

Village of Mukwonago
Notice of Meeting and Agenda

REGULAR VILLAGE BOARD MEETING
Wednesday, August 16, 2023

Time: **6:30 pm**

Place: **Mukwonago Municipal Building/ Board Room, 440 River Crest Court,
Mukwonago, WI 53149**

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Comments from the Public

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

5. Consent Agenda

All items listed are considered routine and/or have been unanimously recommended by the Committee of the Whole and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent agenda and be considered on the regular agenda.

5.1 Approve Accounts Payable Vouchers in the amount of \$371,458.25.
[080223 VB AP Packet.pdf](#)

5.2 Approve a Purchase Requisition for Miller Electric Enterprises in the amount of \$12,495 for the Village Board Room upgrades as budgeted in the Capital Improvement Program.
[VH Lighting Upgrade Purchase Requisition](#)
[Mukwonago village lighting](#)

5.3 Approve a Purchase Requisition from Lewis Sound & Video in the amount of \$16,844.04 as budgeted in the Capital Improvement Plan for Village Board Room Upgrades.
[Purchase Requisition - Microphones](#)

5.4 Approve **Resolution 2023-38** A Resolution to adopt an update to the Village of Mukwonago Purchasing Policy.
[Village of Mukwonago Purchasing Policy Revision 2023](#)

RESOLUTION 2023-38 Purchasing Policy Update

- 5.5 Approve **Resolution 2023-39** a Resolution to approve an update to the Accounting Operations Policy.
[RESOLUTION 2023-39 \(Accounting Operation Policy Update\)](#)
[Village of Mukwonago Accounting Operations Policy Revision 2023](#)
- 5.6 Approve a Temporary Retailers License for the Mukwonago Lions Foundation for the Phantom Junction Stage Concert Series event on September 8, 2023.
[Temp Retailer Lic - Lions Club 9-08-23.pdf](#)
- 5.7 Approve **Resolution 2023-35** a Resolution to Amend Parking Limitations for the Village of Mukwonago reflecting new restrictions on Grand Avenue.
[RESOLUTION 2023-35-Amend Parking Limitations.docx](#)
[RESOLUTION 2023-35-Amend Parking Limitations - Exhibit B.pdf](#)
- 5.8 Approve **Resolution 2023-36** a resolution to eliminate the letter of credit for Birchrock-Castle Senior Living at 210 McDivitt Lane.
[RESOLUTION 2023-36 \(LOC Elimination Birchrock\)](#)
[210 McDivitt Lane - Letter of Credit Elimination](#)
- 5.9 Approve Change Order No 1 and final close out for Minor Park Pedestrian Culvert Crossing.
[Minor Park Pedestrian Closeout](#)

6. Finance Committee, Trustee Darlene Johnson

Discussion and possible action on the following items

- 6.1 Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$173,303.87
[AP Packet 8-16-2023.pdf](#)
- 6.2 Schedule a date for the 2024 Budget Workshop.
- 6.3 Discussion and possible approval of the Miniwaukan trail sealcoat purchase requisition in the amount of \$17,050.
[Purchase Req - Miniwaukan Park Trail Seal Coating.pdf](#)

7. Health and Recreation Committee, Trustee John Meiners

Discussion and possible action on the following items

- 7.1 Discussion and possible action to approve a special event permit for Brooklife Church for their Summer Jam. Taking place in the parking lot of Brooklife Church, 857 S Rochester St, on August 18, 2023 from 6 pm to 8 pm.
[08-18-2023 - Sp Event-Brooklife Church.pdf](#)
- 7.2 Discussion and possible action to approve the special event permit for Touch a Truck at Indianhead Park on August 24, 2023 from 4 pm to 8 pm.

[08-24-2023 - Indianhead - Touch a truck 4-8p.pdf](#)

[Touch a Truck Flyer 2023](#)

- 7.3 Discussion and possible approval of a special event permit and Phantom Junction Stage Application for Life Point Church on September 1, 2023 from 4 pm to 9 pm for a Night of Worship - live, uplifting music from local church group.

[09-01-2023 - PJS - 4-9pm_Redacted.pdf](#)

8. Judicial Committee, Trustee Dale Porter

Discussion and possible action on the following items

- 8.1 Discussion and possible action to approve a Temporary Class "B"/"Class B" Retailer's License for Son's of the American Legion Post #375 for Fall Fest on September 23, 2023.

[Temp License Fall Fest_Redacted.pdf](#)

- 8.2 Discussion and possible action to approve a Temporary Class "B"/ "Class B" Retailer's License for the Mukwonago Area School District Education Foundation for their annual Dinner Fundraiser on September 30, 2023.

[Temp License MASD Foundation.pdf](#)

9. Protective Services, Trustee Scott Reeves

Discussion and possible action on the following items

- 9.1 Monthly Police Report for July 2023 *(No Action Required, For Information Only)*

[Monthly Report July 2023.pdf](#)

10. Village Administrator

- 10.1 Community & Economic Development Department Process and Procedures Presentation

[Cover Memo CED Process Updates.pdf](#)

[CED Department Presentation.pptx](#)

[Revised Starting a Business Checklist - 7.23.pdf](#)

11. Closed Session

Closed session pursuant to Wis. Stats. § 19.85(1)(e) (Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) for negotiation with Associated Appraisal and Consultants, and a lease with the Mukwonago Historical Society.

12. Reconvene into Open Session

Motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) for possible discussion and/or action concerning any matter discussed in closed session

13. Adjournment

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

Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	7/27/2023	\$	119,237.30
Library Accounts Payable	7/14/2023	\$	30,582.23
Charter Communications/Spectrum (ach withdrawal)	7/11/2023	\$	1,794.62
US Bank (ach withdrawal)	7/25/2023	\$	9,652.33
We Energies (ach withdrawal)	7/12/2023	\$	41,925.79
Check Disbursement - Court	7/19/2023	\$	4,124.80
Check Disbursement - Invoice Cloud	7/6/2023	\$	376.35
Check Disbursement - Unemployment	7/11/2023	\$	170.00
Check Disbursement - Warrant	7/18/2023	\$	187.00
Check Disbursement - Warrant	7/19/2023	\$	313.00
Check Disbursement - Payroll Related	7/6/2023	\$	8,219.75
Check Disbursement - Payroll Related	7/14/2023	\$	1,688.75
Check Disbursement - Payroll Related	7/20/2023	\$	88,982.55
Check Disbursement - Payroll Related	7/24/2023	\$	64,203.78
Total for Approval:		\$	<u>371,458.25</u>

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

07/27/2023 10:43 AM
User: MROCKLEY
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
POST DATES 08/03/2023 - 08/03/2023
UNJOURNALIZED OPEN
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: ALSCO						
IMIL1929139	PD JULY 13 MAT CLEANING SERVICE	100-5211-539400	42.66	42.66	POLICE	08/03/2023
IMIL1908963	PD MAY 4 MAT CLEANING SERVICE	100-5211-539400	42.66	42.66	POLICE	08/03/2023
TOTAL VENDOR ALSCO				85.32		
VENDOR NAME: AMAZON CAPITOL SERVICES						
143N74KPQKL1	NEW DEPUTY MONITORS	100-5142-531100	120.00	239.98	CLERK	08/03/2023
		100-5144-531100	119.98			
TOTAL VENDOR AMAZON CAPITOL SERVICES				269.87		
VENDOR NAME: AQUA-PURE OF WI						
1342	PHOSPHOROUS CHEMICAL	620-8010-824000	18,400.80	18,400.80	UTILITIES	08/03/2023
TOTAL VENDOR AQUA-PURE OF WI				18,400.80		
VENDOR NAME: AT & T MOBILITY						
287291370101071520	PD JUNE CELLPHONES AND CRADLEPOINTS	100-5211-522500	377.92	377.92	POLICE	08/03/2023
TOTAL VENDOR AT & T MOBILITY				377.92		
VENDOR NAME: BLACK BOX STUDIO THEATER						
10077	PORTER HEAD SHOT	100-5111-531100	99.00	99.00	CLERK	08/03/2023
TOTAL VENDOR BLACK BOX STUDIO THEATER				99.00		
VENDOR NAME: BLOOM COMPANIES LLC						
13318 - FINAL	HWY 83 PROJECT	250-5335-521900	12,956.48	12,956.48	FINANCE	08/03/2023
TOTAL VENDOR BLOOM COMPANIES LLC				12,956.48		
VENDOR NAME: BOUND TREE MEDICAL LLC						
85029759	EMS SUPPLIES	150-5231-531100	510.54	510.54	FIRE	08/03/2023
85020152	EMS SUPPLIES	150-5231-531100	694.68	694.68	FIRE	08/03/2023
TOTAL VENDOR BOUND TREE MEDICAL LLC				1,205.22		
VENDOR NAME: BS&A						
147646	TRAINING	100-5241-521900	2,000.00	2,000.00	BUILDING	08/03/2023
149130	PERMIT APPLICATIONS AND FIELD INSPECTION	100-5241-521901	1,056.00	1,056.00	BUILDING	08/03/2023
TOTAL VENDOR BS&A				3,056.00		
VENDOR NAME: BUREAU OF CORRECTIONAL ENTERPR						
306-197565	PARK & VH GARBAGE BAGS AND PAPER TOWELS	100-5521-531100	26.85	263.93	DPW	08/03/2023
		100-5160-531100	237.08			
TOTAL VENDOR BUREAU OF CORRECTIONAL ENTERPR				263.93		
VENDOR NAME: C & M AUTO PARTS INC						
6079-370478	SHOP SUPPLIES	100-5323-531100	91.93	91.93	DPW	08/03/2023
6079-370578	HOSE CLAMPS	100-5521-531100	11.40	11.40	DPW	08/03/2023
TOTAL VENDOR C & M AUTO PARTS INC				103.33		

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: CENTRAL OFFICE SYSTEMS						
80419933	COPIER INVOICE	150-5221-531100	92.00	92.00	FIRE	08/03/2023
80419970	JULY LEASE PAYMENT 458	100-5142-531200	19.64	165.00	ALLOCATE	08/03/2023
		100-5300-539900	17.37			
		100-5120-531100	7.31			
		100-5141-531100	9.36			
		100-5145-531100	15.54			
		100-5241-531200	2.62			
		100-5632-531200	3.07			
		100-5211-531200	20.58			
		150-5221-531100	21.33			
		410-5363-531200	1.65			
		440-5511-531200	18.65			
		500-5344-531200	4.04			
		610-6902-690300	12.03			
		620-8300-840000	11.81			
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				257.00		
VENDOR NAME: CENTURY SPRINGS BOTTLING						
5469479	LAB SUPPLIES	620-8010-826000	19.97	19.97	UTILITIES	08/03/2023
5469472	VH DRINKING WATER	100-5160-531100	33.95	33.95	DPW	08/03/2023
5475772	LAB SUPPLIES	620-8010-826000	83.66	83.66	UTILITIES	08/03/2023
TOTAL VENDOR CENTURY SPRINGS BOTTLING				137.58		
VENDOR NAME: CINTAS						
4162303485	UNIFORM SERVICE	610-6920-693000	88.82	177.64	UTILITIES	08/03/2023
		620-8400-856000	88.82			
4162303198	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	125.16	125.16	DPW	08/03/2023
4161644638	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	125.16	125.16	DPW	08/03/2023
4161644863	UNIFORM SERVICE	610-6920-693000	107.80	215.60	UTILITIES	08/03/2023
		620-8400-856000	107.80			
TOTAL VENDOR CINTAS				643.56		
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY						
323053071223	COLUMBIA SOUTHERN TUITION - KIRKPATRICK	100-5212-516300	845.00	845.00	POLICE	08/03/2023
TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY				845.00		
VENDOR NAME: CORE & MAIN LP						
T213849	VALVE BOX LID TOOL	610-6451-665100	85.00	85.00	UTILITIES	08/03/2023
TOTAL VENDOR CORE & MAIN LP				85.00		
VENDOR NAME: CRIVELLO CARLSON S.C.						
5331-190747	LEGAL SERVICES THRU 6/30/2023	100-5130-521900	4,100.00	4,400.00	FINANCE	08/03/2023
		610-6920-692300	300.00			
5331-190748	VERIZON LEASE NEGOTIATION	610-6920-692300	40.00	40.00	FINANCE	08/03/2023

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VENDOR NAME: CRIVELLO CARLSON S.C.						
TOTAL VENDOR CRIVELLO CARLSON S.C.				4,440.00		
VENDOR NAME: DYKSTRA DIANA						
2023 JULY MILEAGE	PLANNING MEETING D9-WEST BEND CONF	100-5142-533200	75.00	119.21	CLERK	08/03/2023
		100-5144-533200	44.21			
TOTAL VENDOR DYKSTRA DIANA				119.21		
VENDOR NAME: ELECTION SYSTEMS & SOFTWARE						
CD2062373	FIRMWARE LIC & WARRANT WAUKESHA CO	100-5144-521900	580.68	580.68	CLERK	08/03/2023
TOTAL VENDOR ELECTION SYSTEMS & SOFTWARE				580.68		
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS						
2567958	DEFIBRLLATOR PADS	100-5323-534800	322.16	322.16	DPW	08/03/2023
2567970	EMS SUPPLIES	150-5231-531100	259.20	259.20	FIRE	08/03/2023
2565293	EMS SUPPLIES	150-5231-531100	73.86	73.86	FIRE	08/03/2023
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				655.22		
VENDOR NAME: ENVIRONMENT CONTROL						
28098-613	VILLAGE CLEANING	100-5160-521900	698.00	698.00	DPW	08/03/2023
TOTAL VENDOR ENVIRONMENT CONTROL				698.00		
VENDOR NAME: ENVIROTECH EQUIPMENT						
22-0021681	VAC TRUCK PARTS FOR PUMP REPAIRS	620-8030-828000	1,473.87	1,473.87	UTILITIES	08/03/2023
TOTAL VENDOR ENVIROTECH EQUIPMENT				1,473.87		
VENDOR NAME: FASTENAL COMPANY						
WIMUK97810	SAFETY GLASSES	610-6920-693000	21.09	42.17	UTILITIES	08/03/2023
		620-8400-856000	21.08			
TOTAL VENDOR FASTENAL COMPANY				42.17		
VENDOR NAME: GALLS LLC						
021711549	HANDCUFF CASE - ZAJICHEK UNIFORM ALLOWAN	100-5212-534600	25.00	25.00	POLICE	08/03/2023
020871618	WINTER HAT - NEW UNIFORM ISSUE	100-5212-534700	35.30	35.30	POLICE	08/03/2023
TOTAL VENDOR GALLS LLC				60.30		
VENDOR NAME: GRAINGER						
9760638909	REPLACEMENT EXHAUST FAN	620-8020-832000	144.31	144.31	UTILITIES	08/03/2023
9760638891	REPLACEMENT EXHAUST FAN-BOOSTER STATION	610-6210-662500	272.60	272.60	UTILITIES	08/03/2023
TOTAL VENDOR GRAINGER				416.91		
VENDOR NAME: HAMILTON MEDICAL						
23278394	VENTILATOR SUPPLIES	150-5231-531100	449.13	449.13	FIRE	08/03/2023
TOTAL VENDOR HAMILTON MEDICAL				449.13		
VENDOR NAME: HAWKINS WATER TREATMENT						
6524686	CHEMICALS FOR WATER TREATMENT	610-6300-663100	40.00	40.00	UTILITIES	08/03/2023

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VENDOR NAME: HAWKINS WATER TREATMENT					
6461845	CHEMICALS FOR WATER TREATMENT/REPLACEMENT	610-6310-663500 3,900.00	7,260.24	UTILITIES	08/03/2023
		610-6300-663100 3,360.24			
6518616	REPLACEMENT CHLORINE PUMP TUBES	610-6310-663500 388.33	388.33	UTILITIES	08/03/2023
6517616	CHEMICALS FOR WATER TREATMENT/REPLACEMENT	610-6310-663500 42.00	3,314.24	UTILITIES	08/03/2023
		610-6300-663100 3,272.24			
6517615	POLYMER FOR SLUDGE	620-8010-825000 2,690.10	2,690.10	UTILITIES	08/03/2023
TOTAL VENDOR HAWKINS WATER TREATMENT			13,692.91		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,					
54962	2023 GREENWALD/DEBACK LITIGATION	100-5130-521900 300.00	300.00	FINANCE	08/03/2023
54961	PROSECUTIONS	100-5130-521900 832.50	832.50	FINANCE	08/03/2023
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,			1,132.50		
VENDOR NAME: HORN FEEDS					
33442	FIELD MARKING LIME	100-5521-531100 29.50	29.50	DPW	08/03/2023
TOTAL VENDOR HORN FEEDS			29.50		
VENDOR NAME: JASON BONK					
071223	FLOURIDE SAMPLE POSTAGE	610-6300-663200 4.85	4.85	UTILITIES	08/03/2023
TOTAL VENDOR JASON BONK			4.85		
VENDOR NAME: JOHNSON, JARRED					
2023 CLOTHING	2023 CLOTHING ALLOWANCE - JOHNSON	150-5222-534600 70.09	70.09	FIRE	08/03/2023
TOTAL VENDOR JOHNSON, JARRED			70.09		
VENDOR NAME: KRAUSE, KATLYN					
071323	REFUND OPERATOR'S LICESNSE, LOCATION IS	100-0000-242205 10.00	60.00	CLERK	08/03/2023
		100-4410-441700 50.00			
TOTAL VENDOR KRAUSE, KATLYN			60.00		
VENDOR NAME: KROLL SALKIN CORP					
6806	EMC SIGNS	100-5241-521900 750.00	750.00	ADMIN	08/03/2023
TOTAL VENDOR KROLL SALKIN CORP			750.00		
VENDOR NAME: LA FORCE INC					
1225062	BLOWER BUILDING DOOR REPAIR	620-8010-834000 630.00	630.00	UTILITIES	08/03/2023
TOTAL VENDOR LA FORCE INC			630.00		
VENDOR NAME: LANGE ENTERPRISES INC					
84102	NO PARKING OPN GRASS SIGNS	100-5521-531100 357.60	357.60	DPW	08/03/2023
TOTAL VENDOR LANGE ENTERPRISES INC			357.60		
VENDOR NAME: LIFE-ASSIST, INC.					
1343360	EMS SUPPLIES	150-5231-531100 100.75	100.75	FIRE	08/03/2023

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VENDOR NAME: LIFE-ASSIST, INC.						
	TOTAL VENDOR LIFE-ASSIST, INC.			100.75		
VENDOR NAME: MUKWONAGO AREA CHAMBER OF COMM						
072423	ROOM TAX DUE TO CHAMBER	100-0000-244000	821.30	5,008.84	CLERK	08/03/2023
		100-0000-244000	39.86			
		100-0000-244000	4,147.68			
TOTAL VENDOR MUKWONAGO AREA CHAMBER OF COMM				5,008.84		
VENDOR NAME: NAPA AUTO PARTS - SP018						
199110	PULLEY PULLER	100-5324-539500	125.99	125.99	DPW	08/03/2023
199398	VAC TRUCK HOSE FITTINGS	620-8030-828000	227.40	227.40	UTILITIES	08/03/2023
199430	O RINGS	620-8010-827000	0.59	0.59	UTILITIES	08/03/2023
198947	SCADA ANTENNA MAINTENANCE	610-6210-662500	41.94	41.94	UTILITIES	08/03/2023
TOTAL VENDOR NAPA AUTO PARTS - SP018				395.92		
VENDOR NAME: NORTHERN LAKE SERVICE INC						
2310751	COMPLIANCE SAMPLING-PFAS	610-6300-663200	460.00	460.00	UTILITIES	08/03/2023
2311243	BACTI SAMPLING	610-6300-663200	130.00	130.00	UTILITIES	08/03/2023
2310277	NITROGEN TESTING	620-8010-826000	51.17	51.17	UTILITIES	08/03/2023
TOTAL VENDOR NORTHERN LAKE SERVICE INC				641.17		
VENDOR NAME: OFFICE PRO						
0485570-001	COPY PAPER	100-5241-531100	2.92	183.96	ALLOCATE	08/03/2023
		100-5142-531100	21.89			
		100-5145-531100	17.33			
		100-5141-531100	10.43			
		100-5632-531100	3.42			
		100-5323-531100	19.37			
		100-5120-531100	8.15			
		100-5211-531100	22.94			
		150-5221-531100	23.79			
		410-5363-531100	1.84			
		440-5511-531100	20.79			
		500-5344-531100	4.51			
		610-6920-692100	13.41			
		620-8300-840000	13.17			
TOTAL VENDOR OFFICE PRO				183.96		
VENDOR NAME: PIRTEK MENOMONEE FALLS						
MF-T00011624	JETTER/VAC TRUCK HOSE REPAIR	620-8030-828000	255.00	255.00	UTILITIES	08/03/2023
TOTAL VENDOR PIRTEK MENOMONEE FALLS				255.00		
VENDOR NAME: PRECISE ALIGNMENT INC						
21923	SQUAD 38 ALIGNMENT	100-5212-539500	79.95	79.95	POLICE	08/03/2023
TOTAL VENDOR PRECISE ALIGNMENT INC				79.95		
VENDOR NAME: PRIMADATA						

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: PRIMADATA						
63144	REPLENISH POSTAGE	610-6902-690300	737.68	1,475.36	ALLOCATE	08/03/2023
		620-8300-840000	737.68			
TOTAL VENDOR PRIMADATA				1,475.36		
VENDOR NAME: PROFESSIONAL SERVICE INDUSTRIES INC						
00883804	ASBESTOS TESTING WELL #3	610-6210-662500	750.00	750.00	UTILITIES	08/03/2023
TOTAL VENDOR PROFESSIONAL SERVICE INDUSTRIES INC				750.00		
VENDOR NAME: PROHEALTH MEDICAL GROUP						
318423	NEW FT ENTRY PHYSICAL	150-5221-521900	456.00	456.00	FIRE	08/03/2023
TOTAL VENDOR PROHEALTH MEDICAL GROUP				456.00		
VENDOR NAME: REINDERS, INC.						
6036517-01	TORO RETAINING RINGS	100-5324-539500	38.90	38.90	DPW	08/03/2023
6036517-00	TOTO 5910 MOWER PARTS	100-5324-539500	317.19	317.19	DPW	08/03/2023
TOTAL VENDOR REINDERS, INC.				356.09		
VENDOR NAME: ROCK SHOP BAND STUDIOS						
1345	PERFORMANCE STAGE SOUND SYSTEM RENTAL	340-5890-580603	500.00	500.00	DPW	08/03/2023
TOTAL VENDOR ROCK SHOP BAND STUDIOS				500.00		
VENDOR NAME: RUEKERT & MIELKE, INC.						
147447	12-00000.100 General Services	100-5211-521900	495.00	5,976.50	FINANCE	08/03/2023
		100-5335-521900	2,057.75			
		100-5341-539500	577.50			
		100-5521-531100	783.75			
		250-5335-521900	330.00			
		610-6920-692300	866.25			
		620-8400-852000	866.25			
147448	12-00000.300 Water Utility Services	610-6920-692300	202.50	202.50	FINANCE	08/03/2023
147449	12-00000.400 Sewer Utility Services	620-8400-852000	222.27	222.27	FINANCE	08/03/2023
147450	12-10096.300 Deback Drive Infrastructure	200-5335-521900	1,491.44	1,491.44	FINANCE	08/03/2023
147451	12-10098.123 WWTF Phosphorus Assistance	620-8400-852100	1,253.50	1,253.50	FINANCE	08/03/2023
147453	12-10135.210A 2023 VUEWorks Annual Servi	100-5344-521900	1,603.00	1,750.00	FINANCE	08/03/2023
		500-5344-521900	147.00			
147454	12-10135.210B 2023 VUEWorks Annual Servi	610-6920-692300	456.50	913.00	FINANCE	08/03/2023
		620-8400-852000	456.50			
147460	12-10151.310 WWTF Aeration Upgrade / Con	620-0000-000105	990.07	990.07	FINANCE	08/03/2023
147461	12-10159.200 Rochester Street Reconstruc	610-6920-692300	906.25	1,812.50	FINANCE	08/03/2023
		620-8400-852000	906.25			
147463	12-10169.120 Wells 3 and 4 Radium Remova	610-0000-000109	5,233.75	5,233.75	FINANCE	08/03/2023
147466	12-10175.300 Miniwaukan Park Restroom Bu	480-5700-584900	1,224.25	1,224.25	FINANCE	08/03/2023
147467	12-10176.300 Minor Park Pedestrian Culve	480-5700-584900	2,729.12	2,729.12	FINANCE	08/03/2023

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: RUEKERT & MIELKE, INC.					
147469	12-10184.100 The Block / Review	100-0000-211400	656.25	656.25 FINANCE	08/03/2023
147470	12-10187.120 North Side EST Renovation	610-6920-692300	4,527.75	4,527.75 FINANCE	08/03/2023
147472	12-10190.100 St. John's Church Expansion	100-0000-211400	612.50	612.50 FINANCE	08/03/2023
147452	12-10134.100 200 GRAND AVENUE CONDOS / R	100-0000-211425	139.45	139.45 FINANCE	08/03/2023
147455	12-10139.310 MEADOWLAND TOWNHOMES DEVELO	100-0000-211425	428.10	428.10 FINANCE	08/03/2023
147456	12-10147.300 MINOR ESTATES PHASE 4 / CON	100-0000-211425	165.60	165.60 FINANCE	08/03/2023
147457	12-10148.300 GOODWILL OF MUKWONAGO / CON	100-0000-211425	181.98	181.98 FINANCE	08/03/2023
147458	12-10149.300 EDGEWOOD CONDOS / EROSION C	100-0000-211425	181.98	181.98 FINANCE	08/03/2023
147459	12-10149.310 EDGEWOOD CONDOS / EROSION C	100-0000-211425	139.45	139.45 FINANCE	08/03/2023
147462	12-10162.300 FLUERY'S EXPANSION / EROSIO	100-0000-211425	452.68	452.68 FINANCE	08/03/2023
147464	12-10170.300 600 PERKINS DRIVE IDC / ERO	100-0000-211425	164.73	164.73 FINANCE	08/03/2023
147468	12-10178.300 HILL COURT RELOAD SOUTH MUL	100-0000-211425	831.25	831.25 FINANCE	08/03/2023
147471	12-10189.300 2023 WALMART EXPANSION / RE	100-0000-211425	111.73	111.73 FINANCE	08/03/2023
147473	12-92136.302 CHAPMAN FARM / CHAPMAN VILL	100-0000-211425	576.60	576.60 FINANCE	08/03/2023
147474	12-92136.303 CHAPMAN FARM / CHAPMAN RESI	100-0000-211425	218.60	218.60 FINANCE	08/03/2023
TOTAL VENDOR RUEKERT & MIELKE, INC.			33,187.55		
VENDOR NAME: RUTENBECK, TIM					
2023 CLOTHING	2023 CLOTHING ALLOWANCE - RUTENBECK	100-5241-531100	200.00	200.00 BUILDING	08/03/2023
TOTAL VENDOR RUTENBECK, TIM			200.00		
VENDOR NAME: STERICYCLE					
8004322040	2023 JULY VH SHREDDING SERVICES	100-5141-531100	47.80	95.60 ALLOCATE	08/03/2023
		100-5142-531100	23.90		
		100-5632-531100	23.90		
TOTAL VENDOR STERICYCLE			95.60		
VENDOR NAME: TELEFLEX LLC					
9507233570	EMS SUPPLIES	150-5231-531100	304.41	304.41 FIRE	08/03/2023
9507233568	EMS SUPPLIES	150-5231-531100	558.09	558.09 FIRE	08/03/2023
TOTAL VENDOR TELEFLEX LLC			862.50		
VENDOR NAME: THRIVE ARCHITECTS, LLC					
23058-2	PROGRAMMING SRUDY-OFFICE AND GARAGE SPAC	610-6920-692300	2,433.11	4,866.22 UTILITIES	08/03/2023
		620-8400-852000	2,433.11		
TOTAL VENDOR THRIVE ARCHITECTS, LLC			4,866.22		
VENDOR NAME: T-MOBILE					
JULY 2023	T-MOBILE INVOICE	150-5221-522500	429.70	429.70 FIRE	08/03/2023
TOTAL VENDOR T-MOBILE			429.70		
VENDOR NAME: TOWN OF MUKWONAGO					
2713	LIQUOR LIC TRANS ATTORNEY FEE	100-5142-521900	367.00	367.00 CLERK	08/03/2023
TOTAL VENDOR TOWN OF MUKWONAGO			367.00		
VENDOR NAME: ULINE					
165837335	LARGE METER TAGS	610-6453-664100	126.14	126.14 UTILITIES	08/03/2023

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PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
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VENDOR NAME: ULINE						
	TOTAL VENDOR ULINE			126.14		
VENDOR NAME: USA BLUEBOOK						
INV00078907	LAB SUPPLIES	620-8010-826000	319.54	319.54	UTILITIES	08/03/2023
SCN004331	LAB SUPPLIES	620-8010-826000	(38.95)	(38.95)	UTILITIES	08/03/2023
INV00073371	LAB SUPPLIES/LOCATING SUPPLIES	620-8010-826000	28.80	377.50	UTILITIES	08/03/2023
		610-6451-665100	87.18			
		610-6452-665200	87.17			
		620-8030-831000	174.35			
TOTAL VENDOR USA BLUEBOOK				658.09		
VENDOR NAME: VERIZON WIRELESS						
9939535986	JULY 2023 PHONE BILL	100-5141-522500	47.58	843.05	ALLOCATE	08/03/2023
		100-5241-522500	90.74			
		100-5323-522500	333.86			
		610-6920-692100	164.92			
		620-8400-851000	164.92			
		100-5632-522500	41.03			
9939535987	2023 JULY CELL BILL ACCT# 885503900-0000	100-5323-522500	21.65	265.61	ALLOCATE	08/03/2023
		610-6920-692100	121.98			
		620-8400-851000	121.98			
TOTAL VENDOR VERIZON WIRELESS				1,108.66		
VENDOR NAME: WAUKESHA COUNTY						
072723	CTH ES WELCOME SIGN ROW PERMIT FEE	480-5700-521500	165.00	165.00	DPW	08/03/2023
TOTAL VENDOR WAUKESHA COUNTY				165.00		
VENDOR NAME: WEDIGE RADIATOR & AC INC						
200146	3488 RADIATOR REPAIR	150-5231-539500	193.10	193.10	FIRE	08/03/2023
TOTAL VENDOR WEDIGE RADIATOR & AC INC				193.10		
VENDOR NAME: WI DEPT OF JUSTICE-TIME						
455TIME-0000014629	WI DOJ BADGERNET AND TIME ACCESS 3RD QUA	100-5211-522900	2,205.75	2,205.75	POLICE	08/03/2023
TOTAL VENDOR WI DEPT OF JUSTICE-TIME				2,205.75		
VENDOR NAME: WISCONSIN ELEVATOR INSPECTION INC						
17955	VH ELEVATOR INSPECTION FEE	100-5160-521900	120.00	120.00	DPW	08/03/2023
TOTAL VENDOR WISCONSIN ELEVATOR INSPECTION INC				120.00		
GRAND TOTAL:				119,237.30		

