

Village of Mukwonago
Notice of Meeting and Agenda

COMMITTEE OF THE WHOLE MEETING
Wednesday, June 3, 2020

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 Motion to approve Committee of the Whole minutes of May 6, 2020.
[2020-05-06 COW Draft Minutes](#)

4. Village Administrator

- 4.1 Village Branding Presentation from Karl Robe of Karl James & Associates.
[Mukwonago Brand Refresh 6.3.20](#)

5. Downtown Development Committee, Trustee Walsh

Discussion and possible recommendation on the following items

- 5.1 Downtown Development Committee (DDC) Preliminary Streetscaping & Wayfinding Design Plan Review
[DDC 06-03-2020 COW AIRF](#)
[2020-0420 Preliminary Design Presentation](#)
- 5.2 Summary of DDC May 28,2020 remote meeting recommendations.
[DDC 06-03-2020 COW AIRF](#)
- 5.3 Update from Village Admin/Econ Development Director re: August 2020 Economic Summit. Possible COVID-19 operational guidelines or direction from Village Board.
[DDC 06-03-2020 COW AIRF](#)

6. Finance Committee, Trustee Meiners

Discussion and possible recommendation on the following items.

- 6.1 Monthly Treasurer Report and Revenue/Expenditure Report For April *(For information purposes only, no action required)*
[2020-04 April Treasury Report.pdf](#)
[2020-04 April Revenue & Expenditure Report.pdf](#)
- 6.2 Discussion and possible recommendation on **Resolution 2020- 21** A Resolution Authorizing the Issuance and Sale of \$1,200,000 Taxable General Obligation Promissory Notes, Series 2020A.

[Res 2020-21 2020A Taxable GOPNs](#)

[Ratings Direct Summary Mukwonago](#)

- 6.3 Discussion and possible recommendation on **Resolution 2020- 22** A Resolution Authorizing the Issuance and Sale of Approximately \$4,715,000 General Obligation Promissory Notes, Series 2020B.

[Res 2020-22 2020B GOPNs](#)

[Ratings Direct Summary Mukwonago](#)

- 6.4 Motion to recommend to the Village Board to approve Vouchers in the amount of \$1,449,066.32.

[2020-06-03 COW AP Report.pdf](#)

- 6.5 Discussion and possible recommendation on a Small Business Grant program

[AIRF - Small Business Grant Program](#)

[Small Business Grant Program 2020](#)

- 6.6 Update on 2019 Tax Bill calculation explanation for Walworth County residents. *(for information only, no action required)*

[Apportionment Error Report](#)

7. Judicial Committee, Trustee Walsh

Discussion and possible recommendation on the following items

- 7.1 **Motion to recommend approval of Class A Fermented Malt Beverage License Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:**

A. 301 Main Enterprises, Inc. d/b/a Clark, 301 Main Street, Judith Schwartz, Agent

B. 122 Arrowhead Enterprises, Inc., d/b/a Arrowhead BP, 122 Arrowhead Dr., Judith Schwartz, Agent

C. 5 Star Stations, Inc., d/b/a Mukwonago Express Mart, 407 South Rochester St., Robin Hernandez, Agent

D. Genesis Gas, Inc. d/b/a Village Mini Mart, 201 N. Rochester St., Manjo Gupta, Agent

[Class A Fermented Malt Beverage Renewals](#)

[Police Chief Renewal Memo](#)

7.2 Motion to recommend approval of Combination Class A Fermented Malt Beverage and Class A Intoxicating Liquor Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

- A. Aldi, Inc., d/b/a Aldi #46, 111 East Wolf Run, Ricky Lee Minor, Agent
- B. Main Street Liquor LLC, 411 Main Street, Martin Johnson, Agent
- C. Kwik Trip, Inc., d/b/a Kwik Trip #282, 1212 N. Rochester St., Valerie Swan, Agent
- D. Khasria Two Inc., d/b/a Village Wine and Liquor, 712-18 Main St., Harjinder Khasria, Agent
- E. Ultra Mart Foods, LLC, d/b/a Pick N Save #6384, 1010 Rochester St., Patrick Groves, Agent
- F. Walgreen Co., d/b/a Walgreens #07039, 212 N. Rochester St., Brian Marinello, Agent
- G. Wal-Mart Stores East LP, d/b/a Wal-Mart Supercenter #1571, 250 E. Wolf Run, Michael Sandelback, Agent.
- H. 1060 Rochester Enterprises LLC, d/b/a Rochester BP, 1060 N Rochester St., Judith Schwartz, Agent
- I. 909 Greenwald Enterprises, Inc., d/b/a Mukwonago Amoco, 909 Greenwald Ct., Judith Schwartz, Agent

[Class ALB Renewals](#)

7.3 Motion to recommend approval of Combination Class B Fermented Malt Beverage and Class B Intoxicating Liquor Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

- A. American Legion Community Post #375, 627 Veteran's Way, Michelle Adams, Agent
- B. Blue Bay Inc., d/b/a Blue Bay Restaurant, 927 Main St., Vlaznim Islami, Agent
- C. FJ Partners LLC, d/b/a Sol de Mexico, 507 Main St., Froylan Mauricio, Agent
- D. Jay's Lanes, Inc., d/b/a Jays Lanes, 326 Atkinson St., Jeffrey Jay, Agent
- E. Perserverance Corp, d/b/a The Badger Burger Co., 200 S. Rochester St., Mark Weiss, Agent
- F. Sandra Miller, d/b/a Sany's Miller Time, 701 Main St., Sandra Miller, Agent
- G. Take A Big Bite, d/b/a Fork in the Road, 215 N Rochester St., Paul Hennessy, Agent

[Class BB Combo Renewals](#)

7.4 Motion to recommend approval of Reserve Combination Class B Fermented Malt Beverage and Class B Intoxicating Liquor Renewal Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

- A. Boneyard Pub and Grille, LLC, d/b/a Boneyard Pub and Grille, 215 Bay View Rd., Suite D, James Jones, Agent
- B. DAA Smokehouse LLC, d/b/a David Alan Alan's Smokehouse & Saloon, 325 Bay View Rd. Suite D/E, Tina O'Bryan, Agent
- D. El Pueblo Inc., d/b/a Antigua Real Restaurant, 355 Bay View Rd., Marco Alarcon, Agent

[Class Reserve BB Combo Renewals](#)

7.5 Motion to recommend approval of Combination Class B Fermented Malt Beverage and Class C Wine License Applications filed by the following, contingent upon payment of all outstanding liabilities and delinquencies with the Village of Mukwonago and wholesaler invoices, and clearance of any Department of Revenue holds:

A. Brew52, LLC, d/b/a Brew52, 1146 N. Rochester Street, Glenn Dieball, Agent
B. Gustavo Gutierrez, d/b/a Mukwonago Family Restaurant, 1015 E Veteran's Way, Gustavo Gutierrez, Agent
[Class BC Renewals](#)

8. Library Board, Trustee Brill

8.1 Mukwonago Community Library update. *(for information only, no action required.)*
[Mukwonago Community Library 'Return to Normal'](#)

9. Personnel Committee, Trustee Johnson

Discussion and possible recommendation on the following items

9.1 Discussion and possible recommendation on a complaint procedure and form for the Village of Mukwonago, concerning conduct of Village Elected Officials, Officers and Employees.
[Complaint Procedures](#)
[Investigation Form](#)

10. Public Works Committee, Trustee Brill

Discussion and possible recommendation on the following items

10.1 Motion to recommend approval of a Stormwater Maintenance Agreement for Hittman property for preliminary installation of a water detention basin to get property ready for any future development, not yet selected, for a 3.32 acre property located on the SW corner of State Highway 83 and Arrowhead Drive, MUKV 2015997010. Recommend Approval to the Village Board.
[Letter Grading and SWMA Approvals from Village Engineer](#)
[Letter of Credit Approval Letter from Village Engineer](#)
[Hittman Storm Water Maintenance Agreement](#)

10.2 Motion to recommend approval of Edgewood Condominiums Storm Water Management Agreement.
[Edgewood Condos-Recommendation of Approval of SWMA](#)
[Edgewood Condos Storm Water Maintenance Agreement REVISED.05.6.2020](#)

10.3 Update on Well #3

10.4 Discussion and possible recommendation to approve the revised Adaptive Management Plan and authorize the Village President to sign prior to final approval on June 17, 2020.
[AIRF Adaptive Management](#)
[Adaptive Management Plan_Reduced](#)

11. Adjournment

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

MINUTES COMMITTEE OF THE WHOLE MEETING

Wednesday, May 6, 2020

Time: 7:00 pm

Place: Via Zoom Meeting Portal Virtually hosted at Mukwonago Municipal Building/Board Room, 440 River Crest Ct.

Call to Order

The Village President Winchowky called the meeting to order at 7:00p.m. via Zoom platform with host located in the Mukwonago Municipal Building, 440 River Crest Ct.

Roll Call

Board Members present: Daniel Adler
Eric Brill
Jim Decker
Darlene Johnson
John Meiners
Roger Walsh
Fred Winchowky, Village President

Also present:

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

Approval of Minutes

Motion to approve Committee of the Whole minutes from April 1, 2020.

Decker/Johnson motion to approve Committee of the Whole minutes from April 1, 2020.
Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Downtown Development Committee, Trustee Walsh

Update/Status Report from the Downtown Development Committee (DDC), and further direction on resuming committee meetings.

Trustee Walsh noted all members of the DDC have agreed to come back for the year. Foth is finishing their preliminary plan and preparing for Committee review. He questioned the use of zoom or other virtual meeting options until they can get face to face in June. Trustee Johnson noted the County is starting their face to face meetings in May. President Winchowky noted the Village will not have face to face meetings until May 26, 2020 when the Governor's order expires.

Discussion and possible recommendation to direct Admin & Staff to continue to work on developing a Village of Mukwonago Small Business Assistance and Stimulus Plan for final presentation.

Trustee Walsh commented he was looking for options for small businesses in the Village.

Administrator Weidl noted they have an interesting opportunity with some remaining CDBG funds and would like to target cash loans/grants to keep them going.

Trustee Decker questioned how we can ask Departments to make cuts when we are giving money away to businesses.

Trustee Walsh discussed some options of assessing which businesses, and at what level. He suggested meeting with a business group to find out what the needs are and how they can benefit.

Finance Director Doherty noted there is \$210,000 in that account, but there was a commitment to purchase 301 Main Street, so this would need to be discussed.

President Winchowky noted he would like to see if there is a consensus in moving forward, and if so this should move on to the Finance Committee. He suggested April from the Chamber conduct a survey of local businesses affected and work with the Finance Chairman, the Administrator, and the Chair of the DDC to make a recommendation to the Board.

Finance Committee, Trustee Meiners

Monthly Treasurer Report and Revenue/Expenditure Guideline Report for March

Chairman Meiners noted both reports are on file.

Motion to recommend to the Village Board to approve Vouchers in the amount of \$668,680.13.

Meiners/Johnson motion to recommend to the Village Board to approve Vouchers in the amount of \$668,680.13.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky. Unanimously carried.

Motion to recommend approval of Resolution 2020-18 a Resolution to provide for compensation to the Village Board members appointed to the Board of Review.

Decker/Brill motion to recommend approval of Resolution 2020-18 a Resolution to provide for compensation to the Village Board members appointed to the Board of Review.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, and Walsh. "No" President Winchowky. Motion carried.

Health and Recreation Committee, Trustee Decker

Motion to recommend approval of the Special Event Application from the Mukwonago Chamber of Commerce for the Farmers Market at Field Park on Wednesdays between May 20, 2020 and October 14, 2020.

Decker/Johnson motion to recommend approval of the Special Event Application from the Mukwonago Chamber of Commerce for the Farmers Market at Field Park on Wednesdays between May 20, 2020 and October 14, 2020 pending the ability to meet State and Federal guidelines. It was noted the booths should be spaced and attendees should not gather in groups. DPW Director Bittner noted the bathrooms are closed and the Chamber would be required to get Porta-Johns. The Chamber noted they will cover the cost, and they have handwashing stations. It was noted they plan only 17 of the normal 40 vendors.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky. Unanimously carried.

Motion to recommend approval of a License Agreement between Wisconsin Electric Power Company (We Energies) and the Village of Mukwonago for a Trail License.

Decker/Johnson motion to recommend approval of a License Agreement between Wisconsin Electric Power Company (We Energies) and the Village of Mukwonago for a Trail License.
Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Discussion and possible recommendation on an Ordinance amending section 45-14 and 45-16 regarding the co-existence of the public site fee with the park impact fee.

Attorney Blum noted last month there was discussion in the amendment of the Park Impact Fees and the platting fee. They were going to remove the platting fee due to the thought it would overlap, however, after further review his advice is to leave the platting fee on the books with the ability not to charge the fee when the other applies.

Decker/Brill motion to approval on an Ordinance amending section 45-14 and 45-16 regarding the co-existence of the public site fee with the park impact fee.

Trustee Johnson questioned which staff member is responsible to be sure there is no duplication and this doesn't slip through the cracks. Attorney Blum noted these applications would more than likely be filed with the Village Planning and Zoning offices.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh, and Winchowky. "No" Trustee Johnson. Motion carried.

Judicial Committee, Trustee Walsh

Discussion and recommendation to approve a contract amendment for Zoning Code Rewrite with Civi Tek Consulting, Inc. to commence work immediately on conditional uses to meet State Code guidelines at a cost of \$2,100.

Attorney Blum noted Act 67 adopted changes in the way conditional uses are approved. This contract amendment allows that section of the code to be added to the zoning code rewrite.

Walsh/Johnson motion to recommend approval of a contract amendment for Zoning Code Rewrite with Civi Tek Consulting, Inc. to commence work immediately on conditional uses to meet State Code guidelines at a cost of \$2,100.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Discussion and possible recommendation on reducing annual fees for Class B liquor license holders.

Trustee Walsh noted this item might be more appropriately folded into the finance plan that is being presented. President Winchowky confirmed he spoke with the Mayor of Delafield and he noted they would have only an effect of \$6,000 for reducing license fees. He confirmed any licenses that would be considered should be live or do business in the jurisdiction of the Village. It was noted a review of area communities would be presented to the May 20, 2020 Board meeting.

Protective Services, Trustee Adler

American Legion Post #375 has cancelled the May 25, 2020 Memorial Day Parade, due to COVID-19 current situation. This was for information only, no action was required. Chief Schmidt noted there is a group of American Legion Riders who would like to ride through town with flags. This would not be a parade, but a nice display of riders through town.

Village of Mukwonago Police Department 2019 Annual Report

The Police Department Annual Report was placed on file. No action was required.

Annual Fire Department Report for 2019

The Fire Department Annual Report was placed on file. No action was required.

Public Works Committee, Trustee Brill

Motion to recommend approval of a sewer credit in the amount of \$254.99 for 1311 Riverton Drive for an exterior water leak.

Utility Director Brown noted Mr. Krueger called and had received a high water bill. He normally uses 2,000 gals per quarter, so they had one of the utility employees help identify any leaks. It was noted his outside hose bib had been leaking but the staff did not observe the leak themselves. It is a policy they do not approve without seeing the leak. He did not want to see any precedent being set.

Decker/Meiners motion to decline to award the credit in the amount of \$254.99 for 1311 Riverton Drive for an exterior water leak.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Motion to recommend approval of Change Order #1 for River Park Estates paving, a cost reduction of \$15,843.30 on the contract price due to a calculation error.

Decker/Johnson motion to approve Change Order #1 for River Park Estates Paving.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Discussion and possible action on a request from Bielinski Development, Inc., to amend the Meadowland Townhomes Developers Agreement to extend the time frame to install infrastructure to December 1, 2022, and direct staff to amend agreement accordingly for the next Committee of the Whole.

Planner Kohout noted they are hoping to finish Chapman Villas before this project. They are looking to exchange the date to December 1, 2022 acknowledging COVID-19 and not looking to further any extensions.

Decker/Walsh motion to approve a request from Bielinski Development, Inc., to amend the Meadowland Townhomes Developers Agreement to extend the time frame to install infrastructure to December 1, 2022.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Discussion and possible recommendation on the Well #3 rehab project and update.

Utility Director Brown noted this is now complete and they have gained pumping from 700 gals per minute to 900 gals per minute. This will allow them not to have to build a new well for some time.

Motion to recommend to the Village Board to approve Task Order No. 2020-06 from Ruekert Mielke, Inc. for the Design and Bidding of CTH LO Sanitary Sewer Rehabilitation in the amount of \$20,820.

Administrator Weidl noted the Village was blindsided by the County with this issue. Trustee Brill noted this was a long term plan, however, it was not known this road was being worked on.

DPW Director Bittner noted he received a call regarding borings. There is a deadline to complete before they complete the road.

Decker/Johnson motion to recommend approval of Task Order No. 2020-06 from Ruekert Mielke, Inc. for the Design and Bidding of CTH LO Sanitary Sewer Rehabilitation in the amount of \$20,820.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Discussion and possible recommendation on an amendment to the Agreement for the Development of Improvements for Box Self Storage, LLC.

DPW Director Bittner noted they have a final punch list and a date couldn't be met for asphalt. They were looking to extend to 2021.

Decker/Johnson motion to recommend approval of an amendment to the Agreement for the Development of Improvements for Box Self Storage, LLC.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Johnson, Meiners, Walsh, and Winchowky.
Unanimously carried.

Discussion and possible recommendation to approve a Letter of Credit Reduction for Phantom Lakes Preserve.

Engineer Wegner noted all work is up to date and sufficient.

Decker/Walsh motion to recommend approval of a Letter of Credit Reduction for Phantom Lakes Preserve to 92,381.40.

Roll Call: "Yes" Trustee Adler, Brill, Decker, Meiners, Walsh and Winchowky. "No" Trustee Johnson.

Motion carried.

Adjournment

Meeting was adjourned at 9:07pm.

Respectfully Submitted,

/s/ Diana Dykstra, CMC
Village Clerk-Treasurer

Village of Mukwonago

Brand Narrative & Logos



Logo & Tagline: Option 1

KARL JAMES
& COMPANY LLC



Logo & Tagline: Option 2

KARL JAMES
& COMPANY LLC



Logo & Tagline: Option 3

KARL JAMES¹⁴
& COMPANY LLC

Village of
mukwonago



Place of the Bear
WHERE LIFE, LEISURE AND BUSINESS THRIVE

Logo & Tagline: Option 4

KARL JAMES
& COMPANY LLC

- The Village of Mukwonago resides at the intersection of life, leisure, and economic leadership. Minutes from Milwaukee with convenient access to Madison and Chicago, Mukwonago offers main-street living just moments away from metro-area amenities. It's where open spaces, parks and waterways converge with academic achievement, safe surroundings and economic opportunity.

Brand Narrative

- Activity abounds year round in Mukwonago. Fish Phantom Lake. Ride the trolley from the Elegant Farmer to Indianhead Park. Hike the Kettle Moraine State Forest. Hunt the Vernon Marsh Wildlife Refuge. Kayak down one the most ecologically significant waterways in the world, the Mukwonago River. There's something for everyone in Mukwonago.

Brand Narrative

- The village invests significantly in its park system. Tree-lined streets bustle with people watching parades for Father's Day, Fourth of July, and Christmas. Festivals provide family fun during Balloons Over Mukwonago, Summerfeste, Harvest Fest and Winter's Midnight Magic. Our Performing Arts Center offers an array of arts and entertainment. Each of these experiences serve as a cornerstone of community pride.

Brand Narrative

- Long known for commerce, Mukwonago is committed to economic expansion. Our new development approach is simple: Serve as a catalyst that moves the community forward while maintaining a balance between characteristics that appeal to quality family life and economic factors that make it possible.

Brand Narrative

- Our resource-rich community offers prime industrial development sites with easy interstate access and visibility, shovel-ready commercial lots, and in-fill opportunities along the village's street-scaped and pedestrian-friendly downtown district. We offer residential neighborhoods with new-build opportunities and existing properties for sale in our registered historic-district.

Brand Narrative

- Mukwonago's demographics—including income and education levels as well as housing values—align well with what commercial and retail businesses value in a community. Businesses of all sizes are well supported with talent and services required for sustained prosperity. Mukwonago works with its residents and stakeholders to solve problems. Both benefit from responsive, agile, efficient, and transparent village government.

Brand Narrative

- Our mix of big box retail and main street village shops serves as a regional hub to support over 30,000 consumers within the immediate region. The village-owned industrial park expansion has made way for \$33.2 million in private sector investment over 18 months, contributing to over a quarter-billion dollars in public and private sector investment in the village over a six-year period. As a result, we've retained hundreds of employees within the village.

Brand Narrative

- Manufacturers and retailers from all over the world are locating in Mukwonago, because the village is committed to balanced growth. These are but a few qualities that make Mukwonago one of the premier communities in Southeastern Wisconsin.

Brand Narrative

- Collaboration serves as the foundation of our community. Ranked nationally for academic achievement, the Mukwonago Area School District also works with local businesses to create educational pathways to match our skilled workforce to existing industry. A strong volunteer spirit shows in our many civic, spiritual and community organizations. Their efforts and funding support local concerts, events, and needs-based programs.

Brand Narrative

- Our public safety maintains strong working relationships throughout the community and provides critical care EMS services and primary response duties for all local emergencies. Health and well-being are strongly supported by our own YMCA and other wellness professionals, and our advanced 24-hour emergency healthcare and hospital facilities.

Brand Narrative

- Our unwavering commitment to advance what matters to those who live, work and play in Mukwonago is on display daily. From the creation of a Downtown Development Committee – tasked with ensuring the future of the village’s downtown — to long-term planning for investments in our workforce, parks system, and infrastructure, the village supports making its residents and stakeholder ideas a reality.

Brand Narrative

- There's a dedication to prosperity. There's a sense of kindness. There's an underlying respect for people. Because of our people and because of our relentless pursuit of prosperity, we are committed to breaking down barriers to balanced growth and advancing quality of life.

Mukwonago: Where life, leisure and business thrive.

Brand Narrative

- **Questions to Consider:**

- Does the narrative tell the story we believe differentiates the village against other options?
- Does the logo and tagline represent the narrative?

Thoughts/Questions



| | |
|--|---|
| Committee/Board: | Downtown Development Committee |
| Topics: | Prelim Streetscaping Wayfinding Design Plan Recommendations, 05-28-2020 Summary, Econ Summit |
| From: | Roger Walsh |
| Department: | Trustee/Board Liaison/DDC Chair |
| Presenter: | |
| Date of Committee Action (if required): | June 3, 2020 for possible direction & recommendations |
| Date of Village Board Action (if required): | |

Information

Subject: Downtown Development Committee, (DDC) Preliminary Streetscaping & Wayfinding Design Plan Review.

(possible in-person presentation subject to confirmation from Foth consultants)

Subject: Summary of DDC May 27, 2020 Remote Meeting Recommendations

Subject: Update from Village Admin/Econ Development Director re: August 2020 Economic Summit. Possible Covid 19 operational guidelines or direction from Village Board

Background Information/Rationale:

- 1.) The Village Board reviewed and approved the Foth Infrastructure & Environmental, LLC Downtown Streetscaping & Wayfinding proposal. Village Community Planner & Zoning Administrator Ben Kohout is the point of contact. Per the deliverables, Foth has provided the preliminary plan to DDC Members for the Public Meeting on May 28, 2020. The consultants are scheduled for a remote presentation at the meeting and may be available for in-person presentation at this June 3, 2020 COtW meeting. (Copy of presentation attached)
- 2.) DDC Members were provided vendor space at last year's August Village Economic Summit at the Mukwonago High School Greenwald Performing Arts Center.

Key Issues for Consideration:

- 1.) Discussion and possible direction for Foth to proceed to Final Plan presentation.
- 2.) Discussion and possible direction from Village Board regarding Covid 19 operational guidelines and implementation of the August 2020 Economic Summit.

Fiscal Impact (If any):

Final Payment upon completion of Foth Contract. TBD.

TBD based on previous years' Econ Summit experience and any operational changes

Requested Action by Committee/Board: Discussion and possible direction



Attachments

Preliminary Streetscaping & Wayfinding Design Plan Recommendations from Foth Infrastructure & Environmental, LLC and Design Studio, Etc.

Village of
Mukwonago

Downtown Streetscape Preliminary Design

April 20, 2020



etc.
design studio



Foth

Outline

1. Study Area
2. Approach
3. Phase I – Start Up & Public Input
4. Phase II – Concept Design
5. Public Engagement Summary
6. Phase III – Preliminary Design
7. What's Next?





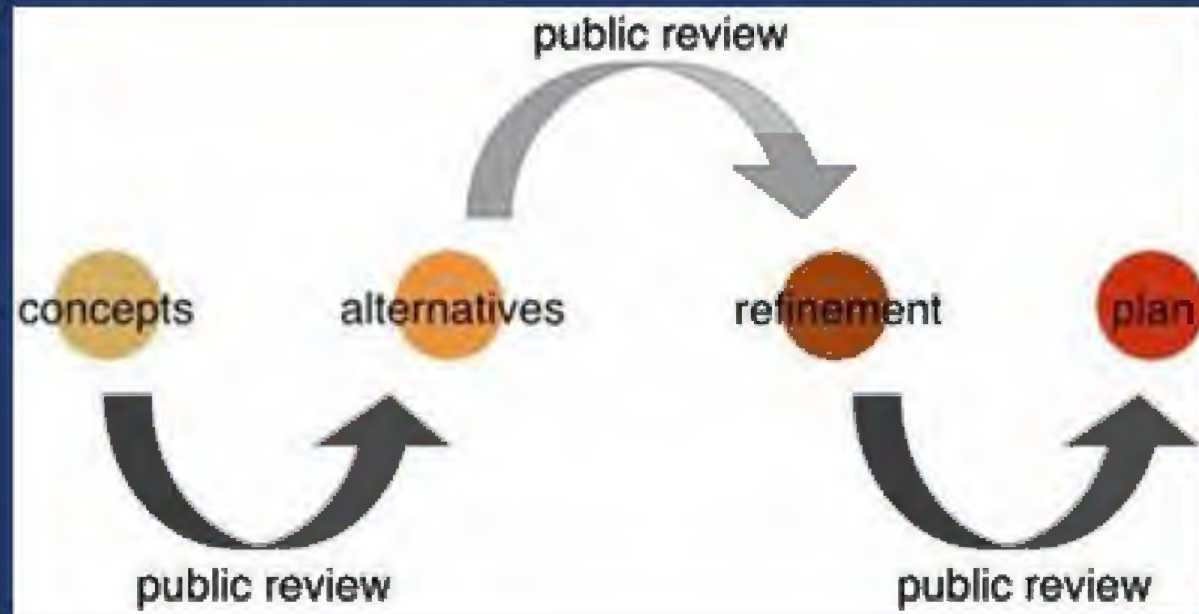
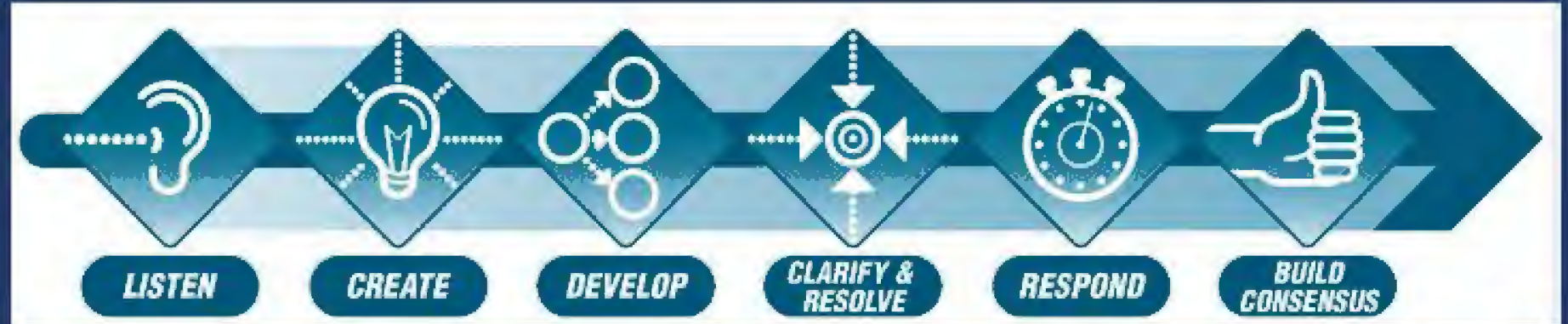
MUK
WON
AGO



Study Area



Approach





MUK
WON
AGO



Phase I: Start Up & Public Input

- Kickoff Meeting with DDC 1.10
- **Downtown Design Charrette 1.23**





**JANUARY 23
DOWNTOWN
DESIGN CHARRETTE**

What is YOUR vision for future streetscaping and wayfinding signage for downtown Mukwonago? Come tell us!

<https://mukwonagodowntown.com/>



Thursday,
January 23, 2020

6:00 – 8:00pm

Community Room
(Lower Level of
Village Hall)

Collaborative
Design Process

Ticket Raffle for
Mukwonago Rotary
Presents:
An Evening with
John McGivern



VILLAGE HALL
440 River Crest Ct
Mukwonago, WI 53149
(262) 363-6420

The Village of
Mukwonago
Where life, business and dreams thrive







Results

- 38 people signed-in at the downtown design charrette
- Attendees split into groups and actively participated in vision exercises, vision drawing, a visual preference “dot” exercise, and presented their findings to the entire room.
- 9 comment sheets were submitted
 - ❖ 1 comment sheet was submitted at the design charrette
 - ❖ 8 additional comment sheets were submitted by 2/5 deadline

| NAME | Village of Mukwonago Resident? (Yes or No) | EMAIL |
|------------------|---|---------------------------|
| Marianne Walsh | Yes | marianne.walsh@gmail.com |
| Art Schaefer | Yes (Bar) | schaeferart@yahoo.com |
| Chris Slavson | No | schaeferart@yahoo.com |
| Janice Caley | Yes | janice@wisc.edu |
| Brian Walsh | No | csn@psn.com |
| Kyle Bane | Yes | kban@wisc.edu |
| Eric Ball | Yes | |
| Michael Bern | No - Town | ABERNASSA@GMAIL.COM |
| Dorothy Paul | Yes | |
| Steve Paul | Yes | |
| Pat Hosen | Yes | phosen3@gmail.com |
| STRECH | No | stretch@slens.net |
| Dan Kyler | No | kylerdan@yahoo.com |
| Tina Hutson | Yes | tina.hutson@hutsong.com |
| Chris Horvick | Yes | chris@wisc.edu |
| Andy Fix | Yes | |
| John Schwab | Yes | |
| John Meiers | Yes | John.M@fennell.com |
| Jessica Peterson | Yes | jessicapeterson@gmail.com |
| David Miller | Yes | |
| Melina Adler | Yes | |



Phase II: Concept Design

- Developed Concept Plans (informed by Design Charrette outcomes)
- Open House 2.27



Thursday,
February 27, 2020

6:00 – 8:00pm

Community Room
(Lower Level of
Village Hall)

Visualize Possible
Changes for
Downtown

Give Feedback

Select YOUR
Preferred Plan

**FEBRUARY 27
OPEN HOUSE**

Review conceptual streetscaping and wayfinding plans
inspired by YOUR ideas from the design charrette.
Your feedback is valuable and still needed!

<https://mukwonagodowntown.com/>

Foth    

VILLAGE HALL
440 River Crest Ct
Mukwonago, WI 53149
(262) 363-6420

**Village of
Mukwonago**



Results

- 38 people signed-in at the open house
- Attendees viewed concept plans at their own pace, asked questions and participated in a visual preference “dot” exercise
- 25 comment sheets were submitted at the open house
- The project timeframe was extended (after Village Board and DDC review and approval) and an additional open house was scheduled at the Mukwonago Community Library



Phase II: Concept Design (Extended)

- Library Open House 3.14



**MARCH 14
OPEN HOUSE**

View revised downtown streetscaping and wayfinding concept plans inspired by YOUR ideas.

MukwonagoDowntown.com

Foth **etc.** design studio



**MUKWONAGO
COMMUNITY LIBRARY**
511 Division Street
Mukwonago, WI 53149

Village of Mukwonago

Saturday,
March 14, 2020
9:00 – 11:00am
Mukwonago
Community Library
4 Revised
Concept Designs
Make YOUR
Comments
Same Day as
Mukwonago Area
Chamber Winter
Farmer's Market!



40



Results

- 100 + Impressions*
*An impression is simply a view. It means a set of eyeballs has seen your content
- Attendees viewed revised concept plans at their own pace, asked questions and a limited number participated in a visual preference “dot” exercise
- 10 comment sheets submitted between 2/28 and 3/16 deadline



Public Engagement Events



JANUARY 23 DOWNTOWN DESIGN CHARRETTE

What is YOUR vision for future streetscaping and wayfinding signage for downtown Mukwonago? Come tell us!

<https://mukwonagodowntown.com/>



Thursday,
January 23, 2020

6:00 – 8:00pm

Community Room
(Lower Level of
Village Hall)

Collaborative
Design Process

Ticket Raffle for
Mukwonago Rotary
Presents:
An Evening with
John McGivern

VILLAGE HALL
440 River Crest Ct
Mukwonago, WI 53149
(262) 363-6420

The Village of
Mukwonago
Where No Issue and No Subject is Too Small



FEBRUARY 27 OPEN HOUSE

Review conceptual streetscaping and wayfinding plans
inspired by YOUR ideas from the design charrette.
Your feedback is valuable and still needed!

<https://mukwonagodowntown.com/>



Thursday,
February 27, 2020

6:00 – 8:00pm

Community Room
(Lower Level of
Village Hall)

Visualize Possible
Changes for
Downtown

Give Feedback

Select YOUR
Preferred Plan

VILLAGE HALL
440 River Crest Ct
Mukwonago, WI 53149
(262) 363-6420

The Village of
Mukwonago



MARCH 14 OPEN HOUSE

View revised downtown streetscaping and wayfinding
concept plans inspired by YOUR ideas.

[MukwonagoDowntown.com](https://mukwonagodowntown.com/)



Saturday,
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Mukwonago
Community Library

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MUKWONAGO
COMMUNITY LIBRARY
511 Division Street
Mukwonago, WI 53149

The Village of
Mukwonago

Design Charrette 1.23





Open House 2.27

Library Open House 3.14



Public Engagement Summary

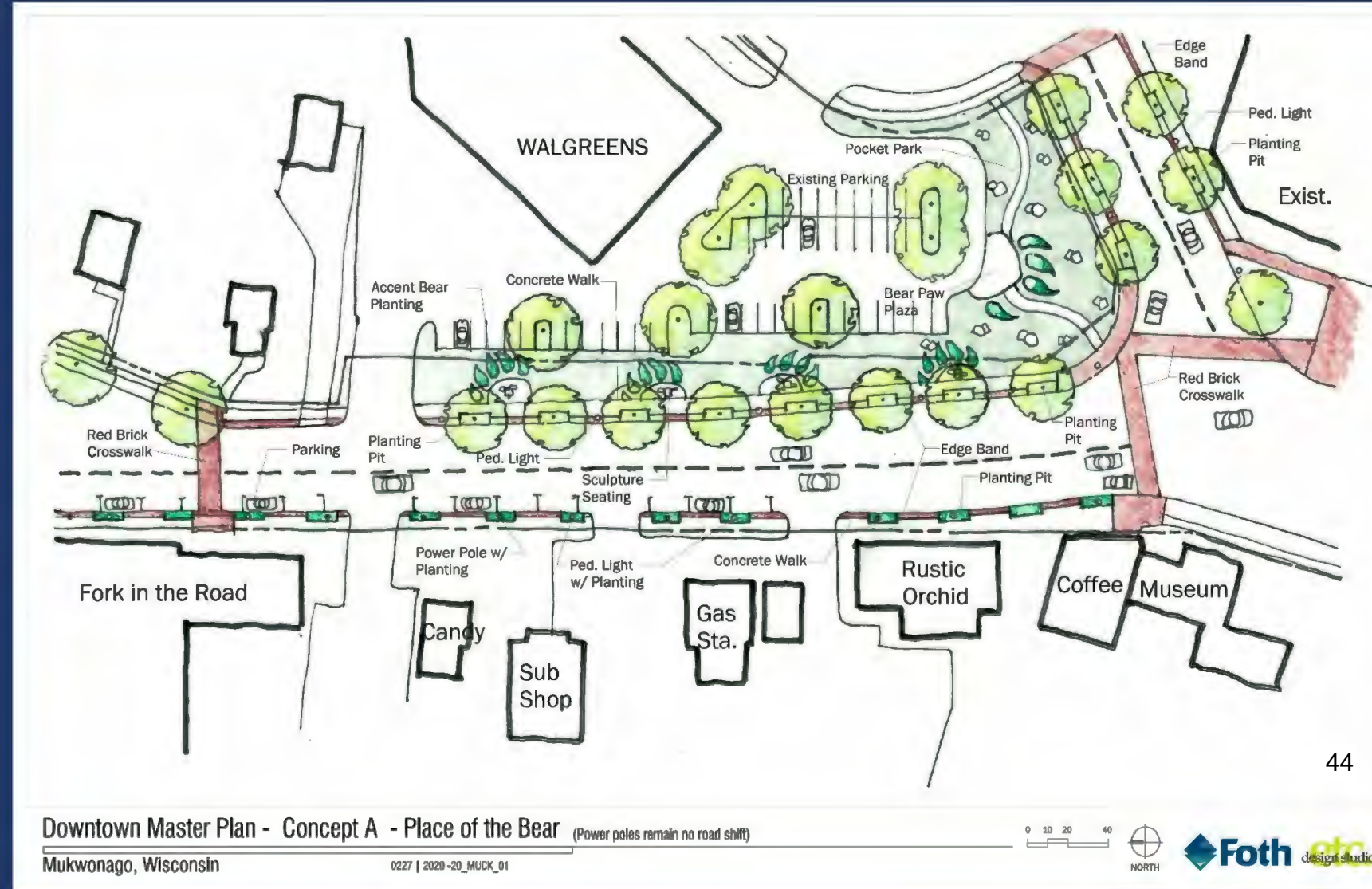
Theme

| | | | |
|--------------------|---|----|---|
| Place of the Bear |  | 23 | (11 public comment sheets + 12 open house dot voting) |
| Curative Waters |  | 22 | (8 public comment sheets + 14 open house dot voting) |
| Ursa Constellation |  | 12 | (4 public comment sheets + 8 open house dot voting) |
| Railroad |  | 20 | (5 public comment sheets + 15 open house dot voting) |



Public Engagement Summary

Theme





MUK
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AGO



Public Engagement Summary

Concept

| | | |
|---|----|--|
| A | 8 | (6 public comment sheets + 2 open house dot voting) |
| B | 10 | (10 public comment sheets + 0 open house dot voting) |
| C | 6 | (1 public comment sheets + 5 open house dot voting) |
| D | 10 | (2 public comment sheets + 8 open house dot voting) |



Downtown Master Plan - Concept B - Curative Waters (Power poles removed - road shift east - Minor redevelopment)

Mukwonago, Wisconsin

0227 | 2020-20_MUCK_01

0 10 20 40





Public Engagement Summary

Overall Concept

| | | |
|---|---|---------------------------|
| A | 6 | (6 open house dot voting) |
| B | 9 | (9 open house dot voting) |



Public Engagement Summary

Analysis

After processing and analyzing all of the public input collected during the public engagement phase of the project:

- Foth & Design Studio, Etc. decided to move forward with the “Curative Waters” landscape theme as the preferred alternative for the preliminary design.
- The bear claw performance plaza from the “Place of the Bear” landscape theme was incorporated into the preliminary design.
- Concept B is the main streetscape layout moving forward.
- Concept D will be an alternative design to ensure the Village is prepared in the event STH 83 gets rerouted and a jurisdictional transfer of the right-of-way to the Village comes to fruition.

Public Engagement Summary

Analysis

- References to the redevelopment of the Walgreens building were removed from the preliminary design. However, references to the possible redevelopment of the gas station property and Cousins Subs property remain.
- Both Concepts B and D assumed a portion of the greenspace on the Walgreen's property will be redeveloped to incorporate the design of the streetscape.
- Overall Concept B will move forward, minus the redevelopment of the Walgreen's building.
 - ❖ The reference to a "trolley extension" refers to a "tourist trolley" along CTH ES (Main Street). A tourist trolley (or road trolley), is a rubber-tired bus designed to resemble an old-style streetcar or tram. The vehicles are usually fueled by diesel, or sometimes compressed natural gas. The tourist trolley will provide a needed connection between the East Troy Electric Railroad stop at Indianhead Park and downtown.





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Phase III – Preliminary Design

- Developed Preliminary Plans
- **Present Preliminary Plans to DDC (* You are Here)**



What Makes a Good Streetscape?

- Wider side walks with a mix of paving materials.
- Street trees with open landscape below
- Mix of decorative pedestrian and roadway lighting
- Underground utilities
- Banners and wayfinding on light poles
- Decorative crosswalks and bump-outs
- Bike lanes or bike friendly
- Pockets of landscape with art intermixed
- Pockets for people to dine hangout or spectate
- Maintainable and usable
- Works well in the winter





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Typical Plans

Preliminary Streetscape A:



Downtown Master Plan - Preliminary Plan A

Mukwonago, Wisconsin

0420 | 2020-20_MUCK_01

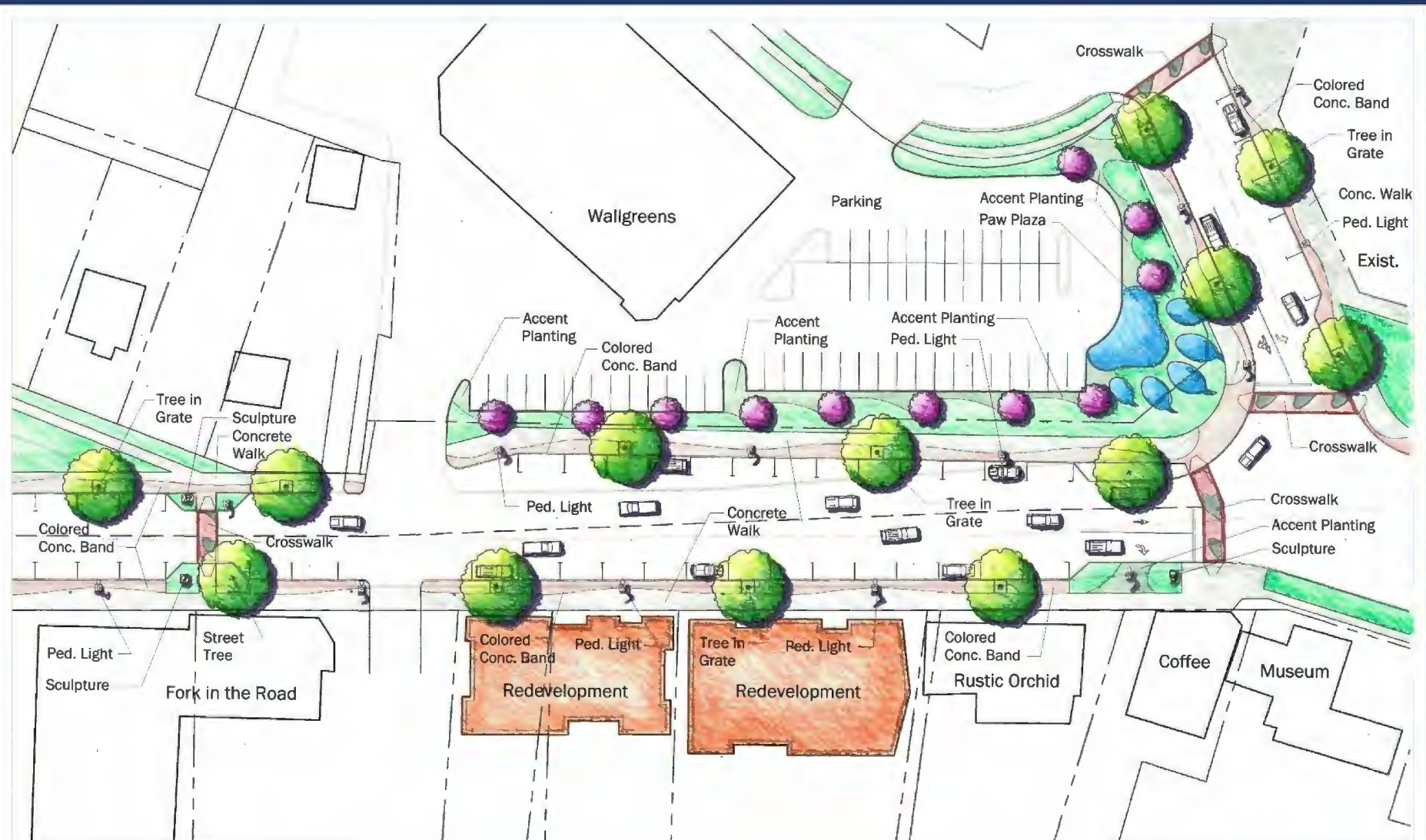
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Typical Plans

Preliminary Streetscape B:



Downtown Master Plan - Preliminary Plan B

Mukwonago, Wisconsin

0415 | 2020-20_MUCK_01

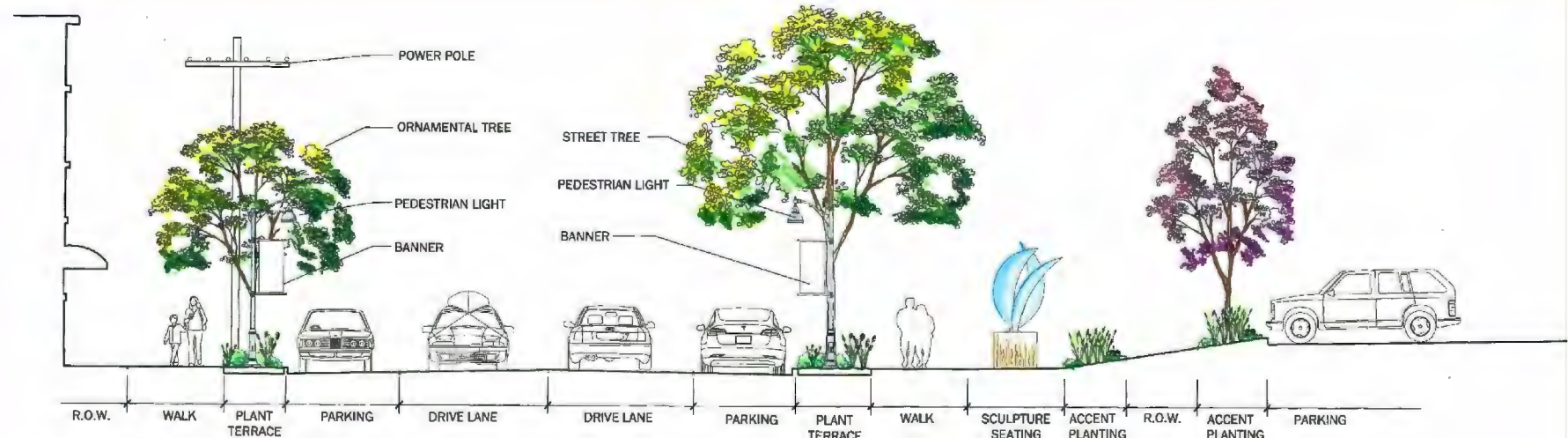
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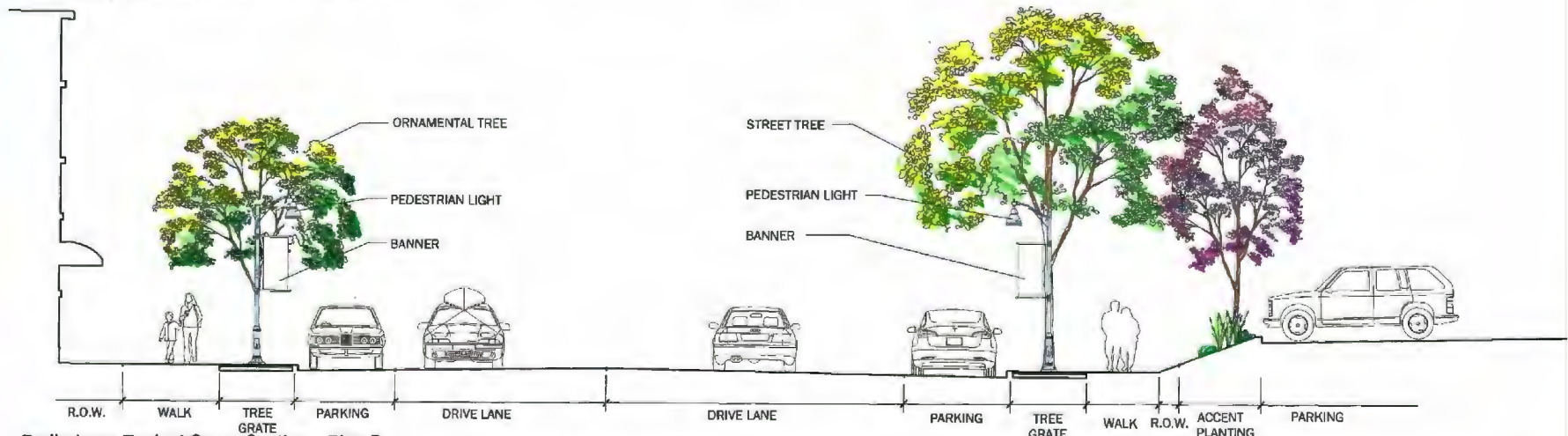


Typical Cross Sections

Preliminary Streetscape Cross Sections A: Plan A & Plan B



Preliminary Typical Cross Section - Plan A



Preliminary Typical Cross Section - Plan B

Downtown Master Plan - Preliminary Streetscape Cross Sections A

Mukwonago, Wisconsin

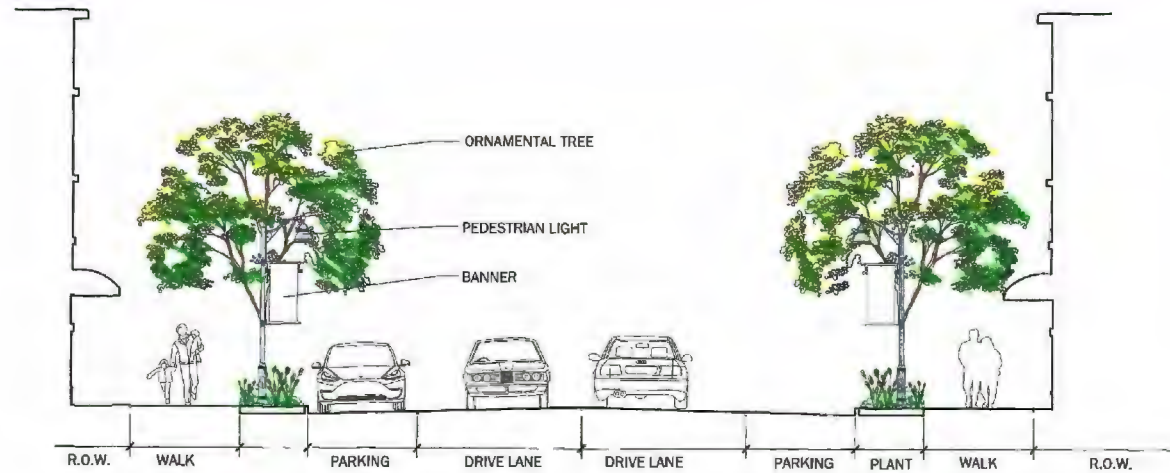
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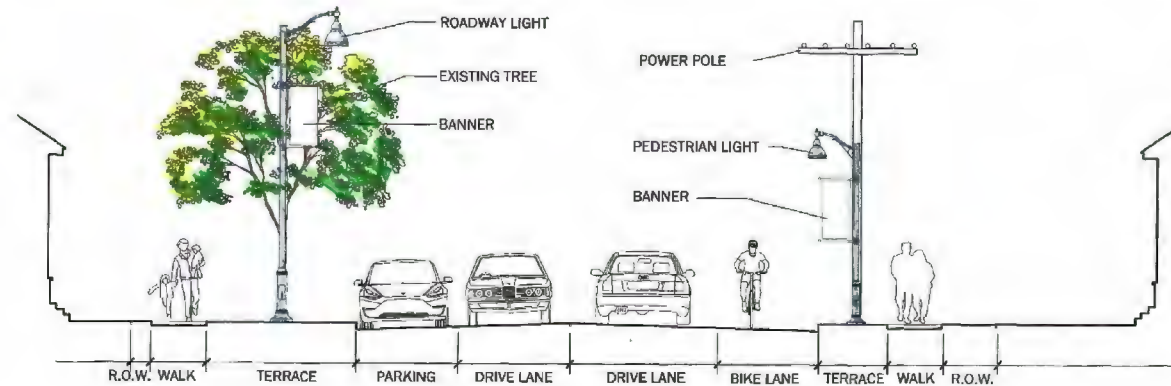


Typical Cross Sections

Preliminary Streetscape Cross Sections B: Type II & Type III



Type II Streetscape



Type III Streetscape

Downtown Master Plan - Preliminary Streetscape Cross Sections B

Mukwonago, Wisconsin

0420 | 2020-20_MUCK_01

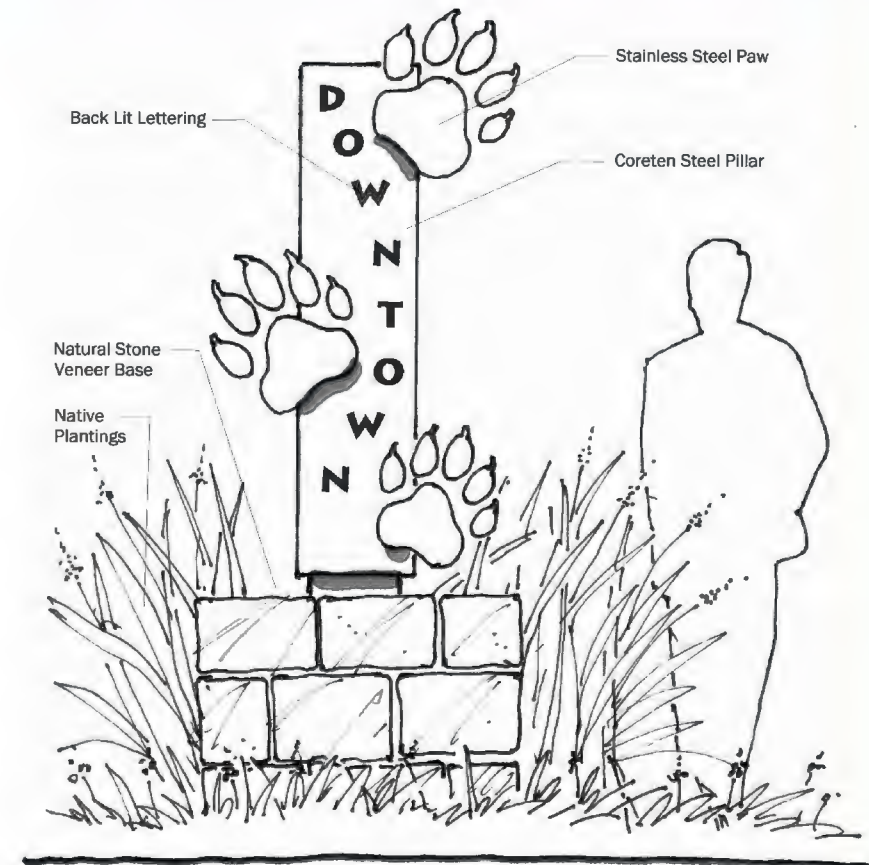
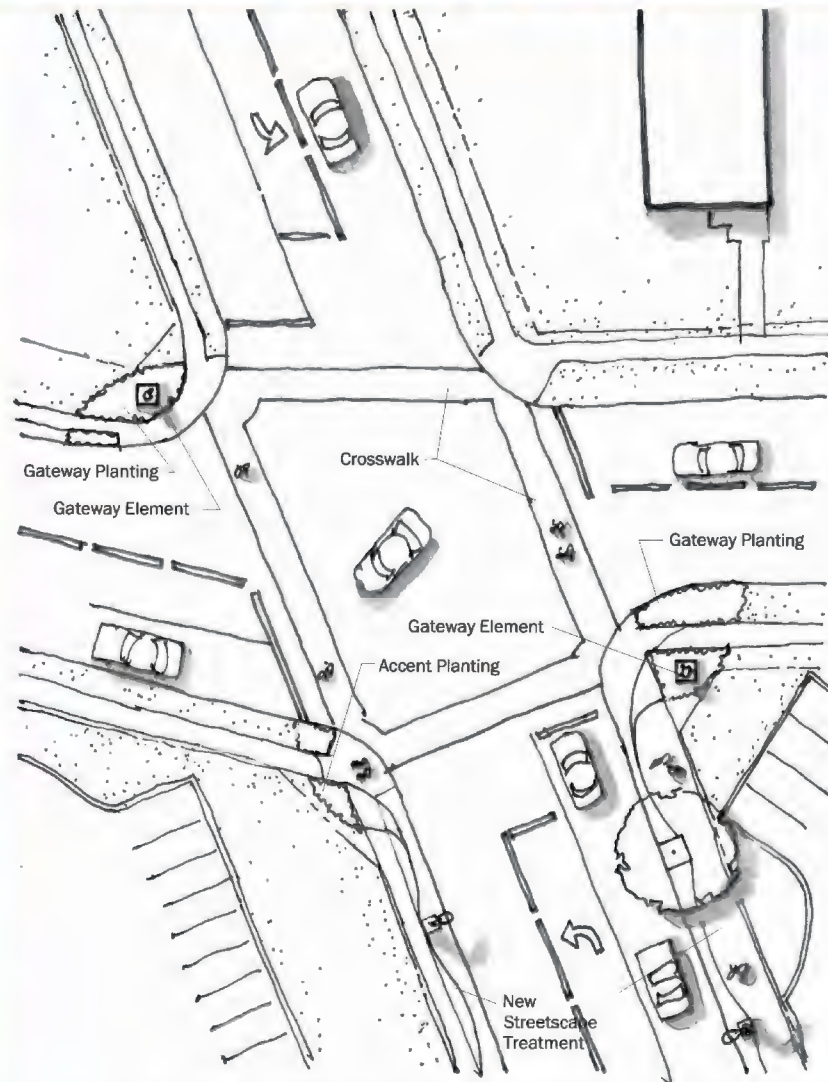




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Preliminary Typical Intersection & Gateway Feature Sketch Plan



Downtown Master Plan - Typical Intersection and Gateway Example

Mukwonago, Wisconsin

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0 2 4 6

Preliminary Overall Concept Plan



Downtown Master Plan - Preliminary Overall Plan

Mukwonago, Wisconsin

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Preliminary Amenities

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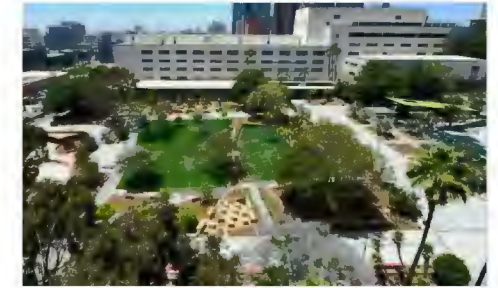
Lighting



Benches



Trash Receptacles



Greenspace/Pocket Park



Trolley Extension



Tree Pit



Gateways



Edge Band

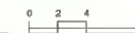


Accent Planting

Downtown Master Plan - Preferred Amenities

Mukwonago, Wisconsin

0420 | 2020-20_MUCK_01



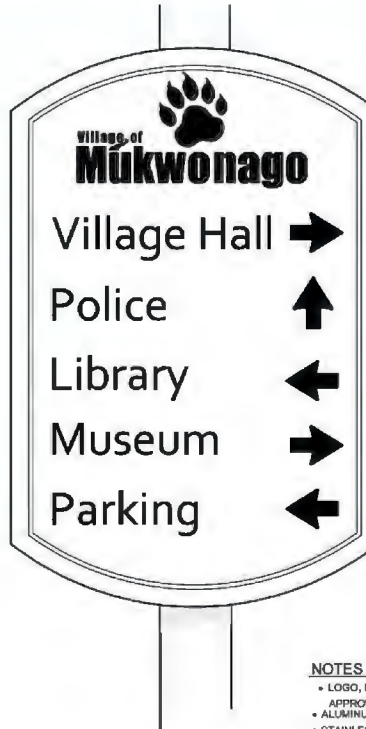
Preliminary Wayfinding Sign Shape



NOTES

- LOGO, NAME AND COLORS TO BE APPROVED
- ALUMINUM CONSTRUCTION -
- STAINLESS STEEL 'BUCKLE BRACKET' MOUNTING TO EXISTING LIGHT POLES

Sign Shape A



NOTES

- LOGO, NAME AND COLORS TO BE APPROVED
- ALUMINUM CONSTRUCTION -
- STAINLESS STEEL 'BUCKLE BRACKET' MOUNTING TO EXISTING LIGHT POLES

Sign Shape B



NOTES

- LOGO, NAME AND COLORS TO BE APPROVED
- ALUMINUM CONSTRUCTION -
- STAINLESS STEEL 'BUCKLE BRACKET' MOUNTING TO EXISTING LIGHT POLES

Sign Shape C

Downtown Master Plan - Preliminary Wayfinding Sign Shapes

Mukwonago, Wisconsin

0420 | 2020-20_MUCK_01





Preliminary Wayfinding Sign Color Options



Sign Color A

NOTES:
• LOGO, NAME AND COLORS TO BE APPROVED
• ALUMINUM CONSTRUCTION
• STAINLESS STEEL "BUCKLE BRACKET" MOUNTING TO EXISTING LIGHT POLES



Sign Color B

NOTES:
• LOGO, NAME AND COLORS TO BE APPROVED
• ALUMINUM CONSTRUCTION
• STAINLESS STEEL "BUCKLE BRACKET" MOUNTING TO EXISTING LIGHT POLES



Sign Color C

NOTES:
• LOGO, NAME AND COLORS TO BE APPROVED
• ALUMINUM CONSTRUCTION
• STAINLESS STEEL "BUCKLE BRACKET" MOUNTING TO EXISTING LIGHT POLES



Sign Color D

NOTES:
• LOGO, NAME AND COLORS TO BE APPROVED
• ALUMINUM CONSTRUCTION
• STAINLESS STEEL "BUCKLE BRACKET" MOUNTING TO EXISTING LIGHT POLES



Sign Color E

NOTES:
• LOGO, NAME AND COLORS TO BE APPROVED
• ALUMINUM CONSTRUCTION
• STAINLESS STEEL "BUCKLE BRACKET" MOUNTING TO EXISTING LIGHT POLES



Sign Color F

NOTES:
• LOGO, NAME AND COLORS TO BE APPROVED
• ALUMINUM CONSTRUCTION
• STAINLESS STEEL "BUCKLE BRACKET" MOUNTING TO EXISTING LIGHT POLES

Downtown Master Plan - Preliminary Wayfinding Sign Shapes

Mukwonago, Wisconsin

0420 | 2020-20_MUCK_01



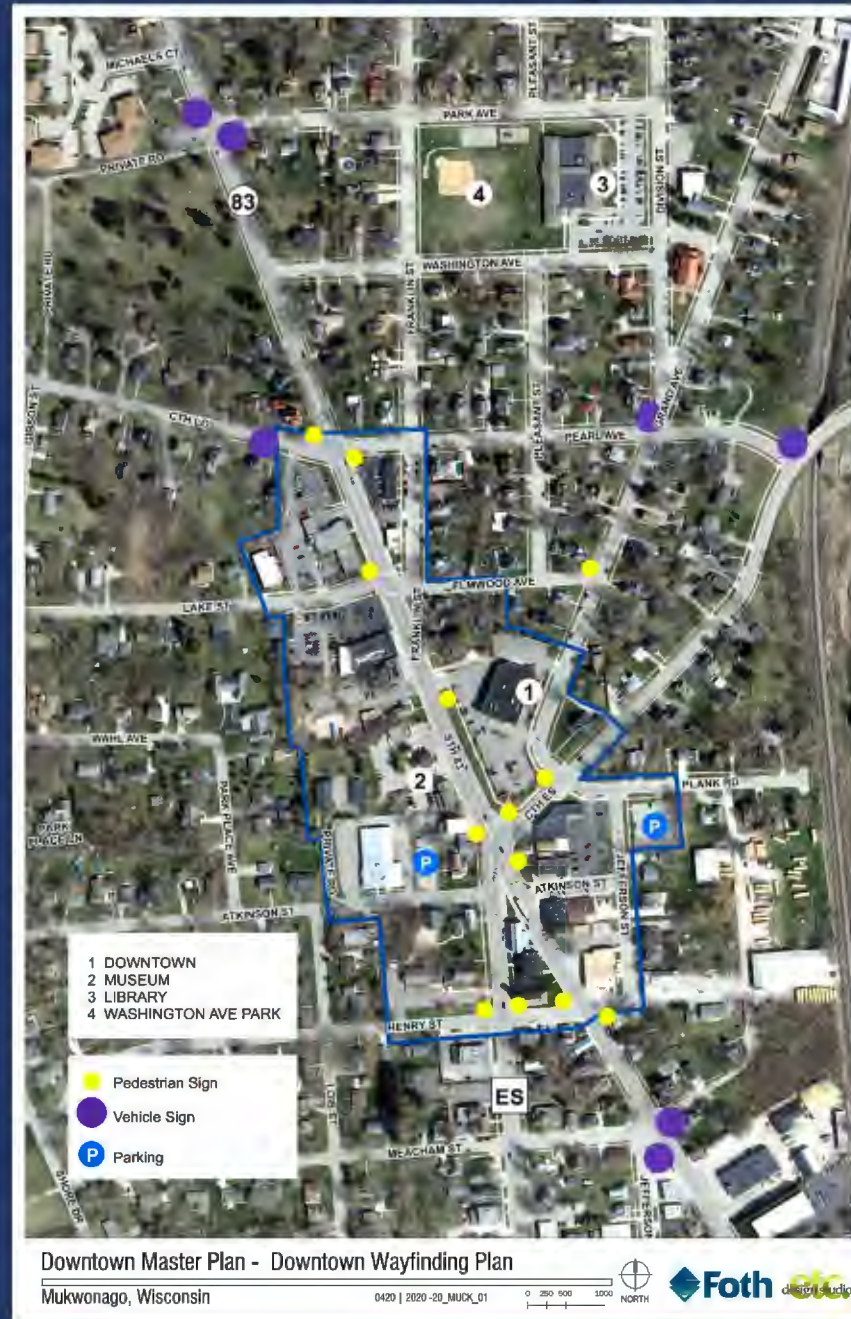
Preliminary Vehicular Wayfinding Sign Location Plan



Preliminary Pedestrian Wayfinding Sign Location Plan



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GOM Cost Estimates Preliminary Plans A & B

Downtown Streetscape Probable Cost (GMO)

Muckwonago, Wisconsin

April 20, 2020

Preliminary Plan A - per block cost

| Item | qty | Cost per block | total | description |
|--------------------|----------------|----------------|-----------|----------------------------|
| sidewalk | 6500 | \$6 | \$39,000 | |
| edge paving | 3400 | \$12 | \$40,800 | against curb |
| tree grates | 6 | \$2,500 | \$15,000 | |
| trees | 6 | \$700 | \$4,200 | |
| lights and banners | 7 | \$5,000 | \$35,000 | |
| crosswalks | 2000 | \$20 | \$40,000 | pavers or colored concrete |
| planting | 1 | \$15,000 | \$15,000 | |
| | | | \$189,000 | |
| | 4 blocks | | | |
| | improved Total | | \$756,000 | |

Does not include road construction or utilities improvements

Preliminary Plan B - per block cost

| Item | qty | Cost per block | total | description |
|---------------------|----------------|----------------|-----------|-------------|
| sidewalk | 8350 | \$6 | \$50,100 | |
| accent paving bands | 280 | \$15 | \$4,200 | |
| terrace plantings | 1 | \$24,000 | \$24,000 | |
| trees | 11 | \$700 | \$7,700 | |
| lights and banners | 10 | \$5,000 | \$50,000 | |
| crosswalks | 2000 | \$20 | \$40,000 | |
| | | | \$176,000 | |
| | 4 blocks | | | |
| | improved Total | | \$704,000 | |

Does not include road construction or utilities improvements



What's Next?

