowledgement plaque: (i.e. \$1,000). Term of donation 10 years.
- ii. Tree; including acknowledgement plaque in ground with species selected from the Village approved planting list (i.e. \$400), unless a special more expensive tree is ordered.

- iii. Bike rack; including acknowledgement plaque in ground (i.e. \$500), or actual cost for material and labor depending on size of the rack. Term of donation 15 years.
- iv. Structural play equipment; including acknowledgement plaque, actual cost of components including labor to assemble and install. Requires Village Board approval as cost will exceed \$2500. Term of donation 20 years.
- v. Trash receptacle; including acknowledgement plaque, (i.e. \$800), Plus cost of concrete pad if required. Term of donation 15 years.
- vi. Picnic table; including acknowledgement plaque, (i.e. \$400). Term of donation 10 years.
- vii. Pet Waste Station; including acknowledgement plaque, (i.e. \$300). Term of donation 10 years.

Adopted this day of , 2019.

Village of Mukwonago

Fred H. Winchowky, Village President

ATTEST:

Diana Dykstra, Clerk-Treasurer

VILLAGE OF MUKWONAGO PARK DONATION AND NAMING POLICY

A. Introduction

The Village of Mukwonago gratefully accepts gifts and donations from private individuals, businesses, community organizations and public entities that are given to support the Parks system. This policy covers gifts that are related to contribution or donations and naming opportunities.

B. Purpose.

The purpose of the Village of Mukwonago Naming Policy is to establish and set guidelines and standards for the sponsorship and naming of vehicles, major recreational programs or events, landscape features, or buildings within the park system.

C. Policy.

It is the policy of the Village of Mukwonago:

1. To encourage and facilitate public or private donations, and such contributions or donations that improve, supplement, support, or otherwise benefit the Village Parks system.
2. To accept gifts that are consistent with the mission, policies, and goals of the parks and recreation system, facilities and amenities, meeting the Comprehensive Parks and Recreation Plan its recreation facilities and programs.
3. The Village recognizes that the actual or perceived conflicts of interest might arise in relation to contributions or donations from individuals, foundations or corporations. Therefore, the village will not accept contributions or donations that create significant actual or perceived damage to the Village of Mukwonago or its Parks and Recreation programs, mission, public image or reputation:
 - i. Have a history of environmental abuse or regulatory noncompliance, unless the Corporations are engaged in a credible effort to change past practice
 - ii. Expect significant publicity for the contribution or donation beyond the life expectancy as determined by the Village Board.
 - iii. Expect award of any proposed Village Public Works projects in exchange for the contribution or donation.
 - iv. Would cause undue commercialization of public land and lets any entity profit from its use.
 - v. Find the donor has not complied with applicable ethics laws that prohibit gifts to Village Officials or Staff.
4. If the Village learns of the existence of any of these disqualifying conditions with respect to a particular donor at any time prior to or after the receipt of a contribution or donation by the donor, it will withdraw its acceptance and return the contribution or donation.
5. Donations of physical property, structure or improvements will require a separate agreement that:

- i. Deals with issues of access to Village property.
- ii. Volunteers would need to sign a liability waiver.
- iii. Proposed improvements would need submittal for plan review, approval of plans and Village staff acceptance of the improvements.

6. The Village Board retains ultimate approval over use made of contribution or donations.

D. Sponsorship Donation & Recognition.

A contribution or donation is considered a “sponsorship” if it is restricted to provide relatively short-term (usually two years or less) support for programs or events, or for the maintenance of existing equipment or physical structures. The Village may provide recognition of individuals or businesses that provide sponsorships through plaques or signs (see attached list of illustrations) affixed to buildings that identify the donor as the sponsor, along with a recognition proclamation.

T

When accepting sponsorship contributions or donations the Village will be guided by the following principals:

1. All sponsorships must relate to and be consistent with the mission, policies and goals of the Park and Recreation System.
2. Sponsorship benefits must be commensurate with the relative value of the sponsorship, as determined by the Village staff and Village Board.
3. If Public Works staff has concerns that a proposed sponsorship donor may be controversial, prior to accepting the contributions or donation they shall forward their concerns to the Village Board for resolution.
4. The decision of the Village Board is final.

E. Naming Donation & Recognition.

A contribution or donation would involve a naming if the donor would be recognized by having a program, landscape feature or a building named after the donor in recognition of a significant gift (60% for 10 years, 80% for 20 years and 100% of cost for life of project) that will provide long term or permanent support or pay for a major capital improvement.

Requirements applicable to all naming:

A. Each naming proposal shall include:

1. The specific building, park or facility being proposed for naming.
2. All names to be considered with full form of the name being recommended
3. Background, origin or meaning of the proposed name.
4. If the proposed name is of an individual, a brief biography of the individual.

5. An explanation of how the name has been associated with the park, facility or the area.
 6. Expected duration of the naming rights.
 7. Amount to be donated for naming rights.
 8. Expected signage text, size and location
- B. With any naming, the proposed name will not:
1. Create significant actual or perceived damage to the Village of Mukwonago or the Park and Recreation systems mission, public image or reputation. The determination of what is significant shall be the sole judgment of the Village Board.
 2. Result in undue commercialization of the property or violation of any Park rule or regulation.
 3. Duplicate or sound similar to an existing name of public property.
 4. Be the full name of an individual unless use of only last name would create confusion.
- C. When naming is contemplated for all or any portion of a building (including any significant addition to an existing building), the following applies:
1. Approval of the Village Board, before accepting a contribution or donation connected such a naming opportunity will be accepted.
 2. A naming donation must cover at least a significant portion of the capital construction costs associated with a new building, a building renovation or significant addition to an existing building.
 3. All costs associated with the naming, including the cost of any recording necessary and signage shall be paid by the donor submitting the request. This cost maybe absorbed by the Village if authorized by the Village Board.
 4. The Village retains ultimate authority on the text and content of any sign that recognizes the contribution or donation.
 5. The contribution or donation must comply with all other applicable Ordinances, Statutes or rules.
 6. The decision of the Village Board is final.

Revised this day of , 2019.

Village of Mukwonago

Fred H. Winchowky, Village President

ATTEST:

Diana Dykstra, Clerk-Treasurer



Committee/Board:	COTW
Topic:	Expanding Public Participation
From:	Roger Walsh-Village Trustee
Department:	
Presenter:	Roger Walsh
Date of Committee Action (if required):	Subject to Committee of the Whole Consensus and Direction
Date of Village Board Action (if required):	Subject to Village Board Approval

Information

Subject: Expanding Public Participation at Plan Commission & Village Board Meetings

Background Information/Rationale:

- 1.) Plan Commission Chair and Members have exercised discretion of allowing public comments at past meetings as recent as October 2019. A public comment period at Plan Commission meetings is a practice found in other municipalities. Adding a public comment period would create an additional opportunity for Commission and Board Members to hear from Village residents and for Village residents to voice their concerns.
- 2.) Traditional news sources such as the local newspaper are declining. The availability, use, and access to other sources of information is increasing. Due to diverse ages, skills, and resources people get their information in different ways. Expanding public participation opportunities and access to sources of information is in the public interest.

Key Issues for Consideration: Ordinance and Public Notice compliance with approving the addition of a Public Comment Period to Plan Commission Meetings

Fiscal Impact (If any): Minimal

Requested Action by Committee/Board:



I am respectfully requesting recommendation, discussion, and approval of the following:

That the Committee of the Whole: Recommend to the Village Board to approve adding a public comment period to Plan Commission Meetings subject to consideration of advice from Village Attorney.

Attachments

No Attachments

Sec. 2-27. - Order of business.

- (a) *Order of business.* The business of the village board shall be conducted in the following order:
- (1) Call to order by presiding officer;
 - (2) Roll call (if a quorum is not present, the meeting may be held with no action taken, or adjourned subject to call);
 - (3) Pledge of allegiance;
 - (4) Public input (all parties wishing to address the village board, for whatever reason, will be afforded such opportunity);
 - (5) Consent agenda;
 - (6) Unfinished business;
 - (7) Committee/commission reports;
 - (8) Correspondence;
 - (9) New business; and
 - (10) Miscellaneous business.
- (b) *Consent agenda.* The village clerk, subject to approval of the village president, shall place on the consent agenda items which in his or her judgment are routine, including approval of minutes of previous meetings. Items that are recommended for approval by a unanimous vote of the committee of the whole may also be placed on the consent agenda. No separate discussion or debate on matters on the consent agenda shall be permitted. A single motion, seconded and adopted by majority vote of the board shall be sufficient to approve, adopt, enact or otherwise favorably resolve any matter listed on the consent agenda without separate discussion thereof. When the consent agenda is reached, any trustee may request removal of any item from the consent agenda, and such item shall be removed by majority vote of the board. Any item or part thereof removed from the consent agenda by action of the board shall be considered separately at the appropriate time in the board's regular order of business.

(Code 1966, § 1.02; Ord. No. 851, § I, 11-15-11; Ord. No. 912, § I, 4-19-16)

RESOLUTION 2019-058

A RESOLUTION TO APPOINT ELECTION INSPECTORS FOR THE 2020-2021 TERM

WHEREAS, Wisconsin State Statutes require the appointment of election inspectors; and

WHEREAS, the below individuals have indicated their willingness to serve the Village of Mukwonago in the capacity of Election Inspector, or have been appointed by a political party under Wis. Stats 7.30(4).

NOW THEREFORE BE IT RESOLVED, the Village Board of the Village of Mukwonago hereby appoints the following individuals as Election Inspectors for a two-year term which will run from January 1, 2020 to December 31, 2021:

<u>Last Name</u>	<u>First Name</u>	<u>Title</u>	<u>Address</u>	<u>Party Affiliation</u>
Braun	Don	Chief Inspector	1221 Western Trail	Republican
Bourget	Kathy	Election Inspector	1422 Applewood Circle	Unaffiliated
Braun	Bobbie	Election Inspector	1101 St. James Street	Unaffiliated
Casper	Harold	Election Inspector	506E S. Rochester Street	Unaffiliated
Cuckenberger	Carla	Election Inspector	1221 Western Trail	Unaffiliated
Dehring	Joanne	Election Inspector	112 Shepard Court	Unaffiliated
Dehring	Rick	Election Inspector	124 Carpenter Court	Unaffiliated
Doyle	June	Election Inspector	124 Carpenter Court	Democrat
Groh	Susan	Election Inspector	1310 Mukwonago Drive	Republican
Heitmann	Elizabeth	Deputy Chief Inspector	1114 Black Bear Dr.	Unaffiliated
Holmstrom	Darlene	Election Inspector	459 Ahrens Drive	Unaffiliated
Liskow	Mary	Election Inspector	1170 Black Bear Drive	Republican
Lucas	Susan	Election Inspector	139 Eagle Lake Avenue	Unaffiliated
Luebke	Joyce	Election Inspector	437 Minors Drive	Republican
Olbinski	Karen	Election Inspector	437 Minors Drive	Unaffiliated
Pallan	Barbara	Election Inspector	490 Cedar Street	Republican
Pallan	James	Election Inspector	109 Armstrong Court	Republican
Patz	Mary	Election Inspector	428 Grand Avenue	Republican
Phillips	Rebecca	Election Inspector	1217 River Park Circle W	Unaffiliated
Strube	Kathy	Election Inspector	1104 Black Bear Drive	Unaffiliated
Thompson	Lois	Election Inspector	506F S Rochester St	Republican
Walter	Laurie	Election Inspector	450 E Veterans Way Unit 1	Unaffiliated
Zautner	Bob	Election Inspector	331 Westside Ave #7	Unaffiliated

Adopted this 18th day of December 2019.

By: _____
Fred H. Winchowky, Village President

Attest: _____
Diana Dykstra, Clerk-Treasurer

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 7/1/2019 ending: 6/30/2020
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☒ Village of Mukwonago
☐ City of

County of Waukesha

Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>125</u>	
FEIN Number _____	
TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>300</u>
<input type="checkbox"/> Class B beer	\$
<input checked="" type="checkbox"/> Class C wine	\$ <u>500</u>
<input checked="" type="checkbox"/> Class A liquor	\$ <u>500</u>
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>19 - 10</u>
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

1060 Rochester Enterprises Inc

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Schwartz</u>	<u>David</u>	<u>Carl</u>	<u>Lake Geneva 53147</u>
Vice President / Member Last Name	(First)	(Middle Name)	Code)
<u>Schwartz</u>	<u>Kelly</u>	<u>JO</u>	<u>Lake Geneva 53147</u>
Secretary / Member Last Name	(First)	(Middle Name)	Code)
<u>Schwartz</u>	<u>Kelly</u>	<u>JO</u>	<u>Lake Geneva 53147</u>
Treasurer / Member Last Name	(First)	(Middle Name)	Code)
<u>Schwartz</u>	<u>David</u>	<u>Carl</u>	<u>Lake Geneva 53147</u>
Agent Last Name	(First)	(Middle Name)	Code)
<u>Schwartz</u>	<u>Judith</u>	<u>Ann</u>	<u>Lake Geneva 53147</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Shell Business Phone Number 262-363-4565
2. Address of Premises 1060 N Rochester St Post Office & Zip Code Mukwonago 53149

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Cooler, Sales Floor, backroom



4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? Shell-Nuthurst

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
If yes, explain.
We have multiple convenience stores
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date NOV 2009 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☒ Yes ☐ No
See Attached
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <i>Schwartz Judith A</i>	Title/Member <i>Agent</i>	Date <i>11/1/2009</i>
Signature <i>Judith Schwartz</i>	Phone Number 	Email Address 

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Beer and Cider only Licenses

Genoa City Bp, 100 Elizabeth Lane, Genoa City

Paddock Lake Bp, 25555-75th St, Salem

Brass Ball Mobil, 25406-75th St, Salem

Wind Lake Bp, 7812-S Loomis Rd, Wind Lake

1604 Wisconsin Ave Enterprises Inc. 1604 Wisconsin Ave, Grafton

209 Silver Spring Drive Enterprises, Inc. 209 W Silver Spring Drive, Glendale

Layton Petro Mart 12345 W Layton Ave Greenfield

Beer and liquor licenses

Twin Lakes Bp, 475 N Lake Ave, Twin Lakes

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 7/12/2019 ending: 6/30/2020
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of } Mukwonago
☒ Village of }
☐ City of }

County of Waukesha Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>128</u>	
FEIN Number <u>21-14081</u>	
TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>360</u>
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>19</u>
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

122 Arrowhead Enterprises Inc

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Schwartz</u>	<u>David</u>	<u>Carl</u>	<u>122 Arrowhead Dr Mukwonago 53149</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Schwartz</u>	<u>Kelly</u>	<u>JD</u>	<u>122 Arrowhead Dr Mukwonago 53149</u>
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Schwartz</u>	<u>Kelly</u>	<u>JD</u>	<u>122 Arrowhead Dr Mukwonago 53149</u>
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Schwartz</u>	<u>David</u>	<u>Carl</u>	<u>122 Arrowhead Dr Mukwonago 53149</u>
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
<u>Schwartz</u>	<u>Judith</u>	<u>Ann</u>	<u>122 Arrowhead Dr Mukwonago 53149</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name BP Business Phone Number 262-363-2371
2. Address of Premises 122 Arrowhead Dr Post Office & Zip Code Mukwonago 53149

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Cooler, floor display, backroom



4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? BP-5 Star

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
If yes, explain.
We have multiple convenience stores
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date NOV 2009 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☒ Yes ☐ No
See Attached
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <i>Schwartz Judith A</i>	Title/Member <i>Agent</i>	Date <i>11/1/2009</i>
Signature <i>Judith Schwartz</i>	Phone Number 	Email Address 

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Beer and Cider only Licenses

Genoa City Bp, 100 Elizabeth Lane, Genoa City

Paddock Lake Bp, 25555-75th St, Salem

Brass Ball Mobil, 25406-75th St, Salem

Wind Lake Bp, 7812-S Loomis Rd, Wind Lake

1604 Wisconsin Ave Enterprises Inc. 1604 Wisconsin Ave, Grafton

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Layton Petro Mart 12345 W Layton Ave Greenfield

Beer and liquor licenses

Twin Lakes Bp, 475 N Lake Ave, Twin Lakes

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 7/1/2019 ending: 6/30/2020
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of } Mukwonago
☒ Village of }
☐ City of }

County of Waukesha Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number [REDACTED]	
FEIN Number [REDACTED]	
TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>300</u>
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ <u>19</u>
TOTAL FEE	\$