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
07/14/2023	GEN	36785	0718	ALLEN, ADRIENNE	PROGRAMMING	533100	5511	200.00
07/14/2023	GEN	36786	IMIL1921170	ALSCO	OUTSIDE SERVICES	531000	5511	29.16
07/14/2023	GEN	36787#	1K19-HKLM-LFNK	AMAZON CAPITOL SERVICES	OPERATIONAL SUPPLIES	531100	5511	79.80
			1T11-X37M-LT3G		METASPACE MAINTENANCE	531700	5511	199.84
			11LV-WF4Y-VNWP		THINGERY MAINTENANCE	531800	5511	431.98
			1X6P-17VV-N44X		PROGRAMMING	533100	5511	171.33
			1FQT-TLGC-MJKL		PROGRAMMING	533100	5511	154.45
			1V6R-PYY1-LNPR		PROGRAMMING	533100	5511	61.65
			1HWL-K73M-KM6K		PROGRAMMING	533100	5511	75.81
			1Q9M-V7WC-P17P		BOOKS	532800	5700	278.45
			1RNN-CT4C-NM7H		BOOKS	532800	5700	170.63
			1MJ7-L4QF-N9MN		AV MATERIAL	532900	5700	227.15
				CHECK GEN 36787 TOTAL FOR FUN				1,851.09
07/14/2023	GEN	36788	48541	AMERICA AQUARIA	OUTSIDE SERVICES	531000	5511	85.00
07/14/2023	GEN	36789	2037595111	BAKER & TAYLOR INC.	BOOKS	532800	5700	16.97
			2037595112		BOOKS	532800	5700	143.13
			2037595113		BOOKS	532800	5700	97.67
			2037609105		BOOKS	532800	5700	231.52
			2037609106		BOOKS	532800	5700	25.98
			2037611139		BOOKS	532800	5700	304.02
			2037623461		BOOKS	532800	5700	143.37
			2037623462		BOOKS	532800	5700	947.12
			2037638920		BOOKS	532800	5700	56.06
			2037638921		BOOKS	532800	5700	145.96
			2037643627		BOOKS	532800	5700	809.72
			2037647191		BOOKS	532800	5700	80.31
			2037647192		BOOKS	532800	5700	481.65
				CHECK GEN 36789 TOTAL FOR FUN				3,483.48
07/14/2023	GEN	36790	2229	BERNSTEIN & ASSOCIATES, LLC	DONATED FUND EXPENDITURES	580600	5890	1,080.00
07/14/2023	GEN	36791	B6615026	BRODART	BOOKS	532800	5700	404.44
			B6615049		BOOKS	532800	5700	1,011.40
			B6617933		BOOKS	532800	5700	127.74
			B6622951		BOOKS	532800	5700	378.44
			B6623487		BOOKS	532800	5700	387.93

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND				CHECK GEN 36791 TOTAL FOR FUN				2,309.95
07/14/2023	GEN	36792	5331-189947	CRIVELLO CARLSON S.C.	PROFESSIONAL SERVICES	521900	5511	3,251.95
07/14/2023	GEN	36793	505-0000080693	DEPARTMENT OF ADMINISTRATION	DATA LINES	534300	5511	600.00
07/14/2023	GEN	36794	ALA2023	EMILY CEITHAMER	TRAINING & TRAVEL	533500	5511	50.84
07/14/2023	GEN	36795	34329500	GREAT AMERICAN FINANCIAL SVCS	CONTRACTUAL SERVICES	522000	5511	353.14
07/14/2023	GEN	36796	7192023	GUGALA, VALERIE	PROGRAMMING	533100	5511	250.00
07/14/2023	GEN	36797	72623	HENRY, DOUGLAS	PROGRAMMING	533100	5511	300.00
07/14/2023	GEN	36798	753	KLASSY KLEANERS	OUTSIDE SERVICES	531000	5511	960.00
07/14/2023	GEN	36799	55	KNOPOW, TIFFANY	METASPACE MAINTENANCE	531700	5511	150.00
07/14/2023	GEN	36800	0627	KONKEL, ALICE	METASPACE MAINTENANCE	531700	5511	150.00
07/14/2023	GEN	36801	504012366	MIDWEST TAPE	DIGITAL COLLECTIONS	534900	5511	842.38
07/14/2023	GEN	36802	712023	MUKWONAGO ROTARY CLUB	OUTREACH	533300	5511	138.50
07/14/2023	GEN	36803	07262023	NOAH RIEMER PRODUCTIONS LLC	PROGRAMMING	533100	5511	375.00
07/14/2023	GEN	36804	33029959	QUILL LLC	OPERATIONAL SUPPLIES	531100	5511	26.48
			33043893		OPERATIONAL SUPPLIES	531100	5511	443.33
			33105427		OPERATIONAL SUPPLIES	531100	5511	44.09
			33108480		OPERATIONAL SUPPLIES	531100	5511	91.43
			2109120		OPERATIONAL SUPPLIES	531100	5511	(91.43)
			2109594		OPERATIONAL SUPPLIES	531100	5511	(26.48)
			CHECK GEN 36804 TOTAL FOR FUN					
07/14/2023	GEN	36805	112643	ROMAN ELECTRIC CO., INC.	DONATED FUND EXPENDITURES	580600	5890	13,248.00
07/14/2023	GEN	36806	8223	TAMMY O'CONNELL	PROGRAMMING	533100	5511	100.00
07/14/2023	GEN	36807	24868	TAYLOR COMPUTER SERVICES, INC	ELECTRONIC TOOLS & SERVICES	534000	5511	65.00
07/14/2023	GEN	36808	6994-23	THOMAS PRESS, INC.	PROGRAMMING	533100	5511	71.40
			6995-23		OUTREACH	533300	5511	140.07
CHECK GEN 36808 TOTAL FOR FUN							211.47	
07/14/2023	GEN	36809	6114961	UNIQUE MANAGEMENT	OUTSIDE SERVICES	531000	5511	9.85
					Total for fund 440 LIBRARY FUND	30,582.23		
TOTAL - ALL FUNDS						30,582.23		

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CHECK NUMBER 36785 - 36809

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
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Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/12/2023	GEN	665 (E)	CHARTER COMMUNICATIONS	JULY 2023 MONTHLY BILL	100-5120-522500	37.64
		665 (E)		JULY 2023 MONTHLY BILL	100-5141-522500	15.93
		665 (E)		JULY 2023 MONTHLY BILL	100-5142-522500	143.72
		665 (E)		JULY 2023 MONTHLY BILL	100-5145-522900	70.24
		665 (E)		JULY 2023 MONTHLY BILL	100-5160-522500	29.45
		665 (E)		JULY 2023 MONTHLY BILL	100-5211-522500	458.89
		665 (E)		JULY 2023 MONTHLY BILL	100-5241-522500	40.91
		665 (E)		JULY 2023 MONTHLY BILL	100-5323-522500	73.84
		665 (E)		JULY 2023 MONTHLY BILL	100-5512-522500	177.96
		665 (E)		JULY 2023 MONTHLY BILL	150-5221-522500	367.74
		665 (E)		JULY 2023 MONTHLY BILL	410-5363-522500	4.56
		665 (E)		JULY 2023 MONTHLY BILL	440-5511-522500	293.90
		665 (E)		JULY 2023 MONTHLY BILL	500-5344-522500	2.28
		665 (E)		JULY 2023 MONTHLY BILL	610-6920-692100	38.78
		665 (E)		JULY 2023 MONTHLY BILL	620-8400-851000	38.78
						<hr/> 1,794.62
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,794.62

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
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 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

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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						
Purchase Card Vendor: 0002 US BANK							
ARMOUR ABBY							
60103	GRANT PARK BISTRO	06/23/2023	07/21/2023	50.00	0.00	Paid	Y
	ALA CONFERENCE MEAL	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		50.00			
ARMOUR ABBY							
60104	CMT CHICAGO IL27690015	06/23/2023	07/21/2023	12.00	0.00	Paid	Y
	TAXI- ALA CONFERENCE	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		12.00			
ARMOUR ABBY							
60105	INTERMODAL LOT	06/23/2023	07/21/2023	24.00	0.00	Paid	Y
	PARKING- TRAIN-ALA CONFERENCE	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		24.00			
ARMOUR ABBY							
60106	AMTRAK 1748045555961	06/23/2023	07/21/2023	50.00	0.00	Paid	Y
	ALA CONFERENCE TRAIN	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		50.00			
ARMOUR ABBY							
60107	HILTON HOTELS CHICAGO	06/24/2023	07/21/2023	268.85	0.00	Paid	Y
	ALA CONFERENCE- EMILY	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		268.85			
ARMOUR ABBY							
60108	HILTON HOTELS CHICAGO	06/25/2023	07/21/2023	537.70	0.00	Paid	Y
	ALA CONFERENCE HOTEL	MROCKLEY					07/21/2023
	440-5511-533500	TRAINING & TRAVEL		537.70			
ARMOUR ABBY							
60109	USPS PO 5657100149	07/05/2023	07/21/2023	8.13	0.00	Paid	Y
	CERTIFIED MAIL	MROCKLEY					07/21/2023
	440-5511-531500	POSTAGE		8.13			
BITTNER RONALD							
60110	SITEONE LANDSCAPE SUPPLY,	06/16/2023	07/21/2023	470.92	0.00	Paid	Y
	TREE WATERING BAGS	MROCKLEY					07/21/2023
	100-5611-531100	OPERATIONAL SUPPLIES		470.92			

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
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 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

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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						
Purchase Card Vendor: 0002 US BANK							
BITTNER RONALD							
60111	TRACTOR SUPPLY #339	06/23/2023	07/21/2023	135.98	0.00	Paid	Y
	POLY TARP	MROCKLEY					07/21/2023
	100-5345-539500	REPAIRS & MAINTENANCE		135.98			
BITTNER RONALD							
60112	ZORO TOOLS INC	07/07/2023	07/21/2023	33.48	0.00	Paid	Y
	ELKAY BUBBLER REGULATOR	MROCKLEY					07/21/2023
	100-5521-531100	OPERATIONAL SUPPLIES		33.48			
BITTNER RONALD							
60113	WAL-MART #1571	07/10/2023	07/21/2023	89.00	0.00	Paid	Y
	SHADE CANOPY	MROCKLEY					07/21/2023
	100-5323-534800	SAFETY SUPPLIES		89.00			
BITTNER RONALD							
60114	TRACTOR SUPPLY #339	07/11/2023	07/21/2023	272.98	0.00	Paid	Y
	WEED SPRAY	MROCKLEY					07/21/2023
	100-5521-531100	OPERATIONAL SUPPLIES		272.98			
DOHERTY DIANA							
60115	ICMA ONLINE	06/15/2023	07/21/2023	200.00	0.00	Paid	Y
	ANNUAL FEE	MROCKLEY					07/21/2023
	100-5145-532400	MEMBERSHIP DUES		200.00			
DOHERTY DIANA							
60116	CERTIF A GIFT	07/06/2023	07/21/2023	465.73	0.00	Paid	Y
	SCHUBEL RETIREMENT GIFT	MROCKLEY					07/21/2023
	100-5141-539800	EMPLOYEE RECOGNITION		465.73			
DYKSTRA DIANA							
60117	UW LOCAL GOV EDUCATION	07/10/2023	07/21/2023	10.00	0.00	Paid	Y
	UW CLERK CLASS	MROCKLEY					07/21/2023
	100-5142-533500	TRAINING & TRAVEL		10.00			
DYKSTRA DIANA							
60118	VBS*VONAGE BUSINESS	07/12/2023	07/21/2023	984.25	0.00	Paid	Y
	JULY 2023 PHONE BILL	MROCKLEY					07/21/2023
	100-5141-522500	TELEPHONE		12.68			
	100-5142-522500	TELEPHONE		63.51			
	100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE		50.70			

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
JOURNALIZED PAID
BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
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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
Purchase Card Vendor: 0002 US BANK							
	100-5241-522500	TELEPHONE		25.35			
	100-5632-522500	TELEPHONE		12.68			
	100-5323-522500	TELEPHONE		25.48			
	100-5512-522500	TELEPHONE		12.68			
	100-5120-522500	TELEPHONE		12.68			
	100-5211-522500	TELEPHONE		235.29			
	150-5221-522500	TELEPHONE		230.81			
	440-5511-522500	TELEPHONE		249.06			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		53.33			
GOURDOUX LINDA							
60119	UW LOCAL GOV EDUCATION	07/10/2023	07/21/2023	10.00	0.00	Paid	Y
	D CLERK EDUCATION	MROCKLEY					07/21/2023
	100-5144-533500	TRAINING & TRAVEL		10.00			
ISELY MARY JO							
60120	KINDLE SVCS*QT6XU73L3	06/18/2023	07/21/2023	13.48	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		13.48			
ISELY MARY JO							
60121	KINDLE SVCS*B541G33Q3	06/18/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60122	KINDLE SVCS*9Z6GN9VB3	06/18/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60123	KINDLE SVCS*779AJ3EC3	06/18/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60124	KINDLE SVCS*FQ0ZO6UV3	06/18/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			

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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						
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO							
60125	KINDLE SVCS*LR1J33D53	06/19/2023	07/21/2023	12.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		12.99			
ISELY MARY JO							
60126	KINDLE SVCS*JP95X53Q3	06/19/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60127	KINDLE SVCS*J09U91833	06/19/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60128	KINDLE SVCS*VZ00W5EP3	06/19/2023	07/21/2023	9.48	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.48			
ISELY MARY JO							
60129	KINDLE SVCS*S84BY2VF3	06/24/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			
ISELY MARY JO							
60130	KINDLE SVCS*IB5Z60YD3	06/25/2023	07/21/2023	12.98	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		12.98			
ISELY MARY JO							
60131	KINDLE SVCS*KD8GA16B3	06/25/2023	07/21/2023	10.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		10.99			
ISELY MARY JO							
60132	KINDLE SVCS*DY9Z20413	06/25/2023	07/21/2023	9.36	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.36			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO							
60133	KINDLE SVCS*NR53C3DZ3	06/25/2023	07/21/2023	9.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.99			
ISELY MARY JO							
60134	KINDLE SVCS*Q08427EO3	06/25/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			
ISELY MARY JO							
60135	KINDLE SVCS*NK6Y44CG3	06/25/2023	07/21/2023	7.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		7.99			
ISELY MARY JO							
60136	KINDLE SVCS*WV3PK7B83	06/25/2023	07/21/2023	6.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		6.99			
ISELY MARY JO							
60137	KINDLE SVCS*U21IE52N3	06/25/2023	07/21/2023	9.49	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		9.49			
ISELY MARY JO							
60138	KINDLE SVCS*ZT17M40J3	06/25/2023	07/21/2023	10.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		10.99			
ISELY MARY JO							
60139	KINDLE SVCS*ZC8FN2ES3	06/25/2023	07/21/2023	14.38	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		14.38			
ISELY MARY JO							
60140	KINDLE SVCS*ET3OP06R3	06/25/2023	07/21/2023	8.99	0.00	Paid	Y
	KINDLE BOOK	MROCKLEY					07/21/2023
	440-5700-532800	BOOKS		8.99			

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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
Purchase Card Vendor: 0002 US BANK							
ISELY MARY JO 60141	KINDLE SVCS*TT2625P03 KINDLE BOOK 440-5700-532800	06/25/2023 MROCKLEY	07/21/2023	9.99 9.99	0.00	Paid	Y 07/21/2023
	BOOKS						
ISELY MARY JO 60142	KINDLE SVCS*DR1AT1X23 KINDLE BOOK 440-5700-532800	06/25/2023 MROCKLEY	07/21/2023	9.99 9.99	0.00	Paid	Y 07/21/2023
	BOOKS						
ISELY MARY JO 60143	KINDLE SVCS*TB8V71MM1 KINDLE BOOK 440-5700-532800	06/25/2023 MROCKLEY	07/21/2023	6.99 6.99	0.00	Paid	Y 07/21/2023
	BOOKS						
ISELY MARY JO 60144	AB* ABEBOOKS.CO JVTX3S BOOK 440-5700-532800	07/14/2023 MROCKLEY	07/21/2023	6.16 6.16	0.00	Paid	Y 07/21/2023
	BOOKS						
ISELY MARY JO 60145	AB* ABEBOOKS.CO JVTX3T BOOK 440-5700-532800	07/14/2023 MROCKLEY	07/21/2023	13.65 13.65	0.00	Paid	Y 07/21/2023
	BOOKS						
ISELY MARY JO 60146	AB* ABEBOOKS.CO JVTX3Z BOOK 440-5700-532800	07/14/2023 MROCKLEY	07/21/2023	9.44 9.44	0.00	Paid	Y 07/21/2023
	BOOKS						
KIM CATHRYN 60147	DOMINO'S 2096 TEEN PROGRAM 440-5511-533100	06/20/2023 MROCKLEY	07/21/2023	48.25 48.25	0.00	Paid	Y 07/21/2023
	PROGRAMMING						
KIM CATHRYN 60148	WM SUPERCENTER #1571 PROGRAM SUPPLIES 440-5511-533100	06/20/2023 MROCKLEY	07/21/2023	31.25 31.25	0.00	Paid	Y 07/21/2023
	PROGRAMMING						

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
60149	WM SUPERCENTER #1571	06/20/2023	07/21/2023	46.31	0.00	Paid	Y
	GENERAL & CLEANING SUPPLIES	MROCKLEY					07/21/2023
	440-5511-531100	OPERATIONAL SUPPLIES		46.31			
KIM CATHRYN							
60150	UNIVERSITY BOOK STORE	06/20/2023	07/21/2023	25.00	0.00	Paid	Y
	STAFF GRADUATION GIFT	MROCKLEY					07/21/2023
	440-5890-580600	DONATED FUND EXPENDITURES		25.00			
KIM CATHRYN							
60151	DOLLAR GENERAL #10855	06/20/2023	07/21/2023	27.88	0.00	Paid	Y
	BINGO PRIZES	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		27.88			
KIM CATHRYN							
60152	WAL-MART #1571	06/21/2023	07/21/2023	83.49	0.00	Paid	Y
	METASPACE PROGRAM SUPPLIES	MROCKLEY					07/21/2023
	440-5511-531700	METASPACE MAINTENANCE		83.49			
KIM CATHRYN							
60153	SIGNUPGENIUS	06/23/2023	07/21/2023	11.99	0.00	Paid	Y
	SIGN UP MONTHLY CHARGE	MROCKLEY					07/21/2023
	440-5511-531700	METASPACE MAINTENANCE		11.99			
KIM CATHRYN							
60154	DOMINO'S 2096	06/27/2023	07/21/2023	25.17	0.00	Paid	Y
	TEEN PROGRAM	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		25.17			
KIM CATHRYN							
60155	LAKESHORE LEARNING MATER	06/27/2023	07/21/2023	136.85	0.00	Paid	Y
	FLOOR SEATS	MROCKLEY					07/21/2023
	440-5511-531100	OPERATIONAL SUPPLIES		136.85			
KIM CATHRYN							
60156	WAL-MART #1571	06/30/2023	07/21/2023	33.90	0.00	Paid	Y
	PROGRAM SUPPLIES	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		33.90			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KIM CATHRYN							
60157	NETFLIX.COM	07/01/2023	07/21/2023	19.99	0.00	Paid	Y
	STREAMING SERVICE 7/1/23-7/31/23	MROCKLEY					07/21/2023
	440-5511-531800	THINGERY MAINTENANCE		19.99			
KIM CATHRYN							
60158	DROPBOX*5V5JH7WBM59K	07/03/2023	07/21/2023	45.74	0.00	Paid	Y
	DROPBOX UPGRADE	MROCKLEY					07/21/2023
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		45.74			
KIM CATHRYN							
60159	DOMINO'S 2096	07/11/2023	07/21/2023	16.78	0.00	Paid	Y
	TEEN PROGRAM	MROCKLEY					07/21/2023
	440-5511-533100	PROGRAMMING		16.78			
KIM CATHRYN							
60160	SIGNS & LINES BY STRETCH	07/12/2023	07/21/2023	745.31	0.00	Paid	Y
	FINAL DONOR PLAQUE/ WCCF	MROCKLEY					07/21/2023
	440-5890-580600	DONATED FUND EXPENDITURES		745.31			
KINDER MATTHEW							
60161	NOR*NORTHERN TOOL	06/21/2023	07/21/2023	39.99	0.00	Paid	Y
	NORTHERN TOOL ADVANTAGE MEMBERSHIP	MROCKLEY					07/21/2023
	620-8010-827000	OPERATION SUPPLY/EXPENSE		39.99			
KREISER ROBERT							
60162	DOJ WS2 EVA EPAY SALE FEE	06/16/2023	07/21/2023	125.00	0.00	Paid	Y
	OPIOD TRAINING REGISTRATION- KREISER	MROCKLEY					07/21/2023
	100-5211-533500	TRAINING & TRAVEL		125.00			
KREISER ROBERT							
60163	DOJ WS2 EVA EPAY SRV FEE	06/16/2023	07/21/2023	2.50	0.00	Paid	Y
	OPIOD TRAINING REGISTRATION FEE -	MROCKLEY					07/21/2023
	100-5211-533500	TRAINING & TRAVEL		2.50			
KREISER ROBERT							
60164	WAL-MART #1571	06/19/2023	07/21/2023	1.18	0.00	Paid	Y
	STAFF PHOTO	MROCKLEY					07/21/2023
	100-5211-531100	OPERATIONAL SUPPLIES		1.18			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
KREISER ROBERT							
60165	WM SUPERCENTER #1571	06/20/2023	07/21/2023	118.00	0.00	Paid	Y
	REPLACE DISPATCH MICROWAVE	MROCKLEY					07/21/2023
	100-5211-539500	REPAIRS & MAINTENANCE		118.00			
KUBIAK MICHAEL							
60166	AMZN MKTP US*T02EN5ZC3	06/25/2023	07/21/2023	107.90	0.00	Paid	Y
	NNO SUPPLIES	MROCKLEY					07/21/2023
	340-5890-580602	POLICE DONATED FUND EXPENDITURES		107.90			
KUBIAK MICHAEL							
60167	SMARTSIGN	06/26/2023	07/21/2023	105.66	0.00	Paid	Y
	DETOUR SIGNS	MROCKLEY					07/21/2023
	100-5212-531100	OPERATIONAL SUPPLIES		105.66			
MILLER KENNETH							
60168	THE HOME DEPOT #4921	06/23/2023	07/21/2023	19.97	0.00	Paid	Y
	WEED TRIMMER PARTS	MROCKLEY					07/21/2023
	620-8020-827000	OPERATION SUPPLY/EXPENSE		19.97			
PETERSON RANDY							
60169	ROCK AUTO	06/17/2023	07/21/2023	980.29	0.00	Paid	Y
	3488 ENGINE REPAIR	MROCKLEY					07/21/2023
	150-5231-539500	REPAIRS & MAINTENANCE		980.29			
PETERSON RANDY							
60170	LSXCELERATION LLC	07/13/2023	07/21/2023	609.83	0.00	Paid	Y
	3488 REPAIR	MROCKLEY					07/21/2023
	150-5231-539500	REPAIRS & MAINTENANCE		609.83			
SCHARF ERIN							
60171	DOA E PAY DOC SALES	06/21/2023	07/21/2023	835.06	0.00	Paid	Y
	WISCONSIN STATE SEALS	MROCKLEY					07/21/2023
	100-5241-531100	OPERATIONAL SUPPLIES		835.06			
STIEN JEFFREY R							
60172	US BANK	06/17/2023	07/21/2023	(10.00)	0.00	Paid	Y
	CREDIT CARD CREDIT FROM TOOL NUT	MROCKLEY					07/21/2023
	150-5222-531100	OPERATIONAL SUPPLIES		(10.00)			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R							
60173	AMZN MKTP US*VC0VQ6493	06/21/2023	07/21/2023	524.02	0.00	Paid	Y
	AMBULANCE SUPPLIES	MROCKLEY					07/21/2023
	150-5231-531100	OPERATIONAL SUPPLIES		524.02			
STIEN JEFFREY R							
60174	FULLY PROMOTED	06/28/2023	07/21/2023	397.91	0.00	Paid	Y
	NEW FT ROLBIECKI CLOTHING	MROCKLEY					07/21/2023
	150-5221-534600	CLOTHING ALLOWANCE		397.91			
STIEN JEFFREY R							
60175	METRO MARKET #384	06/30/2023	07/21/2023	20.99	0.00	Paid	Y
	EMS SUPPLIES	MROCKLEY					07/21/2023
	150-5231-531100	OPERATIONAL SUPPLIES		20.99			
STIEN JEFFREY R							
60176	BOAT-ED.COM	07/03/2023	07/21/2023	40.95	0.00	Paid	Y
	ROUSH BOAT TRAINING	MROCKLEY					07/21/2023
	150-5223-533500	TRAINING & TRAVEL		40.95			
STIEN JEFFREY R							
60177	ATVCOURSE.COM	07/04/2023	07/21/2023	36.70	0.00	Paid	Y
	ROUSH ATV TRAINING	MROCKLEY					07/21/2023
	150-5223-533500	TRAINING & TRAVEL		36.70			
STIEN JEFFREY R							
60178	FULLY PROMOTED	07/05/2023	07/21/2023	349.65	0.00	Paid	Y
	NEW FT BARKOW CLOTHING	MROCKLEY					07/21/2023
	150-5221-534600	CLOTHING ALLOWANCE		349.65			
STIEN JEFFREY R							
60179	AMAZON.COM*SW8CO4Y73	07/11/2023	07/21/2023	61.95	0.00	Paid	Y
	STATION SUPPLIES	MROCKLEY					07/21/2023
	150-5221-531100	OPERATIONAL SUPPLIES		61.95			
STREIT DANIEL							
60180	AMZN MKTP US*C91V51DH3	06/29/2023	07/21/2023	22.98	0.00	Paid	Y
	SQUAD CELL PHONE CASE	MROCKLEY					07/21/2023
	100-5212-531100	OPERATIONAL SUPPLIES		22.98			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

Purchase Card Vendor: 0002 US BANK

SUKOWATY JAYME

60181	THE HOME DEPOT #4921	06/20/2023	07/21/2023	38.94	0.00	Paid	Y
	VALVE BOX REPAIR	MROCKLEY					07/21/2023
	610-6451-665100	MAINTENANCE-MAINS		38.94			

SURA MATTHEW J

60182	ATVCOURSE.COM	07/04/2023	07/21/2023	36.70	0.00	Paid	Y
	FICKAU ATV TRAINING	MROCKLEY					07/21/2023
	150-5221-533500	TRAINING & TRAVEL		36.70			

SURA MATTHEW J

60183	APPLE.COM/BILL	07/09/2023	07/21/2023	0.99	0.00	Paid	Y
	APPLE STORAGE	MROCKLEY					07/21/2023
	150-5231-531100	OPERATIONAL SUPPLIES		0.99			

Total Purchase Card Vendor: 0002 US BANK

# of Invoices:	80	# Due:	0	Totals:	9,662.33	0.00
# of Credit Memos:	1	# Due:	0	Totals:	(10.00)	0.00
Net of Invoices and Credit Memos:					9,652.33	0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5120-522500	TELEPHONE	12.68
100-5141-522500	TELEPHONE	12.68
100-5141-539800	EMPLOYEE RECOGNITION	465.73
100-5142-522500	TELEPHONE	63.51
100-5142-533500	TRAINING & TRAVEL	10.00
100-5144-533500	TRAINING & TRAVEL	10.00
100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE	50.70
100-5145-532400	MEMBERSHIP DUES	200.00
100-5211-522500	TELEPHONE	235.29
100-5211-531100	OPERATIONAL SUPPLIES	1.18
100-5211-533500	TRAINING & TRAVEL	127.50
100-5211-539500	REPAIRS & MAINTENANCE	118.00
100-5212-531100	OPERATIONAL SUPPLIES	128.64
100-5241-522500	TELEPHONE	25.35
100-5241-531100	OPERATIONAL SUPPLIES	835.06

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INVOICE REGISTER REPORT FOR MUKWONAGO
EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
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BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

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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						
	100-5323-522500	TELEPHONE		25.48			
	100-5323-534800	SAFETY SUPPLIES		89.00			
	100-5345-539500	REPAIRS & MAINTENANCE		135.98			
	100-5512-522500	TELEPHONE		12.68			
	100-5521-531100	OPERATIONAL SUPPLIES		306.46			
	100-5611-531100	OPERATIONAL SUPPLIES		470.92			
	100-5632-522500	TELEPHONE		12.68			
	150-5221-522500	TELEPHONE		230.81			
	150-5221-531100	OPERATIONAL SUPPLIES		61.95			
	150-5221-533500	TRAINING & TRAVEL		36.70			
	150-5221-534600	CLOTHING ALLOWANCE		747.56			
	150-5222-531100	OPERATIONAL SUPPLIES		(10.00)			
	150-5223-533500	TRAINING & TRAVEL		77.65			
	150-5231-531100	OPERATIONAL SUPPLIES		546.00			
	150-5231-539500	REPAIRS & MAINTENANCE		1,590.12			
	340-5890-580602	POLICE DONATED FUND EXPENDITURES		107.90			
	440-5511-522500	TELEPHONE		249.06			
	440-5511-531100	OPERATIONAL SUPPLIES		183.16			
	440-5511-531500	POSTAGE		8.13			
	440-5511-531700	METASPACE MAINTENANCE		95.48			
	440-5511-531800	THINGERY MAINTENANCE		19.99			
	440-5511-533100	PROGRAMMING		183.23			
	440-5511-533500	TRAINING & TRAVEL		942.55			
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		45.74			
	440-5700-532800	BOOKS		264.24			
	440-5890-580600	DONATED FUND EXPENDITURES		770.31			
	610-6451-665100	MAINTENANCE-MAINS		38.94			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		53.33			
	620-8010-827000	OPERATION SUPPLY/EXPENSE		39.99			
	620-8020-827000	OPERATION SUPPLY/EXPENSE		19.97			

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INVOICE REGISTER REPORT FOR MUKWONAGO
 EXP CHECK RUN DATES 07/21/2023 - 07/21/2023
 JOURNALIZED PAID
 BANK CODE: GEN - CHECK TYPE: EFT
 CREDIT CARD TRANSACTIONS FOR BOARD
 SORTED BY CARDHOLDER

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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			3,349.52	0.00		
	150 - FIRE/AMBULANCE FUND			3,280.79	0.00		
	340 - VILLAGE DESIGNATED FUND			107.90	0.00		
	440 - LIBRARY FUND			2,761.89	0.00		
	610 - WATER UTILITY FUND			92.27	0.00		
	620 - SEWER UTILITY FUND			59.96	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5120 - MUNICIPAL COURT			12.68	0.00		
	5141 - VILLAGE ADMINISTRATOR			478.41	0.00		
	5142 - CLERK-TREASURER			73.51	0.00		
	5144 - ELECTIONS			10.00	0.00		
	5145 - FINANCE DEPARTMENT			250.70	0.00		
	5211 - POLICE ADMINISTRATION			481.97	0.00		
	5212 - POLICE PATROL			128.64	0.00		
	5221 - FIRE ADMINISTRATION			1,077.02	0.00		
	5222 - FIRE SUPPRESSION			(10.00)	0.00		
	5223 - FIRE TRAINING			77.65	0.00		
	5231 - AMBULANCE			2,136.12	0.00		
	5241 - BUILDING INSPECTOR			860.41	0.00		
	5323 - GARAGE			114.48	0.00		
	5345 - STREET CLEANING			135.98	0.00		
	5511 - LIBRARY SERVICES			1,727.34	0.00		
	5512 - MUSEUM			12.68	0.00		
	5521 - PARKS			306.46	0.00		
	5611 - FORESTRY			470.92	0.00		
	5632 - PLANNING DEPARTMENT			12.68	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			264.24	0.00		
	5890 - USE OF DESIGNATED FUNDS			878.21	0.00		
	6451 - T&D-MAINS MAINTENACE			38.94	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			53.33	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			39.99	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			19.97	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			665.73			
	0707			1,297.91			
	1051			39.99			
	2365			264.24			
	3049			38.94			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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BANK CODE: GEN - CHECK TYPE: EFT
CREDIT CARD TRANSACTIONS FOR BOARD
SORTED BY CARDHOLDER

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	4175			246.68			
	5177			994.25			
	5311			950.68			
	5538			22.98			
	5540			835.06			
	5724			37.69			
	6347			10.00			
	6370			1,422.17			
	6721			213.56			
	8389			19.97			
	9625			1,590.12			
	9708			1,002.36			

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INVOICE REGISTER REPORT FOR MUKWONAGO
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WE ENERGIES REPORT FOR BOARD

