

Village of Mukwonago  
**Notice of Meeting and Agenda**

**DOWNTOWN DEVELOPMENT COMMITTEE MEETING**  
**Thursday, August 25, 2022**

Time: **5:30 pm**  
Place: **440 River Crest Ct., Mukwonago, WI**

**1. Call To Order**

**2. Roll Call**

**3. Approval of Minutes**

- 3.1 Approval of July 28, 2022 Minutes  
[2022-07-28 Draft DDC Minutes](#)

**4. New Business**

- 4.1 Discussion and possible recommendation on the purchase of additional planters.  
[Learn More - The EarthPlanter Advantage rev2022a.pdf](#)  
[EarthPlanter 2022 Factory Direct Price List rev7.22\\_Master.pdf](#)

**5. Public Comment**

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

**6. Adjourn**

**Membership:**

*Trustee Scot Reeves, Jason Wamser, Eliza Pautz, Scott Reeves, David Stockwell, Ray Gooden, Sue Graczyk, Gail Yerke, Tina Chitwood, Village Planner, and Village Administrator.*

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

# **MINUTES OF THE DOWNTOWN DEVELOPMENT COMMITTEE MEETING**

## **Thursday, July 28, 2022**

Time: **5:30 pm**

Place: **Village Board Room, 440 River Crest Court, Mukwonago, WI 53149**

### **Call To Order**

Trustee Reeves called meeting to order at 5:30 pm

### **Roll Call**

Reeves, Wamser, Pautz, Stockwell, Goodden, Graczyk

Also Attending: President Winchowky, Administrator Schnook

### **Election of Chairperson for 2022.**

Trustee Reeves call for the election of a chairperson.

Motion Pautz/Goodden to nominate Trustee Reeves as chairperson, unanimously carried

### **Approval of Minutes**

#### **Minutes of January 27, 2022**

Motion Pautz/Stockwell to approve minutes of January 27, 2022 meeting, unanimously carried

### **New Business**

#### **Summary of the Downtown Development Committee origins, past efforts and comments on current committee potential (Roger Walsh)**

Motion Reeves/Goodden to open the Floor to Roger Walsh, unanimously carried

Roger Walsh spoke to the group about the history and background of the Downtown Development Committee

Walsh suggested that a title search be performed on the two parcels of land in Kiwanis Park.

Discussed the implementation of the downtown strategic plan in 2018.

The Village Center Overlay District was described. Four people including President Winchowky were assigned the role to gather information, complete an architectural survey and gather information from the 2035 Comp Plan, which were put into the Downtown Strategic Plan.

Walsh stated that COVID then hampered a lot of the efforts of the group and kind of put stuff on pause. Ron Bittner formed a subcommittee for implementing some of the work started by the Committee. The bump outs were under the Downtown Strategic Plan's pedestrian friendly goal.

Walsh urged the Committee not to reinvent the wheel there was plenty of work left in the Downtown Strategic plan to complete. Walsh suggested building off the past.

Walsh suggested getting in contact with WDEC and to understand the benefits of the Connect Communities program. Walsh suggested doing a restart of the work that had been done previously, rather than come up with a new agenda for the group. Walsh said that there was visioning exercise that FOTH put together previously and that should be reviewed. The WI DOT commented on that downtown plan. The DOT asked for detailed plan drawings. Walsh stated that the Committee should find out where the Villages is at with developing detail drawings for the downtown.

Walsh stated this is a recommendation committee, you make recommendations to the Village Board.

Walsh suggested partnering with the school district.

Walsh stated that the Village has a branding plan.

Walsh stated to seek community involvement.

Walsh question what happened to the downtown webpage. Walsh suggested to keep implementing the downtown plan.

Walsh stated that outreach to the community was critical to get people to commit.

Walsh stated to keep working on small visible low-cost projects. Façade improvement and WDEC orientation, identify the building stock in the community.

### **Update on downtown planters**

Group discussed recent developments. Planters are an initiative that the committee can adopt and take forward. The committee adopted the planters, flowers, water and the location of those planters. It was suggested to move the planters a couple of feet away from the telephone poles and to put some planters by the music store. It was suggested to put some media out on the initiatives that the DDC is working on, including the banners, planters and wayfinding signs. We need seasonable seasonal banners, not just in summer. Set up a process to determine who will pay for the banners.

### **Update on Wayfinding Signage**

Group discussed wayfinding signs. The \$400,000 price tag was a surprise. Administrator suggested breaking it into four years - \$100,000 per year. Wamser suggested to start with the gateway signs in the community. Look at the trestles north and south for placement of the big incoming signs to the community; on the northside find a different location – the location that we have currently is not very visible. Put a gateway sign by Heaven City. Move the signs forward closer to the right of way. Wamser suggested to execute the entrance signs first and then work your way into the community a little each year. Put \$150,000 in the first year to do the gateway signs – phase 1 of the signage program. The two big signs 8 foot by 6 foot 13 inches at the north and south side and then on the east and west side do a 6 x 9 sign a smaller sign in year one.