1. DDC provides the consulting team direction on how to proceed via motion(s).
2. Design Studio, Etc. will create final designs based on all public comments, stakeholder input, and DDC comments received.
3. Village Board Approval
 - a) Committee of the Whole TBD
 - c) Village Board TBD



Village of
Mukwano

THANK YOU!!!

etc.
design studio



Foothill



| | |
|--|---|
| Committee/Board: | Downtown Development Committee |
| Topics: | Prelim Streetscaping Wayfinding Design Plan Recommendations, 05-28-2020 Summary, Econ Summit |
| From: | Roger Walsh |
| Department: | Trustee/Board Liaison/DDC Chair |
| Presenter: | |
| Date of Committee Action (if required): | June 3, 2020 for possible direction & recommendations |
| Date of Village Board Action (if required): | |

Information

Subject: Downtown Development Committee, (DDC) Preliminary Streetscaping & Wayfinding Design Plan Review.

(possible in-person presentation subject to confirmation from Foth consultants)

Subject: Summary of DDC May 27, 2020 Remote Meeting Recommendations

Subject: Update from Village Admin/Econ Development Director re: August 2020 Economic Summit. Possible Covid 19 operational guidelines or direction from Village Board

Background Information/Rationale:

- 1.) The Village Board reviewed and approved the Foth Infrastructure & Environmental, LLC Downtown Streetscaping & Wayfinding proposal. Village Community Planner & Zoning Administrator Ben Kohout is the point of contact. Per the deliverables, Foth has provided the preliminary plan to DDC Members for the Public Meeting on May 28, 2020. The consultants are scheduled for a remote presentation at the meeting and may be available for in-person presentation at this June 3, 2020 COtW meeting. (Copy of presentation attached)
- 2.) DDC Members were provided vendor space at last year's August Village Economic Summit at the Mukwonago High School Greenwald Performing Arts Center.

Key Issues for Consideration:

- 1.) Discussion and possible direction for Foth to proceed to Final Plan presentation.
- 2.) Discussion and possible direction from Village Board regarding Covid 19 operational guidelines and implementation of the August 2020 Economic Summit.

Fiscal Impact (If any):

Final Payment upon completion of Foth Contract. TBD.

TBD based on previous years' Econ Summit experience and any operational changes

Requested Action by Committee/Board: Discussion and possible direction



Attachments

Preliminary Streetscaping & Wayfinding Design Plan Recommendations from Foth Infrastructure & Environmental, LLC and Design Studio, Etc.



| | |
|--|---|
| Committee/Board: | Downtown Development Committee |
| Topics: | Prelim Streetscaping Wayfinding Design Plan Recommendations, 05-28-2020 Summary, Econ Summit |
| From: | Roger Walsh |
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| TREASURERS REPORT | | Apr-20 | TOTAL | Citizens | LGIP | Long Term Investments - Johnson Bank & ADM |
|---------------------------|-----------------------------|----------------------|---------------------|----------------------|---------------------|--|
| GENERAL VILLAGE | | | | | | |
| 100-111xxx | General Fund | 2,326,235.80 | 255,026.65 | 1,018,574.98 | 1,052,634.17 | |
| 100-111005/020/033 | Checking/MRA/Accrued Sick | 1,012,466.51 | 608,013.13 | 295,471.85 | 108,981.53 | |
| 150-111300 | Fire Department | 246,826.41 | 246,826.41 | | | |
| 200-110xxx | Lynch & Chapman Blvd | 186,965.51 | 186,965.51 | | | |
| 210-111xxx | Wisc Development - RLF | 209,360.62 | | | 209,360.62 | |
| 220-111xxx | TID#3-General | 1,278,614.88 | 45,072.31 | 864,282.24 | 369,260.33 | |
| 240-111xxx | TID#4-General | 6,181.24 | 6,181.24 | - | | |
| 250-111xxx | TID#5-General | 3,718,260.27 | 149,103.95 | 3,569,156.32 | | |
| 300-111xxx | Debt Service | 1,982,541.03 | 56,686.40 | 1,925,854.63 | | |
| 320-111300 | Fire Department Designated | 257,216.23 | 132,832.97 | 124,383.26 | | |
| 340-111xxx | Village Designated Funds | 306,239.56 | 232,287.99 | 73,951.57 | | |
| 410-111300 | Recycling | 273,323.90 | 234,387.20 | 38,936.70 | | |
| 430-111300 | Capital Equipment | 1,841.03 | 1,838.47 | 2.56 | | |
| 440-111xxx | Library | 524,276.94 | 514,111.93 | 10,165.01 | | |
| 480-111xxx | Capital Improvement Funds | 2,189,956.51 | 273,108.36 | 1,664,435.46 | 252,412.69 | |
| 500-111300 | Stormwater District #1 | 61,999.63 | 61,999.63 | | | |
| 600-111xxx | Impact Fees | 264,495.36 | 12,402.86 | 252,092.50 | | |
| 720-111xxx | Taxroll | 1,048,649.01 | 836,379.40 | 212,269.61 | | |
| 810-111xxx | Parkland Site | 327,458.99 | 91,011.83 | 236,447.16 | | |
| TOTAL | | 16,222,909.43 | 3,944,236.24 | 10,286,023.85 | 1,992,649.34 | |
| WATER UTILITY | | | | | | |
| 610-111300 | Cash | 209,987.28 | 209,987.28 | | | |
| 610-111200 | Bonds & Unrestricted Cash | 486,137.56 | | 486,137.56 | | |
| 610-111400 | Long Term Debt | 88,732.48 | | | 88,732.48 | |
| 610-111050 | Current Year Debt Reserve | 298,954.22 | 298,954.22 | - | | |
| 610-111060 | Required Debt Reserve | 600,408.06 | - | 177,515.34 | 422,892.72 | |
| 610-111080 | Impact Fee | 17,467.56 | 13,969.05 | 3,498.51 | | |
| 610-111033 | Accrued Sick Pay | 5,586.89 | | | 5,586.89 | |
| TOTAL | | 1,707,274.05 | 522,910.55 | 667,151.41 | 517,212.09 | |
| SEWER UTILITY | | | | | | |
| 620-111300 | Cash | 243,838.69 | 243,838.69 | | | |
| 620-111200 | Bonds & Unrestricted Cash | 470,825.74 | | 470,825.74 | | |
| 610-111400 | Long Term Debt | 21,197.89 | | | 21,197.89 | |
| 620-111030 | Reserve Capacity Assessment | 879,871.95 | 11,556.31 | 309,202.80 | 559,112.84 | |
| 620-111060 | Required Debt Reserve | 716,565.27 | - | - | 716,565.27 | |
| 620-111050 | Current Year Debt Reserve | 306,780.02 | 306,780.02 | - | | |
| 620-111070 | Equipment Replacement Fund | 470,053.53 | - | - | 470,053.53 | |
| 620-111080 | Impact Fee | 640,828.47 | 5,258.63 | 635,569.84 | | |
| 620-111033 | Accrued Sick Pay | 5,560.75 | | 5,560.75 | - | |
| TOTAL | | 3,755,522.31 | 567,433.65 | 1,421,159.13 | 1,766,929.53 | |
| GRAND TOTAL | | 21,685,705.79 | 5,034,580.44 | 12,374,334.39 | 4,276,790.96 | |
| Prepared by Diana Doherty | | | | balance check | 21,685,705.79 | - |

PERIOD ENDING 04/30/2020

| GL NUMBER | DESCRIPTION | 2020 AMENDED BUDGET | YTD BALANCE 04/30/2020 | AVAILABLE BALANCE | % BDGT USED |
|--------------------------------|--------------------------------|------------------------|---------------------------|----------------------|----------------|
| Fund 100 - GENERAL FUND | | | | | |
| Revenues | | | | | |
| OTHERREV | OTHER REVENUES | 22,000.00 | 8,210.09 | 13,789.91 | 37.32 |
| PTAX | GENERAL PROPERTY TAX | 2,671,895.00 | 2,089,602.25 | 582,292.75 | 78.21 |
| TAXES | OTHER TAXES | 392,000.00 | 5,331.38 | 386,668.62 | 1.36 |
| IGOVTRV | INTERGOVERNMENTAL REVENUES | 861,478.00 | 287,786.87 | 573,691.13 | 33.41 |
| LICPER | LICENSES & PERMITS | 337,597.00 | 86,402.40 | 251,194.60 | 25.59 |
| LAWORD | FINES & FORFEITURES | 165,000.00 | 68,235.22 | 96,764.78 | 41.35 |
| PUBCHGS | PUBLIC CHARGES FOR SERVICES | 38,817.00 | 11,255.04 | 27,561.96 | 29.00 |
| LEISURE | LEISURE ACTIVITIES | 98,000.00 | 0.00 | 98,000.00 | 0.00 |
| IGOVTC | INTERGOVERNMENTAL CHARGES | 209,200.00 | 53,497.80 | 155,702.20 | 25.57 |
| INVTINC | INVESTMENT INCOME | 86,500.00 | 36,741.18 | 49,758.82 | 42.48 |
| TOTAL REVENUES | | 4,882,487.00 | 2,647,062.23 | 2,235,424.77 | 54.22 |
| Expenditures | | | | | |
| 5111 | VILLAGE BOARD | 54,829.00 | 25,882.06 | 28,946.94 | 47.21 |
| 5112 | HISTORIC PRESERVATION | 290.00 | 0.00 | 290.00 | 0.00 |
| 5120 | MUNICIPAL COURT | 44,630.00 | 16,880.49 | 27,749.51 | 37.82 |
| 5130 | VILLAGE ATTORNEY | 78,780.00 | 29,837.50 | 48,942.50 | 37.87 |
| 5141 | VILLAGE ADMINISTRATION/FINANCE | 233,369.00 | 40,566.67 | 192,802.33 | 17.38 |
| 5142 | CLERK-TREASURER | 224,096.00 | 61,065.26 | 163,030.74 | 27.25 |
| 5144 | ELECTIONS | 23,400.00 | 6,671.14 | 16,728.86 | 28.51 |
| 5151 | INDEPENDENT AUDITING | 13,000.00 | 1,431.87 | 11,568.13 | 11.01 |
| 5153 | ASSESSMENT OF PROPERTY | 19,850.00 | 5,788.42 | 14,061.58 | 29.16 |
| 5154 | RISK & PROPERTY INSURANCE | 132,800.00 | 48,832.35 | 83,967.65 | 36.77 |
| 5160 | VILLAGE HALL | 56,133.00 | 19,124.89 | 37,008.11 | 34.07 |
| 5191 | UNCOLLECTED TAX | 0.00 | 1,720.34 | (1,720.34) | 100.00 |
| 5211 | POLICE ADMINISTRATION | 1,177,535.00 | 377,567.64 | 799,967.36 | 32.06 |
| 5212 | POLICE PATROL | 976,998.00 | 307,432.31 | 669,565.69 | 31.47 |
| 5213 | CRIME INVESTIGATION | 241,298.00 | 69,083.36 | 172,214.64 | 28.63 |
| 5215 | POLICE TRAINING | 12,000.00 | 3,667.58 | 8,332.42 | 30.56 |
| 5220 | FIRE STATION (VILLAGE) | 8,198.00 | 601.13 | 7,596.87 | 7.33 |
| 5235 | EMERGENCY GOVERNMENT | 2,350.00 | 0.00 | 2,350.00 | 0.00 |
| 5241 | BUILDING INSPECTOR | 231,858.00 | 64,418.68 | 167,439.32 | 27.78 |
| 5247 | BOARD OF APPEALS | 1,000.00 | 0.19 | 999.81 | 0.02 |
| 5254 | DAMS | 7,652.00 | 2,111.54 | 5,540.46 | 27.59 |
| 5300 | DPW GENERAL ADMINISTRATION | 332,956.00 | 127,996.58 | 204,959.42 | 38.44 |
| 5323 | GARAGE | 49,502.00 | 22,747.71 | 26,754.29 | 45.95 |
| 5324 | MACHINERY & EQUIPMENT | 87,848.00 | 30,500.04 | 57,347.96 | 34.72 |
| 5335 | ENGINEERING | 50,000.00 | 10,317.88 | 39,682.12 | 20.64 |
| 5341 | STREETS & ALLEYS | 24,298.00 | 3,961.25 | 20,336.75 | 16.30 |
| 5342 | STREET LIGHTING | 172,500.00 | 56,399.07 | 116,100.93 | 32.70 |
| 5343 | CURBS GUTTERS & SIDEWALKS | 25,526.00 | 97.00 | 25,429.00 | 0.38 |
| 5344 | STORM SEWER | 16,208.00 | 2,644.43 | 13,563.57 | 16.32 |
| 5345 | STREET CLEANING | 11,438.00 | 0.00 | 11,438.00 | 0.00 |
| 5346 | BRIDGES & CULVERTS | 5,033.00 | 0.00 | 5,033.00 | 0.00 |
| 5347 | SNOW & ICE CONTROL | 126,777.00 | 67,719.44 | 59,057.56 | 53.42 |
| 5348 | STREET SIGNS & MARKINGS | 10,776.00 | 6,346.19 | 4,429.81 | 58.89 |
| 5362 | GARBAGE COLLECTION | 4,293.00 | 372.82 | 3,920.18 | 8.68 |
| 5431 | ANIMAL POUND | 2,750.00 | 2,420.00 | 330.00 | 88.00 |
| 5512 | MUSEUM | 11,000.00 | 2,269.68 | 8,730.32 | 20.63 |
| 5521 | PARKS | 173,872.00 | 36,036.69 | 137,835.31 | 20.73 |
| 5522 | CELEBRATIONS | 4,119.00 | 2,570.25 | 1,548.75 | 62.40 |
| 5611 | FORESTRY | 30,555.00 | 8,050.23 | 22,504.77 | 26.35 |
| 5613 | WEED CONTROL | 1,618.00 | 0.00 | 1,618.00 | 0.00 |
| 5632 | PLANNING DEPARTMENT | 123,658.00 | 34,798.19 | 88,859.81 | 28.14 |
| 5660 | STORMWATER MASTER PLAN | 12,000.00 | 240.00 | 11,760.00 | 2.00 |
| 5670 | ECONOMIC DEVELOPMENT | 65,694.00 | 21,063.28 | 44,630.72 | 32.06 |
| TOTAL EXPENDITURES | | 4,882,487.00 | 1,519,234.15 | 3,363,252.85 | 31.12 |
| Fund 100 - GENERAL FUND: | | | | | |
| TOTAL REVENUES | | 4,882,487.00 | 2,647,062.23 | 2,235,424.77 | 54.22 |
| TOTAL EXPENDITURES | | 4,882,487.00 | 1,519,234.15 | 3,363,252.85 | 31.12 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 1,127,828.08 | (1,127,828.08) | 100.00 |

PERIOD ENDING 04/30/2020

| GL NUMBER | DESCRIPTION | 2020 AMENDED BUDGET | YTD BALANCE 04/30/2020 | AVAILABLE BALANCE | % BDGT USED |
|---------------------------------|-----------------------------|------------------------|---------------------------|----------------------|----------------|
| Fund 150 - FIRE/AMBULANCE FUND | | | | | |
| Revenues | | | | | |
| OTHERREV | OTHER REVENUES | 0.00 | 4,715.15 | (4,715.15) | 100.00 |
| PTAX | GENERAL PROPERTY TAX | 222,854.00 | 74,284.68 | 148,569.32 | 33.33 |
| EBIX | EBIX REVENUES | 1,034,294.00 | 376,613.64 | 657,680.36 | 36.41 |
| IGOVTRV | INTERGOVERNMENTAL REVENUES | 6,000.00 | 0.00 | 6,000.00 | 0.00 |
| PUBCHGS | PUBLIC CHARGES FOR SERVICES | 1,500.00 | 300.00 | 1,200.00 | 20.00 |
| IGOVTC | INTERGOVERNMENTAL CHARGES | 222,854.00 | 74,284.68 | 148,569.32 | 33.33 |
| INVTINC | INVESTMENT INCOME | 1,000.00 | 282.51 | 717.49 | 28.25 |
| TOTAL REVENUES | | 1,488,502.00 | 530,480.66 | 958,021.34 | 35.64 |
| Expenditures | | | | | |
| 5140 | ADMINISTRATIVE & GENERAL | 26,361.00 | 8,787.00 | 17,574.00 | 33.33 |
| 5221 | FIRE ADMINISTRATION | 939,371.00 | 290,024.19 | 649,346.81 | 30.87 |
| 5222 | FIRE SUPPRESSION | 62,798.00 | 12,341.55 | 50,456.45 | 19.65 |
| 5223 | FIRE TRAINING | 42,478.00 | 9,100.63 | 33,377.37 | 21.42 |
| 5231 | AMBULANCE | 328,347.00 | 111,109.60 | 217,237.40 | 33.84 |
| 5232 | AMBULANCE TRAINING | 22,601.00 | 4,690.96 | 17,910.04 | 20.76 |
| 5700 | CAPITAL OUTLAY EXPENDITURES | 34,000.00 | 10,666.35 | 23,333.65 | 31.37 |
| 5900 | OTHER FINANCING USES | 32,546.00 | 0.00 | 32,546.00 | 0.00 |
| TOTAL EXPENDITURES | | 1,488,502.00 | 446,720.28 | 1,041,781.72 | 30.01 |
| Fund 150 - FIRE/AMBULANCE FUND: | | | | | |
| TOTAL REVENUES | | 1,488,502.00 | 530,480.66 | 958,021.34 | 35.64 |
| TOTAL EXPENDITURES | | 1,488,502.00 | 446,720.28 | 1,041,781.72 | 30.01 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 83,760.38 | (83,760.38) | 100.00 |

PERIOD ENDING 04/30/2020

| GL NUMBER | DESCRIPTION | 2020 AMENDED BUDGET | YTD BALANCE 04/30/2020 | AVAILABLE BALANCE | % BDGT USED |
|--------------------------------|--------------------------------|------------------------|---------------------------|----------------------|----------------|
| Fund 610 - WATER UTILITY FUND | | | | | |
| Revenues | | | | | |
| OTHERREV | OTHER REVENUES | 100.00 | 0.00 | 100.00 | 0.00 |
| UTILREV | UTILITY REVENUES | 2,002,653.00 | 463,708.48 | 1,538,944.52 | 23.15 |
| CONTRIB | CONTRIBUTED CAPITAL | 100,000.00 | 13,631.00 | 86,369.00 | 13.63 |
| MISCINC | MISC INCOME UTILITIES | 137,000.00 | 104,970.66 | 32,029.34 | 76.62 |
| IGOVTC | INTERGOVERNMENTAL CHARGES | 1,500.00 | (175.88) | 1,675.88 | (11.73) |
| INVTINC | INVESTMENT INCOME | 52,100.00 | 10,298.41 | 41,801.59 | 19.77 |
| TOTAL REVENUES | | 2,293,353.00 | 592,432.67 | 1,700,920.33 | 25.83 |
| Expenditures | | | | | |
| 5140 | ADMINISTRATIVE & GENERAL | 200.00 | 18.29 | 181.71 | 9.15 |
| 5900 | OTHER FINANCING USES | 267,896.00 | 0.00 | 267,896.00 | 0.00 |
| 6200 | PUMPING OPERATIONS | 112,320.00 | 39,538.87 | 72,781.13 | 35.20 |
| 6210 | PUMPING MAINTENANCE | 189,232.00 | 61,404.23 | 127,827.77 | 32.45 |
| 6300 | WATER TREATMENT OPERATIONS | 68,537.00 | 14,710.69 | 53,826.31 | 21.46 |
| 6310 | WATER TREATMENT MAINTENANCE | 13,838.00 | 4,596.52 | 9,241.48 | 33.22 |
| 6450 | T&D-DISTR RSRVR/STNDP MAINT | 21,740.00 | 5,384.58 | 16,355.42 | 24.77 |
| 6451 | T&D-MAINS MAINTENANCE | 54,847.00 | 11,853.85 | 42,993.15 | 21.61 |
| 6452 | T&D-SERVICES MAINTENANCE | 39,152.00 | 1,999.47 | 37,152.53 | 5.11 |
| 6453 | T&D-METERS MAINTENANCE | 20,166.00 | 4,364.33 | 15,801.67 | 21.64 |
| 6454 | T&D-HYDRANTS MAINTENANCE | 35,162.00 | 37.13 | 35,124.87 | 0.11 |
| 6901 | METER READING LABOR | 3,532.00 | 2,326.95 | 1,205.05 | 65.88 |
| 6902 | ACCOUNTING & COLLECTING LABOR | 73,400.00 | 25,481.98 | 47,918.02 | 34.72 |
| 6920 | ADMINISTRATIVE & GENERAL EXP | 995,777.00 | 91,760.09 | 904,016.91 | 9.21 |
| 6950 | YEAR END ACCOUNTING ADJUSTMENT | 397,554.00 | 0.00 | 397,554.00 | 0.00 |
| TOTAL EXPENDITURES | | 2,293,353.00 | 263,476.98 | 2,029,876.02 | 11.49 |
| Fund 610 - WATER UTILITY FUND: | | | | | |
| TOTAL REVENUES | | 2,293,353.00 | 592,432.67 | 1,700,920.33 | 25.83 |
| TOTAL EXPENDITURES | | 2,293,353.00 | 263,476.98 | 2,029,876.02 | 11.49 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 328,955.69 | (328,955.69) | 100.00 |

PERIOD ENDING 04/30/2020

| GL NUMBER | DESCRIPTION | 2020 AMENDED BUDGET | YTD BALANCE 04/30/2020 | AVAILABLE BALANCE | % BDGT USED |
|--------------------------------|--------------------------------|------------------------|---------------------------|----------------------|----------------|
| Fund 620 - SEWER UTILITY FUND | | | | | |
| Revenues | | | | | |
| OTHERREV | OTHER REVENUES | 1,500.00 | 0.00 | 1,500.00 | 0.00 |
| UNCLASSIFIED | Unclassified | 10,000.00 | 0.00 | 10,000.00 | 0.00 |
| UTILREV | UTILITY REVENUES | 1,590,640.00 | 388,326.06 | 1,202,313.94 | 24.41 |
| LICPER | LICENSES & PERMITS | 101,600.00 | 9,669.00 | 91,931.00 | 9.52 |
| CONTRIB | CONTRIBUTED CAPITAL | 80,000.00 | 5,037.00 | 74,963.00 | 6.30 |
| MISCINC | MISC INCOME UTILITIES | 250,000.00 | 83,088.05 | 166,911.95 | 33.24 |
| INVSTINC | INVESTMENT INCOME | 41,175.00 | 21,613.60 | 19,561.40 | 52.49 |
| TOTAL REVENUES | | 2,074,915.00 | 507,733.71 | 1,567,181.29 | 24.47 |
| Expenditures | | | | | |
| 5140 | ADMINISTRATIVE & GENERAL | 120.00 | 6.76 | 113.24 | 5.63 |
| 5900 | OTHER FINANCING USES | 88,014.00 | 0.00 | 88,014.00 | 0.00 |
| 8010 | WWTP-TREATMENT/DISPOSAL/GP | 564,304.00 | 135,903.42 | 428,400.58 | 24.08 |
| 8020 | LIFT STATIONS/PUMPING EQUIP | 31,499.00 | 4,922.27 | 26,576.73 | 15.63 |
| 8030 | WASTEWATER COLLECTION SYSTEM | 105,867.00 | 5,554.29 | 100,312.71 | 5.25 |
| 8300 | ACCOUNTING/COLLECTING | 73,400.00 | 24,702.13 | 48,697.87 | 33.65 |
| 8400 | ADMINISTRATIVE & GENERAL | 576,232.00 | 85,469.04 | 490,762.96 | 14.83 |
| 8900 | YEAR END ACCOUNTING ADJUSTMENT | 635,479.00 | 0.00 | 635,479.00 | 0.00 |
| TOTAL EXPENDITURES | | 2,074,915.00 | 256,557.91 | 1,818,357.09 | 12.36 |
| Fund 620 - SEWER UTILITY FUND: | | | | | |
| TOTAL REVENUES | | 2,074,915.00 | 507,733.71 | 1,567,181.29 | 24.47 |
| TOTAL EXPENDITURES | | 2,074,915.00 | 256,557.91 | 1,818,357.09 | 12.36 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 251,175.80 | (251,175.80) | 100.00 |
| TOTAL REVENUES - ALL FUNDS | | | | | |
| TOTAL REVENUES - ALL FUNDS | | 10,739,257.00 | 4,277,709.27 | 6,461,547.73 | 39.83 |
| TOTAL EXPENDITURES - ALL FUNDS | | 10,739,257.00 | 2,485,989.32 | 8,253,267.68 | 23.15 |
| NET OF REVENUES & EXPENDITURES | | 0.00 | 1,791,719.95 | (1,791,719.95) | 100.00 |

RESOLUTION NO. 2020-21

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$1,200,000 TAXABLE
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2020A

WHEREAS, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village") to raise funds for public purposes, including paying the cost of tax incremental district projects (the "Project");

WHEREAS, the Village Board hereby finds and determines that the Project is within the Village's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the Village is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, due to certain provisions contained in the Internal Revenue Code of 1986, as amended, it is necessary to issue such general obligation promissory notes on a taxable rather than tax-exempt basis; and

WHEREAS, it is the finding of the Village Board that it is necessary, desirable and in the best interest of the Village to sell such taxable general obligation promissory notes to Huntington Securities, Inc. dba Huntington Capital Markets (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

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

Section 1. Authorization and Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the President and Village Clerk or other appropriate officers of the Village are authorized and directed to execute an acceptance of the Proposal on behalf of the Village. To evidence the obligation of the Village, the President and Village Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the Village, the taxable general obligation promissory notes aggregating the principal amount of ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) (the "Notes") for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "Taxable General Obligation Promissory Notes, Series 2020A"; shall be issued in the aggregate principal amount of \$1,200,000; shall be dated June 17, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates

per annum and mature on June 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on June 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the Village, on June 1, 2027 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the Village shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2020 through 2029 for the payments due in the years 2021 through 2030 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the Village, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Promissory Notes, Series 2020A, dated June 17, 2020" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the Village above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account.

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the Village, unless the Village Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the Village and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the Village by the manual or facsimile signatures of the President and Village Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the Village has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The Village hereby authorizes the officers and agents of the Village to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 9. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the Village's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Village hereby authorizes the President and Village Clerk or other appropriate officers of the Village to enter a Fiscal Agency Agreement between the Village and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 10. Persons Treated as Owners; Transfer of Notes. The Village shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the President and Village Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The Village shall cooperate in any such transfer, and the President and Village Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 11. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the Village at the close of business on the Record Date.

Section 12. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Village Clerk or other authorized representative of the Village is authorized and directed to execute and deliver to DTC on behalf of the Village to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the Village Clerk's office.

Section 13. Official Statement. The Village Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Village Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 14. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the President and Village Clerk, or other officer of the Village charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Village's Undertaking.

Section 15. Record Book. The Village Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 16. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 17. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded June 3, 2020.

Fred Winchowky
President

ATTEST:

Diana Dykstra
Village Clerk

(SEAL)

EXHIBIT A

Note Purchase Proposal

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-1

Pricing Summary

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on June 1, ____, ____, and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on June 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|-----------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity) |

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|-----------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity) |

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|-----------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity) |

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|------------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity)] |

EXHIBIT C

(Form of Note)

REGISTERED UNITED STATES OF AMERICA
STATE OF WISCONSIN DOLLARS
WAUKESHA AND WALWORTH COUNTIES
NO. R-____ VILLAGE OF MUKWONAGO \$_____
TAXABLE GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2020A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
June 1, _____ June 17, 2020 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2021 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$1,200,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of paying the cost of tax incremental district projects, as authorized by a resolution adopted on June 3, 2020. Said resolution is recorded in the official minutes of the Village Board for said date.

The Notes maturing on June 1, 2028 and thereafter are subject to redemption prior to maturity, at the option of the Village, on June 1, 2027 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

【The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution authorizing the Notes, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note is transferable only upon the books of the Village kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the Village appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and Village may treat and consider

the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified President and Village Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES,
WISCONSIN

By: _____
Fred Winchowky
President

(SEAL)

By: _____
Diana Dykstra
Village Clerk

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

RatingsDirect®

Summary:

Mukwonago Village, Wisconsin; General Obligation

Primary Credit Analyst:

Emma Drilias, Chicago (1) 312-233-7132; emma.drilias@spglobal.com

Secondary Contact:

Andrew J Truckenmiller, Chicago + 1 (312) 233 7032; andrew.truckenmiller@spglobal.com

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Credit Profile

US\$4.715 mil GO prom nts ser 2020B dtd 06/17/2020 due 06/01/2030

Long Term Rating

AA/Stable

New

US\$1.2 mil taxable GO prom nts ser 2020A dtd 06/17/2020 due 06/01/2030

Long Term Rating

AA/Stable

New

Rating Action

S&P Global Ratings assigned its 'AA' rating to the village of Mukwonago, Wisc.'s \$1.2 million series 2020A taxable general obligation (GO) promissory notes and \$4.715 million series 2020B GO promissory notes. The outlook is stable.

The series 2020A and 2020B notes are secured by the village's full faith and credit and GO pledge to levy ad valorem property taxes without limitation as to rate or amount. Series 2020A note proceeds will be applied towards paying for tax incremental district projects. Series 2020B proceeds will be used to fund projects in the village's capital improvement plan and to current-refund the village's 2011 GO refunding promissory notes.

Credit overview

Mukwonago is a small village located southwest of Milwaukee in the Milwaukee-Waukesha-West Allis metropolitan statistical area (MSA). The village is expecting notable growth in the coming years due to several large developments, including a hospital and a mixed-use complex, that are currently underway. In recent years, Mukwonago's financial operations have been stable, with budgetary performance that we view as adequate and reserve levels that we consider very strong.

Generally, our rating outlook time frame is up to two years. However, our view of the credit risks to the village are centered on the more immediate budget effects over the next six-to-12 months due to the COVID-19 pandemic. S&P Global Economics forecasts that the COVID-19 pandemic has caused the national economy to fall into a recession (see "An Already Historic U.S. Downturn Now Looks Even Worse," published April 16, 2020, on RatingsDirect), which it expects will cause a near-term economic slowdown at the local level. We acknowledge that Mukwonago could experience financial pressures similar to those we have seen in past recessions, such as lower property tax receipts and declines in state aid, which could weaken budgetary performance in upcoming years. However, we do not expect the recession will materially affect Mukwonago's current year finances, given that over half of the village's general fund revenue comes from property taxes, the majority of which has already been received for the 2020 fiscal year. Furthermore, management is proactively identifying expenditure reductions and capital project delays to prepare for potential revenue declines over the short term. Given the village's very strong reserves and liquidity levels and forward-thinking management, we believe Mukwonago has adequate resources to address potential fiscal pressures

over the next six-to-12 months.

The rating reflects our assessment of the following factors:

- Strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Adequate budgetary performance, with an operating surplus in the general fund but an operating deficit at the total governmental fund level in fiscal 2019;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2019 of 52% of operating expenditures;
- Very strong liquidity, with total government available cash at 91.3% of total governmental fund expenditures and 3.3x governmental debt service, and access to external liquidity we consider strong;
- Weak debt and contingent liability profile, with debt service carrying charges at 27.5% of expenditures and net direct debt that is 180.2% of total governmental fund revenue, but rapid amortization, with 95.1% of debt scheduled to be retired in 10 years; and
- Adequate institutional framework score.

Environmental, social, and governance factors

We analyzed Mukwonago's overall environmental, social, and governance (ESG) risks relative to its economy, management, budgetary outcomes, and debt and liability profile. Considering the village's continental Midwestern climate, steadily growing population and tax base, and stable operations and governance practices, we determined that all are in line with our view of the sector standard.

Stable Outlook

Downside scenario

We could lower the rating if Mukwonago's budgetary performance weakens, resulting in a lower available reserve position. We could also lower the rating if the village's debt levels increase substantially, resulting in a weakened debt profile.

Upside scenario

Although unlikely due to the recession, we could raise the rating if Mukwonago sustains improved economic characteristics, and there is improvement to the village's debt profile.

Credit Opinion

Strong economy

We consider Mukwonago's economy strong. The village, with an estimated population of 8,040, is located in Walworth and Waukesha counties in the Milwaukee-Waukesha-West Allis MSA, which we consider to be broad and diverse. The village has a projected per capita effective buying income of 109.7% of the national level and per capita market value of \$115,191. Overall, the village's market value grew by 5.6% in 2018 to \$926.1 million in 2019. The weight-averaged

unemployment rate of the counties was 2.9% in 2019.

Mukwonago is 30 miles southwest of Milwaukee, with a tax base that is predominantly residential (68%) and commercial (24%). In our view, Mukwonago's participation in the Milwaukee MSA supports the village's good incomes and extremely strong market values. We consider the village's top 10 taxpayers very diverse, as they represent 12% of the village's tax base. Major employers include the local school district (533 employees), injection-molding company AptarGroup Inc. (485), and tool manufacturer Empire Level (250).

In recent years, the village has experienced notable growth driven by new property development, including several small commercial businesses, residential projects, and a large-scale, mixed-use development that is expected to add \$50 million of new taxable value once fully built over the next 10 years. Management indicates all tenants of the industrial portion of this mixed-use development have indicated they are moving forward with their occupancy plans, despite the current recession. However, construction of a new hospital that began in February 2019 has temporarily paused due to the COVID-19 pandemic. While we expect these long-term construction plans will eventually resume, we anticipate the village's rate of growth could slow over the next six-to-12 months as a result of the pandemic and recession.

Strong management

We view the village's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

In developing the annual budget, Mukwonago uses at least three years of historical data for revenue and expenditure assumptions. Management provides monthly reports on budget-to-actual results to the board, and the board has the ability to amend the budget as needed. Mukwonago does not maintain a long-term financial plan. However, it has a five-year, long-term capital improvement that it updates annually with funding sources identified. Mukwonago has an investment management policy, and it provides monthly investment performance reports to the board. The village also maintains a debt management policy that provides restrictions on issuing certain debt types. In addition, its general fund policy allots 25% of the ensuing year's budgeted expenditures for cash flow, which it complies with currently.

Adequate budgetary performance

Mukwonago's budgetary performance is adequate, in our opinion. The village had surplus operating results in the general fund of 3.8% of expenditures, but a deficit result across all governmental funds of negative 3.0% in fiscal 2019. General fund operating results of the village have been stable over the last three years, with a result of 3.0% in 2018 and a result of 5.6% in 2017. While we anticipate there could be some budgetary volatility due to the COVID-19 pandemic over the medium term, we expect the village's budgetary performance will remain mostly balanced.

We made adjustments for recurring transfers and for the spending of bond proceeds to assess Mukwonago's recent budgetary performance. After these adjustments, Mukwonago reported slight annual general fund surpluses since fiscal 2017. Management attributes the fiscal 2019 general fund surplus of \$190,000 (3.8%) to conservative revenue assumptions. The fiscal 2020 budget shows a break-even result, and revenues and expenditures are on track with budget. However, management is currently identifying potential expenditure reductions and capital projects delays to prepare for potential revenue declines over the short term due to the pandemic and recession.

The general fund benefits from a revenue structure that has historically been stable and predictable, consisting primarily of property taxes (55%), intergovernmental aid (18%), and licenses and permits (13%). Currently, over 75% of fiscal 2020 property tax revenues have been received. While we are not aware of any reductions to intergovernmental aid at this time, we acknowledge that the state has cut aid for certain government types during past recessions. Given that the majority of property tax revenues has been collected and considering management's proactive decision to identify expenditure reductions and project delays, we expect the village will appropriately manage its budget to decrease expenditures and maintain mostly balanced operations if state aid is reduced or property tax receipts decline in the medium term.

Very strong budgetary flexibility

Mukwonago's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2019 of 52% of operating expenditures, or \$2.6 million. We expect the available fund balance to remain above 30% of expenditures for the current and next fiscal years, which we view as a positive credit factor.

Officials indicate the village could pay tax a total of \$50,000 in tax refunds to Walmart due to its recent assessment appeal for tax years 2018 and 2019. We do not expect this drawdown to materially affect reserves, as a \$50,000 reduction represents only a 2% decline. Overall, we expect Mukwonago's reserve levels will remain very strong.

Very strong liquidity

In our opinion, Mukwonago's liquidity is very strong, with total government available cash at 91.3% of total governmental fund expenditures and 3.3x governmental debt service in 2019. In our view, the village has strong access to external liquidity if necessary.

Mukwonago had \$12.5 million in cash and investments considered liquid at 2019 year-end. Assuming no significant deterioration to the village's budgetary performance, we do not expect the village's cash position, with respect to total governmental expenditures and debt service, will change significantly and anticipate it will remain very strong. Management has confirmed that the village does not have any privately placed or direct-purchase debt. The village primarily invests in local bank funds and the Wisconsin Local Government Investment Pool, which we do not consider aggressive.

Mukwonago is currently engaged in two lawsuits with one property owner concerning a recent taking by the village under eminent domain as well as a special assessment levied against the property. Based on our understanding of these cases, we do not believe these lawsuits pose significant risk to the village's liquidity.

Weak debt and contingent liability profile

In our view, Mukwonago's debt and contingent liability profile is weak. Total governmental fund debt service is 27.5% of total governmental fund expenditures, and net direct debt is 180.2% of total governmental fund revenue.

The village's debt service carrying charge as a percent of total governmental fund expenditures is high, which we consider a credit weakness. Officials currently plan to issue approximately \$4.2 million of new debt between 2021 and 2022 to fund capital projects. The village's debt amortization is currently considered rapid, in part due to several NANs and BANs that will become due in 2021 and 2022. We anticipate the village's debt amortization will slow over the upcoming years, depending on how the future takeout bonds for these NANs and BANs are amortized.

Pension

In 2019, Mukwonago made its full annual required pension contributions, which totaled 2.7% of total governmental expenditures. The village's pension costs are modest as a share of total spending and are not likely to accelerate significantly in the medium term, especially given the pension plan's strong funded status. The village offers no other postemployment benefits.

Mukwonago participates in the following pension plan:

- The Wisconsin Retirement System (WRS), a multiple-employer, defined-benefit pension plan that, in recent years, has been among the best-funded multiple-employer pension plans in the country.
- WRS was 96.5% funded (as of Dec. 31, 2018), with a village proportionate share of the plan's net pension liability estimated at \$1 million.

Contributions to WRS are actuarially based, and the village funds 100% of its required contribution each year. The plan investment rate of return assumption was lowered to 7.0% from 7.2% in late 2018. While the revised return assumption exceeds our 6.5% guidelines, exposure to market volatility is mitigated because the plan employs a shared risk model where investment performance fluctuations are offset by changes in active employee contributions and in adjustments in benefit payments. Because of these features, we expect contributions will remain relatively stable, and, given the plan's strong funded status and strong contribution practices, we expect contributions will remain affordable.

Adequate institutional framework

The institutional framework score for Wisconsin cities and villages with a population less than 25,000 is adequate.

Related Research

- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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RESOLUTION NO. 2020-22

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF
\$4,715,000* GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2020B

WHEREAS, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village") to raise funds for public purposes, including paying the cost of various projects included in the Village's Capital Improvement Plan (the "Project");

WHEREAS, the Village Board hereby further finds and determines that it is necessary, desirable and in the best interest of the Village to raise funds to pay the cost of refinancing certain outstanding obligations of the Village, to wit: its General Obligation Refunding Promissory Notes (TID #3), dated November 1, 2011 (the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the Village Board hereby finds and determines that the Project is within the Village's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the Village Board deems it to be necessary, desirable and in the best interest of the Village to refund the Refunded Obligations for the purpose of restructuring the Village's outstanding indebtedness;

WHEREAS, the Village is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes and to refinance its outstanding obligations; and

WHEREAS, it is the finding of the Village Board that it is necessary, desirable and in the best interest of the Village to sell such general obligation promissory notes to Huntington Securities, Inc. dba Huntington Capital Markets (the "Purchaser"), pursuant to the terms and conditions of its note purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

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

Section 1. Authorization and Sale of the Notes. For the purpose of paying the cost of the Project and the Refunding, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION SEVEN HUNDRED FIFTEEN THOUSAND DOLLARS (\$4,715,000)* from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the President and Village Clerk or other appropriate officers of the Village are authorized and directed to execute an acceptance of the Proposal on behalf of the Village. To evidence the obligation of the Village, the President and Village Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to

* Preliminary, subject to change.

the Purchaser for, on behalf of and in the name of the Village, the general obligation promissory notes aggregating the principal amount of FOUR MILLION SEVEN HUNDRED FIFTEEN THOUSAND DOLLARS (\$4,715,000)* (the "Notes") for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2020B"; shall be issued in the aggregate principal amount of \$4,715,000*; shall be dated June 17, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on June 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2021. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on June 1, 2029 and thereafter are subject to redemption prior to maturity, at the option of the Village, on June 1, 2028 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the Village shall direct.]

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2020 through

* Preliminary, subject to change.

2029 for the payments due in the years 2021 through 2030 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the Village, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2020B, dated June 17, 2020" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Notes; (ii) any premium not used for the Refunding which may be received by the Village above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to

reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the Village, unless the Village Board directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the Village and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the Village, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The Village represents and covenants that the projects financed by the Notes and by the Refunded Obligations and the ownership, management and use of the projects will not cause the Notes or the Refunded Obligations to be "private activity bonds" within the meaning of Section 141 of the Code. The Village further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The Village further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The Village Clerk or other officer of the Village charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the Village

certifying that the Village can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The Village also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the Village will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the Village by the manual or facsimile signatures of the President and Village Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the Village has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The Village hereby authorizes the officers and agents of the Village to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the Village's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Village hereby authorizes the President and Village Clerk or other appropriate officers of the Village to enter a Fiscal Agency Agreement between the Village and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes.

Section 13. Persons Treated as Owners; Transfer of Notes. The Village shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be

made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the President and Village Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The Village shall cooperate in any such transfer, and the President and Village Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the Village at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Village Clerk or other authorized representative of the Village is authorized and directed to execute and deliver to DTC on behalf of the Village to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the Village Clerk's office.

Section 16. Official Statement. The Village Board hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Village Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific

performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the President and Village Clerk, or other officer of the Village charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Village's Undertaking.

Section 18. Redemption of the Refunded Obligations. The Refunded Obligations due on October 1, 2020 and thereafter are hereby called for prior payment and redemption on July 7, 2020 at a price of par plus accrued interest to the date of redemption.

The Village hereby directs the Village Clerk to work with the Purchaser to cause timely notice of redemption, in substantially the form attached hereto as Exhibit D and incorporated herein by this reference (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice. Any and all actions heretofore taken by the officers and agents of the Village to effectuate the redemption of the Refunded Obligations are hereby ratified and approved.

Section 19. Record Book. The Village Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded June 3, 2020.

Fred Winchowky
President

ATTEST:

Diana Dykstra
Village Clerk

(SEAL)

EXHIBIT A

Note Purchase Proposal

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-1

Pricing Summary

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by the Purchaser and incorporated into the Resolution.

(See Attached)

DRAFT

[EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on June 1, ____, ____, and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on June 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|-----------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity) |

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|-----------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity) |

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|-----------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity) |

For the Term Bonds Maturing on June 1, ____

| <u>Redemption Date</u> | <u>Amount</u> |
|----------------------------|------------------|
| ____ | \$ ____ |
| ____ | ____ |
| ____ | ____ (maturity)] |

EXHIBIT C

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
WAUKESHA AND WALWORTH COUNTIES
NO. R-____ VILLAGE OF MUKWONAGO \$_____
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2020B

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
June 1, _____ June 17, 2020 _____% _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2021 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Village are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$4,715,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of paying the cost of various capital improvement projects and refunding certain obligations of the Village, as authorized by a resolution adopted on June 3, 2020. Said resolution is recorded in the official minutes of the Village Board for said date.

The Notes maturing on June 1, 2029 and thereafter are subject to redemption prior to maturity, at the option of the Village, on June 1, 2028 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

【The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution authorizing the Bonds, at the redemption price of par plus accrued interest to the date of redemption and without premium.】

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Village, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the Village Board as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the Village kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the Village appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such

registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and Village may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

This Note shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified President and Village Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES,
WISCONSIN

By: _____
Fred Winchowky
President

(SEAL)

By: _____
Diana Dykstra
Village Clerk

Date of Authentication: _____, _____

CERTIFICATE OF AUTHENTICATION

This Note is one of the Notes of the issue authorized by the within-mentioned resolution of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin.

ASSOCIATED TRUST COMPANY,
NATIONAL ASSOCIATION,
GREEN BAY, WISCONSIN

By _____
Authorized Signatory

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

EXHIBIT D

NOTICE OF FULL CALL*

Regarding

VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES, WISCONSIN
GENERAL OBLIGATION REFUNDING PROMISSORY NOTES (TID #3),
DATED NOVEMBER 1, 2011

NOTICE IS HEREBY GIVEN that the Notes of the above-referenced issue which mature on the date and in the amount; bear interest at the rate; and have a CUSIP No. as set forth below have been called by the Village for prior payment on July 7, 2020 at a redemption price equal to 100% of the principal amount thereof plus accrued interest to the date of prepayment:

| <u>Maturity Date</u> | <u>Principal Amount</u> | <u>Interest Rate</u> | <u>CUSIP No.</u> |
|----------------------|-------------------------|----------------------|------------------|
| 10/01/2020 | \$ 275,000 | 3.00% | 625064MK3 |
| 10/01/2021 | 1,675,000 | 3.00 | 625064ML1 |

The Village shall deposit federal or other immediately available funds sufficient for such redemption at the office of The Depository Trust Company on or before July 7, 2020.

Said Notes will cease to bear interest on July 7, 2020.

By Order of the
Village Board
Village of Mukwonago
Village Clerk

Dated _____

* To be provided by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by The Depository Trust Company, to The Depository Trust Company, Attn: Supervisor, Call Notification Department, 570 Washington Blvd., Jersey City, NJ 07310, not less than thirty (30) days nor more than sixty (60) days prior to July 7, 2020 and to the MSRB electronically through the Electronic Municipal Market Access (EMMA) System website at www.emma.msrb.org.

RatingsDirect®

Summary:

Mukwonago Village, Wisconsin; General Obligation

Primary Credit Analyst:

Emma Drilias, Chicago (1) 312-233-7132; emma.drilias@spglobal.com

Secondary Contact:

Andrew J Truckenmiller, Chicago + 1 (312) 233 7032; andrew.truckenmiller@spglobal.com

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Credit Profile

US\$4.715 mil GO prom nts ser 2020B dtd 06/17/2020 due 06/01/2030

Long Term Rating

AA/Stable

New

US\$1.2 mil taxable GO prom nts ser 2020A dtd 06/17/2020 due 06/01/2030

Long Term Rating

AA/Stable

New

Rating Action

S&P Global Ratings assigned its 'AA' rating to the village of Mukwonago, Wisc.'s \$1.2 million series 2020A taxable general obligation (GO) promissory notes and \$4.715 million series 2020B GO promissory notes. The outlook is stable.

The series 2020A and 2020B notes are secured by the village's full faith and credit and GO pledge to levy ad valorem property taxes without limitation as to rate or amount. Series 2020A note proceeds will be applied towards paying for tax incremental district projects. Series 2020B proceeds will be used to fund projects in the village's capital improvement plan and to current-refund the village's 2011 GO refunding promissory notes.

Credit overview

Mukwonago is a small village located southwest of Milwaukee in the Milwaukee-Waukesha-West Allis metropolitan statistical area (MSA). The village is expecting notable growth in the coming years due to several large developments, including a hospital and a mixed-use complex, that are currently underway. In recent years, Mukwonago's financial operations have been stable, with budgetary performance that we view as adequate and reserve levels that we consider very strong.

Generally, our rating outlook time frame is up to two years. However, our view of the credit risks to the village are centered on the more immediate budget effects over the next six-to-12 months due to the COVID-19 pandemic. S&P Global Economics forecasts that the COVID-19 pandemic has caused the national economy to fall into a recession (see "An Already Historic U.S. Downturn Now Looks Even Worse," published April 16, 2020, on RatingsDirect), which it expects will cause a near-term economic slowdown at the local level. We acknowledge that Mukwonago could experience financial pressures similar to those we have seen in past recessions, such as lower property tax receipts and declines in state aid, which could weaken budgetary performance in upcoming years. However, we do not expect the recession will materially affect Mukwonago's current year finances, given that over half of the village's general fund revenue comes from property taxes, the majority of which has already been received for the 2020 fiscal year. Furthermore, management is proactively identifying expenditure reductions and capital project delays to prepare for potential revenue declines over the short term. Given the village's very strong reserves and liquidity levels and forward-thinking management, we believe Mukwonago has adequate resources to address potential fiscal pressures

over the next six-to-12 months.

The rating reflects our assessment of the following factors:

- Strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Adequate budgetary performance, with an operating surplus in the general fund but an operating deficit at the total governmental fund level in fiscal 2019;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2019 of 52% of operating expenditures;
- Very strong liquidity, with total government available cash at 91.3% of total governmental fund expenditures and 3.3x governmental debt service, and access to external liquidity we consider strong;
- Weak debt and contingent liability profile, with debt service carrying charges at 27.5% of expenditures and net direct debt that is 180.2% of total governmental fund revenue, but rapid amortization, with 95.1% of debt scheduled to be retired in 10 years; and
- Adequate institutional framework score.

Environmental, social, and governance factors

We analyzed Mukwonago's overall environmental, social, and governance (ESG) risks relative to its economy, management, budgetary outcomes, and debt and liability profile. Considering the village's continental Midwestern climate, steadily growing population and tax base, and stable operations and governance practices, we determined that all are in line with our view of the sector standard.

Stable Outlook

Downside scenario

We could lower the rating if Mukwonago's budgetary performance weakens, resulting in a lower available reserve position. We could also lower the rating if the village's debt levels increase substantially, resulting in a weakened debt profile.

Upside scenario

Although unlikely due to the recession, we could raise the rating if Mukwonago sustains improved economic characteristics, and there is improvement to the village's debt profile.

Credit Opinion

Strong economy

We consider Mukwonago's economy strong. The village, with an estimated population of 8,040, is located in Walworth and Waukesha counties in the Milwaukee-Waukesha-West Allis MSA, which we consider to be broad and diverse. The village has a projected per capita effective buying income of 109.7% of the national level and per capita market value of \$115,191. Overall, the village's market value grew by 5.6% in 2018 to \$926.1 million in 2019. The weight-averaged

unemployment rate of the counties was 2.9% in 2019.

Mukwonago is 30 miles southwest of Milwaukee, with a tax base that is predominantly residential (68%) and commercial (24%). In our view, Mukwonago's participation in the Milwaukee MSA supports the village's good incomes and extremely strong market values. We consider the village's top 10 taxpayers very diverse, as they represent 12% of the village's tax base. Major employers include the local school district (533 employees), injection-molding company AptarGroup Inc. (485), and tool manufacturer Empire Level (250).

In recent years, the village has experienced notable growth driven by new property development, including several small commercial businesses, residential projects, and a large-scale, mixed-use development that is expected to add \$50 million of new taxable value once fully built over the next 10 years. Management indicates all tenants of the industrial portion of this mixed-use development have indicated they are moving forward with their occupancy plans, despite the current recession. However, construction of a new hospital that began in February 2019 has temporarily paused due to the COVID-19 pandemic. While we expect these long-term construction plans will eventually resume, we anticipate the village's rate of growth could slow over the next six-to-12 months as a result of the pandemic and recession.

Strong management

We view the village's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

In developing the annual budget, Mukwonago uses at least three years of historical data for revenue and expenditure assumptions. Management provides monthly reports on budget-to-actual results to the board, and the board has the ability to amend the budget as needed. Mukwonago does not maintain a long-term financial plan. However, it has a five-year, long-term capital improvement that it updates annually with funding sources identified. Mukwonago has an investment management policy, and it provides monthly investment performance reports to the board. The village also maintains a debt management policy that provides restrictions on issuing certain debt types. In addition, its general fund policy allots 25% of the ensuing year's budgeted expenditures for cash flow, which it complies with currently.

Adequate budgetary performance

Mukwonago's budgetary performance is adequate, in our opinion. The village had surplus operating results in the general fund of 3.8% of expenditures, but a deficit result across all governmental funds of negative 3.0% in fiscal 2019. General fund operating results of the village have been stable over the last three years, with a result of 3.0% in 2018 and a result of 5.6% in 2017. While we anticipate there could be some budgetary volatility due to the COVID-19 pandemic over the medium term, we expect the village's budgetary performance will remain mostly balanced.

We made adjustments for recurring transfers and for the spending of bond proceeds to assess Mukwonago's recent budgetary performance. After these adjustments, Mukwonago reported slight annual general fund surpluses since fiscal 2017. Management attributes the fiscal 2019 general fund surplus of \$190,000 (3.8%) to conservative revenue assumptions. The fiscal 2020 budget shows a break-even result, and revenues and expenditures are on track with budget. However, management is currently identifying potential expenditure reductions and capital projects delays to prepare for potential revenue declines over the short term due to the pandemic and recession.

The general fund benefits from a revenue structure that has historically been stable and predictable, consisting primarily of property taxes (55%), intergovernmental aid (18%), and licenses and permits (13%). Currently, over 75% of fiscal 2020 property tax revenues have been received. While we are not aware of any reductions to intergovernmental aid at this time, we acknowledge that the state has cut aid for certain government types during past recessions. Given that the majority of property tax revenues has been collected and considering management's proactive decision to identify expenditure reductions and project delays, we expect the village will appropriately manage its budget to decrease expenditures and maintain mostly balanced operations if state aid is reduced or property tax receipts decline in the medium term.

Very strong budgetary flexibility

Mukwonago's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2019 of 52% of operating expenditures, or \$2.6 million. We expect the available fund balance to remain above 30% of expenditures for the current and next fiscal years, which we view as a positive credit factor.

Officials indicate the village could pay tax a total of \$50,000 in tax refunds to Walmart due to its recent assessment appeal for tax years 2018 and 2019. We do not expect this drawdown to materially affect reserves, as a \$50,000 reduction represents only a 2% decline. Overall, we expect Mukwonago's reserve levels will remain very strong.

Very strong liquidity

In our opinion, Mukwonago's liquidity is very strong, with total government available cash at 91.3% of total governmental fund expenditures and 3.3x governmental debt service in 2019. In our view, the village has strong access to external liquidity if necessary.