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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
4563187651 60034	WE ENERGIES 0700126680-00002 Well #3 Elec 610-6200-662200	06/27/2023 MROCKLEY 0700126680-00002 Well #3 Elec	07/12/2023	1,632.38 1,632.38	0.00	Paid	Y 07/12/2023
4563187651 60035	WE ENERGIES 0700126680-00003 Street Lights 100-5342-522200	06/27/2023 MROCKLEY 0700126680-00003 Street Lights	07/12/2023	3,988.73 3,988.73	0.00	Paid	Y 07/12/2023
4563187651 60036	WE ENERGIES 0700126680-00004 Greenwald 610-6200-662200	06/27/2023 MROCKLEY 0700126680-00004 Greenwald	07/12/2023	155.78 155.78	0.00	Paid	Y 07/12/2023
4563187651 60037	WE ENERGIES 0700126680-00005 Booster Station 610-6200-662200	06/27/2023 MROCKLEY 0700126680-00005 Booster Station	07/12/2023	357.53 357.53	0.00	Paid	Y 07/12/2023
4563187651 60038	WE ENERGIES 0700126680-00007 1240 N. Rochester 620-8020-821000	06/27/2023 MROCKLEY 0700126680-00007 1240 N. Rochester	07/12/2023	84.28 84.28	0.00	Paid	Y 07/12/2023
4563187651 60039	WE ENERGIES 0700126680-00008 Police Garage 100-5211-522200	06/27/2023 MROCKLEY 0700126680-00008 Police Garage	07/12/2023	38.89 38.89	0.00	Paid	Y 07/12/2023
4563187651 60040	WE ENERGIES 0700126680-00009 Fld Prk Baseball 100-5521-522200	06/27/2023 MROCKLEY 0700126680-00009 Fld Prk Baseball Lights	07/12/2023	282.01 282.01	0.00	Paid	Y 07/12/2023
4563187651 60041	WE ENERGIES 0700126680-000010 Fox River View 620-8020-821000	06/27/2023 MROCKLEY 0700126680-000010 Fox River View	07/12/2023	135.68 135.68	0.00	Paid	Y 07/12/2023
4563187651 60042	WE ENERGIES 0700126680-000011 DPW Elec 100-5323-522200	06/27/2023 MROCKLEY 0700126680-000011 DPW Elec	07/12/2023	370.12 370.12	0.00	Paid	Y 07/12/2023

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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
4563187651 60043	WE ENERGIES 0700126680-000012 Fire 150-5221-522200	06/27/2023 MROCKLEY 0700126680-000012 Fire	07/12/2023	1,010.83 1,010.83	0.00	Paid	Y 07/12/2023
4563187651 60044	WE ENERGIES 0700126680-000013 police-CTH E N of 100-5211-522200	06/27/2023 MROCKLEY 0700126680-000013 police-CTH E N of Sugd	07/12/2023	21.26 21.26	0.00	Paid	Y 07/12/2023
4563187651 60045	WE ENERGIES 0700126680-000014 Hall 100-5160-522200	06/27/2023 MROCKLEY 0700126680-000014 Hall	07/12/2023	875.33 875.33	0.00	Paid	Y 07/12/2023
4563187651 60046	WE ENERGIES 0700126680-000014 Hall Gas 100-5160-522400	06/27/2023 MROCKLEY 0700126680-000014 Hall Gas	07/12/2023	36.68 36.68	0.00	Paid	Y 07/12/2023
4563187651 60047	WE ENERGIES 0700126680-000016 Miniwauken Park 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000016 Miniwauken Park	07/12/2023	37.00 37.00	0.00	Paid	Y 07/12/2023
4563187651 60048	WE ENERGIES 0700126680-000017 Holz Elec 620-8010-821100	06/27/2023 MROCKLEY 0700126680-000017 Holz Elec	07/12/2023	8,281.20 8,281.20	0.00	Paid	Y 07/12/2023
4563187651 60049	WE ENERGIES 0700126680-000018 Parks 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000018 Parks	07/12/2023	31.12 31.12	0.00	Paid	Y 07/12/2023
4563187651 60050	WE ENERGIES 0700126680-000019 Atkinson Pump 620-8020-821000	06/27/2023 MROCKLEY 0700126680-000019 Atkinson Pump	07/12/2023	455.85 455.85	0.00	Paid	Y 07/12/2023
4563187651 60051	WE ENERGIES 0700126680-000020 Well #6 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000020 Well #6	07/12/2023	772.21 772.21	0.00	Paid	Y 07/12/2023

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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
4563187651 60052	WE ENERGIES 0700126680-000021 DPW Gas 100-5323-522400	06/27/2023 MROCKLEY 0700126680-000021 DPW Gas	07/12/2023	987.20 987.20	0.00	Paid	Y 07/12/2023
4563187651 60053	WE ENERGIES 0700126680-000022 Concession 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000022 Concession Building	07/12/2023	758.79 758.79	0.00	Paid	Y 07/12/2023
4563187651 60054	WE ENERGIES 0700126680-000023 Well #3 Gas 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000023 Well #3 Gas	07/12/2023	9.90 9.90	0.00	Paid	Y 07/12/2023
4563187651 60055	WE ENERGIES 0700126680-000024 Parks-200 S 100-5342-522200	06/27/2023 MROCKLEY 0700126680-000024 Parks-200 S Rochester	07/12/2023	22.86 22.86	0.00	Paid	Y 07/12/2023
4563187651 60056	WE ENERGIES 0700126680-000027 Police 100-5211-522200	06/27/2023 MROCKLEY 0700126680-000027 Police	07/12/2023	1,340.87 1,340.87	0.00	Paid	Y 07/12/2023
4563187651 60057	WE ENERGIES 0700126680-000028 Miniwaukan 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000028 Miniwaukan Pavilion	07/12/2023	20.63 20.63	0.00	Paid	Y 07/12/2023
4563187651 60058	WE ENERGIES 0700126680-000029 F. Park Sump Pump 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000029 F. Park Sump Pump	07/12/2023	24.93 24.93	0.00	Paid	Y 07/12/2023
4563187651 60059	WE ENERGIES 0700126680-000031 Holz Gas 620-8010-821200	06/27/2023 MROCKLEY 0700126680-000031 Holz Gas	07/12/2023	10.41 10.41	0.00	Paid	Y 07/12/2023
4563187651 60060	WE ENERGIES 0700126680-000032 Well #4 Elec 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000032 Well #4 Elec	07/12/2023	2,556.72 2,556.72	0.00	Paid	Y 07/12/2023

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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
4563187651 60061	WE ENERGIES 0700126680-000033 Parks 100-5521-522200	06/27/2023 MROCKLEY 0700126680-000033 Parks	07/12/2023	104.32 104.32	0.00	Paid	Y 07/12/2023
4563187651 60062	WE ENERGIES 0700126680-000034 Street Lights 100-5342-522200	06/27/2023 MROCKLEY 0700126680-000034 Street Lights	07/12/2023	51.60 51.60	0.00	Paid	Y 07/12/2023
4563187651 60063	WE ENERGIES 0700126680-000036 Flashers 100-5211-522200	06/27/2023 MROCKLEY 0700126680-000036 Flashers	07/12/2023	11.17 11.17	0.00	Paid	Y 07/12/2023
4563187651 60064	WE ENERGIES 0700126680-000037 Well #4 Gas 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000037 Well #4 Gas	07/12/2023	11.37 11.37	0.00	Paid	Y 07/12/2023
4563187651 60065	WE ENERGIES 0700126680-000038 Museum 100-5512-522200	06/27/2023 MROCKLEY 0700126680-000038 Museum	07/12/2023	163.34 163.34	0.00	Paid	Y 07/12/2023
4563187651 60066	WE ENERGIES 0700126680-000039 Well #5 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000039 Well #5	07/12/2023	1,570.47 1,570.47	0.00	Paid	Y 07/12/2023
4563187651 60067	WE ENERGIES 0700126680-00043 Outdoor Stage 100-5521-522200	06/27/2023 MROCKLEY 0700126680-00043 Outdoor Stage	07/12/2023	23.18 23.18	0.00	Paid	Y 07/12/2023
4563187651 60068	WE ENERGIES 0709449777-00001 Library Gas 440-5511-522400	06/27/2023 MROCKLEY 0709449777-00001 Library Gas	07/12/2023	222.56 222.56	0.00	Paid	Y 07/12/2023
4563187651 60069	WE ENERGIES 0709449777-00002 Library Elec 440-5511-522200	06/27/2023 MROCKLEY 0709449777-00002 Library Elec	07/12/2023	3,173.42 3,173.42	0.00	Paid	Y 07/12/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO
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WE ENERGIES REPORT FOR BOARD

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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
4563187651 60070	WE ENERGIES 0712697628-00001 Tower Radio Bldg 100-5211-522200	06/27/2023 MROCKLEY 0712697628-00001 Tower Radio Bldg	07/12/2023	22.06 22.06	0.00	Paid	Y 07/12/2023
4563187651 60071	WE ENERGIES 0712697628-00002 Mukw Dam 100-5254-522200	06/27/2023 MROCKLEY 0712697628-00002 Mukw Dam	07/12/2023	22.86 22.86	0.00	Paid	Y 07/12/2023
4563187651 60072	WE ENERGIES 0712697628-00003 PD Tower meter 100-5211-522200	06/27/2023 MROCKLEY 0712697628-00003 PD Tower meter #05662	07/12/2023	42.23 42.23	0.00	Paid	Y 07/12/2023
4563187651 60073	WE ENERGIES 0712697628-00004 1224 Riverton 620-8020-821000	06/27/2023 MROCKLEY 0712697628-00004 1224 Riverton	07/12/2023	78.44 78.44	0.00	Paid	Y 07/12/2023
4563187651 60074	WE ENERGIES 0712697628-00006 Well #7 610-6200-662200	06/27/2023 MROCKLEY 0712697628-00006 Well #7	07/12/2023	1,637.97 1,637.97	0.00	Paid	Y 07/12/2023
4563187651 60075	WE ENERGIES 0712697628-00007 School Crossing 100-5342-522200	06/27/2023 MROCKLEY 0712697628-00007 School Crossing Lights	07/12/2023	15.23 15.23	0.00	Paid	Y 07/12/2023
4598374945 60076	WE ENERGIES 0700126680-00015 STREET LIGHTS 100-5342-522200	06/27/2023 MROCKLEY 0700126680-00015 STREET LIGHTS	07/12/2023	10,261.68 10,261.68	0.00	Paid	Y 07/12/2023
4588215610 60077	WE ENERGIES 0700126680-00006 Field Park 100-5521-522200	06/27/2023 MROCKLEY 0700126680-00006 Field Park	07/12/2023	65.20 65.20	0.00	Paid	Y 07/12/2023
4588215610 60078	WE ENERGIES 0700126680-000025 Tower 610-6200-662200	06/27/2023 MROCKLEY 0700126680-000025 Tower	07/12/2023	35.72 35.72	0.00	Paid	Y 07/12/2023

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

4588215610							
60079	WE ENERGIES	06/27/2023	07/12/2023	113.78	0.00	Paid	Y
	0700126680-00030 Andrews Street	MROCKLEY					07/12/2023
	100-5521-522200	0700126680-00030 Andrews Street		113.78			

# of Invoices:	46	# Due:	0	Totals:	41,925.79	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					41,925.79	0.00

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	ELECTRIC	875.33
100-5160-522400	GAS	36.68
100-5211-522200	ELECTRIC	1,476.48
100-5254-522200	ELECTRIC	22.86
100-5323-522200	ELECTRIC	370.12
100-5323-522400	GAS	987.20
100-5342-522200	ELECTRIC	14,340.10
100-5512-522200	ELECTRIC	163.34
100-5521-522200	ELECTRIC	1,460.96
150-5221-522200	ELECTRIC	1,010.83
440-5511-522200	ELECTRIC	3,173.42
440-5511-522400	GAS	222.56
610-6200-662200	FUEL OR POWER PURCHASED	8,740.05
620-8010-821100	WWTP ELECTRIC POWER	8,281.20
620-8010-821200	NAT GAS/ADMIN BLDG/HEAT EXCH	10.41
620-8020-821000	PUMPING POWER & FUEL	754.25

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INVOICE REGISTER REPORT FOR MUKWONAGO
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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			19,733.07	0.00		
	150 - FIRE/AMBULANCE FUND			1,010.83	0.00		
	440 - LIBRARY FUND			3,395.98	0.00		
	610 - WATER UTILITY FUND			8,740.05	0.00		
	620 - SEWER UTILITY FUND			9,045.86	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5160 - VILLAGE HALL			912.01	0.00		
	5211 - POLICE ADMINISTRATION			1,476.48	0.00		
	5221 - FIRE ADMINISTRATION			1,010.83	0.00		
	5254 - DAMS			22.86	0.00		
	5323 - GARAGE			1,357.32	0.00		
	5342 - STREET LIGHTING			14,340.10	0.00		
	5511 - LIBRARY SERVICES			3,395.98	0.00		
	5512 - MUSEUM			163.34	0.00		
	5521 - PARKS			1,460.96	0.00		
	6200 - PUMPING OPERATIONS			8,740.05	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			8,291.61	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			754.25	0.00		

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/19/2023	GEN	36876	TREASURER STATE OF WI	COURT FINES AND FEES	100-0000-242400	3,324.80
07/19/2023	GEN	36877	TREASURER WAUKESHA COUNTY	COURT FINES & FEES	100-0000-243240	790.00
07/19/2023	GEN	36878	WALWORTH CTY TREASURER	COURT FINES AND FEES	100-0000-243250	10.00
			TOTAL - ALL FUNDS	TOTAL OF 3 CHECKS		4,124.80

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO

CHECK NUMBER 664

Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/06/2023	GEN	664 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - JUNE	100-5142-539900	16.67
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	100-5241-539900	118.52
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	410-5363-539900	80.72
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	610-6902-690300	79.72
		664 (E)		INVOICE CLOUD MONTHLY FEES - JUNE	620-8300-840000	80.72
						376.35
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		376.35

07/27/2023 09:31 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 36784
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/11/2023	GEN	36784	UNEMPLOYMENT INSURANCE	JUDITH PODANY UNEMPLOYMENT INSURANCE	100-5212-511000	170.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		170.00

07/27/2023 09:32 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK NUMBER 36810
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/18/2023	GEN	36810	WEST ALLIS POLICE DEPT	WARRANT#2023000172 HENSON/LISA/M, F/W DOB 9/19/80	100-0000-233200	187.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		187.00

07/27/2023 09:33 AM			CHECK DISBURSEMENT REPORT FOR MUKWONAGO			Page 1/1	
User: MROCKLEY			CHECK NUMBER 36811				
DB: Mukwonago			Banks: GEN				
Check Date	Bank	Check #	Payee	Description	GL #	Amount	
07/19/2023	GEN	36811	VILLAGE OF PALMYRA POLICE DEPARTMEN	CASE#BB468010-4 BASTERASH RYAN DOB 10/13/75	100-0000-233200	313.00	
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		313.00	

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 07/06/2023 - 07/06/2023
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/06/2023	GEN	36728	SECURIAN FINANCIAL GROUP INC	JULY 2023 ACCIDENT INS	100-0000-215305	47.45
		36728		JULY 2023 ACCIDENT INS	150-0000-215305	0.55
						<u>48.00</u>
07/06/2023	GEN	662 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 07/07/23	100-0000-215250	853.23
		662 (E)		RETIREMENT GW PR 07/07/23	150-0000-215250	1,141.62
						<u>1,994.85</u>
07/06/2023	GEN	663 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 07/07/23 ID	100-0000-215250	4,485.49
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	150-0000-215250	205.93
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	440-0000-215250	809.80
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	500-0000-215250	1.03
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	610-0000-215250	238.22
		663 (E)		RETIREMENT MS/ICMA PR 07/07/23 ID	620-0000-215250	436.43
						<u>6,176.90</u>
			TOTAL - ALL FUNDS	TOTAL OF 3 CHECKS		8,219.75

07/27/2023 09:58 AM

07/27/2023 09:58 AM

User: MROCKLEY

DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO

CHECK NUMBER 667

Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/14/2023	GEN	667 (E)	UKG INC.	PAYROLL PROCESSING FEES JUNE 2023	100-5111-539900	94.57
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5120-539900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5141-539900	13.51
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5142-539900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5145-539900	54.04
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5211-539900	135.10
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5212-539900	202.65
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5213-521900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5241-539900	27.02
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5300-539900	162.12
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	100-5632-539900	13.51
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	150-5221-539900	391.79
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	150-5233-531100	54.04
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	440-5511-534000	351.26
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	610-6902-690300	67.55
		667 (E)		PAYROLL PROCESSING FEES JUNE 2023	620-8300-840000	40.53
						1,688.75
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,688.75

07/27/2023 10:00 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 07/20/2023 - 07/20/2023
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/20/2023	GEN	36879	MINNESOTA LIFE INSURANCE	AUGUST 2023 LIFE INSURANCE	100-0000-215301	1,191.47
		36879		AUGUST 2023 LIFE INSURANCE	150-0000-215301	192.60
		36879		AUGUST 2023 LIFE INSURANCE	440-0000-215301	93.55
		36879		AUGUST 2023 LIFE INSURANCE	500-0000-215301	0.19
		36879		AUGUST 2023 LIFE INSURANCE	610-0000-215301	51.05
		36879		AUGUST 2023 LIFE INSURANCE	620-0000-215301	186.54
						<hr/> 1,715.40
07/20/2023	GEN	36880	WI SCTF	5693550 WI SCTF R&D FEE 2023	100-0000-215900	64.98
07/20/2023	GEN	668 (E)	EMPLOYEE TRUST FUNDS	AUGUST 2023 PREM HEALTH INSURANCE	100-0000-215300	53,617.87
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	150-0000-215300	10,358.11
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	440-0000-215300	5,502.97
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	500-0000-215300	7.79
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	610-0000-215300	3,730.80
		668 (E)		AUGUST 2023 PREM HEALTH INSURANCE	620-0000-215300	5,881.02
						<hr/> 79,098.56
07/20/2023	GEN	669 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 07/21/23	100-0000-215250	881.46
		669 (E)		RETIREMENT GW PR 07/21/23	150-0000-215250	1,075.01
						<hr/> 1,956.47
07/20/2023	GEN	670 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 07/21/23 ID	100-0000-215250	4,440.70
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	150-0000-215250	212.06
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	440-0000-215250	813.91
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	610-0000-215250	264.09
		670 (E)		RETIREMENT MS/ICMA PR 07/21/23 ID	620-0000-215250	416.38
						<hr/> 6,147.14
			TOTAL - ALL FUNDS	TOTAL OF 5 CHECKS		88,982.55

07/27/2023 10:02 AM
User: MROCKLEY
DB: Mukwonago

CHECK DISBURSEMENT REPORT FOR MUKWONAGO
CHECK DATE FROM 07/24/2023 - 07/24/2023
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
07/24/2023	GEN	36881	AFLAC	ACCOUNT# V1553 JULY SUPPLEMENTAL	100-0000-215302	274.92
		36881		ACCOUNT# V1553 JULY SUPPLEMENTAL	150-0000-215302	321.47
		36881		ACCOUNT# V1553 JULY SUPPLEMENTAL	610-0000-215302	13.54
		36881		ACCOUNT# V1553 JULY SUPPLEMENTAL	620-0000-215302	219.84
						<hr/> 829.77
07/24/2023	GEN	36882	MUKWONAGO PROFESSIONAL	JULY 2023 FIRE UNION DUES	150-0000-215500	750.00
07/24/2023	GEN	36883	MUKWONAGO PROFESSIONAL POLICE	JULY 2023 POLICE UNION DUES	100-0000-215500	500.00
07/24/2023	GEN	36884	VILLAGE OF MUKWONAGO MRA	JULY 2023 FSA	100-0000-215350	1,927.56
		36884		JULY 2023 FSA	150-0000-215350	588.78
		36884		JULY 2023 FSA	440-0000-215350	21.54
		36884		JULY 2023 FSA	610-0000-215350	18.29
		36884		JULY 2023 FSA	620-0000-215350	162.49
						<hr/> 2,718.66
07/24/2023	GEN	671 (E)	DELTA DENTAL OF WISCONSIN	AUGUST 2023 DENTAL PREMIUMS	100-0000-215304	416.32
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	150-0000-215304	20.98
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	440-0000-215304	40.50
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	610-0000-215304	9.61
		671 (E)		AUGUST 2023 DENTAL PREMIUMS	620-0000-215304	0.15
						<hr/> 487.56
07/24/2023	GEN	672 (E)	DELTA DENTAL OF WISCONSIN	AUGUST 2023 VISION PREMIUMS	100-0000-215303	109.02
		672 (E)		AUGUST 2023 VISION PREMIUMS	150-0000-215303	18.60
		672 (E)		AUGUST 2023 VISION PREMIUMS	440-0000-215303	35.92
						<hr/> 163.54
07/24/2023	GEN	673 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - JUNE 2023	100-0000-215200	35,992.18
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	150-0000-215200	12,033.45
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	440-0000-215200	5,286.06
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	610-0000-215200	2,142.58
		673 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS -	620-0000-215200	3,299.98
						<hr/> 58,754.25
TOTAL - ALL FUNDS				TOTAL OF 7 CHECKS		64,203.78

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	7/25/23	NUMBER:	
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VENDOR NAME & ADDRESS:	SHIP TO:
Miller Electric Enterprises, INC PO Box 460 Big Bend, WI 53103	DPW

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Miller Electric Enterprises LLC	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Plan
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<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1		Village Hall Board Room Lighting Upgrade		\$12,495.00	
			TOTAL	\$12,495.00	

FINANCE COMMITTEE USE ONLY	
APPROVED (COMMITTEE INITIALS):	
DATE:	
SPECIAL INSTRUCTIONS	

--



Miller Electrical Enterprises, Inc

State Licensed Electrical • Contractor & Designer • Free Estimates • Fully Bonded & Insured

PO Box 460; Big Bend, WI 53103
262/662-1900 FAX 262-662-1901

DATE: 7-24-23

ATTN: Ron Bittner (Mukwonago)

PROPOSAL RE: New direct/indirect lighting for the village hall conference room.

JOB ADDRESS: 440 River Crest court Mukwonago

PRICE TO INCLUDE:

Remove 2 runs of 32' cable hung fixtures in the conference room at the village hall.

Provide and install 2-runs of 32' ceiling mounted fixtures in the conference room.

These will be the Peerless RNNAS LSL 32' MSL8 90CRI 35K fixtures that you specked.

Looking at the switches, I believe that we can make these dimmable as long as the conduits run the way I believe they do. If dimming ends up to be an issue, we will have that conversation at that time.

We will remove all old fixtures from the grounds and dispose of them through our disposal company.

>All work to be done at normal business hours, (No night shift hours are quoted)

>Bid is quoted with the 2017 National Code.

>Roof, wall, drywall, concrete, or floor patching responsibility, if any, by others.

>We Energies fees if any not included.

>Additional exit or egress lighting required by the state or municipality will be extra.

>Any work other than listed above will be done at time and materials.

>All sales tax included in quoted price, when applicable.

NO WORK WILL BE DONE WITHOUT RECEIVING A SIGNED COPY OF THIS PROPOSAL

PRICE: \$12,495.00

Respectfully submitted,

Patrick Daily

Project manager

Miller Electrical Enterprises Inc.

patd@millerelectricent.com

Accepted by: _____ Title: _____

Company name: _____ Date: _____

Quote negotiable after 15 days

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner and builder to carry fire, tornado and other necessary insurance.

As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the above signed builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction and should give a copy of each notice received to his mortgage lender, if any. Builder agrees to cooperate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	7/25/23	NUMBER:	
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VENDOR NAME & ADDRESS:	SHIP TO:
Lewis Sound & Video 2325 Parklawn Dr., Suite N Waukesha, WI 53186	Village Hall

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
Village Clerk	Lewis Sound & Video	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Plan
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<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1		Village Hall Board Room Sound/Mic Upgrade		\$16,844.04	
			TOTAL	\$16,844.04	

FINANCE COMMITTEE USE ONLY	
APPROVED (COMMITTEE INITIALS):	
DATE:	
SPECIAL INSTRUCTIONS	



VILLAGE OF MUKWONAGO

440 River Crest Court Mukwonago, WI 53149 | Tel. (262) 363-6420 | Fax: (262)363-6425
www.villageofmukwonago.gov

MEMORANDUM

DATE: July 27, 2023
TO: Village Board of Trustees
FROM: Diana Dykstra, Clerk-Treasurer
RE: Sound System Upgrades

The Village has a Televic Sound system with 12 Wired Microphones.

The Department Head Microphones are wired and have been moved around and not handled properly when others are using the room. It has caused a situation where cords are being cracked and run over by equipment.

It is apparent we need a wireless system on the Department Head level to prevent this portability for others to use this public room.

The Dias microphones will remain unchanged.

The ability to pair the wireless into a wired Televic system does require an expansion model of the controller, however will allow for more than eight mics to be active at the same time. This has been an issue in the past when staff wish to speak and another staff member has their mic on.

We budgeted \$50,000 in the Capital Fund for Upgrades to the Board Room. These funds included wireless microphones, new PTZ wide angle camera, new Board Chairs, lighting raised, and acoustical tiles to absorb sound for better quality audio on our live stream and to protect integrity during closed sessions.



Sound & Video Professionals
2325 Parklawn Dr., Suite N, Waukesha, WI 53186
1-800-566-4900 (IN WISCONSIN)
1 (262) 754-2800 FAX: 1 (262) 754-3754

Quotation

Quote Number:
10017 Revised

Quote Date:
Jul 28, 2023

Page:
1

Quoted To:

Village of Mukwonago
440 River Crest Ct
Mukwonago, WI 53149

Ship To:

Wireless Televisic System with
new Flex GO G4 stations

Customer ID	Good Thru	Payment Terms	Sales Rep
839	8/27/23	Prepaid	

Quantity	Item	Description	Unit Price	Extension
1.00		This quote replaces your existing wired units with wireless units.		
1.00		TLV Confidea WAP G4 Wireless Access Point supports the following equipment functions and capabilities		
7.00		TLV WAP PS G4 PoE+ power adapter for Confidea WAP G4.		
		TLV Confidea FLEX G4 The (wireless) Confidea FLEX Go G4 is a touch enabled wireless tabletop conference unit including: - Multifunctional button for delegate		
7.00		TLV PLM401F GSM immune gooseneck microphone of 40 cm with push & lock mechanism, providing consistent and high bandwidth		
1.00		TLV Confidea CHT 4 Charging station for 10 batteries: - 10 battery slots with charge process indication - Charging time to full charge of only 2h - LAN port		
1.00	TOTAL	Total Installed Package	16,844.04	16,844.04

Thank you for the honor of your consideration of LEWIS SOUND, INC., an
its proposal to provide the finest in state-of-the-art audio & video systems.

Subtotal	16,844.04
Sales Tax	
Total	16,844.04

VILLAGE OF MUKWONAGO PURCHASING POLICY

- I. **General.** The intent of this policy is to provide guidelines that will ensure the expenditure of public funds by all Village Departments is consistent with policies set by the Village Board. The controls and procedures are intended to provide reasonable assurance that the lowest cost, highest quality good or service is obtained, while balancing the need for flexibility in department operations.
- II. **Guidelines.** The Village reserves the right to accept the bid or quote which is most beneficial to the Village, as well as the right to reject any or all bids or quotes. The determination of the most beneficial purchase shall be recommended, as required under “**Purchasing Procedures**” described below, to the Village Board, which shall make the final determination when required. No contractual award for capital improvements over \$25,000 is final until formally approved by the Village Board. The provisions in Wisconsin Statute section 62.15 apply to procurements involving public construction and take precedence over any portion of this policy that may conflict with that statute.
- A. Delegation of Authority. Each Department Head is authorized to delegate authority to an employee(s) of that department to make and approve purchases not exceeding \$10,000. The Department Head will need to sign off on the invoices prior to payment. ~~While delegation of authority is realistic in how Village business is conducted, t~~The Department Head is ultimately responsible for all purchases made by employees of the department.
- B. Planning. ~~Both short and long term planning for purchases will minimize the amount of clerical and supervisory time spent documenting purchases.~~ Each department should strive to purchase its goods and services in quantities within the foreseeable needs of the department, which maximize possible discounts. The overall plan for purchasing begins with the preparation of the Annual Budget.
- C. Purchase in Excess of Budgeted Amount. Department Heads contemplating a purchase that will exceed an account’s budgeted amount shall ensure that provisions are made for the necessary allocation within their departmental budget prior to initiating the purchase. All expenditures, which exceed the amount of the adopted budget for the department, as well as all expenditures from any contingency account shall be presented to the Finance Committee for recommendation to the Village Board for approval.
- D. Quality. Quality and service are just as important as price. It is the duty of each department to secure the best quality for the purpose intended. Quality buying is the buying of goods and services that will meet, but not exceed, the requirements for which they are intended. ~~In some instances t~~The primary consideration may be durability ~~, In other instances or~~ it may be a question of immediate availability, ease of installation, frequency of repair or efficiency of operation. It is the responsibility of each Department Head to become familiar with available equipment to determine the appropriate quality required.
- E. Sales Tax. The Village is exempt from paying all local and state sales taxes or Federal Excise taxes. The Clerk/Treasurer’s Office can provide necessary exemption documents to vendors upon request.

- F. Endorsements. Neither the Village's name nor any employee's name or position is to be used to endorse or support a product or vendor, unless specifically authorized by the Village Board.
- G. Ethics Laws. Public officials and employees of the Village shall comply with all federal, state and Village ethics laws regarding conflict of interest as well as ethics regarding all purchase decisions.

III. Purchasing Procedures. The following procedures are established to regulate the degree of formality to be followed in the purchase of goods and services, depending on the costs of the items to be purchased. Exceptions to these procedures are noted under the “**Special Requirements**” section of this policy. Good documentation to insure that all vendors are treated fairly is in the Village's best interest. **All purchasing scenarios described in this policy assume the funds are available within the department’s budget. Capital Equipment/Improvement Projects exceeding \$30,000 in value must be preapproved in the Village’s Capital plan and Annual Budget processes.**

- A. Purchases under \$10,000. Department Heads are authorized for any purchase under \$10,000. The Department Head need not secure the approval of the Finance Director in order to make purchases in this price range. It is the responsibility of each Department Head to insure control over this segment of the purchasing process. Department Heads may designate employees the authority to make purchases; and shall provide internal controls to ensure that all purchases are for legitimate public purposes.

Purchases from \$10,000 to \$30,000. The Finance Director or Village Administrator is authorized to approve any purchase in the amount of \$10,000 to \$30,000 if the service, materials, or supplies were included as part of the Department’s authorized budget. Prior to securing goods or services in that range, the Department Head must obtain three (3) or more written quotes from qualified vendors, suppliers, or contractors. Documentation will be maintained with the Accounts Payable record for the purchase which specifies all vendors contacted, their respective contact information, quoted prices and terms, or an indication of their decision not to quote. ~~The Department Head must be able to show proof of the quotations and compile the information in a way that allows for comparison.~~ If departments are unable to secure three (3) written quotations, an explanation why less than three (3) qualified vendors were available must be noted ~~for the Finance Director. The form used to compare the quotations, as approved by the Finance Director, shall be attached to the payment authorization. The use of written quotation forms requires appropriate planning to ensure that adequate lead time is available to satisfy the purchasing requirements. The preferred procedure is to mail, fax, or email the Request for Quotation form to the vendors and have it returned by mail, fax, or email. Every effort should be made to allow at least three (3) full business days between the receipt of the form by the vendor and the deadline for returning quotations.~~ The requirement for 3 written quotes may be waived if the item or service can be purchased through a Cooperative Purchasing Program, which should be noted on the paperwork.

B.

B.C. Purchases in Excess of \$30,000

1. Services. Departments anticipating the purchase of services exceeding \$30,000 in value shall prepare specifications or requirements, as appropriate, to meet the Village’s needs. The specifications or requirements shall be forwarded to the Finance Director for review, comment, and recommendation. Upon the Finance Director’s recommendation, the Department Head can either prepare a Request for Proposal (RFP) as outlined under “**Special Requirements - Professional**

Services” or ~~prepare the Request for Quotation form-obtain quotes~~ as outlined in the **“Purchases from \$10,000 to \$30,000”** section. Services purchased in this category must be presented to the Finance/Public Works Committee for recommendation to the Village Board for approval.