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

301 Main Enterprises Inc

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>Schwartz</u>	(First) <u>David</u>	(Middle Name) <u>Carl</u>	Home Address (Street, City or Post Office, & Zip Code) <u>[REDACTED] Lake Geneva 53140</u>
Vice President / Member Last Name <u>Schwartz</u>	(First) <u>Kelly</u>	(Middle Name) <u>Jo</u>	<u>[REDACTED] Lake Geneva 53140</u>
Secretary / Member Last Name <u>Schwartz</u>	(First) <u>Kelly</u>	(Middle Name) <u>Jo</u>	<u>[REDACTED] Lake Geneva 53140</u>
Treasurer / Member Last Name <u>Schwartz</u>	(First) <u>David</u>	(Middle Name) <u>Carl</u>	<u>[REDACTED] Lake Geneva 53140</u>
Agent Last Name <u>Schwartz</u>	(First) <u>Judith</u>	(Middle Name) <u>Ann</u>	<u>[REDACTED] Lake Geneva 53140</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Clark Business Phone Number 262-363-5412
2. Address of Premises 301 Main St Post Office & Zip Code Mukwonago 53149

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Coolers, Sales floor, Backroom

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? Clark Coos

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
If yes, explain.
We have multiple convenience stores
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date NOV 2019 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☒ Yes ☐ No
See Attached
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <i>Schwartz, Judith A</i>	Title/Member <i>Agent</i>	Date <i>11/12/2019</i>
Signature <i>Judith Schwartz</i>	Phone Number <i>[REDACTED]</i>	Email Address <i>[REDACTED]</i>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Beer and Cider only Licenses

Genoa City Bp, 100 Elizabeth Lane, Genoa City

Paddock Lake Bp, 25555-75th St, Salem

Brass Ball Mobil, 25406-75th St, Salem

Wind Lake Bp, 7812-S Loomis Rd, Wind Lake

1604 Wisconsin Ave Enterprises Inc. 1604 Wisconsin Ave, Grafton

209 Silver Spring Drive Enterprises, Inc. 209 W Silver Spring Drive, Glendale

Layton Petro Mart 12345 W Layton Ave Greenfield

Beer and liquor licenses

Twin Lakes Bp, 475 N Lake Ave, Twin Lakes

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 7/1/2019 ending: 6/30/2020
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☒ Village of Mukwonago
☐ City of

County of Waukesha Aldermanic Dist. No. _____
(if required by ordinance)

Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>134</u>	
FEIN Number _____	
TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$ <u>300</u>
<input type="checkbox"/> Class B beer	\$ _____
<input checked="" type="checkbox"/> Class C wine	\$ <u>500</u>
<input checked="" type="checkbox"/> Class A liquor	\$ <u>500</u>
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$ _____
<input type="checkbox"/> Reserve Class B liquor	\$ _____
<input type="checkbox"/> Class B (wine only) winery	\$ _____
Publication fee	\$ <u>19 + 10</u>
TOTAL FEE	\$ _____

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
909 Greenwald Enterprises Inc

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>Schwartz</u>	(First) <u>David</u>	(Middle Name) <u>Carl</u>	Home Address (Street, City or Post Office, & Zip Code) <u>_____ Lake Geneva WI 53147</u>
Vice President / Member Last Name <u>Schwartz</u>	(First) <u>Kelly</u>	(Middle Name) <u>JO</u>	<u>_____ Lake Geneva WI 53147</u>
Secretary / Member Last Name <u>Schwartz</u>	(First) <u>Kelly</u>	(Middle Name) <u>JO</u>	<u>_____ Lake Geneva 53147</u>
Treasurer / Member Last Name <u>Schwartz</u>	(First) <u>David</u>	(Middle Name) <u>Carl</u>	<u>_____ Lake Geneva 53147</u>
Agent Last Name <u>Schwartz</u>	(First) <u>Judith</u>	(Middle Name) <u>Ana</u>	<u>_____ Lake Geneva 53147</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Citgo Business Phone Number 262-363-8345
2. Address of Premises 909 Greenwald Ct Post Office & Zip Code Mukwonago 53147

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)
Backroom, sales floor, cooler

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No

(b) If yes, under what name was license issued? 5 Star Citgo

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☐ Yes ☒ No
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☒ Yes ☐ No
If yes, explain.
We have other convenience stores
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date Nov 2019 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☒ Yes ☐ No
See Attached
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) <u>Schwartz, Judith, A</u>	Title/Member <u>Agent</u>	Date <u>11/7/2019</u>
Signature <u>Judith Schwartz</u>	Phone Number <u>[REDACTED]</u>	Email Address <u>[REDACTED]</u>

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Beer and Cider only Licenses

Genoa City Bp, 100 Elizabeth Lane, Genoa City

Paddock Lake Bp, 25555-75th St, Salem

Brass Ball Mobil, 25406-75th St, Salem

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209 Silver Spring Drive Enterprises, Inc. 209 W Silver Spring Drive, Glendale

Layton Petro Mart 12345 W Layton Ave Greenfield

Beer and liquor licenses

Twin Lakes Bp, 475 N Lake Ave, Twin Lakes

**HIPPENMEYER, REILLY, BLUM
SCHMITZER, FABIAN & ENGLISH, S.C.**

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(1911-1979)

WILLIAM F. REILLY
(1932-2007)

EMAIL: MGBLUM@HRBLAWFIRM.COM

November 14, 2019

Via Email (ddykstra@villageofmukwonago.com) ONLY

Ms. Diana Dykstra
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Ordinance Amending Section 34-32

Dear Diana:

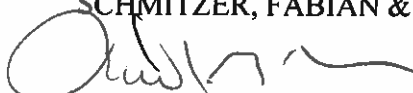
Enclosed is a proposed Ordinance that I prepared dealing with the subject of public nuisances as discussed by the Committee of the Whole on November 5, 2019. There were several issues that the Committee disused during the course of their deliberations and so, I have prepared the attached memo that includes some suggested drafting options for Ordinance amendments that could address these issues. However, it is not clear to me whether a majority of the Board wanted to move forward with this and therefore, I am simply providing it in this format in anticipation of receiving further direction from the Board.

I would ask that this be placed on an upcoming Committee of the Whole Agenda for discussion and further direction to finalize the Ordinance. It is possible that the Ordinance as submitted may be as far as the Committee wants to go, in which case we can move forward to adopting it. However, if the Committee desires to incorporate some or all of the suggested revisions, then this Ordinance will require further refinement.

Thank you for your consideration of these matters.

Sincerely,

HIPPENMEYER, REILLY, BLUM,
SCHMITZER, FABIAN & ENGLISH, S.C.



Mark G. Blum
Village Attorney

MGB/jb
Enc.

Cc: Chief Kevin Schmidt
Mr. Ben Kohout
Mr. John Weidl
Trustee Roger Walsh

**VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES**

ORDINANCE NO. ____

**ORDINANCE TO AMEND SECTIONS 34-32
OF THE VILLAGE OF MUKWONAGO MUNICIPAL CODE
REGARDING PUBLIC NUISANCES AFFECTING PEACE AND SAFETY**

The Village Board of the Village of Mukwonago do ordain as follows:

SECTION I

Section 34-32 of the Municipal Code of the Village of Mukwonago is hereby amended to add the following:

- (18) Grading that allows or causes water to accumulate.
- (19) Steps, walks, driveways, parking spaces, private roads and similar paved areas that are not maintained so as to afford safe passage under normal use and weather conditions.
- (20) Heavy undergrowth and accumulations of plant growth that are noxious or detrimental to health.
- (21) Equipment or materials stored in a manner that detracts from or has a devaluing effect upon surrounding properties, including, but not limited to, dirt piles, brush, weeds, broken glass, stumps, garbage, trash and debris.
- (22) Dead trees, limbs or other natural growths that, for reasons of rotting or deteriorating conditions or storm damage, constitute a hazard.
- (23) The exterior of every building and accessory structure shall not have any serious defects such as leaning, buckling, sagging, large holes, loose or substantial areas of flaking paint.

SECTION III

All Ordinances or parts of Ordinances contravening the terms and conditions of this Ordinance are hereby to that extent repealed.

SECTION IV

The several sections of this Ordinance shall be considered severable. If any section shall be considered by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the other portions of the Ordinance.

SECTION V

This Ordinance shall take effect upon passage and publication as approved by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago, and shall indicate the date and number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board this _____ day of _____, 2019.

APPROVED:

Fred Winchowky, Village President

Countersigned:

Diana Dykstra, Village Clerk/Treasurer

MEMORANDUM

TO: Mukwonago Village Board
FROM: Village Attorney Mark G. Blum
SUBJECT: Ordinance Amending Section 34-32 of the Village Code
DATE: November 13, 2019

Members of the Village Board:

Attached is a draft of the Ordinance I have prepared that would add Sections 18 through 23 to Section 34-32 of the Village Code relating to public nuisances affecting peace and safety. This was prepared as a response to the discussion that occurred at the Committee of the Whole meeting on November 5, 2019. In addition to the draft Ordinance, I also wanted to provide some additional information to you to respond to questions related to grading that impacts storm water, as well as storm water runoff in general.

The reason why I suggested the language regarding storm water drainage was to deal with the situation where re-grading of the property or the depositing of fill or stone, etc., would change the water course of a larger drainage area such that it would have adverse impact on surrounding properties. In addition, there is the concern with standing water creating a place for the breeding of mosquitos. By way of an example, I am including Section 137-7 of the New Berlin Municipal Code that deals with that subject. The sense I had as a result of your discussion at the COW was that you did not want to go into depth in regulating in this area. However, I did want to make you aware of what could possibly be done and also the rationale for including such language in the Code.

In addition, I am also enclosing a copy of Section 275-55, B of the New Berlin Zoning Code that deals with the subject of drainage. Section 275-55, B, (1), (b), [1] of that Code references that no person shall permit the discharge or concentrated drainage from a downspout and/or sump pump to be directed upon the land of an adjacent property owner. It also says that the discharge of any such piping shall not be less than 10' from the lot line or where the structure from which the discharge is occurring is less than 10' to the lot line than have the distance between the structure and the lot line. It also states that the discharge must be adequately diffused before reaching the lot line.

I know this issue was raised by the Committee during the course of its discussion, so I am offering this language a suggestion of what might be done on the subject of storm water drainage for your consideration. It would be helpful to receive some additional direction on these matters before finalizing the revisions to the Code as indicated in the attached Ordinance.

Thank you for your consideration of these matters. Please let me know if there are further questions or concerns.

Respectfully submitted,

Mark G. Blum

MGB/jb

*City of New Berlin, WI
Wednesday, November 13, 2019*

Chapter 137. Health and Sanitation

§ 137-7. Obstruction of drainage prohibited without permit.

- A. No person shall dam up or obstruct the passage of water through a watercourse, drainage ditch or any channel or depression through which surface water or stormwater drains by depositing stone, fill or material of any kind or by relocating or diverting the water in such watercourse, drainage ditch, channel or depression without first obtaining a permit from the Council for that purpose.
- B. Application for such permit shall be made in writing to the Council and shall be accompanied by such engineering data as may be necessary to determine the land affected, the changes contemplated and the effect that such changes shall have on the surrounding drainage basin. The Council shall investigate such application and determine whether the public interest is affected, and a permit shall be granted if it shall be determined that the change in drainage can be accomplished without causing undue injury to adjoining premises by flooding or by interfering with the natural drainage of the area. Permits may be conditioned upon the work being done in a manner that will avoid or minimize injury to other premises.

- [4] Retaining walls shall not be located closer than five feet to a side or rear lot line unless the Director finds that there is no other practical location, and only after written approval by the affected neighbor is received.
- [5] The appearance of the retaining wall and wall materials shall be considered with respect to the view from the low side of the wall.
- [6] The long-term durability and maintenance requirements of the retaining wall shall be considered.
- [7] Adequate safety features and precautions shall be incorporated into the retaining wall design to mitigate the hazard of the abrupt dropoff created by the wall.
- [8] Retaining walls shall be designed in a manner that frost and hydrostatic pressure will not compromise the integrity of the wall.
- [9] Retaining walls shall not interfere with the surface water drainage pattern or create a disruption of the approved drainage or grading plan.
- [10] Retaining walls shall be engineered and built in such a manner so as not to collapse.
- [11] Retaining walls shall be designed and located in a manner that will not have a negative impact on abutting properties.

- Sec 275-55
- (c) All retaining wall structures, including tiebacks, are to be located outside the base setback line.

B. Drainage.

- (1) General requirement. No land shall be developed, and no building shall be erected, structurally altered, or moved, and no use shall be permitted, on land which is not adequately drained or which would result in stormwater or surface water runoff that causes property damage, a nuisance and/or erosion to adjacent properties. All drainage plans shall conform with the City of New Berlin Stormwater Management Plan, § 275-55.1, and § 201-8.
 - (a) All premises shall be graded and maintained so as to prevent the accumulation of stagnant water thereon, or within a building or structure located thereon, or against any structure so as to potentially cause damage to such structures.
 - (b) The dispersal of concentrated drainage onto adjacent properties is prohibited.
 - [1] No person shall permit the discharge of concentrated drainage from a downspout and/or sump pump to be directed upon the land of an adjacent property owner.
 - [2] Any drainage systems which have the effect of redirecting drainage through piping or other means shall comply with the following requirements:
 - [a] The discharge of any such piping shall be not less than 10 feet from the lot line or, where the structure from which the discharge is occurring is less than 10 feet to the lot line, then, in that event, 1/2 the distance between said structure and the lot line.
 - [b] The discharge must be adequately diffused before reaching the lot line.
 - [c] The flow of discharge from the downspout and/or sump pump must be consistent with the approved grading plan for the property.
- (2) Exemptions may be granted, with approval of the DCD Director, for properties that incorporate alternative stormwater practices (i.e., rain gardens, rain barrels, cisterns, and others) as

designed per the WDNR Technical Standards.

- (3) Drainage plan required for site plan approval. Every person who erects, alters or moves a building or structure or who alters or changes topography shall submit a drainage plan to the Director for review and approval as part of the site plan submission. Approval of the drainage plan shall be a prerequisite for issuance of a building permit.



Committee/Board:	Protective Services
Topic:	Lieutenant Daniel Streit has completed the School of Police Staff and Command at Northwestern University
From:	Chief Kevin Schmidt
Department:	Police Department
Presenter:	Chief Kevin Schmidt
Date of Committee Action (if required):	No action, informational
Date of Village Board Action (if required):	

Information

Subject: Lieutenant Daniel Streit has completed the School of Police Staff and Command at Northwestern University, Class #463.

Background Information/Rationale: The School of Police Staff and Command (SPSC) at Northwestern University is a twenty-two (22) week course that provides upper-level college instruction in 27 core blocks of instruction and additional optional blocks during each session. The major topics of study include: Leadership, Human Resources, Employee Relations, Organizational Behavior, Applied Statistics, Planning and Police Development, Budgeting and Resource Allocation.

We have been waiting for SPSC to be held in the Milwaukee area again to have Lieutenant Streit attend the school. Northwestern University started an online version of the school. So rather than Lieutenant Streit being away from the Department for ten (10) weeks, over a twenty-two (22) week period, Lieutenant Streit was able to work at the Department while completing this course.

Key Issues for Consideration:

Fiscal Impact (If any):

Requested Action by Committee/Board: Informational only

Attachments

Press release



Village of Mukwonago Police Department

627 S. Rochester Street • Mukwonago, Wisconsin 53149

(262) 363-6435 • FAX (262) 363-6438 • Hearing Impaired (262) 363-6453

KEVIN B. SCHMIDT, CHIEF OF POLICE

November 26, 2019

PRESS RELEASE

Village of Mukwonago Police Lieutenant Daniel Streit has graduated from Northwestern University Center for Public Safety.

The Mukwonago Police Department is pleased to announce the recent graduation of Lieutenant Daniel Streit from the School of Police Staff and Command (SPSC) at Northwestern University. Lieutenant Streit has successfully completed the twenty-two (22) week Staff and Command program held in Evanston, Illinois from May 13 – October 13, 2019. This program, which was implemented by the Center for Public Safety in 1983, has graduated over 25,000 students both nationally and internationally. Lieutenant Daniel Streit was a student in SPSC Class #463 which accommodated a total of 24 students for the twenty-two week period.