Mukwonago had \$12.5 million in cash and investments considered liquid at 2019 year-end. Assuming no significant deterioration to the village's budgetary performance, we do not expect the village's cash position, with respect to total governmental expenditures and debt service, will change significantly and anticipate it will remain very strong. Management has confirmed that the village does not have any privately placed or direct-purchase debt. The village primarily invests in local bank funds and the Wisconsin Local Government Investment Pool, which we do not consider aggressive.

Mukwonago is currently engaged in two lawsuits with one property owner concerning a recent taking by the village under eminent domain as well as a special assessment levied against the property. Based on our understanding of these cases, we do not believe these lawsuits pose significant risk to the village's liquidity.

Weak debt and contingent liability profile

In our view, Mukwonago's debt and contingent liability profile is weak. Total governmental fund debt service is 27.5% of total governmental fund expenditures, and net direct debt is 180.2% of total governmental fund revenue.

The village's debt service carrying charge as a percent of total governmental fund expenditures is high, which we consider a credit weakness. Officials currently plan to issue approximately \$4.2 million of new debt between 2021 and 2022 to fund capital projects. The village's debt amortization is currently considered rapid, in part due to several NANs and BANs that will become due in 2021 and 2022. We anticipate the village's debt amortization will slow over the upcoming years, depending on how the future takeout bonds for these NANs and BANs are amortized.

Pension

In 2019, Mukwonago made its full annual required pension contributions, which totaled 2.7% of total governmental expenditures. The village's pension costs are modest as a share of total spending and are not likely to accelerate significantly in the medium term, especially given the pension plan's strong funded status. The village offers no other postemployment benefits.

Mukwonago participates in the following pension plan:

- The Wisconsin Retirement System (WRS), a multiple-employer, defined-benefit pension plan that, in recent years, has been among the best-funded multiple-employer pension plans in the country.
- WRS was 96.5% funded (as of Dec. 31, 2018), with a village proportionate share of the plan's net pension liability estimated at \$1 million.

Contributions to WRS are actuarially based, and the village funds 100% of its required contribution each year. The plan investment rate of return assumption was lowered to 7.0% from 7.2% in late 2018. While the revised return assumption exceeds our 6.5% guidelines, exposure to market volatility is mitigated because the plan employs a shared risk model where investment performance fluctuations are offset by changes in active employee contributions and in adjustments in benefit payments. Because of these features, we expect contributions will remain relatively stable, and, given the plan's strong funded status and strong contribution practices, we expect contributions will remain affordable.

Adequate institutional framework

The institutional framework score for Wisconsin cities and villages with a population less than 25,000 is adequate.

Related Research

- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Criteria Guidance: Assessing U.S. Public Finance Pension And Other Postemployment Obligations For GO Debt, Local Government GO Ratings, And State Ratings, Oct. 7, 2019

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at www.standardandpoors.com for further information. Complete ratings information is available to subscribers of RatingsDirect at www.capitaliq.com. All ratings affected by this rating action can be found on S&P Global Ratings' public website at www.standardandpoors.com. Use the Ratings search box located in the left column.

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AGENDA ITEM REQUEST FORM

| | |
|---|---|
| Committee/Board: | Committee of the Whole |
| Topic: | Motion to recommend to the Village Board to approve Vouchers in the amount of \$1,449,066.32. |
| From: | Diana Doherty |
| Department: | Finance |
| Presenter: | |
| Date of Committee Action (if required) | |
| Date of Village Board Action (if required) | |

Information
Subject:

Motion to recommend to the Village Board to approve Vouchers in the amount of \$1,449,066.32.

Background Information/Rationale:**Key Issues for Consideration:****Fiscal Impact (if any):****Requested Action by Committee/Board:**

Attachments

[2020-06-03 COW AP Report.pdf](#)

Accounts Payable Cover Sheet

| Report: | Period or corresponding report date | | |
|---------------------------------------|--|-----------|----------------------------|
| Village Accounts Payable | 6/4/2020 | \$ | 275,228.55 |
| Village Accounts Payable | LIB 05/15/20 check run | \$ | 9,072.47 |
| April Court-fines & fees AP | | \$ | 4,376.03 |
| WE Energies (ach withdrawal) | | \$ | 27,955.94 |
| Time Warner/Spectrum (ach withdrawal) | | \$ | 2,983.80 |
| US Bank (ach withdrawal) | | \$ | 15,284.28 |
| Manual Checks or E-checks issued | 5/1/2020 | \$ | 5,102.14 |
| Manual Checks or E-checks issued | 5/4/2020 | \$ | 248.78 |
| Manual Checks or E-checks issued | 5/6/2020 | \$ | 1,295.10 |
| Manual Checks or E-checks issued | 5/13/2020 | \$ | 566,151.18 |
| Manual Checks or E-checks issued | 5/19/2020 | \$ | 74,315.98 |
| Manual Checks or E-checks issued | 5/21/2020 | \$ | 383,333.33 |
| Manual Checks or E-checks issued | 5/27/2020 | \$ | 58,701.19 |
| Manual Checks or E-checks issued | 5/28/2020 | \$ | 25,017.55 |
| Total for Approval: | | \$ | <u>1,449,066.32</u> |

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

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DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS\AMOUNTS | | APPROVAL AMOUNT | DEPARTMENT |
|--|--|-----------------------|----------|--------------------|------------|
| VENDOR NAME: A-CUT ABOVE PAINTING | | | | | |
| 2020-008 | PHANTOM GLEN RESTROOM PAINTING | 100-5521-531100 | 1,425.00 | 1,425.00 | DPW |
| TOTAL VENDOR A-CUT ABOVE PAINTING | | | | 1,425.00 | |
| VENDOR NAME: ALSCO | | | | | |
| IMIL1565453 | MAY 7TH MAT CLEANING SERVICE | 100-5211-539400 | 43.89 | 43.89 | POLICE |
| IMIL1569705 | MAY 21 MAT CLEANING SERVICE | 100-5211-539400 | 43.89 | 43.89 | POLICE |
| TOTAL VENDOR ALSCO | | | | 87.78 | |
| VENDOR NAME: ASSOCIATED APPRAISAL CONSULTANT INC | | | | | |
| 148644 | APPRAISAL SVS JUNE | 100-5153-521900 | 1,414.24 | 1,414.24 | CLERK |
| TOTAL VENDOR ASSOCIATED APPRAISAL CONSULTANT INC | | | | 1,414.24 | |
| VENDOR NAME: AT & T MOBILITY | | | | | |
| 287291370101X05152 | MAY INVOICE FOR CELLULAR/HOTSPOT SERVICE | 100-5211-522500 | 580.33 | 580.33 | POLICE |
| TOTAL VENDOR AT & T MOBILITY | | | | 580.33 | |
| VENDOR NAME: AXON ENTERPRISE, INC | | | | | |
| SI-1658859 | 4 NEW TASER UNITS (2 REPLACEMENTS & 2 NEW) | 100-5212-539500 | 1,181.00 | 4,724.00 | POLICE |
| | | 100-5213-539500 | 1,181.00 | | |
| | | 340-5890-581100 | 2,362.00 | | |
| TOTAL VENDOR AXON ENTERPRISE, INC | | | | 4,724.00 | |
| VENDOR NAME: B & B TRAILERS | | | | | |
| 30042 | MOWING EQUIPMENT TRAILER | 620-0000-139200 | 6,866.00 | 6,866.00 | UTILITIES |
| TOTAL VENDOR B & B TRAILERS | | | | 6,866.00 | |
| VENDOR NAME: BEACON ATHLETICS | | | | | |
| 0517535-IN | BASEBALL FIELD SUPPLIES | 100-5521-531100 | 1,287.00 | 1,287.00 | DPW |
| TOTAL VENDOR BEACON ATHLETICS | | | | 1,287.00 | |
| VENDOR NAME: BRIAN OR NICHOLE ROCKTEACHER | | | | | |
| 2020 PARK REFUND | 2020 PARK REFUND FIELD PARK 7/25/2020 | 100-4820-485000 | 175.00 | 175.00 | CLERK |
| TOTAL VENDOR BRIAN OR NICHOLE ROCKTEACHER | | | | 175.00 | |
| VENDOR NAME: C & M AUTO PARTS INC | | | | | |
| 6079-317629 | SHOP SUPPLIES | 100-5323-531100 | 8.49 | 8.49 | DPW |
| TOTAL VENDOR C & M AUTO PARTS INC | | | | 8.49 | |
| VENDOR NAME: CENTRAL OFFICE SYSTEMS | | | | | |
| 68068104 | COPIER INVOICE | 150-5221-531100 | 92.00 | 92.00 | FIRE |

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS\AMOUNTS | | APPROVAL AMOUNT | DEPARTMENT |
|---|--|-----------------------|--------|--------------------|------------|
| VENDOR NAME: CENTRAL OFFICE SYSTEMS | | | | | |
| 68066069 | LEASE PAYMENT | 100-5142-531200 | 23.10 | 165.00 | ALLOCATE |
| | | 150-5221-531100 | 21.45 | | |
| | | 220-5140-531200 | 1.65 | | |
| | | 410-5363-531200 | 3.30 | | |
| | | 440-5511-531200 | 8.25 | | |
| | | 500-5344-531200 | 1.65 | | |
| | | 610-6902-690300 | 54.45 | | |
| | | 620-8400-851000 | 51.15 | | |
| TOTAL VENDOR CENTRAL OFFICE SYSTEMS | | | | 257.00 | |
| VENDOR NAME: CENTRALOFFICE SYSTEMS | | | | | |
| IN221520 | COPIER INVOICE | 150-5221-531100 | 131.28 | 131.28 | FIRE |
| TOTAL VENDOR CENTRALOFFICE SYSTEMS | | | | 131.28 | |
| VENDOR NAME: CENTURY SPRINGS BOTTLING | | | | | |
| 5470735 | WWTF DI LAB WATER | 620-8010-826000 | 163.00 | 163.00 | UTILITIES |
| TOTAL VENDOR CENTURY SPRINGS BOTTLING | | | | 163.00 | |
| VENDOR NAME: CINTAS | | | | | |
| 4051183587 | STAFF UNIFORMS | 100-5323-531100 | 93.92 | 93.92 | DPW |
| 4051183635 | UNIFORM SERVICE | 610-6920-693000 | 40.00 | 79.75 | UTILITIES |
| | | 620-8010-827000 | 39.75 | | |
| 1901326130 | DISPOSABLE MASKS | 100-5323-534800 | 130.00 | 130.00 | DPW |
| 1901326137 | UNIFORM SERVICE | 610-6920-693000 | 65.00 | 130.00 | UTILITIES |
| | | 620-8010-827000 | 65.00 | | |
| 4050606517 | STAFF UNIFORMS | 100-5323-531100 | 93.92 | 93.92 | DPW |
| 4050606538 | UNIFORM SERVICE | 610-6920-693000 | 39.88 | 79.75 | UTILITIES |
| | | 620-8010-827000 | 39.87 | | |
| TOTAL VENDOR CINTAS | | | | 607.34 | |
| VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY | | | | | |
| BCJ 4301 | OFFICER KUBIAK TUITION FOR BCJ 4301 - MA | 100-5212-516300 | 690.00 | 690.00 | POLICE |
| TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY | | | | 690.00 | |
| VENDOR NAME: CONLEY MEDIA, LLC | | | | | |
| 6362410520 CLERK | IMPACT FEE PUBLIC HEARING | 100-5142-531200 | 32.55 | 32.55 | CLERK |
| 6362410520 PLANNER | PUBLICATION NOTICE | 100-5632-531200 | 48.32 | 48.32 | PLANNER |
| TOTAL VENDOR CONLEY MEDIA, LLC | | | | 80.87 | |
| VENDOR NAME: CORE & MAIN LP | | | | | |
| M378797 | WELL 3 PUMP DISCHARGE FLANGE | 610-6210-662500 | 180.00 | 180.00 | UTILITIES |
| M379768 | WELL 3 PUMP MAINT. | 610-6210-662500 | 28.00 | 28.00 | UTILITIES |
| M380949 | WWTF PIPING INVENTORY | 620-8010-833000 | 27.00 | 27.00 | UTILITIES |

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| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS\AMOUNTS | | APPROVAL AMOUNT | DEPARTMENT |
|--|--|-----------------------|----------|--------------------|------------|
| VENDOR NAME: CORE & MAIN LP | | | | | |
| | TOTAL VENDOR CORE & MAIN LP | | | 235.00 | |
| VENDOR NAME: DE LAGE LANDEN FINANCIAL | | | | | |
| 68010811 | MAY COPY MACHINE LEASE | 100-5211-521900 | 113.40 | 113.40 | POLICE |
| | TOTAL VENDOR DE LAGE LANDEN FINANCIAL | | | 113.40 | |
| VENDOR NAME: DIGGERS HOTLINE INC | | | | | |
| 200438301 | DIGGERS HOTLINE | 610-6920-693000 | 141.58 | 282.58 | UTILITIES |
| | | 620-8400-852000 | 141.00 | | |
| | TOTAL VENDOR DIGGERS HOTLINE INC | | | 282.58 | |
| VENDOR NAME: DODGE CONCRETE | | | | | |
| 345337 | STROM WATER DEBRI BIN BLOCKS | 100-5344-539500 | 216.00 | 216.00 | DPW |
| | TOTAL VENDOR DODGE CONCRETE | | | 216.00 | |
| VENDOR NAME: DYNAMIC AWARDS | | | | | |
| 17173 | NAMEPLATES FOR ADLER AND MEINERS | 100-5111-531100 | 20.00 | 20.00 | CLERK |
| | TOTAL VENDOR DYNAMIC AWARDS | | | 20.00 | |
| VENDOR NAME: EBIX | | | | | |
| 10258 | EBIX INVOICE | 150-5231-521900 | 6,239.39 | 6,239.39 | FIRE |
| | TOTAL VENDOR EBIX | | | 6,239.39 | |
| VENDOR NAME: EMERGENCY APPARATUS MAINTENANCE INC | | | | | |
| 111939 | 3471 REPAIR | 150-5222-539500 | 772.36 | 772.36 | FIRE |
| | TOTAL VENDOR EMERGENCY APPARATUS MAINTENANCE INC | | | 772.36 | |
| VENDOR NAME: EMERGENCY MEDICAL PRODUCTS | | | | | |
| 2168370 | EMS SUPPLIES | 150-5231-531100 | 216.89 | 216.89 | FIRE |
| | TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS | | | 216.89 | |
| VENDOR NAME: ENVIRONMENT CONTROL | | | | | |
| 14231-613 | VILLAGE HALL CLEANING | 100-5160-521900 | 298.00 | 298.00 | DPW |
| | TOTAL VENDOR ENVIRONMENT CONTROL | | | 298.00 | |
| VENDOR NAME: FASTENAL COMPANY | | | | | |
| WIMUK82321 | METER INSTALLS | 610-6453-664100 | 45.31 | 45.31 | UTILITIES |
| WIMUK82340 | CABLE TIES FOR INVENTORY | 620-8010-827000 | 22.60 | 22.60 | UTILITIES |
| WIMUK82364 | RAS PUMPS SEAL WATER LINE SUPPORTS | 620-8010-833000 | 24.37 | 24.37 | UTILITIES |
| WIMUK82366 | RAS SEAL WATER LINE SUPPORTS | 620-8010-833000 | 8.62 | 8.62 | UTILITIES |
| WIMUK82360 | DPW SHOP SUPPLIES | 100-5323-531100 | 12.78 | 12.78 | DPW |
| WIMUK82524 | HYDRANT METER REPAIR PARTS | 610-6453-665300 | 18.03 | 18.03 | UTILITIES |
| | TOTAL VENDOR FASTENAL COMPANY | | | 131.71 | |
| VENDOR NAME: GENESEE AGGREGATE CORP | | | | | |
| 10181 | SAND FOR DRYING BED 2 | 620-8010-833000 | 854.81 | 854.81 | UTILITIES |
| | TOTAL VENDOR GENESEE AGGREGATE CORP | | | 854.81 | |
| VENDOR NAME: GENESEE AGGREGATE TRUCKING | | | | | |

| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS\AMOUNTS | | AMOUNT | APPROVAL DEPARTMENT |
|---|--|-----------------------|-----------|-----------|------------------------|
| VENDOR NAME: GENESEE AGGREGATE TRUCKING | | | | | |
| T10181 | WWTF DRYING BED2 REBUILD | 620-8010-833000 | 541.12 | 541.12 | UTILITIES |
| TOTAL VENDOR GENESEE AGGREGATE TRUCKING | | | | 541.12 | |
| VENDOR NAME: HAWKINS WATER TREATMENT | | | | | |
| 4716698 | CHEMICALS FOR WATER TREATMENT | 610-6300-663200 | 1,836.35 | 1,836.35 | UTILITIES |
| TOTAL VENDOR HAWKINS WATER TREATMENT | | | | 1,836.35 | |
| VENDOR NAME: HIPPENMEYER, REILLY, BLUM, | | | | | |
| 49496 | FAMILY VENTURE | 100-0000-211425 | 105.00 | 105.00 | FINANCE |
| 49497 | CHAPMAN VILLAS | 100-0000-211425 | 35.00 | 35.00 | FINANCE |
| 49493 | MISC MATTERS | 100-5130-521900 | 4,270.00 | 4,270.00 | FINANCE |
| 49494 | SEWER UTILITY | 620-8400-852000 | 175.00 | 175.00 | FINANCE |
| 49495 | ORDINANCE/RESOLUTION | 100-5130-521900 | 395.00 | 395.00 | FINANCE |
| 49498 | PROSECUTION | 100-5130-521900 | 247.50 | 247.50 | FINANCE |
| TOTAL VENDOR HIPPENMEYER, REILLY, BLUM, | | | | 5,227.50 | |
| VENDOR NAME: JOHNS DISPOSAL SVC. INC. | | | | | |
| 450191 | MAY GARBAGE/RECYCLING/YAED WASTE COLLECT | 410-5362-531000 | 23,970.96 | 44,843.11 | DPW |
| | | 410-5363-522000 | 17,901.39 | | |
| | | 410-5363-521900 | 2,970.76 | | |
| TOTAL VENDOR JOHNS DISPOSAL SVC. INC. | | | | 44,843.11 | |
| VENDOR NAME: JOHNSON CONTROLS | | | | | |
| 34270784 | VILLAGE HALL QUATERLY SECURITY INSTALLME | 100-5160-521900 | 616.56 | 616.56 | DPW |
| TOTAL VENDOR JOHNSON CONTROLS | | | | 616.56 | |
| VENDOR NAME: KAREN HAMILTON | | | | | |
| 2020 REFUND CSM | REFIND EXTRA TERITORIAL CSM FEE | 100-4430-444400 | 200.00 | 200.00 | PLANNER |
| TOTAL VENDOR KAREN HAMILTON | | | | 200.00 | |
| VENDOR NAME: MARTENS PLBG & HTG INC | | | | | |
| 53813 | VILLAGE HALL FURNACE REPAIR | 100-5160-539500 | 385.00 | 385.00 | DPW |
| TOTAL VENDOR MARTENS PLBG & HTG INC | | | | 385.00 | |
| VENDOR NAME: MUKWONAGO LIONS FOUNDATION | | | | | |
| 2020 PARK REFUND | 2020 PARK REFUND - CANCELLATION OF SUMME | 100-4820-485000 | 200.00 | 290.00 | CLERK |
| | | 100-4430-445300 | 80.00 | | |
| | | 100-4410-441100 | 10.00 | | |
| TOTAL VENDOR MUKWONAGO LIONS FOUNDATION | | | | 290.00 | |
| VENDOR NAME: NORTHERN LAKE SERVICE INC | | | | | |
| 378428 | WWTF LAB TESTING | 620-8010-826000 | 442.00 | 442.00 | UTILITIES |
| TOTAL VENDOR NORTHERN LAKE SERVICE INC | | | | 442.00 | |
| VENDOR NAME: POMPS TIRE SERVICE, INC | | | | | |
| 60210657 | NEW TIRES FOR SQUADS | 100-5212-539500 | 1,515.60 | 1,515.60 | POLICE |
| 60210657 FIRE | 3488 TIRES | 150-5231-539500 | 538.32 | 538.32 | FIRE |

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| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS\AMOUNTS | APPROVAL AMOUNT DEPARTMENT |
|--|--|---------------------------|-------------------------------|
| VENDOR NAME: POMPS TIRE SERVICE, INC | | | |
| TOTAL VENDOR POMPS TIRE SERVICE, INC | | | 2,053.92 |
| VENDOR NAME: QUILL LLC | | | |
| 6806217 | 1 CASE (12 CANS) OF DISINFECTANT SPRAY | 100-5211-531100 87.43 | 87.43 POLICE |
| 6837660 | 2 BOXES OF LARGE VINYL POWDERFREE GLOVES | 100-5212-531100 11.06 | 11.06 POLICE |
| 6841044 | 2 BOXES OF MEDIUM DISPOSABLE GLOVES, BAN | 100-5212-531100 98.43 | 98.43 POLICE |
| 5824550 | MAGNIFYER FOR ELECTIONS | 100-5144-531100 21.96 | 21.96 CLERK |
| 4115820 | HANGING FILE DESKTOP BOXES | 100-5141-531100 51.57 | 51.57 FINANCE |
| TOTAL VENDOR QUILL LLC | | | 270.45 |
| VENDOR NAME: REINDERS, INC. | | | |
| 1827066-00 | TORO 5900 MOWER PARTS | 100-5324-539500 864.30 | 864.30 DPW |
| TOTAL VENDOR REINDERS, INC. | | | 864.30 |
| VENDOR NAME: RICOH USA, INC | | | |
| 33529865 | COPIER LEASE PAYMENT | 100-5142-531200 23.88 | 170.61 FINANCE |
| | | 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 | |
| | | 610-6902-690300 56.30 | |
| | | 620-8400-851000 52.89 | |
| TOTAL VENDOR RICOH USA, INC | | | 170.61 |
| VENDOR NAME: SAN-A-CARE | | | |
| 517618 | JANITORIAL SUPPLIES | 100-5160-531100 61.57 | 61.57 DPW |
| 517803 | CLEANING CHEMICAL | 100-5521-531100 125.42 | 125.42 DPW |
| TOTAL VENDOR SAN-A-CARE | | | 186.99 |
| VENDOR NAME: SHRED-IT USA | | | |
| 8129804702 | MAY SHREDDING SERVICE | 100-5211-539500 63.25 | 63.25 POLICE |
| TOTAL VENDOR SHRED-IT USA | | | 63.25 |
| VENDOR NAME: SOMAR ENTERPRISES | | | |
| 101914 | 2020 CLOTHING ALLOWANCE - DEMOTTO | 100-5211-534600 399.00 | 399.00 POLICE |
| TOTAL VENDOR SOMAR ENTERPRISES | | | 399.00 |
| VENDOR NAME: STAAB CONSTRUCTION CORP | | | |
| 12-10081.200 PMNT | WELL #5 | 610-0000-000109 57,510.63 | 57,510.63 FINANCE |
| TOTAL VENDOR STAAB CONSTRUCTION CORP | | | 57,510.63 |
| VENDOR NAME: TAPCO | | | |
| 1669711 | PEDESTRIAN CROSSWALK LIGHTS AT STH 83 & | 430-5700-571100 13,500.00 | 13,500.00 POLICE |
| TOTAL VENDOR TAPCO | | | 13,500.00 |
| VENDOR NAME: UNITED LIQUID WASTE RECYCLING INC | | | |
| 27753 | WWTF SLUDGE HAULING | 620-8010-825500 1,885.00 | 1,885.00 UTILITIES |
| 27755 | WWTF SLUDGE HAULING | 620-8010-825500 12,725.00 | 12,725.00 UTILITIES |

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
EXP CHECK RUN DATES 06/04/2020 - 06/04/2020
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| INVOICE NUMBER | DESCRIPTION | DISTRIBUTIONS\AMOUNTS | APPROVAL AMOUNT DEPARTMENT |
|--|---|--|-------------------------------|
| VENDOR NAME: UNITED LIQUID WASTE RECYCLING INC | | | |
| TOTAL VENDOR UNITED LIQUID WASTE RECYCLING INC | | | 14,610.00 |
| VENDOR NAME: VANGUARD COMPUTERS INC | | | |
| 49965 | LAPTOPS FOR STAFF AND ELECTED OFFICIALS | 100-5141-531100 5,517.82 | 5,517.82 ADMIN |
| TOTAL VENDOR VANGUARD COMPUTERS INC | | | 5,517.82 |
| VENDOR NAME: VERIZON WIRELESS | | | |
| 9854544591 | 2020 MAY ACCT# 885503900-00002 | 150-5221-522500 20.66 100-5323-522500 20.66 610-6920-692100 116.96 620-8400-851000 116.97 | 275.25 MULTIPLE |
| 9854544592 | 2020 MAY BILL ACCT# 885503900-00003 | 150-5221-522500 354.26 | 354.26 FIRE |
| 9854544590 | 2020 MAY BILL ACCT#885503900-00001 | 100-5141-522500 137.06 100-5241-522500 195.62 150-5221-522500 3.17 100-5211-522500 2.30 100-5323-522500 124.74 610-6920-692100 199.41 620-8400-851000 199.40 | 861.70 MULTIPLE |
| TOTAL VENDOR VERIZON WIRELESS | | | 1,491.21 |
| VENDOR NAME: WI DNR ENVIRONMENTAL FEES | | | |
| 268003670-2020-1 | ANNUAL WWTF DNR PERMIT FEES | 620-8400-852000 5,437.47 | 5,437.47 UTILITIES |
| TOTAL VENDOR WI DNR ENVIRONMENTAL FEES | | | 5,437.47 |
| VENDOR NAME: WISCONSIN IMAGING SOLUTIONS LLC | | | |
| AR43999 | COPIER LEASE | 610-6920-692100 38.50 | 38.50 UTILITIES |
| TOTAL VENDOR WISCONSIN IMAGING SOLUTIONS LLC | | | 38.50 |
| VENDOR NAME: WOLF PAVING | | | |
| 12-10128.300 PMNT | RIVER PARK ESTATES - PHASE 2 | 480-5700-586100 90,463.51 | 90,463.51 FINANCE |
| TOTAL VENDOR WOLF PAVING | | | 90,463.51 |
| VENDOR NAME: ZEP SALES & SERVICE | | | |
| 9005162985 | FIRE AND EMS CLEANINGSUPPLIES | 150-5231-531100 95.95 150-5222-531100 95.94 | 191.89 FIRE |
| 9005180229 | EMS SUPPLIES HAND SANITIZER- COVID 19 | 150-5231-531100 199.89 | 199.89 FIRE |
| TOTAL VENDOR ZEP SALES & SERVICE | | | 391.78 |
| GRAND TOTAL: | | | 275,228.55 |

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/15/2020 - 05/15/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: PAPER CHECK

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|---------------------|---|------------------------|------------|--------------------|---------|--------|-----------------------|
| 70245737 40714 | CENGAGE LEARNING BOOK CREDIT 440-5700-532800 BOOKS | 04/14/2020 CKIM | 05/15/2020 | (17.54) (17.54) | 0.00 | Paid | Y 05/06/2020 |
| 70218738 40715 | CENGAGE LEARNING BOOK CREDIT 440-5700-532800 BOOKS | 04/06/2020 CKIM | 05/15/2020 | (40.93) (40.93) | 0.00 | Paid | Y 05/06/2020 |
| 70208593 40716 | CENGAGE LEARNING BOOKS 440-5700-532800 BOOKS | 04/02/2020 CKIM | 05/15/2020 | 23.39 23.39 | 0.00 | Paid | Y 05/06/2020 |
| 70167161 40717 | CENGAGE LEARNING BOOKS 440-5700-532800 BOOKS | 03/25/2020 CKIM | 05/15/2020 | 24.69 24.69 | 0.00 | Paid | Y 05/06/2020 |
| 70149870 40719 | CENGAGE LEARNING BOOKS 440-5700-532800 BOOKS | 03/23/2020 CKIM | 05/15/2020 | 17.54 17.54 | 0.00 | Paid | Y 05/06/2020 |
| 70145836 40720 | CENGAGE LEARNING BOOKS 440-5700-532800 BOOKS | 03/20/2020 CKIM | 05/15/2020 | 40.93 40.93 | 0.00 | Paid | Y 05/06/2020 |
| 6465326 40702 | QUILL LLC PAPER PRODUCTS 440-5511-531100 SUPPLIES | 04/24/2020 CKIM | 05/15/2020 | 33.31 33.31 | 0.00 | Paid | Y 05/06/2020 |
| 940234 40711 | QUILL LLC SUPPLY CREDIT 440-5511-531100 SUPPLIES | 04/28/2020 CKIM | 05/15/2020 | (22.09) (22.09) | 0.00 | Paid | Y 05/06/2020 |
| 6701508 40820 | QUILL LLC OFFICE SUPPLIES 440-5511-531100 SUPPLIES | 05/05/2020 CKIM | 05/15/2020 | 48.65 48.65 | 0.00 | Paid | Y 05/13/2020 |
| 6713123 40822 | QUILL LLC CLEANING SUPPLIES 440-5511-531100 SUPPLIES | 05/05/2020 CKIM | 05/15/2020 | 54.38 54.38 | 0.00 | Paid | Y 05/13/2020 |

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/15/2020 - 05/15/2020
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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|---------------------|--|------------------------|------------|----------|---------|--------|-----------------------|
| 594615 40707 | UNIQUE MANAGEMENT PLACEMENTS 440-5511-531000 | 04/01/2020 CKIM | 05/15/2020 | 8.95 | 0.00 | Paid | Y 05/06/2020 |
| | OUTSIDE SERVICES | | | 8.95 | | | |
| APRIL 40701 | LAURA FRISCH MILEAGE 440-5511-533200 | 04/07/2020 CKIM | 05/15/2020 | 186.01 | 0.00 | Paid | Y 05/06/2020 |
| | MILEAGE | | | 186.01 | | | |
| APRIL 40706 | MUKWONAGO ROTARY CLUB DUES 440-5511-533300 | 04/01/2020 CKIM | 05/15/2020 | 41.00 | 0.00 | Paid | Y 05/06/2020 |
| | OUTREACH | | | 41.00 | | | |
| AR111534 40703 | OFFICE COPYING EQUIPMENT COPY CONTRACT 440-5511-531000 | 04/17/2020 CKIM | 05/15/2020 | 130.62 | 0.00 | Paid | Y 05/06/2020 |
| | OUTSIDE SERVICES | | | 130.62 | | | |
| 34150726 40710 | JOHNSON CONTROLS SECURITY 5/1/20-7/31/20 440-5511-522000 | 04/11/2020 CKIM | 05/15/2020 | 1,556.57 | 0.00 | Paid | Y 05/06/2020 |
| | CONTRACTUAL SERVICES | | | 1,556.57 | | | |
| 9391 40712 | WI LIBRARY ASSOCIATION MEMBERSHIP RENEWAL WHALEN 440-5511-533500 | 03/11/2020 CKIM | 05/15/2020 | 50.00 | 0.00 | Paid | Y 05/06/2020 |
| | TRAINING & TRAVEL | | | 50.00 | | | |
| 9413 40713 | WI LIBRARY ASSOCIATION MEMBERSHIP RENEWAL ANGELA 440-5511-533500 | 03/12/2020 CKIM | 05/15/2020 | 210.00 | 0.00 | Paid | Y 05/06/2020 |
| | TRAINING & TRAVEL | | | 210.00 | | | |
| 27265 40708 | AMERICA AQUARIA FISH TANK MAINTENANCE 440-5511-531000 | 04/10/2020 CKIM | 05/15/2020 | 129.99 | 0.00 | Paid | Y 05/06/2020 |
| | OUTSIDE SERVICES | | | 129.99 | | | |
| 26916 40709 | AMERICA AQUARIA FISH TANK MAINTENANCE 440-5511-531000 | 03/13/2020 CKIM | 05/15/2020 | 85.00 | 0.00 | Paid | Y 05/06/2020 |
| | OUTSIDE SERVICES | | | 85.00 | | | |
| 27722 40823 | AMERICA AQUARIA FISH TANK MAINTENANCE 440-5511-531000 | 05/08/2020 CKIM | 05/15/2020 | 85.00 | 0.00 | Paid | Y 05/13/2020 |
| | OUTSIDE SERVICES | | | 85.00 | | | |

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 05/15/2020 - 05/15/2020
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| Inv Num | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Jrnalized |
|----------|-----------------|------------|----------|---------|---------|--------|-----------|
| Inv Ref# | Description | Entered By | | | | | Post Date |
| | GL Distribution | | | | | | |

| | | | | | | | |
|-------------|----------------------|---------------------------|------------|----------|------|------|------------|
| 19300800-08 | | | | | | | |
| 40704 | ENGBERG ANDERSON INC | 03/31/2020 | 05/15/2020 | 6,427.00 | 0.00 | Paid | Y |
| | SPACE STUDY | CKIM | | | | | 05/06/2020 |
| | 440-5890-580600 | DONATED FUND EXPENDITURES | | 6,427.00 | | | |

| | | | | | | | |
|-----------------------------------|----|--------|---|---------|----------|------|--|
| # of Invoices: | 18 | # Due: | 0 | Totals: | 9,153.03 | 0.00 | |
| # of Credit Memos: | 3 | # Due: | 0 | Totals: | (80.56) | 0.00 | |
| Net of Invoices and Credit Memos: | | | | | 9,072.47 | 0.00 | |

--- TOTALS BY GL DISTRIBUTION ---

| | | | |
|-----------------|---------------------------|----------|--|
| 440-5511-522000 | CONTRACTUAL SERVICES | 1,556.57 | |
| 440-5511-531000 | OUTSIDE SERVICES | 439.56 | |
| 440-5511-531100 | SUPPLIES | 114.25 | |
| 440-5511-533200 | MILEAGE | 186.01 | |
| 440-5511-533300 | OUTREACH | 41.00 | |
| 440-5511-533500 | TRAINING & TRAVEL | 260.00 | |
| 440-5700-532800 | BOOKS | 48.08 | |
| 440-5890-580600 | DONATED FUND EXPENDITURES | 6,427.00 | |

--- TOTALS BY FUND ---

| | | |
|--------------------|----------|------|
| 440 - LIBRARY FUND | 9,072.47 | 0.00 |
|--------------------|----------|------|

--- TOTALS BY DEPT/ACTIVITY ---

| | | |
|------------------------------------|----------|------|
| 5511 - LIBRARY SERVICES | 2,597.39 | 0.00 |
| 5700 - CAPITAL OUTLAY EXPENDITURES | 48.08 | 0.00 |
| 5890 - USE OF DESIGNATED FUNDS | 6,427.00 | 0.00 |

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/11/2020 - 05/11/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: PAPER CHECK

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|-----------------------------------|--|------------------------------------|------------|----------|----------|--------|-----------------------|
| APRIL 2020 | | | | | | | |
| 40746 | TREASURER STATE OF WI | 05/11/2020 | 05/15/2020 | 3,348.03 | 0.00 | Paid | Y |
| | STATE OF WI COURT FINES/JAIL | rgallo | | | | | 05/11/2020 |
| | 100-0000-242400 | COURT FEES DUE TO STATE APRIL 2020 | | 3,348.03 | | | |
| APRIL 2020 | | | | | | | |
| 40747 | TREASURER WAUKESHA COUNTY | 05/11/2020 | 05/15/2020 | 1,028.00 | 0.00 | Paid | Y |
| | WAUK COUNTY COURT FINES/JAIL | rgallo | | | | | 05/11/2020 |
| | 100-0000-243240 | WAUKESHA COUNTY COURT FEES | | 1,028.00 | | | |
| # of Invoices: | 2 | # Due: | 0 | Totals: | 4,376.03 | 0.00 | |
| # of Credit Memos: | 0 | # Due: | 0 | Totals: | 0.00 | 0.00 | |
| Net of Invoices and Credit Memos: | | | | 4,376.03 | 0.00 | | |
| --- TOTALS BY GL DISTRIBUTION --- | | | | | | | |
| | 100-0000-242400 | COURT FEES DUE TO STATE APRIL 2020 | | 3,348.03 | | | |
| | 100-0000-243240 | WAUKESHA COUNTY COURT FEES | | 1,028.00 | | | |
| --- TOTALS BY FUND --- | | | | | | | |
| | 100 - GENERAL FUND | | | 4,376.03 | 0.00 | | |
| --- TOTALS BY DEPT/ACTIVITY --- | | | | | | | |
| | 0000 - BALANCE SHEET ACCOUNT | | | 4,376.03 | 0.00 | | |

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/27/2020 - 05/27/2020
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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|---------------------|--|--|------------|--------------------------|---------|--------|-----------------------|
| 20200505 41071 | WE ENERGIES 6819-119-729 Hall 100-5160-522200 | 05/05/2020 rgallo 6819-119-729 Hall | 06/03/2020 | 861.03 861.03 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41072 | WE ENERGIES 6819-119-729 Hall Gas 100-5160-522400 | 05/05/2020 rgallo 6819-119-729 Hall Gas | 06/03/2020 | 177.57 177.57 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41073 | WE ENERGIES 0437-358-622 Flashers 100-5211-522200 | 05/05/2020 rgallo 0437-358-622 Flashers | 06/03/2020 | 9.64 9.64 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41074 | WE ENERGIES 5000-725-767 PD Tower meter #05662 100-5211-522200 | 05/05/2020 rgallo 5000-725-767 PD Tower meter #05662 | 06/03/2020 | 44.64 44.64 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41075 | WE ENERGIES 8818-483-919 Tower Radio Bldg 100-5211-522200 | 05/05/2020 rgallo 8818-483-919 Tower Radio Bldg | 06/03/2020 | 19.70 19.70 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41076 | WE ENERGIES 7410-051-890 Police 100-5211-522200 | 05/05/2020 rgallo 7410-051-890 Police | 06/03/2020 | 1,194.74 1,194.74 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41077 | WE ENERGIES 8011-380-768 Police Garage 100-5211-522200 | 05/05/2020 rgallo 8011-380-768 Police Garage | 06/03/2020 | 36.28 36.28 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41078 | WE ENERGIES 7879-450-073 Mukw Dam 100-5254-522200 | 05/05/2020 rgallo 7879-450-073 Mukw Dam | 06/03/2020 | 24.64 24.64 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41079 | WE ENERGIES 3893-949-966 DPW Elec 100-5323-522200 | 05/05/2020 rgallo 3893-949-966 DPW Elec | 06/03/2020 | 324.01 324.01 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41080 | WE ENERGIES 3608-115-165 DPW Gas 100-5323-522400 | 05/05/2020 rgallo 3608-115-165 DPW Gas | 06/03/2020 | 215.43 215.43 | 0.00 | Paid | Y 05/29/2020 |

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/27/2020 - 05/27/2020
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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|---------------------|--|------------------------|------------|----------------------|---------|--------|-----------------------|
| 20200505 41081 | WE ENERGIES 5001-021-384 Street Lights 100-5342-522200 | 05/05/2020 rgallo | 06/03/2020 | (45.17) (45.17) | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41082 | WE ENERGIES 8808-380-714 Street Lights 100-5342-522200 | 05/05/2020 rgallo | 06/03/2020 | 2,986.05 2,986.05 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41083 | WE ENERGIES 1438-746-449 Street Lights 100-5342-522200 | 05/05/2020 rgallo | 06/03/2020 | 57.12 57.12 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41084 | WE ENERGIES 0647-211-550 School Crossing Lights 100-5342-522200 | 05/05/2020 rgallo | 06/03/2020 | 16.51 16.51 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41085 | WE ENERGIES 0659-874-941 Museum 100-5512-522200 | 05/05/2020 rgallo | 06/03/2020 | 171.91 171.91 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41086 | WE ENERGIES 2405-680-633 Andrews St. 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 102.94 102.94 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41087 | WE ENERGIES 8046-699-403 Field Park 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 118.51 118.51 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41088 | WE ENERGIES 8658-233-953 Fld Prk Baseball Lights 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 21.57 21.57 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41089 | WE ENERGIES 6837-391-587 Parks 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 21.42 21.42 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41090 | WE ENERGIES 5864-823-491 Concession Building 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 67.32 67.32 | 0.00 | Paid | Y 05/29/2020 |

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/27/2020 - 05/27/2020
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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|---------------------|--|------------------------|------------|----------------------|---------|--------|-----------------------|
| 20200505 41091 | WE ENERGIES 2054-702-968 Parks 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 0.00 0.00 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41092 | WE ENERGIES 3277-621-318 F. Park Sump Pump 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 19.44 19.44 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41093 | WE ENERGIES 1610-585-380 Parks 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 39.20 39.20 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41094 | WE ENERGIES 3051-426-864 Miniwaukan Pavilion 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 23.16 23.16 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41095 | WE ENERGIES 6881-040-700 Miniwauken Park 100-5521-522200 | 05/05/2020 rgallo | 06/03/2020 | 22.37 22.37 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41096 | WE ENERGIES 7698-426-664 Fire 150-5221-522200 | 05/05/2020 rgallo | 06/03/2020 | 1,516.11 1,516.11 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41097 | WE ENERGIES 9248-740-506 Library Elec 440-5511-522200 | 05/05/2020 rgallo | 06/03/2020 | 1,388.25 1,388.25 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41098 | WE ENERGIES 4843-559-306 Library Gas 440-5511-522400 | 05/05/2020 rgallo | 06/03/2020 | 621.39 621.39 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41099 | WE ENERGIES 9069-575-087 Well #3 Elec 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 649.82 649.82 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41100 | WE ENERGIES 4400-457-029 Well #3 Gas 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 34.19 34.19 | 0.00 | Paid | Y 05/29/2020 |

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INVOICE REGISTER REPORT FOR MUKWONAGO
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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|---------------------|--|------------------------|------------|----------------------|---------|--------|-----------------------|
| 20200505 41101 | WE ENERGIES 2409-366-321 Well #4 Elec 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 795.78 795.78 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41102 | WE ENERGIES 0465-443-270 Well #4 Gas 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 71.88 71.88 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41103 | WE ENERGIES 0801-988-732 Well #5 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 2,488.77 2,488.77 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41104 | WE ENERGIES 4607-813-092 Well #6 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 929.55 929.55 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41105 | WE ENERGIES 3234-559-591 Well #7 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 1,598.45 1,598.45 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41106 | WE ENERGIES 9291-834-028 Greenwald 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 296.95 296.95 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41107 | WE ENERGIES 8016-691-668 Booster Station 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 617.28 617.28 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41108 | WE ENERGIES 3068-463-180 Tower 610-6200-662200 | 05/05/2020 rgallo | 06/03/2020 | 32.04 32.04 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41109 | WE ENERGIES 7843-678-578 Atkinson Pump 620-8020-821000 | 05/05/2020 rgallo | 06/03/2020 | 577.79 577.79 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41110 | WE ENERGIES 8238-765-652 Fox River View 620-8020-821000 | 05/05/2020 rgallo | 06/03/2020 | 166.93 166.93 | 0.00 | Paid | Y 05/29/2020 |

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EXP CHECK RUN DATES 05/27/2020 - 05/27/2020

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnalized Post Date |
|---------------------|--|------------------------|------------|----------------------|---------|--------|------------------------|
| 20200505 41111 | WE ENERGIES 6478-966-911 1224 Riverton 620-8020-821000 | 05/05/2020 rgallo | 06/03/2020 | 95.20 95.20 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41112 | WE ENERGIES 8051-462-203 1240 N. Rochester 620-8020-821000 | 05/05/2020 rgallo | 06/03/2020 | 117.43 117.43 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41113 | WE ENERGIES 7282-806-809 Holz Elec 620-8010-821100 | 05/05/2020 rgallo | 06/03/2020 | 8,119.10 8,119.10 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41114 | WE ENERGIES 2404-776-809 Holz Gas 620-8010-821200 | 05/05/2020 rgallo | 06/03/2020 | 104.20 104.20 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41115 | WE ENERGIES 9276-498-259 Digester Gas 620-8010-821200 | 05/05/2020 rgallo | 06/03/2020 | 1,112.12 1,112.12 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41116 | WE ENERGIES 2008-500-143 Parks-200 S Rochester 100-5342-522200 | 05/05/2020 rgallo | 06/03/2020 | 22.48 22.48 | 0.00 | Paid | Y 05/29/2020 |
| 20200505 41117 | WE ENERGIES 6482-485-554 police-CTH E N of 100-5211-522200 | 05/05/2020 rgallo | 06/03/2020 | 70.20 70.20 | 0.00 | Paid | Y 05/29/2020 |

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EXP CHECK RUN DATES 05/27/2020 - 05/27/2020

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BANK CODE: GEN - CHECK TYPE: EFT

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

| | | | | | | |
|-----------------------------------|----|--------|---|---------|-----------|------|
| # of Invoices: | 46 | # Due: | 0 | Totals: | 28,001.11 | 0.00 |
| # of Credit Memos: | 1 | # Due: | 0 | Totals: | (45.17) | 0.00 |
| Net of Invoices and Credit Memos: | | | | | 27,955.94 | 0.00 |

--- TOTALS BY GL DISTRIBUTION ---

| | | |
|-----------------|----------------------------|----------|
| 100-5160-522200 | 6819-119-729 Hall | 861.03 |
| 100-5160-522400 | 6819-119-729 Hall Gas | 177.57 |
| 100-5211-522200 | 0437-358-622 Flashers | 1,375.20 |
| 100-5254-522200 | 7879-450-073 Mukw Dam | 24.64 |
| 100-5323-522200 | 3893-949-966 DPW Elec | 324.01 |
| 100-5323-522400 | 3608-115-165 DPW Gas | 215.43 |
| 100-5342-522200 | 5001-021-384 Street Lights | 3,036.99 |
| 100-5512-522200 | 0659-874-941 Museum | 171.91 |
| 100-5521-522200 | 2405-680-633 Andrews St. | 435.93 |
| 150-5221-522200 | 7698-426-664 Fire | 1,516.11 |
| 440-5511-522200 | 9248-740-506 Library Elec | 1,388.25 |
| 440-5511-522400 | 4843-559-306 Library Gas | 621.39 |
| 610-6200-662200 | 9069-575-087 Well #3 Elec | 7,514.71 |
| 620-8010-821100 | 7282-806-809 Holz Elec | 8,119.10 |
| 620-8010-821200 | 2404-776-809 Holz Gas | 1,216.32 |
| 620-8020-821000 | 7843-678-578 Atkinson Pump | 957.35 |

--- TOTALS BY FUND ---

| | | |
|---------------------------|-----------|------|
| 100 - GENERAL FUND | 6,622.71 | 0.00 |
| 150 - FIRE/AMBULANCE FUND | 1,516.11 | 0.00 |
| 440 - LIBRARY FUND | 2,009.64 | 0.00 |
| 610 - WATER UTILITY FUND | 7,514.71 | 0.00 |
| 620 - SEWER UTILITY FUND | 10,292.77 | 0.00 |

--- TOTALS BY DEPT/ACTIVITY ---

| | | |
|------------------------------------|----------|------|
| 5160 - VILLAGE HALL | 1,038.60 | 0.00 |
| 5211 - POLICE ADMINISTRATION | 1,375.20 | 0.00 |
| 5221 - FIRE ADMINISTRATION | 1,516.11 | 0.00 |
| 5254 - DAMS | 24.64 | 0.00 |
| 5323 - GARAGE | 539.44 | 0.00 |
| 5342 - STREET LIGHTING | 3,036.99 | 0.00 |
| 5511 - LIBRARY SERVICES | 2,009.64 | 0.00 |
| 5512 - MUSEUM | 171.91 | 0.00 |
| 5521 - PARKS | 435.93 | 0.00 |
| 6200 - PUMPING OPERATIONS | 7,514.71 | 0.00 |
| 8010 - WWTP-TREATMENT/DISPOSAL/GP | 9,335.42 | 0.00 |
| 8020 - LIFT STATIONS/PUMPING EQUIP | 957.35 | 0.00 |

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| Inv Num | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Jrnlized |
|----------|-------------|------------|----------|---------|---------|--------|-----------|
| Inv Ref# | Description | Entered By | | | | | Post Date |

APRIL-MAY

| | | | | | | | |
|-------|------------------------|------------|------------|----------|------|------|------------|
| 41031 | TIME WARNER CABLE | 05/22/2020 | 05/14/2020 | 2,983.80 | 0.00 | Paid | Y |
| | MONTHLY BILL 4/28-5/27 | rgallo | | | | | 05/26/2020 |

| | | |
|-----------------|----------------------------------|--------|
| 100-5120-522500 | TELEPHONE | 79.71 |
| 100-5141-522500 | TELEPHONE | 88.27 |
| 100-5142-522500 | TELEPHONE | 159.27 |
| 100-5144-521900 | PROFESSIONAL SERVICES | 26.40 |
| 100-5211-522500 | TELEPHONE | 844.50 |
| 100-5241-522500 | TELEPHONE | 44.93 |
| 100-5323-522500 | TELEPHONE | 81.03 |
| 100-5512-522500 | TELEPHONE | 166.96 |
| 150-5221-522500 | TELEPHONE | 803.57 |
| 220-5140-522500 | TELEPHONE | 2.57 |
| 410-5363-522500 | Telephone | 5.14 |
| 440-5511-522500 | TELEPHONE | 591.54 |
| 500-5344-522500 | TELEPHONE-STORM WATER | 2.57 |
| 610-6920-692100 | OFFICE SUPPLIES & EXPENSES-WATER | 43.67 |
| 620-8400-851000 | OFFICE SUPPLIES & EXPENSES-SEWER | 43.67 |

| | | | | | | |
|--------------------|---|--------|---|---------|----------|------|
| # of Invoices: | 1 | # Due: | 0 | Totals: | 2,983.80 | 0.00 |
| # of Credit Memos: | 0 | # Due: | 0 | Totals: | 0.00 | 0.00 |

Net of Invoices and Credit Memos:

| | |
|----------|------|
| 2,983.80 | 0.00 |
|----------|------|

--- TOTALS BY GL DISTRIBUTION ---

| | | |
|-----------------|----------------------------------|--------|
| 100-5120-522500 | TELEPHONE | 79.71 |
| 100-5141-522500 | TELEPHONE | 88.27 |
| 100-5142-522500 | TELEPHONE | 159.27 |
| 100-5144-521900 | PROFESSIONAL SERVICES | 26.40 |
| 100-5211-522500 | TELEPHONE | 844.50 |
| 100-5241-522500 | TELEPHONE | 44.93 |
| 100-5323-522500 | TELEPHONE | 81.03 |
| 100-5512-522500 | TELEPHONE | 166.96 |
| 150-5221-522500 | TELEPHONE | 803.57 |
| 220-5140-522500 | TELEPHONE | 2.57 |
| 410-5363-522500 | Telephone | 5.14 |
| 440-5511-522500 | TELEPHONE | 591.54 |
| 500-5344-522500 | TELEPHONE-STORM WATER | 2.57 |
| 610-6920-692100 | OFFICE SUPPLIES & EXPENSES-WATER | 43.67 |
| 620-8400-851000 | OFFICE SUPPLIES & EXPENSES-SEWER | 43.67 |