2. Equipment. Departments anticipating the budgeted purchase of equipment exceeding \$~~3025~~,000 in value shall prepare specifications or requirements, as appropriate, to meet the Village’s needs. The specifications or requirements shall be forwarded to the Finance Director for review, comment, and recommendation. Upon the Finance Director’s approval, the Department Head can either ~~prepare the Request for Quotation form-obtain quotes~~ as outlined in the **“Purchases from \$10,000 to \$30,000”** section or, prepare a bid package, as outlined in the **“Capital Improvements and Construction Projects”** section. Equipment purchases in this category must be presented to the Finance/Public Works Committee for recommendation to the Village Board for approval.
3. Capital Improvements and Construction Projects. For capital improvements and construction projects exceeding \$25,000 in value, Departments shall prepare specifications based upon standards appropriate to meet the Village’s needs. Specifications shall be forwarded to the Village Administrator for review, comment, and recommendation. Upon the Village Administrator's recommendation, the Department Head will then prepare the necessary bid package, public notices, and advertisements to meet the Village purchasing policy and will also send invitations to bid to qualified vendors. A bid packet containing an invitation to bid, specifications, and general bid documents will be sent to qualified vendors as well as those that respond to the legal notice.

After the bids are publicly opened, they will be turned over to the Departments for review. The Department will prepare a Bid Tabulation Report and draft a memorandum to the Village Administrator, which will include the Department's recommendation for the bid award. The recommendation made by the Village Administrator shall include the acknowledgment that funds are available, as well as the signature of the Department Head who is seeking the expenditure.

The award will normally be made to the low bidder meeting specifications. There may be instances, however, when the low bid is not in the best interest of the Village. In these cases, it is incumbent upon the Department to thoroughly document reasons why the low bid should not be selected.

The award for public works contracts in excess of \$25,000 will be made to the lowest responsive, responsible bidder meeting specifications as per State Statutes. Questions regarding the Statute(s) and which projects apply should be directed to the Village Attorney.

The Village reserves the right to select or reject a vendor based upon the best interests of the Village, including but not limited to past service or experience with the vendor.

C.D. Approval of Change Orders on Construction Projects

- a. On construction projects with a contingency included in the approved contract amount, the Finance Director or Village Administrator is authorized to approve change orders of \$50,000 or less, as long as the cumulative/aggregate change order total does not exceed 50% of the established contingency and the Village Engineer (if involved in the project) concurs with the

change order(s). The Finance Committee Chair is to be notified via email when these change orders are signed and the change orders will be placed on the next Village Board or Committee of the Whole agenda for information purposes only.

- i. For example, if a \$4.4M project includes a \$400,000 contingency, cumulative change orders up to \$200,000 could be approved by the Finance Director or Village Administrator provided none of the individual change orders exceeded \$50,000
- ii. In an example of a \$880,000 project with an \$80,000 contingency, only \$40,000 in cumulative change orders could be approved by the Finance Director or Village Administrator.
- b. On construction projects without an established contingency in the approved contract amount, the Finance Director or Village Administrator is authorized to approve change orders up to 5% of the contract amount if the Village Engineer (if involved in the project) concurs with the change order.
- c. The Village Board, at its discretion, can authorize the Finance Director or Village Administrator to approve change orders up to a specified percentage of the total contract amount.

D-E. Change orders that are over the limits described for authorization by the Finance Director or Village Administrator can be approved by the Public Works Committee Chairperson prior to formal Village Board approval to avoid delays in the project timeline.

E-F. Village Administrator is authorized to initiate work change directives based on pending change orders that have been reviewed by the Village Engineer and the Chair of Public Works.

IV. Special Requirements. Occasionally the Village may need to purchase goods or services under circumstances which do not clearly fit the patterns of normal public procurement and for which normal competitive shopping procedures do not apply.

A. **Sole Source.** In the event there is only one vendor capable of providing a particular good or service, then the competitive shopping procedures outlined in this policy may be waived by the Finance Director. When a Department determines that goods or services must be purchased from a "sole source vendor", e.g., computers and related equipment and software, the Department Head shall document why only one company or individual ~~is capable of providing~~ can provide the goods or services required. The documentation shall be attached to the payment authorization and submitted electronically through Accounts Payable to the Finance Director for approval.

B. **Special Exception.** Exceptions to the procedures outlined, above, under Purchasing Procedures, are granted for the following purchases:

- 1. Internal financial operations such as payroll;
- 2. Fund to fund transfers;
- 3. Utility payments;
- 4. Multi-year service contracts
- 5. Bond payments and such other similar obligations of the Village; and,
- 6. Salt, gasoline, crushed stone, office supplies (including recurring office forms and paper products), polymers, vehicle/equipment related parts and repairs such as, engine and transmission parts, hydraulic pumps and rams, tires, rebuilding services, annual maintenance contracts and all other

recurring expenses needed in the usual and ordinary operation of the Village government and its departments in a sum not to exceed the budgeted amount.

- C. Cooperative Purchasing Programs. Departments are encouraged to use cooperative purchasing programs sponsored by the State or other jurisdictions. Such programs prove advantageous by relieving department personnel of the paper work necessary to document the purchase and by taking advantage of large quantity purchases made by such cooperatives.
- D. Professional Services. Normal competitive procedures cannot be utilized in securing professional services from attorneys, engineers, accountants, planners, and other professional people who, in keeping with the standards of their discipline, will not enter into a competitive bidding process. A Request for Proposal (RFP), while not always required to secure professional services, e.g., bond counsel, may be made upon the direction and at the discretion of the Village Administrator, the Finance/Public Works Committee and/or majority of the Village Board.

A Request for Proposal can be prepared much the same way as specifications including requirements and minimum standards for the services to be provided. Such RFPs shall be submitted to the Village Administrator for review and approval prior to distribution. When an RFP for professional services has been approved, a limited number of qualified professionals known to the Village will be invited to submit a proposal setting forth their interest, qualifications and how they can meet the Village's needs. In securing professional services it is the primary goal of the Village to obtain the services of a professional who has a proven record of providing those services. A contract will then be negotiated with the professional deemed to best meet the Village's needs.

- E. Emergency Purchases. The procedures in this policy may be waived under emergency conditions when a delay may threaten the basic mission of a department. Emergency conditions are generally unforeseen circumstances, e.g., natural disasters or major mechanical equipment failures, wherein prompt corrective action is absolutely necessary. Occasionally equipment will require emergency repairs or other circumstances will necessitate emergency corrective action which cannot wait for compliance with this policy. In the event the emergency expenditure substantially exceeds \$25,000 and is a project that would normally require competitive bidding, the Village Board would need to make a finding that an emergency exists following the process in Wis. Stat. Sec. 62.15(b). In any emergency situation, Department Heads are required to notify the Village Administrator or Village President as quickly as possible.
- F. Petty Cash Accounts. Very often there is a need for immediate availability of funds. Petty Cash Funds may be used to avoid the time and expense of issuing payment authorizations for items totaling less than \$50. Petty Cash Receipts are to be maintained by the person responsible for the fund in certain departments and shall include; the amount, description of item, budget account number, and signatures of the persons receiving the funds and person issuing the funds. Individual receipts should be summarized on a monthly basis and presented to the Clerk/Treasurer's office that will then authorize a check to be issued to reimburse the Petty Cash Funds. The Finance Director may conduct unannounced audits of petty cash funds to assure the monies are being properly accounted for. The use of petty cash

funds for personal use, even for very short periods of time, is prohibited and may be grounds for disciplinary action.

V. Preparing Specifications. When goods or services are purchased consistent with the competitive processes outlined in this policy, specifications (specs) must be prepared which will meet the following goals:

- Identify minimum requirements;
- Allow for a competitive bid or quote, when possible;
- Be capable of objective review; and
- Provide for an equitable award at the lowest possible cost.

A. General Guidelines. Specs should be kept as simple as possible while still maintaining the exactness required to keep bidders from utilizing loopholes to avoid providing the quality desired or to take advantage of their competitors. To promote competition, specs should be written in clear simple language, free of vague terms or those subject to variations of interpretation.

If the specs include optional goods or services, these options must be separately identified so that the base cost can be clearly identified compared to the cost of the option(s). If options are included, the Bid Tabulation Report shall identify the different costs of the options.

B. Types of Specifications. Specifications need to be structured to protect the integrity of the purchasing system and to insure that the needs of the Village are met. Methods of structuring specs include:

1. Qualified Products or Acceptable Brands List. These lists are developed where it is not possible to write specs adequate to identify the quality and performance required, or when tests necessary to determine compliance with technical specs are lengthy, costly, or require complicated technical equipment.
2. Specification by Brand or Trade Name. Brand or trade names should be used where brand name products have been found to be superior to others for the purpose intended or when their composition is secret, unknown or patented. The use of brand names establishes a quality standard, but is not intended to eliminate or limit competition. When this method is used the specs shall provide for bidding of competitive or equal grades. It is incumbent on a vendor who bids on goods of supposed equal quality to document that the goods and services are, in fact, of equal quality.
3. Specifications by Blueprint or Dimension Sheet. Specs of construction projects shall be written to reference the blueprints or dimension sheets prepared by the engineer or architect.
4. Specifications by Performance, Purpose or Use. Specs which include a set of performance criteria will provide flexibility for vendors to design products or programs specifically aimed at meeting the standards the Village has established. These types of specs usually generate a great deal of competition since they allow vendors to exercise some creativity in the process. Bottom line or minimum standards must be included in the specs to insure that the Village's expectations are met.

5. Specifications by Industry Standards. Specs will often refer to industry-wide standards or standards set by other public jurisdictions. Lumber grading, standards set by asphalt or concrete industries, or referencing standard specs of the State Department of Transportation of other State of Federal agencies are typical examples.
6. Specifications by Samples. A sample is a good way to make requirements perfectly clear. Printing bids, where artwork or existing forms would be utilized is an example. Departments utilizing samples shall insure that adequate supplies of the samples are made available so that originals can be sent with all bid invitations.

Revised Policy Adopted this ~~20th day of February, 2019~~ 16th day of August, 2023.

Village of Mukwonago

Fred H. Winchowky, Village President

ATTEST:

~~Judith Taubert~~ Diana Dykstra, Village Clerk-Treasurer

VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES

RESOLUTION NO. 2023-38

**A RESOLUTION ADOPTING AN UPDATE TO THE PURCHASING POLICY FOR
THE VILLAGE OF MUKWONAGO**

WHEREAS, the Village of Mukwonago has an established policy for purchasing, and

WHEREAS, this document is required to be updated periodically to reflect changes in statutes or processes in the Village; and

WHEREAS, the Finance Director completed the proposed changes and are shown in EXHIBIT A.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Mukwonago Board of Trustees, hereby approves the updated Purchasing Policy herewith attached and approves of the same at the August 16, 2023 Village Board meeting.

Adopted and Approved this 16st day of August 2023.

APPROVED:

Fred H. Winchowky, Village President

ATTESTATION:

Diana Dykstra, MMC
Village Clerk-Treasurer



VILLAGE OF MUKWONAGO
WAUKESHA AND WALWORTH COUNTIES

RESOLUTION NO. 2023-39

**A RESOLUTION ADOPTING AN UPDATE TO THE ACCOUNTING OPERATIONS POLICY
FOR THE VILLAGE OF MUKWONAGO**

WHEREAS, the Village of Mukwonago has an established policy for Accounting Operations, and

WHEREAS, this document is required to be updated periodically to reflect changes processes in the Village; and

WHEREAS, the Finance Director completed the proposed changes and are shown in EXHIBIT A.

NOW, THEREFORE, BE IT RESOLVED, that the Village of Mukwonago Board of Trustees, hereby approves the updated Accounting Operations Policy herewith attached and approves of the same at the August 16, 2023 Village Board meeting.

Adopted and Approved this 16st day of August 2023.

APPROVED:

Fred H. Winchowky, Village President

ATTESTATION:

Diana Dykstra, MMC
Village Clerk-Treasurer



VILLAGE OF MUKWONAGO ACCOUNTING OPERATIONS POLICY

I. **Background.** The establishment of an accounting operations policy statement is an important component of the Village's overall financial management policy and planning efforts.

II. Objectives.

A. Accounting

1. The Village will establish and maintain the accounting and financial reporting systems ~~according to in conformance with all applicable Federal and State laws, rules, and regulations, and the generally Accepted—accepted Accounting—accounting Principles—principles (GAAP) and practices as promulgated by—and the~~ Governmental Accounting Standards Board (GASB).
2. An annual audit will be performed by an independent public accounting firm, which will issue an official audit opinion on the annual financial statements, with a management letter detailing areas that need improvement. In addition, full disclosure will be provided in the financial statements and bond representations.
3. Financial systems will be maintained to monitor monthly expenditures and revenues ~~on a monthly basis~~ and all revenue collections will be consolidated under the Finance Director. ~~A cash flow analysis, including disbursements, collections, and investments, will be prepared on a regular basis indicating that sufficient cash is available for daily financial needs. Cash balances in each fund are monitored regularly to ensure availability of funds to meet obligations.~~
4. The Village depreciates capital assets using the straight-line method. The useful life of capital assets will be based on internal information, information on comparable assets from other governments, and general guidelines from professional or industry organizations.

B. Cash Management

1. Receipts.

- a. All money due to the Village should be collected and entered in the receipting system as soon as possible, (no more than 10 business days).
- b. Money that is received shall be deposited in an approved public depository in a timely manner (no longer than one week).
 - i. Exceptions are deposits held for park or hall rentals. These are typically returned to the renter after the event assuming all rental provisions were met.

- c. Amounts that remain uncollected after a reasonable length of time shall be subject to available legal means of collection by law in adherence with the Wisconsin State Statutes and other applicable laws.

2. Disbursements.

- a. ~~On a weekly basis, the Department Head reviews, codes, and approves invoices for disbursement. A Finance Department employee verifies the invoices have been properly authorized, enters them into the accounting software, and runs a report summarizing the information. Accounts Payable invoices are scanned into the accounting system by a Finance Department employee as they are received. Department Heads review, code and approve the invoices electronically. The Finance Director is responsible for final review and approval of all invoices prior to the creation of the Accounts Payable report and packet of information that is provided to the Committee of the Whole (COW) and Village Board Meetings for authorization prior to the actual disbursement of funds through a batch process.~~

- b. ~~The Finance Director reviews the invoices and approves the report which is then sent to the Finance Committee for final authorization.~~

- c. ~~Disbursements~~ Some disbursements are processed ~~as either Manuals or Vouchers prior to~~ authorization at the COW or Village Board meeting. These disbursements

i. ~~Manuals~~ are typically payroll and benefit related; or credit card and utility payments that are automatically withdrawn from the checking account on a pre-authorized basis. ~~Manuals~~ They can also be prepared for time-sensitive payments that fall outside of the regular ~~Voucher Accounts Payable~~ cycle of processing. ~~Requests for manual disbursements must receive authorization from the Finance Director as the payments are released prior to Finance Committee authorization.~~ A report showing all ~~manuals disbursed out-of-cycle disbursements~~ in the prior month will be presented to the ~~Finance Committee~~ COW for review on the first meeting of the month.

- ii. ~~All other invoices are processed as Vouchers and presented to the Village Board for authorization during the two regularly scheduled monthly board meetings. Every effort should be made to submit payments as Vouchers. Upon above approval, the Finance Department will release the checks to be mailed.~~

- d.b. The Finance Director is authorized at his/her discretion to process periodic payments through the use of money transfer techniques as set forth in State Statutes 66.0607 and more specifically in sec. 66.0607(3)(m).

3. Daily Cash Operations

- a. The cash drawer utilized at the front counter will be counted, balanced, and reported daily by the Deputy Clerk (or other employee as designated in his/her absence). During tax time the drawer may be counted more frequently.
- b. A daily cash register report showing the total of all cash receipted is generated and given to ~~the Deputy Treasurer~~ a Finance Department employee. This report is verified against the deposit and used to reconcile the monthly bank statements and the general ledger cash accounts within each Village fund.
- c. Under no circumstance can a Village staff member cash a personal check or a third party check in the Village's cash drawer.

C. Journal Entries

1. Standard monthly journal entries that are regularly recurring will be prepared and posted by a Finance Department Employee.
2. Year-end or other periodic journal entries will be prepared by the Finance Director and posted by a Finance Department Employee.
3. On a semi-annual or more frequent basis, the Finance Director will run a comprehensive journal entry report from the financial system to monitor all posted activities.

Adopted this ~~3rd day of June, 2014~~ 16th day of August, 2023.

Village of Mukwonago

Fred H. Winchowky, Village President

ATTEST:

~~Steven A. Braatz, Jr.~~ Diana Dykstra, Village Clerk-Treasurer

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 07/22/2023

☐ Town ☒ Village ☐ City of Mukwonago

County of Waukesha

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/08/2023 and ending 09/08/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☒ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Mukwonago Lions Foundation, Inc. & Mukwonago Lions Club, Inc.

(b) Address P O Box 61, Mukwonago, WI 53149

(Street)

☐ Town ☒ Village ☐ City

(c) Date organized _____

(d) If corporation, give date of incorporation 12/04/1960

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Frank Erdmann,

Vice President Cindy Brost,

Secretary Jim Howard,

Treasurer Albert Frankenstein

(g) Name and address of manager or person in charge of affair:

Christiane Standlee, 8

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Indianhead Park, 850 Main Street, Mukwonago, WI 53149

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Occupy area designated by Village of Mukwonago

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Phantom Junction Stage Concert Series

(b) Dates of event 09/08/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Albert Frankenstein
(Signature / Date)

Mukwonago Lions Foundation, Inc. & Mukwonago Lions Club, Inc.
(Name of Organization)

Date Filed with Clerk 7.24.23

Date Reported to Council or Board 8.2.23

Date Granted by Council _____

License No. _____

RESOLUTION NO. 2023-35

**A RESOLUTION TO AMEND PARKING LIMITATIONS
FOR THE VILLAGE OF MUKWONAGO**

WHEREAS, the Village Board adopts an resolution to memorialize rules and regulations regarding stopping, standing, parking ; and

WHEREAS, a request was made by the Village Police Chief and Public Works Director to limit parking on Grand Ave; and incorporate into the current listing of restrictions; and

WHEREAS, Exhibit A is a complete list of restrictions showing the amendment to Section 3 as follows:

“On the east side of Grand Avenue, a distance of 100 feet northerly, from the intersection of Fox Street (CTH ES), and the west side of Grand Avenue a distance of 305 feet northerly from the intersection of Fox Street (CTH ES).”

NOW THEREFORE, the Village Board of the Village of Mukwonago hereby amends such parking limitations as defined in the attached schedule and be effective upon passage and remain in effect until changed by resolution of the Village Board.

Adopted this 16th day of August 2023.

Fred Winchowky, Village President

Attest:___

Diana Dykstra, MMC Village Clerk

RESOLUTION 2023-35 EXHIBIT A

STOPPING, STANDING, PARKING, AND NO PARKING

In reference to Sections 82-178, 82-180th), 82-192, 82-193, and 82-2070)) of the
Municipal Code

Sec. 82-178. Parking, stopping or certain standing on certain highways and portions of highways. No person shall park, stop or leave standing any vehicle for any purpose upon the following highways or parts of highways at any time:

- 1 . On both sides of Lake Street from North Rochester Street (ST H 83) westerly for a distance of 120 feet.
2. On the west side of North Rochester Street (ST H 83) for a distance of 40 feet in either direction of the intersection of Lake Street.
3. On the east side of Grand Avenue, a distance of 100 feet northerly, from the intersection of Fox Street (CTH ES), and the west side of Grand Avenue a distance of 305 feet northerly from the intersection of Fox Street (CTH ES).
4. On both sides of Front Street, its full length.
5. On the northerly side of Fox Street (CT H ES) from North Rochester Street (ST H 83) to Maple Street.
6. On the west side of South Rochester Street (ST H 83) from the south driveway entrance of the police department property southerly and southeasterly a distance of 432 feet, to the Wisconsin Central Ltd. Railroad Company bridge.
7. On the west side of South Rochester Street from the Wisconsin Central Ltd. Railroad Company bridge easterly and southeasterly a distance of 237 feet to the north abutment of the Mukwonago River bridge.
8. On the east side of South Rochester Street (ST H 83) southerly and southeasterly from a point opposite the south entrance of the police department property a distance of 358 feet to the Wisconsin Central Ltd. Railroad Company bridge.
9. On the east side of South Rochester Street easterly and southeasterly from the Wisconsin Central Ltd. Railroad Company bridge 92 feet to the north abutment of the Mukwonago River bridge.
10. On the east side of North Rochester Street (ST H 83) northerly from the intersection of Elmwood Alley a distance of 224 feet.
11. On both sides of Maple Avenue at its full length
12. On the north side of Andrews Street, from Main Street west for a distance of 66 feet
13. On both sides of East Wolf Run, east of State Highway 83, with the exception of the north side of East Wolf Run immediately adjacent to Tax Parcel No. MUKV2013994004
14. On the even address side of Black Bear Drive.
15. On both sides of Chapman Farm Boulevard, west from State Highway 83 to Fairwinds Boulevard.
16. On both sides of Boxhorn Drive westerly from STH 83 for a distance of 400 feet.

Sec. 82-180 (h). Parking on cul-de-sacs.

- (h) Parking on cul-de-sacs- Between November 1 through March 31, no person shall park any motor vehicle within a cul-de-sac on the following streets:

- 1 Lovell Court
- 2 Gordon Court
- 3 Armstrong Court
- 4 Conrad Court
- 5 Carpenter Court
- 6 Shepard Court
- 7 Cernan Court
- 8 Mercury Court
- 9 Gemini Court
- 10 Apollo Court

Sec. 82-192. No parking at all times. Except temporarily for the purpose of, and while actually engaged in loading or unloading, or in receiving or discharging passengers or property and while the vehicle is attended by a licensed operator so that it may be moved promptly in case of an emergency or to avoid obstruction of traffic, no person shall at any time park or leave standing any vehicle, upon any of the following highways or parts of highways:

- 1 . On both sides of South Main Street from Front Street (Front Street extended westerly) to the south limits of the Mukwonago River bridge.
2. On the north side of Elmwood Avenue at its full length.
3. On both sides of Atkinson Street from the west curb line of South Main Street (CT H ES) westerly for a distance of 137 feet.
4. On the north side of CTH NN from North Rochester Street (STH 83) east to the intersection with Clarendon Avenue (extended).
5. On both sides of Blood Street from Shore Drive to the shore of Phantom Lake.
6. On the east side of Jefferson Street from Plank Road to Henry Street.
7. On both sides of Eastern Trail from the north right-of-way of CT H ES northerly for a distance of 100 feet.
8. On the easterly side of Eastern Trail from the intersection of River Park Circle East northerly a distance of 50 feet.
9. On the westerly side of Eastern Trail from the intersection with River Park Circle East northerly a distance of 50 feet.
10. On both sides of River Park Circle East from the intersection of Eastern Trail easterly a distance of 50 feet.
11. On both sides of River Park Circle East from the intersection with Eastern Trail westerly a distance of 50 feet.
12. On the south side of CTH NN from the intersection of STH 83 easterly for a distance of 700 feet.
13. On the east side of Eastern Trail from Highway ES to the intersection of River Park Circle East.
14. On the southeast side of River Park Circle East from the intersection of Eastern Trail to the intersection of River Park Circle West.
15. On the southeast side of River Park Circle West from the intersection of CTH NN to the intersection with River Park Circle East.
16. On the southeasterly side of River Park Circle East from its intersection with Eastern Trail northeasterly a distance of 190 feet.
17. On the southerly side of Fox Street (CT H ES) from its intersection with North Rochester Street (ST H 83) easterly a distance of 68 feet.

18. On both sides of Lake Street from its intersection with Spring Street to the shore of Phantom Lake.
19. On the north side of MacArthur Drive from its intersection with North Rochester Street (State Trunk Highway 83), westerly a distance of 50 feet.
20. On the even side of all streets located within the Two Rivers Subdivision.
21. On both sides of STH 83/North Rochester Street north from CTH LO and Pearl Avenue for a distance of 190 feet.
22. On the south side of CTH LO westerly from STH 83/North Rochester Street for a distance of 146 feet.
23. On the north side of CTH LO westerly from STH 83/North Rochester Street for a distance of 89 feet.
24. On both sides of STH 83/North Rochester Street southerly from the intersection of CTH LO to Lake Street and from Pearl Avenue to Elmwood Avenue/Franklin Street.
25. On both sides of McKenzie Drive from the west curb line of Small Farm Road westerly for a distance of 45 feet.
26. On both sides of McKenzie Drive from the east curb line of Small Farm Road easterly for a distance of 45 feet.
27. On both sides of Small Farm Road from the north curb line of McKenzie Drive northerly for a distance of 30 feet.
28. On both sides of Small Farm Road from the south curb line of McKenzie Drive southerly for a distance of 33 feet.
29. On the north side of River Crest Court from the intersection of CTH ES easterly for a distance of 60 feet.
30. On the south side of River Crest Court from the intersection of CTH ES easterly for a distance of 135 feet.
31. On both sides of Holz Parkway at its full length
32. On the west side of Main Street, from Andrews Street south for a distance of 95 feet

Sec. 82-193. No parking except automobiles. No vehicles, except automobiles, shall park in the following areas:

1. The east side of North Rochester Street from the intersection with CTH ES northerly to the intersection with Franklin Street.
2. On the west side of North Rochester Street from intersection with CTH ES northerly to the north side of the southern entrance/exit to 201 North Rochester Street (Village Mini Mart).

Sec. 82-207. Two-hour limit. The full length of the following streets, on both sides of the streets shall, between the hours of 7:00 a.m. to 3:00 p.m. be limited to two-hour parking from September 1 until May 31 on any day except Saturday, Sunday, and holidays.

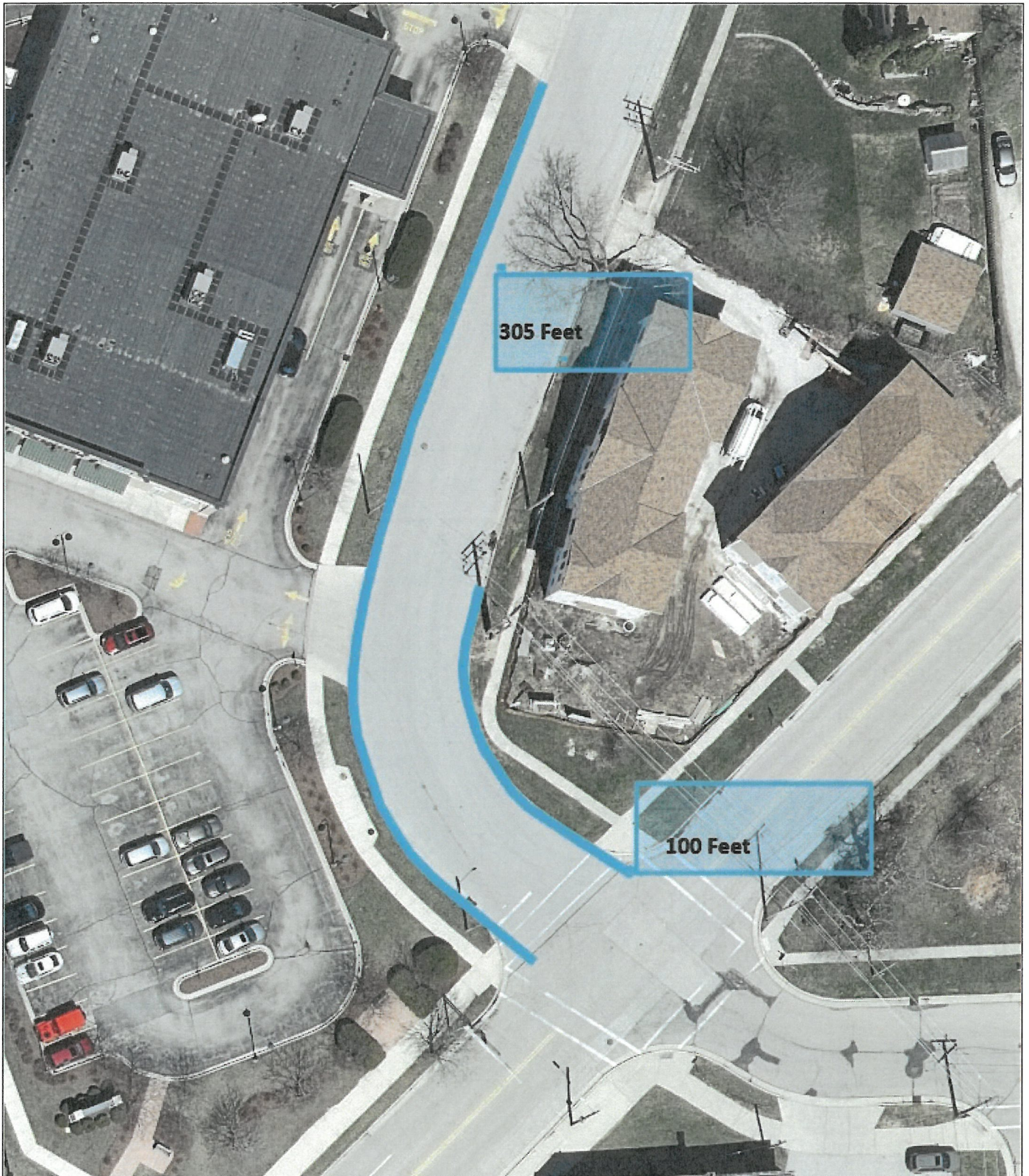
1. Meadowview Lane
2. Roberts Drive
3. Kims Lane
4. MacArthur Drive
5. Robins Lane . 6. Park View Lane
7. Ahrens Drive
8. Elwin Drive
9. Minors Drive

10. Fritz Way
- 11 Stoker Farm Avenue .
12. Rosewood Drive
13. Prairie Hill Avenue.
14. Oldfield Avenue
15. Westlawn Avenue
16. Fairwinds Boulevard
17. Fairwinds Court

Sec. 82-231. Winter parking on through highways. Subsection (b).

- (b) A night privilege parking permit issued under this division shall not permit parking of any motor vehicle within a cul-de-sac on the following streets:

- 1 Lovell Court
- 2 Gordon Court
- 3 Armstrong Court
- 4 Conrad Court
- 5 Carpenter Court
- 6 Shepard Court
- 7 Cernan Court
- 8 Mercury Court
- 9 Gemini Court
- 10 Apollo Court



Village of Mukwonago GIS

DISCLAIMER: The Village of Mukwonago does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1" = 42'

VILLAGE OF MUKWONAGO

440 River Crest Court
PO Box 206
Mukwonago, WI 53149
262-363-6420

Print Date: 7/21/2023

RESOLUTION NO. 2023-36

A RESOLUTION TO APPROVE THE ELIMINATION IN THE LETTER OF CREDIT FOR BIRCHROCK SENIOR CASTLE LIVING DEVELOPMENT IN THE VILLAGE OF MUKWONAGO

WHEREAS, the Village Board of the Village of Mukwonago is required to approve a Reduction in a Letter of Credit based on the satisfactory completion and/or acceptance of public infrastructure as required under the terms of the developer's agreement, and

WHEREAS, Birchrock Senior Castle Living has requested a Letter of Credit elimination, and

WHEREAS, the Village Engineer has reviewed the request and the work completed for which the request is associated with and recommend that the current Letter of Credit be eliminated as stated and as described in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED the Village Board of the Village of Mukwonago, Wisconsin, hereby approves a reduction in the Letter of Credit elimination for Birchrock Senior Castle Living at 210 McDivitt Lane.

Passed and dated this 16th day of August 2023.