The School of Police Staff and Command provides upper-level college instruction in a total of twenty-seven core blocks of instruction and additional optional blocks during each session. The major topics of study include: Leadership, Human Resources, Employee Relations, Organizational Behavior, Applied Statistics, Planning and Police Development, Budgeting and Resource Allocation.

Each student is academically challenged through written examinations, projects, presentations and quizzes in addition to a staff study paper that are all required parts of the curriculum. Upon successful completion, Lieutenant Streit received a total of 6 units of undergraduate credit from Northwestern University in Evanston, Illinois.

The Center for Public Safety was established at Northwestern University in 1936 with the specific goal of expanding university-based education and training for the Law Enforcement Community. Since its inception, the Center has broadened its original objective and now provides a variety of courses and programs in the area of Police Training, Management Training, and Executive Development.

The Village of Mukwonago Police Department anticipates a variety of benefits from Lieutenant Daniel Streit's attendance at this program. Many of the program's graduates do go on to achieve a variety of leadership positions within their respective agencies.



Community Focus Meeting

December 11, 2019

6:30 p.m.

Mukwonago Fire Department, 1111 Fox St.,
Mukwonago, WI

RW Management Group, Inc. is conducting an organizational analysis of the Mukwonago Fire Department and would like your input regarding the future of the fire and emergency medical services the Department provides your community. Please join us for 1 hour to learn about the study and answer questions regarding the future and direction of fire and EMS services in the Town and Village.

Sponsored by the Town and Village of Mukwonago,
Mukwonago Fire Department and RW Management Group,
Inc.



DRAFT

WATER SUPPLY AND WASTEWATER TREATMENT SYSTEM CAPACITY ANALYSIS

VILLAGE OF MUKWONAGO
WAUKESHA COUNTY, WISCONSIN
NOVEMBER 2019

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WATER SUPPLY AND WASTEWATER TREATMENT SYSTEM CAPACITY ANALYSIS

INTRODUCTION

The purpose of this analysis was to evaluate the capacity of both the wastewater treatment facility (WWTF) and water supply system to determine the available capacity to serve future developments

WASTEWATER TREATMENT PLANT CAPACITY ANALYSIS

Biochemical oxygen demand (BOD) is a common measure of the organic concentration of domestic wastewater. BOD will be used as an overall indicator of the wastewater treatment facility capacity. The Mukwonago WWTF has a BOD design capacity of 2,500 pounds per day.

Based on the 2017 WWTF Septage Receiving, Digester and Biosolids Update study from monthly discharge monitoring reports, it is estimated that the existing average BOD loading is approximately 1,719 pounds per day. This does not include the additional loading from septage and holding tank waste. Recently, the acceptance of septage and holding tank waste was suspended.

It is planned that the WWTF will accepted 3 million gallons per year of septage and holding tank waste. At a concentration of 3,000 mg/L BOD, this loading equates to approximately 208 pounds BOD per day.

The Village is presently in negotiations with CHR Hansen to move some of their manufacturing operations to the Village. CHR Hansen manufactures natural food coloring and dyes. CHR Hansen would move some of their manufacturing operations to the Village. The Village has indicated to CHR Hansen that they could treat a maximum of 150 pounds per day of BOD.

There are also numerous developments that are in various stages. The most advanced developments in the planning process are analyzed in the following section.

For the Maple Centre development there will be 675 total units. This includes 371 one-bedroom units, 204 two-bedroom units and 100 three-bedroom units. A factor of 1.25 people per unit will be used for the one-bedroom units. A factor of 2.5 people per unit is used for the two-bedroom and three-bedroom units. The total population from this development is therefore 1,249.

For the Chapman development, there will be 88 single family homes and 24 duplexes. This equals 136 dwelling units. With a factor of 2.5 people per dwelling unit, the total population will be 340.

The Minor development is planned to have 30 single family homes. Using a factor of 2.5 people per dwelling unit, the projected population is 75.

The Meadowland development is planned to have six duplexes which equals 12 dwelling units. Using the same population factor per dwelling unit, the planned population is 30.

The Edgewood Meadows development is planned to have 17 duplexes which equals 34 dwelling units. Using the same population factor per dwelling unit, the planned population is 85.

Table 1 shows the anticipated loading from each development. The organic loading is based on 0.2 pounds of BOD per person per day which is an industry standard.

Table 1 – Organic Loading From Planned Developments

Development	No. of Dwelling Units	Population	Pounds BOD Per Day
Maple Centre	675	1,249	250
Chapman	136	340	68
Minor	30	75	15
Meadowland	12	30	6
Edgewood Meadows	34	85	17
Total			356

CONCLUSION

Table 2 summarizes the existing condition and planned new loading with the WWTF accepting septage/holding tank waste, CHR Hansen loading, and all future developments previously described. Table 2 shows the design capacity of the WWTF and the remaining capacity of 67 pounds of BOD per day if all future components take place. The Village has decided that if additional capacity is needed before a significant WWTF expansion takes place, septage/holding tank waste loading would be reduced from reducing the volume of this waste accepted.

Table 2 – BOD Loading Summary

Component	BOD Loading (Pounds Per Day)
Existing	1,719
Septage/Holding Tank Waste	208
CHR Hansen	150
Future Developments	356
Subtotal	2,433
WWTF Capacity	2,500
Remaining Capacity if All Components Happen	67

The remaining capacity of 67 pounds of BOD per day equates to an additional population of 335 people.

WATER SYSTEM CAPACITY ANALYSIS

The analysis includes the evaluation of the capacity of the Village's water supply, pumping and storage facilities in order to determine if there is surplus capacity available to serve additional customers. Also included is determining the ability of the distribution system to convey water to different areas within the Village and to the boosted pressure zone on the south end of the Village.

EXISTING FACILITIES

The Village's water facilities (excluding the distribution system) includes wells, pumping stations and storage tanks. Pumping equipment is located at each well. There also is a pressure boosting pumping station to serve the Tax Incremental District (TID) No. 5 and future development to the south. The capacities of the existing facilities and the pressure boosting station are shown in Tables 3 through 5.

Table 3 - Well Pumping Stations

Facility I.D.	Well Capacity				On-Site Storage (mg)	Service Pump Capacity (mgd)	
	Rated		Actual			Pump 1	Pump 2
	(gpm)	(mgd)	(gpm)	(mgd)			
Well 3	900	1.30	850	1.22			
Well 4	1,000	1.44	1000	1.44	0.33	1.22	1.22
Well 5	900	1.30	700	1.01			
Well 6	350	0.50	300	0.43			
Well 7	684	0.98	650	0.94			

Table 4 - Elevated Tanks

Facility I.D.	Volume
	(mg)
North	0.50
South (I-43)	0.50

Table 5 - Pressure Boosting Station

Facility I.D.	Pump Capacity	
	(gpm)	(mgd)
Pump 1	100	0.14
Pump 2	350	0.50
Pump 3	350	0.50
Pump 4	700	1.01
Pump 5	1,000	1.44
Pump 6	1,000	1.44
Pump 7 (Future)	1,000	1.44

PROJECTED WATER DEMANDS

Projected water demands were determined from statistics for water consumption obtained from the Wisconsin Public Service Commission (WPSC) for the years 2011-2018. Average and maximum day water use from 2011 to 2018 is shown in Table 6. Of note is water consumption in 2012. There was a long period of hot, dry weather in June of that year. Both the total volume pumped for the year and, more importantly, the maximum day pumped volume were significantly higher than other years. A similar stretch of hot, dry weather now or in the future can be expected to result in similar rates of consumption.

Table 6 - Village of Mukwonago Water Use 2011 to 2018

Year	Water Use, MG			Max. Day Date	Max./Avg. Day Ratio	Reason for Max. Day Pumpage
	Total Pumped	Avg. Day	Max. Day			
2018	267	0.73	1.48	7/10/18	2.03	Hot weather & Construction
2017	255	0.70	1.15	8/14/17	1.65	Hydrant hit by car
2016	259	0.71	1.96	8/9/16	2.77	Filling retention pond
2015	239	0.65	1.27	9/24/15	1.94	High usage
2014	216	0.59	0.96	7/19/14	1.62	High usage
2013	237	0.65	1.10	5/21/13	1.69	High usage
2012	296	0.81	1.72	6/22/12	2.13	Hot & dry weather
2011	271	0.74	1.31	1/8/11	1.77	Water main break

The average customer consumption rate was calculated based on the average number of residential customers and annual metered residential consumption. The average annual residential water use from 2011 to 2018 is summarized in Table 7.

Table 7 - Average Residential Consumption

Year	Population Served	Average No. of Residential Customers	Annual Metered Residential Consumption (mg/year)	Average Per Customer Residential Consumption (gal/day)
2018		2,535	114,587	124
2017		2,464	114,737	128
2016		2,411	118,409	134
2015		2,368	116,012	134
2014	7,507	2,311	109,764	130
2013	7,430	2,255	110,914	135
2012	7,390	2,225	125,512	154
2011	7,375	2,208	115,322	143

Current average day and maximum day design demands were determined using demand information from 2012 and adding the projected increase in demand due to the increase in residential customers. It is assumed that a residential customer consumes an average of 150 gallons/day and 3 times that on a maximum day. The number of residential customers has increased from 2,225 to 2,335 in 2018. The estimated increase in average day and maximum day demands from 2012 are 0.05 mgd and 0.14 mgd respectively. Based on this increase, the current average day and maximum day design values used in this evaluation are 0.86 mgd and 1.86 mgd respectively. While pumping volumes have been lower in subsequent years, these volumes will be used to check the adequacy of the existing facilities to meet projected demands.

ANALYSIS METHODOLOGY

Water system supply, pumping and storage facilities work together to provide the capacity needed to meet customer demands. Specific criteria have been developed to determine the adequacy of water system facilities. These criteria are described below. See Appendix A for a more complete explanation of the criteria, including an example calculation. These criteria assume supply is provided by groundwater wells.

ANALYSIS CRITERIA

The water system capacity is evaluated using the following four criteria:

1. Well Pump Capacity

There should be sufficient well pump capacity to supply the peak day pumpage volume with the largest capacity or most critical well pump inoperable.

2. Peak Hour Storage Capacity

There should be sufficient storage volume to provide the difference between the peak hour rate and the peak day rate for a duration of 4 hours. Excess well supply capacity can be applied to satisfy this criteria.

3. Fire Flow Storage Capacity

There should be sufficient pumping and storage capacities to provide the recommended fire flow rate and duration. It is assumed that pumpage at the peak hour rate for a duration of 4 hours immediately precedes the fire flow event and a concurrent peak day demand rate occurs during the fire flow event.

4. Emergency Supply Capacity

There should be sufficient elevated storage volume and pumping facilities equipped with auxiliary power to provide an average day pumpage volume.

Based on these criteria, an analysis was performed to determine the adequacy of the Village's water supply, pumping and storage facilities. The most critical criteria for the Village is well pump capacity. While Well 4 has the greatest capacity (1,000 gpm/1.44 mgd) it is Well 5 (700 gpm/1.01 mgd) that is most critical. This is because Wells 3 and 4 produce water which exceeds the allowable limit for radium. Wells 3 and 4 draw water from the deep sandstone aquifer. This aquifer underlines southeastern Wisconsin and in most locations produces water containing naturally occurring radium. Wells 5 and 6 draw water from the shallow sand and gravel aquifer. Water in this aquifer contains little or no radium. Wells 5 and 6 were constructed to provide a radium free source of water to blend with water from Wells 3 and 4. At a blending ratio of about 50/50, the blended water complies with the radium standard.

Well 5 is the most critical well because its loss indirectly reduces the flow rate available from Wells 3 and 4. Without Well 5, only Well 6 (300 gpm/0.43 mgd) is available to blend with Wells 3 and 4. The loss of Well 5 would significantly reduce the volume of radium compliant water available to meet customer demands.

ANALYSIS RESULTS

The table below shows the adequacy of the existing facilities to meet current potential demands based on the analysis criteria.

<u>Criteria</u>	<u>Excess Capacity</u>
Well Pump	-0.06 MGD
Peak Hour Storage	0.59 MG
Fire Flow Storage	0.19 MG
Emergency Supply	3.10 MG

Assumptions

1. Average day pumping volume = 0.86 MG
2. Maximum day pumping volumes = 1.86 MG

As can be seen in the table, currently there is a slight deficiency in the well pump capacity. The calculation assumes the loss of Well 5 during an extended period of hot, dry weather. While the odds of this occurring are not great, well pumps can and do break down with no notice. Also, shallow wells like Village Wells 5, 6, and 7 are more subject to contamination from man-made sources than are deep Wells 3 and 4. A leak in a buried gasoline tank at a nearby filling station could render Well 5 unusable for an extended time period.

The above table shows the water system facilities currently have surplus capacity with respect to the peak hour, fire flow and emergency supply criteria. More detail on the analysis calculations is shown in Appendix B.

DISTRIBUTION SYSTEM CAPACITY ANALYSIS

Using a software modeling program, the capacity of the distribution system was analyzed at three locations where future growth is anticipated within the Main Pressure Zone. The total available capacity at these locations was determined based on providing a minimum residual pressure of 40 psi at all locations within the existing distribution system during an existing maximum day demand scenario. The total available capacity includes both consumer demand and available fire flow.

The analysis assumes that no pumps are running with all water being supplied by elevated tanks. This is the normal assumption used when determining available fire flows because it is not known which pumps will be available and running during a fire emergency. The water level in the elevated tanks is assumed to be 10 feet below the overflow elevation.

The total available capacities provided in the following sections are the theoretical values that are available at the indicated locations. The actual total available capacity is dependent on the proposed development topography, existing infrastructure, and proposed infrastructure. Additional modeling and field testing should be performed to determine the actual capacity at these locations.

Capacity Analysis No. 1

A capacity analysis was performed for the 12-inch water main located east of the intersection of Grey Fox Trail and Edgewood Avenue. The available capacity at this location is approximately 1,500 gpm at a residual pressure of approximately 64 psi. Demands greater than 1,500 gpm at this location would result in the pressures east of the intersection of Summit Ct. and Riverton Drive North dropping below 40 psi.

Capacity Analysis No. 2

A capacity analysis was performed for the 12-inch water main located at the intersection of STH 83 and Black Bear Blvd. The available capacity at this location is approximately 1,000 gpm at a residual pressure of approximately 51 psi. Demands greater than 1,000 gpm at this location would result in the pressures at the intersection of West Veterans Way (CTH NN) and Pinehurst Drive dropping below 40 psi.

Capacity Analysis No. 3

A capacity analysis was performed for the 16-inch water main located on Maple Avenue north of the proposed booster pumping station. The available capacity at this location is approximately 3,000 gpm at a residual pressure of approximately 59 psi. Demands greater than 3,000 gpm at this location would result in the pressures at the intersection of West Veterans Way (CTH NN) and Pinehurst Drive dropping below 40 psi.

Boosted Pressure Zone

The Boosted Pressure Zone will be supplied by the Main Pressure Zone using a pumping station that is currently being constructed. The pumping station will be supplied from a 16-inch diameter water main located on Maple Avenue. The future average and maximum day demand of the area to be served by the booster station is estimated to be 1.17 mgd (812 gpm) and 2.34 mgd (1,625 gpm) respectively. The capacity of the Boosted Pressure Zone is determined by the available supply capacity of the Main Pressure Zone and the initial capacity of the proposed pumping station.

The initial capacity of the pumping station is based on providing a fire flow of 2,500 gpm. As the consumer demand in the Boosted Pressure Zone increases, the available fire flow capacity provided by the pumping station will decrease. An additional 1,000 gpm pump will be provided in the pumping station when the maximum day demand of the Boosted Pressure Zone approaches 1,000 gpm. When the future pump is added the booster station will still be able to provide a fire flow of 2,500 gpm at maximum day demand. An elevated storage tank will need to be provided when there are approximately 50 customers in the service area or when the boosted pressure zone maximum day demand exceeds 1,000 gpm (1.44 mgd).

CONCLUSIONS

While the Village has excess water supply capacity when all wells are functioning, the available capacity drops significantly if Well 5 is out of service. Without Well 5, the combined pumping rates of Wells 3 and 4 must be reduced in order to maintain compliance with the radium standard.

The distribution system generally is capable of conveying water from the pumping stations and elevated tanks to where the water is needed. At fire flow rates, customers located at high elevations will see pressure drop below 40 psi. The two affected high elevation areas are the United Church of Christ church on West Veterans Way and area around the intersection of Riverton Drive and Summit Court. This situation is not a concern.