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| Inv Num | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Jrnalized |
|---------------------------------|------------------------------------|------------|----------|----------|---------|--------|-----------|
| Inv Ref# | Description | Entered By | | | | | Post Date |
| GL Distribution | | | | | | | |
| --- TOTALS BY FUND --- | | | | | | | |
| | 100 - GENERAL FUND | | | 1,491.07 | 0.00 | | |
| | 150 - FIRE/AMBULANCE FUND | | | 803.57 | 0.00 | | |
| | 220 - TID#3 - GENERAL | | | 2.57 | 0.00 | | |
| | 410 - RECYCLING FUND | | | 5.14 | 0.00 | | |
| | 440 - LIBRARY FUND | | | 591.54 | 0.00 | | |
| | 500 - STORM WATER UTILITY | | | 2.57 | 0.00 | | |
| | 610 - WATER UTILITY FUND | | | 43.67 | 0.00 | | |
| | 620 - SEWER UTILITY FUND | | | 43.67 | 0.00 | | |
| --- TOTALS BY DEPT/ACTIVITY --- | | | | | | | |
| | 5120 - MUNICIPAL COURT | | | 79.71 | 0.00 | | |
| | 5140 - ADMINISTRATIVE & GENERAL | | | 2.57 | 0.00 | | |
| | 5141 - VILLAGE ADMINISTRATION/FINA | | | 88.27 | 0.00 | | |
| | 5142 - CLERK-TREASURER | | | 159.27 | 0.00 | | |
| | 5144 - ELECTIONS | | | 26.40 | 0.00 | | |
| | 5211 - POLICE ADMINISTRATION | | | 844.50 | 0.00 | | |
| | 5221 - FIRE ADMINISTRATION | | | 803.57 | 0.00 | | |
| | 5241 - BUILDING INSPECTOR | | | 44.93 | 0.00 | | |
| | 5323 - GARAGE | | | 81.03 | 0.00 | | |
| | 5344 - STORM SEWER | | | 2.57 | 0.00 | | |
| | 5363 - RECYCLING | | | 5.14 | 0.00 | | |
| | 5511 - LIBRARY SERVICES | | | 591.54 | 0.00 | | |
| | 5512 - MUSEUM | | | 166.96 | 0.00 | | |
| | 6920 - ADMINISTRATIVE & GENERAL EX | | | 43.67 | 0.00 | | |
| | 8400 - ADMINISTRATIVE & GENERAL | | | 43.67 | 0.00 | | |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnalized Post Date |
|--------------------------|--|------------------------|------------|----------------------|---------|--------|------------------------|
| CASTLE WAYNE A 40971 | US BANK CREDIT REFUND FOR CONFERENCE-CODY 610-6920-693000 | 04/22/2020 rgallo | 05/26/2020 | (250.00) (250.00) | 0.00 | Paid | Y 05/15/2020 |
| CASTLE WAYNE A 40972 | US BANK REFUND CREDIT FOR CONFERENCE-WAYNE 610-6920-693000 | 04/22/2020 rgallo | 05/26/2020 | (250.00) (250.00) | 0.00 | Paid | Y 05/15/2020 |
| CASTLE WAYNE A 40973 | US BANK REFUND CREDIT-SERVICE FEE CONFERENCE 610-6920-693000 | 04/22/2020 rgallo | 05/26/2020 | (6.38) (6.38) | 0.00 | Paid | Y 05/15/2020 |
| CASTLE WAYNE A 40974 | US BANK REFUND SERVICE FEE CONFERENCE WAYNE 610-6920-693000 | 04/22/2020 rgallo | 05/26/2020 | (6.38) (6.38) | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40977 | US BANK REFUND CREDIT FOR PAYPAL-ELASTIC 440-5890-580600 | 04/17/2020 rgallo | 05/26/2020 | (50.19) (50.19) | 0.00 | Paid | Y 05/15/2020 |
| WEIDL JOHN S 40989 | US BANK REFUND CREDIT UW EXT CLASS 100-5670-533500 | 04/23/2020 rgallo | 05/26/2020 | (975.00) (975.00) | 0.00 | Paid | Y 05/18/2020 |
| WEIDL JOHN S 40990 | US BANK UWEX REFUND/CREDIT CLASS 100-5670-533500 | 04/28/2020 rgallo | 05/26/2020 | (415.00) (415.00) | 0.00 | Paid | Y 05/18/2020 |
| STIEN JEFFREY R 40991 | US BANK REFUND CREDIT FOREHEAD THERMOMETER 150-5231-531100 | 04/18/2020 rgallo | 05/26/2020 | (119.99) (119.99) | 0.00 | Paid | Y 05/18/2020 |
| MILLER KENNETH 41024 | US BANK REFUND/CREDIT FOR LAWN MOWER REPAIR 620-8010-827000 | 04/30/2020 rgallo | 05/26/2020 | (11.81) (11.81) | 0.00 | Paid | Y 05/18/2020 |
| BITTNER RONALD 40860 | USHR OFFICE OF FINANCE US FLAGS 100-5522-531100 | 05/01/2020 rgallo | 05/26/2020 | 179.95 179.95 | 0.00 | Paid | Y 05/15/2020 |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|-------------------------|--|------------------------|------------|----------------------|---------|--------|-----------------------|
| BITTNER RONALD 40861 | ZORO TOOLS INC PARK RESTROOMS PARTS 100-5521-531100 | 05/01/2020 rgallo | 05/26/2020 | 117.46 117.46 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | | | | |
| BITTNER RONALD 40862 | WEED MAN MIDDLETON WEED SPRAYING PARKS 100-5521-531100 | 05/11/2020 rgallo | 05/26/2020 | 4,200.00 4,200.00 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | | | | |
| BROWN DAVID 40863 | AMZN MKTP US*Z78XV0U93 COVID MASKS 620-8010-827000 | 04/22/2020 rgallo | 05/26/2020 | 11.68 11.68 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40864 | AMAZON.COM*FF69Z05A3 AMZN COVID MASKS 620-8010-827000 | 04/23/2020 rgallo | 05/26/2020 | 42.57 42.57 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40865 | AMZN MKTP US*6B0SG4HP3 COVID MASKS 620-8010-827000 | 04/30/2020 rgallo | 05/26/2020 | 15.81 15.81 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40866 | AMZN MKTP US*A06H67443 COVID MASKS 620-8010-827000 | 05/01/2020 rgallo | 05/26/2020 | 39.44 39.44 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40867 | AMAZON.COM*A18OI1TX3 COVID MASKS 620-8010-827000 | 05/01/2020 rgallo | 05/26/2020 | 55.80 55.80 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40868 | AMZN MKTP US*663FH1XB3 COVID MASKS 620-8010-827000 | 05/01/2020 rgallo | 05/26/2020 | 13.11 13.11 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40869 | AMAZON.COM*4Q0PY4FJ3 COVID MASKS 620-8010-827000 | 05/02/2020 rgallo | 05/26/2020 | 11.59 11.59 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| BROWN DAVID 40870 | AMZN MKTP US*LT2F71TF3 COVID MASKS 620-8010-827000 | 05/02/2020 rgallo | 05/26/2020 | 7.37 7.37 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnalized Post Date |
|-------------------------|---|------------------------|------------|------------------|---------|--------|------------------------|
| CASTLE WAYNE A 40875 | KALAHARI RESORT - WI ECOM WASTEWATER CONFERENCE MOTEL 620-8400-854100 | 04/25/2020 rgallo | 05/26/2020 | 129.00 129.00 | 0.00 | Paid | Y 05/15/2020 |
| | EDUCATIONAL/TRAINING EXPENSES | | | | | | |
| DEMOTTO CHRIS 40876 | AMZN MKTP US*PJ19174A3 2 - 3XL AND 2 - 4XL PROTECTIVE 100-5212-531100 | 04/30/2020 rgallo | 05/26/2020 | 75.40 75.40 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | | | | |
| DEMOTTO CHRIS 40877 | HAHN ACE - MUKWONAGO FOR PUTTING RADIO ANTENNA ON THE 100-5212-539500 | 05/13/2020 rgallo | 05/26/2020 | 14.04 14.04 | 0.00 | Paid | Y 05/15/2020 |
| | REPAIRS & MAINTENANCE | | | | | | |
| DOHERTY DIANA 40878 | GOVERNMENT FINANCE OFFIC CASH FLOW IN CRISIS WEBINAR 100-5141-533500 | 04/20/2020 rgallo | 05/26/2020 | 35.00 35.00 | 0.00 | Paid | Y 05/15/2020 |
| | TRAINING & TRAVEL | | | | | | |
| DOHERTY DIANA 40879 | UWEX REGISTRATION ADJUSTING ALLOWABLE LEVY LIMIT 100-5142-533500 | 04/21/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| | TRAINING & TRAVEL | | | | | | |
| DYKSTRA DIANA 40880 | AMZN MKTP US*9N33W50N3 DYMO ABSENTEE LABELS 100-5144-531100 | 04/15/2020 rgallo | 05/26/2020 | 30.70 30.70 | 0.00 | Paid | Y 05/15/2020 |
| | DYMO ABSENTEE LABELS | | | | | | |
| DYKSTRA DIANA 40881 | UWEX REGISTRATION UWEX ALCOHOL LIC TRAINING PT2 100-5142-533500 | 04/20/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| | UWEX ALCOHOL LIC TRAINING PT2 | | | | | | |
| DYKSTRA DIANA 40882 | UWEX REGISTRATION UWEX ALCOHOL LICENSE TRAINING 100-5142-533500 | 04/20/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| | UWEX ALCOHOL LICENSE TRAINING | | | | | | |
| DYKSTRA DIANA 40883 | AMZN MKTP US*2M1LF00R3 LAPTOP HEADSET 100-5142-531100 | 04/28/2020 rgallo | 05/26/2020 | 185.06 185.06 | 0.00 | Paid | Y 05/15/2020 |
| | LAPTOP HEADSET | | | | | | |
| DYKSTRA DIANA 40884 | AMZN MKTP US*MG81D1BE2 TRUSTEE LAPTOP BAGS 100-5111-531100 | 04/29/2020 rgallo | 05/26/2020 | 139.93 139.93 | 0.00 | Paid | Y 05/15/2020 |
| | TRUSTEE LAPTOP BAGS | | | | | | |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnalized Post Date |
|-------------------------|---|------------------------|------------|------------------|---------|--------|------------------------|
| DYKSTRA DIANA 40885 | AMZN MKTP US*B65XL6BH3 AWARD CERTIFICATE FOLDER 100-5111-531100 | 04/30/2020 rgallo | 05/26/2020 | 14.99 14.99 | 0.00 | Paid | Y 05/15/2020 |
| DYKSTRA DIANA 40886 | AMZN MKTP US*LN5FI8AD3 EMBOSS SEALS FOR CERTIFICATES 100-5111-531100 | 05/03/2020 rgallo | 05/26/2020 | 6.49 6.49 | 0.00 | Paid | Y 05/15/2020 |
| DYKSTRA DIANA 40887 | LEAGUE OF WISCONSIN MUNIC TRUSTEE JOHNSON LEAGUE 101 100-5111-533500 | 05/04/2020 rgallo | 05/26/2020 | 70.00 70.00 | 0.00 | Paid | Y 05/15/2020 |
| DYKSTRA DIANA 40888 | AMZN MKTP US*2V5T71JZ3 DROP CEILING HOOKS 100-5144-531100 | 05/06/2020 rgallo | 05/26/2020 | 22.95 22.95 | 0.00 | Paid | Y 05/15/2020 |
| DYKSTRA DIANA 40889 | WISCONSIN MUNICIPAL CLER BOARD OF REVIEW TRAINING MATERIALS 100-5153-531200 | 05/13/2020 rgallo | 05/26/2020 | 35.00 35.00 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40890 | STAPLS0182538256000003 PAPER PRODUCTS 440-5511-531100 | 04/16/2020 rgallo | 05/26/2020 | 22.80 22.80 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40892 | AMZN MKTP US*FH4WO47N3 LATEX GLOVES 440-5511-531100 | 04/18/2020 rgallo | 05/26/2020 | 159.46 159.46 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40893 | AMZN MKTP US*179YT7JI3 HAND SANITIZER 440-5511-531100 | 04/21/2020 rgallo | 05/26/2020 | 131.72 131.72 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40894 | PICK N SAVE #384 CLEANING SUPPLIES 440-5511-531100 | 04/22/2020 rgallo | 05/26/2020 | 29.65 29.65 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40895 | WM SUPERCENTER #1571 PROGRAM SUPPLIES 440-5511-533100 | 04/22/2020 rgallo | 05/26/2020 | 13.81 13.81 | 0.00 | Paid | Y 05/15/2020 |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnalized Post Date |
|-------------------------|--|---|------------|--------------------------|---------|--------|------------------------|
| FRISCH LAURA L 40896 | AMAZON.COM*N15UQ90G3 AMZN PAPER 440-5511-531100 | 04/23/2020 rgallo SUPPLIES | 05/26/2020 | 38.39 38.39 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40897 | AIR DELIGHTS INC SOAP DISPENSER 440-5511-531100 | 04/24/2020 rgallo SUPPLIES | 05/26/2020 | 111.93 111.93 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40898 | AIR DELIGHTS INC SOAP 440-5511-531100 | 04/27/2020 rgallo SUPPLIES | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40899 | FEIN BROTHERS CASHIER SHIELD 440-5511-531100 | 04/27/2020 rgallo SUPPLIES | 05/26/2020 | 1,460.75 1,460.75 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40900 | WALGREENS #7039 PLASTIC BAGS 440-5511-531100 | 05/06/2020 rgallo SUPPLIES | 05/26/2020 | 6.83 6.83 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40901 | D J*WALL-ST-JOURNAL SUBSCRIPTION 440-5511-532700 | 05/07/2020 rgallo NEWSPAPERS | 05/26/2020 | 128.97 128.97 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40902 | AMZN MKTP US*TY01T6O23 GLOVES 440-5511-531100 | 05/07/2020 rgallo SUPPLIES | 05/26/2020 | 51.98 51.98 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40903 | AMZN MKTP US*IR9AP3493 GLOVES 440-5511-531100 | 05/08/2020 rgallo SUPPLIES | 05/26/2020 | 51.98 51.98 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40904 | MAILCHIMP *MONTHLY NEWSLETTER 440-5511-534000 | 05/08/2020 rgallo DIGITAL MATERIALS | 05/26/2020 | 59.99 59.99 | 0.00 | Paid | Y 05/15/2020 |
| FRISCH LAURA L 40905 | A.P. WHALEY SEED COMPA SEEDS 440-5890-580600 | 05/11/2020 rgallo DONATED FUND EXPENDITURES | 05/26/2020 | 155.50 155.50 | 0.00 | Paid | Y 05/15/2020 |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|-------------------------|---|------------------------|------------|------------------|---------|--------|-----------------------|
| FRISCH LAURA L 40906 | THE HOME DEPOT #4921 RAGS 440-5511-531100 | 05/13/2020 rgallo | 05/26/2020 | 55.62 55.62 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | | | | |
| GOURDOUX LINDA 40907 | UWEX REGISTRATION UWEX ALCOHOL LIC PART 1 DC 100-5142-533500 | 04/21/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| | UWEX ALCOHOL LIC PART 1 DC | | | | | | |
| GOURDOUX LINDA 40908 | UWEX REGISTRATION UWEX ALCOHOL LIC PART 2 DC 100-5142-533500 | 04/21/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| | UWEX ALCOHOL LIC PART 2 DC | | | | | | |
| GOURDOUX LINDA 40909 | LEAGUE OF WISCONSIN MUNIC LEAGUE BOOKS 100-5111-533500 | 05/05/2020 rgallo | 05/26/2020 | 33.00 33.00 | 0.00 | Paid | Y 05/15/2020 |
| | LEAGUE BOOKS | | | | | | |
| GOURDOUX LINDA 40910 | MICROSOFT*MICROSOFT 365 F MICROSOFT 365 100-5111-531100 | 05/12/2020 rgallo | 05/26/2020 | 104.99 104.99 | 0.00 | Paid | Y 05/15/2020 |
| | MICROSOFT 365 | | | | | | |
| ISELY MARY JO 40911 | NETFLIX.COM STREAMING SERVICE 5/1/20-5/31/20 440-5511-534000 | 05/01/2020 rgallo | 05/26/2020 | 15.99 15.99 | 0.00 | Paid | Y 05/15/2020 |
| | DIGITAL MATERIALS | | | | | | |
| ISELY MARY JO 40912 | ACORN TV MONTHLY MONTHLY SERVICE 440-5511-534000 | 05/08/2020 rgallo | 05/26/2020 | 6.29 6.29 | 0.00 | Paid | Y 05/15/2020 |
| | DIGITAL MATERIALS | | | | | | |
| ISELY MARY JO 40913 | AMAZON.COM*MC0V11BV1 AMZN DVDS 440-5700-532900 | 05/11/2020 rgallo | 05/26/2020 | 511.85 511.85 | 0.00 | Paid | Y 05/15/2020 |
| | AV MATERIAL | | | | | | |
| MILLER KENNETH 40914 | THE HOME DEPOT #4921 WELL BUILDING MAINTENANCE 610-6200-662500 | 04/14/2020 rgallo | 05/26/2020 | 29.67 29.67 | 0.00 | Paid | Y 05/15/2020 |
| | MAINTENANCE-PUMPING | | | | | | |
| MILLER KENNETH 40915 | MENARDS BURLINGTON WI WWTF RAS PUMP SEAL LUBE WATER LINES 620-8010-833000 | 04/27/2020 rgallo | 05/26/2020 | 236.09 236.09 | 0.00 | Paid | Y 05/15/2020 |
| | MAINT-TREATMENT/DISPOSAL PLANT | | | | | | |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|--------------------------|---|------------------------|------------|--------------------------|---------|--------|-----------------------|
| MILLER KENNETH 40916 | SIMPLE TIRE TIRES 620-8010-827000 | 04/28/2020 rgallo | 05/26/2020 | 226.49 226.49 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| MILLER KENNETH 40917 | THE HOME DEPOT 4921 WELL 4 BUILDING MAINTENANCE 610-6200-662500 | 04/29/2020 rgallo | 05/26/2020 | 80.38 80.38 | 0.00 | Paid | Y 05/15/2020 |
| | MAINTENANCE-PUMPING | | | | | | |
| MILLER KENNETH 40919 | THE HOME DEPOT 4921 WELL 4 BUILDING MAINTENANCE 610-6200-662500 | 05/05/2020 rgallo | 05/26/2020 | 92.31 92.31 | 0.00 | Paid | Y 05/15/2020 |
| | MAINTENANCE-PUMPING | | | | | | |
| MILLER KENNETH 40920 | THE HOME DEPOT #4921 WWTF RAS PUMPS SEAL LUBE LINES 620-8010-833000 | 05/06/2020 rgallo | 05/26/2020 | 24.40 24.40 | 0.00 | Paid | Y 05/15/2020 |
| | MAINT-TREATMENT/DISPOSAL PLANT | | | | | | |
| MILLER KENNETH 40921 | THE HOME DEPOT #4921 WWTF TOOLS FOR TRUCK 620-8010-827000 | 05/11/2020 rgallo | 05/26/2020 | 78.23 78.23 | 0.00 | Paid | Y 05/15/2020 |
| | OPERATION SUPPLY/EXPENSE | | | | | | |
| MILLER KENNETH 40922 | THE HOME DEPOT #4921 WWTF RAS PUMP SEAL WATER LUBE LINES 620-8010-833000 | 05/12/2020 rgallo | 05/26/2020 | 25.46 25.46 | 0.00 | Paid | Y 05/15/2020 |
| | MAINT-TREATMENT/DISPOSAL PLANT | | | | | | |
| MILLER KENNETH 40923 | THE HOME DEPOT #4921 WWTF RAS PUMP SEAL WATER LUBE LINES 620-8010-833000 | 05/13/2020 rgallo | 05/26/2020 | 12.76 12.76 | 0.00 | Paid | Y 05/15/2020 |
| | MAINT-TREATMENT/DISPOSAL PLANT | | | | | | |
| PETERSON RANDY 40924 | HARBOR FREIGHT TOOLS 544 EQUIPMENT AND PARK SUPPLIES 100-5324-539500 100-5521-531100 | 04/21/2020 rgallo | 05/26/2020 | 123.90 99.99 23.91 | 0.00 | Paid | Y 05/15/2020 |
| | REPAIRS & MAINTENANCE SUPPLIES | | | | | | |
| PETERSON RANDY 40925 | ANTON PAAR USA INC BRINE GENERATOR PARTS 100-5347-531100 | 04/28/2020 rgallo | 05/26/2020 | 2,184.00 2,184.00 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | | | | |
| SCHMIDT KEVIN B 40926 | STAPLS0183087691000002 ITEM #2 ON INVOICE, 4" BINDER 100-5211-531100 | 04/18/2020 rgallo | 05/26/2020 | 22.29 22.29 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | | | | |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|--------------------------|---|------------------------|------------|------------------|---------|--------|-----------------------|
| SCHMIDT KEVIN B 40927 | STAPLS0183414714000001 14 HANGING PERSONNEL FILE FOLDERS 100-5211-531100 | 04/30/2020 rgallo | 05/26/2020 | 220.74 220.74 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40928 | STAPLS0183471108000001 2 BOXES OF 5 TAB HANING FOLDERS 100-5211-531100 | 05/02/2020 rgallo | 05/26/2020 | 9.32 9.32 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40929 | WI DFI WS2 CFI CC EPAY STATE OF WISCONSIN NOTARY RENEWAL 100-5211-521900 | 05/05/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40930 | WI DFI WS2 CFI CC EPAY STATE OF WISCONSIN NOTARY RENEWAL 100-5211-521900 | 05/05/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40931 | STAPLS0183501752000001 IN CARTRIDGE FOR CANON BACK UP FAX 100-5211-531100 | 05/06/2020 rgallo | 05/26/2020 | 56.24 56.24 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40932 | CITY SUPPLY AIR FRESHNERS FOR RESTROOMS AND 100-5211-539400 | 05/06/2020 rgallo | 05/26/2020 | 74.03 74.03 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40933 | WI DFI WS2 CFI CC EPAY STATE OF WISCONSIN NOTARY RENEWAL 100-5211-521900 | 05/06/2020 rgallo | 05/26/2020 | 20.00 20.00 | 0.00 | Paid | Y 05/15/2020 |
| SCHMIDT KEVIN B 40934 | STAPLS0183644882000001 BLACK TONER FOR DISPATCH PRINTER & 100-5211-531100 | 05/13/2020 rgallo | 05/26/2020 | 229.38 229.38 | 0.00 | Paid | Y 05/15/2020 |
| SMITH JAMES A 40935 | WM SUPERCENTER #1571 WWTF CLEANING SUPPLIES 620-8010-827000 | 04/17/2020 rgallo | 05/26/2020 | 21.91 21.91 | 0.00 | Paid | Y 05/15/2020 |
| SMITH JAMES A 40936 | KALAHARI RESORT - WI ECOM WWTF CONVENTION MOTEL 620-8400-854100 | 04/29/2020 rgallo | 05/26/2020 | 129.00 129.00 | 0.00 | Paid | Y 05/15/2020 |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnalized Post Date |
|--------------------------|--|------------------------|------------|---------|---------|--------|------------------------|
| SMITH JAMES A 40937 | DNR WS2 EM1 EPAY DEM SRVF JS DNR LICENSE RENEWAL 620-8400-854100 | 04/29/2020 rgallo | 05/26/2020 | 0.79 | 0.00 | Paid | Y 05/15/2020 |
| | EDUCATIONAL/TRAINING EXPENSES | | | 0.79 | | | |
| SMITH JAMES A 40938 | DNR WS2 EM1 EPAY DEM SALE JS LCENSE RENEWAL FEE 620-8400-854100 | 04/29/2020 rgallo | 05/26/2020 | 45.00 | 0.00 | Paid | Y 05/15/2020 |
| | EDUCATIONAL/TRAINING EXPENSES | | | 45.00 | | | |
| STIEN JEFFREY R 40939 | AMAZON.COM*I39844YI3 SAFETY GOGGLES COVID-19 150-5231-531100 | 04/17/2020 rgallo | 05/26/2020 | 132.93 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | 132.93 | | | |
| STIEN JEFFREY R 40941 | AMZN MKTP US*0H7BM2Q23 EMS SUPPLIES 150-5231-531100 | 04/26/2020 rgallo | 05/26/2020 | 12.48 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | 12.48 | | | |
| STIEN JEFFREY R 40942 | ETRAILER CORPORATION 3492 REAR LIGHT REPLACEMENT 150-5222-539500 | 05/04/2020 rgallo | 05/26/2020 | 38.26 | 0.00 | Paid | Y 05/15/2020 |
| | REPAIRS & MAINTENANCE | | | 38.26 | | | |
| STIEN JEFFREY R 40943 | 2096 DOMINOS PIZZA ETFD APARTMENT FIRE REHAB 150-5223-531100 | 05/07/2020 rgallo | 05/26/2020 | 25.29 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | 25.29 | | | |
| STREIT DANIEL 40944 | APCO INTERNATIONAL INC ONLINE TRAINING FEE FOR 100-5211-533500 | 05/05/2020 rgallo | 05/26/2020 | 654.00 | 0.00 | Paid | Y 05/15/2020 |
| | TRAINING & TRAVEL | | | 654.00 | | | |
| SURA MATTHEW J 40945 | AMZN MKTP US*RB1DY63O3 EMS SUPPLIES 150-5231-531100 | 04/25/2020 rgallo | 05/26/2020 | 35.17 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | 35.17 | | | |
| SURA MATTHEW J 40946 | EMBROIDME SURA- CLOTHING 150-5221-534600 | 05/12/2020 rgallo | 05/26/2020 | 47.50 | 0.00 | Paid | Y 05/15/2020 |
| | CLOTHING ALLOWANCE | | | 47.50 | | | |
| WEGNER ANDREW P 40947 | CONWAY SHIELD HELMET FRONTS 150-5222-531100 | 05/05/2020 rgallo | 05/26/2020 | 71.47 | 0.00 | Paid | Y 05/15/2020 |
| | SUPPLIES | | | 71.47 | | | |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|--------------------------|--|------------------------|------------|------------------|---------|--------|-----------------------|
| WEIDL JOHN S 40948 | IEDC ONLINE IEDC AWARDS APPLICATION 100-5670-521900 | 04/20/2020 rgallo | 05/26/2020 | 345.00 345.00 | 0.00 | Paid | Y 05/15/2020 |
| WEIDL JOHN S 40950 | BADGER BURGER COMPANY PIZZA LUNCH THANK YOU TO STAFF STILL 100-5141-539900 | 04/28/2020 rgallo | 05/26/2020 | 98.82 98.82 | 0.00 | Paid | Y 05/15/2020 |
| WEIDL JOHN S 40952 | DAVID ALAN ALAN S SMOKEHO GIFT CARDS FOR IN-PERSON VOTING 100-5141-539900 | 05/04/2020 rgallo | 05/26/2020 | 325.00 325.00 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40953 | SIMPLIFY3D SOFTWARE 440-5890-580600 | 04/15/2020 rgallo | 05/26/2020 | 149.00 149.00 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40954 | SP * FLASHFORGE USA PTFE TUBE 440-5890-580600 | 04/15/2020 rgallo | 05/26/2020 | 24.00 24.00 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40955 | AMZN MKTP US*HP5658WX3 FILAMENT 440-5890-580600 | 04/15/2020 rgallo | 05/26/2020 | 133.99 133.99 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40956 | AMZN MKTP US*SC87W9Y53 GOLF SET 440-5511-533100 | 04/16/2020 rgallo | 05/26/2020 | 40.86 40.86 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40957 | SP * FLASHFORGE USA BUILD PLATE 440-5890-580600 | 04/22/2020 rgallo | 05/26/2020 | 78.00 78.00 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40958 | AMZN MKTP US*G891S43Y3 PLASTIC BAGS 440-5511-531100 | 04/23/2020 rgallo | 05/26/2020 | 33.50 33.50 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40959 | UWEX REGISTRATION ONLINE COURSE 440-5511-533500 | 04/23/2020 rgallo | 05/26/2020 | 225.00 225.00 | 0.00 | Paid | Y 05/15/2020 |

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| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|--------------------------|--|------------------------|------------|------------------|---------|--------|-----------------------|
| ZIMMERMANN ANGE 40960 | AMZN MKTP US*0E5NO0IN3 TRAFFIC CONES 440-5511-531100 | 04/24/2020 rgallo | 05/26/2020 | 96.74 96.74 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40961 | AMZN MKTP US*TL8SN98T3 FILAMENT 440-5890-580600 | 04/30/2020 rgallo | 05/26/2020 | 456.99 456.99 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40962 | AMZN MKTP US*TY4C24HC3 AM PAPER BAGS 440-5511-531100 | 05/04/2020 rgallo | 05/26/2020 | 176.97 176.97 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40963 | AMAZON.COM*9N7RU4EP3 STANCHIONS 440-5511-531100 | 05/04/2020 rgallo | 05/26/2020 | 672.00 672.00 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40964 | PRINT PACK AND SHIP CENTE SHIP PACKAGE 440-5890-580600 | 05/05/2020 rgallo | 05/26/2020 | 49.51 49.51 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40965 | WALGREENS #7039 GIFT CARDS 440-5890-580600 | 05/05/2020 rgallo | 05/26/2020 | 516.77 516.77 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40966 | AMZN MKTP US*U30UR6XO3 TAPE 440-5511-531100 | 05/05/2020 rgallo | 05/26/2020 | 87.54 87.54 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40967 | ADOBE IL CREATIVE CLD ILLUSTRATOR 440-5511-534000 | 05/09/2020 rgallo | 05/26/2020 | 22.04 22.04 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40968 | SHOCKBYTE MINECRAFT 7 440-5511-531400 | 05/10/2020 rgallo | 05/26/2020 | 5.00 5.00 | 0.00 | Paid | Y 05/15/2020 |
| ZIMMERMANN ANGE 40969 | ADOBE CREATIVE CLOUD CREATIVE CLOUD APPS 440-5511-534000 | 05/11/2020 rgallo | 05/26/2020 | 83.99 83.99 | 0.00 | Paid | Y 05/15/2020 |

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| Inv Num | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Jrnalized |
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| Inv Ref# | Description | Entered By | | | | | Post Date |
| | GL Distribution | | | | | | |
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| ZIMMERMANN ANGE | | | | | | | |
| 40970 | AMZN MKTP US*MC3LW22D1 | 05/13/2020 | 05/26/2020 | 23.98 | 0.00 | Paid | Y |
| | BOOK | rgallo | | | | | 05/15/2020 |
| | 440-5700-532800 | BOOKS | | 23.98 | | | |

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

| | | | | | | |
|-----------------------------------|-----|--------|---|---------|------------|------|
| # of Invoices: | 102 | # Due: | 0 | Totals: | 17,369.03 | 0.00 |
| # of Credit Memos: | 9 | # Due: | 0 | Totals: | (2,084.75) | 0.00 |
| Net of Invoices and Credit Memos: | | | | | 15,284.28 | 0.00 |

--- TOTALS BY GL DISTRIBUTION ---

| | | |
|-----------------|------------------------------------|------------|
| 100-5111-531100 | TRUSTEE LAPTOP BAGS | 266.40 |
| 100-5111-533500 | TRUSTEE JOHNSON LEAGUE 101 | 103.00 |
| 100-5141-533500 | TRAINING & TRAVEL | 35.00 |
| 100-5141-539900 | OTHER | 423.82 |
| 100-5142-531100 | LAPTOP HEADSET | 185.06 |
| 100-5142-533500 | TRAINING & TRAVEL | 100.00 |
| 100-5144-531100 | DYMO ABSENTEE LABELS | 53.65 |
| 100-5153-531200 | BOARD OF REVIEW TRAINING MATERIALS | 35.00 |
| 100-5211-521900 | PROFESSIONAL SERVICES | 60.00 |
| 100-5211-531100 | SUPPLIES | 537.97 |
| 100-5211-533500 | TRAINING & TRAVEL | 654.00 |
| 100-5211-539400 | BLDG REPAIRS & MAINTENANCE | 74.03 |
| 100-5212-531100 | SUPPLIES | 75.40 |
| 100-5212-539500 | REPAIRS & MAINTENANCE | 14.04 |
| 100-5324-539500 | REPAIRS & MAINTENANCE | 99.99 |
| 100-5347-531100 | SUPPLIES | 2,184.00 |
| 100-5521-531100 | SUPPLIES | 4,341.37 |
| 100-5522-531100 | SUPPLIES | 179.95 |
| 100-5670-521900 | PROFESSIONAL SERVICES | 345.00 |
| 100-5670-533500 | TRAINING & TRAVEL | (1,390.00) |
| 150-5221-534600 | CLOTHING ALLOWANCE | 47.50 |
| 150-5222-531100 | SUPPLIES | 71.47 |
| 150-5222-539500 | REPAIRS & MAINTENANCE | 38.26 |
| 150-5223-531100 | SUPPLIES | 25.29 |
| 150-5231-531100 | SUPPLIES | 60.59 |
| 440-5511-531100 | SUPPLIES | 3,207.86 |
| 440-5511-531400 | META SPACE EQUIPMENT & SUPPLIE | 5.00 |
| 440-5511-532700 | NEWSPAPERS | 128.97 |
| 440-5511-533100 | PROGRAMMING | 54.67 |
| 440-5511-533500 | TRAINING & TRAVEL | 225.00 |
| 440-5511-534000 | DIGITAL MATERIALS | 188.30 |
| 440-5700-532800 | BOOKS | 23.98 |
| 440-5700-532900 | AV MATERIAL | 511.85 |
| 440-5890-580600 | DONATED FUND EXPENDITURES | 1,513.57 |
| 610-6200-662500 | MAINTENANCE-PUMPING | 202.36 |
| 610-6920-693000 | MISC GENERAL EXPENSES | (512.76) |
| 620-8010-827000 | OPERATION SUPPLY/EXPENSE | 512.19 |
| 620-8010-833000 | MAINT-TREATMENT/DISPOSAL PLANT | 298.71 |
| 620-8400-854100 | EDUCATIONAL/TRAINING EXPENSES | 303.79 |

05/27/2020 10:35 AM

User: rgallo

DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 05/26/2020 - 05/26/2020
 JOURNALIZED OPEN AND PAID
 BANK CODE: GEN - CHECK TYPE: EFT

Page: 14/15

| Inv Num Inv Ref# | Vendor Description GL Distribution | Inv Date Entered By | Due Date | Inv Amt | Amt Due | Status | Jrnlized Post Date |
|--|--|------------------------|----------|------------|---------|--------|-----------------------|
| --- TOTALS BY FUND --- | | | | | | | |
| | 100 - GENERAL FUND | | | 8,377.68 | 0.00 | | |
| | 150 - FIRE/AMBULANCE FUND | | | 243.11 | 0.00 | | |
| | 440 - LIBRARY FUND | | | 5,859.20 | 0.00 | | |
| | 610 - WATER UTILITY FUND | | | (310.40) | 0.00 | | |
| | 620 - SEWER UTILITY FUND | | | 1,114.69 | 0.00 | | |
| --- TOTALS BY DEPT/ACTIVITY --- | | | | | | | |
| | 5111 - VILLAGE BOARD | | | 369.40 | 0.00 | | |
| | 5141 - VILLAGE ADMINISTRATION/FINA | | | 458.82 | 0.00 | | |
| | 5142 - CLERK-TREASURER | | | 285.06 | 0.00 | | |
| | 5144 - ELECTIONS | | | 53.65 | 0.00 | | |
| | 5153 - ASSESSMENT OF PROPERTY | | | 35.00 | 0.00 | | |
| | 5211 - POLICE ADMINISTRATION | | | 1,326.00 | 0.00 | | |
| | 5212 - POLICE PATROL | | | 89.44 | 0.00 | | |
| | 5221 - FIRE ADMINISTRATION | | | 47.50 | 0.00 | | |
| | 5222 - FIRE SUPPRESSION | | | 109.73 | 0.00 | | |
| | 5223 - FIRE TRAINING | | | 25.29 | 0.00 | | |
| | 5231 - AMBULANCE | | | 60.59 | 0.00 | | |
| | 5324 - MACHINERY & EQUIPMENT | | | 99.99 | 0.00 | | |
| | 5347 - SNOW & ICE CONTROL | | | 2,184.00 | 0.00 | | |
| | 5511 - LIBRARY SERVICES | | | 3,809.80 | 0.00 | | |
| | 5521 - PARKS | | | 4,341.37 | 0.00 | | |
| | 5522 - CELEBRATIONS | | | 179.95 | 0.00 | | |
| | 5670 - ECONOMIC DEVELOPMENT | | | (1,045.00) | 0.00 | | |
| | 5700 - CAPITAL OUTLAY EXPENDITURES | | | 535.83 | 0.00 | | |
| | 5890 - USE OF DESIGNATED FUNDS | | | 1,513.57 | 0.00 | | |
| | 6200 - PUMPING OPERATIONS | | | 202.36 | 0.00 | | |
| | 6920 - ADMINISTRATIVE & GENERAL EX | | | (512.76) | 0.00 | | |
| | 8010 - WWTP-TREATMENT/DISPOSAL/GP | | | 810.90 | 0.00 | | |
| | 8400 - ADMINISTRATIVE & GENERAL | | | 303.79 | 0.00 | | |
| --- TOTALS BY PAYMENT CARD ACCOUNT --- | | | | | | | |
| | 0366 | | | 55.00 | | | |
| | 0960 | | | 2,875.88 | | | |
| | 1275 | | | 197.37 | | | |
| | 2365 | | | 534.13 | | | |
| | 2380 | | | 768.82 | | | |
| | 2544 | | | 545.12 | | | |
| | 3064 | | | 89.44 | | | |
| | 3167 | | | 71.47 | | | |
| | 4746 | | | 82.67 | | | |
| | 5538 | | | 654.00 | | | |

05/27/2020 10:35 AM
User: rgallo
DB: Mukwonago

INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 05/26/2020 - 05/26/2020
JOURNALIZED OPEN AND PAID
BANK CODE: GEN - CHECK TYPE: EFT

| Inv Num | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Jrnlized |
|--|-------------|------------|----------|----------|---------|--------|-----------|
| Inv Ref# | Description | Entered By | | | | | Post Date |
| GL Distribution | | | | | | | |
| --- TOTALS BY PAYMENT CARD ACCOUNT --- | | | | | | | |
| | 6347 | | | 177.99 | | | |
| | 6370 | | | 208.96 | | | |
| | 6639 | | | 129.00 | | | |
| | 7403 | | | 196.70 | | | |
| | 7940 | | | 2,499.38 | | | |
| | 8378 | | | 672.00 | | | |
| | 8389 | | | 805.79 | | | |
| | 9625 | | | 2,307.90 | | | |
| | 9708 | | | 4,497.41 | | | |

04/29/2020 03:53 PM
User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/01/2020 - 05/01/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|-------------------|------|---------|--------------------------------|------------------------------|-----------------|----------------|
| 05/01/2020 | GEN | 157 (E) | GREAT WEST RETIREMENT SERVICES | RETIREMENT PR 050120 | 100-0000-215250 | 500.00 |
| | | 157 (E) | | RETIREMENT PR 050120 | 150-0000-215250 | 74.00 |
| | | 157 (E) | | RETIREMENT PR 050120 | 610-0000-215250 | 100.00 |
| | | 157 (E) | | RETIREMENT PR 050120 | 620-0000-215250 | 100.00 |
| | | | | | | <hr/> 774.00 |
| 05/01/2020 | GEN | 158 (E) | PAYROLLDATA.COM | PAYROLL DATA FEE PR 05/01/20 | 100-5111-539900 | 23.28 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5120-539900 | 6.65 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5141-539900 | 23.28 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5142-539900 | 6.65 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5144-521900 | 36.59 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5211-539900 | 29.93 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5212-539900 | 29.93 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5213-521900 | 6.65 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5241-539900 | 6.65 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5300-539900 | 29.93 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5632-539900 | 3.33 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 100-5670-521900 | 3.33 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 150-5221-539900 | 109.77 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 440-5511-539900 | 69.84 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 610-6920-693000 | 16.63 |
| | | 158 (E) | | PAYROLL DATA FEE PR 05/01/20 | 620-8400-856000 | 13.30 |
| | | | | | | <hr/> 415.74 |
| 05/01/2020 | GEN | 29702 | VANTAGEPOINT TRANSFER AGENTS | RETIREMENT PR 05/01/20 | 100-0000-215250 | 2,907.39 |
| | | 29702 | | RETIREMENT PR 05/01/20 | 150-0000-215250 | 1.21 |
| | | 29702 | | RETIREMENT PR 05/01/20 | 440-0000-215250 | 465.59 |
| | | 29702 | | RETIREMENT PR 05/01/20 | 610-0000-215250 | 358.99 |
| | | 29702 | | RETIREMENT PR 05/01/20 | 620-0000-215250 | 179.22 |
| | | | | | | <hr/> 3,912.40 |
| TOTAL - ALL FUNDS | | | | TOTAL OF 3 CHECKS | | 5,102.14 |

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User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/04/2020 - 05/04/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-------------------|-----------------------------|-----------------|--------------|
| 05/04/2020 | GEN | 29703 | GOVEIA, AUSTIN | UB refund for account: 6497 | 610-0000-142000 | 2.20 |
| | | 29703 | | UB refund for account: 6497 | 620-0000-142000 | 1.72 |
| | | | | | | <hr/> 3.92 |
| 05/04/2020 | GEN | 29704 | KINNEY, CAROL | UB refund for account: 4102 | 410-0000-142000 | 0.95 |
| | | 29704 | | UB refund for account: 4102 | 610-0000-142000 | 3.19 |
| | | 29704 | | UB refund for account: 4102 | 620-0000-142000 | 1.58 |
| | | | | | | <hr/> 5.72 |
| 05/04/2020 | GEN | 29705 | PHANTOM WOODS LLC | UB refund for account: 6466 | 610-0000-142000 | 179.21 |
| | | 29705 | | UB refund for account: 3572 | 620-0000-142000 | 47.14 |
| | | | | | | <hr/> 226.35 |
| 05/04/2020 | GEN | 29706 | TADYSAK, TAMMY | UB refund for account: 6498 | 610-0000-142000 | 6.65 |
| | | 29706 | | UB refund for account: 6498 | 620-0000-142000 | 6.14 |
| | | | | | | <hr/> 12.79 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 4 CHECKS | | 248.78 |

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User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/06/2020 - 05/06/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------|------------------------------------|-----------------|--------------|
| 05/06/2020 | GEN | 159 (E) | INVOICE CLOUD | INVOICE CLOUD MONTHLY FEES - APRIL | 100-5142-539900 | 6.32 |
| | | 159 (E) | | INVOICE CLOUD MONTHLY FEES - APRIL | 100-5241-539900 | 8.78 |
| | | 159 (E) | | INVOICE CLOUD MONTHLY FEES - APRIL | 410-5363-539900 | 62.21 |
| | | 159 (E) | | INVOICE CLOUD MONTHLY FEES - APRIL | 610-6920-692100 | 77.23 |
| | | 159 (E) | | INVOICE CLOUD MONTHLY FEES - APRIL | 620-8300-840000 | 62.21 |
| | | | | | | <hr/> 216.75 |
| 05/06/2020 | GEN | 160 (E) | VILLAGE OF MUKWONAGO | B19-0005 CHAPMAN FARMS VILLAS | 100-0000-211425 | 1,078.35 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 2 CHECKS | | 1,295.10 |

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User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/13/2020 - 05/13/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|--------------------------------|------------------------------------|-----------------|--------------|
| 05/13/2020 | GEN | 161 (E) | GREAT WEST RETIREMENT SERVICES | RETIREMENT PR 051520 | 100-0000-215250 | 500.00 |
| | | 161 (E) | | RETIREMENT PR 051520 | 150-0000-215250 | 206.72 |
| | | 161 (E) | | RETIREMENT PR 051520 | 610-0000-215250 | 100.00 |
| | | 161 (E) | | RETIREMENT PR 051520 | 620-0000-215250 | 100.00 |
| | | | | | | <hr/> 906.72 |
| 05/13/2020 | GEN | 162 (E) | PAYROLLDATA.COM | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5111-539900 | 35.41 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5120-539900 | 14.10 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5141-539900 | 26.96 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5142-539900 | 9.40 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5144-521900 | 34.40 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5211-539900 | 42.31 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5212-539900 | 48.86 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5213-521900 | 9.40 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5241-539900 | 9.40 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5300-539900 | 45.76 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5632-539900 | 4.70 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 100-5670-521900 | 4.70 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 150-5221-539900 | 179.54 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 440-5511-539900 | 97.47 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 610-6902-690300 | 22.26 |
| | | 162 (E) | | PAYROLL PROCESSING FEE PR 05/15/20 | 620-8300-840000 | 17.55 |
| | | | | | | <hr/> 602.22 |
| 05/13/2020 | GEN | 29797 | EAST TROY SCHOOL DISTRICT | MAY 2020 TAX SETTLEMENT | 720-0000-246200 | 29,553.28 |
| 05/13/2020 | GEN | 29798 | GATEWAY TECHNICAL COLLEGE | MAY 2020 TAX SETTLEMENT | 720-0000-246300 | 2,633.24 |
| 05/13/2020 | GEN | 29799 | MUKWONAGO AREA SCHOOLS | MAY 2020 TAX SETTLEMENTS | 720-0000-246000 | 399,234.48 |
| 05/13/2020 | GEN | 29800 | PHANTOM LAKES MGMT DISTRICT | MAY 2020 TAX SETTLEMENT | 720-0000-245000 | 2,670.18 |
| 05/13/2020 | GEN | 29801 | WALWORTH CTY TREASURER | MAY 2020 TAX SETTLEMENT | 720-0000-243110 | 12,418.159 |

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User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/13/2020 - 05/13/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|------------------------------|---|-----------------|----------------|
| 05/13/2020 | GEN | 29802 | WAUKESHA CTY TREASURER | MAY 2020 TAX SETTLEMENT | 720-0000-243100 | 94,052.01 |
| 05/13/2020 | GEN | 29803 | WCTC | MAY 2020 TAX SETTLEMENT | 720-0000-246100 | 18,614.45 |
| 05/13/2020 | GEN | 29804 | MINNESOTA LIFE INSURANCE | JUNE 2020 PREM LIFE INSURANCE | 100-0000-215301 | 1,134.93 |
| | | 29804 | | JUNE 2020 PREM LIFE INSURANCE | 150-0000-215301 | 116.38 |
| | | 29804 | | JUNE 2020 PREM LIFE INSURANCE | 440-0000-215301 | 181.52 |
| | | 29804 | | JUNE 2020 PREM LIFE INSURANCE | 610-0000-215301 | 93.62 |
| | | 29804 | | JUNE 2020 PREM LIFE INSURANCE | 620-0000-215301 | 54.37 |
| | | | | | | <hr/> 1,580.82 |
| 05/13/2020 | GEN | 29805 | VANTAGEPOINT TRANSFER AGENTS | RETIREMENT PR 05/15/20 ID 333360 / 100-0000-215250 ACCT 305155 | | 2,875.87 |
| | | 29805 | | RETIREMENT PR 05/15/20 ID 333360 / 150-0000-215250 | | 2.92 |
| | | 29805 | | RETIREMENT PR 05/15/20 ID 333360 / 440-0000-215250 | | 465.59 |
| | | 29805 | | RETIREMENT PR 05/15/20 ID 333360 / 610-0000-215250 | | 316.33 |
| | | 29805 | | RETIREMENT PR 05/15/20 ID 333360 / 620-0000-215250 | | 224.85 |
| | | | | | | <hr/> 3,885.56 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 11 CHECKS | | 566,151.18 |

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User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/19/2020 - 05/19/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------|---------------------------------|-----------------|-----------------|
| 05/19/2020 | GEN | 163 (E) | EMPLOYEE TRUST FUNDS | JUNE 2020 PREM HEALTH INSURANCE | 100-0000-215300 | 49,728.11 |
| | | 163 (E) | | JUNE 2020 PREM HEALTH INSURANCE | 150-0000-215300 | 9,190.61 |
| | | 163 (E) | | JUNE 2020 PREM HEALTH INSURANCE | 440-0000-215300 | 7,379.26 |
| | | 163 (E) | | JUNE 2020 PREM HEALTH INSURANCE | 610-0000-215300 | 4,445.99 |
| | | 163 (E) | | JUNE 2020 PREM HEALTH INSURANCE | 620-0000-215300 | 3,572.01 |
| | | | | | | <hr/> 74,315.98 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 1 CHECKS | | 74,315.98 |

05/28/2020 12:05 PM

User: mschneider

DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO

CHECK DATE FROM 05/21/2020 - 05/21/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|---------------------------|--------------------------------------|-----------------|------------|
| 05/21/2020 | GEN | 29877 | THE POINTE APARTMENTS LLC | 1ST PMNT DUE PER DEVELOPER AGREEMENT | 240-5670-589500 | 383,333.33 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 1 CHECKS | | 383,333.33 |

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User: lberndt
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/27/2020 - 05/27/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|--------------------------------|---|-----------------|-----------------|
| 05/27/2020 | GEN | 166 (E) | DELTA DENTAL OF WISCONSIN | JUNE 2020 DENTAL PREMIUMS | 100-0000-215304 | 310.64 |
| 05/27/2020 | GEN | 167 (E) | GREAT WEST RETIREMENT SERVICES | RETIREMENT PR 052920 | 100-0000-215250 | 500.00 |
| | | 167 (E) | | RETIREMENT PR 052920 | 150-0000-215250 | 220.49 |
| | | 167 (E) | | RETIREMENT PR 052920 | 610-0000-215250 | 100.00 |
| | | 167 (E) | | RETIREMENT PR 052920 | 620-0000-215250 | 100.00 |
| | | | | | | <hr/> 920.49 |
| 05/27/2020 | GEN | 168 (E) | PAYROLLDATA.COM | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5111-539900 | 23.17 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5120-539900 | 6.62 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5141-539900 | 19.86 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5142-539900 | 6.62 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5211-539900 | 29.79 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5212-539900 | 29.79 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5213-521900 | 6.62 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5241-539900 | 6.62 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5300-539900 | 33.10 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5632-539900 | 3.31 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 100-5670-521900 | 3.31 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 150-5221-539900 | 129.14 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 440-5511-539900 | 72.83 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 610-6902-690300 | 16.55 |
| | | 168 (E) | | PAYROLL PROCESSING FEE PR 05/29/20 | 620-8300-840000 | 13.24 |
| | | | | | | <hr/> 400.57 |
| 05/27/2020 | GEN | 169 (E) | WI RETIREMENT SYSTEM | WISCONSIN RETIREMENT CONTRIBUTIONS - APRIL 2020 | 100-0000-215200 | 29,892.63 |
| | | 169 (E) | | WISCONSIN RETIREMENT CONTRIBUTIONS - | 150-0000-215200 | 8,091.42 |
| | | 169 (E) | | WISCONSIN RETIREMENT CONTRIBUTIONS - | 440-0000-215200 | 5,276.34 |
| | | 169 (E) | | WISCONSIN RETIREMENT CONTRIBUTIONS - | 500-0000-215200 | 35.74 |
| | | 169 (E) | | WISCONSIN RETIREMENT CONTRIBUTIONS - | 610-0000-215200 | 2,479.74 |
| | | 169 (E) | | WISCONSIN RETIREMENT CONTRIBUTIONS - | 620-0000-215200 | 1,810.60 |
| | | | | | | <hr/> 47,586.47 |
| 05/27/2020 | GEN | 29878 | AFLAC | ACCOUNT# V1553 MAY PREMS | 100-0000-215302 | 310.13 |
| | | 29878 | | ACCOUNT# V1553 MAY PREMS | 150-0000-215302 | 251.92 |
| | | 29878 | | ACCOUNT# V1553 MAY PREMS | 610-0000-215302 | 50.76 |

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User: lberndt
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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 05/27/2020 - 05/27/2020

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| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|-------------------------------|------------------------------------|-----------------|----------------|
| | | 29878 | | ACCOUNT# V1553 MAY PREMS | 620-0000-215302 | 50.74 |
| | | | | | | <hr/> 663.55 |
| 05/27/2020 | GEN | 29879 | MUKWONAGO PROFESSIONAL | MAY 2020 FIRE UNION DUES | 150-0000-215500 | 405.00 |
| 05/27/2020 | GEN | 29880 | MUKWONAGO PROFESSIONAL POLICE | MAY 2020 POLICE UNION DUES | 100-0000-215500 | 750.00 |
| 05/27/2020 | GEN | 29881 | VANTAGEPOINT TRANSFER AGENTS | RETIREMENT PR 05/29/20 ACCT 305155 | 100-0000-215250 | 2,863.19 |
| | | 29881 | | RETIREMENT PR 05/29/20 ACCT 305155 | 150-0000-215250 | 2.19 |
| | | 29881 | | RETIREMENT PR 05/29/20 ACCT 305155 | 440-0000-215250 | 465.59 |
| | | 29881 | | RETIREMENT PR 05/29/20 ACCT 305155 | 610-0000-215250 | 317.83 |
| | | 29881 | | RETIREMENT PR 05/29/20 ACCT 305155 | 620-0000-215250 | 226.49 |
| | | | | | | <hr/> 3,875.29 |
| 05/27/2020 | GEN | 29882 | VILLAGE OF MUKWONAGO MRA | MAY 2020 FSA | 100-0000-215350 | 3,114.98 |
| | | 29882 | | MAY 2020 FSA | 150-0000-215350 | 638.44 |
| | | 29882 | | MAY 2020 FSA | 440-0000-215350 | 35.76 |
| | | | | | | <hr/> 3,789.18 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 9 CHECKS | | 58,701.19 |

| Check Date | Bank | Check # | Payee | Description | GL # | Amount |
|------------|------|---------|----------------------|---|-----------------|-----------|
| 05/28/2020 | GEN | 29883 | VILLAGE OF MUKWONAGO | TAX ERROR - ASSESSOR MUKV1962-996-008 | 100-5191-560100 | 11,169.18 |
| 05/28/2020 | GEN | 29884 | VILLAGE OF MUKWONAGO | TAX ERROR - ASSESSOR - MUKV 1962-996 -009 | 100-5191-560100 | 13,848.37 |
| | | | TOTAL - ALL FUNDS | TOTAL OF 2 CHECKS | | 25,017.55 |



| | |
|---|------------------------------|
| Committee/Board: | COTW |
| Topic: | Small Business Grant Program |
| From: | JSW |
| Department: | Administration/Finance |
| Presenter: | JSW |
| Date of Committee Action (if required): | 6/3/20 |
| Date of Village Board Action (if required): | 6/17/20 |

Information

Subject: Small Business Grant Program

Background Information/Rationale: Multiple elected officials contacted me after the last Village Board meeting, including the Finance Chair, asking about a more specific program to discuss assisting small business, post Safer at Home order. Please see the attached.

Key Issues for Consideration: 1) Concerns over picking winners and losers. One solution: appoint a sub-committee to vet applications and the Village Board votes on recommendations. Staff would be happy to assist sub-committee members to ensure completeness, economic impact, and viability of proposal. 2) Using tax dollars to assist businesses. One solution: use de-federalized CBDG funds which were provided to the Village to provide loans to businesses. The purpose of the funding will not change, only the repayment requirement.

Fiscal Impact (If any): Relative to taxes and debt? None, if you use de-federalized CBDG funds. Total amount to allocate? \$50K is suggested. If the sub-committee is flooded with applications, we can take another look at it.

Requested Action by Committee/Board: Review the proposed grant program that would provide up to \$5,000 for any business located in the 53148 zip code that has sales/revenue of under \$1M per annum, provided the sub-committee recommends funding and that is approved by the Village Board. Please provide feedback. If the form and function is mostly acceptable, allow staff to prepare a final format for review and approval at the next Village Board meeting.

Attachments

Small Business Grant Program

Village of Mukwonago

Small Business Grant Program

Village of Mukwonago, 440 River Crest Court, Mukwonago, WI, 53149-262-363-6420

I. PURPOSE

The Village of Mukwonago's Small Business Grant Program (SBG) will give small businesses in the Village (53149 zip code) direct financial support for eligible projects. The goal of this program will be to help businesses under \$1,000,000 in annual sales recover successfully from the Village State of Emergency. The Village will use defederalized CDBG funds to provide grants \$5,000 per qualifying business.

II. TARGET AREA

Any business in the 53149 zip code under \$1,000,000 in annual sales/revenue.

III. OBJECTIVES

The Zero Interest Loan Program has the following objectives:

1. To help small businesses that closed or partially closed for the related to the Safer at Home order, the Village's State of Emergency or the coronavirus reopen in a way that also encourages reinvestment in the community.

IV. FUNDING

The funding for this program is provided by Mukwonago's defederalized CDBG funds in a total amount not to exceed \$100,000. Grants will be distributed on a first come, first serve basis, and will be limited to the funds currently available. A subcommittee appointed by the Village of Mukwonago trustees will review applications and provide recommendations to the Village Board.

The approval process will consider the attached application and the statement of need.

Maximum Grant Amount

Loans have a maximum of \$5,000 per qualifying business, until all available funds are expended.

V. APPLICANT ELIGIBILITY REQUIREMENTS

The program is intended to assist small businesses in the Downtown Overlay District.

1. Businesses must be located within the 53149 zip code.
2. Businesses must have annual sales/revenue less than \$1,000,000 annually.
3. Applicants must provide a good or service. This will typical be retail businesses.
4. Applicants must have a bank account.

Village of Mukwonago Small Business Grant Program

5. Applicants must use this grant for the stated business purposes in the application.

Eligible Costs

The program will fund the following:

1. Rent, Mortgage, or Lease
2. Employee retention
3. Exterior Signage
4. Exterior Lighting
5. Other exterior improvements to improve visibility
6. Improve technological infrastructure E.g. Online sales
7. Other ideas, if explained outcomes match the spirit of the guidelines

Note: Funds may not be used towards permit fees for all above work requiring Village building or review permit fees.

VI. APPROVAL PROCESS

1. Applications should be submitted electronically to the Village Administrator at jweidl@villageofmukwonago.com or mailed/dropped off at Village Hall, 440 River Crest Ct., Mukwonago, WI 53149.
2. If the application meets all requirements and is approved, a Conditional Letter of Approval will be sent to the owner/tenant. This letter may require modifications to the original application.
3. The applicant must submit proof of location and revenues within the designated area.
4. Following approval by the appointed subcommittee, recommendation will be given to the Village Board.
5. Following approval from the Village Board, the applicant must sign the grant agreement, provided on an approved form by Village hall, and returned to the Village Hall.

VII. POST APPROVAL PROCESS

Monies will be distributed to the applicant upon completion of the following activities:

1. Grants will be dispersed within 30 days of award. Applicants, after approval, have up to 6 months to use their funds. If an applicant needs more time to use funds, he or she must provide a written statement with a reasonable justification for an extension to the Village Board. Extensions are reviewed and considered by the Village Board and are not guaranteed.
2. Property taxes and utility payments must be current, and applicants may have no debts in arrears to the Village when the grant is considered.

Village of Mukwonago Small Business Grant Program

VIII. APPLICATION (Please fill all lines, if not applicable use N/A)

Name of business: _____

Business address: _____

Applicant name: _____

Telephone number: _____

E-Mail address: _____

Applicant mailing address: _____

What good or service do you provide? _____

How many employees do you currently have? _____

What are your annual revenues/sales? _____

Do you agree to retain all current employees for the next 6 months following the award date?

☐ Yes

☐ No, if no please explain _____

Provide a business description: Explain what your business does, why it was founded, who your clientele is, how your business is run, what your business represents, day to day operations, future goals, and any awards or accomplishments your business has earned. This should be about two paragraphs. Please attach any supplemental documents to application and include photos of your business.

Purpose of your grant: Communicate the general and long-term effects of the grant award. Describe your business needs and select all that apply below.

☐ Employee retention

☐ Rent, mortgage, or lease

☐ Exterior Signage

☐ Exterior Lighting

☐ Other exterior improvements to improve visibility

☐ Improve technological infrastructure
E.g. Online sales

Village of Mukwonago Small Business Grant Program

- ☐ Code Violations
☐ ADA Compliance

☐ Other: _____

Total amount requested (*up to 5,000*) _____

What evidence will you provide to support that the funds are used for eligible business purposes?
(Please attach any documents referenced electronically with completed application).

Do we have permission to do a credit check, check bank records, check tax records or profit loss statement to demonstrate viability?

- ☐ Yes
☐ No

State Filing, and Employer Identification Number (EIN), or a business number: _____

Personal Guarantee: I _____ as the preparer of this application do hereby certify to the accuracy and completeness of the statements made and information supplied in this application. Dated this ____ day of _____, 2020.

By signing below, Applicant agrees that all above information is true and accurate. Should any of the information be provided not be accurate, the Village, at its discretion, will demand a full refund of any awarded funds within 15 days of the Village requesting such funds in writing.

Signature of Applicant

Print Name

**APPLICANTS WHO DEVIATE FROM THE APPROVED APPLICATION WILL BE DISQUALIFIED FROM THIS GRANT PROGRAM.
APPLICATION DOES NOT GUARANTEE AWARD**



May 27, 2020

Report to Village Board on Waukesha-Walworth Tax Levy Apportionment Issue

Introduction

This report explains how the calculations are done to apportion the Village of Mukwonago's property tax levy between Village properties in Waukesha and Walworth Counties. It also discusses how the introduction of TID #5 in Walworth County into the calculation of the 2019 tax bill revealed an apportionment error going back to at least 2011, and possibly as far back as 2005 which is the year TID #3 in Waukesha County began generating a tax increment. Lastly, it will illustrate the true impact of TID #5 on the 2019 tax bills for properties in Walworth County.

Throughout the report, specific terms will be defined to help explain the process and some acronyms will be used once the term has been explained. The Wisconsin **Department of Revenue's (DOR)** "2020 Guide for Property Owners" provides additional detailed information that is useful in understanding the property tax concepts outlined in this report. It can be accessed at <https://www.revenue.wi.gov/DOR%20Publications/pb060.pdf>

Tax Levy Apportionment Between Counties

The Village of Mukwonago has properties in both Waukesha and Walworth counties. The property tax levy adopted by the Village Board during the annual budget process is apportioned to each county based the total **Equalized Values (EV)** of the Village properties in each county. Equalized values, as determined by the **DOR**, are used to ensure a uniform apportionment among taxing jurisdictions who use differing assessment rates. Exhibit A is a simplified example of a \$1,000,000 tax levy apportionment between the two counties and assumes neither county has a **Tax Increment District (TID)**:

| Exhibit A | Equalized Value | Apportioned Factor | Village Tax Levy |
|------------------------------|----------------------|--------------------|--------------------|
| Waukesha County EV | \$75,000,000 | 75% | \$750,000 |
| Walworth County EV | 25,000,000 | 25% | 250,000 |
| Total Equalized Value | \$100,000,000 | 100% | \$1,000,000 |

If the municipality has a TID in either one or both counties, the concept of "**TID-in**" and "**TID-out**" equalized values comes into play. The difference between a **TID-in EV** and a **TID-out EV** is the equalized value of the properties within the TID(s). TID-out EVs should be used to apportion the tax levy so the result would be the same as the above example which assumed there wasn't a TID in either county. The example in Exhibit B shows how the apportionment for the tax levy changes if Waukesha County's TID-in Value of \$3,000,000 is included in the equalized value.

| Exhibit B | Equalized Value | Apportioned Factor | Village Tax Levy |
|----------------------------------|--------------------|--------------------|--------------------|
| Waukesha County TID-in EV | 78,000,000 | 75.728% | \$757,280 |
| Walworth County EV | 25,000,000 | 24.272% | 242,720 |
| Total Equalized Value | 103,000,000 | 100% | \$1,000,000 |

When the TID-in EV for Waukesha County is used, there is a \$7,280 shift increasing the amount of the tax levy apportioned to Waukesha County properties and decreasing the amount to Walworth County properties. **This is the apportionment error that was discovered in preparing the calculations for the Village's 2019 tax bills.**

Calculating Tax Rates

The effect of this apportionment error on individual tax bills starts with an explanation of how the tax rate is calculated. While the apportionment is calculated on TID-out equalized values, tax rates are based on the **Assessed Value (AV)** of the properties within a taxing district as determined by the local Assessor.

Tax Rate per \$1,000 of Assessed Value = ((Apportioned Levy + Tax Increments)/Assessed Value)*1,000

Tax Bill = (Assessed Value of Property * Tax Rate)/1,000

Tax rates are calculated by dividing the apportioned levy for the county plus calculated increments from any TIDs within that county by the total Assessed Values of the properties within the county and multiplying that result by 1,000. The impact on an individual property is calculated by multiplying the Assessed Value of the property by the Tax Rate and dividing the result by 1,000.

For illustrative purposes in the exhibits below, assume the Assessed Value is 97% of the TID-out Equalized Value for both counties. Also, only the apportioned levy (without the additional tax increment that would be calculated for Waukesha County) is used to provide an apples-to-apples comparison of rates between these two exhibits.

| Exhibit C (TID-out Levy only Apportionment) | Apportioned Factor | Village Tax Levy | Assessed Value | Tax Rate | Impact on a property assessed at \$220,000 |
|---|-----------------------|---------------------|-------------------|----------|---|
| Waukesha County EV | 75% | \$750,000 | 72,750,000 | \$10.31 | \$2,268 |
| Walworth County EV | 25% | 250,000 | 24,250,000 | \$10.31 | 2,268 |
| Total Equalized Value | 100% | \$1,000,000 | 97,000,000 | | |

| Exhibit D (TID-in Levy only Apportionment) | Apportioned Factor | Village Tax Levy | Assessed Value | Tax Rate | Impact on a property assessed at \$220,000 |
|--|-----------------------|---------------------|-------------------|-------------|---|
| Waukesha County EV | 75.728% | \$757,280 | 72,750,000 | \$10.41 | \$2,290 |
| Walworth County EV | 24.272% | 242,720 | 24,250,000 | \$10.01 | 2,202 |
| Total Equalized Value | 100% | \$1,000,000 | 97,000,000 | | |

Exhibit D above illustrate how the apportionment error calculated on TID-in equalized values results in a higher tax rate for properties in Waukesha County and a lower rate for those in Walworth County than the values calculated in Exhibit C which are based on TID-out equalized values

Impact of a Tax Increment District on Tax Rate

If a municipality has a TID, there is slight impact on the tax rate used to calculate the bills once the increment is factored in. Using the \$78,000,000 TID-in equalized value from the apportionment example, and assuming a 97% assessment factor, Exhibit E shows how the increment is calculated based on the tax rate for the Village's tax levy for both the correctly apportioned amount as well as the incorrectly apportioned one.

| Exhibit E Waukesha County Only TID-In Assessed Value \$75,660,000 | Village Tax Levy | Tax Rate | Increment (\$3,000,000 X Tax Rate) / 1,000 | Total Amount to Levy (Tax + Increment) | Adjusted Rate including Increment | Impact on property assessed at \$220,000 |
|---|---------------------|-------------|---|---|--|---|
| TID-out EV apportionment | \$750,000 | \$10.31 | \$30,930 | \$780,930 | \$10.32 | With TID \$2,270 w/o TID \$2,268 |
| TID-in EV apportionment | \$757,280 | \$10.41 | \$31,230 | \$788,510 | \$10.42 | With TID \$2,292 w/o TID \$2,290 |

The difference in both examples shows a \$2 increase to the tax bill on a \$220,000 assessed value property if there is a TID within the county.

How These Examples Relate to the Actual 2019 Tax Bill Calculations

Waukesha County has had a TID with equalized and assessed values since 2004 whereas 2019 was the first tax year that Walworth County had these same values attributed to a TID. The initial apportionment calculations for the 2019 budget presentation used TID-in equalized values for both counties as provided by the DOR. Using TID-in equalized values was based on the Village's historical information for the apportionment between the two counties in records going back to 2011. The resulting calculation showed a sizeable increase in Walworth's share of the Village's tax levy over the prior year using the TID-in equalized values for apportionment.

| 2019 TID-in Apportionment as Compared to 2018 Values | | | | | |
|--|---------------------------|-----------------------|--------------------------|--------------------------|-----------------------|
| | Equalized Value TID-in | Apportioned Factor | 2019 Village Tax Levy | 2018 Village Tax Levy | % Increase in Levy |
| Waukesha EV | \$889,676,800 | 96.0631% | \$5,906,796 | 5,736,518 | 2.96% |
| Walworth EV | 36,460,700 | 3.9369% | 242,072 | 143,073 | 69.19% |
| Total EV | \$926,137,500 | 100% | \$6,148,868 | 5,879,591 | 4.58% |

The calculation of the tax rate and resulting tax amount as compared to the prior year for Walworth was equally alarming and signaled the need for further investigation. Note that at the time we were preparing these numbers, we did not have actual increment calculations so the amount was estimated for the calculation. The calculations as they appear below were included in the public hearing presentation for the 2020 Budget on November 12, 2019.

| 2019 to 2018 Tax Rate Comparison based on the TID-in Apportionment | | | | | | | |
|--|--------------------|---|---------------------|--------------------------------------|---------------------|--------------------------------------|---|
| | Assessed Values | Total Levy + <u>estimated</u> Increment | 2019 Tax Rate | 2019 Impact on \$220,000 AV | 2018 Tax Rate | 2018 Impact on \$220,000 AV | \$ Increase in Tax Amount over Prior Year |
| Waukesha | 869,872,600 | 6,301,291 | 7.24 | 1,594 | 7.08 | 1,557 | \$37 |
| Walworth | 35,415,100 | 370,545 | 10.46 | 2,302 | 6.61 | 1,455 | \$847 |
| Total | 905,287,700 | | | | | | |

In talking to other taxing jurisdictions who also apportion levies, we learned that TID-out equalized values should be used. The two exhibits below show the apportionment and resulting tax rates from making the change from **TID-in** to **TID-out** equalized values for the apportionment. In addition, actual increment figures were available for this revised calculation. The calculations below were ultimately used for the preparation of the 2019 tax bills.

| 2019 TID-out Apportionment as Compared to 2018 Values | | | | | |
|--|-------------------------------|---------------------------|------------------------------|------------------------------|---------------------------|
| | Equalized Value TID-in | Apportioned Factor | 2019 Village Tax Levy | 2018 Village Tax Levy | % Increase in Levy |
| Waukesha EV | \$833,978,200 | 97.22% | \$5,978,126 | 5,736,518 | 4.21% |
| Walworth EV | 23,819,300 | 2.73% | 170,742 | 143,073 | 19.33% |
| Total EV | \$857,797,500 | 100% | \$6,148,868 | 5,879,591 | 4.58% |

| 2019 to 2018 Tax Rate Comparison based on the TID-out Apportionment | | | | | | | |
|--|------------------------|--------------------------------------|----------------------|------------------------------------|----------------------|------------------------------------|--|
| | Assessed Values | Total Levy + actual Increment | 2019 Tax Rate | 2019 Impact on \$220,000 AV | 2018 Tax Rate | 2018 Impact on \$220,000 AV | \$ Increase in Tax Amount over Prior Year |
| Waukesha | 869,872,600 | 6,377,385 | 7.33 | 1,613 | 7.08 | 1,557 | 56 |
| Walworth | 35,415,100 | 261,358 | 7.38 | 1,624 | 6.61 | 1,455 | \$169 |
| Total | 905,287,700 | | | | | | |

Having corrected the apportionment error, we attributed Walworth's now smaller increase over the prior year to the new increment calculated for TID #5 and sent a letter to Walworth property owners explaining this was the reason for the increase in the tax bills. However, this still didn't make sense since the increment generated by a TID should largely be paid by the increase in the assessed value of the properties within the TID itself. Earlier this year we engaged Ehlers, a municipal advisory firm with expertise in tax increment financing districts, to do an analysis of the tax calculations and provide an opinion on why Walworth property owners in general saw an increase and also to look at some specific properties that saw significant increases in their tax bill.