By: _____
Fred Winchowky, Village President



Attest: _____
Diana A Dykstra, MMC
Village Clerk-Treasurer

July 26, 2023

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

Re: 210 McDivitt Lane - Birchrock
Letter of Credit Elimination

Dear President Winchowky:

A request was submitted by Birchrock – Castle Senior Living at 210 McDivitt Lane to eliminate the current letter of credit in place for site storm water improvements. A letter of credit in the amount of \$181,436.40 was established in Fall 2021 for the construction of on-site storm sewer and the construction and restoration of a biofilter and filter strip for storm water purposes. Construction on these items were completed in 2022 and the 1-year warranty period has expired. Everything appears to be functioning as intended.

We are, therefore, recommending to you and the Village Board that the current letter of credit in the amount of \$181,436.40 be reduced to \$0.00 and the letter of credit be eliminated for this project. Final lien waivers for the Contractors responsible for the grading, restoration and on-site storm utilities, have been submitted and approved by the Village Attorney. The waivers are attached to this letter.

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, P.E. (WI)
Project Engineer
pgesch@ruekert-mielke.com

PWG:pwg
Enclosure

cc: Diana Dykstra, Village of Mukwonago
Linda Gourdoux, Village of Mukwonago
Fred Schnook, Village of Mukwonago
Nathan Bayer, Village of Mukwonago
Tim Rutenbeck, Village of Mukwonago
Wayne Castle, Village of Mukwonago
Ron Bittner, Village of Mukwonago
Erin Scharf, Village of Mukwonago
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

EXHIBIT C
WAIVER OF LIEN / BOND RIGHTS

For value received, D & L Grading, Inc hereby releases and waives all rights to construction liens, bond claims, equitable liens, and any other claims arising out of the improvement of the Property identified as:

Project Name: 221038 Birchrock Community Addition

Location: 210 McDivitt Lane

Mukwonago, WI 53149

Owner: Birchrock Properties, LLC

This waiver is effective for all labor, materials, equipment, plans, specifications, designs, and services (collectively, the "Work") provided through 06/30/22 (current month-end date) for the improvement of said Property, except: None

This release and waiver is for the benefit of, and may be relied upon by Catcon, Inc., the Property Owner, construction lender, surety under any labor and material bond, title company issuing any title insurance for the Project, and their respective successors and assigns (collectively, the "Released Parties").

The undersigned Subcontractor/Supplier warrants and represents that it has duly paid all of its laborers, subcontractors and suppliers for all Work used or consumed in connection with the Project, and hereby covenants and agrees to indemnify, defend, and hold harmless the Released Parties, from and against any and all claims, liens, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) which may be sustained or incurred as a result of any failure of Subcontractor/Supplier to make payment for Work provided through the date of this Waiver of Lien/Bond Rights.

SUBCONTRACTOR/SUPPLIER:
D & L GRADING, INC

By: 

Name: Benjamin Horn

Title: Vice President

Date: 9/6/22

Return signed ORIGINAL to: CATCON, INC., 833 East Michigan Street, Suite 1000, Milwaukee, WI 53202

EXHIBIT C
WAIVER OF LIEN / BOND RIGHTS

For value received, Trees on the Move, Inc. hereby releases and waives all rights to construction liens, bond claims, equitable liens, and any other claims arising out of the improvement of the Property identified as:

Project Name: 221038 Birchrock Community Addition

Location: 210 McDivitt Lane

Mukwonago, WI 53149

Owner: Birchrock Properties, LLC

This waiver is effective for all labor, materials, equipment, plans, specifications, designs, and services (collectively, the "Work") provided through FINAL (current month-end date) for the improvement of said Property, except: None

This release and waiver is for the benefit of, and may be relied upon by Catcon, Inc., the Property Owner, construction lender, surety under any labor and material bond, title company issuing any title insurance for the Project, and their respective successors and assigns (collectively, the "Released Parties").

The undersigned Subcontractor/Supplier warrants and represents that it has duly paid all of its laborers, subcontractors and suppliers for all Work used or consumed in connection with the Project, and hereby covenants and agrees to indemnify, defend, and hold harmless the Released Parties, from and against any and all claims, liens, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) which may be sustained or incurred as a result of any failure of Subcontractor/Supplier to make payment for Work provided through the date of this Waiver of Lien/Bond Rights.

SUBCONTRACTOR/SUPPLIER:
TREES ON THE MOVE, INC.

By: 

Name: Gary M. McHugh

Title: President

Date: December 1, 2022

Return signed ORIGINAL to: CATCON, INC., 833 East Michigan Street, Suite 1000, Milwaukee, WI 53202

EXHIBIT C
WAIVER OF LIEN / BOND RIGHTS

For value received, The Wanasek Corporation hereby releases and waives all rights to construction liens, bond claims, equitable liens, and any other claims arising out of the improvement of the Property identified as:

Project Name: 221038 Birchrock Community Addition

Location: 210 McDivitt Lane

Mukwonago, WI 53149

Owner: Birchrock Properties, LLC

This waiver is effective for all labor, materials, equipment, plans, specifications, designs, and services (collectively, the "Work") provided through 04/30/22 (current month-end date) for the improvement of said Property, except: None

This release and waiver is for the benefit of, and may be relied upon by Catcon, Inc., the Property Owner, construction lender, surety under any labor and material bond, title company issuing any title insurance for the Project, and their respective successors and assigns (collectively, the "Released Parties").

The undersigned Subcontractor/Supplier warrants and represents that it has duly paid all of its laborers, subcontractors and suppliers for all Work used or consumed in connection with the Project, and hereby covenants and agrees to indemnify, defend, and hold harmless the Released Parties, from and against any and all claims, liens, losses, damages, liabilities, or expenses (including reasonable attorneys' fees) which may be sustained or incurred as a result of any failure of Subcontractor/Supplier to make payment for Work provided through the date of this Waiver of Lien/Bond Rights.

SUBCONTRACTOR/SUPPLIER:
THE WANASEK CORPORATION

By: Shelly Schlitz

Name: Shelly Schlitz

Title: Assistant Corporate Secretary

Date: 06/15/2022

Return signed ORIGINAL to: CATCON, INC., 833 East Michigan Street, Suite 1000, Milwaukee, WI 53202

July 26, 2023

Mr. Ronald Bittner
Public Works Director
Village of Mukwonago
440 River Crest Court
Mukwonago, Wisconsin 53149

Re: Minor Park Pedestrian Culvert Crossing
Final Payment

Dear Mr. Bittner:

Enclosed with this letter please find Change Order No. 1. This Change Order serves to adjust the final Contract Price to reflect the actual completed Work. Please have Change Order No. 1 signed and dated by the appropriate individual, and return an executed copy to our office for further distribution.

In accordance with the Contract Documents, the Contractor for this Project, All-Ways Contractors, Inc., has submitted a final Application for Payment and has furnished the enclosed Contract-required items:

1. Consent of Surety to Final Payment.
2. List of Subcontractors, Suppliers, and service providers performing, furnishing, or procuring labor, services and materials on the Project.
3. Releases or waivers of lien from the General Contractor and first tier Subcontractors and Suppliers.
4. Certificate or other evidence of completed operations insurance.

You may want to have your legal counsel and insurance advisor review the respective lien waivers, bonding, and insurance documents to verify legal effectiveness. If all are satisfactory, we recommend final payment, and give notice (enclosed), that the completed Work is acceptable subject to the provisions of General Conditions paragraph 15.07.

In accordance with paragraph 15.08 of the General Conditions, the Contractor is required to promptly repair or correct defective Work for a period of one year from the date of Substantial Completion which was May 24, 2023. You may wish to review the Project a month or so before the anniversary date to check for any warranty items. If we can be of assistance to you in this regard, please contact us.

Respectfully,

RUEKERT & MIELKE, INC.

Michael E. Michalski
Project Engineer
mmichalski@ruekert-mielke.com

MEM:sjs

Enclosures

cc: Scott Batchelor, All-Ways Contractors, Inc., w/Notice of Acceptability
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

NOTICE OF ACCEPTABILITY OF WORK

PROJECT: Minor Park Pedestrian Culvert Crossing
OWNER: Village of Mukwonago
CONTRACTOR: All-Ways Contractors, Inc.
EFFECTIVE DATE OF THE CONSTRUCTION CONTRACT: November 2, 2022
ENGINEER: Ruekert & Mielke, Inc.
NOTICE DATE: July 26, 2023

To: Village of Mukwonago
Owner

And To: All-Ways Contractors, Inc.
Contractor

From: Ruekert & Mielke, Inc.
Engineer

The Engineer hereby gives notice to the above Owner and Contractor that the completed Work furnished and performed by Contractor under the above Contract is acceptable expressly subject to the provisions of the related Contract Documents, the Agreement between Owner and Engineer for Professional Services and the terms and conditions set forth as follows:

CONDITIONS OF NOTICE OF ACCEPTABILITY OF WORK

The Notice of Acceptability of Work ("Notice") is expressly made subject to the following terms and conditions to which all those who receive said Notice and rely thereon agree:

1. This Notice is given with the skill and care ordinarily used by members of the engineering profession practicing under similar conditions at the same time and in the same locality.
2. This Notice reflects and is an expression of the professional judgment of Engineer.
3. This Notice is given as to the best of Engineer's knowledge, information, and belief as of the Notice Date.
4. This Notice is based entirely on and expressly limited by the scope of services Engineer has been employed by Owner to perform or furnish during construction of the Project (including observation of the Contractor's work) under Engineer's Agreement with Owner and under the Construction Contract referred to in this Notice, and applies only to facts that are within Engineer's knowledge or could reasonably have been ascertained by Engineer as a result of carrying out the responsibilities specifically assigned to Engineer under such Agreement and Construction Contract.
5. This Notice is not a guarantee or warranty of Contractor's performance under the Construction Contract referred to in this Notice, nor an assumption of responsibility for any failure of Contractor to furnish and perform the Work thereunder in accordance with the Contract Documents.

By: Michael E. Michalski
Title: Project Engineer
Dated: July 26, 2023

Change Order No. One (1)

Date of Issuance: June 2, 2023

Effective Date:

June 2, 2023

Contract: Minor Park Pedestrian Culvert Crossing

Owner:

Village of Mukwonago

Contractor: All-Ways Contractors, Inc.

Engineer:

Ruekert & Mielke, Inc.

Address: 2935 Lilly Road
Brookfield, WI 53005

Engineer's Project No.:

12-10176.300

Effective Date of Contract:

November 2, 2022

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

Description:

Close Out Change Order.

Reason for Change Order:

Change Contract price to match amount earned.

Attachments:

Close Out Change Order Analysis and Final Pay Application No. 2.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ <u>178,243.00</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase/Decrease from previously approved Change Orders: \$ <u>0.00</u>	● Increase ● ● Decrease ● from previously approved Change Orders No. ____ to No. ____: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>178,243.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase of this Change Order: \$ <u>1,642.25</u>	● Increase ● ● Decrease ● of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>179,885.25</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:

ACCEPTED:

ACCEPTED:

Signature: Michael E. Michalski
Engineer (Authorized Signature)Signature: _____
Owner (Authorized Signature)Signature: [Signature]
Contractor (Authorized Signature)Michael E. Michalski
Ruekert & Mielke, Inc.

Village of Mukwonago

All-Ways Contractors, Inc.

Date: June 2, 2023

Date: _____

Date: 7-25-23

06/02/23

00 63 63-1

Ruekert & Mielke, Inc.
~12-10176.300 > 00 63 63 Change Order 1~



W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

ANALYSIS OF CLOSEOUT CHANGE ORDER

OWNER: Village of Mukwonago
PROJECT: Minor Park Pedestrian Culver Crossing
DATE PREPARED: June 2, 2023

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT \$	ORIGINAL CONTRACT AMOUNT	ACTUAL QUANTITY INSTALLED	FINAL CONTRACT AMOUNT
1	Mobilization	L.S.	1	\$ 13,000.00	\$ 13,000.00	1.00	\$ 13,000.00
2	Traffic control	L.S.	1	\$ 3,900.00	\$ 3,900.00	1.00	\$ 3,900.00
3	Manufactured perimeter control device	L.F.	870	\$ 2.90	\$ 2,523.00	870.00	\$ 2,523.00
4	Park entrance tracking and protection measures	EA.	2.00	\$ 1,725.00	\$ 3,450.00	2.00	\$ 3,450.00
5	Cleaning and grubbing	L.S.	1.00	\$ 3,180.00	\$ 3,180.00	1.00	\$ 3,180.00
6	Remove existing boardwalk and footings	EA.	3.00	\$ 2,810.00	\$ 8,430.00	3.00	\$ 8,430.00
7	Remove existing pavement	S.Y.	60.00	\$ 12.00	\$ 720.00	142.00	\$ 1,704.00
8	Creek dewatering/ diversion system	EA.	3.00	\$ 500.00	\$ 1,500.00	3.00	\$ 1,500.00
9	Creek bed stripping and stockpiling	S.Y.	50.00	\$ 14.40	\$ 720.00	50.00	\$ 720.00
10	Storm sewer culvert, 48"x 76" HERCP CL III and flared end sections	L.F.	84.00	\$ 1,055.00	\$ 88,620.00	84.00	\$ 88,620.00
11	Construct multi-use path to subgrade	EA.	3.00	\$ 5,250.00	\$ 15,750.00	3.00	\$ 15,750.00
12	Excavation below subgrade (EBS), if required	C.Y.	25.00	\$ 40.00	\$ 1,000.00	30.00	\$ 1,200.00
13	Geotextile subgrade stabilization, if required	S.Y.	75.00	\$ 8.00	\$ 600.00	60.00	\$ 480.00
14	Excavation below subgrade (EBS) backfill, if required	TON	50.00	\$ 30.00	\$ 1,500.00	0.00	\$ -
15	Reclaimed asphaltic pavement base course	S.Y.	300.00	\$ 14.40	\$ 4,320.00	300.00	\$ 4,320.00
16	3-inch Asphaltic concrete surface course	TON	50.00	\$ 268.00	\$ 13,400.00	54.00	\$ 14,472.00
17	Place salvaged creek bed	S.Y.	50.00	\$ 57.60	\$ 2,880.00	50.00	\$ 2,880.00
18	Topsoil, sedge meadow/ emergent wetland seed and erosion mat	S.Y.	125.00	\$ 10.00	\$ 1,250.00	125.00	\$ 1,250.00
19	Topsoil, turf grass seed, fertilizer, and erosion mat	S.Y.	2,000.00	\$ 5.75	\$ 11,500.00	2,175.00	\$ 12,506.25
SUBTOTAL OF ORIGINAL CONTRACT ITEMS					\$ 178,243.00		\$ 179,885.25
ADDITIONAL ITEMS							
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
SUBTOTAL OF ADDITIONAL ITEMS							
GRAND TOTALS:					\$ 178,243.00		\$ 179,885.25

ORIGINAL CONTRACT AMOUNT	\$178,243.00
EXECUTED CHANGE ORDER(S)	\$0.00
CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	\$178,243.00
AMOUNT EARNED ON ORIGINAL CONTRACT ITEMS	\$179,885.25
AMOUNT EARNED ON OTHER ITEMS	\$0.00
TOTAL AMOUNT EARNED	\$179,885.25
TOTAL AMOUNT EARNED	\$179,885.25
LESS CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	(\$178,243.00)
CLOSE OUT CHANGE ORDER AMOUNT	\$1,642.25

Contractor's Application for Payment No. 2

Application Date: 6/2/2023		Application Period: December 24, 2022 to May 25, 2023	
To (Owner): Village of Mukwonago		Via (Engineer): Ruekert & Mielke, Inc.	
Contact: Ron Blitner	Scott Batchelor	Contact: Michael E. Michalski	
Project: Minor Park Pedestrian Culver Crossing	All-Ways Contractors, Inc.	Address: W233 N2080 Ridgeview Parkway	
	P. O. Box 798	Waukesha, WI 53188	
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.:	12-10176.300

Change Order Summary


Approved Change Orders		Deductions	
Number	Additions	(Enter as Positive Number)	
1.	ORIGINAL CONTRACT PRICE		\$ 178,243.00
2.	Net change by Change Orders		\$ -
3.	CURRENT CONTRACT PRICE (Line 1 + Line 2)		\$ 178,243.00
4.	TOTAL COMPLETED TO DATE		
(Column L Total on Progress Estimates)			
5.	RETAINAGE:		\$ 179,885.25
a. 5% X \$89,121.50 Work Completed			
6.	RETAINAGE REDUCTION TO DATE (Enter as Positive Number) ..		\$ 4,456.08
7.	AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6) ..		\$ 179,885.25
8.	LESS PREVIOUS PAYMENTS (Line 7 from Prior Application)		\$ 142,836.92
9.	AMOUNT DUE THIS APPLICATION		\$ 37,048.33
TOTALS			
NET CHANGE BY			
CHANGE ORDERS			

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge:

- (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;
- (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and
- (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Date: 7-25-23

Payment of:	\$	\$37,048.33	(Line 9 or other - attach explanation of the other amount)
Recommended by:		2-Jun-23	(Date)
	(Engineer)	Michael E. Michalski	
Payment of:	\$		(Line 9 or other - attach explanation of the other amount)
Approved by:			(Owner)
			(Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No. 2

25-May-23

For (Project): Minor Park Pedestrian Culver Crossing										Application Date: 6/2/2023		
Application Period: December 24, 2022 to May 25, 2023										Owner's Contract No.: 12-10176.300 Engineer's Project No.:		
A	B	C	D	E	F	G	H	I	J	K	L	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	Value of Work Installed (\$)	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)			
1	Mobilization	L.S.	1.00	\$ 13,000.00	\$ 13,000.00	0.80	\$ 10,400.00	0.20	\$ 2,600.00	1.00	\$ 13,000.00	
2	Traffic control	L.S.	1.00	\$ 3,900.00	\$ 3,900.00	0.80	\$ 3,120.00	0.20	\$ 780.00	1.00	\$ 3,900.00	
3	Manufactured perimeter control device	L.F.	870.00	\$ 2.90	\$ 2,523.00	870.00	\$ 2,523.00		\$ -	870.00	\$ 2,523.00	
4	Park entrance tracking and protection measures	E.A.	2.00	\$ 1,725.00	\$ 3,450.00	2.00	\$ 3,450.00		\$ -	2.00	\$ 3,450.00	
5	Clearing and grubbing	L.S.	1.00	\$ 3,180.00	\$ 3,180.00	1.00	\$ 3,180.00		\$ -	1.00	\$ 3,180.00	
6	Remove existing boardwalk and footings	E.A.	3.00	\$ 2,810.00	\$ 8,430.00	3.00	\$ 8,430.00		\$ -	3.00	\$ 8,430.00	
7	Remove existing pavement	S.Y.	60.00	\$ 12.00	\$ 720.00	60.00	\$ 720.00	82.00	\$ 984.00	142.00	\$ 1,704.00	
8	Creek dewatering/ diversion system	E.A.	3.00	\$ 500.00	\$ 1,500.00	3.00	\$ 1,500.00		\$ -	3.00	\$ 1,500.00	
9	Creek bed stripping and stockpiling	S.Y.	50.00	\$ 14.40	\$ 720.00	50.00	\$ 720.00		\$ -	50.00	\$ 720.00	
10	Storm sewer culvert, 48"x 76" HERCP CL III and flared end	L.F.	84.00	\$ 1,055.00	\$ 88,620.00	84.00	\$ 88,620.00		\$ -	84.00	\$ 88,620.00	
11	Construct multi-use path to subgrade	E.A.	3.00	\$ 5,250.00	\$ 15,750.00	3.00	\$ 15,750.00		\$ -	3.00	\$ 15,750.00	
12	Excavation below subgrade (EBS), if required	C.Y.	25.00	\$40.00	\$ 1,000.00	30.00	\$ 1,200.00		\$ -	30.00	\$ 1,200.00	
13	Geotextile subgrade stabilization, if required	S.Y.	75.00	\$8.00	\$ 600.00	60.00	\$ 480.00		\$ -	60.00	\$ 480.00	
14	Excavation below subgrade (EBS) backfill, if required	TON	50.00	\$30.00	\$ 1,500.00		\$ -		\$ -		\$ -	
15	Reclaimed asphaltic pavement base course	S.Y.	300.00	\$14.40	\$ 4,320.00	300.00	\$ 4,320.00		\$ -	300.00	\$ 4,320.00	
16	3-inch Asphaltic concrete surface course	TON	50.00	\$268.00	\$ 13,400.00		\$ -	54.00	\$ 14,472.00	54.00	\$ 14,472.00	
17	Place salvaged creek bed	S.Y.	50.00	\$57.60	\$ 2,880.00	50.00	\$ 2,880.00		\$ -	50.00	\$ 2,880.00	
18	Topsoil, sedge meadow/ emergent welland seed and erosion	S.Y.	125.00	\$10.00	\$ 1,250.00		\$ -	125.00	\$ 1,250.00	125.00	\$ 1,250.00	
19	Topsoil, turf grass seed, fertilizer, and erosion mat	S.Y.	2,000.00	\$5.75	\$ 11,500.00		\$ -	2,175.00	\$ 12,506.25	2,175.00	\$ 12,506.25	
TOTAL BID ITEMS 1-19					\$178,243.00		\$ 147,293.00		\$ 32,592.25		\$ 179,885.25	
ADDITIONAL ITEMS												
				\$ -			\$ -		\$ -		\$ -	
				\$ -			\$ -		\$ -		\$ -	
TOTAL ADDITIONAL ITEMS					\$ -		\$ -		\$ -		\$ -	
TOTAL ALL ITEMS					\$178,243.00		\$ 147,293.00		\$ 32,592.25		\$ 179,885.25	

CONSENT OF SURETY COMPANY TO FINAL PAYMENT

(SIMILAR TO AIA DOCUMENT G707)

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
SURETY ☐
OTHER ☐

Bond Number: NWI 2198

PROJECT: Minor Park Pedestrian Culvert Crossing
(name, address)

TO (Owner)

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

ARCHITECT'S PROJECT NO:

CONTRACT FOR: Construction

CONTRACT DATE: November 2, 2022

CONTRACTOR: All-Ways Contractors, Inc.
P.O. Box 798
Elm Grove, WI 53122

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the (here insert name and address of Surety Company)

Merchants National Bonding, Inc.
6700 Westown Parkway
West Des Moines, IA 50266-7754

, SURETY COMPANY,

on bond of (here insert name and address of Contractor)

All-Ways Contractors, Inc.
P.O. Box 798
Elm Grove, WI 53122

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that the final payment to the Contractor shall not relieve the Surety Company of any of its obligations to (here insert name and address of Owner)

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149

, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,

The Surety Company has hereunto set its hand this 26th day of July, 2023

Attest:

Kelly School

(Seal): Witness

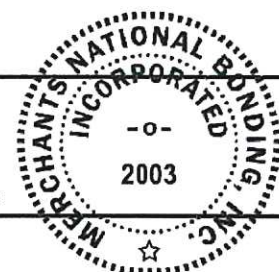
Merchants National Bonding, Inc.

Surety Company

Signature of Authorized Representative

Jason A. Braatz, Attorney-in-Fact

Title



Note: This form is intended to be used as a companion document to the Contractor's Affidavit of Payment of Debts and Claims, Current Edition

MERCHANTS BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Chris Brehmer; Jason A Braatz; Linda A Pupp; Melissa Babiak; Randy L Brehmer; Terence R Geszvain

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 11th day of February, 2020.



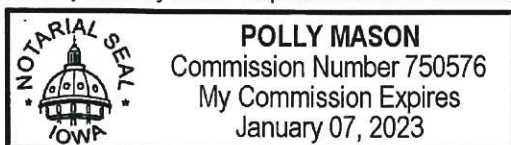
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 11th day of February, 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Polly Mason
Notary Public

(Expiration of notary's commission
does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 26th day of July, 2023.



William Warner Jr.
Secretary

FINAL WAIVER OF LIEN

State of Wisconsin
County of Waukesha
TO WHOM IT MAY CONCERN:

For Owner: **Village of Mukwonago**
to furnish **Labor and Materials, Through Pay App #2 & Final dated 6-2-23.**
for the premises known **Minor Park Pedestrian Culvert Crossing.**

THE undersigned, for and in consideration of Full Amount the receipt whereof is hereby acknowledged, does hereby waive and release lien or claim of, or right to, lien, under the statutes of the State of Wisconsin relating to mechanics' lien with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus, or machinery furnished.

Given under our hand and seal this 27th day of July 2023

Signature: _____

Title _____

All-ways Contractors Inc

Company Name

PO Box 798 Elm Grove WI 53122

Address

FINAL WAIVER OF LIEN

State of Wisconsin
County of Waukesha
TO WHOM IT MAY CONCERN:

For Owner: **Village of Mukwonago**
Material Supplier : County Materials
to furnish: Materials

for the premises known **Minor Park Pedestrian Culvert Crossing.**

THE undersigned, for and in consideration of Full Amount the receipt whereof is hereby acknowledged, does hereby waive and release lien or claim of, or right to, lien, under the statutes of the State of Wisconsin relating to mechanics' lien with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus, or machinery furnished.

Given under our hand and seal this 27th day of July 2023

Signature: _____

Brian L. Abitz

Title Corporate Credit Manager

County Materials Corp

Company Name

205 North St

Address Marathon, WI 54448



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/07/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HNI Risk Services P.O. Box 510187 New Berlin WI 53151		CONTACT NAME: Amy Shaver PHONE (A/C, No, Ext): (262) 782-3940 FAX (A/C, No): (262) 782-4198 E-MAIL ADDRESS: ashaver@hni.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Integrity Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 22/23 Certificate**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	CPP 2310053	02/19/2022	02/19/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		CA 2310054	02/19/2022	02/19/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUP 2310101	02/19/2022	02/19/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WCP 2310098	02/19/2022	02/19/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Cyber Coverage			CPP 2310053	02/19/2022	02/19/2023	\$50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Project - Minor Park Pedestrian Culvert Crossing, Village of Mukwonago, Waukesha/ Walworth Counties, Wisconsin. Village of Mukwonago, Ruekert & Mielke, Inc., each other, Owner and Engineer, and any individuals or entities identified in the Supplementary Conditions, respective officers, directors, members, partners, employees, agents, consultants, and subcontractors of each and any of all are included as Additional Insureds on the General Liability (ongoing & completed ops) and Auto Liability on a primary & non-contributory basis. A waiver of subrogation applies in favor of the additional insureds on General Liability. Notice of Cancellation applies with respects to all line of coverages.

CERTIFICATE HOLDER**CANCELLATION**

Village of Mukwonago 440 River Crest Court Mukwonago WI 53149	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Updates Regarding the ACORD 25 Certificate of Insurance

HNI is committed to providing excellence in service delivery. It is our priority to respond promptly and appropriately to all requests for certificates of insurance.

In May 2010 ACORD released a new format of the certificate of insurance replacing any prior versions. Reference to the number of days notice of cancellation has been eliminated to more appropriately reflect actual policy language. Although the cancellation language on the certificate cannot be amended, notice of cancellation will be provided to the certificate holder if the policy is cancelled.

Our goal continues to be to meet the service needs of our clients and their business partners. If we can be of further assistance, please contact us at (262) 782-3940.

Connect With Us www.hni.com



Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

THIS ENDORSEMENT CHANGES THE POLICY.
PLEASE READ IT CAREFULLY.

With respect to the coverage provided by this endorsement, the provisions of the Business Auto Coverage Form apply unless modified by the endorsement.

SECTION II - COVERED AUTOS LIABILITY COVERAGE

A. Broad Form Insured

Paragraph A.1., **Who Is An Insured**, is amended to include as an insured:

- d. Any legally incorporated entity of which you own more than 50 percent of the voting stock during the period for which this endorsement is effective, if there is no similar insurance available to that organization. However:

- (1) The Named Insured does not include any organization:
- (a) that is a partnership or joint venture; or
 - (b) that is an insured under any other policy, or has exhausted its Limit of Insurance under any other policy.

Paragraph d.(1)(i) above does not apply to a policy written to apply specifically in excess of this policy.

- (2) Coverage for newly acquired or formed organizations is afforded only for 180 days from the date of acquisition or formation.
- (3) Coverage does not apply to "bodily injury" or "property damage" that results from an "accident" that occurred before you formed or acquired that organization.

e. Employees As Insureds - Non-ownership

Any employee of yours is an "insured":

- (1) While using a covered "auto" you don't own, hire or borrow in your business or personal affairs; or
- (2) While operating an "auto" hired or rented without a driver under contract or agreement in that "employee's" name, with your permission, while performing duties related to the conduct of your business.

f. Blanket Additional Insureds

Any person or organization whom you are required in a written contract or agreement to include as an additional "insured" with respect to your ownership, maintenance or use of a covered "auto". This provision only applies to written contracts or agreements that are signed prior to any "bodily injury" or "property damage" to which coverage applies.

Coverage under this provision (f.) shall be primary and non-contributory with respect to the person or organization included as an "insured" under this provision(f.), but only if the written contract or agreement requires coverage to be primary and non-contributory.

B. Increased Supplementary Payments

Paragraphs 2.a.(2) and (4) Supplementary Payments are replaced by the following:

- (2) Up to \$5,000 for the cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earning up to \$500 a day because of time off from work.

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Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

C. Amended Fellow Employee Exclusion

Exclusion 5., under Paragraph B., Exclusions, of SECTION II - COVERED AUTOS LIABILITY COVERAGE, does not apply if the "bodily injury" results from the use of a covered "auto" you own or hire.

The insurance provided under this provision is excess over any other collectible insurance.

SECTION III - PHYSICAL DAMAGE COVERAGE

The following coverages are added to Paragraph A. Coverage, of SECTION III - PHYSICAL DAMAGE COVERAGE:

5. Hired Auto Physical Damage Coverage (Other Than "Mobile Equipment")

If hired "autos" are covered "autos" for Liability Coverage, and if Comprehensive, Specified Causes of Loss, or Collision coverage are provided under the Business Auto Coverage Form for any "auto" you own, then the Physical Damage coverages provided are extended to "autos" you hire, subject to the following:

- a. The most we will pay for "loss" to any hired "auto" is the lesser of:
 - (1) \$75,000;
 - (2) Actual Cash Value; or
 - (3) Cost of Repair.
- b. For each hired "auto", our obligation to pay for "loss" will be reduced by the deductible. The deductible will be equal to the largest deductible applicable to any owned "auto" for that coverage. No deductible applies to "loss" caused by fire or lightning.
- c. The insurance provided under this coverage extension is primary over any other collectible insurance.
- d. Subject to the above limit, deductible and excess provisions, we will provide coverage

equal to the broadest coverage applicable to any covered "auto" you own.

- e. Subject to a maximum limit of \$500 per "accident", we will also cover loss of use of the hired "auto" if it results from an "accident", you are legally liable for, and the lessor incurs an actual financial loss.

6. Air Bag Coverage

We will pay up to a maximum of \$1,000 per occurrence to have air bags in your covered "auto" replaced for an incurred "loss" resulting from accidental deployment. Collision, Specified Causes of Loss, and Comprehensive deductibles do not apply to this coverage.

7. Additional Living Expense

We will pay up to \$25 a day, to a maximum of \$400 for additional living expenses, meaning food, lodging and telephone costs, incurred by you due to a covered "loss" caused by:

- a. Comprehensive only if the Declarations indicate that Comprehensive Coverage is provided for that "auto".
- b. Specified Causes of Loss only if the Declarations indicate that Specified Causes of Loss Coverage is provided for that auto.
- c. Collision only if the Declarations indicate that Collision Coverage is provided for that auto.

This coverage applies only in the event that the "loss":

- a. Disables a covered "auto"; and
- b. Occurs more than 100 miles from the insured address shown in the Declarations or the garaging address of your covered "auto", if it is different from the insured address.

We will pay the additional living expenses incurred until your covered "auto" is returned to use or we pay for its "loss".

Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

8. Locked Vehicle Coverage

We will pay to have your covered "auto" unlocked if your vehicle's keys are locked inside your covered "auto". Collision, Specified Causes of Loss, and Comprehensive deductibles do not apply to this coverage.