Service to customers located east of Mukwonago River is provided by a single water main crossing the river on CTH ES. A main break or other event requiring closing off this main would result in the loss of service to a number of customers.

A capacity analysis was performed with the assumption that radium treatment was constructed at Well 4. The analysis results are shown below and in more detail in Appendix C.

<u>Criteria</u>	<u>Excess Capacity</u>
Well Pump	1.74 MGD
Peak Hour	0.81 MG
Fire Flow	0.71 MG
Emergency Supply	5.33 MG

Assumptions

1. Average day pumping volume = 0.86 MG
2. Maximum day pumping volumes = 1.86 MG

The 1.74 MGD (1,229 gpm) of excess well pump capacity provided by adding radium treatment at Well 4 would allow service to an additional 3,900 residential customers or their equivalent in multi-family, commercial and industrial customers.

An additional evaluation was performed by projecting demands through the year 2025 based on the current developments being proposed in the Village. Demands were associated with the proposed developments based on land use. Average day water use demand criteria used in projecting the demands is summarized in Table 8. A maximum day to average day demand peaking factor of 3.0 was used to determine maximum day demands for residential customers. A maximum day to average day demand placing factor of 2.0 was used to determine maximum day demands for industrial customers.

Table 8 - Water Use Design Criteria

Land Use Classification	Water Use gpd^(a)
Single Family Residential (SFR)	150
2-Family Residential	300
Muli-Family Residential (MFR)	
1-Bed Apt. (50% S.F.R.)	75
2-Bed Apt. (75% S.F.R.)	112.5
3-Bed Apt. (100 % S.F.R.)	150
Industrial Water Use, gpad	500

(a) Unless indicated otherwise

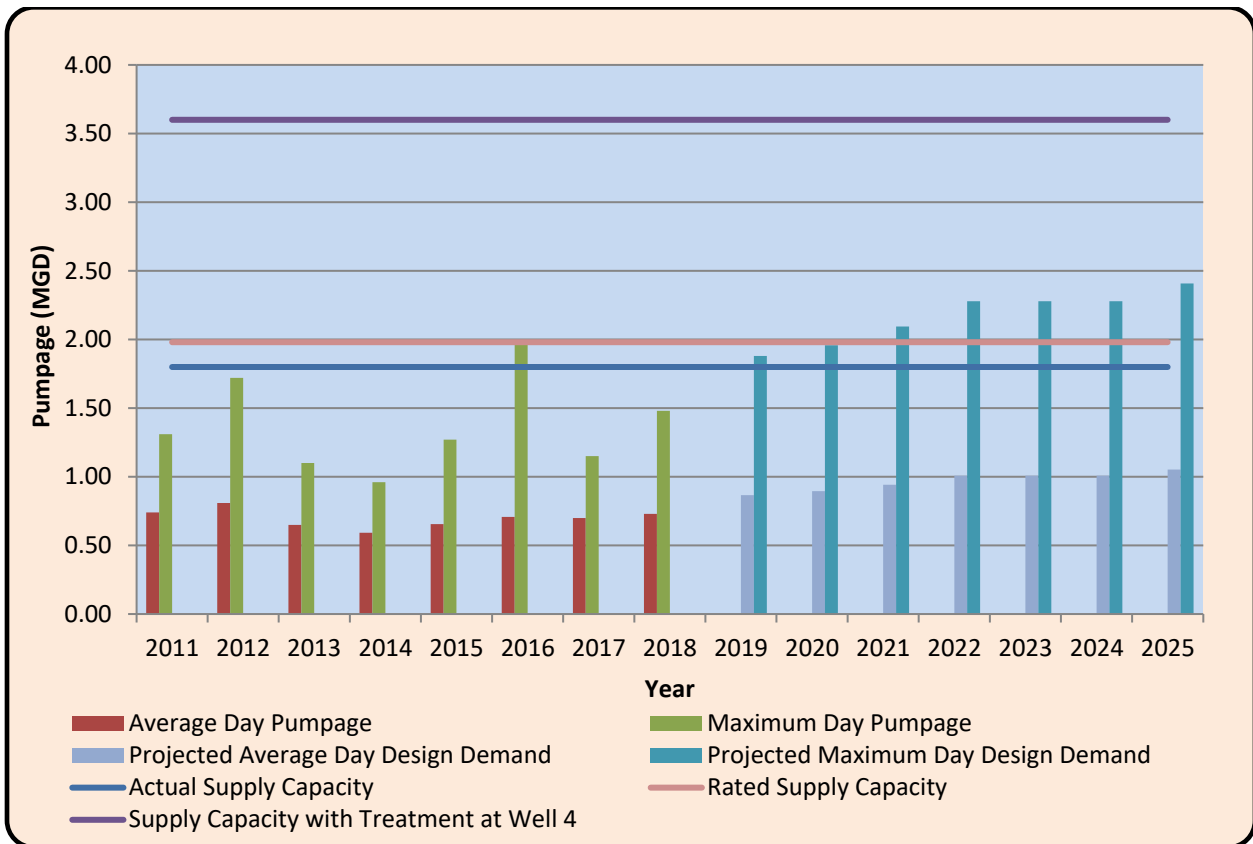
The projected demands for each development and the year in which the demand is expected is summarized in Table 9.

The projected water use was based on preliminary dwelling type information. Based on preliminary information, and assuming all proposed developments are fully developed, the average day and maximum day demands are expected to increase 0.20 mgd and 0.55 mgd, respectively by the year 2025. The projected water use based on the proposed developments is shown in Figure 1.

TABLE 9 - Proposed Development Projected Water Use

Development	Additional Water Use, gpd						
	2019	2020	2021	2022	2023	2024	2025
Maple Center	0	0	32850	32925	0	0	0
Chapman Farms	0	7,800	0	12,600	0	0	0
Minor Estates	0	0	6,900	0	0	0	0
Meadowland Apartment	0	1,800	0	0	0	0	0
Edgewood Meadows	0	2,700	2,400	0	0	0	0
Great Life	0	0	0	5,325	0	0	0
Siewert	0	0	0	0	0	0	43,425
Phantom Lakes Preserve	0	3,000	0	0	0	0	0
Edgewood Villages	0	3,375	0	0	0	0	0
TID No. 5 Business Park	10,350	10,950	4,550	15,750	0	0	0
Average Day Use, gpd	10,350	29,625	46,700	66,600	0	0	43,425
Cumulative Average Day Water Use, mgd	0.01	0.04	0.09	0.15	0.15	0.15	0.20
Maximum Day Use, gpd	20,700	77,925	135,550	184,050	0	0	130,275
Cumulative Maximum Day Water Use, mgd	0.02	0.10	0.23	0.42	0.42	0.42	0.55

FIGURE 1 – Projected Water Use and Supply Capacity



RECOMMENDATIONS

The recommended way to increase the water supply capacity is to construct radium removal treatment equipment at Well 4. The analysis of adequacy with respect to well pump capacity assumes the high capacity or most critical well is out of service. Well 5 currently is the most critical well because its loss also

significantly reduces the ability to use Well 3 and 4. With treatment installed to remove radium at Well 4, water produced by Well 4 will not require blending in order to be in compliance with the radium standard. In this case, even with the loss of Well 4 (which would be the highest capacity well), the total capacity available would increase from 1.80 MGD to 3.60 MGD. This is because Well 3 could be pumped at full capacity, because of the blending water available from Wells 5 and 6.

Another option for increasing well pump capacity is to drill additional shallow wells, which do not have radium. However, as was the case for Village Well 7, searching for a site upon which a high capacity shallow well can be drilled is time consuming and success cannot be guaranteed. While a shallow well will not need treatment to remove radium, treatment to remove iron may be recommended for aesthetic reasons.

As customers are added east of the Mukwonago River, consideration should be given to improving service reliability by constructing a second water main across the river. If service is extended to higher elevation areas near the northwest portion of the Village, consideration should be given to establishing a boosted pressure zone to serve these areas.

Date of Issuance: November 15, 2019

Effective Date:

November 15, 2019

Contract: WWTF Septage Receiving, Grit and Digester Upgrade Owner:

Village of Mukwonago

Contractor: August Winter & Sons, Inc.

Engineer:

Ruekert & Mielke, Inc.

Address: 2323 N. Roemer Road
Appleton, WI 54911

Engineer's Project No.: 12-10075.300

Effective Date of Contract: July 13, 2018

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

Description:

See attached summary table.

Reason for Change Order:

See attached summary table.

Attachments:

Change Order 2 summary table.

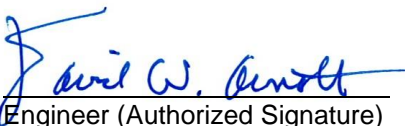
Supporting information from Contractor.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ 2,253,000.00	Original Contract Times: Substantial Completion: <u>July 1, 2019</u> Ready for Final Payment: <u>August 1, 2019</u>
Increase/Decrease from previously approved Change Orders: \$ 47,151.00	Increase from previously approved Change Orders: Change Orders No. ____ to No. ____: Substantial Completion: _____ Ready for Final Payment: _____
Contract Price prior to this Change Order: \$ 2,300,151.00	Contract Times prior to this Change Order: Substantial Completion: <u>July 1, 2019</u> Ready for Final Payment: <u>August 1, 2019</u>
Increase of this Change Order: \$ 40,759.27	Increase of this Change Order: Substantial Completion: <u>29 days</u> Ready for Final Payment: <u>75 days</u>
Contract Price incorporating this Change Order: \$ 2,340,910.27	Contract Times with all approved Change Orders: Substantial Completion: <u>August 1, 2019</u> Ready for Final Payment: <u>October 15, 2019</u>

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: 
Engineer (Authorized Signature)David W. Arnott, P.E.
Ruekert & Mielke, Inc.By: _____
Owner (Authorized Signature)

Village of Mukwonago

By: 
Contractor (Authorized Signature)

August Winter & Sons, Inc.

Date: November 15, 2019

Date: _____

Date: 11-18-2019

Village of Mukwonago WWTF Septage Receiving, Grit, and Digester Upgrade				
Change Order 2 Summary				
Item	Contractor Sub Number Item	Description	Amount	Reasons Needed
a	11	Grit concrete separator pad.	\$834.00	Grit pad depth increase was required to lift grit elevator higher for dumpster access
b	12	3" Backflow preventor and piping.	\$7,152.00	Backflow preventor and piping needed to increase the size of the pipe supplying the wall hydrant to exterior of garage building
c	13	Water hammer arrestors.	\$912.00	Water hammers were needed to stop the water hammer that was felt back to the office building that supplied the grit elevator
d	14	Slow close solenoid valves.	\$1,232.00	Slow close valves needed for the feed to the grit tank 3/4" waterline supply
e	15	Extra light fixtures.	\$975.00	Replace extra fixture per owners request in the shop room 2-103.
f	16	Removal of two yard hydrants.	\$832.00	Yard hydrants had different configuration than shown on record drawings.
g	17	Add of timer and switch to gate operator.	\$281.00	Provide timer and switch for easier operation of fence operator.
h	19	Gas compressor switch.	\$2,455.00	Compressor switch needed to be explosion proof.
i	20	Saw cut and break out conduit duct bank.	\$1,610.00	Duct bank from primary clarifier was encased in concrete (not shown on record drawings).
j	20a	Use conduit splice kits in area by duct bank that was removed.	\$1,195.00	Splice kits were needed to repair damaged conduit when duct bank was removed.
k	23	Digester building gas piping and expansion tank piping modifications.	\$1,725.00	Additional methane piping was replaced inside Digester Building. Piping re-worked on top of boiler. Piping was not in obvious need of replacement during design.
l	25	Electrical wiring into digester building.	\$6,724.00	Extra wiring into main Digester Building will facilitate future sludge flow meters.
m	26	Cover seam epoxy gel.	\$175.00	Epoxy gel installed in vertical seams for digester covers.
n	27	Sludge hauling.	\$14,700.00	Cost for hauling sludge an extra distance to Clyman for storage.
o		Credit for unused allowance for digester concrete repair.	-\$8,000.00	Credit for Unused Allowance for Digester Concrete Repair. Allowance amount of \$8,000.00 in contract.
p		Credit for unused allowance for digester cover repair.	-\$2,412.48	Credit for Unused Allowance for Digester Concrete Repair. Allowance amount of \$6,000.00 in contract. Amount used was \$3,587.52.
q	28	Crane mobilizations.	-\$1,500.00	Two crane mobilizations were needed instead of three. The sequence was changed to expedite construction in the wet spring weather. The changed sequence allow one less crane mobilization.
r		Incorrect digester coating product credit	-\$2,315.25	Credit for extra R/M time for e-mails, phone calls and meetings to resolve issue where painter was not using the correct product.
s	29	Roof Repair	\$13,200.00	Digester Building roof leaked before the project. The painters as part of this project caused additional damage to the roof by not using plywood to spread out concentrated weight. August Winter has agreed to pay for half the total change order of \$26,400.
t	30	Blower Building damper actuator.	\$985.00	Existing damper actuator was planned to be re-used. It was discovered the actuator did not work. A new actuator was needed.
Total			\$40,759.27	



AUGUST WINTER & SONS, INC.

MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: A

January 17, 2019

Dave Arnott
Ruekert-Mielke

11

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: added concrete for grit separator

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 2 hrs	\$	150
Direct Costs.....	\$	57
Equipment Rental.....	\$	-
Indirect Costs.....	\$	13
Subtotal.....	\$	221
Overhead.....	\$	33
Total.....	\$	254

Subcontracts

Total Subcontractor Costs.....	\$	520
Subcontractor Markup.....	\$	52
Total Subcontractor Costs w/overhead.....	\$	572
 Total AWS/Subcontractor Costs.....	\$	826
Profit/Bond.....	\$	8

Change Order Total..... \$ 834

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: A

Project/Job#: Mukwonago WWTP 57118

Date: 1/17/2019

Description: added concrete for grit separator

Change Order #: 11

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	2.0	@	\$ 75.18	\$ 150.36
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 150

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 40.60
Trucking	5.0% of Labor	\$ 7.52
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 9.02
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ 57

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 13
Total Contractor Costs	\$ 221
Overhead	15.0% \$ 33
Subtotal Contractor Costs	\$ 254

SUBCONTRACTS

R industries	\$ 520.00
Pieper Electric	\$ -
	\$ -
	\$ -

Total Subcontractor Costs	\$ 520
Overhead	10.0% \$ 52
Subtotal Subcontractors Costs	\$ 572

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 826
Profit	0.0% \$ -
Bond	1.0% \$ 8
Total Amount Of Change	\$ 834

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



R Industries LLC
 2830 E Dietzen Dr.
 Appleton, WI 54915
 (920) 851-8621
 Rindustriesllc@gmail.com

Invoice 1264

BILL TO

August Winter & Sons, Inc.

DATE
01/14/2019

PLEASE PAY
\$520.00

DUE DATE
01/15/2019

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/14/2019	Concrete And Rebar Change Order for 15" thick concrete for equipment pad instead of 6"	1	520.00	520.00

Mukwonago Change Order Charge for 15" Concrete
 equipment pad. No Job number for this work.
 Original subcontract was 440018-9001

TOTAL DUE

\$520.00

THANK YOU



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: B

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

February 6, 2019

Dave Arnott
Ruekert-Mielke

12

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: added 3" backflow preventor and piping

Our change order price and breakdown follows:

August Winter

Material.....	\$	4,003
Labor..... 20 hrs	\$	1,372
Direct Costs.....	\$	581
Equipment Rental.....	\$	-
Indirect Costs.....	\$	202
Subtotal.....	\$	6,158
Overhead.....	\$	924
Total.....	\$	7,081

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
 Total AWS/Subcontractor Costs.....	\$	7,081
Profit/Bond.....	\$	71

Change Order Total..... \$ 7,152

Time extension required is 1 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: B

Project/Job#: Mukwonago WWTP 57118

Date: 2/6/2019

Description: added 3" backflow preventor and piping

Change Order #: 12

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 3,794.21
Sales Tax	5.5%	\$ 208.68

Material Subtotal \$ 4,003

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	10.0	@	\$ 75.18	\$ 751.80
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	10.0	@	\$ 62.00	\$ 620.00
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 1,372

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 370.39
Trucking	5.0% of Labor	\$ 68.59
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 82.31
Shop Equipment Charge	\$ 6.00 per shop hour	\$ 60.00
Subsistence		\$ -

Subtotal \$ 581

Equipment

	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	0.0 Hours @	\$ -	\$ -
dump truck	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 202
Total Contractor Costs	\$ 6,158
Overhead	15.0% \$ 924
Subtotal Contractor Costs	\$ 7,081

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Subcontractor Costs	\$ -
Overhead	10.0% \$ -
Subtotal Subcontractors Costs	\$ -

Total Contractor/Subcontractor Costs	\$ 7,081
Profit	0.0% \$ -
Bond	1.0% \$ 71
Total Amount Of Change	\$ 7,152

Time extension required is 1 days.