Suggestion to create a beautification committee to focus on planting flowers and not only downtown but in front of other signs in the community.

Administrator Fred will get back to the group as to where the village is at with the \$82,000 R&M 60% design plans for downtown. Fred believed these were put on hold as the downtown development committee was not active and the DOT was not considering highway 83 in their six-year plans. Fred to find out if these funds for the design plans budgeted. Fred to let the group know where we are with the project and whether money was put away for this project.

Does the Village need a plan for design so that they can go to the DOT and get DOT approval? Stated that Robert Elkin is our DOT contact:

*Robert Elkin, P.E.*

*Systems Planning Supervisor*

*DTSD SE Region*

*262-548-8704*

[robert.elkin@dot.wi.gov](mailto:robert.elkin@dot.wi.gov)

**Discussion of recommendation 1.1 and 2.2 of the Downtown Strategic Plan of June 2018**

Discussion of creating guidelines for downtown district. Suggested to look to Connect Communities as they may have a downtown person to look at design standards to be developed for our downtown. Planner Time Schwecke is redoing the zoning code for the Village. Discussion to have the planner to provide a list of conditional uses under the ordinances for the downtown. Bring the planner before the DDC.

Motion by Wamser/Pautz to have Planner Schwecke come to the next DDC meeting and provide them with conditional uses under the Village Center Overlay District.

Committee to develop a thank you letter to the greenhouse thanking them for the beautiful flowers in the downtown planters.

**Public Comment**

No Comments from the public

**Adjourn**

Adjourned at 7:30 pm

Respectfully submitted,  
Administrator Schnook

## ***Not All Self-Watering Planters (or Companies) Are Created Equal***

	<b>EarthPlanter</b>	<b>Competition</b>	<b>Comments</b>
Based & Made in the USA	<b>Industry Exclusive</b>	NO	EarthPlanter is the only dedicated US based commercial manufacturer.
Warranty	<b>Industry Exclusive</b> - Lifetime Planter Warranty	NO 5-10 Years	EarthPlanter is the only manufacturer to offer this quality promise. These will be the last planters you ever purchase.
Proven & Guaranteed Wicking System	<b>Industry Exclusive</b> - This is at the heart of our planter design. EarthPlanter wicks have been in service since 2012 without a single failure or replacement ordered.	NO Inferior cotton ropes, fabric bags, or toxic material (i.e., rock wool)	Our wicks are integrated into our planters and arrive ready to go, requiring no prep, or routine replacement of wicking material. 5 Year Warranty Included.
Internal Water Overflow	<b>Industry Exclusive</b> - Built-in and allows excess water to drain out of the bottom	NO Hole Drilled in side of planter	An internal overflow assembly eliminates unsightly holes. Provides superior protection from over-watering while eliminating insect intrusion, potential clogging, & hard water staining of your planters.
Drain Plug Included	<b>Industry Exclusive</b> - with easy side access.	NO Must tip over to drain	All EarthPlanter ground models include a drain plug. This makes releasing water extremely easy.
Price Match Guarantee	<b>Industry Exclusive</b>	NO	Price Match Guarantee ensures you never have to settle for an inferior product (terms apply)

## ***More Great Stuff...***

	<b>EarthPlanter</b>	<b>Competition</b>	<b>Comments</b>
EarthPlanter Brand	#1 Selling & Recommended Commercial Self-Watering Planter	?	With hundreds of commercial accounts & 65,000+ installed, EarthPlanters are recommended by every customer & over 100 Professional Grounds Managers
Company	Established in 1946	?	EarthPlanter is a part of Bo-Mer Plastics, a leader in thermo & rotational molding for over 70 years
Customer Service	Rated A+ with more 5-Star Google Reviews than all other companies combined	?	We pride ourselves in creating lifelong partnerships with our customers.
Manufacturing	100% Designed, Manufactured & Shipped from our Facility	?	EarthPlanter never sub-contracts its manufacturing. Every part is made in Auburn NY, just outside Syracuse
Affiliations	Professional Grounds Management Society Main Street America International Downtown Association America in Bloom	?	Our close partnership with these organizations places us in a unique position to understand & solve the challenges of our customers
Product Construction	Linear Low-Density Polyethylene (LLDPE) UV Inhibitors to protect against sun fade Rotational Molded for Strength & Durability	?	EarthPlanters are built to the highest quality standards. They have no seams & they will not crack, chip, or fade under normal use.
Stacking	Yes	?	All EarthPlanters can be either stacked inside each other or pyramid style to maximize storage
Winterized	Yes	?	Once drained EarthPlanters can remain outdoors year-round.