9. Rental Reimbursement Coverage

The following coverage is added to **SECTION III - PHYSICAL DAMAGE COVERAGE, Paragraph A. Coverage:**

- a. This coverage applies only to a covered "auto" described in the policy.
- b. We will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of "loss" to a covered "auto". Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto". No deductible applies to this coverage.
- c. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, at a maximum of 30 days.
- d. Our payment is limited to the lesser of the following amounts:
 - (1) Necessary and actual expenses incurred.
 - (2) A maximum payment of \$60 per day.
- e. This coverage does not apply while there are spare or reserve "autos" available to you for your operations.
- f. If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the PHYSICAL DAMAGE COVERAGE Coverage Extension.

10. Loan Lease Gap Coverage

In the event of a total "loss" to a covered "auto" shown in the Schedule or Declarations we will pay any unpaid amount due on the lease or loan for a covered "auto", less:

- a. The amount paid under **SECTION III - PHYSICAL DAMAGE COVERAGE** of the policy; and
- b. Any:
 - (1) Overdue lease/loan payments at the time of the "loss";
 - (2) Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
 - (3) Security deposits not returned by the lessor;
 - (4) Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
 - (5) Carry-over balances from previous loans or leases.

The following changes have been made to **SECTION III - PHYSICAL DAMAGE COVERAGE:**

A. Towing and Labor

Paragraph A.2. Towing under **SECTION III - PHYSICAL DAMAGE COVERAGE**, is deleted and replaced by the following:

2. Towing and Labor

We will pay towing and labor costs incurred up to the limits shown below, each time a covered "auto" classified and rated as a private passenger type, "light truck" or "medium truck" is disabled:

Endorsement

CA 60

Policy Number: CA 2310054

Business Auto Optimum

- a. For private passenger type vehicles or "light trucks" we will pay to up \$75 per disablement. "Light trucks" are trucks that have a gross vehicle weight (GVW) of 10,000 pounds or less.
- b. For "medium trucks" we will pay up to \$175 per disablement. "Medium trucks" are trucks that have a gross vehicle weight (GVW) of 10,001-20,000 pounds.

However, the labor must be performed at the place of disablement.

B. Physical Damage Increased Transportation Expense Coverage

Coverage for temporary transportation expense under **4. Coverage Extensions, a. Transportation Expenses**, is increased to \$50 per day, up to a maximum limit of \$1,000.

C. Glass Repair - Waiver of Deductible

The following is added to Paragraph **D. Deductible** of **SECTION III - PHYSICAL DAMAGE COVERAGE**:

No deductible applies to glass damage if the glass is repaired rather than replaced.

SECTION IV - BUSINESS AUTO CONDITIONS

A. Unintentional Failure to Disclose Hazards

Paragraph **B., General Conditions**, is amended by adding the following:

9. Unintentional Failure to Disclose Hazards

If you unintentionally fail to disclose any hazards or exposures existing as of the inception date of the Business Auto Coverage Form, the coverage afforded by this policy will not be prejudiced. However, you must report the undisclosed hazard or exposure as soon as practicable after its discovery, and we have the right to collect additional premium for same.

B. Waiver Of Transfer Of Rights Of Recovery Against Others To Us - Automatic Status Under An Insured Contract

Under **SECTION IV, BUSINESS AUTO CONDITIONS, A.5. Transfer Of Rights Of Recovery Against Others To Us** is amended by the addition of the following paragraphs:

- a. We waive any right of recovery we may have against any person or organization described in Paragraph **b.** below because of payments we make for "bodily injury" or "property damage" caused by an "accident" and resulting from the ownership, maintenance, or use of a covered "auto" in performance of work being performed under a contract with that person or organization.
- b. The waiver applies only to a person or organization with whom you have a written contract or agreement in which you are required to waive the rights of recovery under this policy, but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a contract with that person or organization.

Integrity Mutual Insurance
P.O. Box 539
Appleton, Wisconsin 54912-0539

Endorsement

CG 38

Policy Number: CPP 2310053

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - COMPLETED OPERATIONS -
AUTOMATIC STATUS WHEN REQUIRED IN
CONSTRUCTION AGREEMENT WITH YOU**

THIS ENDORSEMENT CHANGES THE POLICY.
PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided
under the following:

**COMMERCIAL GENERAL LIABILITY
COVERAGE PART**

A. **Section II - Who Is An Insured** is amended to include as an additional insured any person or organization for whom you are required by a written contract or agreement, executed by both parties prior to the date of loss, to add as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" performed for the additional insured and included in the "products-completed operations hazard". But such person or organization is not an additional insured under this policy for any works, claims, losses, damages, acts or omissions of any kind that are unrelated to "your work" for such entity.

B. With respect to the insurance afforded to these additional insureds, the following additional limitations and exclusions apply:

1. This insurance does not apply to any "bodily injury" or "property damage" resulting from any act or omission by, or willful misconduct of the additional insured, whether the sole or a contributing cause of the loss. Coverage afforded to the additional insured is limited solely to the additional insured's "vicarious liability" that is a specific and direct result of your conduct.

"Vicarious liability" is defined in this endorsement as liability that is imposed on the additional insured solely by virtue of its relationship with you, and not due to any act or omission of the additional insured.

2. The insurance afforded to such additional insured only applies to the extent permitted by law; and
3. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

C. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:

If coverage provided to the additional insured is required by contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance Shown in the Declarations;

whichever is less.

D. If you have agreed in a written contract or agreement that this policy will be primary, and without right of contribution from any insurance issued to that additional insured, and the contract or agreement was executed prior to the "bodily injury" or "property

Integrity Mutual Insurance
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Appleton, Wisconsin 54912-0539

Endorsement

CG 38

Policy Number: CPP 2310053

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - COMPLETED OPERATIONS -
AUTOMATIC STATUS WHEN REQUIRED IN
CONSTRUCTION AGREEMENT WITH YOU**

damage", then this insurance will be primary over, and we will not seek contribution from, such insurance. The primary and noncontributory provision applies only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" performed for the additional insured and included in the "products-completed operations hazard".

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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Integrity Mutual Insurance
P.O. Box 539
Appleton, Wisconsin 54912-0539

Endorsement	IL 20
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Policy Number: CPP 2310053

Contractors' Optimum Endorsement

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

BUILDING AND PERSONAL PROPERTY COVERAGE FORM
BUSINESS COMPUTER COVERAGE FORM
CAUSES OF LOSS - SPECIAL FORM
COMMERCIAL GENERAL LIABILITY COVERAGE FORM
COMMERCIAL CRIME COVERAGE FORM (LOSS SUSTAINED)

The following is a summary of the coverage modifications, extensions and additions provided in this endorsement. The limits, unless stated otherwise, and deductibles shown below apply at each designated location. If a limit is shown elsewhere in the policy for any of these coverages, then that limit applies in addition to the limits shown below. If a different deductible amount is shown in the policy for any of these coverages, then that deductible will be the applicable deductible.

A separate limit of \$500,000 applies on a **Per Loss Aggregate** basis to those coverages shown below that are designated **PLA**. This **Per Loss Aggregate** Limit applies separately at each location designated on the policy Declarations. At the time of loss, the first Named Insured may elect to apportion this **Per Loss Aggregate** Limit of Insurance to any one or any combination of those coverages, but under no circumstances will the aggregate apportionment be permitted to exceed \$500,000 at any one designated location. For complete details of the coverages provided, refer to the specific policy language.

BUILDING AND BUSINESS PERSONAL PROPERTY COVERAGES SUBJECT TO THE PER LOSS AGGREGATE

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
PLA	Property Deductible	Accounts Receivable	9
PLA	None	Claim Expense	10
PLA	Property Deductible	Computer	18
PLA	Property Deductible	Consequential Loss Assumption	15
PLA	Property Deductible	Fine Arts Not Held For Sale	15
PLA	None	Fire Department Service Charge	5
PLA	Property Deductible	Mobile Equipment On Premises	16
PLA	None	Recharge Of Fire Protection Equipment	9
10% of Loss Subject To PLA	None	Reward Payment	8
PLA	Property Deductible	Utility Services - Direct Damage	16
PLA	Property Deductible	Valuable Papers And Records (Other Than Electronic Data)	12

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Appleton, Wisconsin 54912-0539

Endorsement**IL 20****Policy Number: CPP 2310053****Contractors' Optimum Endorsement**

**BUILDING AND BUSINESS PERSONAL PROPERTY COVERAGES SUBJECT TO A SPECIFIC LIMIT
OF INSURANCE**

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
\$50,000 Building	Property Deductible	Appurtenant Structures	17
\$5,000 BPP	Property Deductible	Appurtenant Structures	17
\$10,000	Property Deductible	Backup Of Sewer And Drains	11
\$10,000	Property Deductible	Business Personal Property Temporarily In Portable Storage Units	14
\$25,000	None	Computer Fraud	11
Included in BPP Limit	Property Deductible	Contents Of Fuel Storage Tanks	5
\$25,000 Per Occurrence; \$100,000 Annual Aggregate	Property Deductible	Contractual Penalties	11
\$10,000	Property Deductible	Deferred Payments	15
Included In Building Limit	Property Deductible	Fuel Storage Tanks	5
\$1,000	None	Lock And Key Replacement	11
\$10,000 In/Out	None	Money And Securities	9
\$1,000,000	Property Deductible	Newly Acquired Or Constructed Property - Building - 180 Days To Report	11
\$500,000	Property Deductible	Newly Acquired Or Constructed Property - Business Personal Property - 180 Days To Report	11
\$5,000	Property Deductible	Non-Owned Detached Trailers	13
Included	Property Deductible	Ordinance Or Law Contingent Liability	6
\$50,000	Property Deductible	Ordinance Or Law Demolition Cost	7
\$50,000	Property Deductible	Ordinance Or Law Increased Cost Of Construction	7
\$10,000	Property Deductible	Ornamental Display Gardens	17
\$10,000	Property Deductible	Ornamental Landscape Display	17
\$25,000	Property Deductible	Outdoor Growing Stock	17
\$25,000	Property Deductible	Outdoor Property	14

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Endorsement**IL 20****Policy Number: CPP 2310053****Contractors' Optimum Endorsement**

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
\$10,000	Property Deductible	Personal Effects And Property Of Others (Maximum Of \$1,000 Per Employee For Loss Or Damage By Theft)	12
\$25,000	Property Deductible	Pollutant Clean up	5
Included		Premises Redefined To 1,000 Feet	5
90 Days	None	Preservation Of Property	5
\$25,000	Property Deductible	Property In Transit	13
\$50,000	Property Deductible	Property Off-premises	13
\$25,000 per Salesperson			
25% Of BPP Subject To PLA	Property Deductible	Seasonal Increase	17
Included	Property Deductible	Selling Price Valuation Of Stock	18
\$25,000	Property Deductible	Signs Whether Attached To A Building Or Not	17

COMMERCIAL GENERAL LIABILITY COVERAGES

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
Included	None	Additional Insured - Lessor Of Leased Equipment	21
Included	None	Additional Insured - Managers Or Lessor Of Premises When Required In Written Lease	21
Included	None	Additional Insureds Required By Contract, Agreement Or Permit	19
Included	None	Additional Insured - State Or Political Subdivisions - Automatic Status When Required For Permits	21
Included	None	Aggregate Limit Per Project	23
Included	None	Blanket Primary And Noncontributory	22
\$2,500	None	Bonds	19
Included	None	Broad Form Named Insured	22
Included	None	Coverage For Injury To Leased Workers	26
Included	None	Duties In The Event Of Occurrence, Offense, Claim Or Suit - Redefined	24

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Endorsement	IL 20
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Policy Number: CPP 2310053

Contractors' Optimum Endorsement

LIMIT	DEDUCTIBLE	SUBJECT OF INSURANCE	PAGE
\$500 per day	None	Earnings	19
\$10,000	None	Electronic Data Liability	26
Included	None	Incidental Medical Malpractice	25
\$300,000	None	Increased Limit For Damage To Premises Rented To You	22
Included	None	Liberalization Clause	25
\$1,500	\$100	Lost Key Coverage	25
\$10,000	None	Medical Payments	23
Included	None	Mobile Equipment Redefined To 1,000 Pounds	24
Included	None	Newly Formed Or Acquired Organizations-180 Days To Report	22
Included	None	Non-Owned Watercraft Redefined To 51 Feet	18
\$25,000	None	Property Damage To Borrowed Equipment	18
\$25,000	\$250	Property Of Others In The Care, Custody Or Control Of The Insured	18
Included	None	Unintentional Failure To Disclose Hazards	24
Included	None	Waiver Of Transfer Of Rights Of Recovery Against Others To Us	25

Integrity Mutual Insurance
P.O. Box 539
Appleton, Wisconsin 54912-0539

Endorsement	IL 20
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Policy Number: CPP 2310053

Contractors' Optimum Endorsement

The following changes apply to the BUILDING AND PERSONAL PROPERTY COVERAGE FORM.

I. The following amends specified provisions stated under **Section A. Coverage** :

1. Item 1. Covered Property a. Building (5)(b) is replaced with the following:

(b) Materials, equipment, supplies and temporary structures, on or within 1,000 feet of the described premises, used for making additions, alterations or repairs to the building or structure.

2. The following are added under item **a. Building as Covered Property** :

(6) Fuel tanks, including the piping, pumps and equipment connected to it, installed above or below ground.

3. The first paragraph of item **1. Covered Property b. Your Business Personal Property** is replaced with the following:

b. Your Business Personal Property

consists of the following property located in or on the building or structure described in the Declarations or in the open (or in a vehicle) within 1,000 feet of the building or structure or within 1,000 feet of the premises described in the Declarations, whichever distance is greater.

4. The following is added under item **b. Your Business Personal Property** :

(8) Contents of any fuel tanks, including the piping, pumps and equipment connected to it, installed above or below ground.

(9) Personal Property Of Others that is:

(a) In your care, custody or control; and

(b) located in or on the building or structure described in the Declarations or in the open (or in a

vehicle) within 1,000 feet of the building or structure or within 1,000 feet of the premises described in the Declarations, whichever distance is greater.

5. Item 1.c. Personal Property of Others is deleted.

II. The following amends specified provisions stated under **Section A. Coverage 4. Additional Coverages** :

1. Item b. Preservation of Property (2) is replaced with the following:

(2) Only if the loss or damage occurs within 90 days after the property is first moved.

2. Item c. Fire Department Service Charge is replaced with the following:

c. Fire Department Service Charge

When the fire department is called to save or protect Covered Property from a Covered Cause of Loss, we will pay up to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement for your liability for fire department service charges:

(1) Assumed by contract or agreement prior to loss; or

(2) Required by local ordinance.

No Deductible applies to this Additional Coverage.

3. The last paragraph of item **d. Pollutant Clean Up And Removal** is replaced with the following:

The most we will pay under this Additional Coverage for each described premises is \$25,000 for the sum of all covered expenses arising out of Covered Causes of Loss occurring during each separate 12 month period of this policy.

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4. Item **e. Increased Cost Of Construction** is replaced in its entirety with the following:

e. Ordinance Or Law

- (1) The coverages provided by this endorsement apply only if (1)(a) and (1)(b) are satisfied and they are then subject to the qualifications set forth in (1)(c).

- (a) The ordinance or law:

- (i) Regulates the demolition, construction or repair of buildings, or establishes zoning or land use requirements at the described premises; and

- (ii) is in force at the time of loss.

But coverage under this endorsement applies only in response to the minimum requirements of the ordinance or law. Losses and costs incurred in complying with recommended actions or standards that exceed actual requirements are not covered.

- (b)(i) The building sustains direct physical damage that is covered under this policy and as a result of damage you are required to comply with the ordinance or law; or

- (ii) The building sustains both direct physical damage that is covered under this policy and direct physical damage that is not covered under this policy, and as a result of the building damage in its entirety you are required to comply with the ordinance or law.

- (iii) But if the building sustains direct physical damage that is

not covered under this policy, and such damage is the subject of the ordinance or law, then there is no coverage under this endorsement even if the building has also sustained covered direct physical damage.

- (c) In the situation described in (1)(b)(ii) above, we will not pay the full amount of loss otherwise payable under the terms of the coverage provided by this endorsement. Instead, we will pay a proportion of such loss; meaning the proportion that the covered direct physical loss bears to the total direct physical damage.

However, if the covered direct physical damage, alone, would have resulted in a requirement to comply with the ordinance or law, then we will pay the full amount of loss otherwise payable under the terms of this endorsement.

- (2) We will not pay under this endorsement for:

- (a) Enforcement of or compliance with any ordinance or law which requires demolition, repair, replacement, reconstruction, remodeling or remediation of property due to contamination by "pollutants" or due to the presence of, growth, proliferation, spread or any activity of "fungus", wet or dry rot or bacteria; or

- (b) The costs associated with the enforcement of or compliance with any ordinance or law which requires any insured or others to test for, monitor, clean up, remove, contain, treat, detoxify or

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neutralize, or in any way respond to, or assess the effects of "pollutants", "fungus", wet or dry rot or bacteria.

(3) Coverage

- (a) With respect to the building that has sustained covered direct physical damage, we will pay for the loss in value of the undamaged portion of the building as a consequence of or requirement to comply with an ordinance or law that requires the demolition of undamaged parts of the same building.

This **Additional Coverage** is included within the Limit of Insurance shown in the Declarations as applicable to the covered building. This does not increase the Limit of Insurance.

- (b) With respect to the building that has sustained covered direct physical damage, we will pay the cost to demolish and clear the site of undamaged parts of the same building, as a consequence of a requirement to comply with an ordinance or law that requires demolition of such undamaged property.

The most we will pay for loss or damage under this **Additional Coverage, e.(3)(b)** is \$50,000 at each described premises. This is additional insurance.

- (c) (1) With respect to the building that has sustained covered direct physical damage, we will pay the increased cost to:
- (i) Repair or reconstruct damaged portions of that

building; and/or

- (ii) Reconstruct or remodel undamaged portions of that building, whether or not demolition is required;

when the increased cost is a consequence of or requirement to comply with the minimum standards of the ordinance or law.

However:

- (i) This additional coverage applies only if the restored or remodeled property is intended for similar occupancy as the current property, unless such occupancy is not permitted by zoning or land use ordinance or law.

- (ii) We will not pay for the increased cost of construction if the building is not repaired, reconstructed or remodeled.

- (2) When a building is damaged or destroyed and **e.(3)(c)(1)** applies to that building, coverage for the increased cost of construction also applies to repair or reconstruction of the following subject to the same conditions stated in **e.(3)(c)(1)**:

- (i) The cost of excavations, grading, backfilling and filling;
- (ii) Foundation of the building;
- (iii) Pilings; and
- (iv) Underground pipes, flues and drains.

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The items listed in (2)(i) through (2)(iv) above are deleted from Property Not Covered, but only with respect to the coverage described in this provision (c)(2).

We will not pay for the increased cost of construction:

- (i) Until the property is actually repaired or replaced, at the same or another premises; and
- (ii) Unless repairs or replacement are made as soon as reasonably possible after the loss or damage, not to exceed two years. We may extend this period in writing during the two years.

The most we will pay for loss or damage under this **Additional Coverage, e.(3)(c)** is \$50,000 at each described premises. This is additional insurance.

(4) If the property is repaired or replaced at the same premises or you elect to rebuild at another premises, we will not pay more than:

- (a) The amount you actually spend to demolish and clear the site at the described premises; and
- (b) The increased cost to repair, rebuild or construct the property at the same premises.

(5) If the ordinance or law requires relocation to another premises we will not pay more than:

- (a) The amount you actually spend to demolish and clear the site at the described premises; and

(b) The increased cost to rebuild or construct the property at the new premises.

(6) Neither the Coinsurance Additional Condition nor a deductible applies to e.(3)(b) and e.(3)(c).

(7) The terms of this Additional Coverage apply separately to each covered building.

(8) Under this Additional Coverage we will not pay for costs due to an ordinance or law that:

- (a) You were required to comply with before the loss, even when the building was damaged; and
- (b) You failed to comply with.

(9) This Additional Coverage is not subject to the terms of the Ordinance or Law Exclusion, or Valuation Conditions, to the extent that such exclusions or limitations would conflict with the provisions of this Additional Coverage.

5. The following Additional Coverages are added:

f. Arson, Theft And Vandalism Rewards

We will pay on behalf of the insured for information which leads to a conviction in connection with:

- (1) A fire loss covered under this policy caused by arson;
- (2) An actual or attempted theft of Money or other Covered Property; or
- (3) A vandalism loss to the described premises.

The limit for this Additional Coverage is the actual amount of the reward payment but not greater than 10% of the

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actual loss, subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

This is additional insurance. The Coinsurance Additional Condition and Deductible do not apply to this Additional Coverage.

g. Recharge Of Fire Protection Equipment

We will pay your cost to recharge or replace, whichever is less, your fire extinguishers or automatic fire protection equipment when they are discharged as a result of fighting a fire caused by a Covered Cause of Loss, on or within 1,000 feet of the described premises.

The limit for this Additional Coverage is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

No Deductible applies to this Additional Coverage.

h. Money And Securities

Refer to **Insuring Agreements 3. Inside The Premises-Theft Of Money And Securities** and **5. Outside The Premises of the COMMERCIAL CRIME COVERAGE FORM** attached to this policy for the applicable coverage.

The coverage provided is subject to the exclusions and provisions of the COMMERCIAL CRIME COVERAGE FORM.

The most we will pay for loss under this coverage is \$10,000 for **Insuring Agreement 3** and \$10,000 for **Insuring Agreement 5** or the limit of insurance for **Insuring Agreements 3 and 5** shown in the Declarations, whichever is higher.

i. Accounts Receivable

We will pay for expenses you incur due to direct physical loss or damage to your accounts receivable records caused by or resulting from a Covered Cause of Loss at a location described in the Declarations.

(1) The expenses we will pay include:

- (a) Amounts due from your customers that you are unable to collect because of direct physical loss or damage to your accounts receivable records;
- (b) Interest charges on any loan required to offset amounts you are unable to collect because of direct physical loss or damage to your accounts receivable records, pending our payment of these amounts;
- (c) Collection expenses in excess of your normal collection expenses that are made necessary because of direct physical loss or damage to your accounts receivable records; and
- (d) Other reasonable expenses that you incur to reestablish your records of accounts receivable.

(2) We will not pay expenses for loss or damage under this Additional Coverage caused by or resulting from any of the following:

- (a) Bookkeeping, accounting or billing errors or omissions;
- (b) Electrical or magnetic injury, disturbance or erasure of electronic "Data" or "Media" records, except as a result of direct physical loss caused by lightning;

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(c) Alteration, falsification, concealment or destruction of records of accounts receivable done to conceal the wrongful giving, taking or withholding of money, securities or other property; or

(d) Unauthorized instructions to transfer property to any person or any place.

(3) We will not pay expenses for loss or damage under this Additional Coverage for an audit of records or any inventory computation to prove its factual existence.

The limit for this Additional Coverage is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

The following loss conditions apply in addition to the Common Policy Conditions and the Commercial Property Conditions:

(1) If you cannot accurately establish the amount of accounts receivable outstanding as of the time of loss, the following method will be used:

(a) Determine the total of the average monthly amounts of accounts receivable for the 12 months immediately preceding the month in which the loss or damage occurred; and

(b) Adjust that total for any normal fluctuations in the amount of accounts receivable for the month in which the loss or damage occurred or for any demonstrated variance from the average for that month.

(2) The following will be deducted from the total amount of accounts

receivable, regardless of how that amount is established:

(a) The amount of the accounts for which there is no loss or damage;

(b) The amount of the accounts you are able to reestablish and collect;

(c) An amount to allow for probable bad debts that you are normally unable to collect; and

(d) All unearned interest and service charges.

Additional Definitions:

As used in this Additional Coverage i.:

"Data" means facts, concepts or instructions that are converted into a form usable in data processing operations. This includes computer programs.

"Media" means the materials on which "data" is recorded, such as magnetic tapes, discs, drums, paper tapes, cards and programs. This includes "data" stored on the "media".

j. Claim Expense

(1) In the event of covered loss or damage, we will pay for all reasonable expenses you incur at our request to assist us in:

(a) The investigation of a claim or suit; or

(b) The determination of the amount of loss, such as taking inventory.

(2) We will not pay for:

(a) Expenses to prove that the loss or damage is covered;

(b) Expenses incurred under **Section E. Loss Conditions 2. Appraisal**; or

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- (c) Expenses incurred for examinations under oath, even if required by us.

The limit for this Additional Coverage is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

k. Lock And Key Replacement

We will pay up to \$1,000 per occurrence for the cost to repair or replace the door locks and/or tumblers at the described premises due to theft of your door keys.

l. Contractual Penalties

We will pay for contractual penalties imposed by written contract between you and your customers. These penalties must:

- (1) Result from your failure to deliver your product on time according to contract terms;
- (2) Result from direct physical loss or damage to Covered Property by a Covered Cause of Loss; and
- (3) Have been paid by you to your customer.

The most we will pay under this coverage is \$25,000 per occurrence with a \$100,000 annual aggregate limit.

m. Water That Backs Up From A Sewer Or Drain

We will pay for direct physical loss of or damage to Covered Property caused by or resulting from:

- (1) Water that backs up from a sewer or drain; or
- (2) Water that enters into and overflows from within a:

- (a) Sump pump;
- (b) Sump pump well; or
- (c) Other type systems;

designed to remove subsurface water which is drained from the foundation area.

The most we will pay for loss or damage in any one occurrence is \$10,000 or the Limit of Insurance shown in the Schedule for **Water That Backs Up From A Sewer Or Drain** at each described premises.

n. Computer Fraud

Refer to **Insuring Agreement 6. Computer Fraud**, of the COMMERCIAL CRIME COVERAGE FORM, CR 00 21, attached to this policy for the applicable coverage. The coverage provided is subject to the exclusions and provisions of the COMMERCIAL CRIME COVERAGE FORM.

The most we will pay for loss under this coverage is \$25,000 for **Insuring Agreement 6** or the Limit of Insurance for **Insuring Agreement 6** shown in the Declarations, whichever is higher.

III. Section A. Coverage 5. Coverage Extensions is replaced in its entirety with the following:**5. Coverage Extensions**

Except as otherwise provided, the following Extensions apply to property located in or on the building described in the Declarations or in the open (or in a vehicle) within 1,000 feet of the described premises.

If a Coinsurance percentage of 80% or more, or a Value Reporting period symbol, is shown in the Declarations, you may extend the insurance provided by this Coverage Part as follows:

a. Newly Acquired Or Constructed Property

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- (1) You may extend the insurance that applies to Building to apply to:
- (a) Your new building while being built on the described premises; and
 - (b) Buildings you acquire at locations, other than the described premises, intended for:
 - (i) Similar use as the building described in the Declarations; or
 - (ii) Use as a warehouse.
- The most we will pay for loss or damage under this Extension is \$1,000,000 at each building.
- (2) You may extend the insurance that applies to Your Business Personal Property to apply to that property at any location you construct or acquire other than at fairs or exhibitions. The most we will pay for loss or damage under this Extension is \$500,000 at each building.
- (3) Insurance provided under this Coverage Extension for Newly Acquired Or Constructed Property will end when any of the following first occurs:
- (a) This policy expires;
 - (b) 180 days expire after you acquire or begin to construct the property; or
 - (c) You report values to us.
- We will charge you additional premium for values reported from the date construction begins or you acquire the property.

b. Personal Effects And Property Of Others

You may extend the insurance that applies to Your Business Personal Property to apply to:

- (1) Personal effects owned by you, your officers, your partners or members, your managers or your employees.
- (2) Personal Property of Others in your care, custody or control.

The most we will pay for loss or damage under this Extension is \$10,000 at each described premises, but not more than \$1,000 to any loss or damage by theft to tools owned by your employees necessary for the performance of their job responsibilities. Our payment for loss of or damage to personal property of others will only be for the account of the owner of the property.

c. Valuable Papers And Records (Other Than Electronic Data)

- (1) You may extend the insurance that applies to Your Business Personal Property to apply to the cost to replace or restore the lost information on valuable papers and records for which duplicates do not exist. But this Extension does not apply to valuable papers and records which exist as electronic data. Electronic data has the meaning described under Property Not Covered - Electronic Data.
- (2) If the Causes of Loss - Special Form applies, coverage under this Extension is limited to the "specified causes of loss" as defined in that form, and Collapse as set forth in that form.
- (3) The limit for this Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement. We will also pay

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for the cost of blank material for reproducing the records (whether or not duplicates exist), and (when there is a duplicate) for the cost of labor to transcribe or copy the records. The costs of blank material and labor are subject to the applicable Limit of Insurance on Your Business Personal Property and therefore coverage of such costs is not additional insurance.

d. Property Off-premises

You may extend the insurance provided by this Coverage Form to apply to your Covered Property that is temporarily at a location you do not own, lease or operate; in storage at a location you lease, provided the lease was executed after the beginning of the current policy term; or that is in the care, custody or control of your salespersons. This Extension applies only if loss or damage is caused by a Covered Cause of Loss.

This extension does not apply to Covered Property in or on a vehicle.

The most we will pay for loss or damage under this Extension is \$50,000 but not more than:

- (1) \$25,000 per salesperson; or
- (2) \$50,000 at any fair, trade show or exhibition.

e. Property In Transit

You may extend the insurance provided by this Coverage Form to apply to your Covered Property (including property that is in the care, custody or control of your salesperson) in transit in or on a motor vehicle you own, lease or operate while between points within the coverage territory and more than 1,000 feet from the described premises. Loss or

damage must be caused by or result from one of the following causes of loss:

- (1) Fire, lightning, explosion, windstorm or hail, riot or civil commotion, or vandalism.
- (2) Vehicle collision, upset or overturn. Collision means accidental contact of your vehicle with another vehicle or object. It does not mean your vehicle's contact with the road bed.
- (3) Theft of an entire bale, case or package by forced entry into a securely locked body or compartment of the vehicle. There must be visible marks of the forced entry.

The most we will pay for loss or damage under this Extension is \$25,000.

f. Non-Owned Detached Trailers

- (1) You may extend the insurance that applies to Your Business Personal Property to apply to loss or damage to trailers that you do not own, provided that:
 - (a) The trailer is used in your business;
 - (b) The trailer is in your care, custody or control at the premises described in the Declarations; and
 - (c) You have a contractual responsibility to pay for loss or damage to the trailer.
- (2) We will not pay for any loss or damage that occurs:
 - (a) While the trailer is attached to any motor vehicle or motorized conveyance, whether or not the motor vehicle is in motion.

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(b) During hitching or unhitching operations, or when a trailer becomes accidentally unhitched from a motor vehicle or a motorized conveyance.

(3) The most we will pay for loss or damage under this Extension is \$5,000, unless a higher limit is shown in the Declarations.

(4) This insurance is excess over the amount due (whether you can collect on it or not) from any other insurance covering such property.

**g. Business Personal Property
Temporarily In Portable Storage Units**

(1) You may extend the insurance that applies to Your Business Personal Property to apply to such property while temporarily stored in a portable storage unit (including a detached trailer) located within 1,000 feet of the building or structure described in the Declarations or within 1,000 feet of the premises described in the Declarations, whichever distance is greater.

(2) If the applicable Covered Causes of Loss form or endorsement contains a limitation or exclusion concerning loss or damage from sand, dust, sleet, snow, ice or rain to property in a structure, such limitation or exclusion also applies to property in a portable storage unit.

(3) Coverage under this Extension:

(a) Will end 90 days after the business personal property has been placed in the storage unit;

(b) Does not apply if the storage unit itself has been in a use at the described premises for more than

90 consecutive days, even if the business personal property has been stored there for 90 or fewer days as of the time of loss or damage.

(4) Under this Extension, the most we will pay for the total of all loss or damage to business personal property is \$10,000 (unless a higher limit is indicated in the Declarations for such Extension) regardless of the number of storage units. Such limit is part of, not in addition to, the applicable Limit of Insurance on Your Business Personal Property. Therefore, payment under this Extension will not increase the applicable Limit of Insurance on your Business Personal Property.