This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



2300 North Sandra Street
Appleton, WI 54911

Please contact with Questions: 630-932-3895

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
4877604	\$424.21	103358	1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES INC #1550
PO BOX 802817
CHICAGO, IL 60680-2817

SHIP TO:

AUGUST WINTER & SONS INC
PO BOX 1896
APPLETON, WI 54912-1896

COUNTER PICK UP
2300 NORTH SANDRA STREET
APPLETON, WI 54911

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
448	448	WIE	57118-016	GPS	MUKWONAGO WWTF	01/24/19	IO 126513
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
			ATTN: JASON JOB: 57118				
20	21	GSP14LM	3 SS S10 304L A312 WELD PIPE	11.470	FT	240.87	
4	4	DS6LCAFRIPSM	3 IPS SS 316L CAST SO AFR	15.715	EA	62.86	
4	4	FNW73GM	3 IPS GALV DI BU FLG AFR	11.313	EA	45.25	
2	2	IS14LW9M	3 SS S10 304L LR 90 ELL A403WPW	8.190	EA	16.38	
1	1	IS14LWTM	3 SS S10 304L TEE A403WPW	14.040	EA	14.04	
1	1	IS14LWCRMJ	3X1-1/2 SS S10 304L CONC RED	6.370	EA	6.37	
1	1	DS44NJP	1-1/2X4 S40 304L WLD NIP TBE	4.676	EA	4.68	
1	1	IS4L3TCH	1-1/4 SS 304L 3000# THRD COUP	12.389	EA	12.39	
			SUBBING FULL COUPLING FOR HALF				
21	21	TAABPTCA53BD	1/2 TAA BLK T&C A53B S40 ERW SRL	101.753	C	21.37	
INVOICE SUB-TOTAL						424.21	

Please make sure that Winters PO# and Job name/# is referenced on all paperwork.

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

SHOP
MATERIAL

Thank you for your business



TERMS: NET 10TH PROX

ORIGINAL INVOICE

TOTAL DUE

\$424.21

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.



2300 North Sandra Street
Appleton, WI 54911

Please contact with Questions: 630-932-3895

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
4878999-1	\$3,538.58	103358	1 of 1

**PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:**

FERGUSON ENTERPRISES INC #1550
PO BOX 802817
CHICAGO, IL 60680-2817

SHIP TO:

COUNTER PICK UP
2300 NORTH SANDRA STREET
APPLETON, WI 54911

AUGUST WINTER & SONS INC
PO BOX 1896
APPLETON, WI 54912-1896

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
448	448	WI44	57118	GPS	MUKWANAGO	01/25/19	IO 126570
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
2	2	FNWR1FFGAM	3 RR 1/8 FF 150# GSKT	2.268	EA	4.54	
2	2	N672M	LF 3 125/150# COP 2PC COMP FLG	86.588	EA	173.18	
1	1	WLF909NRSM	LF 3 RPZ BFP W/ NRS GATE VLV	3192.354	EA	3192.35	
INVOICE SUB-TOTAL						3370.07	
TAX						Outagamie	168.51
<p>Please make sure that Winters PO# and Job name/# is referenced on all paperwork.</p> <p>LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.</p>							
<div style="border: 1px solid black; padding: 5px; text-align: center;">TAX EXEMPT</div>							
<div style="border: 1px solid black; padding: 10px;"> <h2 style="margin: 0;">Thank you for your business</h2> </div>							

TERMS: NET 10TH PROX

ORIGINAL INVOICE

TOTAL DUE

\$3,538.58

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: C

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

February 6, 2019

Dave Arnott
Ruekert-Mielke

13

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Added water hammer arrestors to grit wash piping

Our change order price and breakdown follows:

August Winter

Material.....	\$	140
Labor..... 6 hrs	\$	437
Direct Costs.....	\$	166
Equipment Rental.....	\$	-
Indirect Costs.....	\$	41
Subtotal.....	\$	785
Overhead.....	\$	118
Total.....	\$	903

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
 Total AWS/Subcontractor Costs.....	\$	903
Profit/Bond.....	\$	9

Change Order Total..... \$ 912

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: C

Project/Job#: Mukwonago WWTP 57118

Date: 2/6/2019

Description: Added water hammer arrestors to grit wash piping

Change Order #: 13

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 132.88
Sales Tax	5.5%	\$ 7.31

Material Subtotal \$ 140

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	3.0	@	\$ 75.18	\$ 225.54
Field Plumber/Fitter Hours	3.0	@	\$ 70.63	\$ 211.89
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 437

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 118.11
Trucking	5.0% of Labor	\$ 21.87
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 26.25
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ 166

Equipment	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 41
Total Contractor Costs	\$ 785
Overhead	15.0% \$ 118
Subtotal Contractor Costs	\$ 903

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

Total Subcontractor Costs	\$ -
Overhead	10.0% \$ -
Subtotal Subcontractors Costs	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 903
Profit	0.0% \$ -
Bond	1.0% \$ 9
Total Amount Of Change	\$ 912

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



2300 North Sandra Street
Appleton, WI 54911

Please contact with Questions: 630-932-3895

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
4878979-1	\$54.54	103358	1 of 1

**PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:**


FERGUSON ENTERPRISES INC #1550
PO BOX 802817
CHICAGO, IL 60680-2817

SHIP TO:

COUNTER PICK UP
2300 NORTH SANDRA STREET
APPLETON, WI 54911

AUGUST WINTER & SONS INC
PO BOX 1896
APPLETON, WI 54912-1896

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH	
448	448	WI44	57118	GPS	MUKWANAGO	01/25/19	IO 126570	
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION			UNIT PRICE	UM	AMOUNT
2	2	FNWX10PF	LF 3/4 COMM WTR HAMM ARRST			25.970	EA	51.94
INVOICE SUB-TOTAL								51.94
TAX						Outagamie		2.60
Please make sure that Winters PO# and Job name/# is referenced on all paperwork.								

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.								
						Tax Exempt		
Thank you for your business								
								
TERMS: NET 10TH PROX			ORIGINAL INVOICE			TOTAL DUE		\$54.54



2300 North Sandra Street
Appleton, WI 54911

Please contact with Questions: 630-932-3895

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
4878979	\$84.99	103358	1 of 1


**PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:**

FERGUSON ENTERPRISES INC #1550
PO BOX 802817
CHICAGO, IL 60680-2817

SHIP TO:

COUNTER PICK UP
2300 NORTH SANDRA STREET
APPLETON, WI 54911

AUGUST WINTER & SONS INC
PO BOX 1896
APPLETON, WI 54912-1896

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
448	448	WI44	57118	GPS	MUKWANAGO	01/24/19	IO 126513
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
3	1	FNWX10PF	LF 3/4 COMM WTR HAMM ARRST	25.970	EA	25.97	
3	3	FNWX410CF	LF 3/4 BRS 600# WOG THRD 2PC FP BV	12.543	EA	37.63	
3	3	CFAF	3/4 WROT CXF ADPT	3.036	EA	9.11	
3	3	CTF	3/4 WROT CXCXC TEE 7/8 OD	2.743	EA	8.23	
INVOICE SUB-TOTAL							80.94
TAX						Outagamie	4.05
<p>Please make sure that Winters PO# and Job name/# is referenced on all paperwork.</p> <p>*****</p> <p>LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.</p>							
						TAX EXEMPT	
<h1>Thank you for your business</h1> 							

TERMS: NET 10TH PROX

ORIGINAL INVOICE

TOTAL DUE

\$84.99

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: D

February 6, 2019

Dave Arnott
Ruekert-Mielke

14

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: add slow (2) 3/4" slow close solenoid valves to grit wash lines

Our change order price and breakdown follows:

August Winter

Material.....	\$	607
Labor..... 4 hrs	\$	301
Direct Costs.....	\$	114
Equipment Rental.....	\$	-
Indirect Costs.....	\$	39
Subtotal.....	\$	1,061
Overhead.....	\$	159
Total.....	\$	1,220

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
Total AWS/Subcontractor Costs.....	\$	1,220
Profit/Bond.....	\$	12

Change Order Total..... \$ 1,232

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

173

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: D

Date: 2/6/2019

Project/Job#: Mukwonago WWTP 57118

Description: add slow (2) 3/4" slow close solenoid valves to grit wash lines

Change Order #: 14

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 575.34
Sales Tax	5.5%	\$ 31.64

Material Subtotal \$ 607

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	4.0	@	\$ 75.18	\$ 300.72
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 301

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 81.19
Trucking	5.0% of Labor	\$ 15.04
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 18.04
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ 114

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ -	\$ -
dump truck	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 39
Total Contractor Costs	\$ 1,061
Overhead	15.0% \$ 159
Subtotal Contractor Costs	\$ 1,220

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Subcontractor Costs	\$ -
Overhead	10.0% \$ -
Subtotal Subcontractors Costs	\$ -
Total Contractor/Subcontractor Costs	\$ 1,220
Profit	0.0% \$ -
Bond	1.0% \$ 12
Total Amount Of Change	\$ 1,232

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

QUOTATION

Item: D

3011 E Goodland Drive
FCX Performance - Appleton
Appleton, WI 54911
1-920-731-4111



Order Number		2737316
Order Date	Page	
1/29/2019 12:33:20	1 of 2	
Inside Sales: Gary VanDyke		
Email: gvandyke@FCXPerformance.com		
Account Mgr: Chuck Cerulli		
Email: CCerulli@fcxperformance.com		
Quote Expires On 2/28/2019		

Bill To:

August Winter & Sons 849200
PO BOX 1896
Appleton, WI 54913

Ship To:

August Winter 849200 I
2323 N. Roemer Road
Appleton, WI 54911

1-920-739-8881

Requested By: Noah Wichman
920-739-8881 nwichman@augustwinter.com

Customer ID: 25808

Terms: NET 30

Last Modified Date 1/29/2019 12:36:56

Requested Date	PO Number	Ship Route	Inside Sales
1/29/2019 00:00:00	Asco RFQ-1/29/2019 12:36:15	0	GVANDYKE

Quantities					Item ID Item Description	Pricing UOM Unit Size	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.				

Delivery Instructions: Ship best way prepay and add

1.00	0.00	1.00	EA		(001) AS 8221G001 120/60 20339	EA	268.15	268.15
				1.0	3/8IN Brass2-Waynorm.Closd	1.0		
					Pilot Operated Slow Closing Solenoid Valve			
					8221G001 120/60 110/50			

Supplier Part Number: 20339

Order Line Notes: 7-10 WORKING DAYS

2.00	0.00	2.00	EA		(002) AS 8221G005 120/60 20345	EA	287.67	575.34
				1.0	3/4IN Brass2-Waynorm Clos	1.0		
					Pilot Operated Slow Closing Solenoid Valve			
					8221G005 120/60 110/50			

Supplier Part Number: 20345

Order Line Notes: 7-10 WORKING DAYS



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: E

March 14, 2019

Dave Arnott
Ruekert-Mielke

15

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Pieper to replace extra fixture per owners request

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	-
Indirect Costs.....	\$	-
Subtotal.....	\$	-
Overhead.....	\$	-
Total.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	919
Subcontractor Markup.....	\$	46
Total Subcontractor Costs w/overhead.....	\$	965
Total AWS/Subcontractor Costs.....	\$	965
Profit/Bond.....	\$	10

Change Order Total..... \$ 975

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: E

Project/Job#: Mukwonago WWTP 57118

Date: 3/14/2019

Description: Pieper to replace extra fixture per owners request

Change Order #: 15

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ -

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ -
Trucking	5.0% of Labor	\$ -
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ -
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ -

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ -
Total Contractor Costs	\$ -
Overhead	15.0% \$ -
Subtotal Contractor Costs	\$ -

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ 919.00
	\$ -
	\$ -

Total Subcontractor Costs	\$ 919
Overhead	5.0% \$ 46
Subtotal Subcontractors Costs	\$ 965

Total Contractor/Subcontractor Costs	\$ 965
Profit	0.0% \$ -
Bond	1.0% \$ 10
Total Amount Of Change	\$ 975

NOTE: This change order does not address impact costs on base contract.

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



AUGUST WINTER & SONS, INC.

MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: F

March 21, 2019

Dave Arnott
Ruekert-Mielke

16

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118
Description: Removal of 2 yard hydrants

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 4 hrs	\$	276
Direct Costs.....	\$	105
Equipment Rental.....	\$	310
Indirect Costs.....	\$	25
Subtotal.....	\$	716
Overhead.....	\$	107
Total.....	\$	823

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
Total AWS/Subcontractor Costs.....	\$	823
Profit/Bond.....	\$	8

Change Order Total..... \$ 832

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
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STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: F

Project/Job#: Mukwonago WWTP 57118
Description: Removal of 2 yard hydrants

Date: 3/21/2019

Change Order #: 16

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	2.0	@	\$ 75.18	\$ 150.36
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	2.0	@	\$ 63.00	\$ 126.00

Labor Subtotal \$ 276

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 74.62
Trucking	5.0% of Labor	\$ 13.82
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 16.58
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ 105

Equipment	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	2.0 Hours @	\$ 155.00	\$ 310.00
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ 310

Indirect Costs

Indirect Costs Total	\$ 25
Total Contractor Costs	\$ 716
Overhead	15.0% \$ 107
Subtotal Contractor Costs	\$ 823

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Subcontractor Costs	\$ -
Overhead	10.0% \$ -
Subtotal Subcontractors Costs	\$ -
Total Contractor/Subcontractor Costs	\$ 823
Profit	0.0% \$ -
Bond	1.0% \$ 8
Total Amount Of Change	\$ 832

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: G

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

March 22, 2019

Dave Arnott
Ruekert-Mielke

17

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: added timer and switch to operator

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	-
Indirect Costs.....	\$	-
Subtotal.....	\$	-
Overhead.....	\$	-
Total.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	265
Subcontractor Markup.....	\$	13
Total Subcontractor Costs w/overhead.....	\$	278
Total AWS/Subcontractor Costs.....	\$	278
Profit/Bond.....	\$	3

Change Order Total..... \$ 281

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

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STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: G

Project/Job#: Mukwonago WWTP 57118

Date: 3/22/2019

Description: added timer and switch to operator

Change Order #: 17

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ -

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ -
Trucking	5.0% of Labor	\$ -
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ -
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ -

Equipment	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ -
Total Contractor Costs	\$ -
Overhead	15.0% \$ -
Subtotal Contractor Costs	\$ -

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
Century Fence	\$ 265.00
	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Subcontractor Costs	\$ 265
Overhead	5.0% \$ 13
Subtotal Subcontractors Costs	\$ 278
Total Contractor/Subcontractor Costs	\$ 278
Profit	0.0% \$ -
Bond	1.0% \$ 3
Total Amount Of Change	\$ 281

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

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INVOICE

Item: G



SINCE 1917 THE MARK OF PERMANENCE

Pewaukee, Wisconsin

Phone: (262) 547-3331

Fax (262) 691-3487

Sold To : AUGUST WINTER & SONS
PO BOX 1896
APPLETON, WI 54912-1896

Date: 03/15/19
Customer order number.: 57118-9001
CF Order No.: 18-47002-
Application #: 1
Invoice #: 184700201

Ship To: WWTP
1200 Holz Parkway
Mukwonago WI

Terms: Net Cash on Receipt of Invoice

Mail Remittance to P.O. Box 727 Pewaukee, WI 53072-0727

Contract Item		Total To Date
1.00	ADD TIMER AND SWITCH TO OPERATOR	265.00
Total To Date :		265.00
Total Due This Invoice :		265.00
Credit Card Payments receive an additional 5% charge		
Thank you for the opportunity to serve you. We look forward to earning your business again in the near future!		