### 2022 Factory Direct Price List

Model	Description (TOD = Top Outside Diameter)	 Pro-Series Self-Watering Hanging Baskets	Quantity Discount's (*see details below)	LIST
<a href="#">EPPS22</a>	<b>Pro-Series 22 Hanging Basket</b> 16 ½" H x 22" TOD Water Capacity: 4 Gallons Soil Capacity: ~1 Cubic Feet		Min. Opening Order (12) \$189 (24) \$179 (48) \$169	\$229
<a href="#">EPPS16</a>	<b>Pro-Series 16 Hanging Basket</b> 14" H x 16" TOD Water Capacity: 2 Gallons Soil Capacity: ~0.5 Cubic Feet		Min. Opening Order (12) \$179 (24) \$169 (48) \$159	\$219
<a href="#">EPBDA20</a>	<b>Double-Arm Bracket</b> 22 1/8" L x 9 1/4" H (per arm)	<b>Heavy Duty Hanging Basket Pole Brackets</b> 	No Discounts Available	\$209
<a href="#">EPBSA20</a>	<b>Single-Arm Bracket</b> 22 1/8" L x 9 1/4" H		<a href="#">Bracket Questionnaire</a>	\$159
<a href="#">EPBWM20</a>	<b>Single Arm Wall Mount</b> 20 3/8" L x 9 3/4" H <b>(wall mount hardware not included)</b>			\$169
<a href="#">EPHP30</a>	<b>Hospitality Pedestal</b> 30" H x 17" TOD Bottom Base OD: 12" Water Capacity: 9 Gallons Soil Capacity: 1.0 Cubic Feet	<b><u>NEW Hospitality Series – Pedestal</u></b> 	Min. Opening Order: (12) \$279	\$299
<a href="#">EPMG34</a>	<b>Mediterranean Globe</b> 28" H x 34" TOD Bottom Base OD: 16" Water Capacity: 24 Gallons Soil Capacity: 3.8 Cubic Feet	<b><u>NEW Mediterranean Globe!</u></b> 	Min. Opening Order: (12) \$485  Additional Volume Discounts Available – Contact Us for Details	\$539
<a href="#">EPMTR40</a>	<b>Metropolitan Tapered Rectangle</b> 40" L x 22" W x 24" H Bottom Base OD: 36" Water Capacity: 30 Gallons Soil Capacity: 3.0 Cubic Feet	<b>Metropolitan Series</b> 	Min. Opening Order: (12) \$485	\$539
<a href="#">EPMTS32</a>	<b>Metropolitan Tapered Square</b> 26" H x 32" TOD Bottom Base OD: 24" Water Capacity: 30 Gallons Soil Capacity: 4.2 Cubic Feet			

<a href="#">EPMV21</a>	18" H x 21" TOD Bottom OD: 12" Water Capacity: 7 Gallons Soil Capacity: 1.2 Cubic Ft.	<b>Urban Vase Series</b> 	Min. Opening Order: (12): \$269	\$299
<a href="#">EPMV31</a>	25 ¾" H x 31" TOD Bottom OD: 19" Water Capacity: 18 Gallons Soil Capacity: 3.2 Cubic Ft.		Min. Opening Order: (12): \$395	\$439
<a href="#">EPMV41</a>	36" H x 41" TOD Bottom OD: 26" Water Capacity: 40 Gallons Soil Capacity: 7.2 Cubic Ft.		(12): \$584  Additional Volume Discounts Available – Contact Us for Details	\$649
<a href="#">EPUR40</a>	40" L x 22" W x 24" H Water Capacity: 30 Gallons Soil Capacity: 3.0 Cubic Feet	<b>Urban Rectangle</b> 	Min. Opening Order: (12): \$539	\$599
<a href="#">EPRR24</a>	Small Rolled Rim 20" H x 23 ½" TOD Water Capacity: 16 Gallons Soil Capacity: 1.4 Cubic Feet	<b>Classic Rolled Rim</b> 	Min. Opening Order: (12): \$269	\$299
<a href="#">EPRR28</a>	Medium Rolled Rim 24" H x 27 ½" TOD Water Capacity: 21 Gallons Soil Capacity: 3.0 Cubic Feet		(12): \$359	\$399
<a href="#">EPRR32</a>	Large Rolled Rim 28" H x 31 ½" TOD Water Capacity: 27 Gallons Soil Capacity: 3.6 Cubic Feet		(12): \$395	\$439
<a href="#">EPDG</a>	Planter Insert 17 ½" H x 21 ½" TOD Water Capacity: 9 Gallons Soil Capacity: 1.5 Cubic Feet  <i><b>*ONE SIZE ONLY. Fits select metal planters.</b></i>	<b>Drop &amp; Grow Insert</b> 	No Discounts Available	\$239

\* Minimum opening order quantities (any combination of ground models) required to receive quantity discounts. Hanging Baskets cannot be combined with ground models to reach minimums.

- Prices Subject to Change
- Visit [EarthPlanter.com](http://EarthPlanter.com) for available color options. All standard colors, including stone-effect, offered at no additional charge. Custom colors available – minimum quantities required and extended lead times apply.
- All shipping FOB EarthPlanter (Customer Expense)
- Payment Terms: Check, Credit Card or Net 30 days with Purchase Order

\* Warranty: Lifetime Planter Warranty, 5 years on wick. Hanging Baskets included. Contact EarthPlanter for official warranty information.

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