(5) This Extension does not apply to loss or damage otherwise covered under this Coverage Form or any endorsement to this Coverage Form or policy and does not apply to loss or damage to the storage unit itself.

h. Outdoor Property

You may extend the insurance provided by this Coverage Form to apply to your outdoor fences, radio and television antennas (including satellite dishes), trees, shrubs and plants (other than trees, shrubs or plants which are "stock" or are part of a vegetated roof) including debris removal expense, caused by or resulting from any of the following causes of loss:

- (1) Fire;
- (2) Lightning;
- (3) Explosion;
- (4) Riot or Civil Commotion; or
- (5) Aircraft.

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The most we will pay for loss or damage under this Extension is \$25,000, but not more than \$1,000 for any one tree, shrub or plant. This limit applies to any one occurrence, regardless of the types or number of items lost or damaged in that occurrence.

Subject to all aforementioned terms and limitations of coverage, this Coverage Extension includes the expense of removing from the described premises the debris of trees, shrubs and plants which are the property of others, except in the situation in which you are a tenant and such property is owned by the landlord of the described premises.

i. Fine Arts

You may extend the insurance provided by this Coverage Form to apply to Fine Arts owned by you or in your care, custody or control, that are not held for sale by you, at the premises in the Declarations.

As used in this Extension, Fine Arts means paintings, etchings, pictures, tapestries, art glass windows, and other bona fide works of art or rarity, historical value or artistic merit.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

In the event of a covered loss, payment for Fine Arts will be valued at the Market Value of the item(s) at the time of loss.

Coverage does not extend to Fine Arts at any fair, trade show or exhibition.

j. Consequential Loss

You may extend the insurance provided

by this Coverage Form to pay the reduction in value of the remaining parts of "stock" when the reduction is caused by direct physical loss or damage from a Covered Cause of Loss to other parts of "stock" at the described premises.

In the application of the Coinsurance Additional Condition, the value of "stock" at any location to which this Extension applies includes the additional value that it represents in "stock" at other locations.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

k. Deferred Payments

In the event of a loss under this Extension, coverage will be paid based on the value of the amount shown on your books as due from the buyer. In case of a partial loss and the buyer refuses to continue payment, forcing you to repossess, the amount of the loss will be determined as follows:

We will pay for expenses you incur due to your interest in Business Personal Property lost or damaged by a Covered Cause of Loss and sold by you under a conditional sale or trust agreement, or any installment or deferred payment plan after delivery to the buyer.

(1) If the realized value of the repossessed property is equal to or greater than the amount shown on your books as due from the buyer, we will make no payment.

(2) If the realized value of the repossessed property is less than the amount shown on your books as due from the buyer, we will pay the difference.

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(3) If a partial loss occurs and the buyer continues to pay you, there will be no loss payment made under this Extension.

The most we will pay under this Extension is \$10,000 for any one occurrence during the policy period.

1. Mobile Equipment On Premises

You may extend the insurance provided by this Coverage Form to apply to your mobile equipment such as forklifts, lawn mowers, tractors and similar vehicles, including equipment which you rent.

This Extension does not apply to vehicles which are licensed for use on public roads, or which are insured elsewhere.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

m. Utility Services - Direct Damage

You may extend the insurance provided by this Coverage Form to pay for loss or damage to Covered Property caused by an interruption in utility service to the described premises. The interruption in utility service must result from direct physical loss or damage by a Covered Cause of Loss to Utility Property. Utility Property includes water supply property, communication supply property and power supply property.

Exception:

Coverage under this endorsement for loss or damage to Covered Property does not apply to loss or damage to electronic data, including destruction or corruption of electronic data. The term electronic data has the meaning set forth in the Coverage Form to which this endorsement applies.

As used in this Extension, **Utility Services** means:

(1) **Water Supply Services**, meaning the following types of property supplying water to the described premises:

- (a) Pumping stations; and
- (b) Water mains.

(2) **Communication Supply Services**, meaning property supplying communication services, including telephone, radio, microwave or television services to the described premises, such as:

- (a) Communication transmission lines, including fiber optic transmission lines;
- (b) Coaxial cables; and
- (c) Microwave radio relays except satellites.

(3) **Power Supply Service**, meaning the following types of property supplying electricity, steam or gas to the described premises:

- (a) Utility generating plants;
- (b) Switching stations;
- (c) Substations;
- (d) Transformers; and
- (e) Transmission lines.

As used in this Extension the term transmission lines includes all lines which serve to transmit communication service or power, including lines which may be identified as distribution lines.

The Limit of Insurance for this Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement. Loss or damage to two or more Utility Properties arising out of the same occurrence will be considered one occurrence.

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n. Appurtenant Structures

You may extend the insurance that applies to Building to apply to your storage buildings, your garages and your other appurtenant structures, except outdoor fixtures, at the described premises. The most we will pay for Building loss or damage under this extension is \$50,000.

You may extend the insurance that applies to Business Personal Property to apply to such property in your storage buildings, your garages and your other appurtenant structures at the described premises.

The most we will pay for Business Personal Property under this Extension is \$5,000.

o. Ornamental Display Gardens

You may extend the insurance provided by this Coverage Form to apply to ornamental display gardens, used for display or promotional purposes, located at the described premises or within 1,000 feet of the personal residence of a landscape or nursery proprietor, partner, officer, or designated employee.

The most we will pay for loss or damage under this Extension is \$10,000.

p. Ornamental Landscape Displays

You may extend the insurance provided by this Coverage Form to apply to ornamental masonry or stone bridges, walks, patios, retaining walls or similar surfaces, or wooden landscaping bridges, gazeboes, storage sheds or similar structures, used for display or promotional purposes, located at the described premises or within 1,000 feet of the personal residence of a landscape or nursery proprietor, partner, officer, or

officer, or designated employee.

The most we will pay for loss or damage under this Extension is \$10,000.

q. Outdoor Growing Stock

You may extend the insurance provided by this Coverage Form to apply to growing stock. Growing stock means:

- (1) Seeds, seedlings, bulbs, cuttings, or cultivated plants or trees, from the time they are deposited in the ground, until removed from the ground; and
- (2) Outdoor trees, shrubs and plants held for sale that are contained in pots, flats, or other similar individual containers.

The most we will pay for loss or damage under this Extension is \$25,000.

IV. Section C. Limits Of Insurance is replaced in its entirety with the following:

C. Limits Of Insurance

1. The most we will pay for loss or damage in any one occurrence is the applicable Limit of Insurance shown in the Declarations.
2. The most we will pay for loss or damage to outdoor signs, whether or not the sign is attached to a building, is \$25,000 per sign in any one occurrence.
3. The Limit Of Insurance for Business Personal Property stated in the Declarations will automatically increase by 25% to provide for seasonal variations. This seasonal increase is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.
4. Except as otherwise specified, the limits applicable to Additional Coverages and to Coverage Extensions are in addition to the Limit Of Insurance.

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5. Payments under the following Additional Coverage will not increase the applicable Limit of Insurance:

a. Preservation of Property.

- V. The following amends specified provisions stated under **Section E. Loss Conditions** :

1. Item **7. Valuation** c. "Stock" is replaced with the following:

c. We will determine the value of "stock" you own in the event of loss or damage at:

(1) The selling price, as if no loss or damage occurred:

(2) Less discounts and expenses you otherwise would have had.

The following changes apply to the CAUSES OF LOSS - SPECIAL FORM.

- VI. Under **Section F. Additional Coverage Extension**, Item **1. Property In Transit** is deleted in its entirety.

The following changes apply to the BUSINESS COMPUTER COVERAGE FORM as specified.

- VII. We will pay for all risks of direct physical loss, subject to the exclusions and provisions contained in BUSINESS COMPUTER COVERAGE FORM IM 7203, which is attached to and made part of this policy.

The limit for this Coverage Extension is subject to the \$500,000 Per Loss Aggregate Limit for certain coverages specified in this endorsement.

Coverage may be extended up to \$10,000 while the Covered Property is anywhere within the policy territory, and while in transit; however, this Extension does not increase the Limit of Insurance at each described premises.

The following changes apply to the COMMERCIAL GENERAL LIABILITY COVERAGE FORM as specified.

VIII. Non-Owned Watercraft

- A. Exclusion g. Item (2) of **SECTION I -**

COVERAGE A is replaced with the following:

(2) A watercraft you do not own that is:

(a) Less than 51 feet long; and

(b) Not being used to carry persons or property for a charge.

IX. Property Damage To Borrowed Equipment

- A. Exclusion j. item (4) of **SECTION I -**

COVERAGE A does not apply to "property damage" to borrowed equipment while that equipment is:

1. Not being used to perform operations; or

2. Being used to perform operations provided the insured is legally liable for damages to the borrowed equipment.

- B. The most we will pay for "property damage" to any one borrowed equipment item under this coverage is \$25,000 per occurrence.

- C. The insurance afforded by this provision **IX.** is excess over any valid and collectible property insurance available to the insured.

X. Property Of Others In The Care, Custody Or Control Of The Insured

Subject to the provisions of the **COMMERCIAL GENERAL LIABILITY COVERAGE FORM**, except as modified below, we will pay under **SECTION I - COVERAGES, COVERAGE A:**

"Loss" to real or personal property belonging to others, including all resulting loss of use of that property, while an insured is exercising physical control over that property for the purpose of alteration or repair, construction, maintenance, servicing, or cleaning, and such "loss" arises out of the business operations to which the **COMMERCIAL GENERAL LIABILITY COVERAGE FORM** of this policy applies.

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A. The following is added to SECTION I - COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions :

This insurance does not apply to "loss" to property:

1. Held by the insured for sale or entrusted to the insured for storage or safekeeping.
2. Owned or occupied by, rented or leased to, or loaned to any insured.
3. Included in the "products-completed operations hazard".
4. Arising from errors or mistakes in design, plans or specifications committed by or on behalf of the insured.

B. Limit Of Insurance

The most we will pay for "loss", including all resulting loss of use of that property, as a result of any one "occurrence" is \$25,000.

C. Deductible

1. We are not obligated to pay any "loss" until such "loss" exceeds \$250. We will then pay the amount of "loss" in excess of the Deductible, up to the applicable Limit Of Insurance. This Deductible amount applies to all "loss" to real or personal property belonging to others as the result of any one "occurrence".
2. We may pay any part or all of the Deductible amount to effect settlement of any claim or "suit" and, upon notification of the action taken, you shall promptly reimburse us for such part of the Deductible amount as has been paid by us.
3. The terms of this insurance, including those with respect to:

a. Our right and duty to defend any "suits" seeking those damages; and

b. Your duties in the event of an "occurrence", claim or "suit";

apply irrespective of the application of the Deductible amount.

D. Excess Insurance

This insurance is excess over any other collectible insurance available to the insured.

E. Additional Definition

The following is added to **SECTION V - DEFINITIONS :**

"Loss" means any unintentional damage or destruction, but does not include disappearance or abstraction.

XI. Supplementary Payments Increased Limits

Under **SUPPLEMENTARY PAYMENTS - COVERAGE A and B of SECTION I;**

A. Item 1.b. is replaced with the following:

b. Up to \$2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

B. Item 1.d. is replaced with the following:

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$500 a day because of time off from work.

XII. Additional Insured By Contract, Agreement Or Permit

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A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement, that such person or organization be added as an additional insured on your policy. Such person or organization is an additional insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured.

A person's or organization's status as an additional insured under this endorsement ends when your operations for that additional insured are completed.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply:

1. Unless the written contract, agreement or permit has been issued prior to the "bodily injury", "property damage", or "personal and advertising injury";
2. To any person or organization included as an additional insured by an endorsement issued by us and made a part of this Coverage Form;
3. To "bodily injury" or "property damage" occurring after:

- a. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

- b. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

4. To any lessor of equipment:

- a. After the equipment lease expires; or
- b. If the "bodily injury", "property damage", or "personal and advertising injury" arises out of the sole negligence of the lessor.

5. To "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services, including, but not limited to:

- a. The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; or
- b. Supervisory, inspection, architectural or engineering activities.

6. To any:

- a. Owners or other interests from whom land has been leased.

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XIII. Additional Insured - Managers or Lessors of Premises When Required in Written Lease Agreement With You

A. SECTION II - WHO IS AN INSURED is amended to include as an insured when required within a written lease agreement any person or organization from whom you have leased premises, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you, subject to the following additional exclusion:

B. With respect to provision **XIII.**, insurance afforded to these additional insured's does not apply unless the written lease agreement has been executed prior to the "bodily injury", "property damage", or "personal and advertising injury".

C. This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises; or
2. The "bodily injury", "property damage", or "personal and advertising injury" that arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.

XIV. Additional Insured - State or Political Subdivisions - Automatic Status When Required For Permits

SECTION II - WHO IS AN INSURED is amended to include as an insured any state or political subdivision when required in order to obtain a permit, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or political subdivision has issued a permit.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage", or "personal and advertising injury" arising out of operations performed for the state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

XV. Additional Insured - Lessor Of Leased Equipment - Automatic Status When Required In Written Lease Agreement With You

A. SECTION II - WHO IS AN INSURED is amended to include as an additional insured any person or organization from whom you lease equipment when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy. Such person or organization is an insured only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such person or organization. A person's or organization's status as an additional insured under this provision **XV.** ends when their contract or agreement with you for such leased equipment ends.

B. With respect to the insurance afforded to these additional insured's, this insurance does not apply to any "occurrence" which takes place after the equipment lease expires.

C. With respect to provision **XV.**, insurance afforded to these additional insured's does not apply unless the written lease agreement has been executed prior to the "bodily injury", "property damage", or "personal and advertising injury".

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XVI. Blanket Primary and Noncontributory

A. SECTION IV-COMMERCIAL GENERAL LIABILITY CONDITIONS, 4. Other

Insurance is amended by the addition of the following:

c. Primary and Noncontributory

Insurance provided under this policy shall apply on a primary basis and shall not seek contribution from any other insurance available to an additional insured added to this policy by provisions **XII., XIII., XIV. and XV.**, subject to the following conditions:

1. A written contract between the Named Insured and the additional insured requires this insurance to be primary and noncontributory to other insurance available to the additional insured.
2. Primary and noncontributory coverage for the additional insured under this provision **XVI.** shall be provided subject to the same terms and conditions as the applicable insured provisions **XII., XIII., XIV. and XV.**

All other terms and conditions of this policy remain unchanged.

XVII. Broad Form Named Insured

SECTION II - WHO IS AN INSURED is amended to include as an insured any organization or subsidiary thereof which is a legally incorporated entity of which you own a financial interest of more than 50 percent of the voting stock on the effective date of this endorsement.

This provision **XVII.** does not apply to injury or damage with respect to which an insured under this policy is also an insured under

another policy or would be an insured under such policy but for its termination or upon exhaustion of its limits of insurance.

XVIII. Newly Formed Or Acquired Organizations

A. Item 4.a. of SECTION II - WHO IS AN INSURED is replaced with the following:

- a. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;

B. The following provision is added under item 4. of SECTION II - WHO IS AN INSURED :

Coverage A does not apply to "damage to your products" that occurred before you acquired or formed the organization.

XIX. Increased Damage To Premises Rented To You

A. Under SECTION 1 - COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions is amended as follows:

1. The fourth from the last paragraph of exclusion **j. Damage To Property** is replaced by the following:

Paragraphs **(1), (3) and (4)** of this exclusion do not apply to "property damage" (other than damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems) to premises, including the contents of such premises, rented to you for a period of 7 or fewer consecutive days. A separate limit of insurance applies to Damage To Premises Rented To You as described in **SECTION III - LIMITS OF INSURANCE** .

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2. The last paragraph of **2. Exclusions** is replaced by the following:

Exclusions **c.** through **n.** do not apply to damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems to premises while rented to you or temporarily occupied by you with the permission of the owner. A separate limit of insurance applies to Damage To Premises Rented To You as described in **SECTION III - LIMITS OF INSURANCE**.

- B.** Item **6.** of **SECTION III - LIMITS OF INSURANCE** is replaced with the following:

6. Subject to **5.** above, unless a higher limit is shown in the Declarations under Damage To Premises Rented To You Limit, \$300,000 is the most we will pay under **Coverage A** for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems to premises, while rented to you or temporarily occupied by you with permission of the owner.

XX. Medical Payments Increased Limits

The Medical Expense Limit shown in the Declarations is increased to \$10,000.

XXI. Aggregate Limit Per Project

- A.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **COVERAGE A (SECTION I)**, and for all medical expenses caused by accidents under **COVERAGE C (SECTION I)**, which can be attributed only to ongoing operations at a single construction project:

1. A separate Construction Project General Aggregate Limit applies to each construction project, and that limit is equal to the amount of the General Aggregate Limit shown in the Declarations.
2. The Construction Project General Aggregate Limit is the most we will pay for the sum of all damages under **COVERAGE A**, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under **COVERAGE C**, regardless of the number of:
 - a. Insureds;
 - b. Claims made or "suits" brought; or
 - c. Persons or organizations making claims or bringing "suits".
3. Any payments made under **COVERAGE A** for damages or under **COVERAGE C** for medical expenses shall reduce the Construction Project General Aggregate Limit for that construction project. Such payments shall not reduce any other Construction Project General Aggregate Limit for any other construction project.
4. The limits shown in the Declarations for Each Occurrence, Fire Damage and Medical Expenses continue to apply. However, instead of being subject to the General Aggregate Limit shown in the Declarations, such limits will be subject to the applicable Construction Project General Aggregate Limit.
- B.** For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under **COVERAGE A (SECTION I)**, and for all medical expenses caused by accidents under **COVERAGE C (SECTION I)**, which cannot be attributed only to ongoing operations at a single construction project:

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1. Any payments made under **COVERAGE A.** for damages or under **COVERAGE C.** for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products - Completed Operations Aggregate Limit, whichever is applicable; and

2. Such payments shall not reduce any Construction Project General Aggregate Limit.

C. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and not reduce the General Aggregate Limit nor the Construction Project General Aggregate Limit.

D. If the applicable construction project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same construction project.

E. The provisions of **Limits of Insurance (SECTION III)** not otherwise modified by this provision **XXI.** shall continue to apply as stipulated.

XXII. Duties In The Event Of Occurrence, Offense, Claim Or Suit - Redefined

- A.** The requirement in condition **2.a.** of **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS** that you must see to it that we are notified of an "occurrence" only applies when the "occurrence" or offense is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An officer of the corporation, if you are a corporation;
4. Your members and managers, if you are a limited liability company; or
5. Your insurance manager.

B. The requirement in condition **2.b.** of **SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS** that you must see to it that we receive written notice of a claim or "suit" as soon as practicable will not be considered breached unless the breach occurs after such claim or "suit" is known to:

1. You, if you are an individual;
2. A partner, if you are a partnership;
3. An officer of the corporation, if you are a corporation;
4. A member or manager, if you are a limited liability company; or
5. Your insurance manager.

XXIII. Unintentional Failure To Disclose Hazards

Any unintentional error or omission in the description of, or failure to completely describe, any premises or operations intended to be covered by this Coverage Form will not invalidate or affect coverage for those premises or operations. However, you must report such error or omission to us as soon as practicable after its discovery.

XXIV. Mobile Equipment Redefined

Item **12.f.**, subparagraph **(1)** of **SECTION V - DEFINITIONS** does not apply to self-propelled vehicles of less than 1,000 pounds gross vehicle weight.

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XXV. Waiver Of Transfer Of Rights Of Recovery Against Others To Us When Required Within A Written Agreement With You

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 8. Transfer Of Rights Of Recovery Against Others To Us is amended by the addition of the following:

We waive any right of recovery we may have because of payments we make for injury or damage arising out of:

1. Your ongoing operations or "your work" done under a written contract with that person or organization and included in the "products-completed operations hazard"; or
2. The ownership, maintenance or use of that part of the premises leased to you.

The waiver applies only to a person or organization with whom you have a written contract or agreement in which you are required to waive the rights of recovery under this policy, but only to the extent that subrogation is waived prior to any injury or damage under a contract with that person or organization.

The insured must do nothing after a loss to impair our rights. At our request, the insured will bring "suit" or transfer those rights to us and help us enforce those rights.

XXVI. Liberalization Clause

If we revise this Contractors' Optimum Endorsement to provide more coverage without additional premium charge, your policy will automatically provide the coverage as of the day the revision is effective in your state.

XXVII. Incidental Medical Malpractice

Paragraph 2.a.(1)(d) of **SECTION II-WHO IS AN INSURED**, does not apply to your "employees" who provide professional health care services on your behalf as duly licensed:

1. Nurses;
2. Emergency Medical Technicians; or
3. Paramedics

in the jurisdiction where an "occurrence" or offense to which this insurance applies takes place. This coverage does not apply if you are in the business or occupation of providing any such professional services.

XXVIII. Lost Key Coverage

A. Coverage for "bodily injury" and "property damage" liability with respect to the insured's operations is extended as follows:

1. We will pay those sums that you become legally obligated to pay as damages due to loss of keys by an insured in the course of your business. The keys must be loaned to the insured or in the care, custody or control of the insured.
2. The additional insurance provided by this endorsement does not apply to:
 - a. Misappropriation;
 - b. Secretion;
 - c. Conversion;
 - d. Infidelity; or
 - e. Any dishonest act on the part of the insured.
3. The additional insurance provided by this endorsement applies only to:
 - a. The actual cost of the keys;
 - b. Adjustment of locks to accept new keys; and
 - c. The cost of new locks, including the cost of their installation.

B. The most we will pay for loss or damage resulting from any one "occurrence" under this provision **XXVIII.** is \$1,500.

C. A deductible of \$100 applies to this coverage extension.

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D. This coverage extension is subject to the following:

1. Exclusions **j.(3)** and **j.(4)** of **SECTION I COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY** do not apply to the loss of keys by an insured.
2. Subparagraph **2.a.(2)** of **SECTION II - WHO IS AN INSURED** does not apply to this additional insurance.

XXIX. Electronic Data Liability

A. The following paragraph is added to **SECTION III - LIMITS OF INSURANCE** :

8. Subject to **5.** above, the Loss of "Electronic Data" Limit of \$10,000 is the most we will pay under **COVERAGE A.** for "property damage" because of all loss of "electronic data" arising out of any one "occurrence".

B. The following definition is added to **SECTION V - DEFINITIONS** :

"Electronic data" means information, facts or programs stored as or on, created or used on, or transmitted to or from computer software (including systems and applications software), hard or floppy disks, CD-ROMS, tapes, drives, cells, data processing devices or any other media which are used with electronically controlled equipment.

C. For the purpose of this coverage provided by this provision **XXIX.**, the definition of "Property Damage" in **SECTION V - DEFINITIONS** is replaced by the following:

17. "Property Damage" means:

- a. Physical injury to tangible property, including all resulting loss of use of that property. All such loss of use shall be deemed to occur at the time of the physical injury that caused it;
- b. Loss of use of tangible property that is not physically injured. All such loss of use shall be deemed to occur at the time of the "occurrence" that caused it; or
- c. Loss of "electronic data". Loss of "electronic data" means loss of, loss of use of, damage to, corruption of, inability to access, or inability to properly manipulate such data, resulting from physical injury to tangible property. All such loss of "electronic data" shall be deemed to occur at the time of the "occurrence" that caused it.

For the purposes of this insurance, "electronic data" is not tangible property.

XXX.Coverage For Injury To Leased Workers

A. With respect to the Employer's Liability exclusion (**SECTION I**) only, the definition of "employee" in **SECTION V - DEFINITIONS** is replaced by the following:

"Employee" does not include a "leased worker" or "temporary worker".

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Endorsement

CU 100

Policy Number: CUP 2310101

Additional Insureds
Primary and Noncontributory

This Endorsement Changes the Policy. Please Read it Carefully.

This endorsement modifies insurance provided under the following:

COMMERCIAL LIABILITY UMBRELLA
COVERAGE PART

Paragraph **a.** of **5. Other Insurance** of **Section IV - Conditions** is deleted and replaced by:

- a.** This insurance is excess over, and shall not contribute with any of the other insurance, whether primary, excess, contingent or on any other basis. This condition will not apply to either:
 - (1)** Other insurance that is specifically written as excess over this Coverage Part; or
 - (2)** Other insurance that is both:
 - (a)** Issued to a Named Insured that is an additional insured under this Coverage Part as described in paragraph 3. of **Section II - Who Is An Insured**; and

- (b)** Intended to be excess of this insurance and noncontributory with this insurance as agreed under a written contract or agreement you have made with such person or organization in item **(a)** above.

Such insurance as is described in items **(1)** and **(2)** above shall apply in excess of the Limits of Insurance of this Coverage Part and we will not seek contribution or indemnity from such insurance for damages to which this Coverage Part applies.

When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but will be entitled to the insured's rights against all those other insurers.

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Accounts Payable Cover Sheet

Report:	Period or corresponding report date		
Village Accounts Payable	8/10/2023	\$	173,303.87

Total for Approval: \$ 173,303.87

The preceding list of bills payable was approved for payment

Date: _____

Approved by: _____

08/10/2023 09:30 AM
User: ddoherty
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
POST DATES 08/17/2023 - 08/17/2023
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/10

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: AERO COMPRESSED GASES						
471156	NNO HELIUM	340-5890-580602	423.00	423.00	POLICE	08/17/2023
TOTAL VENDOR AERO COMPRESSED GASES				423.00		
VENDOR NAME: AFTERMATH						
JC2023-5390	VILLAGE PAEK PROFESSIONAL CLEANING SERVI	100-5521-531100	300.00	300.00	DPW	08/17/2023
TOTAL VENDOR AFTERMATH				300.00		
VENDOR NAME: AIR FLOW INC						
230344TSA0101	WELL 5 EXHAUST FAN REPAIR	610-6210-662500	80.00	80.00	UTILITIES	08/17/2023
TOTAL VENDOR AIR FLOW INC				80.00		
VENDOR NAME: ALL-WAYS CONTRACTORS INC						
12-10176.300 PMNT	MINORS PARK CULVERT CLOSEOUT PAYMENT	480-0000-211150	4,456.08	37,048.33	FINANCE	08/17/2023
		480-5700-584900	32,592.25			
TOTAL VENDOR ALL-WAYS CONTRACTORS INC				37,048.33		
VENDOR NAME: ALSCO						
IMIL1933085	PD MAT CLEANING SERVICE	100-5211-539400	42.66	42.66	POLICE	08/17/2023
IMIL1919119	VILLAGE HALL WALK OFF MATS	100-5160-521900	88.23	88.23	DPW	08/17/2023
TOTAL VENDOR ALSCO				130.89		
VENDOR NAME: AMAZON CAPITOL SERVICES						
16FRF39MGHWT	OFFICE SUPPLIES	100-5142-531100	62.79	145.02	CLERK	08/17/2023
		100-5144-531100	82.23			
1JTVF749FXWT	STORMWATER DISPPLEY MONITOR	100-5660-535400	333.71	333.71	DPW	08/17/2023
1M7GFPR66M7L	HR FILE SLEEVES	100-5145-531100	23.98	23.98	FINANCE	08/17/2023
1YJPHX7Q31HR	DPW PRINTER SUPPLIES	100-5323-531100	131.05	131.05	DPW	08/17/2023
TOTAL VENDOR AMAZON CAPITOL SERVICES				633.76		
VENDOR NAME: ASSOCIATED APPRAISAL CONSULTANT INC						
169656	ASSESS SVS AUGUST 2023	100-5153-521900	1,491.74	1,491.74	CLERK	08/17/2023
TOTAL VENDOR ASSOCIATED APPRAISAL CONSULTANT INC				1,491.74		
VENDOR NAME: BALTIC NETWORKS USA						
153575 VH	WIFI ACCESS POINT VILLAGE HALL	100-5150-531100	165.15	165.15	FINANCE	08/17/2023
153575 UTILITIES	WIFI ACCESS POINTS	610-6210-662300	165.14	165.14	UTILITIES	08/17/2023
TOTAL VENDOR BALTIC NETWORKS USA				330.29		
VENDOR NAME: BASSETT MECHANICAL						
6512111	BOILER REPAIR	620-8010-833000	292.00	292.00	UTILITIES	08/17/2023
6510766C	MAINTENANCE CONTRACT	620-8400-852000	1,661.00	1,661.00	UTILITIES	08/17/2023
TOTAL VENDOR BASSETT MECHANICAL				1,953.00		
VENDOR NAME: BAYSIDE PRINTING LLC						

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VENDOR NAME: BAYSIDE PRINTING LLC						
142768	1ST QTR 2023	100-5142-531200	5.96	664.57	ALLOCATE	08/17/2023
		100-5670-521900	5.96			
		100-5670-521900	5.96			
		100-5211-531200	5.96			
		150-5221-539900	5.96			
		440-5511-531200	5.96			
		410-5363-531200	5.96			
		620-8400-852000	5.96			
		610-6920-692300	47.68			
		410-5363-531200	56.92			
		610-6920-692300	256.15			
		620-8400-852000	256.14			
142771	PFAS LETTERS FOR WELL #7	610-6920-692300	795.55	795.55	UTILITIES	08/17/2023
TOTAL VENDOR BAYSIDE PRINTING LLC				1,460.12		
VENDOR NAME: BOUND TREE MEDICAL LLC						
85039790	EMS SUPPLIES	150-5231-531100	25.45	25.45	FIRE	08/17/2023
85044960	EMS SUPPLIES	150-5231-531100	37.28	37.28	FIRE	08/17/2023
TOTAL VENDOR BOUND TREE MEDICAL LLC				62.73		
VENDOR NAME: BRIGHTSPEED						
JULY 2023	PHONE SERVICE JULY 2023	100-5142-522500	77.04	562.53	ALLOCATE	08/17/2023
		100-5211-522500	53.86			
		100-5323-522500	106.91			
		440-5511-522500	191.73			
		610-6920-692100	33.55			
		620-8400-851000	99.44			
TOTAL VENDOR BRIGHTSPEED				562.53		
VENDOR NAME: BUELOW, VETTER, BUIKEMA, OLSON						
JULY 2023 ACTIVITY	GENERAL MATTERS	100-5211-521900	6,206.50	10,896.00	FINANCE	08/17/2023
		100-5111-521900	3,464.00			
		100-5141-521900	1,111.50			
		100-5211-521900	114.00			
TOTAL VENDOR BUELOW, VETTER, BUIKEMA, OLSON				10,896.00		
VENDOR NAME: C & M AUTO PARTS INC						
6079-371249	SHOP SUPPLIES	100-5323-531100	49.98	49.98	DPW	08/17/2023
6079-371236	3488 REPAIR	150-5231-539500	127.49	127.49	FIRE	08/17/2023
TOTAL VENDOR C & M AUTO PARTS INC				177.47		
VENDOR NAME: CERTIFIED LABORATORIES						
8326194	SOAP AND CLEANING SUPPLIES	620-8010-827000	528.88	528.88	UTILITIES	08/17/2023
TOTAL VENDOR CERTIFIED LABORATORIES				528.88		
VENDOR NAME: CINTAS						