ATTORNEY'S FEES AND COURT COSTS WILL BE ADDED TO INVOICE AMOUNT IN THE EVENT OF LITIGATION.
PAST DUE PAYMENTS ARE SUBJECT TO LATE CHARGE AT THE RATE OF 18% PER ANNUM.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: H

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

May 1, 2019

Dave Arnott
Ruekert-Mielke

19

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Replace air compressor pressure switch per RFI#4

Our change order price and breakdown follows:

August Winter

Material.....	\$	925
Labor..... 3 hrs	\$	226
Direct Costs.....	\$	123
Equipment Rental.....	\$	-
Indirect Costs.....	\$	38
Subtotal.....	\$	1,312
Overhead.....	\$	197
Total.....	\$	1,509

Subcontracts

Total Subcontractor Costs.....	\$	878
Subcontractor Markup.....	\$	44
Total Subcontractor Costs w/overhead.....	\$	922
 Total AWS/Subcontractor Costs.....	\$	2,431
Profit/Bond.....	\$	24

Change Order Total..... \$ 2,455

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

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Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
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August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: H

Date: 5/1/2019

Project/Job#: Mukwonago WWTP 57118

Description: Replace air compressor pressure switch per RFI#4

Change Order #: 19

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 924.75
Sales Tax	0.0%	\$ -

Material Subtotal \$ 925

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	3.0	@	\$ 75.18	\$ 225.54
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 226

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 60.90
Trucking	5.0% of Labor	\$ 11.28
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 13.53
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ 37.50

Subtotal \$ 123

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 38
Total Contractor Costs	\$ 1,312
Overhead	15.0% \$ 197
Subtotal Contractor Costs	\$ 1,509

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ 878.00
	\$ -
	\$ -

Total Subcontractor Costs	\$ 878
Overhead	5.0% \$ 44
Subtotal Subcontractors Costs	\$ 922

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 2,431
Profit	0.0% \$ -
Bond	1.0% \$ 24
Total Amount Of Change	\$ 2,455

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: I

May 1, 2019

Dave Arnott
Ruekert-Mielke

20

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Saw cut and break out duct bank for clarifier feed

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 10 hrs	\$	752
Direct Costs.....	\$	411
Equipment Rental.....	\$	157
Indirect Costs.....	\$	66
Subtotal.....	\$	1,386
Overhead.....	\$	208
Total.....	\$	1,594

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
 Total AWS/Subcontractor Costs.....	\$	1,594
Profit/Bond.....	\$	16

Change Order Total..... \$ 1,610

Time extension required is 1 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

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STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: I

Project/Job#: Mukwonago WWTP 57118

Date: 5/1/2019

Description: Saw cut and break out duct bank for clarifier feed

Change Order #: 20

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	10.0	@	\$ 75.18	\$ 751.80
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 752

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 202.99
Trucking	5.0% of Labor	\$ 37.59
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 45.11
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ 125.00

Subtotal \$ 411

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
concrete saw	10.0 Hours @	\$ 10.51	\$ 105.10
hilti hammer	10.0 Hours @	\$ 5.21	\$ 52.10
	0.0 Hours @	\$ -	\$ -

Subtotal \$ 157

Indirect Costs

Indirect Costs Total	\$ 66
Total Contractor Costs	\$ 1,386
Overhead	15.0% \$ 208
Subtotal Contractor Costs	\$ 1,594

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

Total Subcontractor Costs	\$ -
Overhead	5.0% \$ -
Subtotal Subcontractors Costs	\$ -

Total Contractor/Subcontractor Costs	\$ 1,594
Profit	0.0% \$ -
Bond	1.0% \$ 16
Total Amount Of Change	\$ 1,610

NOTE: This change order does not address impact costs on base contract.

Time extension required is 1 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: J

May 1, 2019

Dave Arnott
Ruekert-Mielke

20A

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: adder to CO#20 if clarifier feeders are damaged during duct bank demo

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 2 hrs	\$	150
Direct Costs.....	\$	82
Equipment Rental.....	\$	-
Indirect Costs.....	\$	13
Subtotal.....	\$	246
Overhead.....	\$	37
Total.....	\$	283

Subcontracts

Total Subcontractor Costs.....	\$	858
Subcontractor Markup.....	\$	43
Total Subcontractor Costs w/overhead.....	\$	901
 Total AWS/Subcontractor Costs.....	\$	1,183
Profit/Bond.....	\$	12

Change Order Total..... \$ 1,195

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

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STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: J

Project/Job#: Mukwonago WWTP 57118

Date: 5/1/2019

Description: adder to CO#20 if clarifier feeders are damaged during duct bank demo

Change Order #: 20A

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	2.0	@	\$ 75.18	\$ 150.36
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 150

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 40.60
Trucking	5.0% of Labor	\$ 7.52
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 9.02
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ 25.00

Subtotal \$ 82

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 13
Total Contractor Costs	\$ 246
Overhead	15.0% \$ 37
Subtotal Contractor Costs	\$ 283

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ 858.00
	\$ -
	\$ -

Total Subcontractor Costs	\$ 858
Overhead	5.0% \$ 43
Subtotal Subcontractors Costs	\$ 901

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 1,183
Profit	0.0% \$ -
Bond	1.0% \$ 12
Total Amount Of Change	\$ 1,195

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

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CHANGE ORDER SUMMARY

August Winter & Sons, Inc.

2323 N. Roemer Road

Appleton, WI 54911

ATTENTION :

Eric LeBlanc

JOB NAME: Mukwonago WWTP

CHANGE ORDER NUMBER: 6

REVISION NUMBER:

DATE: 4/24/2019

JOB NO: 18166

CONTRACT NO: 440018

AMOUNT OF C/O: \$858

REGARDING YOUR REQUEST FOR QUOTATION:

Costs for installation of crimp butt splices with heat shrink protection for 3/0 feeders to new electrical building, per Pieper RFI#6 response, dated 4/15/19. This is an alternate should existing feeders become damaged when cutting into existing concrete encased duct package.

SUMMARY:	A. LABOR		\$548
	B. MATERIALS		\$182
	C. DJE		\$16
SBO: YES			
	SUBTOTAL		\$746
	OVERHEAD & PROFIT	15.00%	\$112
	D. SUBCONTRACTS		\$0
	OVERHEAD & PROFIT	5.00%	\$0
	SUBTOTAL		\$858
	BOND		\$0
	INSURANCE		\$0
	GRAND TOTAL		\$858

ADDITIONAL CALENDAR DAYS EXTENDED TO CONTRACT COMPLETION DATE: 0

THIS AMOUNT ONLY COVERS THE DIRECT COSTS IN LABOR, MATERIALS, SUBCONTRACTS AND EQUIPMENT NECESSARY TO EXECUTE THE CHANGED WORK DESCRIBED IN THE PROPOSAL. AT THE PRESENT TIME, WE CANNOT ASSESS OR EVALUATE THE OVERALL IMPACT OF THE CHANGED WORK ON OUR ORIGINAL CONTRACT SCOPE OF WORK. WE THEREBY RESERVE OUR RIGHTS TO CLAIM FOR ANY INDIRECT COSTS WHICH MAY ARISE IN THE FUTURE AS A RESULT OF DELAYS TO THE WORK, OUT OF SEQUENCE WORK, INEFFICIENCIES, EXTENDED CONTRACT COMPLETION, LABOR AND MATERIAL ESCALATION AND/OR ACCELERATION AND EXTENDED WARRANTIES.

JOB	NUMBER	C.O. NO.	DATE	REVISION
Mukwonago WWTP	18166	6	24-Apr-19	

A. LABOR

*SUPER INTENDENT	1 HRS @	\$99.70	TOTAL	\$99.70
** SUPERVISOR	1 HRS @	\$93.51	TOTAL	\$93.51
*** SAFETY	1 HRS @	\$89.29	TOTAL	\$89.29
ELECTRICIAN	3 HRS @	\$88.37	TOTAL	\$265.11
ESTIMATOR	0 HRS @	\$58.62	TOTAL	\$0.00
ENGINEER	0 HRS @	\$50.00	TOTAL	\$0.00
	@		TOTAL	\$0.00
	@		TOTAL	\$0.00
	@		TOTAL	\$0.00
TRAVEL	@		TOTAL	\$0.00
SUBSISTENCE	@		TOTAL	\$0.00
PREMIUM COSTS			TOTAL	\$0.00
			LABOR TOTAL	\$547.61

B. MATERIALS

MATERIAL PER "TAKE-OFF"			TOTAL	\$177
MISCELLANEOUS MATERIAL & WASTE	3.00%		TOTAL	\$5
			<i>SUBTOTAL</i>	<i>\$182</i>
FREIGHT AND HANDLING			TOTAL	\$0
SPECIAL EXPEDITING			TOTAL	\$0
SALES TAX	0.0%		TOTAL	\$0
			MATERIAL TOTAL	\$182

*SUPER INTENDENT - 6% OF TOTAL MAN HOURS
 ** SUPERVISOR - 12 % OF TOTAL MAN HOURS
 *** SAFETY - 3 % OF TOTAL MAN HOURS

[illegible]



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: K

May 9, 2019

Dave Arnott
Ruekert-Mielke

23

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Digester expansion tank and methane piping

Our change order price and breakdown follows:

August Winter

Material.....	\$	520
Labor..... 8 hrs	\$	565
Direct Costs.....	\$	340
Equipment Rental.....	\$	-
Indirect Costs.....	\$	60
Subtotal.....	\$	1,485
Overhead.....	\$	223
Total.....	\$	1,708

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
 Total AWS/Subcontractor Costs.....	\$	1,708
Profit/Bond.....	\$	17

Change Order Total..... \$ 1,725

Time extension required is 1 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

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Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: K

Project/Job#: Mukwonago WWTP 57118

Date: 5/9/2019

Description: Digester expansion tank and methane piping

Change Order #: 23

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ 520.28
Sales Tax	0.0%

Material Subtotal \$ 520

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	8.0	@	\$ 70.63	\$ 565.04
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 565

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 152.56
Trucking	5.0% of Labor	\$ 28.25
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 33.90
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ 125.00

Subtotal \$ 340

Equipment

	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 60
Total Contractor Costs	\$ 1,485
Overhead	15.0% \$ 223
Subtotal Contractor Costs	\$ 1,708

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

Total Subcontractor Costs	\$ -
Overhead	5.0% \$ -
Subtotal Subcontractors Costs	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 1,708
Profit	0.0% \$ -
Bond	1.0% \$ 17
Total Amount Of Change	\$ 1,725

Time extension required is 1 days.

This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



2300 North Sandra Street
Appleton, WI 54911

Please contact with Questions: 630-932-3895

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
5004931	\$484.15	103358	1 of 2

Item: K

PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES LLC #1550
PO BOX 802817
CHICAGO, IL 60680-2817

SHIP TO:

COUNTER PICK UP
2300 NORTH SANDRA STREET
APPLETON, WI 54911

AUGUST WINTER & SONS INC
PO BOX 1896
APPLETON, WI 54912-1896

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
448	448	WI44	57118	GPS	MUKWANAGO WWTP	04/19/19	IO 129679
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
2	2	PFXCCS77	LF 2 FIP X SWT DIELEC UNION	19.080	EA	38.16	
2	2	CTKKG	2X2X1 WROT CXXCX TEE	23.056	EA	46.11	
2	2	IBRLF125UG	LF 1 BRS 125# UNION	13.593	EA	27.19	
6	6	CMAG	1 WROT CXM ADPT	6.494	EA	38.96	
1	1	CTKKD	2X2X1/2 WROT CXXCX TEE	22.374	EA	22.37	
1	1	CTG	1 WROT CXXCX TEE 1-1/8 OD	8.936	EA	8.94	
2	2	C4G	1 WROT CXC 45 ELL 1-1/8 OD	5.658	EA	11.32	
2	2	GBRNU	LF 2X6 BRS NIP GBL	22.846	EA	45.69	
6	6	C9D	1/2 WROT CXC 90 ELL 5/8 OD	0.737	EA	4.42	
1	1	MUPBA150D	LF 1/2 BRZ 600# SWT SP BV	13.245	EA	13.25	
1	1	IBRLF125UD	LF 1/2 BRS 125# UNION	7.402	EA	7.40	
4	4	CMAD	1/2 WROT CXM ADPT	1.520	EA	6.08	
10	10	LHARD10	1/2 X 10 L HARD COP TUBE	131.760	C	13.18	
10	10	LHARDK10	2 X 10 L HARD COP TUBE	867.024	C	86.70	
1	1	IBNDCL	1/2XCLOSE BLK STL NIP	0.813	EA	0.81	
1	1	IBNDJ	1/2X1-1/2 BLK STL NIP	0.813	EA	0.81	
1	1	IBNDK	1/2X2 BLK STL NIP	0.813	EA	0.81	
1	1	IBNDL	1/2X2-1/2 BLK STL NIP	0.958	EA	0.96	
1	1	IBNDM	1/2X3 BLK STL NIP	0.958	EA	0.96	
1	1	IBNDN	1/2X3-1/2 BLK STL NIP	1.151	EA	1.15	
1	1	IBNDP	1/2X4 BLK STL NIP	1.151	EA	1.15	
1	1	IBNDR	1/2X4-1/2 BLK STL NIP	1.351	EA	1.35	
1	1	IBNDS	1/2X5 BLK STL NIP	1.351	EA	1.35	
1	1	IBNDT	1/2X5-1/2 BLK STL NIP	1.507	EA	1.51	
1	1	IBNDU	1/2X6 BLK STL NIP	1.507	EA	1.51	
1	1	IBNGP	1X4 BLK STL NIP	1.944	EA	1.94	
1	1	IB9K	2 BLK MI 150# 90 ELL	8.967	EA	8.97	
1	1	IB150UD	1/2 BLK MI 150# BRS GJ UNION	5.103	EA	5.10	
1	1	IB9D	1/2 BLK MI 150# 90 ELL	1.153	EA	1.15	
1	1	IBTKKD	2X2X1/2 BLK MI 150# TEE	13.169	EA	13.17	
1	1	IBTKKG	2X2X1 BLK MI 150# TEE	13.173	EA	13.17	
2	2	IB4K	2 BLK MI 150# 45 ELL	9.519	EA	19.04	
1	0	GRFTFPK	4X2 CS 150# RF THRD FLG		EA	0.00	
6	6	FNW787320200	2 IPS PLTD RIGID STRUT CLMP	1.686	EA	10.12	
6	6	FNW787320050	1/2 IPS PLTD RIGID STRUT CLMP	1.042	EA	6.25	
INVOICE SUB-TOTAL						461.05	
TAX Outagamie						23.10	
Please make sure that Winters PO# and Job name## is referenced on paperwork.							
Tax Exempt							

TERMS: NET 10TH PROX

ORIGINAL INVOICE

TOTAL DUE

CONTINUED

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.

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2300 North Sandra Street
Appleton, WI 54911

Please contact with Questions: 630-932-3895

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
5004931-1	\$36.13	103358	1 of 1


**PLEASE REFER TO INVOICE NUMBER WHEN
MAKING PAYMENT AND REMIT TO:**

FERGUSON ENTERPRISES LLC #1550
PO BOX 802817
CHICAGO, IL 60680-2817

SHIP TO:

COUNTER PICK UP
2300 NORTH SANDRA STREET
APPLETON, WI 54911

AUGUST WINTER & SONS INC
PO BOX 1896
APPLETON, WI 54912-1896

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
448	448	WI44	57118	GPS	MUKWANAGO WWTP	04/22/19	IO 129743
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
1	1	GRFTFPK	4X2 CS 150# RF THRD FLG	34.414	EA	34.41	
			INVOICE SUB-TOTAL			34.41	
			TAX	Outagamie		1.72	
Please make sure that Winters PO# and Job name/# is referenced on all paperwork. ***** LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.							<div>Tax Exempt</div>
<div> <div>Thank you for your business</div> <div>  </div> </div>							

TERMS: NET 10TH PROX

ORIGINAL INVOICE

TOTAL DUE

\$36.13

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: L

June 13, 2019

Dave Arnott
Ruekert-Mielke

25

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Digester Building Electrical Wiring

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 3 hrs	\$	226
Direct Costs.....	\$	123
Equipment Rental.....	\$	-
Indirect Costs.....	\$	20
Subtotal.....	\$	369
Overhead.....	\$	55
Total.....	\$	424

Subcontracts

Total Subcontractor Costs.....	\$	5,937
Subcontractor Markup.....	\$	297
Total Subcontractor Costs w/overhead.....	\$	6,234
Total AWS/Subcontractor Costs.....	\$	6,658
Profit/Bond.....	\$	67

Change Order Total..... \$ 6,724

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
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SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Project/Job#: Mukwonago WWTP 57118
Description: Digester Building Electrical Wiring

Date: 6/13/2019

Item: L

Change Order #: 25

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
supervision	3.0	@	\$ 75.18	\$ 225.54
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ 226

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ 60.90
Trucking	5.0% of Labor	\$ 11.28
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ 13.53
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ 37.50

Subtotal \$ 123

Equipment	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ 20
Total Contractor Costs	\$ 369
Overhead	15.0% \$ 55
Subtotal Contractor Costs	\$ 424

SUBCONTRACTS

R industries	\$ 5,937.00
Pieper Electric	\$ -
	\$ -
	\$ -

Total Subcontractor Costs	\$ 5,937
Overhead	5.0% \$ 297
Subtotal Subcontractors Costs	\$ 6,234

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 6,658
Profit	0.0% \$ -
Bond	1.0% \$ 67
Total Amount Of Change	\$ 6,724

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

LeBlanc, Eric

From: Alex Koenig <Alex.Koenig@pieperpower.com>
Sent: Thursday, June 13, 2019 11:48 AM
To: LeBlanc, Eric
Cc: Spencer Vos; Conradt, Matthew
Subject: Mukwonago - PEI CO#8 - Digester Building Spares
Attachments: Mukwonago WWTF - PEI CO#8 - Digester Building Spares.pdf

Eric,

We have been working with Pat at RM to get this CO put together.