The finding of Ehlers' analysis was the increase in overall assessed values led to the increase in tax bills. The addition of TID #5 added a nominal dollar or two to the tax bill but was not a significant contributing factor to the increase. Using the information provided by Ehlers, we tested various "what-if" scenarios, including one that assumed no increase to the Village's overall tax levy from the prior year. The only change was the apportionment of the prior year's levy using TID-out figures. This scenario showed us that, out of the \$169 increase on our \$220,000 assessed value property, \$122 was due to the apportionment correction. The other \$47 was due to the actual levy increase from the prior year.

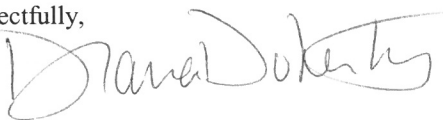
About That Apportionment Error

A comparison was done on the effect of the TID-in vs TID-out apportionment error going back to the 2011 tax bill calculations. The cumulative total levy from tax years 2011 thru 2018 is \$48,588 was apportioned to properties in Waukesha County instead of Walworth County. The apportionment error could go back further to 2004 but the information is not readily available to assess whether or not it does.

Many hours have been spent analyzing data and calculations to ensure the Village correctly identified the reason for the 2019 increase in tax bills for Walworth County properties. As a result, we have a better understanding and a sound process going forward to explain changes in tax rates from one year to the next and to avoid making erroneous assumptions about those changes when they occur.

This report does not address other assessment related issues brought up by concerned citizens. Those will need to be discussed with the assessor for possible resolution.

Respectfully,



2020-2021 Alcohol License Renewals

| Legal Name | Trade Name (D/B/A) | Agent | Premise Street Address |
|---|------------------------|-----------------|------------------------|
| Class A Fermented Malt Beverage License (AB) | | | |
| 301 Main Enterprises, Inc. | Clark | Judith Schwartz | 301 Main St. |
| 5 Star Stations, Inc | Mukwonago Express Mart | Robin Hernandez | 407 S. Rochester St. |
| 122 Arrowhead Enterprises, Inc. | Arrowhead BP | Judith Schwartz | 122 Arrowhead Dr. |
| Genesis Gas Inc. | Village Mini Mart | Manoj Gupta | 201 N Rochester St. |



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

TO: Clerk Diana Dykstra

FROM: Police Chief Kevin Schmidt

DATE: May 28, 2020

RE: Renewal Alcohol Beverage License and Agent Appointment

I have reviewed the renewal alcohol beverage license applications and agent appointments for the establishments listed on the next page.

After checking our records and running background checks on the agents for each establishment, I have no objections to any of the establishments and agents.

Per Wisconsin State Statute and Village of Mukwonago Municipal Code section 6-33, all agents meet the qualifications for licenses and permits.

2020 RENEWAL ALCOHOL BEVERAGE LICENSES AND AGENTS

| ESTABLISHMENT | ADDRESS | AGENT |
|---------------------------------------|--------------------------|-----------------------------|
| American Legion Community Post #375 | 627 E. Veterans Way | Michelle A. Adams |
| Antigua Real Restaurant | 355 Bay View Road | Marco V. Alarcon |
| Arrowhead BP | 122 Arrowhead Drive | Judith A. Schwartz |
| Badger Burger Company | 200 S. Rochester Street | Mark A. Weiss |
| Blue Bay Restaurant | 927 Main Street | Vlaznim Islami |
| Boneyard Pub & Grille | 215 Bay View Road | James F. Jones |
| Brew 52 | 1146 N. Rochester Street | Glenn M. Dieball |
| Clark | 301 Main Street | Judith A. Schwartz |
| David Alan Alan's Smokehouse & Saloon | 325 Bay View Road | Tina M. O'Bryan |
| Fork in the Road Restaurant | 215 N. Rochester Street | Paul J. Hennessy |
| Jay's Lanes Inc | 326 Atkinson Street | Jeffrey R. Jay |
| KWIK Trip 282 | 1212 N. Rochester Street | Valerie A. Swan |
| Main Street Liquor LLC | 411 Main Street | Martin M. Johnson |
| Mukwonago Amoco | 909 Greenwald Court | Judith A. Schwartz |
| Mukwonago Express Mart | 407 S. Rochester Street | Robin H. Hernandez |
| Mukwonago Family Restaurant | 1015 E. Veterans Way | Gustavo Gutierrez-Gutierrez |
| Rochester BP | 1060 N. Rochester Street | Judith A. Schwartz |
| Sandy's Miller Time | 701 Main Street | Sandra M. Miller |
| Village Mini Mart | 201 N. Rochester Street | Manoj Gupta |
| Village Wine & Liquor | 712 - 718 Main Street | Harjinder S. Khasria |
| Walgreens #07039 | 212 N. Rochester Street | Brian Marinello |
| WALMART #1571 | 250 E. Wolf Run | Michael R. Sandleback |

2020-2021 Alcohol License Renewals

| Legal Name | Trade Name (D/B/A) | Agent | Premise Street Address |
|--|---------------------------|--------------------|------------------------|
| Class A Fermented Malt Beverage and Class A Intoxicating Liquor Combination License (ALB) | | | |
| Aldi Inc. (Wisconsin) | Aldi #46 | Chad Gerbing | 111 E Wolf Run |
| Main Street Liquor LLC | Main Street Liquor | Martin Johnson | 411 Main Street |
| Kwik Trip Inc | Kwik Trip #282 | Valerie Swan | 1212 N Rochester St. |
| Khasria Two Inc. | Village Wine & Liquor | Harjinder Khasria | 712-18 Main St. |
| Ultra Mart Foods, LLC | Pick N Save #6384 | Patrick Groves | 1010 N Rochester S. |
| Walgreen Co. | Walgreens #07039 | Brian Marinello | 212 N Rochester St |
| Wal-Mart Stores East LP | Walmart Supercenter #1571 | Michael Sandelback | 250 E Wolf Run |
| 1060 Rochester Enterprises, Inc. | Rochester BP | Judith Schwartz | 1060 N Rochester St. |
| 909 Greenwald Enterprises, Inc. | Mukwonago Amoco | Judith Schwartz | 909 Greenwald Ct. |

2020-2021 Alcohol License Renewals

| Legal Name | Trade Name (D/B/A) | Agent | Premise Street Address |
|---|----------------------------------|------------------|------------------------|
| Class B Fermented Malt Beverage and Class B Intoxicating Liquor Combination License BLB -(8) | | | |
| American Legion Community Post 375 | American Legion Community Post 3 | Michelle Adams | 627 E. Veterans Way |
| Blue Bay Inc | Blue Bay Restaurant | Vlaznim Islami | 927 Main St. |
| F.J. Partners LLC | Sol de Mexico | Froylan Mauricio | 507 Main St. |
| Jays Lanes Inc. | Jays Lanes | Jeffrey R. Jay | 326 Atkinson St. |
| Perseverance Corp | Badger Burger | Mark Weiss | 200 S Rochester St. |
| Sandra Miller | Sandy's Miller Time | Sandra Miller | 701 Main St. |
| Take a Big Bite Inc | Fork In the Road Restaurant | Paul Hennessy | 215 N Rochester St. |
| <i>(Vacant - Lottery Scheduled June 17, 2020)</i> | | | |

2020-2021 Alcohol License Renewals

| Legal Name | Trade Name (D/B/A) | Agent | Premise Street Address |
|---|------------------------------|---------------------|-----------------------------|
| Class B Combination Reserve License RBLB (3) | | | |
| El Pueblo Inc | Antigua Real Restaurant | Marco Alarcon | 355 Bay View Rd. |
| The Boneyard Pub & Grille, LLC | Boneyard Pub & Grille | James Fredric Jones | 215 Bay View Rd., Suite 200 |
| DAA Smokehouse LLC | David Alan Alan's Smokehouse | Tina O'Bryan | 325 Bay View Rd. |
| | | | |

2020-2021 Alcohol License Renewals

| Legal Name | Trade Name (D/B/A) | Agent | Premise Street Address |
|--|-----------------------------|-------------------|------------------------|
| Class B Fermented Malt Beverage and Class C Wine Combination License - BC | | | |
| Gus and J's | Mukwonago Family Restaurant | Gustavo Gutierrez | 1015 E Veteran's Way |
| Brew52 LLC | Brew52 | Glenn Dieball | 1146 N Rochester St. |

AGENDA ITEM REQUEST FORM

| | |
|---|--|
| Committee/Board: | Committee of the Whole |
| Topic: | Mukwonago Community Library update. <i>(for information only, no action required.)</i> |
| From: | Diana Dykstra |
| Department: | Administration |
| Presenter: | |
| Date of Committee Action (if required) | |
| Date of Village Board Action (if required) | |

Information

Subject:

Mukwonago Community Library update. *(for information only, no action required.)*

Background Information/Rationale:**Key Issues for Consideration:****Fiscal Impact (if any):****Requested Action by Committee/Board:**

Attachments

[Mukwonago Community Library 'Return to Normal'](#)



Mukwonago Community Library ‘Return to Normal’

“Libraries that incorporate social activities or community gatherings into their services should refer to the “community centers” category, ranking as medium contact intensity, high contact numbers, and medium modification potential” (Johns Hopkins Public Health Principles for a Phased Reopening). With the Mukwonago Community Library’s role as a community center, hosting social and community gatherings, there are four factors to keep in mind while considering how to safely reopen.

- 1: High Foot Traffic (average of 544 patrons/day in June 2019)
- 2: Exchanging of materials across large groups of people (average 1,255 checkouts/day in June 2019 across multiple cities and counties)
- 3: Nature of Building Use (patrons use library to browse/meet. Every surface is high touch).
- 4: Unknown Role of Children in Transmission (potential for children as asymptomatic carriers)

Additionally, MCL staff will not be using the term ‘reopening’ as we do not want to give out false expectations. These plans are contingent upon adequate safety supplies, completing preparation of the building, and adequate staff remaining healthy and able to work. The press releases to the public will be phrased such as (for example) ‘In addition to curbside service, we are now offering services such as scheduled computer appointments and in-person hold pickups.’ As an FYI, offering curbside service is a very labor-intensive operation for library staff. We are days behind in backlog and for that reason, our date to offer additional services begins now on June 1st. Press releases to the public will follow either by end of this week or beginning of next.

For the 'phases' without dates listed: We plan to move into new phases once staff have adequate time to see how the current phase is going, and to prep the building for the next phase. We will move as quickly as we can safely. As we go, we might need to adjust our plans. Hence the Stay-At-Home phase is also listed should we ever go back under such an order.

Sources:

- 1) <https://wedc.org/wp-content/uploads/2020/05/COVID-19-General-Guidelines.pdf>
- 2) <https://wedc.org/wp-content/uploads/2020/05/COVID-19-Public-Facilities-Guidelines.pdf>
- 3) <https://www.waukesha.org/coronavirus-business-resources/resources-for-reopening/>

- 4) <https://www.waukeshacounty.gov/globalassets/county-executive/covid/waukeshacounty-issues-guidelines-to-safely-reopen-news-release.pdf>
- 5) <https://www.co.walworth.wi.us/DocumentCenter/View/3574/Reopening-Blueprint?bidId=>
- 6) <https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>
- 7) <https://medium.com/@john.alan.thill/a-phased-reopening-plan-for-libraries-as-covid-19-restrictions-are-lifted-2d96885c0c1d>

Introduction:

The following is a working plan for reopening the Mukwonago Community Library following a pandemic. The above sources were basic ideas gathered to structure the following document. At this time, the document will change routinely leading up to reopening as guidelines and recommendations are made available by the state, county, local municipality, CDC, and the Bridges Library System. The plan below is structured by various reopening phases and in a manner that will not jeopardize the health and safety of the MCL staff and the community we serve.

40 simultaneous library users (staff + patrons) for an average of 30 minutes is a safe amount of primarily unmasked users because of the size of the library square footage that will be available (See Furniture/Layout Section down below) and the return of fresh air the HVAC system provides. We will require masks for the staff, and encourage and provide them to the public.

Core Principles MCL will adhere to during these phases:

- 1) Improved hygiene procedures for cleaning and disinfecting common areas.
- 2) Staff to wear protective gear such as masks and gloves while administering public services. Masks to be provided and highly encouraged for patrons.
- 3) Continuing to allow teleworking where it makes sense from an operational standpoint.
- 4) Encourage or require testing of staff for the virus and/or for immunity to the virus.
- 5) MCL to dedicate the first two hours of operation each day (9:00 am – 11:00 am) to vulnerable patrons, such as pregnant women, people with weakened immune systems, and people older than 60.
- 6) Children 16 and under must be accompanied by a parent/guardian.

****These reopening phases are subject to change at any time based on recommendations from the CDC, guidelines from the Village of Mukwonago, Waukesha County, and/or State, and recommendations from Bridges Library System.**

Hygiene Materials and Social Distancing Measures:

- 1) Face masks - most protective masks in order of their protective properties: N95 respirators, surgical masks, cloth masks.

- a) *Instructions - putting on a mask:*

Put the mask on with the correct side facing out: Some masks have straps that you tie together. Others have elastic bands that go onto your head. Your handmade mask might have elastic loops for your ears. In any case, make sure you're putting the mask on with the correct side facing out.

Fit your mask to your face: If your mask has a flexible band across the top, press that against your nose and cheek bones to fit the mask to your face. If your mask is made of cloth, pull the bottom edge of the cloth downward to below your chin so that the mask opens up.

- b) *Taking a mask off:*

Undo ties or unhook elastic bands: Untie your mask from the back, or if it has elastic bands, remove those from your head or ears. Remove the mask without touching the front: The front of your mask could have germs on it. It's very important not to touch the front of the mask while you are taking it off. Discard or wash your mask: If you have a disposable mask, throw it away in the trash. If you have a cloth mask, it's best to put your mask directly in your washing machine or wash tub after taking it off to prevent contaminating other parts of your home.

Immediately wash your hands: This will protect you in case you accidentally touched germs while taking the mask off.

- c) *Washing your cloth mask:*

For cloth face coverings and handmade masks, follow the CDC's recommendations for laundering. Wash it with water and soap or detergent at the highest-temperature setting possible (according to the manufacturer's instructions). Then dry it completely.

- 2) Hand Sanitizer - must have 70% Isopropyl Alcohol. This should be widely available in the building for both patrons and staff. Two standing hand sanitizer stations (one in the foyer entrance and one in the center walkway of library) and hand sanitizer bottles available at the computer stations, copier, and service stations.
- 3) Cleaning products for surfaces and building spaces - The COVID-19 virus in particular can last up to 24 hours on paper and cardboard surfaces and up to 72 hours on plastic surfaces. When cleaning hand holds and surfaces in the library please clean with a bleach solution. (This solution is 5 T bleach per gallon of water). When and if that is not available, please consult and use another product from the [List N provided by the EPA](#).

- 4) Gloves - will be provided particularly in areas that it is hard to wash hands routinely when handling materials.
- 5) Cleaning Wipes - when and if supply allows for these, they will be made available in high traffic areas for staff and patrons. These should be used to routinely clean hand hold and keyboard surfaces.
- 6) Sneeze Guards or Screens at service area locations – at all service stations, screens or sneeze guards will be installed. Handling of materials and patron cards should be extremely limited.
- 7) Social Distancing to be maintained within the Library building and parking lot: Floor decals will be available throughout the entire library indicating where patrons and staff may stand. Stanchions to be used at all service stations to assist with patron lines and checkout.

Surfaces that will need to be cleaned frequently

** Cleaning will be completed by staff at the top of each open hour of the library. Service stations to be routinely sanitized and disinfected.*

*** Custodian to clean entire library each evening.*

****All brochures, Book Pages, etc. to be removed from public access.*

- Staff areas, keyboards, and phones
- Door handles
- Elevator button
- Handicap door buttons (until handicap buttons are replaced with sensors for people to simply wave for the door to open)
- Shopping Carts / Bins
- Service stations
- Computer keyboards and desks
- Copier(s)
- Self-checkout machines
- Bathroom Doors (also to have foot door openers installed)

Further Signage:

- Water Fountain not available; please ask at Desk if you need water
- Handwashing and CDC recommendations to remain up
- Signs at public computers indicating which are closed
- Three people maximum in the staff breakroom
- Self-checkout stations indicating that they are wiped down after each use and to not use their own spray disinfectants on them
- FAQs posted around the library on safety measures we are taking

- Please do not wash/clean library materials at home

Stay at Home Order – Phase: Present to June 1st

Services provided during Stay At Home order:

- Access to wireless internet outside library.
- Curbside service hold pickup outside the front of the building.
- Virtual programs.
- Assistance via email and phone during curbside service hours.
- The ordering and processing of new physical library materials.

Logistics:

- 1) *Entrance and Exit into the Building:* Entrance to the building is restricted to staff performing critical operations and staff obtaining supplies needed to work at home. Staff should text or call one another when and if they are in the building to maintain minimal staff in the building at any one time.
- 2) *Hygiene materials and procedures:* Staff should procure all the cleaning and hygiene materials in the section above called 'Hygiene materials needed for opening'. Staff must maintain social distancing procedures with one another and wear masks and gloves when dealing with the public during any curbside services.
- 3) *Holds pickup:* No holds pickups should take place until a curbside service is accepted within a Stay At Home order. At that time, only materials from the library may be put on hold until van delivery services are resumed.
- 4) *Materials Handling:* Current studies suggest the virus remains present on plastic surfaces for up to 72 hours and on cardboard and paper surfaces for up to 24 hours. With this in mind, different material types may require different handling or all materials may require quarantine for some period of time.
- 5) *Checkouts:* No checkout until curbside service is accepted in Stay At Home order.
- 6) *Programs:* Only virtual programs would be allowed under a Stay at Home Order.
- 7) *Outreach Visits:* Outreach visits should not occur.
- 8) *Home Delivery:* No home delivery services should be offered because they are not classified as essential travel under a Stay at Home Order.
- 9) *Internet Access:* Access is limited to wireless access outside from outside the library.
- 10) *Technology Help:* No technology help except what help can be provided over the phone.
- 11) *Materials Processing and Ordering:* Ordering should be focused on digital materials and high demand future releases for physical items. Processing of newly arrived orders should wait until some restrictions are lifted or curbside service becomes available.
- 12) *Shared Materials in the Library:* None of these can be shared at this time.

13) *Returns*: Return of materials is accepted via the book drop. Items will be quarantined the appropriate time. However, material returns are considered non-essential travel under a Stay at Home Order so patrons are encouraged to keep their items. Staff handling of material should be at an absolute minimum.

Phase 1 (June 1st – TBD):

Services Provided in Phase 1:

- Metered access to the building by the public to ensure that social distancing is maintained and that no more than the recommended number are gathered within library facilities. The library would be open regular hours.
- Core desk functions could resume with the possibility of staffing some desks with priority given to the main public service desk at each location.
- In-building hold pickup, however, curbside service is *heavily encouraged*.
- The shelving of returned library materials after a quarantine period. All quarantined materials are quarantined for 72 hours.
- Access to library collections by the public.
- Access to checkout services at two service stations with a screen between staff and patrons and two self-checkout machines.
- Access to faxing, scanning, and photocopying services.
- Virtual programs.
- Access to portions of the computer lab with improved social distancing measures, such as the removal of some stations or through making some computers unavailable.
- Home delivery services with social distancing and hygiene procedures.
- Reference and computer assistance will be relegated to help that can only be accommodated at the reference desk. Computer usage will be 'independent' at this time because social distancing prevents us from being able to assist in any normal capacity.
- Outside organizations meeting room use is not possible during this phase.

Logistics:

- 1) *Entrance and Exit into the Building*: Staff can resume most desk functions, but the number of people in the building will be limited through monitoring procedures during open hours. Separate hours for vulnerable populations will be 9:00 am – 11:00 am each day. Circulation staff will monitor the number of staff and patrons in the building to maintain this phases' group limitations. Disposable masks will be made available to the public.
- 2) *Hygiene materials and procedures*: Staff should continue to procure all the cleaning and hygiene materials in the section above called 'Hygiene materials needed for opening'.

Staff must maintain social distancing procedures with one another and wear masks when in the public spaces of the library. If staff are behind a screen or in their personal workspaces they are not required to wear a mask. The custodian will work normal hours in the evening to sanitize, disinfect, and prepare the library for opening the next day. See the section **Surfaces that will need to be cleaned frequently above.**

- 3) *Holds pickup*: Curbside pickup will continue to reduce in building numbers. Patron checkout and hold pickup in the library will begin with strong limits on staff contact. Circulation staff will work behind a screen or sneeze guard between them and patrons.
- 4) *Materials Handling*: All materials returned will be quarantined for up to 72 hours before being made available to the public or being handled by staff without protective measures.
- 5) *Checkouts*: Curbside pickup will continue to reduce in building numbers. Patron checkout and hold pickup in the library will begin with strong limits on staff contact. Circulation staff will work behind a screen or sneeze guard between them and patrons. Circulation staff will call patrons who have incoming holds during any time that holds notifications are turned off. Self-checkouts could be used, though self-check station will require frequent disinfecting with the use of an electronics safe spray and stylus pens. The stylus pens will be sanitized regularly.
- 6) *Programs*: Only virtual programs will be allowed.
- 7) *Outreach Visits*: Outreach visits should not occur.
- 8) *Home Delivery*: Some home delivery may be possible on a case by case basis with staff employing extra protective measures such as wearing face masks, gloves and ensuring that all distributed materials have been quarantined for an adequate length of time. To some degree, these services may be limited on a case by case basis by individual residential facilities who may impose stricter limits due to primarily housing vulnerable populations. Staff and those receiving services would be required to follow strict social distancing procedures. Materials should be dropped at doorsteps as opposed to handed to patrons.
- 9) *Internet Access*: Under these restrictions it may be possible to allow use of the computer stations in the main part of the library, however, to maintain recommended social distancing every other computer in the lab will be removed or put out of order and disinfected between uses. Access to computers will be limited in conjunction with imposed capacity limits on how many people are present in the Library at any given time. Patrons will have to schedule times to use the computers. Headphones have also been removed from all computer stations. MCL has purchased more earbuds which patrons may request for use.
- 10) *Technology Help*: Technology help would not be provided except in cases where social distancing can be maintained.
- 11) *Materials Processing and Ordering*: Processing can occur if it can be done safely while maintaining social distance in work spaces. It will be time to consider commencing to

order more bestsellers and other high circulation new items in preparation for further lifting of gathering or social distancing recommendations.

- 12) *Shared Materials in the Library:* 'Shared materials' in their spaces range from office supplies such as staplers and hole punches to equipment like headphones, in-house games and toys. No shared materials would be offered besides public printers and photocopiers. Newspapers and Periodicals (current edition of periodicals to be put into circulation) will not be accessible. Staff will each have an individual toolkit with pens and office equipment for their own use.
- 13) *Furniture/Layout::* Most furniture within the building will be removed, however, some seating will have to remain so we are ADA compliant. The children's play area, Young Adult area, and the coffee corner are closed during this phase. Meeting rooms will not be available for scheduling during this phase.

Furniture Removed:

- Several Chairs from Adult Area
- All furniture from Teen Area
- All furniture from Children's Area
- Children's Gaming Computers
- Toys from Children's Area
- Computers in Adult Area have been spaced out every other computer (other chairs removed and will be rotated)
- Children's shopping carts
- Two square tables from Adult Area
- Two chairs from remaining tables in Adult Area
- Two chairs by coffee corner
- Several chairs from front of the children's desk
- One chair from ADA computer at Circulation Desk
- Stapler and other shared equipment from Copier/Scanning Area
- Several Armchairs removed from Adult Area – remaining comply with social distancing

- 14) *Study Rooms:* Study Rooms are available. Patrons must sign-in at the Information Services Station. Proctoring by appointment.
- 15) *Quarantine Area:* An area is set up to house in coming returns from patrons and other libraries. Materials returned will be quarantined for up to 72 hours before being made available to the public or being handled by staff without protective measures. Returned materials will be clearly marked with the first day that materials may be handled by staff. Check-in and returns will only be processed after 72 hours.
- 16) *Book drop and hold materials from other libraries:* All materials returned will be quarantined for up to 72 hours before being made available to the public or being handled by staff without protective measures.

- 17) *MetaSpace 511 and Memory Lab*: There will be no access to MetaSpace 511. Access to the Memory Lab will be permitted by appointment only but technology help will have to be relegated to assistance at the Information Services Station. The microfiche may also be used by appointment only.
- 18) *Tax Forms*: Tax Forms are available.
- 19) *Notary Appointments*: Notary services available by appointment only.
- 20) *Book Sale*: Book sale is open for patron browsing.

Phase 2 (TBD):

Services Provided in Phase 2:

- Metered access to the building by the public to ensure that social distancing is maintained and that no more than the recommended number are gathered within library facilities. The library would be open regular hours.
- Core desk functions could resume with the possibility of staffing some desks with priority given to the main public service desk at each location.
- In-building hold pickup.
- The shelving of returned library materials after a quarantine period. All quarantined materials are quarantined for 72 hours.
- Access to library collections by the public.
- Access to checkout services at four service stations with a screen between staff and patrons.
- Access to faxing, scanning, and photocopying services.
- Public programs with pre-registration and defined social distancing protocols.
- Access to portions of the computer lab with improved social distancing measures, such as the removal of some stations or through making some computers unavailable.
- Reference and computer assistance will be relegated to help that can only be accommodated at the reference desk. Computer usage will be 'independent' at this time because social distancing prevents us from being able to assist in any normal capacity.
- Use of MCL Book Bike for outreach visits.

Logistics:

- 1) *Entrance and Exit into the Building*: Staff can resume some desk functions, but the number of people in the building would need to be limited through monitoring procedures during open hours. Separate hours for vulnerable populations could be considered. Circulation staff will monitor the number of staff and patrons in the building to maintain this phases' group limitations.

- 2) *Hygiene materials and procedures:* Staff should continue to procure all the cleaning and hygiene materials in the section above called 'Hygiene materials needed for opening'. Staff must maintain social distancing procedures with one another and wear masks when in the public spaces of the library. If staff are behind a screen or in staff only areas they are not required to wear a mask. The library will close one hour earlier every day to allow staff time to clean the space prior to the opening of the following business day. Cleaning will be completed by service desk staff at the top of each open hour of the library. See the section **Surfaces that will need to be cleaned frequently above**.
- 3) *Holds pickup:* Patron checkout and hold pickup in the library will begin with strong limits on staff contact. Circulation staff will work behind a screen or sneeze guard between them and patrons.
- 4) *Materials Handling:* All materials returned will be quarantined for up to 72 hours before being made available to the public or being handled by staff without protective measures.
- 5) *Checkouts:* Curbside pickup would continue. Patron checkout and hold pickup in the library will continue with strong limits on staff contact. Circulation staff will work behind a screen or sneeze guard between them and patrons. Designated circulation person at the desk for a certain number of hours to one station only. This way the keyboard and phone are designated for that one person. Self-checkouts could be used, though self-check station will require frequent disinfecting with the use of an electronics safe spray and stylus pens. The stylus pens will be sanitized regularly.
- 6) *Programs:* The library will consider hosting programs geared toward economic development and other critical services only if strong social distancing measures can be employed and only in cases where attendees have pre-registered. Programs such as storytimes will still be disallowed due to the difficulty of enforcing distancing protocols with children.
- 7) *Outreach Visits:* Some outreach visits could occur on a facility by facility basis. This would also depend on the venue where services are being offered. Considerations should include: Is there a way to monitor and control how many people enter the venue? Are there typically more than fifty people inside the venue at any given time? Does the venue predominately serve more vulnerable populations? If the answer to any of these questions is yes, it may be best to forego offering services in these locations until restrictions are fully lifted. The MCL Book Bike may be used during Phase 2 with all precautionary measures in place.
- 8) *Home Delivery:* Some home delivery may be possible on a case by case basis with staff employing extra protective measures such as wearing face masks, gloves and ensuring that all distributed materials have been quarantined for an adequate length of time. To some degree, these services may be limited on a case by case basis by individual residential facilities who may impose stricter limits due to primarily housing vulnerable populations. Staff and those receiving services would be required to follow strict social

distancing procedures. Materials should be dropped at doorsteps as opposed to handed to patrons.

- 9) *Internet Access*: Under these restrictions it may be possible to allow use of the computer stations in the main part of the library, however, to maintain recommended social distancing every other computer in the lab should either be removed or put out of order and disinfected between uses. Access to computers would need to be limited in conjunction with imposed capacity limits on how many people are present in the Library at any given time.
- 10) *Technology Help*: Technology help would not be provided except in cases where social distancing can be maintained.
- 11) *Materials Processing and Ordering*: Processing can occur if it can be done safely while maintaining social distance in work spaces. Ordering and processing of physical materials will ramp up during this period, though it still may be necessary to process materials in shifts so that social distancing can be maintained within work spaces.
- 12) *Shared Materials in the Library*: 'Shared materials' in their spaces range from office supplies such as staplers and hole punches to equipment like headphones, in-house games and toys. Newspapers and Periodicals (current edition of periodicals to be put into circulation) will not be accessible. No shared materials would be offered besides public printers and photocopiers.
- 13) *Furniture/Layout*: In all public spaces, any social area with furniture will have moved to establish a 6ft space between patrons. Children's play area and teen areas – TBD. Meeting rooms will be available.
- 14) *Study Rooms*: Study Rooms are available. Patrons must sign-in at the Information Services Station. Proctoring by appointment.
- 15) *Quarantine Area*: An area is set up to house in coming returns from patrons and other libraries. Materials returned will be quarantined for up to 72 hours before being made available to the public or being handled by staff without protective measures. Returned materials will be clearly marked with the first day that materials may be handled by staff. Check-in and returns will only be processed after 72 hours.
- 16) *Book drop and hold materials from other libraries*: All materials returned will be quarantined for up to 72 hours before being made available to the public or being handled by staff without protective measures.
- 17) *MetaSpace 511 and Memory Lab*: Access to MetaSpace 511 by appointment only. Access to the Memory Lab will be also permitted by appointment only but technology help will have to be relegated to assistance at the Information Services Station.
- 18) *Tax Forms*: Tax Forms are available as still needed.
- 19) *Notary Appointments*: Notary services available by appointment only.
- 20) *Book Sale*: Book sale is open for patron browsing.

Phase 3 (TBD):

Services Provided in Phase 3:

- Restore any lab computers that have been removed to accommodate social distancing.
- Clear backlog of quarantined items and return to conventional turnaround on shelving items.
- Full checkout services including self-checkout machines
- Re-staff and schedule for all operations.
- Determine how virtual programs fit into the spectrum of services going forward.
- Resume in-person programming while maintaining all personal health protocols except physical distancing of 6 feet is no longer required
- Ramp up ordering and processing of materials and clear any backlog.
- Reset changes to due dates and patron block criteria changed at the beginning of the crisis. Reset changes made to any collections that were not holdable prior to the crisis.
- Access to meetings rooms for outside organization use.
- Use of MetaSpace 511 and Memory Lab fully resume.

Adopted by the Mukwonago Community Library Board of Trustees on May 19th, 2020.

Response to Confirmed Case of Infection at Library Checklist

On February 4, 2020, the State Epidemiologist declared COVID-19 a Category I reportable disease. This means that any suspected case of COVID-19 must be reported immediately by telephone to the patient's local health officer, and a case report must be filed through the Wisconsin Electronic Disease Surveillance System (WEDSS) within 24 hours. Public health intervention then follows. Each suspected or confirmed case of COVID-19 is then investigated, and those with exposure to the patient are assessed for risk. For employers and coworkers this is good news because anyone in contact with a suspected case should be given guidance from health professionals as part of the investigation.

1. If a staff member or household family member is sick they should not report to work. Contact a supervisor immediately.
2. If a staff member starts to feel unwell at work, they should leave immediately.
3. If the staff member cannot leave right away they should be immediately separated from the rest of the staff until they can leave.
4. If a staff member with a confirmed case of COVID-19 has been in the Library, you will be contacted by health officials. They will give guidance about closing the Library or restricting access to people or parts of the building. If there is a suspected case (not one that has been tested and confirmed by health officials), treat this like a confirmed case.
5. Clean and disinfect facility or area where ill staff member worked thoroughly. It is recommended to close off areas used by the ill persons and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection. Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
6. In most cases, you do not need to shut down your facility. If it has been less than 7 days since the sick employee has been in the facility, close off any areas used for prolonged periods of time by the sick person:
 - a. Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
 - b. During this waiting period, open outside doors and windows to increase air circulation in these areas.
 - c. If it has been 7 days or more since the sick employee used the facility, additional cleaning and disinfection is not necessary. Continue routinely cleaning and disinfecting all high-touch surfaces in the facility.
7. Follow the CDC [cleaning and disinfection recommendations](#):

- a. Clean dirty surfaces with soap and water before disinfecting them.
 - b. To disinfect surfaces, use [products that meet EPA criteria for use against SARS-Cov-2external icon](#), the virus that causes COVID-19, and are appropriate for the surface.
 - c. Always wear gloves and gowns appropriate for the chemicals being used when you are cleaning and disinfecting.
 - d. You may need to wear additional PPE depending on the setting and disinfectant product you are using. For each product you use, consult and follow the manufacturer's instructions for use.
8. Determine which employees may have been exposed to the virus and may need to take additional precautions:
- a. Inform employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the [Americans with Disabilities Act \(ADA\)external icon](#).
 - b. Most workplaces should follow the [Public Health Recommendations for Community-Related Exposure](#) and instruct potentially exposed employees to stay home for 14 days, telework if possible, and self-monitor for [symptoms](#).

COMPLAINT PROCEDURE

1. Policy Purpose

The purpose of this policy is to establish a procedure for submitting complaints. This policy does not apply to complaints of discrimination or harassment which are handled in accordance with the policy on discrimination and harassment. This policy also does not apply to complaints governed by established policies in the police and fire departments. This policy further does not apply to the submission of grievances, defined as an objection to personnel actions concerning *termination*, *discipline*, and *workplace safety*, and outlined at section V.J of the City's Employee Handbook. The purpose of the procedure is to provide a channel of communication to address problems and concerns, while striving to be fair, clear and reasonably accessible.

2. Policy Applicability

This policy provides for the establishment of procedures to deal with allegations concerning the conduct by Village Elected Officials, Officers and Employees which violates the rules or policies of the Village, excluding discrimination and harassment, or which adversely affect the Village. Complaints may be submitted by elected officials, officers, employees or members of the public. This policy prohibits retaliation against any individual involved in the complaint procedure, including, but not limited to, the complainant, accused or witnesses.

3. Informal Complaints

In cases of minor complaints or questions of departmental or Village operations, a complainant may speak with a supervisor, department head, Village Administrator or elected official prior to initiating the formal complaint procedure. For minor complaints the individual receiving the complaint will attempt to answer any questions and concerns without proceeding through the formal complaint procedure. If it is determined that no further investigation is required, the informal complaint will be documented in writing and retained in the same manner as formal complaints.

4. Complaint Procedure

This procedure does not apply to complaints of discrimination or harassment or to complaints governed by other departmental complaint policies. This procedure applies to all complaints filed by Village Elected Officials, Officers, employees and members of the public concerning the conduct by Village Elected Officials, Officers, Village Administrator and Employees which violates the rules or policies of the Village, excluding discrimination and harassment, or which adversely affects the Village.

Careful investigation and consideration of complaints and due regard for the rights of the persons involved requires a procedure that balances the various interests of all involved. This procedure represents an appropriate balancing of those interests.

Upon receipt of a complaint regarding alleged inappropriate conduct, the Village will proceed consistent with the following procedures:

Allegations Regarding Conduct by Village Employees

1. Any complaint alleging inappropriate conduct by a Village employee should be submitted to a supervisor, department head or the Village Administrator, except in the case that the complaint involves the Village Administrator which shall be processed in accordance with the procedure below. Any employee, supervisor, department head, officer or elected official who receives a complaint under this procedure must forward the complaint to the Village Administrator for investigation. The Village Administrator shall forward a copy of the complaint to the Chair of the Personnel Committee.
2. Allegations contained in a complaint must be reviewed by the Village Administrator or designee who shall have the power and authority to investigate or appoint an investigator and resolve the complaint or, when appropriate, to recommend appropriate action to the Village Board.
3. The investigator (Village Administrator, designee or appointed) will interview the complainant and document the complaint in writing. If the investigator determines further investigation is necessary, the investigation shall proceed.
4. The accused will be informed of the general nature of the complaint. The accused will be accorded an opportunity to discuss the complaint with the investigator.
5. The investigator will interview any other individuals and review documentation as deemed necessary.
6. The investigator will retain written record of the complaint and any interviews conducted or documentation provided.
7. If the complaint remains unresolved, the investigator will issue written findings to the Village Administrator within 10 days.
8. The Village Administrator will take steps necessary to address the findings, including, where appropriate, discipline up to and including termination of employment. Any resolution or discipline, including verbal warning or reprimand, will be documented together with the original complaint and investigative materials and retained by the Village.
9. Except as provided in the grievance procedure, there shall be no appeal of the findings or resolution. Any resolution that results in discipline will be appealable by the grievance procedure.

Allegations Regarding Conduct of Village Administrator or Appointed Officer

1. Any complaint alleging inappropriate conduct by the Village Administrator or an appointed officer should be submitted to the Chair of the Personnel Committee. Any employee, supervisor,

department head, officer or elected official who receives a complaint regarding conduct of the Village Administrator or appointed officer must forward the complaint to the Chair of the Personnel Committee for investigation. The Chair of the Personnel Committee shall forward a copy of the complaint to the Village President.

2. Allegations contained in a complaint must be reviewed by the Chair of the Personnel Committee or designee who shall have the power and authority to investigate, or appoint an investigator, and resolve the complaint or, when appropriate, to recommend appropriate action to the Village Board.
3. The investigator will interview the complainant and document the complaint in writing. If the investigator determines further investigation is necessary, the investigation shall proceed.
4. The accused will be informed of the general nature of the complaint. The accused will be accorded an opportunity to discuss the complaint with the investigator.
5. The investigator will interview any other individuals and review documentation as deemed necessary.
6. If the complaint remains unresolved following completion of the investigation, the Chair of the Personnel Committee shall submit written findings to the Village Board within 10 days.
7. The Village Board will take steps necessary to address the findings, including, where appropriate, discipline up to and including termination of employment.
8. Except as provided in the grievance procedure, there shall be no appeal of the findings or resolution.

Allegations Regarding Conduct of an Elected Official

1. Any complaint alleging inappropriate conduct by an elected official should be submitted to the Village President, or in the case of a complaint involving the Village President, to the Village Board. Any employee, supervisor, department head, officer or elected official who receives a complaint under this procedure must forward the complaint to the Village President or, in the case of a complaint involving the Village President, to the Village Board.
2. Allegations contained in a complaint regarding an elected official other than the Village President must be reviewed by the Village President or designee who shall have the power and authority to investigate, or appoint an investigator, and resolve the complaint or, when appropriate, to recommend appropriate action to the Village Board.
3. Allegations contained in a complaint regarding the Village President must be reviewed by the Village Board who shall appoint an investigator.
4. The investigator will interview the complainant and document the complaint in writing. If the investigator determines further investigation is necessary, the investigation shall proceed.

5. The accused will be informed of the general nature of the complaint. The accused will be accorded an opportunity to discuss the complaint with the investigator.
6. The investigator will interview any other individuals and review documentation as deemed necessary.
7. Following completion of the investigation, the Investigator shall submit written findings to the Village Board within 10 days.
8. The Village Board will take steps necessary to address the findings, including, where appropriate, censure.
9. Except as provided in the grievance procedure, there shall be no appeal of the findings or resolution.

Village Complaint Intake Form

A Complainant should be informed:

1. The Village will conduct a prompt investigation into complaints alleged.
2. The Complainant should provide complete and truthful information related to the complaint.
3. The information provided will be confidential to the extent practical.
4. The Complainant should report any retaliation which may occur related to the filing of the complaint.

Complainant's Name: _____

Role within the City (select one): ☐ Elected Official ☐ Officer ☐ Employee ☐ Resident

Phone: _____ Email: _____

Name of Individual(s) complained against:

Name: _____ Department: _____ Title: _____

Role of individual complained against (select one):

☐ Elected Official ☐ Officer ☐ Village Administrator ☐ Employee

Basis of the Complaint (include the rule or policy believed to have been violated):

Date(s) of violation (if applicable): _____

Are there witnesses to the event or behavior complained of? ☐ Yes ☐

No Identify those

witnesses and their contact information below:

Are there documents related to the event or behavior complained of: ____Yes ____No

Identify Documents (Provide if available)

Describe the conduct or violation alleged:

Have you taken any other action to address this conduct? Describe below:

If Complainant is present:

Complainant's Name: _____ Date: _____

Signature: _____

Supervisor/Manager Taking Complaint

Name: _____ Date: _____

Signature: _____

Date Received by Appropriate Authority:

Name: _____ Date: _____

Authority's Signature: _____

Assigned to Investigator:

Name of Investigator:

Date assigned: _____

Date Investigation Concluded: _____

Date Report submitted: _____

Resolution (Specify general nature of resolution and date of implementation):

AGENDA ITEM REQUEST FORM

| | |
|--|---|
| Committee/Board: | Committee of the Whole |
| Topic: | Motion to recommend approval of a Stormwater Maintenance Agreement for Hittman property for preliminary installation of a water detention basin to get property ready for any future development, not yet selected, for a 3.32 acre property located on the SW corner of State Highway 83 and Arrowhead Drive, MUKV 2015997010. |
| From: | Ben Kohout |
| Department: | Planning & Zoning |
| Presenter: | Village Planner, Ben Kohout |
| Date of Committee Action (if required) | June 3, 2020 |
| Date of Village Board Action (if required) | June 17, 2020 |

Information

Subject:

Motion to recommend approval of a Stormwater Maintenance Agreement for Hittman property for preliminary installation of a water detention basin to get property ready for any future development, not yet selected, for a 3.32 acre property located on the SW corner of State Highway 83 and Arrowhead Drive, MUKV 2015997010.

Background Information/Rationale:

As part of a Development Project that includes a storm water management plan, a storm water maintenance agreement is required to be established which governs the general maintenance and upkeep. The document specifies whom is responsible and for which aspects each party is responsible for. This Stormwater Maintenance Agreement (SWMA) has been reviewed and recommended approval by the Village Engineer.

At this time, the proposed detention basin is sought to be developed in accordance with typical B-2, General Business allowable uses and associated parking lot and impervious area standards with no specified project.

Key Issues for Consideration:

The Village staff has reviewed the request, based on the premise of a typical B-2, General Business, zoning district design lot coverage standard of 75 percent coverage. The Village Engineer has assumed the most intense style of development and impervious paving and based upon any subsequent site plan submittal for a project, is prepared to review based upon

the existing and proposed engineering for stormwater management.

Upon review, the Village Engineer and Staff have reviewed and approved the Stormwater Maintenance Agreement and amounts for the surety to satisfy the Village requirements. There are conditions of approval the Engineer is recommending upon the Board taking action. Please refer to the letter specifying these conditions.

Fiscal Impact (if any):

n/a

Requested Action by Committee/Board:

Recommend Approval to the Village Board.

Attachments

Letter Grading and SWMA Approvals from Village Engineer
Letter of Credit Approval Letter from Village Engineer
Hittman Storm Water Maintenance Agreement

May 12, 2020

Mr. Fred Winchowky
Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Hittman Property on Arrowhead Drive
Recommendation of Approval of Development Documents

Dear President Winchowky:

We have reviewed the submitted documents for the Hittman Property located at the southwest corner of Arrowhead Drive and STH 83. The documents consist of construction drawings for site grading and pond construction, a storm water management plan and a storm water maintenance agreement. The final Storm Water Management Plan is dated and was received in our office on May 11, 2020. The construction drawings are dated April 9, 2020 and the final maintenance agreement was received in our office on April 29, 2020. The developer will be grading the site and constructing a storm water retention pond to prepare the site for future development. There will be no construction of roadways, parking lots, buildings, or utilities on the site (besides storm pond structures) during this phase of construction. The developer and their engineer have designed the storm water pond to handle any possible future storm water flows.

We are satisfied with the site construction documents and believe that they are appropriately sizing their storm water facility for any possible future development on the site. We, therefore, recommend the following actions by the Village Board:

1. Approval of the Storm Water Management Plan.
2. Approval and execution of the Storm Water Maintenance Agreement.
 - a. The Storm Water Maintenance Agreement is attached to the email in which this letter is being transmitted such that, if it is approved, it can receive the appropriate signatures and be transferred to a form suitable for recording.
3. Approval of the Construction Drawings for the site.

We recommend the above actions also be made subject to the following conditions:

1. Once signed by the appropriate parties, the storm water maintenance agreement shall be recorded with the Waukesha County Register of Deeds.
2. A Letter of Credit shall be established with the Village for portions of the site work as recommended by Ruekert & Mielke.
3. The appropriate permits shall be received from the Village of Mukwonago and the Wisconsin Department of Natural Resources and copies of those permits shall be forwarded to Ruekert & Mielke.
4. During construction, the following conditions shall be followed:

Mr. Fred Winchowky
Hittman Property – Development Documents
May 12, 2020
Page 2

- a. Owner shall maintain approved plans on-site and readily available to the Village Erosion Control Inspector.
- b. On-site approved plans must reflect current construction conditions and compliance with the Village ordinance.
- c. On-site plans must reflect the current sequence of construction and all erosion and sediment control measures shall meet the WDNR Resources Technical Standards.
- d. Village ordinance requires inspection of the erosion control measures once every 7 days and within 24 hours of a rainfall of 0.5 inches or greater. All inspection reports must be available on-site and available to the Village at any time of day. Reports must contain the information required by the WDNR.
- e. Any construction within the public right-of-way, will conform to the Village Standard Specifications and Village standard details.
- f. Owner will provide erosion control measures and restore any private utility company land disturbance resulting from providing utilities to this site regardless of location.

Our review did not include a detailed check of all engineering and survey data indicated on the drawings. The accuracy of this data is the responsibility of Endpoint Solutions.

If you or any staff or board member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch
Project Engineer
pgesch@ruekertmielke.com

PWG:pwg

cc: Diana Dykstra, Village of Mukwonago
John Weidl, Village of Mukwonago
Bob Harley, Village of Mukwonago
Mark G. Blum, Village of Mukwonago
Dave Brown, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Ben Kohout, Village of Mukwonago
Jason Heinonen, P.E., Endpoint Solutions
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

May 20, 2020

Mr. Fred Winchowky
Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Hittman Property
Letter of Credit Recommendation

Dear President Winchowky:

A construction cost estimate was submitted to our office for review, for storm water improvements and site grading pertaining to storm water management at the Hittman Property located at the south west corner of Arrowhead Drive and STH 83. The developer's contractor has submitted the construction costs for the work that is to be completed. We have reviewed the costs and they are summarized in the following table:

| ITEM | Letter of Credit Amount |
|--|-------------------------|
| Erosion Control | \$5,300.00 |
| Restoration | \$7,700.00 |
| Excavation/Grading of Pond & Pond Structures | \$31,190.00 |
| Contingencies (20%) | \$8,838.00 |
| Total Letter of Credit Amount: | \$53,028.00 |

We believe that the costs, as defined in the table above, adequately represent and cover the proposed storm water improvement work. Upon approval by the Village, a letter of credit should be established in the amount of **\$53,028.00** in accordance with Paragraph 7 of the approved Storm Water Maintenance Agreement. Per the Storm Water Maintenance Agreement, this letter of credit should remain in place until the Village draws on it in full or until 1-year after the date of engineer certification of the pond improvements, whichever occurs first. The contingencies are not eligible for reduction until the end of the 1-year warranty period.

Final approval of the surety is subject to the review of Village Attorney Mark Blum as to appropriate and acceptable form of the surety. Once approved and acceptable to the Village, the surety shall be established such that the storm water maintenance agreement may be appropriately executed prior to construction commencing.

If you or any staff or board member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Mr. Fred Winchowky
Hittman Property - Letter of Credit
May 20, 2020
Page 2

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch
Project Engineer
pgesch@ruekertmielke.com

PWG:pwg

cc: Diana Dykstra, Village of Mukwonago
John Weidl, Village of Mukwonago
Bob Harley, Village of Mukwonago
Mark G. Blum, Village of Mukwonago
Dave Brown, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Ben Kohout, Village of Mukwonago
Matt Bautch, Campbell Construction
Jay Campbell, Campbell Construction
Shawn Hittman, Hittman Property
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

Hittman Properties
Storm Water Maintenance Agreement
Village of Mukwonago, County of Waukesha, WI

Dale Hittman and Jackie Hittman IRREVOCABLE Trust, as "Owner" of the property described in Exhibit A, in accordance with Chapter 34 of the Village of Mukwonago Municipal Code, agrees to install and maintain storm water *management practices* on the subject property in accordance with approved plans and Storm Water Permit conditions. The Owner further agrees to the terms stated in this document to ensure that the storm water management practices continue serving the intended functions in perpetuity. This Agreement includes the following exhibits:

Exhibit A: Legal Description of the real estate for which this Agreement applies ("Property").

Exhibit B: Location Map - shows an accurate location of each storm water management practice affected by this Agreement.

Exhibit C: Maintenance Plan - prescribes those activities that must be carried out to maintain compliance with this Agreement.

Exhibit D: Design Summary - contains a summary of key Engineering calculations and other data used to design the storm water management practices.

Exhibit E: As-built survey (to be recorded as an addendum) - shows a detailed "as-built" cross section and plan view of the storm water management practices.

Exhibit F: Engineering/Construction Verification (to be recorded as an addendum) - provides verification from a Professional Engineer that the design and construction of the storm water management practices complies with all applicable technical standards and the Village's requirements.

NOTE: After construction verification has been accepted by the Village of Mukwonago, for all planned storm water management practices, an addendum(s) to this agreement shall be recorded by the Village showing construction details and construction verification. The addendum(s) may contain several additional exhibits, as described below.

Through this Agreement, the Owner hereby subjects the Property to the following covenants, conditions and restrictions:

1. Upon execution of this Agreement, the Village shall record the Agreement at the Waukesha County or Walworth County Register of Deeds, as applicable. The recording of this Agreement shall be a condition for the issuance of a Storm Water Permit. An addendum to this Agreement shall be recorded upon project completion which shall include submittal of Exhibit E and Exhibit F in an acceptable form to the Village. The recording of Amendment #1 including Exhibit E and Exhibit F shall be a condition for the issuance of an occupancy permit.
2. The Owner shall construct, maintain and if necessary reconstruct the storm water management practices so as to maintain their compliance with applicable governmental, statutes, ordinances or rules. The Owner shall be responsible for the routine and extraordinary maintenance and repair of the storm water management practices identified in Exhibit B in accordance with the maintenance plan contained in Exhibit C.

3. The Owner shall, at their own cost inspect the storm water best management practices on an annual basis and maintain records of annual inspections and maintenance performed. Records shall be made available to the Village upon request within 30 days of written notice. Annual inspections shall be performed as detailed in Exhibit C Maintenance Plan of the storm water maintenance agreement and shall be performed to determine if the facility is functioning within the design parameters. Commencing in 2020 - and every five years thereafter the Owner shall, at their own cost, have a certification inspection of the storm water management practices conducted by a professional engineer, who shall then file a report with the Village of Mukwonago no later than December 31st of the same year. Upon written notification by Village of Mukwonago or its designee the Owner shall, at their own cost and within a reasonable time period determined by the Village of Mukwonago, have an inspection of the storm water management practices conducted by a professional engineer, who shall then file a report with the Village of Mukwonago. The Owner shall thereafter timely complete any maintenance or repair work recommended in any of the above reports. The Owner shall be liable for the failure to undertake any maintenance or repairs.
4. In addition, and independent of the requirements under paragraph 2 above, the Village of Mukwonago, or its designee, is authorized but not required to access the property as necessary to conduct inspections of the storm water management BMP's to ascertain compliance with the terms and intent of this Agreement and the activities prescribed in Exhibit C. The Village of Mukwonago may require work to be done which differs from the report(s) described in paragraph 3 above, if the Village of Mukwonago reasonably concludes that such work is necessary and consistent with the intent of this agreement and /or with Chapter 34 of the Village Code of Ordinances. Upon notification by the Village of Mukwonago of required maintenance or repairs, the Owner shall complete the specified maintenance or repairs within a reasonable time frame, as determined by the Village of Mukwonago.
5. If the Owner does not complete an inspection under 3 above or complete the required maintenance or repairs under 2 above within the specified time period, the Village of Mukwonago is authorized, but not required, to perform the specified inspections, maintenance or repairs. In the case of an emergency situation, as determined by the Village of Mukwonago, no notice shall be required prior to the Village of Mukwonago performing emergency maintenance or repairs.

The cost of inspections or measures undertaken by the Village pursuant to this agreement shall be first paid from the proceeds of any surety maintained to secure the performance by the Owner/Developer of its obligations under this agreement and the conditions of the use, site and architectural approval. In the event that the costs of said measures shall exceed the value of the surety or the surety has expired or been terminated, then in that event the cost of said measures shall be assessed as a special charge for current services pursuant to Wis Stat Sec. 66.0627. Any such assessment which is not paid within 60 days after billing shall be deemed a delinquent special charge and shall become a lien upon the parcel against which such charge has been assessed. Such delinquent charges shall be extended upon the current or next tax roll as a delinquent tax against the parcels for which payment has not been received by the Village and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special charges. The Developer hereby consents to the levy of such charge and waives notice and the right to hearing.

6. This Agreement shall run with the property and be binding upon all heirs, successors and assigns. After the Village records this document, the Village of Mukwonago shall have the sole authority to modify this agreement contingent upon the Village of Mukwonago providing a 30 day written notice to the current Owner. Any modifications shall conform to the minimum requirements of Chapter 34

(or its successor) and be written so as to ensure the long-term maintenance of the storm water BMP's.

7. The Owner/Developer agrees to pledge a surety in a form acceptable to the Village of Mukwonago to secure performance of the obligations arising from the construction and maintenance of the storm water BMPs provided for under this Agreement in the amount of 120% of the actual cost of the storm water BMPs. Said surety shall remain in effect for a period of three (3) years from the date of the execution of this Agreement or until drawn upon in full by the Village or one year (1) from the date of the certification of the storm water improvements whichever occurs first. Release of the surety prior to the deadlines stated herein shall be governed by Mukwonago Village code section 34-108(c) as amended
8. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

Dated this 29 day of April, 2020

Owner:

Shawn Hittman
Authorized Representative of Dale and Jackie Hittman IRREVOCABLE Trust

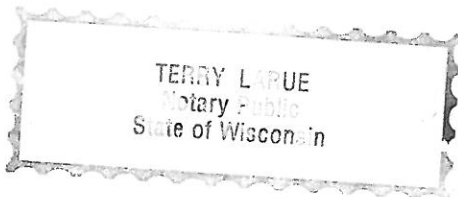
Shawn Hittman, Successor Trustee

(Printed Name of Authorized Representative)

State of Wisconsin:

County of Waukesha

Personally came before me this 29th day of April, 2020, the above named Shawn Hittman, as the authorized Representative of Dale & Jackie Hittman Irrevocable Trust for the purpose of signing this document, to me known to be the person who executed the foregoing instrument and acknowledged the same.



Terry L. Rue
[Name]

Notary Public, Waukesha County, WI

My commission expires: 10/25/23

Accepted by the Village of Mukwonago this ____ day of _____, 202__.

Fred Winchowky, Village President

Diana Dykstra, Village Clerk

This document was drafted by:

Jason Heinonen

Endpoint Solutions

6871 South Lovers Lane

Franklin, WI 53132

Telephone: (414) 427-1200

Email: jason@endpointcorporation.com

**EXHIBIT A -
LEGAL DESCRIPTION**

(HITTMAN PROPERTY SWMA)

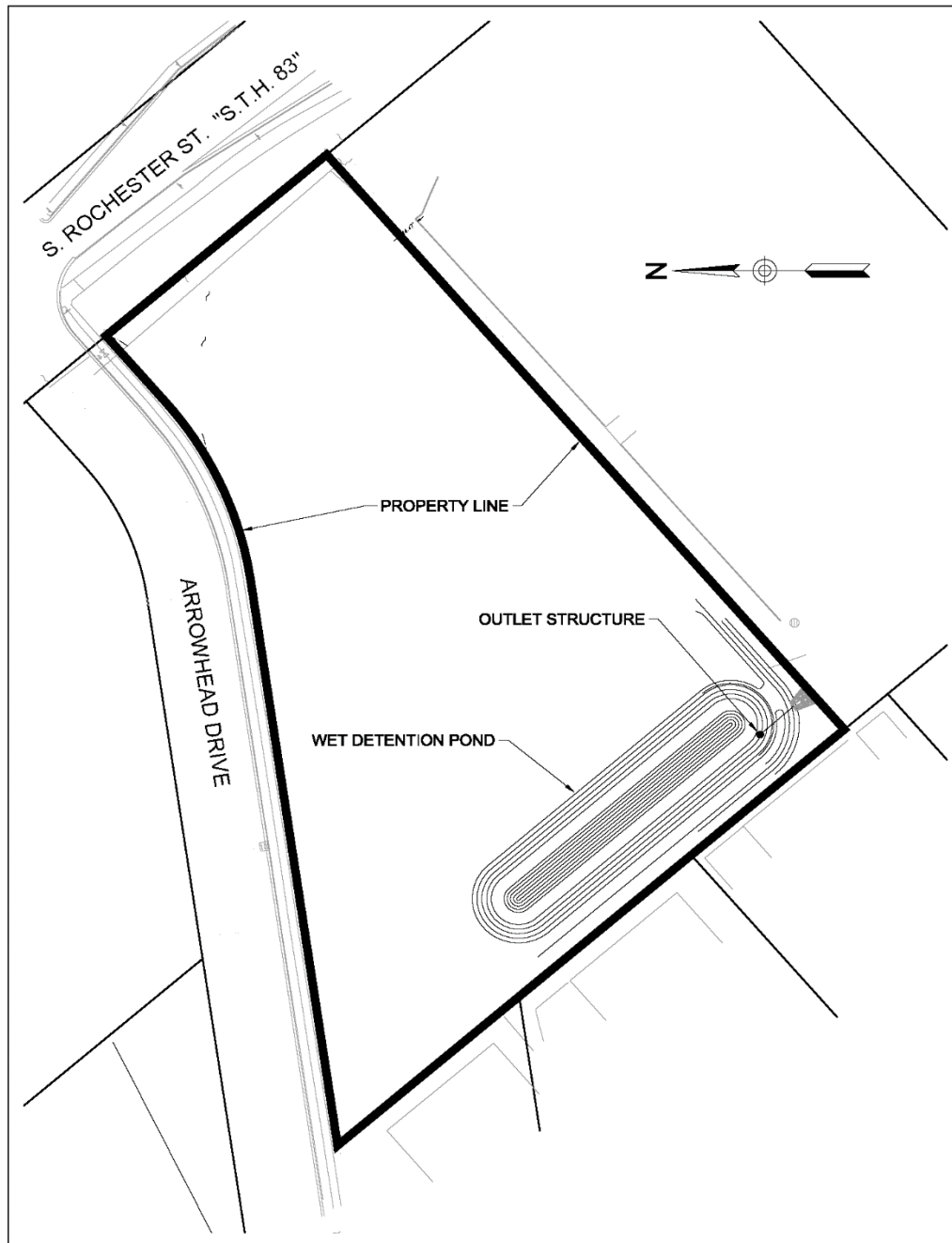
Legal Description of the Property for which this Agreement applies:

Lot 2 of Certified Survey Map No. 9620, recorded in the office of the Register of Deeds for Waukesha County, Wisconsin on August 20, 2003, in Volume 88, page 218, as Document No. 3049054, being a division of Lot 2 of Certified Survey Map No. 6333, being part of the Northwest 1/4 of the Southwest 1/4 of Section 36, Township 5 North, Range 18 East, Village of Mukwonago, Waukesha County, Wisconsin.

**EXHIBIT B -
LOCATION MAP**

(HITTMAN PROPERTY SWMA)

Location Map of the storm water management practices for which this Agreement applies:



**EXHIBIT C -
MAINTENANCE PLAN
(HITTMAN PROPERTY SWMA)**

Inspection and Maintenance Schedule

I. Post Storm Event Inspection:

Inspect the following after every major rainstorm, defined as a storm which provides more than 2.5-inches of rainfall within a 24-hour period. Make any repairs as necessary:

1. Debris cleanup: The storm sewer inlets, wet detention pond and outlet control structure shall be inspected and all debris shall be collected and disposed of appropriately. The goal of this cleanup process is to remove all materials that may contribute to clogging and thus reduce functionality of the storm sewer system and wet detention pond.
2. Erosion repair and sediment removal: Eroded areas shall be promptly repaired using low-impact earth moving techniques commensurate with the scale of the repair task. Any bare soil areas shall be revegetated according to the original design specifications.