Please send through for their review and approval.

Thanks,

Alex Koenig
Project Manager | Pieper Electric Inc.
5477 Westridge Court | New Berlin, WI 53151
C: 414-588-9561
www.pieperpower.com



SAFETY: Working Together for Tomorrow



CHANGE ORDER SUMMARY

August Winter & Sons, Inc. 2323 N. Roemer Road Appleton, WI 54911 _____ ATTENTION : Eric LeBlanc	JOB NAME: Mukwonago WWTP CHANGE ORDER NUMBER: 8 REVISION NUMBER: DATE: 6/13/2019 JOB NO: 16166 CONTRACT NO: 440018 AMOUNT OF C/O: \$5,937
---	--

REGARDING YOUR REQUEST FOR QUOTATION:

SCOPE: Provide (4) #18/2C TSP Belden 8760 cables from existing SCADA RTU panel in Digester Electrical Building to new NEMA 7 junction box inside Digester Control Building (coiled unterm'd). This will require pulling out (3) terminated TSP to install (4) new TSP. Provide two future 120V circuits (5#12) from MCC-4 Lighting Panel (coiled unterm'd) to same NEMA 7 junction box (coiled unterm'd) in Digester Control Building. We are intending to pull 120V circuits past existing 480V and 120V wire. If not possible, additional cost of ~~\$406 will be incurred to pull existing wire out and back in~~

SUMMARY:	A. LABOR	\$3,137
	B. MATERIALS	\$1,931
	C. DJE	\$94
	SBO: YES	
	SUBTOTAL	\$5,162
	OVERHEAD & PROFIT 15.00%	\$774
	D. SUBCONTRACTS	\$0
	OVERHEAD & PROFIT 5.00%	\$0
	SUBTOTAL	\$5,937
	BOND	\$0
	INSURANCE	\$0
	GRAND TOTAL	\$5,937

ADDITIONAL CALENDAR DAYS EXTENDED TO CONTRACT COMPLETION DATE: 0

THIS AMOUNT ONLY COVERS THE DIRECT COSTS IN LABOR, MATERIALS, SUBCONTRACTS AND EQUIPMENT NECESSARY TO EXECUTE THE CHANGED WORK DESCRIBED IN THE PROPOSAL. AT THE PRESENT TIME, WE CANNOT ASSESS OR EVALUATE THE OVERALL IMPACT OF THE CHANGED WORK ON OUR ORIGINAL CONTRACT SCOPE OF WORK. WE THEREBY RESERVE OUR RIGHTS TO CLAIM FOR ANY INDIRECT COSTS WHICH MAY ARISE IN THE FUTURE AS A RESULT OF DELAYS TO THE WORK, OUT OF SEQUENCE WORK, INEFFICIENCIES, EXTENDED CONTRACT COMPLETION, LABOR AND MATERIAL ESCALATION AND/OR ACCELERATION AND EXTENDED WARRANTIES.

JOB	NUMBER	C.O. NO.	DATE	REVISION
Mukwonago WWTP	16166	8	13-Jun-19	

A. LABOR

*SUPER INTENDENT	2 HRS @	\$99.70	TOTAL	\$199.40
** SUPERVISOR	4 HRS @	\$93.51	TOTAL	\$374.04
*** SAFETY	1 HRS @	\$89.29	TOTAL	\$89.29
ELECTRICIAN	28 HRS @	\$88.37	TOTAL	\$2,474.36
ESTIMATOR	0 HRS @	\$58.62	TOTAL	\$0.00
ENGINEER	0 HRS @	\$50.00	TOTAL	\$0.00
	@		TOTAL	\$0.00
	@		TOTAL	\$0.00
	@		TOTAL	\$0.00
TRAVEL	@		TOTAL	\$0.00
SUBSISTENCE	@		TOTAL	\$0.00
PREMIUM COSTS			TOTAL	\$0.00
			LABOR TOTAL	\$3,137.09

B. MATERIALS

MATERIAL PER "TAKE-OFF"			TOTAL	\$1,875
MISCELLANEOUS MATERIAL & WASTE	3.00%		TOTAL	\$56
			SUBTOTAL	\$1,931
FREIGHT AND HANDLING			TOTAL	\$0
SPECIAL EXPEDITING			TOTAL	\$0
SALES TAX	0.0%		TOTAL	\$0
			MATERIAL TOTAL	\$1,931

*SUPER INTENDENT - 6% OF TOTAL MAN HOURS
 ** SUPERVISOR - 12 % OF TOTAL MAN HOURS
 *** SAFETY - 3 % OF TOTAL MAN HOURS

[illegible]

ESTIMATING FORM



Item: L

PROJECT		CODE #	PAGE	OF	PIEPERPOWER			
Mukwonago WWTP								
LOCATION					ARCH. OR ENG.		ESTIMATE NO.	
Notes:					SPECIFICATION NO.		DRAWING NO.	
ESTIMATED BY		PRICED BY			REVIEWED	T.S. REVIEWED	DATE	
							6/13/2019	

[illegible]



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: M

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

July 30, 2019

Dave Arnott
Ruekert-Mielke

26

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: patch seams in digester covers

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	-
Indirect Costs.....	\$	-
Subtotal.....	\$	-
Overhead.....	\$	-
Total.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	165
Subcontractor Markup.....	\$	8
Total Subcontractor Costs w/overhead.....	\$	173
 Total AWS/Subcontractor Costs.....	\$	173
Profit/Bond.....	\$	2

Change Order Total..... \$ 175

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: M

Date: 7/30/2019

Project/Job#: Mukwonago WWTP 57118
Description: patch seams in digester covers

Change Order #: 26

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ -

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ -
Trucking	5.0% of Labor	\$ -
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ -
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ -

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ -
Total Contractor Costs	\$ -
Overhead	15.0% \$ -
Subtotal Contractor Costs	\$ -

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
Goldsmith Painting	\$ 165.00
	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Subcontractor Costs	\$ 165
Overhead	5.0% \$ 8
Subtotal Subcontractors Costs	\$ 173
Total Contractor/Subcontractor Costs	\$ 173
Profit	0.0% \$ -
Bond	1.0% \$ 2
Total Amount Of Change	\$ 175

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

LeBlanc, Eric

From: Beth Goldsmith <bgoldsmith@goldsmithpainting.com>
Sent: Tuesday, July 30, 2019 6:55 AM
To: LeBlanc, Eric
Subject: Patch Cover Cracks

Hi Eric,

The cost to patch the cracks in the covers is \$165.00

Thanks,

Beth Goldsmith
President
Goldsmith Painting & Cleaning, Inc.
920-467-4651
920-980-3083 (cell)
bgoldsmith@goldsmithpainting.com



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: N

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

August 13, 2019

Dave Arnott
Ruekert-Mielke

27

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Sludge Needed to be hauled to storage

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	-
Indirect Costs.....	\$	-
Subtotal.....	\$	-
Overhead.....	\$	-
Total.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	14,700
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	14,700
 Total AWS/Subcontractor Costs.....	\$	14,700
Profit/Bond.....	\$	-

Change Order Total..... \$ 14,700

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: N

Date: 8/13/2019

Project/Job#: Mukwonago WWTP 57118

Description: Sludge Needed to be hauled to storage

Change Order #: 27

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ -

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ -
Trucking	5.0% of Labor	\$ -
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ -
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ -

Equipment

Rental	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ -
Total Contractor Costs	\$ -
Overhead	15.0%
Subtotal Contractor Costs	\$ -

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
United Liquid Waste	\$ 14,700.00
	\$ -

Total Subcontractor Costs	\$ 14,700
Overhead	0.0%
Subtotal Subcontractors Costs	\$ 14,700

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ 14,700
Profit	0.0%
Bond	0.0%
Total Amount Of Change	\$ 14,700

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

209

United Liquid Waste Recycling, Inc.

P.O. Box 247
Clyman, WI 53016

Voice: (888) 558-9611
Fax: (920) 349-1500

Invoice

Invoice Number:
24937

Invoice Date:
5/21/2019

Page:
1

Sold To:

August Winter & Sons, Inc.
2323 N. Roemer Rd.
P.O. Box 1896
Appleton, WI 54912

Customer PO		Payment Terms		Due Date		
		Net 30 Days		6/20/2019		
Quantity	Date	Description	Field / Storage Site	Waste Type	Unit Price	Extension
1.00	5/20/2019	Primary Digester Cleaning			42,709.00	42,709.00
122,500.00		Sludge Hauled to Storage - 122,500 gals. (5/18/19 & 5/20/19)			0.12	14,700.00
0.00		Job Name: Village of Mukwonago				
0.00		PO# 57118-008				
Total Gallons / Pounds				Total Due		\$57,409.00

Note: Payment due within 30 days or 1.5% interest will be charged. Please pay from this invoice.

From: [LeBlanc, Eric](#)
To: [Arnott, David](#)
Subject: August Winter-20190918-Allowance Amount for Cover Repair
Date: Wednesday, September 18, 2019 3:20:40 PM
Attachments: [image001.png](#)

Dave,

I got back the allowance cost for the cover repair, total comes to \$3587.52. We are sending out our monthly invoices here shortly and will bill that amount and have her add the backup with the monthly pay app.

Thanks,

Eric LeBlanc
August Winter & Sons, Inc.
Mobile: 920-422-0665
Office: 920-739-8881
eleblanc@augustwinter.com





AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

Item: Q

September 23, 2019

Dave Arnott
Ruekert-Mielke

28

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118

Description: Crane Mob Credit

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	(1,500)
Indirect Costs.....	\$	-
Subtotal.....	\$	(1,500)
Overhead.....	\$	-
Total.....	\$	(1,500)

Subcontracts

Total Subcontractor Costs.....	\$	-
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	-
 Total AWS/Subcontractor Costs.....	\$	(1,500)
Profit/Bond.....	\$	-

Change Order Total..... \$ (1,500)

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048

HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL

SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING

STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Item: Q

Project/Job#: Mukwonago WWTP 57118

Date: 9/23/2019

Description: Crane Mob Credit

Change Order #: 28

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ -

DIRECT COSTS

Insurance & Taxes	27.0% of Labor	\$ -
Trucking	5.0% of Labor	\$ -
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	6.0% of Labor	\$ -
Shop Equipment Charge	\$ 6.00 per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ -

Equipment	0.0 Hours @	\$ -	\$ -
Rental			
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
Crane Mob	1.0 Hours @	#####	\$ (1,500.00)
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ (1,500)

Indirect Costs

Indirect Costs Total	\$ -
Total Contractor Costs	\$ (1,500)
Overhead	0.0% \$ -
Subtotal Contractor Costs	\$ (1,500)

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
	\$ -
	\$ -

Total Subcontractor Costs	\$ -
Overhead	5.0% \$ -
Subtotal Subcontractors Costs	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Contractor/Subcontractor Costs	\$ (1,500)
Profit	0.0% \$ -
Bond	0.0% \$ -
Total Amount Of Change	ERROR

Time extension required is 0 days. This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.

2-Out Of Scope		5.25		929.25	5.25		929.25	0.00
		Hrs/Unts	Spent	Spent	Billed	Billed	Billed	WIP
	Date		Rate	Amount	Hrs/Unts	Rate	Amount	Amount
Work on digester painting.	6/24/2019	0.75	177.00	132.75	0.75	177.00	132.75	0.00
Review of products used for digester coating. Have on-site meeting.	6/25/2019	3.00	177.00	531.00	3.00	177.00	531.00	0.00
Extra coordination for digester coating. Review and comment on letter from	6/26/2019	1.25	177.00	221.25	1.25	177.00	221.25	0.00
Filing and documentation of digester coating issue correspondence.	6/30/2019	0.25	177.00	44.25	0.25	177.00	44.25	0.00
2-Out Of Scope		14.00		1,386.00	14.00		1,386.00	0.00
		Hrs/Unts	Spent	Spent	Billed	Billed	Billed	WIP
	Date		Rate	Amount	Hrs/Unts	Rate	Amount	Amount
Reviewing work on paintings. Review tech sheets.	6/24/2019	6.00	99.00	594.00	6.00	99.00	594.00	0.00
Review with painting. Meeting on-site. Overview of tech sheets.	6/25/2019	4.00	99.00	396.00	4.00	99.00	396.00	0.00
Review of letter for Sauereisen. Review Corvixx tech sheet.	6/26/2019	2.00	99.00	198.00	2.00	99.00	198.00	0.00
On-site meeting with Sauereisen representative and Kevin from Gold Smith.	6/27/2019	2.00	99.00	198.00	2.00	99.00	198.00	0.00
Mil testing.								



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

Item: S

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

November 1, 2019

Dave Arnott
Ruekert-Mielke

29

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: Mukwonago WWTP 57118
Description: Roofing split

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	-
Indirect Costs.....	\$	-
Subtotal.....	\$	-
Overhead.....	\$	-
Total.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	13,200
Subcontractor Markup.....	\$	-
Total Subcontractor Costs w/overhead.....	\$	13,200

Total AWS/Subcontractor Costs.....	\$	13,200
Profit/Bond.....	\$	-

Change Order Total..... \$ 13,200

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

Eric LeBlanc

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

August Winter Sons, Inc.
Change Order/Small Projects Report

Page 1

Project/Job#: Mukwonago WWTP 57118
Description: Roofing split

Date: 11/1/2019

Item: S

Change Order #: 29

MATERIAL

Material Credit w/restocking	0.00
Material ADD	\$ -
Sales Tax	5.5%
	\$ -

Material Subtotal \$ -

LABOR

General Foreman Hours	0.0	@	\$ -	\$ -
Foreman Hours	0.0	@	\$ 75.18	\$ -
Field Plumber/Fitter Hours	0.0	@	\$ 70.63	\$ -
Field Tinner Hours	0.0	@	\$ -	\$ -
Shop Hours	0.0	@	\$ -	\$ -
Operator Hours	0.0	@	\$ 63.00	\$ -

Labor Subtotal \$ -

DIRECT COSTS

Insurance & Taxes	0.0% of Labor	\$ -
Trucking	0.0% of Labor	\$ -
Testing & Cleaning	0.0% of Labor	\$ -
Balance Air/Water	0.0% of Labor	\$ -
Tools & Expendables	0.0% of Labor	\$ -
Shop Equipment Charge	\$ - per shop hour	\$ -
Subsistence		\$ -

Subtotal \$ -

Equipment

Rental

	0.0 Hours @	\$ -	\$ -
Volvo ECR88	0.0 Hours @	\$ 155.00	\$ -
dump truck	0.0 Hours @	\$ 110.00	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -
	0.0 Hours @	\$ -	\$ -

Subtotal \$ -

Indirect Costs

Indirect Costs Total	\$ -
Total Contractor Costs	\$ -
Overhead	0.0% \$ -
Subtotal Contractor Costs	\$ -

SUBCONTRACTS

R industries	\$ -
Pieper Electric	\$ -
Great Lakes	\$ 13,200.00
	\$ -

NOTE: This change order does not address impact costs on base contract.

Total Subcontractor Costs	\$ 13,200
Overhead	0.0% \$ -
Subtotal Subcontractors Costs	\$ 13,200
Total Contractor/Subcontractor Costs	\$ 13,200
Profit	0.0% \$ -
Bond	0.0% \$ -
Total Amount Of Change	\$ 13,200

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions:

NOTE: This change order does not address impact costs on base contract.