II. Annual Inspection:

Inspect the Wet Detention Pond and Storm Sewer Conveyance Network for the following every year in spring. Make any repairs as necessary

1. Berm and Side Slope Inspection: Walk along the entire pond perimeter and inspect all berms and side slopes for settling, cracking, erosion, or leakage.
2. Inlet/Outlet Pipe Inspection: Inspect all pipe inlets and outlets for any pipe separation or erosion.
3. Storm Sewer Conveyance Network: Inspect all storm sewer structures and conveyance piping for any excessive debris.
4. Permanent Pool Inspection: Visually inspect the level of the permanent pool in the wet detention pond to determine if it is at the proper elevation – the safety shelf should not be exposed. Sediment removal is required once the average depth of permanent pool is 3.5 feet. Sediment disposal locations shall meet State Code. The liner shall be protected from damage during sediment removal.

5. Outlet Structure Inspection: Inspect the outlet structure and outlet pipes. Clear away all debris and remove any blockages. Check for erosion or riprap displacement.

III. Every Third Year

Inspect the following every third year during spring. Make any repairs as necessary:

1. Check Wet Detention Pond Sediment Level: Sediment level in the wet detention pond shall be checked. Sediment must be removed when the average depth of the wet detention pond sediment is less than three feet from the design normal water elevation of the wet detention pond.
2. Exotic and noxious weed management: Plantings in stormwater management facilities shall be surveyed for exotic and noxious weed growths. This survey must be conducted by a qualified individual, knowledgeable in horticulture and the recognition of wetlands vegetation. If noxious or exotic weed growths are present, they shall be eliminated using appropriate methods, and the area shall be revegetated according to the original site specifications, if necessary.

EXHIBIT D - DESIGN SUMMARY

(HITTMAN PROPERTY SWMA)

Storm Water Design Targets

Storm Water Quality Improvement

The site requires 80% reduction in total suspended solids (TSS) as compared to no controls.

Peak Discharge Rate Control

The following rate controls are to be met by the site:

- 100-year post-construction shall be less than or equal to the 10-year pre-construction;
- 10-year post-construction shall be less than or equal to the 2-year pre-construction;
- 2-year post-construction shall be less than or equal to the 2-year pre-construction; and,
- 1-year post-construction shall be less than or equal to the 1-year pre-construction.

Water Quantity Reduction

Storm Events

The following storm frequencies and respective rainfall depths for Mukwonago, Wisconsin were used to analyze the storm water runoff conditions.

| Design Storm Recurrence Interval and Depths | |
|---|----------------|
| Design Storm | Depth (inches) |
| 1-year, 24-hour | 2.40 |
| 2-year, 24-hour | 2.70 |
| 10-year, 24-hour | 3.81 |
| 100-year, 24-hour | 6.18 |

Runoff Curve Numbers (RCN)

An RCN of 98 for proposed conditions draining to the pond (100% impervious to allow for the most flexible future development) and 74 for proposed undetained areas (areas where grading restrictions wouldn't permit drainage to the pond).

Storm Water Pond and Outlet Structure

The pond was designed in accordance with WDNR Technical Standard 1001. The primary outfall structure will control the one (1)-year and two (2)-year, 24-hour design storms via a six (6)-inch diameter orifice in a three (3)-foot diameter vertical riser

structure. The riser structure will have an open top and convey flow from less frequent storms (e.g., ten (10)-year and 100-year, 24-hour design storms). Flow through the primary outfall structure will be conveyed off-site through an 8-inch diameter culvert discharging to the southwest corner of the Site (consistent with existing drainage patterns).

An overflow spillway was designed to safely convey the 100-year, 24-hour design storm without overtopping the embankments, under plugged conditions. The overflow spillway was verified to be capable of passing the 100-year, 24-hour design storm, if the proposed outlet structure was unavailable.

Results

The following tables summarize the peak discharge estimates for the Site, and the total routed discharge rate for each design storm event.

Existing Conditions Discharge Rates

| Design Storm Event | Peak Flow Rate (cfs) |
|--------------------|----------------------|
| 1-year | 1.55 |
| 2-year | 2.13 |
| 10-year | 4.58 |
| 100-year | 10.72 |

Proposed Conditions Discharge Rates

| Design Storm Even | Peak Flow Rate into Pond (cfs) | Peak Pond Discharge Rate (cfs) | Target Discharge Rate (cfs) | Site Discharge Rate (cfs) |
|-------------------|--------------------------------|--------------------------------|-----------------------------|---------------------------|
| 1-year | 9.80 | 1.07 | 1.55 | 1.13 |
| 2-year | 11.06 | 1.14 | 2.13 | 1.28 |
| 10-year | 15.74 | 1.83 | 2.13 | 2.09 |
| 100-year | 25.66 | 2.35 | 4.58 | 3.37 |

Peak Pond Elevations

| Design Storm | Peak Elevation (feet) |
|--------------|-----------------------|
| 1-year | 822.53 |
| 2-year | 822.72 |
| 10-year | 823.29 |
| 100-year | 824.48 |

Water Quality Improvement

Approach

Water quality is proposed to be improved through the use of the pond to allow TSS particles to settle out of the storm water prior to discharge. The outlet structure was designed to control the rate of discharge during the one (1)-year, 24-hour and two (2)-year, 24-hour design storms to promote TSS settling. The permanent pool was designed to be five (5) feet deep to provide three (3) feet of dead storage and two (2) feet of sediment storage. The permanent pool surface area was designed to be 6,881 square feet at elevation 821.0 feet (the lowest outlet invert elevation).

Storm Events

As previously mentioned, the one (1) and two (2)-year, 24-hour design storms were used to analyze the sediment removal efficiency of the proposed pond. The following table provides the peak discharge rates from the sedimentation pond for the pertinent storm events.

TSS Pond Elevations

| Design Storm | Peak Pond Discharge Rate (cfs) | Peak Elevation (feet) |
|-----------------|--------------------------------|-----------------------|
| 1-year, 24-hour | 1.07 | 822.53 |
| 2-year, 24-hour | 1.14 | 822.72 |

Results

The proposed Site was analyzed using WinSLAMM software to determine TSS reduction. A reduction of 80% TSS is required by the Village and WDNR. A summary of the results are below for TSS and Total Phosphorus (P).

Source Loading and Management Model (SLAMM)

| | TSS | P |
|-----------------------|---------------|---------------|
| Site without controls | 1,922 LBs | 6.729 LBs |
| Site with controls | 244 LBs | 1.724 LBs |
| Percent Reduction | 87.28% | 74.38% |

May 7, 2020

Mr. Fred Winchowky
Village President
Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

Re: Edgewood Condos
Recommendation of Approval of SWMA

Dear President Winchowky:

In 2005, a series of storm water and development documents were reviewed for the construction of the Edgewood Condominiums in 2006. The development contains several storm water management facilities. A storm water maintenance agreement was presented in 2005 for review but, evidently, was never recorded. The Edgewood Condos development was never fully built-out and in recent years, the Village was approached for permits for the construction of a few more condo buildings in the development. As part of the permit issuance, the Village has requested that a storm water maintenance agreement be created and recorded for the existing storm water ponds.

We have reviewed the storm water maintenance agreement dated May 6, 2020 and are satisfied with its contents. The information contained in the document is a hybrid of current data and past storm water calculation data from 2005. Since there are no changes to the originally approved build-out of the development, the storm water management plan did not need to be updated. The new storm water maintenance agreement contains storm water management calculation data from the original plan completed and approved in 2005. The maintenance agreement also contains an as-built survey of the existing facilities, conducted in 2020. The maintenance agreement conforms to current Village standards and meets the requirements of the Village's Storm Water Ordinance.

We, therefore, recommend the following actions to you and the Village Board:

1. Approval and Execution of the Storm Water Maintenance Agreement.
 - a. The Storm Water Maintenance Agreement is being transmitted via email in which this letter is attached.

Upon execution of the agreement by all parties, please return it to Village Attorney Mark Blum for recording. We ask that you provide us with a copy of the recorded document for our records.

If you or any staff or board member should have any questions regarding this, please feel free to contact me at (262) 542-5733.

Respectfully,

RUEKERT & MIELKE, INC.



Peter W. Gesch
Project Engineer
pgesch@ruekertmielke.com

Mr. Fred Winchowky
Edgewood Condos – Approval of SWMA
May 7, 2020
Page 2

PWG:pwg

cc: Diana Dykstra, Village of Mukwonago
John Weidl, Village of Mukwonago
Bob Harley, Village of Mukwonago
Mark G. Blum, Village of Mukwonago
Dave Brown, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Ben Kohout, Village of Mukwonago
Paul VanHenkelum, P.E., P.L.S., Cardinal Engineering
Wayne Foster, Foster Group
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

EDGEWOOD MEADOWS

Storm Water Maintenance Agreement

Village of Mukwonago, County of Waukesha, WI

Edgewood Meadows Condominium Association, Inc., as “Owner” of the property described in Exhibit A, in accordance with Chapter 34 of the Village of Mukwonago Municipal Code, agrees to install and maintain storm water *management practices* on the subject property in accordance with approved plans and Storm Water Permit conditions. The Owner further agrees to the terms stated in this document to ensure that the storm water management practices continue serving the intended functions in perpetuity. This Agreement includes the following exhibits:

Exhibit A: Legal Description of the real estate for which this Agreement applies (“Property”).

Exhibit B: Location Map - shows an accurate location of each storm water management practice affected by this Agreement.

Exhibit C: Maintenance Plan - prescribes those activities that must be carried out to maintain compliance with this Agreement.

Exhibit D: Design Summary - contains a summary of key Engineering calculations and other data used to design the storm water management practices.

Exhibit E: As-built survey - shows a detailed “as-built” cross section and plan view of the storm water management practices.

NOTE: After construction verification has been accepted by the Village of Mukwonago, for all planned storm water management practices, an addendum(s) to this agreement shall be recorded by the Village showing construction details and construction verification. The addendum(s) may contain several additional exhibits, as described below.

Through this Agreement, the Owner hereby subjects the Property to the following covenants, conditions and restrictions:

1. Upon execution of this Agreement, the Village shall record the Agreement at the Waukesha County or Waukesha County Register of Deeds, as applicable. The recording of this Agreement shall be a condition for the issuance of a Storm Water Permit. An addendum to this Agreement shall be recorded upon project completion which shall include submittal of Exhibit E and Exhibit F in an acceptable form to the Village. The recording of Amendment #1 including Exhibit E and Exhibit F shall be a condition for the issuance of an occupancy permit.
2. The Owner shall construct, maintain and if necessary, reconstruct the storm water management practices so as to maintain their compliance with applicable governmental, statutes, ordinances or rules. The Owner shall be responsible for the routine and extraordinary maintenance and repair of the storm water management practices identified in Exhibit B in accordance with the maintenance plan contained in Exhibit C.
3. The Owner shall, at their own cost inspect the storm water best management practices on an annual basis and maintain records of annual inspections and maintenance performed. Records shall be made available to the Village upon request within 30 days of written notice. Annual inspections shall

be performed as detailed in Exhibit C Maintenance Plan of the storm water maintenance agreement and shall be performed to determine if the facility is functioning within the design parameters. Commencing in 2020- and every five years thereafter the Owner shall, at their own cost, have a certification inspection of the storm water management practices conducted by a professional engineer, who shall then file a report with the Village of Mukwonago no later than December 31st of the same year. Upon written notification by Village of Mukwonago or its designee the Owner shall, at their own cost and within a reasonable time period determined by the Village of Mukwonago, have an inspection of the storm water management practices conducted by a professional engineer, who shall then file a report with the Village of Mukwonago. The Owner shall thereafter timely complete any maintenance or repair work recommended in any of the above reports. The Owner shall be liable for the failure to undertake any maintenance or repairs.

4. In addition, and independent of the requirements under paragraph 2 above, the Village of Mukwonago, or its designee, is authorized but not required to access the property as necessary to conduct inspections of the storm water management BMP's to ascertain compliance with the terms and intent of this Agreement and the activities prescribed in Exhibit C. The Village of Mukwonago may require work to be done which differs from the report(s) described in paragraph 3 above, if the Village of Mukwonago reasonably concludes that such work is necessary and consistent with the intent of this agreement and /or with Chapter 34 of the Village Code of Ordinances. Upon notification by the Village of Mukwonago of required maintenance or repairs, the Owner shall complete the specified maintenance or repairs within a reasonable time frame, as determined by the Village of Mukwonago.
5. If the Owner does not complete an inspection under 3 above or complete the required maintenance or repairs under 2 above within the specified time period, the Village of Mukwonago is authorized, but not required, to perform the specified inspections, maintenance or repairs. In the case of an emergency situation, as determined by the Village of Mukwonago, no notice shall be required prior to the Village of Mukwonago performing emergency maintenance or repairs.

The cost of inspections or measures undertaken by the Village pursuant to this agreement shall be first paid from the proceeds of any surety maintained to secure the performance by the Owner/Developer of its obligations under this agreement and the conditions of the use, site and architectural approval. In the event that the costs of said measures shall exceed the value of the surety or the surety has expired or been terminated, then in that event the cost of said measures shall be assessed as a special charge for current services pursuant to Wis Stat Sec. 66.0627. Any such assessment which is not paid within 60 days after billing shall be deemed a delinquent special charge and shall become a lien upon the parcel against which such charge has been assessed. Such delinquent charges shall be extended upon the current or next tax roll as a delinquent tax against the parcels for which payment has not been received by the Village and all proceedings in relation to the collection, return and sale of property for delinquent real estate taxes shall apply to such special charges. The Developer hereby consents to the levy of such charge and waives notice and the right to hearing.

6. This Agreement shall run with the property and be binding upon all heirs, successors and assigns. After the Village records this document, the Village of Mukwonago shall have the sole authority to modify this agreement contingent upon the Village of Mukwonago providing a 30-day written notice to the current Owner. Any modifications shall conform to the minimum requirements of Chapter 34 (or its successor) and be written so as to ensure the long-term maintenance of the storm water BMP's.

7. This Agreement shall be governed and construed in accordance with the laws of the State of Wisconsin.

Dated this ____ day of _____, 2020

Owner:

Authorized Representative of **Edgewood Meadows Condominium Association, Inc.**

(Printed Name of Authorized Representative)

State of Wisconsin:

County of Waukesha

Personally, came before me this ____ day of _____, 2020, the above named _____, as the authorized Representative of _____ for the purpose of signing this document, to me known to be the person who executed the foregoing instrument and acknowledged the same.

[Name]

Notary Public, Waukesha County, WI

My commission expires: _____

Accepted by the Village of Mukwonago this ____ day of _____, 2020.

Fred Winchowky, Village President

Diana Dykstra, Village Clerk

This document was drafted by:
Paul H. Van Henkelum PE PLS
Cardinal Engineering
Lake Geneva, WI 53147
Telephone: (414)406-3248
Email: paul@cardinalengineeringwi.com

Exhibit A

Legal Description:

Being Lots 1,2,3 and 4 of CSM #10090, Located in the SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ and the SE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 19, Town 5 North, Range 19 East, Village of Mukwonago, Waukesha County, Wisconsin.

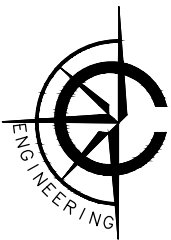
Exhibit B



CLIENT 228

EDGEWOOD MEADOWS
MUKWONAGO, WI

EXHIBIT B LOCATION MAP



CARDINAL ENGINEERING LLC
DESIGNING IN TRUE DIRECTIONS

PO BOX 281 - 1200 LASALLE STREET
LAKE GENEVA, WI 53147
262-757-8776
CARDINALENGINEERINGWI.COM

| NO. | REVISION DESCRIPTION | REV DATE |
|----------------|----------------------|------------|
| | | |
| | | |
| | | |
| | | |
| SCALE | | 1" = 150' |
| PROJECT NUMBER | | 1901442 |
| DATE | | 05-05-2020 |
| PROJECT MGR | | PVH |
| DRAWN BY | | JDB |
| DESIGNED BY | | JDB |

SHEET NUMBER

01 OF 01

Exhibit C

Maintenance Plan for Edgewood Meadows Condominium

The owner will perform the following tasks:

Inspect the basins monthly

Inspect the basins after every major storm

Inspect Annually for settling, cracking, erosion, leakage, tree growth on embankment, the condition of the inlet and outlet of channels, sediment accumulation in the basin, and the health and density of the grass turf.

Eroded areas should revegetate immediately

The basins should be mowed twice a year to prevent woody growth, stimulate grass growth, and enhance nutrient removal.

Remove trash and debris.

If ponding occurs regrade area

Exhibit D

The original project was designed and 2005 and said design was based on the ordinances in place at the time.

| BASIN 3 INFLOW, OUTFLOW & STORAGE DATA | | | | |
|---|-------------------------|-------------------------|---------------------------------|-----------------------------------|
| Inflow Peak | Maximum Outflow Rate | Max. Water Elevation | Storage Volume at Max. elev. | Outflow Control Structures* |
| 3.3 cfs (Post 2 Yr/24 Hr Peak) | 0.4 cfs | 792.52 | 0.10 Acre Feet | 1, 2 |
| 6.6cfs (Post 10 Yr/24 Hr Peak) | 0.6 cfs | 793.81 | 0.22 acre feet | 1, 2 |
| 11.1 cfs (Post 100 Yr/24 Hr Peak) | 3.4 cfs | 794.62 | 0.32 acre feet | 1, 2,3 |

Top of Basin = 795

*The controlling elements are summarized below:

#1 = 4" Diameter Orifice, Inv = 791.00

#2 = 12" Diameter Culvert, Inv = 791.00

#3 = 24" Diameter Standpipe, Crest Elev = 793.8

RUNOFF SUMMARY

| | Runoff, cfs | | |
|----------------|-------------|---------|----------|
| | 2 Year | 10 Year | 100 Year |
| Pre-Developed | 10.7 | 27.5 | 52.0 |
| Post Developed | 1.9 | 6.7 | 18.2 |

| | Pre-Developed | | | Post-Developed | | | | |
|---------------------------------|---------------|--|--|----------------|------|------|------|------|
| | E1 | | | D1 | D2 | D3 | D4 | D5 |
| Area | 21.1 | | | 4.4 | 11.4 | 2.7 | 2.2 | 0.5 |
| Runoff Curve Number | 72 | | | 70 | 77 | 80 | 66 | 68 |
| Time of Concentration (Hrs.) | 0.43 | | | 0.08 | 0.13 | 0.25 | 0.28 | 0.09 |
| 2 Yr. Peak flow (cfs) | 10.7 | | | 3.3 | 13.8 | 3.3 | 0.8 | 0.3 |
| 10 Year Peak Flow (cfs) | 27.5 | | | 8.7 | 29.7 | 6.6 | 2.5 | 0.9 |
| 100 Year Peak flow (cfs) | 52.0 | | | 16.5 | 51.6 | 11.1 | 5.3 | 1.8 |
| | | | | | | | | |

| BASIN 1 INFLOW, OUTFLOW & STORAGE DATA | | | | |
|---|----------------------|----------------------|------------------------------|-----------------------------|
| Inflow Peak | Maximum Outflow Rate | Max. Water Elevation | Storage Volume at Max. elev. | Outflow Control Structures* |
| 3.3 cfs (Post 2 Yr/24 Hr Peak) | 0.2 cfs | 787.43 | 0.08 Acre Feet | 1, 2 |
| 8.7 cfs (Post 10 Yr/24 Hr Peak) | 0.3 cfs | 788.27 | 0.27 acre feet | 1, 2 |
| 16.5 cfs (Post 100 Yr/24 Hr Peak) | 2.6 cfs | 788.87 | 0.41 acre feet | 1, 2,3 |

Top of Basin = 790

*The controlling elements are summarized below:

#1 = 3" Diameter Orifice, Inv = 787

#2 = 12" Diameter Culvert, Inv = 786.9

#3 = 36" Diameter Standpipe, Crest Elev = 788.7

| BASIN 2 INFLOW, OUTFLOW & STORAGE DATA | | | | |
|---|----------------------|----------------------|------------------------------|-----------------------------|
| Inflow Peak | Maximum Outflow Rate | Max. Water Elevation | Storage Volume at Max. elev. | Outflow Control Structures* |
| 14.0 cfs (Post 2 Yr/24 Hr Peak) | 1.3cfs | 786.77 | 0.40 Acre Feet | 1,2 |
| 30.0 cfs (Post 10 Yr/24 Hr Peak) | 4.2 cfs | 787.45 | 0.81 acre feet | 1,2 |
| 52.1 cfs (Post 100 Yr/24 Hr Peak) | 11.2 cfs | 788.34 | 1.39 acre feet | 1,2,3 |

Top of Basin = 790

*The controlling elements are summarized below:

#1 = 12" Culvert, Inv = 786

#2 = 24" Culvert, Inv = 786.9

#3 = Weir, Crest = 788.5

Trapezoidal Channel Analysis & Design
Open Channel - Uniform flow

Worksheet Name: EDGEWOOD MEADOWS

Comment: DITCH THROUGH SITE

Solve For Depth

Given Input Data:

| | |
|-------------------|--------------|
| Bottom Width..... | 24.00 ft |
| Left Side Slope.. | 4.00:1 (H:V) |
| Right Side Slope. | 4.00:1 (H:V) |
| Manning's n..... | 0.060 |
| Channel Slope.... | 0.0020 ft/ft |
| Discharge..... | 272.00 cfs |

Computed Results:

| | |
|-------------------|----------------------------|
| Depth..... | 3.50 ft |
| Velocity..... | 2.05 fps |
| Flow Area..... | 132.82 sf |
| Flow Top Width... | 51.97 ft |
| Wetted Perimeter. | 52.83 ft |
| Critical Depth... | 1.46 ft |
| Critical Slope... | 0.0498 ft/ft |
| Froude Number.... | 0.23 (flow is Subcritical) |

WORK SHEET FOR STORM SEWER DESIGN

Project: EDGEWOOD ESTATES Location: VILLAGE OF MUKWONAGO

Computed By: DKV

Date: 8/8/05

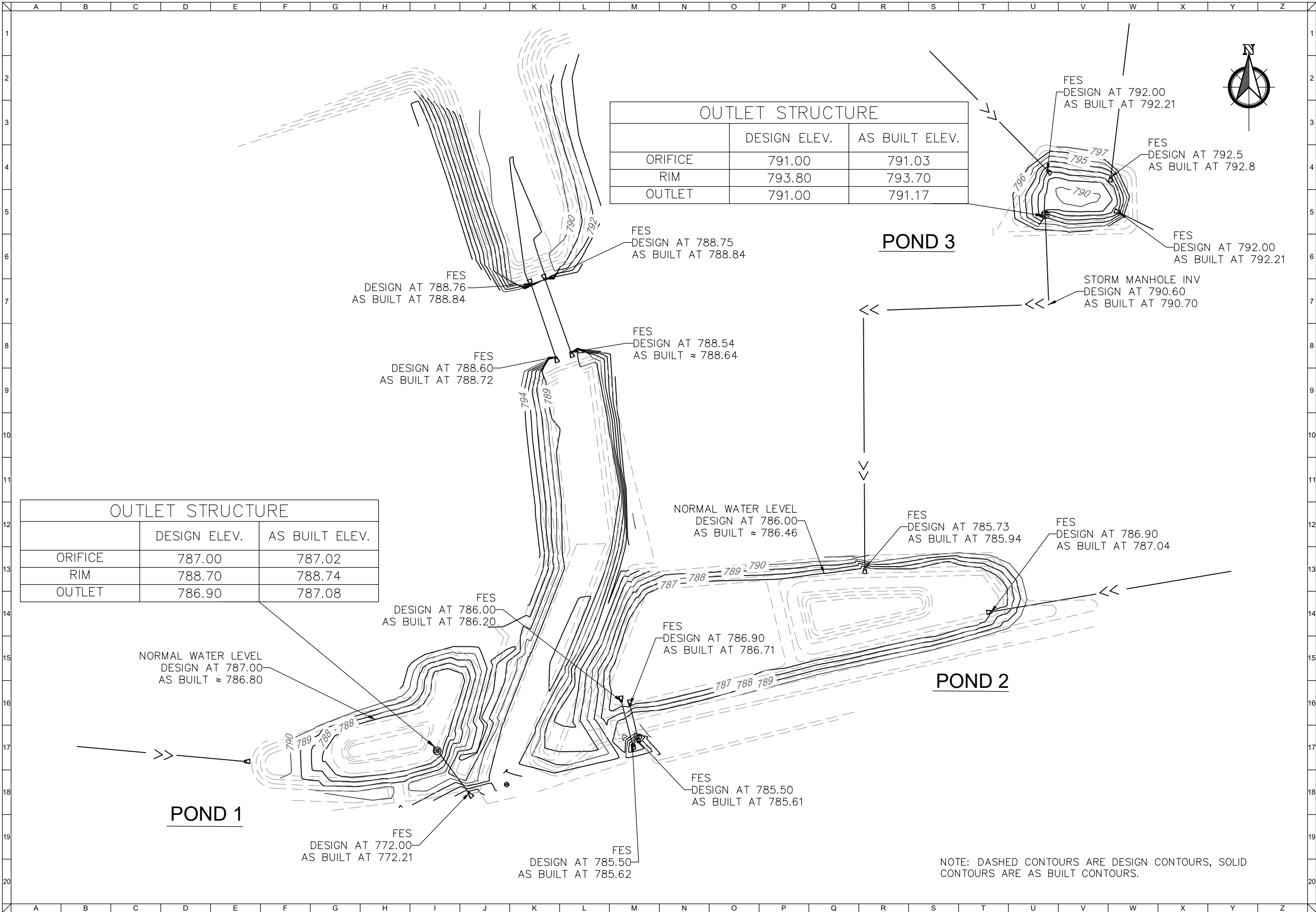
Design Frequency: 10 year

| Location | | Tributary Area | | | | | Travel Time | | | Rainfall-Runoff | | | | | Flow in Conduit | | | | | Vertical Control | | | | |
|-------------------------------|--------------------|----------------|----------|------------------|---------------------------------------|------------|------------------------|-----------------|--------------------|----------------------------|---------------------|--------------------|---------------------|------------------------|-----------------|-----------------|---------------|---------------------|-------------------|------------------|-----------------|-----------------|-----------------------|--------|
| Station of Upstream Structure | Structures From To | Index | Area (A) | Runoff Coeff (C) | Equiv Area for 100% Runoff (CA) (+CA) | Inlet Time | Flow Time Street (min) | Pipe Time (min) | Time of Conc (min) | Rainfall Intensity (in/hr) | Direct Runoff (Cfs) | Other Runoff (Cfs) | Design Runoff (Cfs) | Slope of Sewer (Ft/Ft) | Pipe Size (In) | Flow Full (Cfs) | Cap Vel (Fps) | Length of Pipe (Ft) | Fall of Pipe (Ft) | Invert Elev (Ft) | Lower Elev (Ft) | Upper Elev (Ft) | Top of Structure (Ft) | |
| | CB1 MH5 | | 2 | 0.61 | 0.34 | 0.21 | 5 | | 0.54 | 5.00 | 6.3 | 1.31 | 1.31 | 0.005 | 12 | 2.52 | 3.21 | 103.7 | 0.5185 | 798.90 | 798.38 | 801.90 | 804.10 | |
| | CB2 MH5 | | 1 | 0.76 | 0.32 | 0.24 | 0.45 | 5 | | 5.54 | 6.3 | 1.53 | 1.53 | 0.005 | 12 | 2.52 | 3.21 | 87 | 0.435 | 798.90 | 798.47 | 801.90 | 804.10 | |
| | CB3 MH5 | | 3 | 0.09 | 0.38 | 0.03 | 0.48 | 5 | | 5.54 | 6.3 | 0.22 | 0.22 | 0.005 | 12 | 2.52 | 3.21 | 38.8 | 0.194 | 798.90 | 798.71 | 801.90 | 804.10 | |
| | MH5 MH9 | | | | | 0.00 | 0.48 | | 0.34 | 5.54 | 6.3 | 3.05 | 3.05 | 0.017 | 15 | 8.42 | 6.86 | 139.2 | 2.3664 | 798.19 | 795.82 | 804.10 | 799.67 | |
| | 12+28.8 MH9 MH6 | | | | | 0.00 | 0.48 | | 0.38 | 5.88 | 6.2 | 3.01 | 3.01 | 0.018 | 15 | 8.71 | 7.10 | 163.2 | 2.97024 | 795.72 | 792.75 | 799.67 | 796.52 | |
| | 10+65.1 CB7 MH6 | | 4 | 1.23 | 0.31 | 0.38 | 0.87 | 5 | | 6.26 | 6.3 | 2.40 | 2.40 | 0.005 | 12 | 2.52 | 3.21 | 33.5 | 0.1675 | 793.20 | 793.03 | 796.64 | 796.52 | |
| | 10+65.1 MH6 CB8 | | | | | 0.00 | 0.87 | | 0.04 | 6.26 | 6.0 | 5.20 | 5.20 | 0.010 | 15 | 6.46 | 5.26 | 12.4 | 0.124 | 792.65 | 792.53 | 796.52 | 796.64 | |
| | 10+65.1 CB8 MH29 | | 5 | 0.18 | 0.51 | 0.09 | 0.96 | | 0.30 | 6.30 | 6.0 | 5.75 | 5.75 | 0.010 | 15 | 6.46 | 5.26 | 95 | 0.95 | 792.43 | 791.48 | 796.64 | 795.00 | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | 13+43.88 CB27 MH28 | | 18 | 0.20 | 0.19 | 0.04 | 0.04 | 5 | 0.41 | 6.26 | 6.3 | 0.24 | | 0.24 | 0.004 | 12 | 2.25 | 2.87 | 70 | 0.28 | 792.71 | 792.43 | 795.20 | 795.80 |
| | 12+62.04 MH28 MH29 | | | | | 0.00 | 0.04 | | 0.96 | 6.26 | 6.3 | 0.24 | 0.24 | 0.004 | 12 | 2.25 | 2.87 | 165 | 0.66 | 792.33 | 791.67 | 795.80 | 795.00 | |
| | 10+95.84 MH29 OUT | | | | | 0.00 | 1.00 | | 0.23 | 6.30 | 6.0 | 5.98 | 5.98 | 0.010 | 15 | 6.46 | 5.26 | 72 | 0.72 | 791.38 | 790.66 | 795.00 | N/A | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | 17+85 CB10 MH11 | | 6 | 2.89 | 0.48 | 1.39 | 1.39 | 5 | 0.06 | 5.00 | 6.3 | 8.74 | 8.74 | 0.019 | 15 | 8.90 | 7.26 | 27 | 0.513 | 787.69 | 787.18 | 791.32 | 791.06 | |
| | 17+85 CB12 MH11 | | 7 | 2.00 | 0.46 | 0.92 | 2.31 | 5 | | 5.06 | 6.3 | 5.80 | 5.80 | 0.009 | 15 | 6.13 | 4.99 | 6 | 0.054 | 787.69 | 787.64 | 791.32 | 791.06 | |
| | 17+85 MH11 MH13 | | | | | 0.00 | 2.31 | | 0.66 | 5.06 | 6.3 | 14.54 | 14.54 | 0.0015 | 30 | 15.89 | 3.24 | 127.3 | 0.19095 | 786.53 | 786.34 | 791.06 | 792.50 | |
| | 31+96 CB15 MH14 | | 9 | 0.43 | 0.48 | 0.21 | 0.21 | 5 | 0.12 | 5.00 | 6.3 | 1.30 | | 1.30 | 0.005 | 12 | 2.52 | 3.21 | 24 | 0.12 | 792.75 | 792.63 | 795.75 | 795.54 |
| | 31+96 CB16 MH14 | | 8 | 0.42 | 0.57 | 0.24 | 0.45 | 5 | | 5.12 | 6.3 | 1.51 | 1.51 | 0.005 | 12 | 2.52 | 3.21 | 8 | 0.04 | 792.75 | 792.71 | 795.75 | 795.54 | |
| | 31+96 MH14 MH17 | | | | | 0.00 | 0.45 | | 0.11 | 5.12 | 6.3 | 2.81 | 2.81 | 0.022 | 15 | 9.58 | 7.81 | 49.7 | 1.0934 | 792.44 | 791.35 | 795.54 | 796.78 | |
| | 31+46.2 MH17 MH13 | | | | | 0.00 | 0.45 | | 0.35 | 5.23 | 6.3 | 2.81 | 2.81 | 0.019 | 15 | 8.90 | 7.26 | 153 | 2.907 | 791.25 | 788.34 | 796.78 | 792.50 | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | POND MH21 | | | | | | | | 0.39 | 0.00 | | | 0.46 | 0.46 | 0.005 | 12 | 2.52 | 3.21 | 75 | 0.375 | 791.00 | 790.63 | N/A | 794.64 |
| | 21+21.6 MH21 MH22 | | | | | 0.00 | 0.00 | | 0.39 | 0.39 | | | 0.46 | 0.46 | 0.013 | 15 | 7.37 | 6.00 | 142 | 1.846 | 790.44 | 788.59 | 794.64 | 793.34 |
| | 20+25 CB23 MH22 | | 10 | 0.64 | 0.50 | 0.32 | 0.32 | 5 | | 5.00 | 6.3 | 2.02 | 2.02 | 0.005 | 12 | 2.52 | 3.21 | 27 | 0.135 | 789.01 | 788.88 | 793.55 | 793.34 | |
| | 20+25 CB24 MH22 | | 11 | 0.73 | 0.50 | 0.37 | 0.69 | 5 | | 5.00 | 6.3 | 2.30 | 2.30 | 0.010 | 12 | 3.56 | 4.54 | 6 | 0.06 | 789.00 | 788.94 | 793.55 | 793.34 | |
| | 20+25 MH22 MH13 | | | | | 0.00 | 0.69 | | 0.17 | 5.00 | 6.3 | 4.32 | 0.46 | 4.78 | 0.012 | 15 | 7.08 | 5.77 | 58.6 | 0.7032 | 788.40 | 787.70 | 793.34 | 792.50 |
| | 19+62.6 MH13 OUT | | | | | 0.00 | 3.44 | | 0.83 | 5.17 | 6.3 | 21.66 | 0.46 | 22.12 | 0.0026 | 36 | 34.01 | 4.81 | 240 | 0.624 | 786.34 | 785.72 | 792.50 | N/A |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | CB18 OUT | | 14 | 0.38 | 0.48 | 0.18 | 0.18 | 5 | 0.34 | 5.00 | 6.3 | 1.15 | | 1.15 | 0.026 | 12 | 5.74 | 7.31 | 150 | 3.9 | 795.90 | 792.00 | 798.90 | N/A |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | CB19 OUT | | 15 | 0.66 | 0.40 | 0.26 | 0.26 | 5 | 0.32 | 5.00 | 6.3 | 1.66 | 1.66 | 0.030 | 12 | 6.17 | 7.86 | 150 | 4.5 | 797.00 | 792.50 | 800.00 | N/A | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | CB20 OUT | | 16 | 1.05 | 0.42 | 0.44 | 0.44 | 5 | 0.30 | 5.00 | 6.3 | 2.78 | 2.78 | 0.021 | 12 | 5.16 | 6.57 | 120 | 2.52 | 794.60 | 792.08 | 797.60 | N/A | |
| | | | | | | | | | | | | | | | | | | | | | | | | |
| | 24+80.06 CB27 CB25 | | 17 | 0.79 | 0.22 | 0.17 | 0.17 | 5 | 0.24 | 5.00 | 6.3 | 1.09 | | 1.09 | 0.007 | 12 | 2.98 | 3.80 | 55 | 0.385 | 788.50 | 788.12 | 791.50 | 791.30 |
| | 25+08 CB25 CB26 | | 12 | 0.32 | 0.52 | 0.17 | 0.34 | 5 | 0.17 | 5.24 | 6.3 | 2.14 | 2.14 | 0.005 | 12 | 2.52 | 3.21 | 33 | 0.165 | 788.00 | 787.84 | 791.30 | 791.30 | |
| | 25+08 CB26 OUT | | 13 | 0.42 | 0.54 | 0.23 | 0.57 | 5 | 1.53 | 5.41 | 6.3 | 3.57 | 3.57 | 0.003 | 18 | 5.25 | 2.97 | 272 | 0.68 | 787.74 | 787.06 | 791.30 | N/A | |

F:\HMDATA\204138\041385TM.WB1

Exhibit E

NOTE: As-Built Survey was conducted on ponds constructed as part of the original SWMP in 2005. The original and complete SWMP done by Dave Vivian, PE, dated August, 2005 is on file with the Village of Mukwonago.



AGENDA ITEM REQUEST FORM

| | |
|---|------------------------|
| Committee/Board: | Committee of the Whole |
| Topic: | Update on Well #3 |
| From: | Diana Dykstra |
| Department: | Administration |
| Presenter: | |
| Date of Committee Action (if required) | |
| Date of Village Board Action (if required) | |

Information
Subject:

Update on Well #3

Background Information/Rationale:**Key Issues for Consideration:****Fiscal Impact (if any):****Requested Action by Committee/Board:**

Attachments



| | |
|---|--|
| Committee/Board: | Utilities Committee |
| Topic: | Mukwonago Adaptive Management Plan (Revisions) |
| From: | Mark Van Weelden – Ruekert & Mielke, Inc; David Brown – Utility Director |
| Department: | Wastewater Utility |
| Presenter: | Mark Van Weelden – Ruekert & Mielke, Inc; David Brown – Utility Director |
| Date of Committee Action (if required): | June 3, 2020 |
| Date of Village Board Action (if required): | June 17, 2020 |

Information

Subject: Revisions to the Adaptive Management Program budget and approach to address comments provided by the Wisconsin DNR after review of the original plan.

Background Information/Rationale: The Village's Adaptive Management Plan (approach and budget) was previously reviewed and approved by the Village Board. This plan outlines the Village's approach to achieving phosphorus compliance at the Wastewater Treatment Facility (WWTF) by implementing phosphorus reductions in the watershed upstream of Mukwonago instead of costly upgrades at the WWTF. Wisconsin DNR staff reviewed the Adaptive Management Plan and provided comments causing the Village to change its approach significantly, which also affected the project budget. We are requesting the Village review the changes to the plan and approve the revised approach and budget.

Key Issues for Consideration: The attached report was already conditionally approved by the Wisconsin DNR pending two signatures. One key section for the Village to review is the "Financial Security" section which includes the estimated 10-year cost for implementing the Adaptive Management Plan. A signature is required in the text of the section. Also, we revised the form included in Appendix A which will need to be signed as well.

Fiscal Impact (If any): The program will require an estimated \$2,084,650 commitment from the Village over 10 years. Note that the budget estimate only includes \$15,000 grant funding per year, but additional funding sources will be pursued to implement best management practices. A detailed explanation will be provided for the increase in budget.

Requested Action by Committee/Board: Committee of the Whole to make a motion to approve the revised Adaptive Management Plan and give the Village President pre-approval to provide the two required signatures (pg. 20 and Appendix A) with final approval occurring at the Village Board meeting on June 17, 2020.

Attachments

Revised Mukwonago Adaptive Management Plan (Reduced Size) dated May 2020.

MUKWONAGO ADAPTIVE MANAGEMENT PLAN

**VILLAGE OF MUKWONAGO
WAUKESHA COUNTY, WISCONSIN
MAY 2020**

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MUKWONAGO ADAPTIVE MANAGEMENT PLAN

INTRODUCTION AND BACKGROUND

The Village of Mukwonago received its Wisconsin Pollutant Discharge Elimination System (WPDES) permit renewal for its Wastewater Treatment Facility (WWTF) in April of 2019. The Village's current permit (WI 0020265) will expire in 2020. The future phosphorus limit that the Village is planning for is the Water Quality Based Effluent Limit (WQBEL) of 0.1 mg/L total phosphorus (TP).

The Mukwonago WWTF uses an activated sludge treatment process. The treatment processes include influent pumping, influent fine screening and washing, primary clarification, activated sludge treatment with an integrated fixed film activated sludge (IFFAS) system, final clarification, disinfection, and effluent pumping. Biosolids are wasted from the activated sludge process, anaerobically digested, and thickened by applying them to sand drying beds along with polymer. The resulting product is a semi-solid cake substance that is ultimately disposed of on agricultural lands for soil conditioning through a contract disposal service. Effluent from the WWTF flows in a channel east to the Fox River near the confluence with the Mukwonago River. The Fox River flows into the Illinois River in La Salle County, Illinois which eventually drains to the Mississippi River and reaches the Gulf of Mexico.

Up until the middle of 2018, the WWTF had used ferrous chloride as a coagulant to remove soluble phosphorus by precipitation. The average effluent phosphorus level when using a dose of approximately 65 gallons per day (gpd) was 0.5 to 0.6 mg/L. The chemical was typically added at the head end of the aeration tank for each process train. In the past, the Village had also experimented with adding the ferric chloride in the primary clarifiers. In July of 2018, the Village started using a polyaluminum chloride (PAC) coagulant with integral polymer for phosphorus removal. A dose of 65 gpd of the PAC product was added in lieu of ferric chloride starting in the middle of July. The dose was kept constant for approximately 2 weeks to compare the effectiveness of the PAC product to the ferric chloride. The average concentration during this time was approximately 0.25 mg/L. This showed that the PAC product was more efficient than ferric chloride. Additional optimization using the PAC product has yielded steady treatment levels around 0.15-0.25 mg/L TP.

During the current permit cycle, the Village undertook the items outlined in the Phosphorus Compliance Schedule. The purpose of the schedule was to give the Village annual goals related to the optimization of the existing WWTF for phosphorus removal, analysis of TP concentrations and loadings existing throughout the treatment process, and evaluation of alternatives to reach compliance.

At the end of March of 2019, the Village submitted the Final Compliance Alternatives Plan to the Wisconsin Department of Natural Resources (WDNR) for review. The report summarized actions taken throughout the Phosphorus Compliance Schedule including improved TP removal through chemical optimization and a thorough analysis of compliance alternatives. Compliance alternatives evaluated during the existing permit period included filtration, chemical optimization in conjunction with Water Quality Trading (WQT), algae treatment technology, and Adaptive Management (AM). Although chemical optimization in conjunction with WQT was initially chosen as the most advantageous alternative for the Village, further investigation and coordination with the WDNR led Village staff to decide that AM was the best solution.

The Village has identified AM as the preferred compliance alternative for the WWTF under Wisconsin Administrative Code (WAC) Chapter NR 217. The Village submitted the Watershed Adaptive Management Request Form 3200-139 in March of 2019 along with the Final Compliance Alternatives Plan. The request form is also included in Appendix A for reference. The current AM Plan is meant to supplement the Final Compliance Alternatives Plan in detailing the Village's strategy to achieve TP compliance through AM.

The Village meets the three eligibility conditions of AM as outlined below:

1. **The receiving water does not meet water quality criteria for TP:** A detailed evaluation from WDNR staff documented that the existing median phosphorus concentration from May through October near the anticipated Point of Compliance (POC) approximately 500 feet downstream of the I-43 bridge is greater than 0.1 mg/L. The concentration is estimated at 0.108 mg/L.
2. **The watershed is non-point source dominated:** A PRESTO Lite analysis was completed for the tributary watershed with an outlet at the POC. The analysis showed approximately 55 percent pollutant loading from non-point sources and 45 percent loading from point sources. See the PRESTO Lite output report attached to the AM Request Form in Appendix A for additional details.
3. **The WWTF needs filtration or an equivalent technology to meet the Water Quality Based Effluent Limit:** Filtration is required to meet the WQBEL. It is anticipated from WWTF testing with the PAC product that the lowest total phosphorus effluent concentration that can be consistently achieved without filters is 0.15 to 0.25 mg/L.

There are several advantages to the AM approach for Mukwonago. First, the Fox River at the anticipated POC is close to water quality criterion of 0.1 mg/L. As stated previously, the anticipated ambient concentration of phosphorus at the POC is approximately 0.108 mg/L.

Second, there have been previous watershed studies conducted that can be used as resources in the AM program. GRAEF-USA Inc. conducted a streambank and erosion study in the watershed between Waukesha and Waterford. This study prioritized numerous locations along the Fox River where significant streambank erosion is taking place. This information will be extremely helpful in deciding where future projects can be implemented to reduce phosphorus loading in the river via streambank stabilization. The Southeastern Wisconsin Regional Planning Commission (SEWRPC) has also completed a draft report documenting non-point sources of pollution throughout the Upper Fox Basin. This report was instrumental in identifying and prioritizing sources of non-point pollution in the action area.

There are also several partners in place that will assist the Village in accomplishing the goals of an AM program. These partners include the Southeastern Wisconsin Fox River Commission (SEWFRC), the SEWRPC, the Waukesha County Land and Water Conservation department, and the WDNR. All these organizations have watershed expertise that can help the program. In particular, the SEWFRC can be a valuable partner since they receive funding from the State and their objectives and geographic area align with those of the Mukwonago AM Program.

Another advantage of the AM program is that the implemented best management practices can be converted to WQT credits in the future if monitoring in the river does not show lower phosphorus concentrations at the POC. The Village plans to track and model all activities closely to use this option if needed in the future.

A final advantage to the AM program is the fact that upstream point sources will be reducing their phosphorus discharges to meet the WQBEL requirements. Specifically, the Sussex and Brookfield Water Pollution Control Facilities will be making significant reductions their phosphorus loading. In addition, the Mukwonago WWTF will be making reductions based on their historical discharge concentration of 0.7 mg/L TP. Reductions from all the wastewater treatment facility point sources will improve the downstream water quality.

The estimated 20-year net present value range of WWTF alternatives evaluated in the Preliminary Compliance Alternatives Plan was \$2.1 million to \$9.4 million, with chemical optimization in conjunction with WQT being the lowest cost alternative. In addition to the advantages described above, the Village feels that using AM as their TP compliance strategy will be competitive with and more cost-effective than previous alternatives assessed during the compliance schedule.

IDENTIFY PARTNERS

The Village has already started to identify and engage critical partners that will assist in meeting the goals of their AM Program. In order to effectively engage non-point sources in the upstream area, the Village has been working closely with the SEWFRC. This group was established in 1997 by Wisconsin Act 27 in order to address water resource concerns in the Fox River system. The SEWFRC has authority to implement programs and best management practices in the basin with the goal of improving water and soil quality. The planning area of the SEWFRC encompasses the action area detailed in this plan, so a partnership is mutually beneficial.

The Waukesha County Land and Water Conservation (LWC) Department, SEWRPC, and WDNR will also be important assets to the AM program. They will provide technical assistance by helping to identify critical non-point sources of TP and recommending Management Measures in their respective watershed areas. They will also provide some modeling support for site-specific projects on an as-needed basis.

Other potential partners include engineering consulting firms, government bodies, private landowners, and land conservation and environmental groups. The roles and responsibilities of all existing partners are summarized in Table 1. Since the AM Plan's initial submittal to the WDNR for review, the Village has met with key personnel at the Waukesha County Land and Water Conservation Department. The Village and the County found a number of synergies in their department's vision and the Mukwonago AM Program. As a result, the County will be a principal partner in the program, providing technical assistance for the implementation of non-point best management projects among other contributions. A letter of support from the County is included in Appendix H. The Village has not yet established formal Memorandums of Understanding (MOUs) with other partners listed below, but they will soon pursue this option in order to clearly define the roles and responsibilities of the respective partners.

Table 1. Partner Roles and Responsibilities

| Party | Roles/Responsibilities |
|--------------------------------|---|
| Friends of the Mukwonago River | Friends of the Mukwonago River is an organization that seeks to mitigate some of the potential threats to the water quality in the Mukwonago River Watershed. They can assist the Mukwonago AM Program through sharing educational resources and engaging the local community. |
| GRAEF-USA Inc. | GRAEF conducted a streambank and erosion study in the watershed between Waukesha and Waterford. This study prioritized numerous locations along the Fox River where significant streambank erosion is taking place. This information will be used in deciding where future projects can be implemented to reduce phosphorus loading to the river. |
| Ruekert & Mielke, Inc. | Ruekert & Mielke, Inc. (R/M) will provide Technical Assistance for Mukwonago as a part of the AM program. R/M will serve as the regulatory specialist for the TMDL and NR 217 rules. |
| SEWFRC | The SEWFRC will be a key partner of the Village of Mukwonago in implementing the AM Plan by sharing information related to critical non-point source areas. SEWFRC also has funds available to assist in implementing Management Measures in the project action area. |
| SEWRPC | The SEWRPC is in the process of expanding the GRAEF study detailing non-point sources in the Fox River Basin which may be utilized by the Village in augmenting their list of potential project sites. They may assist in the modeling of water quality improvements recommended in the action area upstream of the Mukwonago WWTF. |

| Party | Roles/Responsibilities |
|---|---|
| Waukesha County | Waukesha County will provide Technical Assistance with Management Measure implementation and modeling. The County will also serve as a liaison to local landowners and help with implanting practice standards and cost-share agreements as necessary. |
| WDNR | Although the WDNR will not serve as a direct partner, they will coordinate with the Village on the AM program for compliance with NR 217. The WDNR's WisCALM testing methodology will be followed to access project results. The WDNR is responsible for enforcing phosphorus compliance for all parties seeking compliance through this AM Plan. |
| Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP) | WDATCP will provide Technical Assistance for nutrient management planning, farmland preservation program zoning and agreements, farm succession aid, and other general support for farmers as needed. |

Communication within the group of identified partners will depend on the type of information to be conveyed and the scale to which it will be communicated. On a broad scale, the Village, with help from SEWFRFC, will lead the effort to promote public awareness and education of the AM program and its objectives. For more specific information, a document management platform such as Dropbox or Google Docs will be used to share, review, and develop files as well as to collaborate with key partners.

Communication associated with Management Measure implementation will be led by the Village working in conjunction with Waukesha County, SEWRPC, and SEWFRFC. Communication at this level will include topics such as targeted non-point sources of TP, specific Management Measure implementation, and project timelines. Communication will also include the status of annual compliance activities for Management Measures already implemented. Using the document management platform, this detailed information will be available to designated partners. The majority of the work in the AM program will take place at this level.

Communication for practices such as streambank stabilization will be led by the Village in conjunction with participating engineering consulting firms, government bodies, private landowners, and land conservation and environmental groups. Meetings will occur as needed for this set of activities. The attendees of these meetings will be determined by the type of activity involved. This set of partners would also have access to the project document management platform.

DESCRIBE THE WATERSHED AND SET LOAD REDUCTION GOALS

The action area for the Mukwonago AM Plan includes portions of the Upper Fox Watershed (HUC 07120006). Map 1 in Appendix B details the action area as well as some surface water details, county boundaries, twelve digit Hydrologic Unit Code (HUCs) areas, major highways and interstates, municipal boundaries, and the location of the Mukwonago WWTF in relation to the action area. 12-digit HUCs included in the action include the three northern HUC-12s in the Eagle Creek-Fox River Watershed (HUC 0712000607) as well as the southwestern-most HUC-12 in the Pewaukee River-Fox River Watershed (HUC 0712000601). The entirety of the action area is located in Waukesha County.

The WDNR Pollutant Load Ratio Estimation Tool indicates that 55 percent of the TP load in the delineated drainage area upstream of the POC is from non-point sources and 45 percent is from point sources. In order of the magnitude of the average TP loading in the upstream drainage area, significant point sources are the City of Brookfield, the City of Waukesha, the Village of Sussex, and the Village of Mukwonago treatment facilities. There are also multiple MS4 WPDES permittees and municipalities represented in the total upstream area, including the Village of Mukwonago, Village of Big Bend, Town of Vernon, Town of Genesee, Village of North Prairie, Village of Wales, County, Town, and City of Waukesha, the Town and City of Brookfield, Village of Lannon, Town of Lisbon, Village of Menomonee Falls, City of New Berlin, City and Village of Pewaukee, and Village of Sussex. Note that the action area

has been pared down to the four most immediate upstream HUC-12's to the POC. Tables 2 through 5 describe each HUC-12 area in the action area.

Table 2. AM Action Area Description for Plan Development

| HUC and Watershed Name | Total Area of Watershed | |
|---|---------------------------------|---|
| | Acres | Square Miles |
| 071200060104 Pebble Creek | 11,671 | 18.2 |
| County | Area of Watershed in the County | Percentage of Watershed Within the County |
| Waukesha | 11,671 | 100% |
| What watershed scale was used to develop the action area? | | |
| <input checked="" type="checkbox"/> Full HUC 12 <input type="checkbox"/> Portion of the HUC 12 <input type="checkbox"/> Based on TMDL Reach <input type="checkbox"/> Other | | |

Table 3. AM Action Area Description for Plan Development

| HUC and Watershed Name | Total Area of Watershed | |
|---|---------------------------------|---|
| | Acres | Square Miles |
| 071200060701 Genesee Creek | 18,215 | 28.5 |
| County | Area of Watershed in the County | Percentage of Watershed Within the County |
| Waukesha | 18,215 | 100% |
| What watershed scale was used to develop the action area? | | |
| <input checked="" type="checkbox"/> Full HUC 12 <input type="checkbox"/> Portion of the HUC 12 <input type="checkbox"/> Based on TMDL Reach <input type="checkbox"/> Other | | |

Table 4. AM Action Area Description for Plan Development

| HUC and Watershed Name | Total Area of Watershed | |
|---|---------------------------------|---|
| | Acres | Square Miles |
| 071200060702 Pebble Brook | 11,375 | 17.8 |
| County | Area of Watershed in the County | Percentage of Watershed Within the County |
| Waukesha | 11,375 | 100% |
| What watershed scale was used to develop the action area? | | |
| <input checked="" type="checkbox"/> Full HUC 12 <input type="checkbox"/> Portion of the HUC 12 <input type="checkbox"/> Based on TMDL Reach <input type="checkbox"/> Other | | |

Table 5. AM Action Area Description for Plan Development

| HUC and Watershed Name | Total Area of Watershed | |
|---|---------------------------------|---|
| | Acres | Square Miles |
| 071200060703 Mill Brook-Fox River | 19,347 | 30.2 |
| County | Area of Watershed in the County | Percentage of Watershed Within the County |
| Waukesha | 19,347 | 100% |
| What watershed scale was used to develop the action area? | | |
| <input checked="" type="checkbox"/> Full HUC 12 <input type="checkbox"/> Portion of the HUC 12 <input type="checkbox"/> Based on TMDL Reach <input type="checkbox"/> Other | | |

Per recommendation of the WDNR, it was assumed that the overall POC for the Village of Mukwonago WWTF will be just downstream of the confluence of the Mukwonago and Fox Rivers. This point will be monitored near where the Fox River crosses the I-43 bridge for ease of accessibility.

The Fox River is identified on the EPA 303 (d) Impaired Waters List as impaired for both TP and polychlorinated biphenyls (PCBs) at the POC. The action area also contains two perennial streams which are impaired for elevated temperature and degraded habitat. There are relatively few lakes in the action area, none of which have an impairment listed on the EPA 303 (d) list. For this reason, Management Measures specifically related to lakes and ponds will not be a significant component of the Village of Mukwonago AM Program.

The Village and SEWFRM have already been proactive in establishing baseline monitoring information in the proximity of the POC. Estimates of the flow rates at the POC were generated using EPA stream flow methodology published in *Volunteer Stream Monitoring: A Methods Manual*. This method was used after coordination with USGS staff who confirmed that existing stream flow data in the area near the POC was limited. The USGS has four monitoring sites on the Fox River. Sites at Waukesha and New Munster both have long term flow data, and sites at Rochester and Waterford were recently installed and only collect river stage. R/M staff collected three flow measurements at the POC (06/18/2019, 07/03/2019, and 08/07/2019) to get a sense of the actual flow and to compare it to existing data. Table 6 below details historical and current data at the Waukesha and New Munster sites in the context of the flow rate measurements taken by R/M.

Table 6. Historical Flow Data at Waukesha, POC, and New Munster Locations

| Flow Location | Historical Annual Mean Flow (cfs) | 2018 Annual Mean Flow (cfs) | June 2019 Flow Measurement (cfs) | July 2019 Flow Measurement (cfs) | August 2019 Flow Measurement (cfs) |
|--------------------------|-----------------------------------|-----------------------------|----------------------------------|----------------------------------|------------------------------------|
| Fox River at Waukesha | 115.3 (1963-2018) | 149.5 | 93.9 | 488 | 158 |
| Fox River at POC | - | - | 335 | 802 | 485 |
| Fox River at New Munster | 701.3 (1994-2018) | 817.3 | 940 | 1510 | 636 |

In order to interpret the three flow measurements in the context of historical data, an analysis summarized in Table 7 was conducted. In this analysis, each measurement taken at the POC was compared to average daily flows at the Waukesha and New Munster sites on the same day, yielding a relative percentage. These percentages were averaged and then applied to the historical flows at Waukesha and New Munster to yield a relative approximation of the historical annual average flow at the POC location. The historical annual average flow was used to dampen the effect of varying precipitation on stream flows. Given the two relative flows of 285 and 350 cfs, an annual average flow of 325 cfs at the POC was estimated. This estimated value falls in line with lowest measurement taken in June of 2019. This is an intuitive result given 2019 has been a wet year, and the measurement in June was taken during one of the drier portions of the summer months.

Table 7. Historical Flow Data Analysis relative to Waukesha and New Munster Locations

| Flow Location | June 2019 Flow Percentage of POC Measurement | July 2019 Flow Percentage of POC Measurement | August 2019 Flow Percentage of POC Measurement | Average Percentage of POC Measurement | Relative Mukwonago Calculated Based on Historical Flow (cfs) |
|--|--|--|--|--|--|
| Fox River at Waukesha (USGS) | 28% | 61% | 33% | 40% | 285 |
| Fox River at New Munster (USGS) | 281% | 188% | 131% | 200% | 350 |

Mukwonago WWTF staff and SEWFRC volunteers have also collected samples from several points in the action area in recent years and analyzed them for TP concentration. This data is shown in Appendix C, and Table 8 gives a summary of the existing monitoring results. The TP evaluation summarized in Table 8 was conducted by WDNR staff for data from May 2016 through October 2018 in order to determine the existing concentrations at various locations in proximity to the POC. These concentrations confirmed the eligibility of the Village for AM and were also used to determine the approximate existing TP concentration at the POC. The median growing season concentrations were calculated per NR 217.13(2)(d) of the Wisconsin Administrative Code using data from the months of May through October and averaging results collected within a 28-day period into a single sample.

Upstream of the WWTF, the median TP concentration in the Fox River is approximately 0.12-0.14 mg/L. The Mukwonago River has a very low median TP concentration of 0.014 mg/L TP, showing that this sub-basin likely has a minimal impact on the concentration of TP in the Fox River beyond potential dilution effects. At this point, there is a limited sample set at the POC as this location was recommended relatively recently. However, at the intersection of the Fox River and CTH L (nearest downstream point with a significant data set), the NR 217-calculated median TP concentration is 0.105 mg/L.

Note that since the original AM Plan submittal to the WDNR in July of 2019, WDNR has updated monitoring data collected to date and made revised determinations on the magnitude of flow and concentration of TP. For the purposes of the calculations below related to the load reduction target, an in-stream concentration of 0.108 mg/L TP and a flow of 162.4 MGD (251.2 cfs) were assumed at the POC. A treatment level of 0.2 mg/L TP was assumed for the Mukwonago WWTF effluent at a average flow of 0.85 MGD.

Table 8. Monitoring Results in the Fox River and Mukwonago River near the Village

| Station Name | Mukwonago River @ HWY 83 | Fox River @ CTY I | Fox River @ CTY ES | Fox River @ CTY L | Fox River @ HWY 83 | Fox River @ WRCSD |
|--|--------------------------|-------------------|--------------------|-------------------|--------------------|-------------------|
| Waterbody | Mukwonago River | Fox River | Fox River | Fox River | Fox River | Fox River |
| Location Relative to Mukwonago WWTF | Upstream | Upstream | Upstream | Downstream | Downstream | Downstream |
| Criteria per Ch. NR 102 | 0.075 | 0.075 | 0.075 | 0.100 | 0.100 | 0.100 |
| Sample Count | 41 | 41 | 41 | 41 | 41 | 72 |
| Single Samples | 38 | 38 | 38 | 38 | 38 | 69 |
| Mean | 0.015 | 0.122 | 0.129 | 0.124 | 0.097 | 0.112 |
| Median | 0.014 | 0.120 | 0.131 | 0.103 | 0.091 | 0.098 |
| NR 217 Median | 0.014 | 0.125 | 0.137 | 0.105 | 0.089 | 0.107 |

Q_e - Flow from WWTF

C_e - WWTF Effluent Total Phosphorus Concentration

Q_s - Flow of Fox River at Confluence

C_s - Total Phosphorus Concentration at Confluence

Current Point Source Load = Q_e x C_e x 8.34 x 365 days/year = 0.85 MGD x 0.20 mg/L x 8.34 x 365 days/year = 517.5 lb/year.

Current Load in Receiving Water = Q_s x C_s x 8.34 x 365 days/year = 162.4 MGD x 0.108 mg/L x 8.34 x 365 days/year = 53,292 lb/year.

Allowable Load Credit = (Q_s + Q_e) x WQC x 8.34 x 365 days/year = (162.4 + 0.85) MGD x 0.1 mg/L x 8.34 x 365 days/year = 49,695 lb/year.

Total Reductions Needed = 517.5+53,292-49,695 lb/year = **4,115 lb/year**.

CONDUCT A WATERSHED INVENTORY

Conducting a watershed inventory is an important step in better understanding the action area to be affected by the AM program. This step will allow program stakeholders to make informed decisions about specific actions to be taken in the watershed to improve water quality. The watershed inventory will help identify important and unique features of the action area and organize this information in way that summarizes a large amount of relevant data in a manageable format. Input from project partners and stakeholders as well as Geographic Information System (GIS) software were used to obtain much of the data presented in this section, including the watershed boundary, streams, rivers, and surface water information, impaired waterways, soils data, land use statistics, as well as other relevant information to the inventory.

As shown in the previous section, the action area is a relatively large area for water quality improvements. The action area is approximately 60,608 acres, or 94.7 square miles, which encompasses land entirely in Waukesha County, Wisconsin.

Map 2 in Appendix B shows an aerial view image of the action area. The action area's northern boundary is the southern portion of the City of Waukesha near the Fox River Parkway. The topography of the action area generally slopes from higher elevations in the north to lower elevations near the confluence of the Mukwonago and Fox Rivers, though not drastically. The elevation of the river near the Fox River Parkway is about 789 feet and drops to about 780 feet at the confluence with the Mukwonago River.

There are several documented dams in the action area, though several have been abandoned. The table below shows information regarding dams in the action area, which are roughly ordered from downstream to upstream. The data shown is provided by the WDNR Surface Water Data Viewer, and dam locations are indicated on Map 1 of Appendix B.

Table 9. Dam Information for the Action Area

| Dam | Adjacent River System | County | Key Seq. No. | Field File No. | Size | Hydraulic Height (ft.) |
|---------------------------|------------------------------------|---------------|---------------------|-----------------------|-------------|-------------------------------|
| Hidden Lakes | Unnamed Tributary to Fox River | Waukesha | 883 | 67.46 | Large | 15.0 |
| Southwest Flowage | Unnamed Tributary to Fox River | Waukesha | 1066 | 67.49 | Small | 3.0 |
| Vernon Marsh-Mid. Flowage | Mill Brook/Fox River | Waukesha | 993 | 67.49 | Large | 7.0 |
| West Allis Kennel Club | Mill Brook | Waukesha | 3132 | 67.00 | Small | 9.0 |
| Vernon Marsh-N. Flowage | Pebble Brook/Fox River | Waukesha | 994 | 67.49 | Large | 7.0 |
| Girl Scouts Camp Chinook | Pebble Brook | Waukesha | 2301 | 67.00 | Small | N/A |
| Jensen | Mill Creek | Waukesha | 1571 | 67.41 | Small | N/A |
| Hass, Howard | Unnamed Tributary to Pebble Brook | Waukesha | 3050 | 67.00 | Small | 15.0 |
| Minooka Park | Unnamed Tributary to Pebble Brook | Waukesha | 2302 | 67.00 | Small | 8.0 |
| Vernon Marsh-Ref. Flowage | Fox River | Waukesha | 992 | 67.00 | Small | 7.0 |
| Saylesville Roller Mill | Saylesville Millpond/Genesee Creek | Waukesha | 323 | 67.07 | Large | 10.0 |
| Morey | Genesee Creek | Waukesha | 1566 | 67.30 | Small | 7.0 |
| Genesee Roller Mill | Genesee Millpond/Genesee Creek | Waukesha | 3211 | 67.05 | Small | 5.0 |
| Willow Springs Lake | Willow Springs Lake/Spring Brook | Waukesha | 429 | 67.45 | Large | 12.0 |
| Dunlop, Douglas | Spring Lake/Spring Brook | Waukesha | 3048 | 67.00 | Small | 8.0 |

Soils data for the watershed was obtained using the Soil Survey Geographic Database (SSURGO) in conjunction with GIS data. Several relevant categories of soil information were obtained from the database, including the total area occupied by each soil type, soil erosion characteristics of the soils, and soil drainage and flooding information. See Appendix D for the complete soil information table for the action area.

There are 137 varieties of soils at various slopes represented in the action area. Soils that populate over 2% of the total land area in the action area are listed in Table 10. Loams and silty loams are the most prevalent soil types in the area, with a considerable amount of poorly drained hydric soil (Houghton muck) typical of floodplains and lake plains.

Table 10. Largest Represented Soils by Area in the Action Area

| Soil Symbol | Soil Name | Area (ac) | % Cover |
|--------------------|--|------------------|----------------|
| HmC2 | Hochheim loam, 6 to 12 percent slopes, eroded | 7397.94 | 8.12% |
| HtA | Houghton muck, 0 to 2 percent slopes | 7128.96 | 7.82% |
| HmB2 | Hochheim loam, 2 to 6 percent slopes, eroded | 4844.92 | 5.32% |
| HmB | Hochheim loam, 2 to 6 percent slopes | 4146.00 | 4.55% |
| Ph | Pella silt loam | 3943.35 | 4.33% |
| LmB | Lamartine silt loam, 1 to 4 percent slopes | 3713.62 | 4.08% |
| ThB | Theresa silt loam, 2 to 6 percent slopes | 3536.24 | 3.88% |
| HmD2 | Hochheim loam, 12 to 20 percent slopes, eroded | 2984.81 | 3.28% |
| BsA | Brookston silt loam, 0 to 3 percent slopes | 2156.54 | 2.37% |
| FoB | Fox loam, 2 to 6 percent slopes | 1970.83 | 2.16% |
| MtA | Mequon silt loam, 1 to 3 percent slopes | 1950.89 | 2.14% |
| Sm | Sebewa silt loam | 1911.09 | 2.10% |

Several key characteristics of soil have implications for water quality. These soil characteristics are included in Appendix D. First, the general erodibility of the soils is a good indication of how susceptible different types of soil are to releasing particulate phosphorus to nearby surface waters. Soil erodibility is described by many factors provided by SSURGO, but most importantly by the whole soil erosion factor K_w and the ground slope. The soil erosion factor quantifies the tendency of soil particles to detach from their surroundings, as well as their ability to be transported by water, while accounting for the amount of rocks in a given soil. This factor is an important empirical coefficient in a number of soil loss estimation models such as the Universal Soil Loss Equation (USLE) and the Revised USLE (RUSLE). It is a function of the soil's texture, structure, organic matter content, and permeability. In general, K_w values will improve with anything that enhances infiltration into the soil, impedes the transport of runoff, or improves the natural cohesion of soil particles. Values of K_w range from 0.02 to 0.55, with higher values indicating a greater propensity for the soil to erode. Another factor contributing to soil erosion provided by SSURGO is the ground slope. Greater soil slopes lead to greater risk of soil detachment and transport due to the increased velocity of runoff over the surface.

The action area contains predominantly high-rated K factor soils. Figure 1 below illustrates this distribution based on the area of land that each type of soil occupies. In addition, Map 3 in Appendix B shows a map of the action area with the different soil plots shaded based on K_w value. The darker blue and yellow indicate larger K_w values and a greater risk of soil erosion.

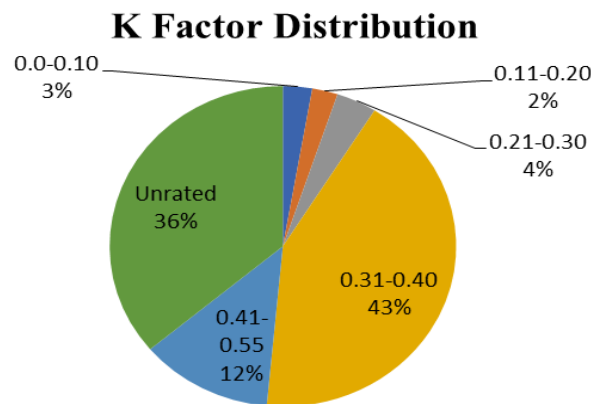


Figure 1. K_w Factor Distribution by Land Area for the Action Area

The SSURGO data also includes a soil description giving a class of accelerated erosion which is shown in Figure 2. The classes of accelerated erosion describe the amount of soil that has been removed from the upper horizons of the soil profile. Class 1 describes sheet erosion where less than 25% of the upper soil has been eroded. Class 2 describes 25-75% soil removal. Class 3 describes soil erosion greater than 75%, which usually occurs when deep rill or gullies form on sloped fields. A third rating, “None – deposition”, describes soil which is not prone to transport off site. Unfortunately, a large percentage of the soils in watershed were unrated, giving a limited picture of the extent of existing soil erosion in the action area. However, 30% of all soil in the action area is shown as Class 1 soils, and 10% of the soils are Class 2.

The ability for soil to either drain or retain water is another important factor in understanding the behavior of water in a watershed. The SSURGO data provides a number of soil descriptions along these lines as well, most important of which are the soil hydric rating and the hydrologic soil group. Hydric soil is soil that is saturated with water for all or parts of the year, which is characteristic of soils found in wetlands or floodplains. This frequent saturation leads to a lack of oxygen in the soil (anaerobic conditions) which promotes the growth of wetland vegetation and species. Hydric soils maintain their physical characteristics even when converted to farmland, keeping these areas prone to water accumulation.

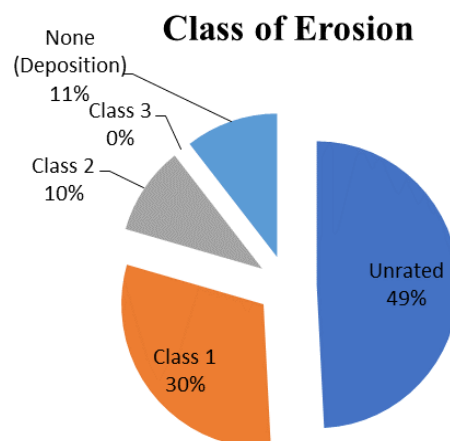


Figure 2. Distribution of Erosion Classes by Land Area for the Action Area

The hydrologic soil group system was developed by the National Resources Conservation Service (NRCS) to describe the infiltration rate of water into the ground by dividing soils into four categories: A, B, C, and D. Class A is characterized by high infiltration rates and low runoff potential, while Class D consists of soils with low infiltration and high risk of runoff and soil transport. Class A soils are typically sandy or granular, Class B soils are silts and loams, Class C soils are sandy clay loams, and Class D soils have high contents of clayey soils or a high water table. If two classes are listed, the first letter describes the soil if it is drained by a man-made drainage system while the second letter describes the soil in its natural state.

In the action area, about 25% of the soil is hydric (22,325 acres) with the rest being non-hydric or unrated. Figure 3 below illustrates the distribution of hydrologic soil groups in the watershed by area. The results show the majority of the soil is Class B, which is intuitive given the large amounts of silt loam in the area. There is also a considerable amount of less drainable soil in Classes C and D, with a potential for more poorly drained soil depending on the drainage condition of the dual classifications. Map 4 of Appendix B shows both hydrologic soil group ratings and the location of hydric soils.

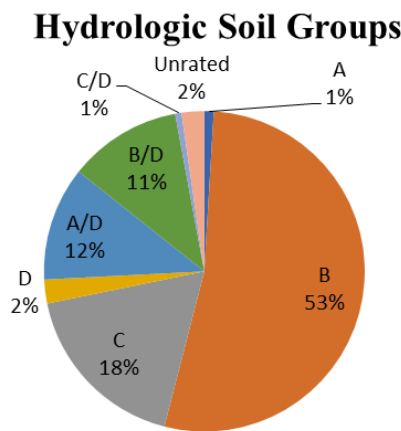


Figure 3. Hydrologic Soil Group Distribution in the Action Area

Other SSURGO data that is presented in Appendix D includes the general drainage condition and flooding frequency of the soils listed. Over 95% of the soils were not rated to flood or to rarely flood, with only 2% of the soils rated to flood occasionally or frequently. Table 11 shows the ratings of drainage condition by area. These supporting soil descriptions indicate that the majority of the watershed is not at risk of flooding, while there is a significant portion of soils that present a risk of overland water flow and erosion.

Table 11. Drainage Condition of the Soils in the Action area

| Drainage Condition | Area (ac) | % Cover |
|-------------------------|-----------|---------|
| Very poorly drained | 12984.85 | 14.3% |
| Poorly drained | 9302.801 | 10.2% |
| Somewhat poorly drained | 10853.12 | 11.9% |
| Moderately well drained | 3000.962 | 3.3% |
| Well drained | 51981.49 | 57.1% |
| Excessively drained | 19.3995 | 0.0% |
| Unrated | 2966.511 | 3.3% |

SEWRPC data was used to assess land use in the action area. Map 5 in Appendix B shows the land use map for the watershed, and Table 12 summarizes land use information and agricultural statistics in a tabular format. In addition, Maps 6 and 7 in Appendix B illustrate the locations of wetlands and floodplains in the action area. Approximately 27.5% of land use is agricultural, with an additional 13.4% categorized as open land. A relatively low percentage of the land use in the action area is categorized as commercial, industrial, and institutional. Low and medium density residential makes up a fairly significant percentage of the total land use, with other significant categories being wetlands (20.8%) and transportation (8.0%). The majority of livestock in the watershed are beef cattle, with a sizeable portion of dairy cattle, poultry, and horses.

Table 12. AM Land Use Overview

| Current Land Use | | | | |
|------------------------------|------------------------------------|-----------------------------------|---|---|
| Land Use | Approximate Land Cover (ac) | Approximate Land Cover (%) | Typical Impervious Fraction/Runoff Coefficient¹ | Approximate Impervious Area in Watershed |
| Agriculture | 16,656 | 27.5% | 0.10 | 2.7% |
| Commercial | 202 | 0.3% | 0.70 | 0.2% |
| Industrial | 490 | 0.8% | 0.70 | 0.6% |
| Institutional | 431 | 0.7% | 0.70 | 0.5% |
| Open Land | 8,114 | 13.4% | 0.10 | 1.3% |
| Open Water | 829 | 1.4% | 0.00 | 0.0% |
| Park | 1,187 | 2.0% | 0.20 | 0.4% |
| Residential (High Density) | 227 | 0.5% | 0.70 | 0.3% |
| Residential (Low Density) | 9,487 | 15.6% | 0.30 | 4.7% |
| Residential (Medium Density) | 5,497 | 9.1% | 0.50 | 4.5% |
| Transportation | 4,840 | 8.0% | 1.00 | 8.0% |
| Wetlands | 12,613 | 20.8% | 0.08 | 1.7% |
| Total | 60,623 | 100.0% | | 25.0% |

| Livestock Density | |
|--------------------------|---|
| | Approximate Number of Animals in Watershed |
| Dairy | 388 |
| Beef | 1,092 |
| Horses | 323 |
| Poultry | 554 |
| Swine | 121 |
| Sheep | 80 |
| Total | 2,558 |

¹Runoff coefficients are used in the rational equation, which is one of the simplest methods to determine peak discharge from drainage basin runoff. These values are provided as a general approximation for decision-making purposes and should be modified as appropriate.

IDENTIFY WHERE REDUCTIONS WILL OCCUR

The reductions identified in the Mukwonago AM Plan consist of two main efforts. First, a set of prioritized streambank stabilization projects were identified in a study conducted by GRAEF-USA Inc. in 2014. A portion of the report is included in Appendix E for reference, including a summary table of recommended streambank stabilization projects, key project details, and the associated figures. The NRCS Streambank Erosions Estimator tool was used to compile all of the information from the recommended projects occurring upstream of the POC. The output of the tool models estimates for the amount of soil loss and TP loss mitigated through implementation of streambank Management Measures. The completed table is also included in Appendix E for reference. Based on the estimates in Appendix E, a total of approximately 820 pounds per year in reductions are achievable through the implementation of approximately 6,360 feet of streambank stabilization Management Measures.

The second critical category of reductions that will be achieved in the action area revolves around critical sources of TP in the action area from non-point sources, such as agricultural fields or pasture. These priority areas were identified in a draft study completed by SEWRPC covering the entire Upper Fox Basin. Appendix F contains an exhibit of the action area including all top priority areas included in the SEWRPC study. Even by eliminating “medium” and “low” priority areas identified in the SEWRPC study, the priority areas in Appendix F total approximately 11,763 acres, with 2300-3900 acres identified in each HUC-12 of the action area.

The table included in Appendix F summarizes key information for each parcel included in the high-priority list. The table is sorted by each HUC-12, with rough parcel prioritization based on the approximate controlled area for each site. The Village will target parcels with the greatest areas as a priority as the most potential TP reduction can be theoretically achieved at these sites. A priority will also be given sites closest to the POC. An average phosphorus reduction factor of 1.50 pounds of phosphorus per acre per year was derived from the STEPL model and used to estimate reductions (see Appendix G for STEPL modeling information). The table also includes a column representing the cost of implementation and ongoing maintenance of Management Measures. This value was approximated on a yearly basis assuming a value of \$55 per pound of phosphorus removal.

DESCRIBE MANAGEMENT MEASURES

The identified streambank stabilization projects are still in conceptual planning stages. For this reason, a complete design of the proposed stabilization measures on the banks of the Fox River has not been completed. However, the Village is currently planning with project partners who have experience in streambank stabilization projects and have discussed conceptual design approaches to stabilization at the identified locations.

Of the stream locations evaluated in the site survey, the Village will prioritize projects which show the greatest need for stabilization work. One of the first goals of the proposed stabilization effort is to conduct a plant survey of the riparian edge of the stream location to determine the extent of invasive species such as reed canary grass or buckthorn. All invasive species will be eradicated and replaced with native plantings as a part of the streambank stabilization design. All existing rocks and natural vegetation along the shoreline would be preserved and utilized for the project. In addition, a soil phosphorus concentration analysis would be conducted at project sites per WDNR guidance.

There are several stabilization techniques being considered for implementation. Some options include brush matting, branch packing, geotextile wrapped soil lifts, and stone toe protection combined with native plantings.

Brush matting (or brush mattresses) involves a combination of live stakes, live fascines, and branch cuttings to cover and stabilize streambanks. An example figure is shown below. A thick mat of dormant cuttings is placed on the bank and held down with stakes. The brush mattress serves as structural reinforcement as well as an area where native plantings can take root and provide vegetative

stabilization. For the proposed project sites, this technique would likely be used alongside stone toe protection to a level at or above the ordinary high water level.

In addition to the restoration of riparian vegetation and the reduction of soil erosion, this technique is also able to improve fish habitat by shading the stream, lowering water temperatures, and offering protection from predators.

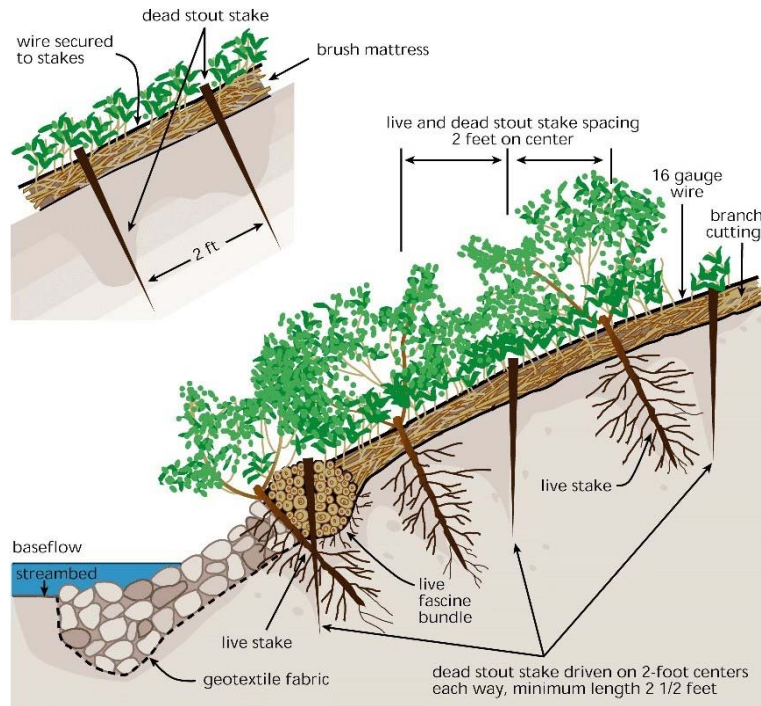


Figure 4. Example of Brush Matting Streambank Technique. Image Credit: Stream Corridor Restoration: Principles, Processes and Practices, 10/98, by the Federal Interagency Stream Restoration Working Group (FISRWG).

In addition to all design and implementation responsibilities, the Village would also develop and implement a regular operation and maintenance (O&M) plan for ensuring adequate performance and long life of the practice. The plan will be consistent with NRCS Code 580.

Per NRCS guidance, the streambank stabilization O&M plan will define the set intervals at which the practice will be inspected, including after every flood event greater than 10-year flood levels. Maintenance activities will include:

- Removal of debris in the stream that diverts flow to the streambank causing increased scouring and erosion.
- Monitoring and maintaining the establishment of native planting and control of invasive species if necessary.
- Repair of any damaged structural sections of the practice.
- Revegetation of areas affected by erosion.

The Village will document and model all streambank stabilization work so that they have the option to switch to a WQT program seamlessly if it is determined that this is a better compliance option. An evaluation of the TP concentration at the POC will be conducted at the 5-year mark of the program to determine if a transition to WQT will be beneficial for the Village's compliance efforts.

The Village will utilize existing nonpoint pollution control programs and related program partners as a resource for the design and implementation of non-point Management Measures. One important program to note is WAC Chapter NR 151. This agricultural nonpoint program establishes statewide agricultural performance standards and prohibitions regarding runoff management. Existing strategies for the implementation, enforcement, and ongoing monitoring of Management Measures in this program will be reviewed and utilized when applicable.

Nutrient Management Plan

Nutrient management plans are required by NR 151. The purpose of the plans is for farmers to have a proactive plan for managing the amount of nutrients in the soil for optimum crop yields. The plans also help prevent an excess of nutrients in the soil. When there is an excess of nutrients, pollutant runoff associated with soil loss is exacerbated. The plans consider the soil type, crop rotation, nutrient uptake of the crops, the amount and type of fertilizer applied, and other general operation details. The goal of the plans is to balance the optimum amount of nutrients required for a particular farming operation taking into account soil type, field slope, crop rotation, and tillage practices.

Cover Crops

Cover crops are vegetation that is planted typically in the fall after the main crop (for example corn or soy beans) is harvested. The cover crop grows quickly and establishes a substantive root structure near the surface of the soil, thus holding the soil in place and helping to prevent soil erosion. The crop dies in the cold weather, but the root structure remains in the soil to stabilize it during the winter months. Winter wheat and winter rye are two examples of cover crops that could be used. The hope for implementing a cover crop program would be to educate users on the benefits of this annual practice through incentives. Once the benefits are realized, the program may become self-sustaining.

Riparian Buffers

Riparian buffers are meant inhibit solids transport and promote nutrient uptake from runoff originating from agricultural operations before reaching nearby surface water. Riparian buffers are typically effective starting at a minimum width of 75 feet. With a supplemental a harvesting program, the buffer area still provides some economic value to farmers. Harvesting also removes the phosphorus taken up by the plant.

Improved Tillage

Improved tillage practices can result in healthier soil and reduced soil loss. Improvements could include implementing no-till or conservation tillage practices to reducing the magnitude of tilling (e.g. going from chisel plowing to disc tilling). The Village is ready to work with the Waukesha County and the SEWFRC to analyze where improved tillage practices could be implemented. SEWFRC members are already coordinating with a landowner who has many years of experience implementing no-till operation in the action area.

Grassed Waterways

Grassed waterways are drainage channels in a field that are planted with grass to reduced erosion and the transport of TSS to the ditch line. Grassed waterways are typically more effective at TSS reduction compared to TP. However, there is still a benefit for TP reduction.

Retention Ponds

Retention ponds help to capture solids and particulate phosphorus during and after a precipitation event. The ponds collect the storm water and settle out the solids as opposed to having the solids transported to surface water.

Barnyard Improvements

Barnyard improvements consist of practices that could be implemented in areas of concentrated livestock feeding. These areas typically lack vegetation or well-established root systems because of the high traffic from livestock. Improvements could include the installation of terraces, re-grading, having multiple feed points, and covering the feed points.

Wetland Restoration

Wetland restoration would consist of taking land in a low area with hydric soils out of production and converting it back into a wetland. Some farmland in the area has been drained with a network of tile drains to convert it into farm land. This land is still marginal for production and is prone to flooding with heavy rains. Waukesha County has identified specific areas that would be good candidates for wetland restoration.

ESTIMATE LOAD REDUCTION EXPECTED BY PERMIT TERM

As described in a previous section, the NRCS Streambank Erosion Estimator tool was used to quantify the potential impact of each of the potential projects identified in the GRAEF study. Results of that analysis can be found in Appendix E. Note that a fairly conservative soil phosphorus concentration of 575 ppm was estimated for all projects for planning purposes. In addition to streambank stabilization, the estimated reductions from the Table in Appendix F were utilized to meet the load reduction target. The Village assumed that all 820 pounds of annual TP reduction identified for streambank stabilization would be achieved over three permit terms. The remaining 3,295 pounds of required reductions were assumed to be achieved through implementation of non-point Management Measures.

Table 13 shown below includes the breakdown of estimated reduction per permit term in pounds per year.

Table 13. Estimated TP Reduction by Permit Term.

| | Permit Term 1 | Permit Term 2 | Permit Term 3 | Total |
|-------------------------------|------------------|------------------|------------------|--------------|
| Non-Point Management Measures | 1,295 | 1,000 | 1,000 | 3,295 |
| Streambank Stabilization | 300 | 300 | 220 | 820 |
| Total | 1,595 | 1,300 | 1,220 | 4,115 |

Based on an earlier section of the AM plan, the current point source load and current total load in the receiving water at the confluence are 517.5 pounds TP per year and 53,292 TP per year, respectively. The Mukwonago WWTF's share of the total loading at the receiving water is:

$$(517.5/53,292) \times 100 = 1.0 \text{ percent.}$$

The WDNR Adaptive Management Technical Handbook states that the AM applicant must, at a minimum, demonstrate that its contributing load to the watershed will be offset in the first permit term. Using this requirement and the overall target reduction of 4,115 pounds per year, the amount of reduction that will be required in the first permit term is:

4,115 pounds TP per year x 0.01 = 40.0 pounds TP per year.

The Mukwonago AM Program will attempt to “front-load” the reductions. According to Table 13, the Village plans to reduce 1,595 pounds TP per year by the end of the first permit term, with 300 pounds per year coming from streambank stabilization work. These reductions will be re-evaluated at the time of permit issuance for each permit term. The ongoing TP reductions will be documented through modeling of streambank stabilization reductions and closely monitoring the in-stream concentration at the POC.

MEASURING SUCCESS

The Village of Mukwonago will continue to partner with the SEWFRC to maintain a monitoring program to measure the results of their efforts. For the past two to three years, the wastewater utility and SEWFRC have conducted once a month monitoring of various points in the watershed. These locations are shown in Map 1 of Appendix B as well as in Appendix C. Official data used for compliance determination and assessment of progress will be sampling data 30 days apart for the months of May through October. The parameters tested at the monitoring points are TP, temperature, DO, clarity, river flow, pH, and TSS. The sampling will occur on or close to the same day every month (the middle of the month). By sampling the same day, there will be a reduction in any bias in the pollutant concentrations from very wet or very dry weather. This sampling method is in accordance with Wisconsin DNR guidance.

Information on the monitoring locations is summarized in the table below.

Table 14. AM Monitoring Overview

| Sample Point Description | SWIMS Station ID | Parameters to be Collected | Sampling Frequency |
|--|------------------|---|--------------------|
| Fox River at CTY I | 683096 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Fox River at CTY ES | 10046937 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Fox River at HWY 43 (200 ft. upstream of HWY 43) | TBD | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Fox River at HWY 43 (600 ft. downstream of HWY 43) | 10053143 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Fox River at Center Drive | 683207 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Fox River at CTY L | 10046947 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Fox River at HWY 20/36/83 | 10032437 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |
| Mukwonago River at HWY 83 | 10032435 | TP, Ortho-P, TSS, DO, Water Clarity, pH, Air and Water Temp., Chlorophyll A | Monthly |

FINANCIAL SECURITY

There are many costs involved in the Mukwonago AM Program. Costs include (1) implementing streambank stabilization projects; (2) implementing non-point source Management Measures (3) project meetings and administration; (4) conducting outreach and education; (5) technical assistance; (6) river monitoring; and (7) additional chemical at the WWTF.

Existing research has shown that streambank stabilization can be a cost effective means of reducing phosphorus loads to surface waters (Center for Watershed Protection et al., 2005; Dove et al., 2009; Bair, 2011). Streambank stabilization uses natural or engineered materials to prevent bank erosion and the transport of sediment into surface waters. There are a number of sources and methods available to estimate the cost of streambank stabilization projects. An average cost of stream restoration of \$129,135 per river mile was estimated by Bair et al, 2011. This estimate is equal to approximately \$2,500 per 100 lineal feet without considerations for contingency, permitting, or engineering. More recent cost estimates range from roughly \$5,000 to \$20,000 per 100 lineal feet depending on the streambank stabilization method, including considerations for contingency, permitting, and engineering. For the purposes of the current study, a cost of \$14,000 per 100 lineal feet was assumed. If all 6,360 lineal feet of recommended projects are implemented in the action area, the total stabilization cost would be approximately \$890,000 by these assumptions.

The cost for implementing non-point source management measures in the action area was estimated assuming a cost of \$55 per pound of phosphorus reduced in the watershed. This number was derived based on R/M's experience implementing similar control measures in nearby watersheds as well as estimates documented by other sources doing similar work. Assuming 2,295 pounds of phosphorus are reduced in the action area in the first 10 years of the program, and estimated cost of \$1,262,250 was determined for planning purposes.

Administration consists of compiling monitoring data, tracking watershed activities, planning for, holding, and debriefing many meeting with various stakeholders, stakeholder communication and coordination, updates to the document management site, and writing the annual report and conducting compliance checks.

These anticipated costs and others are summarized in Table 15 for a ten year period. Costs for Village staff are assumed to be over and above their normal job duties. The table details various assumptions used. The assumptions in the table serve as basis for determining a cost. Actual costs will be different based on many factors.

Table 15. Mukwonago Overall Costs – Ten Year Period

| Type of Activity/Practice | Component | Cost | Comments |
|--------------------------------------|--|-------------|---|
| Streambank Stabilization Projects | Selected Management Measures | \$506,800 | Assume that 3620 LF of streambank are stabilized in the first 10 years of the project at \$14,000/100 LF including contingency, engineering, permitting, etc. |
| Non-Point Source Management Measures | Selected Management Measures | \$1,262,250 | Assume an annual cost of \$55/lb TP reduced over 10 years. |
| Project Meeting and Administration | Project Meetings (Staff) | \$15,000 | Assume quarterly meetings. |
| | Project Meetings (Engineer/Partners) | \$25,000 | Assume quarterly meetings. Travel expenses included. |
| Outreach and Education | Outreach and Education (Staff) | \$10,000 | Includes meetings, collaboration with program partners, outreach materials, etc. |
| | Outreach and Education (Engineer/Partners) | \$20,000 | Includes meetings, collaboration with program partners and Village staff, marketing materials generation, etc. |

| | | | |
|---------------------------------|---|--------------------|--|
| Technical Assistance | Technical Support and Annual Reporting (Engineer) | \$170,000 | Includes technical assistance and design work for project installation; annual reporting requirements. |
| | County Land and Water Department Assistance | \$50,000 | Technical assistance from county personnel. |
| River Monitoring | Village Staff Fox River Monitoring Time and Materials | \$75,600 | Includes Village staff time for monthly monitoring as well as lab equipment and supplies. |
| Additional Chemical at the WWTF | PAC product to maintain effluent TP below interim limit | \$100,000 | Includes the cost beyond baseline chemical cost to maintain the effluent TP level safely below interim limits. |
| Grant Funding from SEWFRC | Grant Funding from SEWFRC | -\$150,000 | Assume \$15,000 per year funding from SEWFRC and other sources. |
| Total | | \$2,084,650 | 10-year budget estimate. |

The Village of Mukwonago understands that the Mukwonago Adaptive Management Program is a long-term program that will last 10 years or more and is fully committed to supporting this program.

Name:

Title:

Date:

IMPLEMENTATION SCHEDULE WITH MILESTONES

The water quality milestone is achieving a statistically significant TP concentration at the POC of less than or equal to 0.10 mg/L. The statistically significant methodology will be in accordance with the Wisconsin Consolidated Assessment and Listing Methodology. The goal of the Mukwonago AM Program is to meet the water quality milestone in less fifteen years.

The Village will review the monitoring data in detail throughout the watershed once per year. The concentration at the POC will be analyzed specifically with regard to the median value 30 days apart for the months of May through October. The monitoring data will be used to directly evaluate the progress of the AM Program.

After the first five years in the AM Program, the Village will evaluate the effects of anticipated point load reductions upstream of the action area (including the Mukwonago WWTF) as well as their streambank stabilization and non-point source control efforts on the in-stream concentration of TP in the Fox River. Since a good portion of the planned reductions are occurring in these first five years, the concentration at the POC at this time will be indicative of whether or not the AM Program actions have been effective. At this time, if the median concentration at the POC has not improved or even increased, the Village will seriously consider transitioning to a WQT program. The Village would be able to take credit for the streambank stabilization and non-point source control work they will have done up to that point. Based on calculations included in the Village's Final Compliance Alternatives Plan, the identified streambank stabilization projects and non-point source projects include ample potential TP reductions to cover the credits necessary for the Village to achieve compliance assuming that they would be able to maintain a treatment level of 0.15-0.25 mg/L TP.

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- Wisconsin Department of Natural Resources (WDNR). Surface Water Data Viewer. Available at <http://dnr.wi.gov/topic/surfacewater/swdv/>
- Wisconsin Department of Natural Resources (WDNR). Watershed Restoration Viewer. Available at <http://dnr.wi.gov/topic/surfacewater/restorationviewer/>

Appendix A

**Adaptive Management Request Form
and PRESTO-Lite Report**

Notice: Pursuant to s. NR 217.18, Wis. Adm. Code, this form must be completed and submitted to the Department at the time of the reissuance of an existing WPDES (Wisconsin pollutant discharge elimination system) permit to request adaptive management for phosphorus water quality based effluent limits (WQBEL). Failure to provide all requested information may result in denial of your request. Personal information collected will be used for administrative purposes and may be provided to requestors to the extent required by Wisconsin Open Records law [ss. 19.31-19.39, Wis. Stats.].

Type of Request:

- ☒ **This is the formal adaptive management request as required in s. NR 217.18(2)**
- ☐ **This is a preliminary adaptive management request (to be submitted as part of facility planning.)**

Facility and Permit Information

| | | | |
|--|-----------|-------------------------------|----------|
| Facility Name | | WPDES Permit No. | |
| Village of Mukwonago Wastewater Treatment Facility | | WI- 0 0 2 0 2 6 5 | |
| Facility Address | City | State | ZIP Code |
| 1200 Holz Parkway | Mukwonago | WI | 53149 |
| Receiving Water | | | |
| Fox River (IL) | | | |

Owner Contact Information

| | | | |
|-----------------------|-------|----------|-------------------------------|
| Last Name | First | MI | Phone No. (incl. area code) |
| Brown | David | J | (414) 550-2509 |
| Street Address | | | FAX Number |
| 440 River Crest Court | | | |
| City | State | ZIP Code | E-mail address |
| Mukwonago | WI | 53149 | dbrown@villageofmukwonago.com |

Facility Information

| Required for AM Request | Wis. Administrative code Reference | Conclusion | Evidence/Source of information (attach as needed) |
|--|------------------------------------|--|---|
| 1. NPS contribute at least 50% of total P contribution | s. NR 217.18(2)(b) | <input checked="" type="radio"/> NPS contributes at least 50% <input type="radio"/> NPS DOES NOT contribute at least 50% | PRESTO LITE Report (Attached) |
| 2. WQBEL Requires Filtration | s. NR 217.18(2)(c) | <input checked="" type="radio"/> Filtration required <input type="radio"/> Filtration NOT required | |
| 3. AM Plan | s. NR 217.18(2)(d) | <input checked="" type="radio"/> Plan is Included - Page 3 <input type="radio"/> Plan is NOT Included <i>For a preliminary adaptive management request, AM plan not required</i> | |

Facility Operation and Performance

- Current P removal capability** – If the facility is currently required by a WPDES permit to monitor effluent phosphorus (P) provide a summary of the influent and effluent annual average P concentrations for each of the past three (3) years. If permit required P data is not available, the applicant should provide any other P data that may be applicable and available. If no data is available, the Department may estimate the P effluent concentration by based on data from other similar facilities
 Influent phosphorus data is not monitored by the WWTF. Influent values are typically 5 to 6 mg/L. Up until the middle of 2018, the WWTF had used ferrous chloride as a coagulant to remove soluble phosphorus by precipitation. The average effluent phosphorus level when using a dose of approximately 65 gallons per day (gpd) was 0.5 to 0.6 mg/L. In July of 2018, the Village started using a polyaluminum chloride (PAC) coagulant with integral polymer for phosphorus removal. The average concentration during this time was approximately 0.25 mg/L. This showed that the PAC product was more efficient than ferric chloride. Additional optimization using the PAC product has yielded steady treatment levels around 0.15-0.25 mg/L TP.

Watershed Adaptive Management Request

Form 3200-139 (R 01/12)

Page 2 of 3

2. **Facility Operation** - Provide a summary description of overall facility operation. If not a continuously discharging facility, describe storage procedures and the time periods when effluent discharge occurs
The facility is a conventional activated sludge plant. Processes include metering, screening, influent pumping, grit removal, primary clarification, aeration, final clarification, UV disinfection and effluent pumping. Solids are anaerobically digested and dewatered using sand drying beds. Phosphorus removal is through using a ferric chloride PAC coagulant introduced at the aeration basin.
3. **Previous Studies** - Reference or attach any facility planning or evaluation study that evaluated facility performance capabilities (Note - Only include studies that are recent, within 5 years, or otherwise applicable for the evaluation of the existing facility and current conditions).
Previous studies include the Operational Evaluation Report (March 2013), Phosphorus Evaluation Report (March 2016), Preliminary Compliance Alternatives Report (March 2018), and Final Compliance Alternatives Plan (March 2019).

Adaptive Management Plan (s. NR 217.18(d))9.25

This section should summarize the Adaptive Management Plan for internal and external review. A complete Adaptive Management Plan should be attached. Note: If this is a preliminary adaptive management request, this section is not required.

| | |
|--|---|
| Watershed | Percent Contribution of Applicant Discharge |
| Upper Fox Watershed (Eagle Crk.-Fox and Pewaukee R.-Fox) | 1.0% |

Action Area (include map)

See Map 1 included in Appendix B of Mukwonago Adaptive Management Plan

Watershed Characteristics and Timeline Justification

The action area is approximately 60,608 acres, or 94.7 square miles, which encompasses land entirely in Waukesha County, WI. It may take up to three permit terms before the required level of non-point source reductions are reached.

Key Proposed Actions

Streambank stabilization and non-point source management measures.

Key Goals and Measures for Determining Effectiveness

The main goal of the program is to bring the Fox River into compliance with the water quality criterion for phosphorus of 0.1 mg/L total phosphorus. The Village and other partners will be monitoring water quality at the Point of Compliance and other key locations from May through October.

Watershed Adaptive Management Request

Form 3200-139 (R 01/12)

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Partner(s)

Key partners include Waukesha County Land and Water Conservation Department, Southeast Wisconsin Fox River Commission, Ruekert & Mielke, Inc, and Southeast Wisconsin Regional Planning Commission.

Funding Sources

Village of Mukwonago will be the primary source of funding. Various grant opportunities and funding from the Southeast Wisconsin Fox River Commission will be evaluated.

Adaptive Management Request and Certification

Based on the information provided, I am requesting the Watershed Adaptive Management option to achieve compliance with phosphorus water quality standards in accordance with s. NR 217.19, Wis. Adm. Code.

I certify that the information provided with this request is true, accurate and complete to the best of my knowledge.

Print or type name of person submitting request*

Fred Winchowky

Signature of Official

Title

Village of Mukwonago President

Date Signed

Jun 17, 2020

PRESTO-Lite Watershed Delineation Report

Reach ID: 200212023

Watershed Name: Village of Big Bend-Fox River

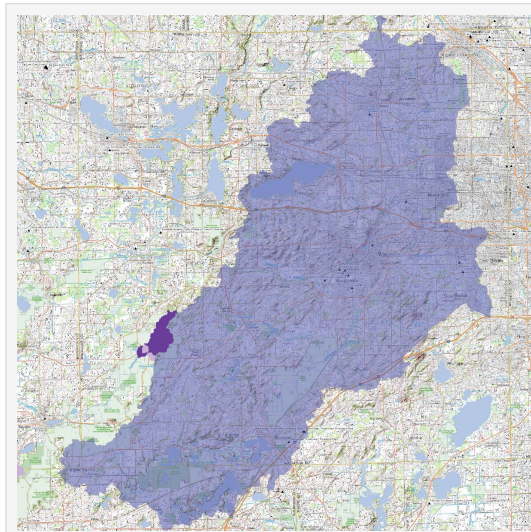
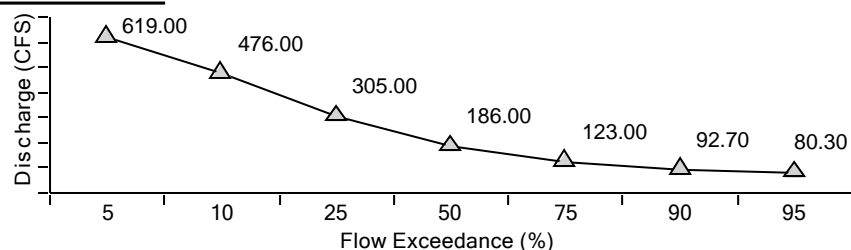
Waterbody Name: Fox River

HUC08: Upper Fox

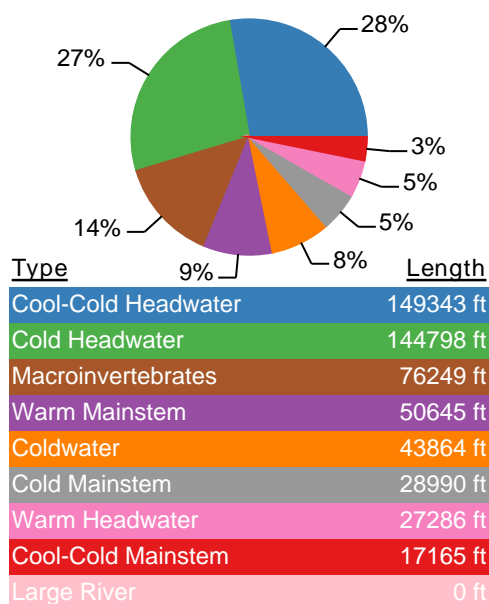
Watershed Area: 298.49 mi²

Average Annual Precipitation: 33.62in

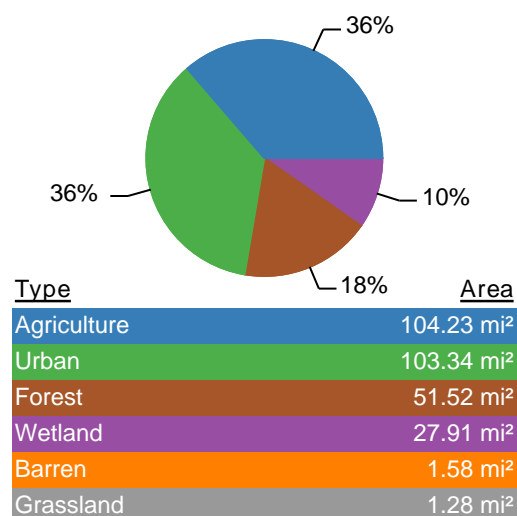
Stream Flow



Tributary Stream Type



Landcover



PRESTO Phosphorus Load Estimate

| | |
|---|------------------------------|
| Avg. Annual Nonpoint Phosphorous Load (80% Confidence Interval) | 37,021 (16,668 - 82,223) lbs |
| Number of Facilities (Individual Facility Information below) | 5 |
| Avg. Annual Point-source Phosphorous Load (2010 - 2012 total of all facilities) | 30,519lbs |
| Most Likely Point : Nonpoint Phosphorous Ratio | 45% : 55% |
| Low Estimate Point : Nonpoint Phosphorous Ratio (Adaptive Management) | 27% : 73% |

Adaptive Management Results

Facilities Discharging to the Village of Big Bend-Fox River Watershed:

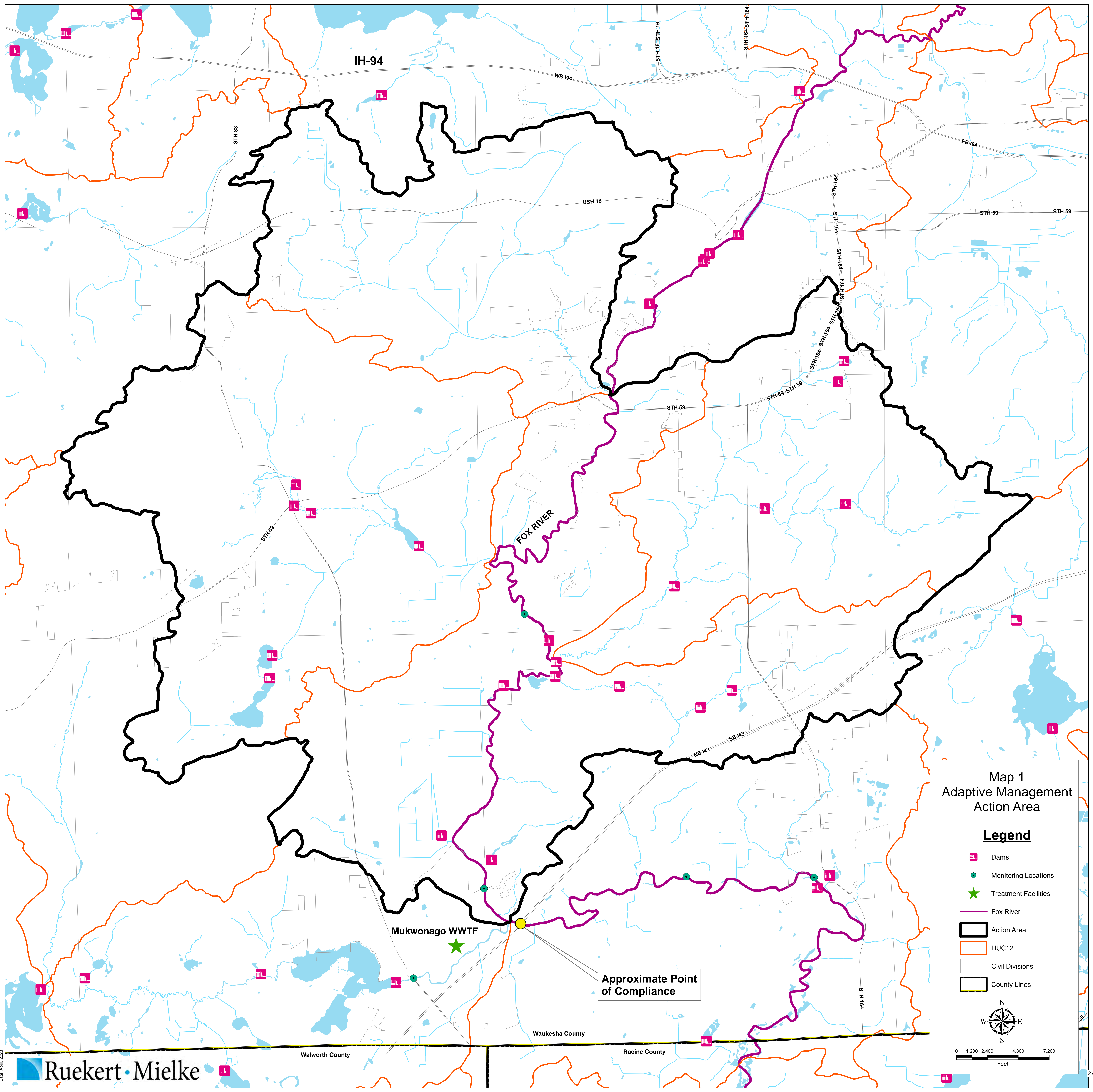
| Facility Name | Permit # | Outfall # | Waste Type | Receiving Water | Avg. Phosphorus Load (lbs.) (2010 - 2012) |
|--------------------------------------|----------|-----------|------------|-----------------|---|
| BROOKFIELD, CITY OF | 0023469 | 001 | Municipal | Fox River | 17949 |
| WAUKESHA CITY | 0029971 | 001 | Municipal | Fox River | 8221 |
| SUSSEX WASTEWATER TREATMENT FACILITY | 0020559 | 001 | Municipal | Unnamed | 2705 |
| MUKWONAGO WASTEWATER TREATMENT PLANT | 0020265 | 001 | Municipal | Fox River | 1634 |
| SCHOOL DISTRICT OF NEW BERLIN | 0029998 | 001 | Municipal | Unnamed | 10 |

Watershed Analysis Limitations

- This analysis relies on pre-defined catchments from the Wisconsin Hydrography Data-Plus and may not delineate from the exact location required. When assessing phosphorus loads for specific facility in support of efforts such as adaptive management, care should be taken to ensure that additional downstream point sources do not exist. For adaptive management information related to specific facilities please reference the PRESTO website <http://dnr.wi.gov/topic/surfacewater/presto.html>
- Delineation of watersheds is based on a topographic assessment and therefore do not account for modified drainage networks such as stormwater sewer systems and ditched agriculture.
- If a watershed requires delineation from an exact location the user may use the desktop version of PRESTO that requires ESRI ArcGIS. The PRESTO tool and default datasets can be downloaded at <http://dnr.wi.gov/topic/surfacewater/presto.html>
- Data sources for this report originate from the WDNR's Wisconsin Hydrography Data-Plus value-added dataset and the point and non-point source loading information including in the WDNR's PRESTO model.
- If you have questions about the report generated from the PRESTO-Lite application please contact: DNRWATERQUALITYMODELING@wisconsin.gov

Appendix B

Action Area Exhibits



Map 1
Adaptive Management
Action Area

Legend

Dams

Monitoring Locations

Treatment Facilities

Fox River

Action Area

HUC12

Civil Divisions

County Lines

01,2002,4004,8007,200

Feet

Appendix C

Monitoring Data

| Date | Muk. River @ HWY 83 TP (mg/L) | Fox River @ CTY I TP (mg/L) | Fox River @ CTY ES TP (mg/L) | Fox River @ CTY L TP (mg/L) | Fox River @ HWY 83 TP (mg/L) | Date | Fox River @ WRCSD TP (mg/L) | Date | Fox River @ WRCSD TP (mg/L) |
|--------------------------|-------------------------------------|-----------------------------------|------------------------------------|-----------------------------------|------------------------------------|--------------------------|-----------------------------------|------------|-----------------------------------|
| 5/17/2016 | 0.025 | 0.099 | 0.108 | 0.081 | 0.069 | 5/3/2016 | 0.07 | 8/15/2017 | 0.11 |
| 5/24/2016 | 0.018 | 0.086 | 0.124 | 0.084 | 0.067 | 5/10/2016 | 0.06 | 8/22/2017 | 0.12 |
| 5/31/2016 | 0.026 | 0.111 | 0.150 | 0.107 | 0.073 | 5/17/2016 | 0.06 | 8/29/2017 | 0.10 |
| 6/7/2016 | 0.018 | 0.097 | 0.112 | 0.081 | 0.080 | 5/24/2016 | 0.06 | 9/5/2017 | 0.11 |
| 6/14/2016 | 0.018 | 0.120 | 0.140 | 0.099 | 0.070 | 5/31/2016 | 0.08 | 9/12/2017 | 0.06 |
| 6/21/2016 | 0.019 | 0.189 | 0.191 | 0.137 | 0.087 | 6/7/2016 | 0.07 | 9/19/2017 | 0.06 |
| 6/28/2016 | 0.008 | 0.169 | 0.121 | 0.100 | 0.095 | 6/14/2016 | 0.06 | 9/26/2017 | 0.14 |
| 7/5/2016 | 0.014 | 0.139 | 0.137 | 0.082 | 0.088 | 6/21/2016 | 0.07 | 10/3/2017 | 0.08 |
| 7/12/2016 | 0.012 | 0.126 | 0.125 | 0.091 | 0.106 | 6/28/2016 | 0.07 | 10/10/2017 | 0.09 |
| 7/19/2016 | 0.014 | 0.126 | 0.108 | 0.086 | 0.113 | 7/5/2016 | 0.06 | 10/17/2017 | 0.09 |
| 7/26/2016 | 0.010 | 0.235 | 0.176 | 0.118 | 0.132 | 7/12/2016 | 0.08 | 10/24/2017 | 0.10 |
| 8/2/2016 | 0.022 | 0.129 | 0.143 | 0.117 | 0.133 | 7/19/2016 | 0.08 | 5/8/2018 | 0.16 |
| 8/9/2016 | 0.025 | 0.115 | 0.138 | 0.850 | 0.163 | 7/26/2016 | 0.15 | 5/22/2018 | 0.12 |
| 8/16/2016 | 0.010 | 0.178 | 0.179 | 0.130 | 0.132 | 8/2/2016 | 0.11 | 5/29/2018 | 0.12 |
| 8/23/2016 | 0.018 | 0.114 | 0.151 | 0.110 | 0.108 | 8/9/2016 | 0.09 | 6/5/2018 | 0.10 |
| 8/30/2016 | 0.014 | 0.156 | 0.137 | 0.124 | 0.088 | 8/16/2016 | 0.16 | 6/12/2018 | 0.11 |
| 9/6/2016 | 0.012 | 0.091 | 0.130 | 0.085 | 0.092 | 8/23/2016 | 0.08 | 6/19/2018 | 0.22 |
| 9/13/2016 | 0.012 | 0.153 | 0.152 | 0.120 | 0.061 | 8/30/2016 | 0.07 | 6/26/2018 | 0.16 |
| 9/20/2016 | 0.014 | 0.113 | 0.131 | 0.103 | 0.062 | 9/6/2016 | 0.06 | 7/3/2018 | 0.15 |
| 9/27/2016 | 0.016 | 0.126 | 0.189 | 0.134 | 0.063 | 9/13/2016 | 0.13 | 7/10/2018 | 0.10 |
| 10/4/2016 | 0.007 | 0.134 | 0.135 | 0.115 | 0.070 | 9/20/2016 | 0.05 | 7/17/2018 | 0.11 |
| 10/11/2016 | 0.004 | 0.084 | 0.209 | 0.206 | 0.064 | 9/27/2016 | 0.05 | 7/24/2018 | 0.17 |
| 10/18/2016 | 0.010 | 0.140 | 0.134 | 0.108 | 0.055 | 10/4/2016 | 0.07 | 7/31/2018 | 0.11 |
| 10/25/2016 | 0.007 | 0.080 | 0.083 | 0.080 | 0.093 | 10/11/2016 | 0.05 | 8/7/2018 | 0.41 |
| 5/9/2017 | 0.014 | 0.063 | 0.049 | 0.037 | 0.052 | 10/18/2016 | 0.06 | 8/14/2018 | 0.38 |
| 5/23/2017 | 0.007 | 0.072 | 0.056 | 0.040 | 0.047 | 10/25/2016 | 0.08 | 8/21/2018 | 0.09 |
| 5/30/2017 | 0.010 | 0.091 | 0.085 | 0.071 | 0.064 | 5/2/2017 | 0.15 | 8/28/2018 | 0.14 |
| 6/5/2017 | 0.010 | 0.089 | 0.120 | 0.112 | 0.097 | 5/9/2017 | 0.06 | 9/4/2018 | 0.34 |
| 6/13/2017 | 0.027 | 0.124 | 0.154 | 0.178 | 0.141 | 5/16/2017 | 0.07 | 9/11/2018 | 0.12 |
| 6/20/2017 | 0.018 | 0.137 | 0.138 | 0.142 | 0.158 | 5/23/2017 | 0.07 | 9/18/2018 | 0.11 |
| 6/27/2017 | 0.014 | 0.138 | 0.120 | 0.095 | 0.092 | 5/30/2017 | 0.11 | 9/25/2018 | 0.07 |
| 7/25/2017 | 0.019 | 0.202 | 0.237 | 0.238 | 0.314 | 6/6/2017 | 0.08 | | |
| 8/25/2017 | 0.014 | 0.084 | 0.123 | 0.122 | 0.129 | 6/13/2017 | 0.12 | | |
| 9/25/2017 | 0.016 | 0.099 | 0.090 | 0.098 | 0.091 | 6/20/2017 | 0.13 | | |
| 10/25/2017 | 0.010 | 0.092 | 0.088 | 0.078 | 0.053 | 6/27/2017 | 0.09 | | |
| 5/16/2018 | 0.022 | 0.092 | 0.082 | 0.075 | 0.107 | 7/4/2017 | 0.11 | | |
| 6/15/2018 | 0.018 | 0.141 | 0.131 | 0.102 | 0.090 | 7/11/2017 | 0.18 | | |
| 7/16/2018 | 0.016 | 0.110 | 0.114 | 0.115 | 0.136 | 7/18/2017 | 0.03 | | |
| 8/16/2018 | 0.018 | 0.130 | 0.111 | 0.080 | 0.094 | 7/25/2017 | 0.25 | | |
| 9/17/2018 | 0.016 | 0.140 | 0.144 | 0.112 | 0.096 | 8/1/2017 | 0.15 | | |
| 10/16/2018 | 0.008 | 0.088 | 0.054 | 0.047 | 0.041 | 8/8/2017 | 0.11 | | |
| Mean | 0.015 | 0.122 | 0.129 | 0.124 | 0.097 | Mean | 0.112 | | |
| Median | 0.014 | 0.120 | 0.131 | 0.103 | 0.091 | Median | 0.098 | | |
| NR 217 | | | | | | NR 217 | | | |
| Median | 0.014 | 0.125 | 0.137 | 0.105 | 0.089 | Median | 0.107 | | |
| # of "single samples" | 38 | 38 | 38 | 38 | 38 | # of "single samples" | 69 | | |