Item: S

November 1, 2019

Project Name and Location:

Mukwonago Utilities
1200 Holtz Pkwy
Muskego, WI 53149

**SCOPE OF WORK: FURNISH AND INSTALL PERMASEAL
HOT-AIR SEAM WELDED REINFORCED MEMBRANE TO
DESIGNATED ROOF AREA**

- * Pre-job project profile has been submitted to Technical Department for approval of roof details.
- * Pre-job inspection has been completed with Great Lakes Roofing and owner's representatives.
- * Set up required safety equipment at site needed to comply with OSHA construction guidelines (i.e.: approved barricades, safety lines, rubbish chutes, etc.).
- * Great Lakes Roofing Corporation's written HAZZ/COMM Program and SDS sheets will be on job site at all times.
- * Roof top needed equipment and materials to install new, high quality roofing system covered and secured against wind and water damage.
- * Safely remove existing roofing system and dispose of debris.
- * Disconnection and reconnection of HVAC Unit / Conduit is owner's responsibility.
- * Furnish and install 5.2" Polyisocyanurate roofing insulation and adhere to approved spec.
- * Furnish and install new reinforced roof membrane to approved spec. Membrane is U.L. Class A fire rated.
- * Furnish and install corner and boot flashing accessories to ensure quality. Weld to manufacturer's approved details.
- * Flash all units, vents, stacks, and penetrations as needed

Northeast Wisconsin

1605 Drum Corps Drive
Menasha, WI 54952
Phone 920.996.9550
Fax 920.968.1843

Southeast Wisconsin

W194 N11055 Kleinmann Drive
Germantown, WI 53022
Phone 262.253.9550
Fax 262.253.3664

Central Wisconsin

4740 McFarland Court
McFarland, WI 53558
Phone 608.838.9900
Fax 608.838.9381

Northeast Illinois

2430 West Wadsworth Road
Waukegan, IL 60087
Phone 847.731.7200
Fax 847.731.9941

Toll Free 800.871.5151

www.greatlakesroofing.net

using approved materials.

- * Completely seal all units, vents, stacks, and penetrations as needed using approved sealant.
- * Flash roof edge according to approved termination detail.
- * Furnish and install new retrofit drain inserts and seal according to manufacturer's approved detail.
- * Clean up project work area and dispose of our debris safely.
- * Complete all paperwork as needed for issuance of roof warranty.
- * **Twenty (20)** year manufacturer's membrane warranty.
- * **Fifteen (15)** year Great Lakes Roofing Corporation's Labor Warranty.

Item: S

Investment Total: \$ 26,400

Install Welded Walkway Pads: \$ 1,400

Submitted by: Mick Puccetti

262-388-3366

ACCEPTANCE:

The undersigned hereby accepts this Proposal and, intending to be legally bound hereby, agrees that this writing shall be a binding contract and shall constitute the entire contract.

Owner/Customer: _____

Signed By: _____

Date: _____

Great Lakes Roofing Corporation reserves the right to withdraw this scope of work.

WE HOLD THESE AWARDS:
WISCONSIN CORPORATE SAFETY AWARD
BETTER BUSINESS BUREAU TORCH AWARD FOR BUSINESS
ETHICS AND INTEGRITY
ROOFING CONTRACTOR MAGAZINE'S COMMERCIAL
ROOFING CONTRACTOR OF THE YEAR
WISCONSIN CORPORATE CITIZENSHIP AWARD
BOND COTE: TOP QUALITY CONTRACTOR AWARD
FUTURE 50 AWARD
GOVERNOR'S AWARD: 1ST "GOVERNOR'S SAFETY
COMMENDATION"
NRCA GOLD CIRCLE AWARD
STEVENS AND BONDCOTE ROOFING SYSTEMS' WISCONSIN
CONTRACTOR OF THE YEAR
NATIONAL RECOGNITION FOR:
OUR LADY OF GOOD HOPE CHURCH
ST. ROBERT BELLARMINE CHURCH
ST. RITA'S CHURCH

Visit us online at: www.greatlakesroofing.net

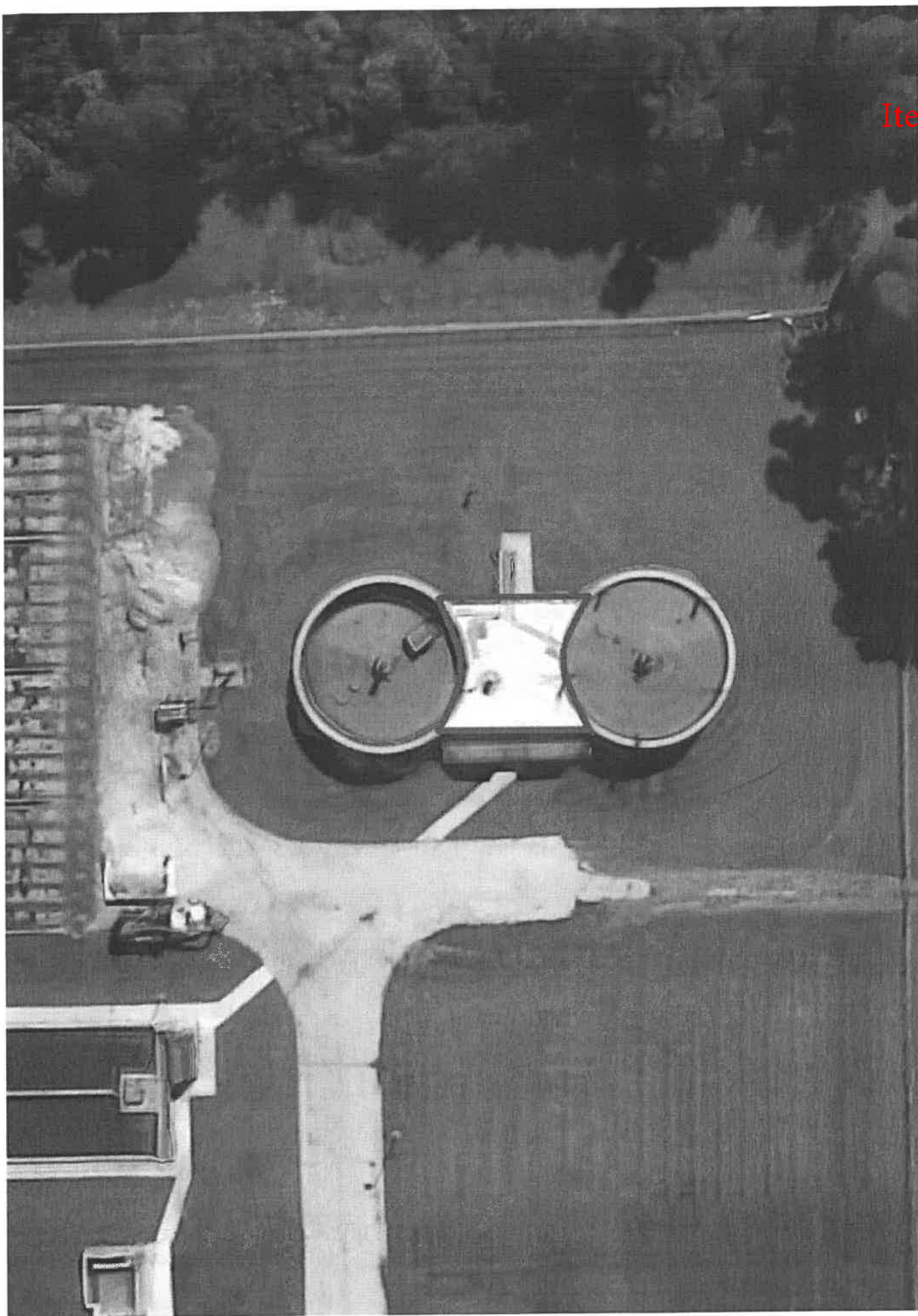
Thank you for choosing Great Lakes Roofing Corporation (contractor) for your roofing needs. We appreciate the confidence you have placed in us!

Item: S

Terms and Conditions

- Delivery date, when given, shall be deemed approximate and performance shall be subject to delays caused by weather, fires, acts of God and/or other reasons not under the control of the contractor including the availability of materials. The customer agrees to obtain all necessary permits required for the described work.
- Most flat roofs pond water. The contractor cannot and will not, under any circumstances, guarantee that your roof will not pond water.
- Customer acknowledges that it is often difficult or impossible to determine the extent of repairs before work begins. Owner agrees that if additional or different scope of work is required to complete the project, owner shall pay for the additional and/or different work on a time and materials basis.
- Any installation of plumbing, electrical, flooring, decorating or any other construction work that is requested and not specifically set forth herein will be billed & performed on a time & material basis. In the event hidden or unknown contingencies arise, all additional work will be performed and billed on a time & material basis. This includes any items the presence of which cannot be determined until roof work commences.
- Any/all stated "R values" are per insulation manufacturers' specifications
- We (contractor) agree that we will perform this contract in conformity with customary industry practices. The customer agrees that any claim for adjustment shall not be reason or cause for failure to make payment of the purchase price in full.
- Payments are to be made as follows:
 - 1/3 upon approval 1/3 upon start 1/3 upon completion
- In order for any warranty to be effective, Owner must pay all sums owed to contractor under the agreement, including any work performed outside of scope. Upon completion of the project and payment in full, contractor shall provide owner with a copy of the warranty. **EXCEPT AS SPECIFICALLY SET FORTH IN THESE TERMS AND CONDITIONS OR IN THE WARRANTY, ALL EXPRESS OR IMPLIED CONDITIONS, REPRESENTATIONS AND WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, SATISFACTORY QUALITY, COURSE OF DEALING, LAW, USAGE OR TRADE PRACTICE ARE HEREBY EXCLUDED TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW AND ARE EXPRESSLY DISCLAIMED BY CONTRACTOR.**
- Indemnification: Customer/Owner shall indemnify, defend and hold harmless contractor, its officers, employees, agents, directors, and representatives, from and against any and all claims, of whatever nature, for injuries or losses, or damages arising out of customer's gross negligence or intentional misconduct of customer's officers, employees, agents, directors, and/or representatives.
- Contractor's liability on any claim of any kind for any loss, damage, injury, liability or expense arising out of or in connection with or resulting from this project or from contractor's performance shall in no case exceed the price allocable to the work. **WITHOUT LIMITING THE GENERAL APPLICABILITY OF THE FOREGOING, CONTRACTOR SHALL IN NO EVENT HAVE ANY LIABILITY FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, SPECIAL, PUNITIVE OR SIMILAR DAMAGES, INCLUDING WITHOUT LIMITATION, LOSS OF PROFITS, LOSS OF BUSINESS, LOSS OF REPUTATION OR LOSS OF GOODWILL, EVEN IF CONTRACTOR HAS BEEN ADVISED IN ADVANCE OF THE SAME.**
- Contractor's liability on any claim of any kind for any loss, damage, liability or expense arising out of or in connection with or resulting from this project or from contractor's performance shall in no case exceed the price allocable to the work.
- **AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, CONTRACTOR HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF THEY ARE NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.**
- **AS REQUIRED BY THE ILLINOIS MECHANICS LIEN ACT, THE LAW REQUIRES THAT THE CONTRACTOR SHALL SUBMIT A SWORN STATEMENT OF PERSONS FURNISHING LABOR, SERVICES, MATERIAL, FIXTURES, APPARATUS OR MACHINERY, FORMS OR FORM WORK BEFORE ANY PAYMENTS ARE REQUIRED TO BE MADE TO THE CONTRACTOR.**
- Delays in payment shall be subject to interest rates of 18% per annum but in no event higher than the interest rate allowed by law. If the contractor is required to engage in the service of a collection agency or attorney, the customer agrees to reimburse contractor for any amounts expended in order to collect the unpaid balance, including without limitation, actual attorney fees and costs.
- Any unresolved controversy or claim arising from this contract shall be settled by arbitration, through the WI Better Business Bureau or any other arbitration the contractor chooses. This agreement sets forth the entire agreement between the parties.
- To the extent a party must pursue remedies in court for claims that are not covered by the agreement to arbitrate, the parties hereby waive their right to seek a jury. The parties also consent to personal jurisdiction and venue in the circuit court in Washington County, WI
- This agreement sets forth the entire agreement between the parties. Any and all prior agreements, warranties or verbal representations made are superseded by this agreement.
- This agreement shall be governed and interpreted in accordance with the laws of the State of Wisconsin, regardless of conflicts of law provisions.
- Failure of contractor to enforce any of these terms or conditions or to exercise any right accruing through the default of owner/customer shall not affect contractor's rights in case such default continues or in case of any subsequent default of owner/customer, and such failure shall not constitute a waiver of other or future defaults by owner/customer.
- Owner/customer agrees to the terms as stated above and acknowledges receipt of a copy

Item: S



From: [Lornson, Heath](#)
To: [Arnott, David](#); [LeBlanc, Eric](#)
Cc: [Zeinert, Wendy](#)
Subject: August Winter-20191106-CO 30 Damper Actuator Installed
Date: Wednesday, November 6, 2019 7:47:40 AM
Attachments: [image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)
[image017.png](#)
[image018.png](#)
[image019.png](#)
[image020.png](#)

Hi David ,
Thank You . The new actuator is installed already . I had ordered it back when I spoke with Dave Brown regarding the faulty actuator . I was just behind on the paper work side of things .

Heath Lornson

August Winter & Sons, Inc.

Cell: 920-450-5066

Direct: 920-560-2230

hlornson@augustwinter.com




From: Arnott, David <darnott@ruekert-mielke.com>
Sent: Wednesday, November 6, 2019 7:44 AM
To: Lornson, Heath <hlornson@augustwinter.com>; LeBlanc, Eric <eleblanc@augustwinter.com>
Cc: Zeinert, Wendy <wzeinert@augustwinter.com>
Subject: RE: Mukwonago WWTP - CO 30 damper actuator

Okay. We will accept this. Please get it done soon.

David W. Arnott, P.E.

Team Leader / Senior Project Manager



 [262-953-3080](tel:262-953-3080)
 [262-923-6188](tel:262-923-6188)
 ruekertmielke.com



From: Lornson, Heath <hlornson@augustwinter.com>
Sent: Wednesday, November 6, 2019 7:08 AM
To: Arnott, David <darnott@ruekert-mielke.com>; LeBlanc, Eric <eleblanc@augustwinter.com>
Cc: Zeinert, Wendy <wzeinert@augustwinter.com>
Subject: RE: Mukwonago WWTP - CO 30 damper actuator

Hi David ,

This was not part of the original scope of work . The existing 12 x 24 control damper actuator in Shop Room 2-103 was not working with the existing roof fan , so Dave Brown asked us to replace the actuator .

Thanks Heath

Heath Lornson

August Winter & Sons, Inc.

Cell: 920-450-5066

Direct: 920-560-2230

hlornson@augustwinter.com

From: Arnott, David <darnott@ruekert-mielke.com>

Sent: Tuesday, November 5, 2019 4:32 PM

To: LeBlanc, Eric <eleblanc@augustwinter.com>

Cc: Lornson, Heath <hlornson@augustwinter.com>; Zeinert, Wendy <wzeinert@augustwinter.com>

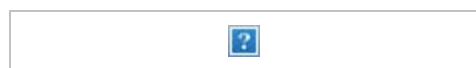
Subject: RE: Mukwonago WWTP - CO 30 damper actuator

Eric,

Why is this extra?

David W. Arnott, P.E.

Team Leader / Senior Project Manager



 262-953-3080			
 262-923-6188			
 darnott@ruekert-mielke.com			
 ruekertmielke.com			



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-

From: Zeinert, Wendy <wzeinert@augustwinter.com>

Sent: Tuesday, November 5, 2019 2:25 PM

To: Arnott, David <darnott@ruekert-mielke.com>

Cc: LeBlanc, Eric <eleblanc@augustwinter.com>; Lornson, Heath <hlornson@augustwinter.com>

Subject: Mukwonago WWTP - CO 30 damper actuator

Please see attached pricing for our CO 30.

Thank you,

Wendy Zeinert

Project Manager Assistant

August Winter & Sons, Inc.

Phone: (920) 739-8881 Fax: (920) 739-2230

Direct: (920) 560-2253

wzeinert@augustwinter.com

Celebrating 90 Years

1929-2019