Appendix D

Soil Information

| Soil Symbol | Soil Name | Area (ac) | % Cover | K factor (K.w) | Class of Accelerated Erosion (SSM) | Hydric Rating | Hydrologic soil group | Drainage Condition | Frequency of flooding |
|------------------------|--|------------------|----------------|---------------------------|---|--------------------------|----------------------------------|-------------------------------|----------------------------------|
| HmC2 | Hochheim loam, 6 to 12 percent slopes, eroded | 7397.94 | 8.12% | - | - | Not hydric | B | Well drained | None |
| HtA | Houghton muck, 0 to 2 percent slopes | 7128.96 | 7.82% | - | - | All hydric | A/D | Very poorly drained | None |
| HmB2 | Hochheim loam, 2 to 6 percent slopes, eroded | 4844.92 | 5.32% | 0.32 | Class 2 | Not hydric | B | Well drained | None |
| HmB | Hochheim loam, 2 to 6 percent slopes | 4146.00 | 4.55% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| Ph | Pella silt loam | 3943.35 | 4.33% | - | Class 1 | All hydric | B/D | Poorly drained | None |
| LmB | Lamartine silt loam, 1 to 4 percent slopes | 3713.62 | 4.08% | 0.32 | None (Deposition) | Not hydric | C | Somewhat poorly drained | None |
| ThB | Theresa silt loam, 2 to 6 percent slopes | 3536.24 | 3.88% | 0.37 | Class 1 | Not hydric | C | Well drained | None |
| HmD2 | Hochheim loam, 12 to 20 percent slopes, eroded | 2984.81 | 3.28% | 0.43 | - | Not hydric | B | Well drained | None |
| BsA | Brookston silt loam, 0 to 3 percent slopes | 2156.54 | 2.37% | 0.32 | None (Deposition) | All hydric | B/D | Very poorly drained | None |
| FoB | Fox loam, 2 to 6 percent slopes | 1970.83 | 2.16% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| MtA | Mequon silt loam, 1 to 3 percent slopes | 1950.89 | 2.14% | 0.37 | - | Not hydric | C | Somewhat poorly drained | None |
| Sm | Sebewa silt loam | 1911.09 | 2.10% | - | - | All hydric | B/D | Poorly drained | None |
| Pa | Palms muck | 1742.26 | 1.91% | - | - | All hydric | A/D | Very poorly drained | None |
| OuB2 | Ozaukee silt loam, 2 to 6 percent slopes, eroded | 1714.99 | 1.88% | - | None (Deposition) | Not hydric | C | Well drained | None |
| MmA | Matherton silt loam, 1 to 3 percent slopes | 1627.53 | 1.79% | - | - | Not hydric | B | Somewhat poorly drained | None |
| CrE | Casco-Rodman complex, 20 to 30 percent slopes | 1502.09 | 1.65% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| Lu | Loamy land | 1456.13 | 1.60% | - | - | Not hydric | B | Moderately well drained | None |
| FsB | Fox silt loam, 2 to 6 percent slopes | 1435.71 | 1.58% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| CeB | Casco loam, 2 to 6 percent slopes | 1384.24 | 1.52% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| CeC2 | Casco loam, 6 to 12 percent slopes, eroded | 1338.42 | 1.47% | 0.32 | Class 2 | Not hydric | B | Well drained | None |
| MoB | Mayville silt loam, 2 to 6 percent slopes | 1106.68 | 1.21% | 0.49 | Class 1 | Not hydric | B | Moderately well drained | None |

| | | | | | | | | | |
|------|--|---------|-------|------|-------------------|------------|-----|-------------------------|----------|
| WeB | Warsaw loam, 2 to 6 percent slopes | 1092.04 | 1.20% | 0.24 | Class 1 | Not hydric | B | Well drained | None |
| W | Water | 1067.96 | 1.17% | - | - | - | - | - | - |
| OuB | Ozaukee silt loam, 2 to 6 percent slopes | 1065.30 | 1.17% | 0.43 | - | Not hydric | C | Well drained | None |
| FmB | Fox sandy loam, 2 to 6 percent slopes | 1007.92 | 1.11% | 0.10 | Class 1 | Not hydric | B | Well drained | None |
| KwB | Knowles silt loam, 2 to 6 percent slopes | 1005.82 | 1.10% | 0.43 | - | Not hydric | B | Well drained | None |
| FoA | Fox loam, 0 to 2 percent slopes | 971.41 | 1.07% | 0.02 | Class 1 | Not hydric | B | Well drained | None |
| MxB | Miami loam, sandy loam substratum, 2 to 6 percent slopes | 936.91 | 1.03% | 0.37 | - | Not hydric | B | Well drained | None |
| ThB2 | Theresa silt loam, 2 to 6 percent slopes, eroded | 908.43 | 1.00% | 0.49 | Class 2 | Not hydric | C | Well drained | None |
| GP | Gravel pit | 839.63 | 0.92% | - | - | - | A | - | None |
| QUA | Quarry | 814.88 | 0.89% | - | - | - | - | - | None |
| CeD2 | Casco loam, 12 to 20 percent slopes, eroded | 808.95 | 0.89% | 0.32 | Class 2 | Not hydric | B | Well drained | None |
| Oc | Ogden muck | 767.48 | 0.84% | - | - | All hydric | A/D | Very poorly drained | None |
| Na | Navan silt loam | 739.40 | 0.81% | 0.37 | - | All hydric | D | Poorly drained | Rare |
| CrD | Casco-Rodman complex, 12-20 percent slopes | 738.25 | 0.81% | 0.32 | - | Not hydric | B | Well drained | None |
| WhA | Warsaw silt loam, 0 to 2 percent slopes | 682.94 | 0.75% | 0.15 | Class 1 | Not hydric | B | Well drained | None |
| OuC2 | Ozaukee silt loam, 6 to 12 percent slopes, eroded | 644.02 | 0.71% | - | Class 1 | Not hydric | C | Well drained | None |
| WeA | Warsaw loam, 0 to 2 percent slopes | 628.57 | 0.69% | 0.24 | Class 1 | Not hydric | B | Well drained | None |
| HmE2 | Hochheim loam, 20 to 30 percent slopes, eroded | 624.61 | 0.69% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| FsA | Fox silt loam, 0 to 2 percent slopes | 617.95 | 0.68% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| KwA | Knowles silt loam, 0 to 2 percent slopes | 616.20 | 0.68% | 0.43 | - | Not hydric | B | Well drained | None |
| KlA | Kendall silt loam, 1 to 3 percent slopes | 581.60 | 0.64% | 0.43 | - | Not hydric | B | Somewhat poorly drained | None |
| RkB | Ritchey silt loam, 1 to 6 percent slopes | 571.74 | 0.63% | 0.32 | - | Not hydric | D | Well drained | None |
| RlA | Ritchey silt loam, mottled subsoil variant, 1 to 3 percent | 563.56 | 0.62% | 0.37 | - | Not hydric | D | Somewhat poorly drained | None |
| AsA | Ashkum silty clay loam, 0 to 3 percent slopes | 510.31 | 0.56% | 0.20 | None (Deposition) | All hydric | B/D | Poorly drained | None |
| Cw | Colwood silt loam | 506.76 | 0.56% | 0.32 | None (Deposition) | All hydric | B/D | Poorly drained | None |
| Ww | Wet alluvial land | 501.50 | 0.55% | 0.32 | - | All hydric | B/D | Poorly drained | Frequent |

| | | | | | | | | | |
|------|--|--------|-------|------|-------------------|------------|-----|-------------------------|------------|
| HoD3 | Hochheim soils, 12 to 20 percent slopes, severely eroded | 470.67 | 0.52% | 0.17 | - | Not hydric | B | Well drained | None |
| MxC2 | Miami loam,sandy loam substratum, 6 to 12 percent slopes eroded | 469.64 | 0.52% | 0.37 | - | Not hydric | B | Well drained | None |
| MgA | Martinton silt loam, 1 to 3 percent slopes | 460.49 | 0.51% | 0.32 | - | Not hydric | C | Somewhat poorly drained | None |
| Ac | Adrian muck | 448.30 | 0.49% | - | - | All hydric | A/D | Very poorly drained | None |
| Sg | Sawmill silt loam, calcareous variant | 444.03 | 0.49% | 0.37 | - | All hydric | C/D | Poorly drained | Frequent |
| FmA | Fox sandy loam, 0 to 2 percent slopes | 395.35 | 0.43% | 0.24 | - | Not hydric | B | Well drained | None |
| PrA | Pistakee silt loam, 1 to 3 percent slopes | 386.20 | 0.42% | 0.49 | - | Not hydric | C | Somewhat poorly drained | Occasional |
| AzA | Aztalan loam, 0 to 2 percent slopes | 362.36 | 0.40% | 0.28 | None (Deposition) | Not hydric | C | Somewhat poorly drained | None |
| Pm | Pella silt loam, moderately shallow variant | 359.08 | 0.39% | 0.32 | None (Deposition) | All hydric | B/D | Poorly drained | None |
| ThC2 | Theresa silt loam, 6 to 12 percent slopes, eroded | 318.26 | 0.35% | 0.49 | Class 2 | Not hydric | C | Well drained | None |
| MzfA | Mundelein silt loam, 1 to 3 percent slopes | 309.99 | 0.34% | 0.32 | Class 1 | Not hydric | B | Somewhat poorly drained | None |
| MxD2 | Miami loam, sandy loam substratum, 12 to 20 percent slopes, eroded | 294.38 | 0.32% | 0.37 | - | Not hydric | B | Well drained | None |
| Dt | Drummer silt loam, gravelly substratum | 289.09 | 0.32% | 0.32 | - | All hydric | B/D | Poorly drained | None |
| MoA | Mayville silt loam, 0 to 2 percent slopes | 273.60 | 0.30% | 0.49 | Class 1 | Not hydric | B | Moderately well drained | None |
| ThA | Theresa silt loam, 0 to 2 percent slopes | 272.74 | 0.30% | 0.49 | Class 1 | Not hydric | C | Well drained | None |
| AzB | Aztalan loam, 2 to 6 percent slopes | 268.69 | 0.29% | 0.43 | Class 1 | Not hydric | C | Somewhat poorly drained | None |
| LyB2 | Lorenzo loam, 2 to 6 percent slopes, eroded | 253.44 | 0.28% | 0.24 | - | Not hydric | B | Well drained | None |
| FmC2 | Fox sandy loam, 6 to 12 percent slopes, eroded | 224.93 | 0.25% | 0.02 | Class 2 | Not hydric | B | Well drained | None |
| ScB | St. Charles silt loam, 2 to 6 percent slopes | 201.55 | 0.22% | 0.43 | Class 1 | Not hydric | B | Well drained | None |
| HtB | Houghton muck, 2 to 6 percent slopes | 194.61 | 0.21% | - | - | All hydric | A/D | Very poorly drained | None |

| | | | | | | | | | |
|------|--|--------|-------|------|-------------------|------------|-----|-------------------------|------------|
| HeA | Hebron loam, 0 to 2 percent slopes | 193.72 | 0.21% | 0.43 | - | Not hydric | B | Well drained | None |
| LDF | Landfill | 193.63 | 0.21% | - | - | - | - | - | - |
| MhA | Matherton sandy loam, 1 to 3 percent slopes | 186.79 | 0.21% | - | - | Not hydric | B | Somewhat poorly drained | None |
| DdB | Dodge silt loam, 2 to 6 percent slopes | 186.57 | 0.20% | 0.32 | None (Deposition) | Not hydric | B | Well drained | None |
| OnB | Oshtemo sandy loam, 1 to 6 percent slopes | 181.87 | 0.20% | 0.28 | - | Not hydric | B | Well drained | None |
| FoC2 | Fox loam, 6 to 12 percent slopes, eroded | 178.16 | 0.20% | 0.32 | Class 2 | Not hydric | B | Well drained | None |
| SeA | St. Charles silt loam, gravelly substratum, 0 to 2 percent | 167.33 | 0.18% | 0.37 | Class 1 | Not hydric | B | Well drained | None |
| JuA | Juneau silt loam, 1 to 3 percent slopes | 167.17 | 0.18% | 0.49 | - | Not hydric | B | Well drained | Occasional |
| VsA | Virgil silt loam, gravelly substratum, 0 to 3 percent slopes | 166.04 | 0.18% | 0.37 | Class 1 | Not hydric | B | Somewhat poorly drained | None |
| ShB | Saylesville silt loam, 2 to 6 percent slopes | 163.13 | 0.18% | 0.43 | - | Not hydric | C | Well drained | None |
| CrF | Casco-Rodman complex, 30 to 45 percent slopes | 154.81 | 0.17% | 0.10 | Class 1 | Not hydric | B | Well drained | None |
| OuD2 | Ozaukee silt loam, 12 to 20 percent slopes, eroded | 143.68 | 0.16% | 0.43 | Class 2 | Not hydric | C | Well drained | None |
| MxE | Miami loam, sandy loam substratum, 20 to 30 percent slopes | 142.92 | 0.16% | 0.37 | - | Not hydric | B | Well drained | None |
| KeA | Kane silt loam, 1 to 3 percent slopes | 142.83 | 0.16% | - | - | Not hydric | B | Somewhat poorly drained | None |
| Mf | Marsh | 141.00 | 0.15% | - | - | All hydric | A/D | Very poorly drained | Frequent |
| ScA | St. Charles silt loam, 0 to 2 percent slopes | 139.45 | 0.15% | 0.37 | Class 1 | Not hydric | B | Well drained | None |
| Mzb | Montgomery silty clay loam | 137.16 | 0.15% | 0.20 | - | All hydric | D | Very poorly drained | None |
| HeB | Hebron loam, 2 to 6 percent slopes | 136.53 | 0.15% | 0.43 | - | Not hydric | B | Well drained | None |
| Cv | Clayey land | 136.01 | 0.15% | - | - | Not hydric | C | Moderately well drained | None |
| Wa | Wallkill silt loam | 135.38 | 0.15% | 0.32 | - | All hydric | C/D | Very poorly drained | Frequent |
| DdA | Dodge silt loam, 0 to 2 percent slopes | 132.64 | 0.15% | 0.49 | Class 1 | Not hydric | B | Well drained | None |
| GrB | Grays silt loam, 2 to 6 percent slopes | 132.26 | 0.15% | 0.43 | - | Not hydric | B | Well drained | None |
| FsC2 | Fox silt loam, 6 to 12 percent slopes, eroded | 127.75 | 0.14% | 0.32 | Class 2 | Not hydric | B | Well drained | None |
| RkC2 | Ritchey silt loam, 6 to 12 percent slopes, eroded | 125.44 | 0.14% | 0.32 | - | Not hydric | D | Well drained | None |

| | | | | | | | | | |
|------|--|--------|-------|------|-------------------|------------|-----|-------------------------|----------|
| SaA | St. Charles sandy loam, gravelly substratum, 1 to 3 percent | 120.08 | 0.13% | 0.17 | - | Not hydric | B | Well drained | None |
| HoC3 | Hochheim soils, 6 to 12 percent slopes, severely eroded | 114.01 | 0.13% | 0.17 | - | Not hydric | B | Well drained | None |
| SeB | St. Charles silt loam, gravelly substratum, 2 to 6 percent | 108.78 | 0.12% | 0.43 | Class 1 | Not hydric | B | Well drained | None |
| CcC2 | Casco sandy loam, 6 to 12 percent slopes, eroded | 102.87 | 0.11% | 0.28 | Class 2 | Not hydric | B | Well drained | None |
| Mzk | Mussey loam | 98.19 | 0.11% | 0.24 | - | All hydric | B/D | Poorly drained | None |
| BnB | Boyer sandy loam, 1 to 6 percent slopes | 97.45 | 0.11% | - | - | Not hydric | B | Well drained | None |
| CcB | Casco sandy loam, 2 to 6 percent slopes | 95.80 | 0.11% | 0.32 | Class 1 | Not hydric | B | Well drained | None |
| CcD2 | Casco sandy loam, 12 to 20 percent slopes, eroded | 95.36 | 0.10% | 0.24 | - | Not hydric | B | Well drained | None |
| GwB | Griswold silt loam, mottled subsoil variant, 2 to 6 percent slopes | 90.84 | 0.10% | 0.32 | - | Not hydric | C | Somewhat poorly drained | None |
| GtB | Griswold silt loam, 2 to 6 percent slopes | 77.60 | 0.09% | - | - | Not hydric | B | Well drained | None |
| WeC2 | Warsaw loam, 6 to 12 percent slopes, eroded | 69.31 | 0.08% | 0.02 | Class 2 | Not hydric | B | Well drained | None |
| LyC2 | Lorenzo loam, 6 to 12 percent slopes, eroded | 68.32 | 0.07% | 0.24 | - | Not hydric | B | Well drained | None |
| CfC3 | Casco soils, 6 to 12 percent slopes, severely eroded | 64.75 | 0.07% | 0.28 | - | Not hydric | B | Well drained | None |
| MvB | Miami sandy loam, sandy loam substratum, 2 to 6 percent slopes | 61.91 | 0.07% | 0.17 | - | Not hydric | B | Well drained | None |
| Ru | Rollin muck, deep | 59.89 | 0.07% | 0.43 | None (Deposition) | All hydric | B/D | Very poorly drained | None |
| HoE3 | Hochheim soils, 20 to 30 percent slopes, severely eroded | 51.33 | 0.06% | - | - | Not hydric | B | Well drained | None |
| RkE | Ritchey silt loam, 12 to 30 percent slopes | 50.24 | 0.06% | 0.32 | - | Not hydric | D | Well drained | None |
| FnB | Fox sandy loam, loamy substratum, 2 to 6 percent slopes | 40.59 | 0.04% | 0.24 | - | Not hydric | B | Well drained | None |
| Rv | Rollin muck, shallow | 35.26 | 0.04% | - | - | All hydric | B/D | Very poorly drained | None |
| CrC2 | Casco-Rodman complex, 6 to 12 percent slopes, eroded | 35.16 | 0.04% | 0.02 | Class 2 | Not hydric | B | Well drained | None |
| Mzg | Muskego muck | 30.53 | 0.03% | - | - | All hydric | A/D | Very poorly drained | None |
| ShB2 | Saylesville silt loam, 2 to 6 percent slopes, eroded | 29.46 | 0.03% | 0.43 | - | Not hydric | C | Well drained | None |
| Hu | Houghton mucky peat | 29.25 | 0.03% | - | None (Deposition) | All hydric | A/D | Very poorly drained | Frequent |
| LyD2 | Lorenzo loam, 12 to 20 percent slopes, eroded | 29.21 | 0.03% | 0.24 | - | Not hydric | B | Well drained | None |

| | | | | | | | | | |
|------|---|-------|-------|------|-------------------|------------|-----|-------------------------|------------|
| Sf | Sandy and gravelly land | 28.54 | 0.03% | - | - | Not hydric | B | Moderately well drained | None |
| Am | Alluvial land | 26.88 | 0.03% | - | - | Not hydric | B | Somewhat poorly drained | Occasional |
| FtB | Fox silt loam, loamy substratum, 2 to 6 percent slopes | 24.10 | 0.03% | 0.43 | - | Not hydric | B | Well drained | None |
| MvC2 | Miami sandy loam, sandy loam substratum, 6 to 12 percent slopes, eroded | 21.69 | 0.02% | 0.17 | - | Not hydric | B | Well drained | None |
| WdB | Warsaw sandy loam, 2 to 6 percent slopes | 19.92 | 0.02% | 0.15 | - | Not hydric | B | Well drained | None |
| CtB | Chelsea fine sand, 1 to 6 percent slopes | 19.40 | 0.02% | 0.05 | - | Not hydric | A | Excessively drained | None |
| BmB | Boyer loamy sand, 1 to 6 percent slopes | 16.15 | 0.02% | 0.15 | - | Not hydric | B | Well drained | None |
| BmC2 | Boyer loamy sand, 6 to 12 percent slopes, eroded | 10.25 | 0.01% | 0.20 | Class 2 | Not hydric | B | Well drained | None |
| WmA | Wasepi sandy loam, 1 to 3 percent slopes | 9.98 | 0.01% | 0.20 | - | Not hydric | B | Somewhat poorly drained | None |
| GtC2 | Griswold silt loam, 6 to 12 percent slopes, eroded | 9.85 | 0.01% | - | - | Not hydric | B | Well drained | None |
| LmA | Lamartine silt loam | 8.01 | 0.01% | 0.28 | None (Deposition) | Not hydric | C | Somewhat poorly drained | - |
| Gd | Gilford loam | 7.47 | 0.01% | 0.24 | - | All hydric | B/D | Very poorly drained | None |
| GrA | Grays silt loam, 0 to 2 percent slopes | 5.90 | 0.01% | 0.43 | - | Not hydric | B | Well drained | None |
| ShC2 | Saylesville silt loam, 6 to 12 percent slopes, eroded | 5.41 | 0.01% | 0.43 | - | Not hydric | C | Well drained | None |
| Pc | Palms mucky peat | 5.28 | 0.01% | - | None (Deposition) | All hydric | A/D | Very poorly drained | Frequent |
| MzkA | Mussey loam | 3.52 | 0.00% | 0.28 | - | All hydric | B/D | Somewhat poorly drained | Frequent |
| FaA | Fabius loam, 1 to 3 percent slopes | 2.97 | 0.00% | 0.32 | - | Not hydric | B | Somewhat poorly drained | None |
| M-W | Miscellaneous water | 2.61 | 0.00% | - | - | - | - | - | - |
| HeC2 | Hebron loam, 6 to 12 percent slopes, eroded | 2.46 | 0.00% | 0.43 | - | Not hydric | B | Well drained | None |
| ShA | Saylesville silt loam, 0 to 2 percent slopes | 1.92 | 0.00% | 0.43 | - | Not hydric | C | Well drained | None |
| Lo | Lawson silt loam | 1.85 | 0.00% | 0.37 | - | Not hydric | C | Somewhat poorly drained | Frequent |

| | | | | | | | | | |
|-----|-------------------|------|-------|------|---------|------------|---|----------------------------|------|
| RaA | Radford silt loam | 1.74 | 0.00% | 0.55 | Class 1 | Not hydric | B | Somewhat poorly drained | Rare |
|-----|-------------------|------|-------|------|---------|------------|---|----------------------------|------|

Appendix E

Streambank Stabilization Analysis

Table 4
Erosion Area Prioritization
Southeastern Wisconsin Fox River Commission



| River Mile | Field Description | Length (feet) | Shoreline Height (ft) | Shoreline Area | Erosion Area | Erosion Rate (ft/year) | Geomorphic Position | Adjacent Area | Map Reference | Erosion Weight A | Length Weight B | Bank Height Weight C | Erosion Weight Rate D | Total Weight =(AxBxCxD)^.5 | Priority Ranking |
|------------|-------------------|---------------|-----------------------|----------------|--------------|------------------------|---------------------|-------------------------------------|---------------|---------------------|--------------------|-------------------------|--------------------------|-------------------------------|------------------|
| 172.1 | Moderate Erosion | 900 | 4-5 | 71 | 22 | 1.5 | Outside of Curve | Wooded Upland | 3-13, 4-14 | 3 | 30 | 5 | 2.5 | 33.5 | 1 |
| 168.3 | Moderate Erosion | 960 | 4-6 | 111 | NA | No Data | Outside of Curve | Farm Field with Minor Buffer | 3-13 | 3 | 31 | 6 | 1 | 23.6 | 2 |
| 154.6 | Moderate Erosion | 390 | 2-4 | 250 | 106A | 1 | Outside of Curve | Wooded Upland and Abandoned Railway | 3-7, 4-7 | 3 | 20 | 4 | 2 | 21.8 | 3 |
| 149.1 | Moderate Erosion | 360 | 8 | 313 | NA | No Data | Outside of Curve | Wooded Upland | 3-5 | 3 | 19 | 8 | 1 | 21.3 | 4 |
| 175.75 | Moderate Erosion | 300 | 3-5 | 28 | 6 | 0.7 | Outside of Curve | River Terrace | 3-16, 4-16 | 3 | 17 | 5 | 1.7 | 21.0 | 5 |
| 171.8 | Moderate Erosion | 390 | 4-7 | 74 | NA | No Data | Outside of Curve | Openlands | 3-14 | 3 | 20 | 7 | 1 | 20.4 | 6 |
| 149.6 | Minor Erosion | 810 | 5-7 | 306 | NA | No Data | Outside of Curve | Farm Field without Buffer | 3-5 | 2 | 28 | 7 | 1 | 20.0 | 7 |
| 164.8 | Moderate Erosion | 210 | 6-8 | 149 | NA | No Data | Outside of Curve | Openlands | 3-12 | 3 | 14 | 8 | 1 | 18.6 | 8 |
| 169.3 | Minor Erosion | 860 | 1-2 | 98 | 35 | 1.5 | Outside of Curve | River Terrace | 3-13, 4-13 | 2 | 29 | 2 | 2.5 | 17.1 | 9 |
| 166.8 | Moderate Erosion | 750 | 1-3 | 129 | NA | No Data | Outside of Curve | Wooded Upland | 3-12 | 3 | 27 | 3 | 1 | 15.7 | 10 |
| 172.1 | Minor Erosion | 320 | >2 | 69 | 22A | 1.2 | Outside of Curve | River Terrace | 3-14, 4-14 | 2 | 18 | 3 | 2.2 | 15.4 | 11 |
| 151.1 | Minor Erosion | 540 | 1-3 | 290 | 118 | 0.5 | Straight Section | Farm Field without Buffer | 3-6, 4-6 | 2 | 23 | 3 | 1.5 | 14.5 | 12 |
| 169.7 | Minor Erosion | 320 | 1-2 | 93 | 33 | 1.5 | Outside of Curve | River Terrace | 3-13, 4-13 | 2 | 18 | 2 | 2.5 | 13.4 | 13 |
| 168.7 | Minor Erosion | 300 | 1-2 | 103 | 38 | 1.5 | Outside of Curve | River Terrace | 3-13, 4-13 | 2 | 17 | 2 | 2.5 | 13.2 | 14 |
| 167.9 | Moderate Erosion | 320 | Sloping | 116 | NA | No Data | Outside of Curve | Wooded Upland | 3-13 | 3 | 18 | 3 | 1 | 12.7 | 15 |
| 156.9 | Minor Erosion | 690 | Sloping | 229 | NA | No Data | Outside of Curve | Farm Field without Buffer | 3-8 | 2 | 26 | 3 | 1 | 12.6 | 16 |
| 165.1 | Minor Erosion | 210 | 1-2 | 151 | 58 | 1.2 | Outside of Curve | River Terrace | 3-12, 4-12 | 2 | 14 | 2 | 2.2 | 11.3 | 17 |
| 160.5 | Moderate Erosion | 130 | Sloping | 195 | NA | No Data | Straight Section | Residential Yards | 3-10 | 3 | 11 | 3 | 1 | 10.1 | 18 |
| 161.1 | Stable | 390 | Sloping | 188 | NA | No Data | Straight Section | Farm Field without Buffer | 3-10 | 1 | 20 | 3 | 1 | 7.7 | 19 |

A - Erosion weight was based on a numerical value of 4 being assigned to areas of major erosion, 3 to areas of moderate erosion, 2 to areas of minor erosion and 1 to stable areas.
B - Length weight was based on the square root of the length of eroding bank.
C - Height weight was based on the height of the eroding bank. Areas of bank that were sloped were assigned a height of 3 feet.
D - Erosion rate weight was based on the erosion rate estimated from shift in bank location added to 1. Areas without estimated rates were assigned a value of 1.

NRCS Streambank Erosion Estimator (Direct Volume Method)

Farmer / Cooperator Name:
 Tract Number:

Evaluated By:
 Evaluation Date:

| Field Number | Eroding Streambank Reach Number | Eroding Bank Length (Feet) | Eroding Bank Height * (Feet) | Area of Eroding Streambank (FT ²) | Lateral Recession Rate (Estimated) (FT / Year) | Estimated Volume (FT ³) Eroded Annually | Soil Texture | Approximate Pounds of Soil per FT ³ | Estimated Soil Loss (Tons/Year) |
|---|---------------------------------|----------------------------|------------------------------|---|--|---|--------------|--|---------------------------------|
| GRAEF Study | 172.1 | 900.0 | 4.5 | 4,050 | 1.50 | 6,075.0 | Clay Loam | 85 | 258.2 |
| | 168.3 | 960.0 | 5.0 | 4,800 | 0.50 | 2,400.0 | Clay Loam | 85 | 102.0 |
| | 175.75 | 300.0 | 4.0 | 1,200 | 0.70 | 840.0 | Clay Loam | 85 | 35.7 |
| | 171.8 | 390.0 | 5.5 | 2,145 | 0.50 | 1,072.5 | Clay Loam | 85 | 45.6 |
| | 164.8 | 210.0 | 7.0 | 1,470 | 0.50 | 735.0 | Clay Loam | 85 | 31.2 |
| | 169.3 | 860.0 | 1.5 | 1,290 | 1.50 | 1,935.0 | Clay Loam | 85 | 82.2 |
| | 166.8 | 750.0 | 2.0 | 1,500 | 0.50 | 750.0 | Clay Loam | 85 | 31.9 |
| | 172.1 | 320.0 | 2.0 | 640 | 1.20 | 768.0 | Clay Loam | 85 | 32.6 |
| | 169.7 | 320.0 | 1.5 | 480 | 1.50 | 720.0 | Clay Loam | 85 | 30.6 |
| | 168.7 | 300.0 | 1.5 | 450 | 1.50 | 675.0 | Clay Loam | 85 | 28.7 |
| | 167.9 | 320.0 | 1.0 | 320 | 0.50 | 160.0 | Clay Loam | 85 | 6.8 |
| | 165.1 | 210.0 | 1.5 | 315 | 1.20 | 378.0 | Clay Loam | 85 | 16.1 |
| | 160.5 | 130.0 | 1.0 | 130 | 0.50 | 65.0 | Clay Loam | 85 | 2.8 |
| | 161.1 | 390.0 | 1.0 | 390 | 0.50 | 195.0 | Clay Loam | 85 | 8.3 |
| Total Estimated Annual Streambank Erosion Soil Loss (Tons): | | | | | | | | | 712.7 |

Grand Total Estimated Annual Streambank Erosion Soil Loss (Tons): 712.7

* Eroding bank height is measured along the bank, not the vertical height of bank.

Streambank Erosion Calculation Formula:

$$\frac{\text{Eroding Bank Length} \times \text{Eroding Bank Height} \times \text{Lateral Recession Rate (FT/YR)} \times \text{Soil Weight (lbs/ft}^3\text{)}}{2000} = \text{Estimated Soil Loss Per Year (Tons)}$$

| <i>Field Number</i> | <i>Eroding Streambank Reach Number</i> | <i>Estimated Soil Loss (Tons/Year)</i> | <i>Estimated Soil Loss (Pounds/Year)</i> | <i>Estimated Soil Loss (Kgs/Year)</i> | <i>Phosphorous Concentration (ppm)</i> | <i>Estimated Phosphorous Loss (Kgs/year)</i> | <i>Estimated Phosphorous Loss (Lbs/year)</i> |
|--|--|--|--|---------------------------------------|--|--|--|
| GRAEF Study | 172.1 | 258.2 | 516375 | 234716 | 575 | 135.0 | 296.9 |
| | 168.3 | 102.0 | 204000 | 92727 | 575 | 53.3 | 117.3 |
| | 175.75 | 35.7 | 71400 | 32455 | 575 | 18.7 | 41.1 |
| | 171.8 | 45.6 | 91162.5 | 41438 | 575 | 23.8 | 52.4 |
| | 164.8 | 31.2 | 62475 | 28398 | 575 | 16.3 | 35.9 |
| | 169.3 | 82.2 | 164475 | 74761 | 575 | 43.0 | 94.6 |
| | 166.8 | 31.9 | 63750 | 28977 | 575 | 16.7 | 36.7 |
| | 172.1 | 32.6 | 65280 | 29673 | 575 | 17.1 | 37.5 |
| | 169.7 | 30.6 | 61200 | 27818 | 575 | 16.0 | 35.2 |
| | 168.7 | 28.7 | 57375 | 26080 | 575 | 15.0 | 33.0 |
| | 167.9 | 6.8 | 13600 | 6182 | 575 | 3.6 | 7.8 |
| | 165.1 | 16.1 | 32130 | 14605 | 575 | 8.4 | 18.5 |
| | 160.5 | 2.8 | 5525 | 2511 | 575 | 1.4 | 3.2 |
| | 161.1 | 8.3 | 16575 | 7534 | 575 | 4.3 | 9.5 |
| Total Estimated Annual Phosphorous Loss (Lbs): | | | | | | | 819.6 |
| Grand Total Estimated Annual Phosphorous Loss (Lbs): | | | | | | | 819.6 |

Appendix F

Non-Point Source Analysis

| Mill Brook-Fox River (0703) | | | | | Pebble Brook (0702) | | | | | Genesee Creek (0701) | | | | | Pebble Creek (0104) | | | | | | | |
|-----------------------------|----------|----------------------|--------------------------|-------------|---------------------|------------|----------|----------------------|--------------------------|----------------------|--|------------|----------|----------------------|--------------------------|-------------|--|------------|----------|----------------------|--------------------------|-------------|
| Priority # | Parcel # | Controlled Area (Ac) | Reductions (lbs. P/year) | Annual Cost | | Priority # | Parcel # | Controlled Area (Ac) | Reductions (lbs. P/year) | Annual Cost | | Priority # | Parcel # | Controlled Area (Ac) | Reductions (lbs. P/year) | Annual Cost | | Priority # | Parcel # | Controlled Area (Ac) | Reductions (lbs. P/year) | Annual Cost |
| 1 | 86 | 231.95 | 348 | \$19,136 | | 1 | 151 | 132.03 | 198 | \$10,893 | | 1 | 218 | 203.20 | 305 | \$16,764 | | 1 | 270 | 220.36 | 331 | \$18,180 |
| 2 | 85 | 189.84 | 285 | \$15,662 | | 2 | 149 | 103.50 | 155 | \$8,538 | | 2 | 217 | 172.51 | 259 | \$14,232 | | 2 | 269 | 157.45 | 236 | \$12,990 |
| 3 | 87 | 144.51 | 217 | \$11,922 | | 3 | 148 | 92.34 | 139 | \$7,618 | | 3 | 216 | 167.74 | 252 | \$13,839 | | 3 | 268 | 134.95 | 202 | \$11,133 |
| 4 | 84 | 127.63 | 191 | \$10,529 | | 4 | 146 | 78.91 | 118 | \$6,510 | | 4 | 215 | 165.38 | 248 | \$13,644 | | 4 | 267 | 134.92 | 202 | \$11,131 |
| 5 | 89 | 127.13 | 191 | \$10,488 | | 5 | 144 | 78.40 | 118 | \$6,468 | | 5 | 220 | 153.28 | 230 | \$12,646 | | 5 | 266 | 128.36 | 193 | \$10,590 |
| 6 | 83 | 126.64 | 190 | \$10,448 | | 6 | 143 | 78.35 | 118 | \$6,464 | | 6 | 214 | 143.16 | 215 | \$11,811 | | 6 | 265 | 126.91 | 190 | \$10,470 |
| 7 | 82 | 97.35 | 146 | \$8,031 | | 7 | 145 | 77.66 | 116 | \$6,407 | | 7 | 213 | 140.41 | 211 | \$11,583 | | 7 | 264 | 109.40 | 164 | \$9,025 |
| 8 | 81 | 88.19 | 132 | \$7,275 | | 8 | 147 | 75.45 | 113 | \$6,225 | | 8 | 212 | 125.34 | 188 | \$10,341 | | 8 | 263 | 101.70 | 153 | \$8,390 |
| 9 | 80 | 78.23 | 117 | \$6,454 | | 9 | 142 | 70.01 | 105 | \$5,776 | | 9 | 211 | 124.88 | 187 | \$10,303 | | 9 | 262 | 98.79 | 148 | \$8,150 |
| 10 | 79 | 76.39 | 115 | \$6,302 | | 10 | 141 | 69.27 | 104 | \$5,715 | | 10 | 209 | 112.38 | 169 | \$9,272 | | 10 | 261 | 86.06 | 129 | \$7,100 |
| 11 | 78 | 73.19 | 110 | \$6,038 | | 11 | 150 | 68.69 | 103 | \$5,667 | | 11 | 208 | 105.47 | 158 | \$8,702 | | 11 | 260 | 81.46 | 122 | \$6,720 |
| 12 | 76 | 67.28 | 101 | \$5,551 | | 12 | 140 | 68.13 | 102 | \$5,621 | | 12 | 207 | 100.59 | 151 | \$8,299 | | 12 | 259 | 73.87 | 111 | \$6,094 |
| 13 | 75 | 64.86 | 97 | \$5,351 | | 13 | 139 | 67.52 | 101 | \$5,571 | | 13 | 206 | 95.10 | 143 | \$7,846 | | 13 | 258 | 72.45 | 109 | \$5,977 |
| 14 | 77 | 63.84 | 96 | \$5,266 | | 14 | 138 | 67.07 | 101 | \$5,533 | | 14 | 205 | 80.98 | 121 | \$6,681 | | 14 | 257 | 61.19 | 92 | \$5,048 |
| 15 | 74 | 60.01 | 90 | \$4,951 | | 15 | 137 | 66.33 | 99 | \$5,472 | | 15 | 204 | 80.75 | 121 | \$6,662 | | 15 | 256 | 52.44 | 79 | \$4,326 |
| 16 | 73 | 56.85 | 85 | \$4,690 | | 16 | 136 | 64.39 | 97 | \$5,312 | | 16 | 203 | 80.34 | 121 | \$6,628 | | 16 | 255 | 48.92 | 73 | \$4,036 |
| 17 | 72 | 50.68 | 76 | \$4,181 | | 17 | 135 | 57.56 | 86 | \$4,749 | | 17 | 202 | 80.02 | 120 | \$6,601 | | 17 | 254 | 48.13 | 72 | \$3,971 |
| 18 | 71 | 49.50 | 74 | \$4,084 | | 18 | 134 | 55.67 | 84 | \$4,593 | | 18 | 201 | 78.99 | 118 | \$6,517 | | 18 | 253 | 46.04 | 69 | \$3,798 |
| 19 | 70 | 47.61 | 71 | \$3,928 | | 19 | 133 | 53.45 | 80 | \$4,410 | | 19 | 200 | 78.28 | 117 | \$6,458 | | 19 | 252 | 39.72 | 60 | \$3,277 |
| 20 | 69 | 46.71 | 70 | \$3,854 | | 20 | 131 | 40.08 | 60 | \$3,306 | | 20 | 199 | 76.80 | 115 | \$6,336 | | 20 | 251 | 38.37 | 58 | \$3,166 |
| 21 | 68 | 45.86 | 69 | \$3,784 | | 21 | 130 | 39.80 | 60 | \$3,284 | | 21 | 198 | 68.55 | 103 | \$5,655 | | 21 | 250 | 38.30 | 57 | \$3,160 |
| 22 | 67 | 41.60 | 62 | \$3,432 | | 22 | 129 | 39.09 | 59 | \$3,225 | | 22 | 210 | 68.41 | 103 | \$5,644 | | 22 | 249 | 34.46 | 52 | \$2,843 |
| 23 | 66 | 41.06 | 62 | \$3,388 | | 23 | 128 | 37.37 | 56 | \$3,083 | | 23 | 196 | 61.68 | 93 | \$5,089 | | 23 | 248 | 31.70 | 48 | \$2,615 |
| 24 | 65 | 40.63 | 61 | \$3,352 | | 24 | 127 | 36.23 | 54 | \$2,989 | | 24 | 197 | 61.46 | 92 | \$5,071 | | 24 | 247 | 27.32 | 41 | \$2,254 |
| 25 | 64 | 39.62 | 59 | \$3,268 | | 25 | 126 | 36.08 | 54 | \$2,976 | | 25 | 195 | 58.34 | 88 | \$4,813 | | 25 | 246 | 26.33 | 39 | \$2,172 |
| 26 | 63 | 39.09 | 59 | \$3,225 | | 26 | 125 | 33.42 | 50 | \$2,757 | | 26 | 194 | 56.25 | 84 | \$4,641 | | 26 | 245 | 25.94 | 39 | \$2,140 |
| 27 | 62 | 39.04 | 59 | \$3,220 | | 27 | 124 | 33.40 | 50 | \$2,755 | | 27 | 193 | 52.97 | 79 | \$4,370 | | 27 | 244 | 25.34 | 38 | \$2,090 |
| 28 | 61 | 38.90 | 58 | \$3,209 | | 28 | 123 | 32.80 | 49 | \$2,706 | | 28 | 192 | 51.22 | 77 | \$4,225 | | 28 | 243 | 21.50 | 32 | \$1,774 |
| 29 | 60 | 38.85 | 58 | \$3,206 | | 29 | 122 | 31.37 | 47 | \$2,588 | | 29 | 191 | 44.55 | 67 | \$3,675 | | 29 | 242 | 20.55 | 31 | \$1,696 |
| 30 | 59 | 38.29 | 57 | \$3,159 | | 30 | 121 | 31.34 | 47 | \$2,586 | | 30 | 190 | 43.22 | 65 | \$3,566 | | 30 | 241 | 20.29 | 30 | \$1,674 |
| 31 | 58 | 36.66 | 55 | \$3,024 | | 31 | 120 | 27.12 | 41 | \$2,237 | | 31 | 189 | 40.63 | 61 | \$3,352 | | 31 | 240 | 20.00 | 30 | \$1,650 |
| 32 | 57 | 36.30 | 54 | \$2,994 | | 32 | 119 | 25.83 | 39 | \$2,131 | | 32 | 188 | 40.30 | 60 | \$3,325 | | 32 | 239 | 19.77 | 30 | \$1,631 |
| 33 | 56 | 36.16 | 54 | \$2,983 | | 33 | 118 | 23.50 | 35 | \$1,939 | | 33 | 187 | 40.20 | 60 | \$3,317 | | 33 | 238 | 16.31 | 24 | \$1,345 |
| 34 | 55 | 33.27 | 50 | \$2,745 | | 34 | 117 | 23.12 | 35 | \$1,908 | | 34 | 186 | 40.16 | 60 | \$3,313 | | 34 | 237 | 15.72 | 24 | \$1,297 |
| 35 | 54 | 31.20 | 47 | \$2,574 | | 35 | 116 | 22.77 | 34 | \$1,879 | | 35 | 185 | 39.82 | 60 | \$3,285 | | 35 | 236 | 15.24 | 23 | \$1,257 |
| 36 | 53 | 30.71 | 46 | \$2,534 | | 36 | 115 | 21.78 | 33 | \$1,796 | | 36 | 184 | 39.34 | 59 | \$3,246 | | 36 | 235 | 12.32 | 18 | \$1,016 |
| 37 | 52 | 29.52 | 44 | \$2,435 | | 37 | 114 | 20.40 | 31 | \$1,683 | | 37 | 183 | 39.34 | 59 | \$3,245 | | 37 | 234 | 12.08 | 18 | \$996 |
| 38 | 51 | 29.44 | 44 | \$2,428 | | 38 | 113 | 20.18 | 30 | \$1,665 | | 38 | 182 | 36.47 | 55 | \$3,009 | | 38 | 233 | 10.47 | 16 | \$864 |
| 39 | 50 | 29.19 | 44 | \$2,408 | | 39 | 112 | 19.85 | 30 | \$1,638 | | 39 | 181 | 35.49 | 53 | \$2,928 | | 39 | 232 | 10.22 | 15 | \$843 |
| 40 | 49 | 26.46 | 40 | \$2,183 | | 40 | 111 | 19.37 | 29 | \$1,598 | | 40 | 180 | 35.33 | 53 | \$2,914 | | 40 | 231 | 10.19 | 15 | \$840 |
| 41 | 48 | 26.29 | 39 | \$2,169 | | 41 | 110 | 19.01 | 29 | \$1,569 | | 41 | 179 | 35.30 | 53 | \$2,912 | | 41 | 230 | 10.17 | 15 | \$839 |
| 42 | 47 | 25.67 | 39 | \$2,118 | | 42 | 109 | 18.87 | 28 | \$1,557 | | 42 | 178 | 33.97 | 51 | \$2,802 | | 42 | 228 | 8.14 | 12 | \$671 |
| 43 | 46 | 24.50 | 37 | \$2,021 | | 43 | 108 | 18.75 | 28 | \$1,547 | | 43 | 177 | 33.44 | 50 | \$2,759 | | 43 | 229 | 6.75 | 10 | \$557 |

| | | | | | | | | | | | | | | | | | | | | | | |
|-----|----|-------|-------|-----------|--|-----|-----|-------|-------|-----------|--|-----|-----|-------|-------|-----------|--|-----|-----|-------|-------|-----------|
| 44 | 45 | 23.89 | 36 | \$1,971 | | 44 | 107 | 18.61 | 28 | \$1,535 | | 44 | 176 | 31.70 | 48 | \$2,615 | | 44 | 227 | 4.97 | 7 | \$410 |
| 45 | 44 | 23.34 | 35 | \$1,926 | | 45 | 106 | 17.96 | 27 | \$1,481 | | 45 | 175 | 30.31 | 45 | \$2,501 | | 45 | 225 | 4.95 | 7 | \$408 |
| 46 | 43 | 22.14 | 33 | \$1,826 | | 46 | 104 | 16.50 | 25 | \$1,361 | | 46 | 174 | 29.93 | 45 | \$2,469 | | 46 | 226 | 4.14 | 6 | \$342 |
| 47 | 42 | 20.80 | 31 | \$1,716 | | 47 | 103 | 16.39 | 25 | \$1,352 | | 47 | 173 | 28.41 | 43 | \$2,344 | | 47 | 224 | 3.59 | 5 | \$297 |
| 48 | 41 | 20.78 | 31 | \$1,714 | | 48 | 132 | 16.27 | 24 | \$1,342 | | 48 | 172 | 28.17 | 42 | \$2,324 | | 48 | 223 | 3.41 | 5 | \$281 |
| 49 | 40 | 20.71 | 31 | \$1,708 | | 49 | 102 | 15.89 | 24 | \$1,311 | | 49 | 171 | 27.74 | 42 | \$2,288 | | 49 | 222 | 3.09 | 5 | \$255 |
| 50 | 39 | 20.54 | 31 | \$1,695 | | 50 | 101 | 13.91 | 21 | \$1,148 | | 50 | 170 | 26.37 | 40 | \$2,175 | | 50 | 221 | 3.04 | 5 | \$250 |
| 51 | 38 | 20.29 | 30 | \$1,674 | | 51 | 100 | 11.07 | 17 | \$913 | | 51 | 169 | 24.65 | 37 | \$2,034 | | 51 | 272 | 2.03 | 3 | \$168 |
| 52 | 37 | 20.25 | 30 | \$1,671 | | 52 | 99 | 10.66 | 16 | \$880 | | 52 | 168 | 22.87 | 34 | \$1,887 | | 52 | 271 | 1.12 | 2 | \$93 |
| 53 | 88 | 19.98 | 30 | \$1,648 | | 53 | 105 | 9.70 | 15 | \$800 | | 53 | 167 | 21.78 | 33 | \$1,796 | | SUM | | 2,331 | 3,496 | \$192,301 |
| 54 | 36 | 19.95 | 30 | \$1,646 | | 54 | 98 | 9.17 | 14 | \$757 | | 54 | 166 | 20.53 | 31 | \$1,694 | | | | | | |
| 55 | 35 | 19.28 | 29 | \$1,591 | | 55 | 97 | 8.11 | 12 | \$669 | | 55 | 165 | 20.17 | 30 | \$1,664 | | | | | | |
| 56 | 34 | 18.83 | 28 | \$1,553 | | 56 | 96 | 7.94 | 12 | \$655 | | 56 | 164 | 19.97 | 30 | \$1,647 | | | | | | |
| 57 | 33 | 17.67 | 27 | \$1,458 | | 57 | 95 | 7.39 | 11 | \$610 | | 57 | 163 | 19.65 | 29 | \$1,621 | | | | | | |
| 58 | 32 | 17.58 | 26 | \$1,450 | | 58 | 94 | 6.97 | 10 | \$575 | | 58 | 162 | 17.89 | 27 | \$1,476 | | | | | | |
| 59 | 31 | 16.86 | 25 | \$1,391 | | 59 | 93 | 4.96 | 7 | \$409 | | 59 | 161 | 15.12 | 23 | \$1,248 | | | | | | |
| 60 | 30 | 16.23 | 24 | \$1,339 | | 60 | 92 | 4.04 | 6 | \$333 | | 60 | 160 | 11.59 | 17 | \$956 | | | | | | |
| 61 | 29 | 16.18 | 24 | \$1,334 | | 61 | 91 | 3.87 | 6 | \$319 | | 61 | 159 | 10.28 | 15 | \$848 | | | | | | |
| 62 | 28 | 15.97 | 24 | \$1,317 | | 62 | 90 | 3.38 | 5 | \$279 | | 62 | 158 | 9.31 | 14 | \$768 | | | | | | |
| 63 | 27 | 14.56 | 22 | \$1,201 | | 63 | 155 | 3.04 | 5 | \$250 | | 63 | 157 | 8.84 | 13 | \$729 | | | | | | |
| 64 | 26 | 13.72 | 21 | \$1,132 | | 64 | 154 | 2.62 | 4 | \$216 | | 64 | 156 | 8.80 | 13 | \$726 | | | | | | |
| 65 | 25 | 13.71 | 21 | \$1,131 | | 65 | 153 | 1.30 | 2 | \$107 | | 65 | 219 | 8.56 | 13 | \$706 | | | | | | |
| 66 | 24 | 13.28 | 20 | \$1,095 | | SUM | | 2,306 | 3,459 | \$190,247 | | SUM | | 3,865 | 5,797 | \$318,836 | | | | | | |
| 67 | 23 | 12.94 | 19 | \$1,068 | | | | | | | | | | | | | | | | | | |
| 68 | 22 | 12.90 | 19 | \$1,064 | | | | | | | | | | | | | | | | | | |
| 69 | 21 | 12.76 | 19 | \$1,053 | | | | | | | | | | | | | | | | | | |
| 70 | 20 | 11.85 | 18 | \$978 | | | | | | | | | | | | | | | | | | |
| 71 | 19 | 11.44 | 17 | \$944 | | | | | | | | | | | | | | | | | | |
| 72 | 18 | 10.90 | 16 | \$899 | | | | | | | | | | | | | | | | | | |
| 73 | 17 | 10.72 | 16 | \$884 | | | | | | | | | | | | | | | | | | |
| 74 | 16 | 10.71 | 16 | \$883 | | | | | | | | | | | | | | | | | | |
| 75 | 15 | 9.93 | 15 | \$820 | | | | | | | | | | | | | | | | | | |
| 76 | 14 | 9.79 | 15 | \$807 | | | | | | | | | | | | | | | | | | |
| 77 | 13 | 8.69 | 13 | \$717 | | | | | | | | | | | | | | | | | | |
| 78 | 12 | 7.43 | 11 | \$613 | | | | | | | | | | | | | | | | | | |
| 79 | 11 | 6.14 | 9 | \$506 | | | | | | | | | | | | | | | | | | |
| 80 | 10 | 5.08 | 8 | \$419 | | | | | | | | | | | | | | | | | | |
| 81 | 9 | 4.82 | 7 | \$398 | | | | | | | | | | | | | | | | | | |
| 82 | 8 | 4.33 | 6 | \$357 | | | | | | | | | | | | | | | | | | |
| 83 | 7 | 4.26 | 6 | \$351 | | | | | | | | | | | | | | | | | | |
| 84 | 6 | 3.33 | 5 | \$275 | | | | | | | | | | | | | | | | | | |
| 85 | 5 | 3.32 | 5 | \$274 | | | | | | | | | | | | | | | | | | |
| 86 | 4 | 2.99 | 4 | \$247 | | | | | | | | | | | | | | | | | | |
| 87 | 3 | 2.64 | 4 | \$217 | | | | | | | | | | | | | | | | | | |
| 88 | 2 | 1.02 | 2 | \$84 | | | | | | | | | | | | | | | | | | |
| 89 | 1 | 0.12 | 0 | \$10 | | | | | | | | | | | | | | | | | | |
| SUM | | 3,261 | 4,892 | \$269,058 | | | | | | | | | | | | | | | | | | |

Appendix G

STEPL Model Analysis

This appendix of the report will discuss the development and outputs of modeling software used to characterize the Village of Mukwonago Adaptive Management Plan action area. The STEPL model was downloaded and utilized by the project team. Input data for the STEPL model was gathered from the STEPL Model Input Data Server. Due to the organization of this data, the watershed was divided into each of the four HUC-12 areas represented in the action for analysis (Watersheds W1, W2, W3, and W4 starting from the most upstream sub-watershed).

The sample data from the STEPL Input Data Server was used to populate the septic system information for the watershed as well as most of the default parameters for the USLE and Curve Number Method inputs. These default parameters included the soil and runoff concentrations of nitrogen, phosphorus, and biological oxygen demand. It was also assumed that manure was applied to cropland four months out of the year. While some amount of manure is applied to land throughout the year in this watershed, we assumed that the principal months of manure application occurred in the fall after harvest and in the spring before planting.

Table 1 was developed for the purpose of generating a single reduction efficiency for each pollutant and watershed in the model. This table can be seen below and is organized based on increasing phosphorus reduction efficiency per land area. The approach used in developing this table involved considering several combinations of management measures that may be implemented on a field scale and modeling them in the STEPL BMP (Best Management Practice) calculator. The various outputs of the BMP Calculator were then averaged, yielding the removal efficiencies used in the STEPL model. This approach was suggested by WDNR representatives during a nonpoint modeling training session. They referenced a similar approach taken by the Outagamie County Land Conservation Department (2014), which was seen as an effective means of approximating removal efficiencies in the planning stages of a watershed restoration plan.

In addition to combinations of the default management measures in the STEPL program, two custom nutrient management reduction factors were considered in the development of Table 1. These nutrient management options were also adopted from the Outagamie County Land Conservation Department Report, with original authors being Evans and Corradini (2001). The first nutrient management option is a balanced plan, with reductions in nitrogen and phosphorus averaging 19% and 28%, respectively. The second option is a phosphorus-based plan with phosphorus reduction of about 75%. Several more combinations were considered in developing the average removal efficiencies used in the STEPL model than in the approach taken by the Outagamie County Land Conservation Department, reflecting the flexibility to be given to farmers when working with them. However, the overall results were very similar to the Outagamie County Land Conservation Department Report, which used values of 71% and 84% for phosphorus and sediment reduction, respectively.

Table 1. Compilation of Pollutant Reduction Efficiency for Various Pollutants and Different Combinations of Best Management Practices

| Management Measure | N Reduction | Sediment Reduction | P Reduction |
|--|-------------|--------------------|-------------|
| Nutrient Management (Balanced) | 19.0% | 0.0% | 28.0% |
| Cover Crop | 30.0% | 35.0% | 25.0% |
| Diversification | 10.0% | 35.0% | 30.0% |
| Nutrient Management (Balanced), Cover Crop | 43.3% | 35.0% | 46.0% |
| Diversification, Cover Crop | 37.0% | 57.7% | 47.5% |
| Reduced Tillage | 55.0% | 75.0% | 45.0% |
| Contour Farming | 48.5% | 40.5% | 55.0% |

| | | | |
|---|--------------|--------------|--------------|
| Cover Crop, Reduced Tillage | 68.5% | 83.7% | 58.7% |
| Nutrient Management (Balanced), Reduced Tillage | 63.6% | 75.0% | 60.4% |
| Nutrient Management (P-Based) | 0.0% | 0.0% | 75.0% |
| Diversion, Reduced Tillage | 59.5% | 83.7% | 61.5% |
| Contour Farming, Cover Crop | 64.0% | 61.3% | 66.3% |
| Filter Strip | 70.0% | 65.0% | 75.0% |
| Nutrient Management (Balanced), Cover Crop, Contour Farming | 70.8% | 61.3% | 75.7% |
| Nutrient Management (P-Based), Cover Crop | 30.0% | 35.0% | 81.3% |
| Contour Farming, Reduced Tillage | 76.8% | 85.1% | 75.2% |
| Nutrient Management (Balanced), Filter Strip | 75.7% | 65.0% | 82.0% |
| Filter Strip, Cover Crop | 79.0% | 77.2% | 81.3% |
| Diversion, Filter Strip | 73.0% | 77.2% | 82.5% |
| Nutrient Management (P-Based), Reduced Tillage | 55.0% | 75.0% | 86.3% |
| Filter Strip, Diversion, Cover Crop | 81.1% | 85.2% | 86.9% |
| Filter Strip, Reduced Tillage | 86.5% | 91.3% | 86.3% |
| Contour Farming, Filter Strip | 84.5% | 79.2% | 88.7% |
| Nutrient Management (P-Based), Filter Strip | 70.0% | 65.0% | 93.8% |
| Nutrient Management (Balanced), Reduced Tillage, Filter Strip | 89.1% | 91.3% | 90.1% |
| Filter Strip, Reduced Tillage, Cover Crop | 90.5% | 94.3% | 89.7% |
| Filter Strip, Diversion, Reduced Till | 87.8% | 94.3% | 90.4% |
| Filter Strip, Diversion, Contour Farming | 86.1% | 86.5% | 92.1% |
| Nutrient Management (P-Based), Reduced Tillage, Filter Strip | 86.5% | 91.3% | 96.6% |
| Average: | 61.8% | 65.6% | 70.8% |

The average removal efficiencies developed in Table 1 were applied to the cropland areas for each of the four HUC-12s modeled in the action area. Model iterations showed that an average of 11% of the total cropland in the sub-watershed would need to be controlled to meet the load reduction target for agricultural best management practices. With this assumption, the outputs shown below were generated from the STEPL model.

Table 2. Pollutant loading and reduction before and after BMP implementation.

| Watershed | N Load (no BMP) | P Load (no BMP) | BOD Load (no BMP) | Sediment Load (no BMP) | N Load (with BMP) | P Load (with BMP) | BOD (with BMP) | Sediment Load (with BMP) |
|----------------------|----------------------------|----------------------------|------------------------------|---------------------------------------|------------------------------|------------------------------|---------------------------|---|
| | lb/year | lb/year | lb/year | t/year | lb/year | lb/year | lb/year | t/year |
| Pebble Creek | 60494.0 | 13046.5 | 158820.4 | 3486.1 | 58828.7192 | 12565.4 | 157866.4 | 3337.0 |
| Genesee Creek | 82237.5 | 18154.9 | 198345.2 | 4780.0 | 79033.3124 | 17238.5 | 196647.1 | 4514.6 |
| Pebble Brook | 51372.4 | 10957.6 | 138607.5 | 2857.2 | 49399.5141 | 10387.2 | 137471.8 | 2679.7 |
| Mill Brook-Fox River | 88826.7 | 19588.7 | 218503.9 | 5057.9 | 84051.0362 | 18224.9 | 216003.7 | 4667.3 |
| Total | 282930.6 | 61747.6 | 714277.1 | 16181.1 | 271312.582 | 58416.1 | 707989.1 | 15198.6 |

| Watershed | N Reduction | P Reduction | BOD Reduction | Sediment Reduction | %N Reduction | %P Reduction | %BOD Reduction | %Sed Reduction |
|----------------------|-------------|-------------|---------------|--------------------|--------------|--------------|----------------|----------------|
| | lb/year | lb/year | lb/year | t/year | % | % | % | % |
| Pebble Creek | 1665.3 | 481.1 | 954.0 | 149.1 | 2.8 | 3.7 | 0.6 | 4.3 |
| Genesee Creek | 3204.2 | 916.4 | 1698.1 | 265.3 | 3.9 | 5.0 | 0.9 | 5.6 |
| Pebble Brook | 1972.9 | 570.3 | 1135.7 | 177.5 | 3.8 | 5.2 | 0.8 | 6.2 |
| Mill Brook-Fox River | 4775.6 | 1363.7 | 2500.1 | 390.6 | 5.4 | 7.0 | 1.1 | 7.7 |
| Total | 11618.0 | 3331.5 | 6288.0 | 982.5 | 4.1 | 5.4 | 0.9 | 6.1 |

Table 3. Pollutant loading distribution by land use after modeled BMP implementation.

| Sources | N Load (lb/yr) | P Load (lb/yr) | BOD Load (lb/yr) | Sediment Load (t/yr) |
|--------------|----------------|----------------|------------------|----------------------|
| Urban | 81759.04 | 12613.26 | 316210.88 | 1878.42 |
| Cropland | 153077.86 | 39788.70 | 287268.87 | 12410.38 |
| Pastureland | 26518.21 | 2708.41 | 83282.79 | 725.35 |
| Forest | 3692.24 | 1778.23 | 8935.44 | 184.47 |
| Feedlots | 4833.43 | 966.69 | 6444.57 | 0.00 |
| User Defined | 0.00 | 0.00 | 0.00 | 0.00 |
| Septic | 1431.81 | 560.79 | 5846.55 | 0.00 |
| Gully | 0.00 | 0.00 | 0.00 | 0.00 |
| Streambank | 0.00 | 0.00 | 0.00 | 0.00 |
| Groundwater | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 271312.58 | 58416.08 | 707989.10 | 15198.61 |

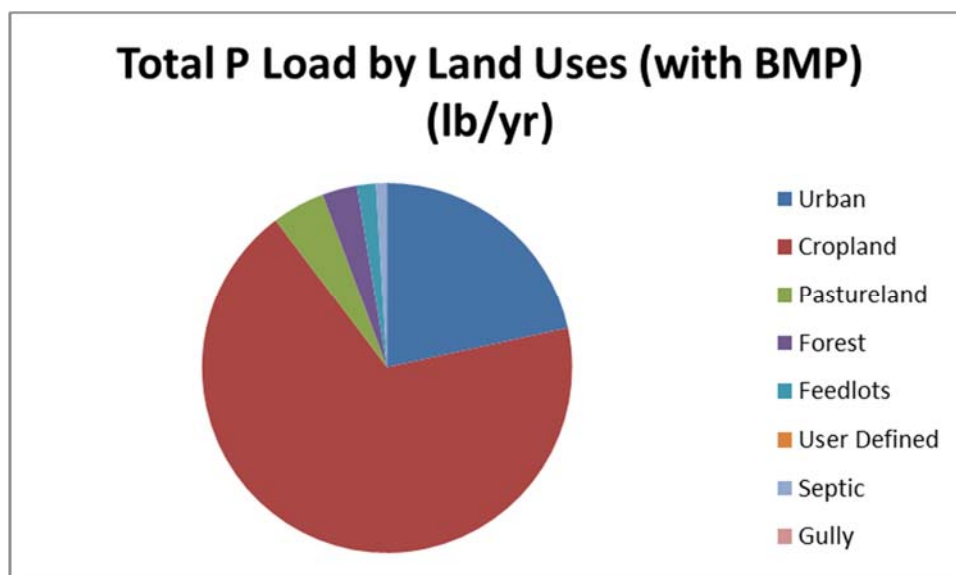


Figure 1. Total phosphorus load by land use after modeled BMP implementation.

The results of the STEPL model analysis were used to estimate a project area-specific factor to be used to estimate reductions from areas identified in Appendix F. In this case, the STEPL model estimated a factor of 1.50 pounds of phosphorus reduction per acre of agricultural land controlled with best management practices. While this approach is approximate, it clarified approximately how many acres of

the land identified in Appendix F would be required to meet the load reduction target of 3,295 pound of TP. In this case, the approximate area of land to be controlled is 2,200 acres, or about 18.5% of the total number of potential high-priority sites in Appendix F.

Appendix H

Letters of Support



Waukesha County
Department of Parks and Land Use

March 23, 2020

Mr. David Brown, Utility Director
Village of Mukwonago WWTP
1200 Holz Parkway
Mukwonago, WI 53149

Dear Mr. Brown,

I am writing to support the Village of Mukwonago's request to the Wisconsin Department of Resources for an approved adaptive management plan. The Waukesha County Department of Parks and Land Use – Land Resources Division is willing to participate in the Village's adaptive management plan implementation by providing guidance in selecting areas to target for nonpoint source reduction, making landowner contacts and assisting with BMP implementation. We would be willing to enter into a working agreement with the Village of Mukwonago to identify the specific roles of the County and the other adaptive management partners.

Controlling agricultural runoff pollution by contacting landowners to promote and implement BMPs in agricultural areas to comply with adopted plans is consistent with the goals and objectives in the Waukesha County Land and Water Resource Management Plan. Therefore, on behalf of the Waukesha County Department of Parks and Land Use, please accept this letter in full support of the Village of Mukwonago's request to the Wisconsin Department of Resources for an approved adaptive management plan.

If you have any questions, you can reach me by telephone at (262) 896-8300.

Sincerely,

A handwritten signature in black ink, reading "Perry M. Lindquist".

Perry Lindquist, Manager
Land Resources Division

cc: Mark Van Weelden – Ruekert|Mielke