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VENDOR NAME: CINTAS						
4162977839	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	125.16	125.16	DPW	08/17/2023
4162978001	UNIFORM SERVICE	610-6920-693000	103.82	207.64	UTILITIES	08/17/2023
		620-8400-856000	103.82			
4136736114	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	113.18	113.18	DPW	08/17/2023
4163736248	UNIFORM SERVICE	610-6920-693000	80.82	161.64	UTILITIES	08/17/2023
		620-8400-856000	80.82			
TOTAL VENDOR CINTAS				607.62		
VENDOR NAME: CIVITEK CONSULTING						
61-23	UPDATE PARCEL MAPS	100-5632-521901	180.00	180.00	PLANNER	08/17/2023
TOTAL VENDOR CIVITEK CONSULTING				180.00		
VENDOR NAME: CLERKBASE, INC						
12362	ONBOARD SUBSCRIPTION	100-5142-521900	800.00	800.00	CLERK	08/17/2023
TOTAL VENDOR CLERKBASE, INC				800.00		
VENDOR NAME: CLIA LABORATORY PROGRAM						
52D0881533	CLIA RECERTIFICATION	150-5231-521900	180.00	180.00	FIRE	08/17/2023
TOTAL VENDOR CLIA LABORATORY PROGRAM				180.00		
VENDOR NAME: CONLEY MEDIA, LLC						
6362410723-2	FLOOD PLAIN ORDINANCE	100-5632-531200	17.24	17.24	PLANNER	08/17/2023
TOTAL VENDOR CONLEY MEDIA, LLC				17.24		
VENDOR NAME: CORE & MAIN LP						
T270360	HYDRANT REPAIR PARTS	610-6454-665400	636.00	636.00	UTILITIES	08/17/2023
T195419	VARIOUS HYDRANT/WATERMAIN AND SERVICE PA	610-6452-665200	1,683.00	5,686.00	UTILITIES	08/17/2023
		610-6451-665100	3,543.00			
		610-6454-665400	460.00			
TOTAL VENDOR CORE & MAIN LP				6,322.00		
VENDOR NAME: COUNTY WIDE EXTINGUISHER, INC						
30750	STATION # 1 FIRE HOOD CLEANING	100-5220-539400	407.67	407.67	DPW	08/17/2023
TOTAL VENDOR COUNTY WIDE EXTINGUISHER, INC				407.67		
VENDOR NAME: DE LAGE LANDEN FINANCIAL						
80540549 PD	PD COPIER LEASE	100-5211-531200	108.00	108.00	POLICE	08/17/2023

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VENDOR NAME: DE LAGE LANDEN FINANCIAL						
80540549	LEASE 08/15/2023 - 09/14/23 KONICA 450I	100-5142-531200	19.04	160.00	ALLOCATE	08/17/2023
		100-5300-539900	16.85			
		100-5120-531100	7.09			
		100-5141-531100	9.07			
		100-5145-531100	15.07			
		100-5241-531200	2.54			
		100-5632-531200	2.98			
		100-5211-531200	19.95			
		150-5221-531100	20.69			
		410-5363-531200	1.60			
		440-5511-531200	18.08			
		500-5344-531200	3.92			
		610-6902-690300	11.66			
		620-8300-840000	11.46			
TOTAL VENDOR DE LAGE LANDEN FINANCIAL				268.00		
VENDOR NAME: DEPARTMENT OF ADMINISTRATION						
505000081539	EMAIL FILTER JULU 2023	100-5111-522900	3.17	50.76	ALLOCATE	08/17/2023
		100-5120-522900	0.91			
		100-5141-522900	0.45			
		100-5142-522900	1.36			
		100-5211-522900	16.32			
		100-5241-522900	1.36			
		100-5300-522900	3.63			
		100-5512-522900	0.45			
		100-5632-522900	0.45			
		150-5221-522900	18.58			
		610-6920-692100	1.36			
		620-8400-851000	1.36			
		100-5145-522900	1.36			
TOTAL VENDOR DEPARTMENT OF ADMINISTRATION				50.76		
VENDOR NAME: DIGGERS HOTLINE INC						
230 7 38301 DPW	STORM SEWER LOCATES	100-5344-521900	65.01	65.01	DPW	08/17/2023
230 7 38301	DIGGERS HOTLINE FEE	610-6920-693000	65.01	130.01	UTILITIES	08/17/2023
		620-8400-856000	65.00			
TOTAL VENDOR DIGGERS HOTLINE INC				195.02		
VENDOR NAME: EBIX						
12678	EBIX INVOICE	150-5231-521900	6,230.41	6,230.41	FIRE	08/17/2023
TOTAL VENDOR EBIX				6,230.41		
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS						
2572991	EMS SUPPLIES	150-5231-531100	537.63	537.63	FIRE	08/17/2023
2572992	EMS SUPPLIES	150-5231-531100	303.54	303.54	FIRE	08/17/2023
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				841.17		

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VENDOR NAME: EMPATHIA, INC.						
48124	QUARTERLY EAP BENEFIT COST	100-5141-515900	3.54	438.75	ALLOCATE	08/17/2023
		100-5241-515900	10.61			
		100-5142-515900	7.08			
		100-5120-511000	7.08			
		100-5632-515900	3.54			
		150-5221-515900	130.92			
		440-5511-515900	92.00			
		100-5211-515900	106.15			
		100-5300-515900	38.92			
		610-6920-515900	14.16			
		620-8400-515900	14.15			
		100-5145-515900	10.60			
TOTAL VENDOR EMPATHIA, INC.				438.75		
VENDOR NAME: FARRAR, NORAH						
2023 CLOTHING	2023 CLOTHING ALLOWANCE - FARRAR	150-5222-534600	50.00	50.00	FIRE	08/17/2023
TOTAL VENDOR FARRAR, NORAH				50.00		
VENDOR NAME: HAHN ACE HARDWARE						
JULY 2023 DPW	MISC PARK SHOP & FORESTRY SUPPLIES	100-5324-539500	2.69	280.59	DPW	08/17/2023
		100-5611-531100	13.47			
		100-5323-531100	17.78			
		100-5521-531100	246.65			
JULY 2023 UTILITIES						
	VARIOUS SUPPLIES, HARDWARE, AND TOOLS	610-6210-662500	143.15	427.31	UTILITIES	08/17/2023
		610-6210-662300	124.11			
		620-8010-827000	145.58			
		620-8020-832000	14.47			
JULY 2023 PD						
	REPAIR SUPPLIES	100-5211-539500	37.74	37.74	POLICE	08/17/2023
JULY 2023 LIBRARY						
	HARDWARE	440-5511-531100	36.86	36.86	LIBRARY	08/17/2023
JULY 2023 FIRE						
	HAN ACE HARDWARE INVOICE	150-5231-531100	11.21	88.01	FIRE	08/17/2023
		150-5222-531100	39.45			
		150-5221-531100	37.35			
TOTAL VENDOR HAHN ACE HARDWARE				870.51		
VENDOR NAME: HALLMAN LINDSAY QUALITY PAINTS						
L0266946	FIELD MARKING PAINT	100-5521-531100	809.40	809.40	DPW	08/17/2023
TOTAL VENDOR HALLMAN LINDSAY QUALITY PAINTS				809.40		
VENDOR NAME: HAWKINS WATER TREATMENT						
6539399	POLYMER FOR SLUDGE	620-8010-825000	2,690.10	2,690.10	UTILITIES	08/17/2023
6539830	CHEMICALS FOR WATER TREATMENT	610-6300-663100	4,258.92	4,258.92	UTILITIES	08/17/2023
TOTAL VENDOR HAWKINS WATER TREATMENT				6,949.02		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,						

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VENDOR NAME: HIPPENMEYER, REILLY, BLUM, 55021	PROSECUTIONS	100-5130-521900	847.50	847.50	FINANCE	08/17/2023
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				847.50		
VENDOR NAME: HORN OIL JULY 2023	JULY 2023 MONTHLY FUEL	100-5212-535100	3,361.41	8,695.20	ALLOCATE	08/17/2023
		100-5241-535100	120.00			
		100-5324-535100	1,563.88			
		150-5222-535100	1,064.00			
		150-5231-535100	1,541.48			
		610-6920-693300	355.37			
		620-8010-828000	439.57			
		620-8030-828000	169.74			
		620-8010-832000	79.75			
TOTAL VENDOR HORN OIL				8,695.20		
VENDOR NAME: JAMES IMAGING SYSTEMS 1342619	COPIES KONICA 458- 04/30/23 - 07/29/23 Q	100-5142-531200	121.18	1,018.36	ALLOCATE	08/17/2023
		100-5300-539900	107.23			
		100-5120-531100	45.11			
		100-5141-531100	57.74			
		100-5145-531100	95.96			
		100-5241-531200	16.19			
		100-5632-531200	18.94			
		100-5211-531200	126.99			
		150-5221-531100	131.67			
		410-5363-531200	10.18			
		440-5511-531200	115.07			
		500-5344-531200	24.95			
		610-6902-690300	74.24			
		620-8300-840000	72.91			
TOTAL VENDOR JAMES IMAGING SYSTEMS				1,018.36		
VENDOR NAME: JEFFERSON FIRE & SAFETY IN305418	FIRE BOOTS	150-5222-531100	393.70	393.70	FIRE	08/17/2023
TOTAL VENDOR JEFFERSON FIRE & SAFETY				393.70		
VENDOR NAME: JOHNS DISPOSAL SVC. INC. 1147421	JULY GARBAGE/RECYCLING AND STREET SWEEPI	410-5362-531000	26,870.37	47,790.79	DPW	08/17/2023
		410-5363-522000	20,038.92			
		100-5345-539000	881.50			
TOTAL VENDOR JOHNS DISPOSAL SVC. INC.				47,790.79		
VENDOR NAME: LIFE-ASSIST, INC. 1349650	EMS SUPPLIES	150-5231-531100	144.00	144.00	FIRE	08/17/2023
TOTAL VENDOR LIFE-ASSIST, INC.				144.00		

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VENDOR NAME: LYNCH CHEVROLET						
422131	3488 TRIM REPAIR	150-5231-539500	120.22	120.22	FIRE	08/17/2023
TOTAL VENDOR LYNCH CHEVROLET				120.22		
VENDOR NAME: MARCO TECHNOLOGIES						
34570663	COPIER LEASE	610-6920-692100	87.08	174.16	UTILITIES	08/17/2023
		620-8400-851000	87.08			
TOTAL VENDOR MARCO TECHNOLOGIES				174.16		
VENDOR NAME: MARTENS PLBG & HTG INC						
65800	WELL 4 A/C REPAIR	610-6210-662500	156.00	156.00	UTILITIES	08/17/2023
TOTAL VENDOR MARTENS PLBG & HTG INC				156.00		
VENDOR NAME: MCDONOUGH SEPTIC						
I9963	HAULER STATION PORTABLE TOILET	620-8010-827000	95.00	95.00	UTILITIES	08/17/2023
I9962	HAULER STATION PORTABLE TOILET	620-8010-827000	95.00	95.00	UTILITIES	08/17/2023
I9978	PORTABLE RESTROOMS	100-5521-531100	285.00	285.00	DPW	08/17/2023
I9977	PORTABLE RESTROOMS	100-5521-531100	285.00	285.00	DPW	08/17/2023
I9976	PORTABLE RESTROOMS	100-5521-531100	285.00	285.00	DPW	08/17/2023
I9975	PORTABLE RESTROOMS	100-5521-531100	420.00	420.00	DPW	08/17/2023
I9974	PORTABLE RESTROOMS	100-5521-531100	420.00	420.00	DPW	08/17/2023
I9973	PORTABLE RESTROOMS	100-5521-531100	420.00	420.00	DPW	08/17/2023
I9972	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9971	PORTABLE RESTROOMS	100-5522-531100	95.00	95.00	DPW	08/17/2023
I9970	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9969	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9968	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9967	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9966	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9965	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
I9964	PORTABLE RESTROOMS	100-5521-531100	95.00	95.00	DPW	08/17/2023
TOTAL VENDOR MCDONOUGH SEPTIC				3,160.00		
VENDOR NAME: MUNICIPAL LAW & LITIGATION						
10329	GREENWALD LITIGATION	100-5130-521900	100.00	100.00	FINANCE	08/17/2023
TOTAL VENDOR MUNICIPAL LAW & LITIGATION				100.00		
VENDOR NAME: NAPA AUTO PARTS - SP018						
200505	ELECTRIC METER TEST LEADS	620-8010-827000	16.98	16.98	UTILITIES	08/17/2023
200774	REPLACEMENT BATTERIES FOR GENERATOR	620-8020-832000	135.49	135.49	UTILITIES	08/17/2023
200832	REPLACEMENT FUEL LINE FOR GENERATOR	620-8010-834000	28.60	28.60	UTILITIES	08/17/2023
199827	HYDRAULIC PRESS PARTS	620-8010-827000	36.31	36.31	UTILITIES	08/17/2023
199857	HYDRAULIC PRESS OIL	620-8010-827000	10.49	10.49	UTILITIES	08/17/2023
TOTAL VENDOR NAPA AUTO PARTS - SP018				227.87		
VENDOR NAME: NORTHERN LAKE SERVICE INC						
2311559	DBP AND PFAS COMPLIANCE SAMPLING	610-6300-663200	720.37	720.37	UTILITIES	08/17/2023
2312423	BACTI SAMPLING	610-6300-663200	230.00	230.00	UTILITIES	08/17/2023
2311564	RIVER SAMPLING	620-8400-852100	327.45	327.45	UTILITIES	08/17/2023
TOTAL VENDOR NORTHERN LAKE SERVICE INC				1,277.82		

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VENDOR NAME: PRINT 071723	PACK & SHIP CENTER NNO PRINT MATERIALS AND BAGS	340-5890-580602	174.00	174.00	POLICE	08/17/2023
TOTAL VENDOR PRINT PACK & SHIP CENTER				174.00		
VENDOR NAME: PROHEALTH MEDICAL GROUP 318840	PHC ENTRY LEVEL PHYSICALS	150-5221-521900	2,185.00	2,185.00	FIRE	08/17/2023
TOTAL VENDOR PROHEALTH MEDICAL GROUP				2,185.00		
VENDOR NAME: PROPHOENIX CORPORATION 2023324	REPLACE BOOKING CAMERA	100-5211-522950	2,495.00	2,495.00	POLICE	08/17/2023
TOTAL VENDOR PROPHOENIX CORPORATION				2,495.00		
VENDOR NAME: PROVEN POWER INC 02-431710	ZERO TURN MOWER PARTS	100-5324-539500	354.12	354.12	DPW	08/17/2023
TOTAL VENDOR PROVEN POWER INC				354.12		
VENDOR NAME: QUADIENT LEASING USA INC N10044780	05/27/23 - 08/26/23 POSTAGE LEASE PYMT	100-5142-531500	55.77	468.69	ALLOCATE	08/17/2023
		100-5323-531500	49.35			
		100-5120-531500	20.76			
		100-5141-531100	26.57			
		100-5145-531100	44.16			
		100-5241-531500	7.45			
		100-5632-531500	8.72			
		100-5211-531500	58.45			
		150-5221-531100	60.60			
		410-5363-531500	4.69			
		440-5511-531500	52.96			
		500-5344-531500	11.48			
		610-6902-690300	34.17			
		620-8300-840000	33.56			
17065519	QUADIENT POSTAGE MACHINE SUPPLIES	100-5142-531500	2.49	20.90	ALLOCATE	08/17/2023
		100-5323-531500	2.20			
		100-5120-531500	0.93			
		100-5141-531100	1.19			
		100-5145-531100	1.96			
		100-5241-531500	0.33			
		100-5632-531500	0.39			
		100-5211-531500	2.61			
		150-5221-531100	2.70			
		410-5363-531500	0.21			
		440-5511-531500	2.36			
		500-5344-531500	0.51			
		610-6902-690300	1.52			
		620-8300-840000	1.50			
TOTAL VENDOR QUADIENT LEASING USA INC				489.59		
VENDOR NAME: QUILL LLC 33600332	OFFICE SUPPLIES	100-5211-531100	27.69	27.69	POLICE	08/17/2023

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VENDOR NAME: QUILL LLC						
33607566	OFFICE SUPPLIES	100-5211-531100	9.08	9.08	POLICE	08/17/2023
TOTAL VENDOR QUILL LLC				36.77		
VENDOR NAME: ROAMER, EMILY						
080123	REFUND PARK DEPOSIT FOR 07/22/23	100-4820-485000	100.00	100.00	CLERK	08/17/2023
TOTAL VENDOR ROAMER, EMILY				100.00		
VENDOR NAME: ROC VENTURES LLC						
080123	REFUND PARK OVERPAYMENT FOR MKE SOCCER C	100-4820-485000	25.00	25.00	CLERK	08/17/2023
TOTAL VENDOR ROC VENTURES LLC				25.00		
VENDOR NAME: SAN-A-CARE						
601910	PARK AND VH HAND SOAP	100-5160-531100	54.85	278.38	DPW	08/17/2023
		100-5521-531100	223.53			
TOTAL VENDOR SAN-A-CARE				278.38		
VENDOR NAME: SBA STRUCTURES						
IN15772378	THEISEN TOWER RENT 2022-2023	100-5211-521900	500.04	500.04	POLICE	08/17/2023
IN15814768	THEISEN TOWER RENT 2023-2024	100-5211-521900	500.04	500.04	POLICE	08/17/2023
TOTAL VENDOR SBA STRUCTURES				1,000.08		
VENDOR NAME: STERICYCLE						
8004362321	PD SHRED SERVICE	100-5211-521900	83.79	83.79	POLICE	08/17/2023
TOTAL VENDOR STERICYCLE				83.79		
VENDOR NAME: TERMINAL ANDRAE INC.						
62110	LIGHTS/SCADA UPGRADES FOR WELLS 3,4, AND	610-6200-662500	1,000.00	1,000.00	UTILITIES	08/17/2023
62111	SCADA/ LIGHT UPGRADES BLACK BEAR AND RIV	620-8020-832000	1,375.00	1,375.00	UTILITIES	08/17/2023
62112	BLOWER BUILDING LIGHT REPLACEMENT	620-8010-834000	3,000.00	3,000.00	UTILITIES	08/17/2023
TOTAL VENDOR TERMINAL ANDRAE INC.				5,375.00		
VENDOR NAME: TRACTOR SUPPLY CREDIT PLAN						
JULY 2023	PTO ADAPTER	100-5324-539500	30.99	30.99	DPW	08/17/2023
TOTAL VENDOR TRACTOR SUPPLY CREDIT PLAN				30.99		
VENDOR NAME: TRILOGY CONSULTING LLC						
1544	UTILITY RATE CONSULTING	610-6920-692300	270.00	270.00	UTILITIES	08/17/2023
TOTAL VENDOR TRILOGY CONSULTING LLC				270.00		
VENDOR NAME: UNITED STATES ALLIANCE FIRE PROTECT						
1046-F109493	VILLAGE HALL ELEVATOR FIRE PANEL REPAIR.	100-5160-539500	345.00	345.00	DPW	08/17/2023
TOTAL VENDOR UNITED STATES ALLIANCE FIRE PROTECT				345.00		
VENDOR NAME: USA BLUEBOOK						

08/10/2023 09:30 AM
User: ddoherty
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO
POST DATES 08/17/2023 - 08/17/2023
UNJOURNALIZED OPEN
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 10/10


INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: USA BLUEBOOK						
INV00095601	LAB SUPPLIES/ CHEMICAL FITTINGS/TOOLS	620-8010-826000	357.25	1,218.11	UTILITIES	08/17/2023
		610-6300-663200	15.16			
		620-8010-827000	845.70			
TOTAL VENDOR USA BLUEBOOK				1,218.11		
VENDOR NAME: WAUKESHA COUNTY EMERGENCY						
554	STAFF ID CARDS	150-5222-531100	3.75	3.75	FIRE	08/17/2023
TOTAL VENDOR WAUKESHA COUNTY EMERGENCY				3.75		
VENDOR NAME: WAUKESHA COUNTY REGISTER OF DEEDS						
4730086	560 BAY VIEW	100-0000-211400	30.00	30.00	FINANCE	08/17/2023
TOTAL VENDOR WAUKESHA COUNTY REGISTER OF DEEDS				30.00		
VENDOR NAME: WCTC						
S0806296	WCTC TRAINING AND RANGE RENTAL	100-5215-533500	153.74	153.74	POLICE	08/17/2023
TOTAL VENDOR WCTC				153.74		
VENDOR NAME: WE ENERGIES MLWAUKEE						
4041330524	2021 HOLIDAY LIGHTING	100-5522-522200	600.00	600.00	DPW	08/17/2023
TOTAL VENDOR WE ENERGIES MLWAUKEE				600.00		
VENDOR NAME: WI DEPT OF TRANSPORTATION						
395-0000316697	HWY 83 PROJECT	250-5700-586500	10,855.22	10,855.22	FINANCE	08/17/2023
TOTAL VENDOR WI DEPT OF TRANSPORTATION				10,855.22		
VENDOR NAME: WI RURAL WATER ASSOCIATION						
4640	DPW SAFETY TRAINING	100-5323-533500	175.60	175.60	DPW	08/17/2023
TOTAL VENDOR WI RURAL WATER ASSOCIATION				175.60		
VENDOR NAME: WI STATE LAB OF HYGIENE						
750052	MONTHLY FLUORIDE SAMPLE	610-6300-663200	28.00	28.00	UTILITIES	08/17/2023
TOTAL VENDOR WI STATE LAB OF HYGIENE				28.00		
VENDOR NAME: WON-A-GO BIKING						
744	NNO BIKES AND HELMETS	340-5890-580602	1,500.00	1,500.00	POLICE	08/17/2023
TOTAL VENDOR WON-A-GO BIKING				1,500.00		
VENDOR NAME: ZORN COMPRESSOR & EQUIPMENT						
404989-00	REPLACEMENT HOSE SWIVEL FOR VAC TRUCK	620-8030-831000	94.80	94.80	UTILITIES	08/17/2023
TOTAL VENDOR ZORN COMPRESSOR & EQUIPMENT				94.80		
GRAND TOTAL:				173,303.87		

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	7/25/23	NUMBER:	
--------------	---------	----------------	--

VENDOR NAME & ADDRESS:	SHIP TO:
Tracy Sealcoating Services N1691 Poplar Grove Rd. Watertown, WI 53098	DPW

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Tracy Sealcoating Services	

BUDGETED ITEM?	Yes	BUDGETED SOURCE:	Capital Plan
-----------------------	-----	-------------------------	--------------

<u>ITEM</u>	<u>QTY</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>	<u>ACCT #</u>
1		Miniwaukan Park trail crack seal and surface seal coat.		\$17,050.00	
			TOTAL	\$17,050.00	480-5700-584900

FINANCE COMMITTEE USE ONLY	
APPROVED (COMMITTEE INITIALS):	
DATE:	
SPECIAL INSTRUCTIONS	

Tracy Sealcoating Service

N1691 Poplar Grove Rd.
Watertown, WI 53098
920-285-8512

Estimate

Date	Estimate #
12/15/2022	779

Name / Address
Village of Mukwonago P.O. Box 206 440 River Crest Court Mukwonago, WI 53149-0206

P.O. ON AGENDA.

Terms

Description	Total
Park Trail - Asphalt Sealcoating Liquid Road Asphalt to be cleaned of all dirt, dust, and debris Oil spots to be neutralized and petro sealed Major cracks in asphalt to be cleaned with wire wheel and fused with NR hot rubberized crack sealant which exceeds Fed Spec ASTM 6690 Type II and screeded flush so as not to leave a ridge (Excessively cracked alligatored areas will not be crack sealed) Existing asphalt pavement to be sealcoated with Liquid Road pavement sealer, 2 applications	17,050.00
Thank you for considering Tracy Sealcoating Service for your asphalt maintenance needs	Total \$17,050.00

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149
Phone: (262) 363-6420
Fax: (262) 363-6425
www.villageofmukwonago.com

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: _____

Total Fees Paid: _____

Application must be received a minimum of 90 days prior to the special event. Fees are non-refundable.

ORGANIZATION INFORMATION

Name of Organization: Brooklife Church
Mailing Address: 857 S. Rochester St City: Mukwonago State: WI Zip: 53149
Phone Number: 262-378-4470 Is the organization a 501(c)3 organization? ☒ YES ☐ NO
Website Address: brooklife.org
Event Contact Person: Emilie Gaylord
Mailing Address: Same - City: - State: - Zip: -
Home Phone: - Work Phone: - Cell Phone: -
Email Address: egaylord@brooklife.org

EVENT INFORMATION

Name of the Event: Summer Jam Date(s) of the Event: 8/18/23
Event Start Time: 6:00pm Event End Time: 8:00pm
Location of the Event: Brooklife Parking lot

- A. Will your event take place in a residential neighborhood? *If yes, you will be required to notify all adjacent property owners when the event will occur.* ☐ YES ☒ NO
- B. Please provide your COVID-19 Action Plan.

- C. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.
- D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420, Option 4.

- E. Generally describe your event and its purpose.

End of summer festival in our parking lot. Event will include inflatables, dunk tank, games etc.

- F. Based on the class definitions found in the manual, what class is your event?

☐ CLASS I ☒ CLASS II

- G. Estimated # of participants: 250

Spectators: 250

Vendors: 5

OTHER INFORMATION

- A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.* ☐ YES ☒ NO

- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: 0
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* ☐ YES ☒ NO
- D. Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- E. Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES ☒ NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES ☒ NO
- H. Does your event involve amplified music? ☒ YES ☐ NO
 If yes, will the amplified music be a: ☐ Band ☐ DJ ☒ Other
 Hours of amplified music: 6-8pm
- I. Please list the number of security staff you will be providing for the event: 2
- J. Will you need barricades provided by the Village for your event? ☐ YES ☒ NO
 If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☒ YES ☐ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

- P. Have you reviewed and do you have a copy of the Village of Mukwonago Special Events Manual and the Village of Mukwonago Ordinance? ☒ YES ☐ NO

INSURANCE REQUIREMENTS

The Special Event Sponsor will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

Are you able to provide these insurance documents, if required?: ☒ YES ☐ NO

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

This form is designed to be a guide for submitting a complete application for a special event.

Application:

- ☐ Completed application form including the procedural checklist.
- ☒ Application fee: see fee sheet.

Other Documents:

- ☐ Plan of operation/proposal.
- ☒ Overview of the site to be used for the event (layout of the event site).
- ☐ Any additional information as determined by Village staff.

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit of \$200 for each scheduled day of the event (or portion thereof) two weeks prior to the starting date of the event. That deposit shall be refunded to the applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event. (This deposit is separate from any deposit required for rental of Village parks).

TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police Department, Fire Department, and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

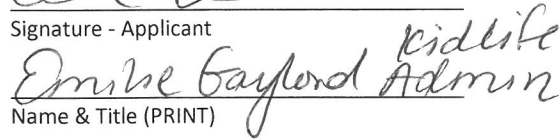
CERTIFICATION

By signing this form, the applicant certifies authorization to act on behalf of their organization, and hereby agrees to hold the Village, its officers, agents, employees, and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

(The applicant's signature must be from a Managing Member if the business/organization is an LLC, or from the President or Vice President if the business/organization is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below.)



Signature - Applicant



Name & Title (PRINT)

Signature - Applicant

Name & Title (PRINT)

Date

Date

FOR OFFICE USE ONLY

Date Fees Paid	Receipt #	Date Deposit Paid	Deposit Returned?
Police Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Comments: _____		
Fire Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Comments: _____		
Public Works Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Comments: _____		
Village Clerk:	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Comments: _____		
Village Board Approval Date	Village President Signature	Permit #	Issue Date



Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149
Phone: (262) 363-6420
Fax: (262) 363-6425
www.villageofmukwonago.gov

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: Aug 8, 2023

Total Fees Paid: 0

Application must be received a minimum of **90 days** prior to the special event. Fees are non-refundable.

ORGANIZATION INFORMATION

Name of Organization: Village of Mukwonago
Mailing Address: 440 River Crest Ct City: Mukwonago State: WI Zip: 53149
Phone Number: 262-363-6420 Is the organization a 501(c)3 organization?: ☐ YES ☒ NO
Website Address: www.villageofmukwonago.gov

3. _____

Event Contact Person: Ron Bittner
Mailing Address: Same above City: _____ State: _____ Zip: _____
Home Phone: N/A Work Phone: Same above Cell Phone: _____
Email Address: Rbittner@villageofmukwonago.gov

EVENT INFORMATION

Name of the Event: Touch a Truck Date(s) of the Event: Aug 24, 2023
Event Start Time: 4 pm Event End Time: 8 pm
Location of the Event: Indian Head park

- A. Will your event take place in a residential neighborhood? *If yes, you will be required to notify all adjacent property owners when the event will occur.* ☐ YES ☐ NO
- B. Please provide your COVID-19 Action Plan.
- C. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.
- D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420, Option 4.
- E. Generally describe your event and its purpose.

- F. Based on the class definitions found in the manual, what class is your event? ☐ CLASS I ☒ CLASS II
- G. Estimated # of participants: 15 Spectators: 100 Vendors: _____

OTHER INFORMATION

- A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.* ☐ YES ☒ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: _____
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* ☐ YES ☒ NO
- D. Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- E. Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☒ NO
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES ☒ NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES ☒ NO
- H. Does your event involve amplified music? ☐ YES ☒ NO
 If yes, will the amplified music be a: ☐ Band ☐ DJ ☐ Other
 Hours of amplified music: _____
- I. Please list the number of security staff you will be providing for the event: _____
- J. Will you need barricades provided by the Village for your event? ☐ YES ☐ NO
 If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☐ YES ☒ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

- P. Have you reviewed and do you have a copy of the Village of Mukwonago Special Events Manual and the Village of Mukwonago Ordinance? ☒ YES ☐ NO

INSURANCE REQUIREMENTS

The Special Event Sponsor will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

Are you able to provide these insurance documents, if required?: ☐ YES ☐ NO *N/A*

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

This form is designed to be a guide for submitting a complete application for a special event.

Application:

- ☐ Completed application form including the procedural checklist.
- ☐ Application fee: see fee sheet.

Other Documents:

- ☐ Plan of operation/proposal.
- ☐ Overview of the site to be used for the event (layout of the event site).
- ☐ Any additional information as determined by Village staff.

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit of \$200 for each scheduled day of the event (or portion thereof) two weeks prior to the starting date of the event. That deposit shall be refunded to the applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event. (This deposit is separate from any deposit required for rental of Village parks).

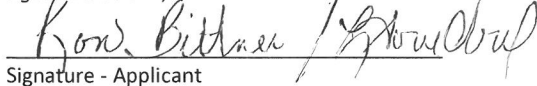
TERMINATION OF AN EVENT

The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police Department, Fire Department, and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

CERTIFICATION

By signing this form, the applicant certifies authorization to act on behalf of their organization, and hereby agrees to hold the Village, its officers, agents, employees, and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

(The applicant's signature must be from a Managing Member if the business/organization is an LLC, or from the President or Vice President if the business/organization is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below.)


Signature - Applicant

Signature - Applicant

Name & Title (PRINT)

8/8/2023
Date

Name & Title (PRINT)

Date

FOR OFFICE USE ONLY			
Date Fees Paid	Receipt #	Date Deposit Paid	Deposit Returned?
Police Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Fire Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Public Works Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Village Clerk:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Village Board Approval Date	Village President Signature	Permit #	Issue Date

Special Events Permit Application (Rev 1/23)

TOUCH A TRUCK

Participants Include

Department of Public Works

Police Department

Fire Department

Your Personal Gardener

Dousman Bus Service

John's Disposal

McPherson Concrete

Monster Truck

Roberts Nursery Tractor

If you wish to be included as a participant contact
Beth at (262) 470-1913



**INDIAN HEAD
PARK**

850 MAIN STREET
MUKWONAGO, WI

AUGUST 24, 2023
4:00 PM- 8:00PM

**AUG
24**

143

Village of Mukwonago
440 River Crest Court
Mukwonago, WI 53149
Phone: (262) 363-6420
Fax: (262) 363-6425
www.villageofmukwonago.gov

VILLAGE OF MUKWONAGO

SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: _____

Total Fees Paid: _____

Application must be received a minimum of 90 days prior to the special event. Fees are non-refundable.

ORGANIZATION INFORMATION

Name of Organization: LifePoint Church
Mailing Address: 400 Bayview Rd City: Mukwonago State: WI Zip: 53149
Phone Number: 414-333-1187 Is the organization a 501(c)3 organization? ☒ YES ☐ NO
Website Address: www.lifePOINTmukwonago.com
3. _____
Event Contact Person: Amee Jadrusiek

State: WI Zip: 53149

EVENT INFORMATION

Name of the Event: Night of Worship Date(s) of the Event: 9-1-23
Event Start Time: 7:00 pm Event End Time: 9:00 pm
Location of the Event: Indianhead park - Stage

A. Will your event take place in a residential neighborhood? If yes, you will be required to notify all adjacent property owners when the event will occur. ☐ YES ☒ NO

B. Please provide your COVID-19 Action Plan.

C. You MUST attach a detailed map/sketch of your event indicating the specific location, layout of your event, and the direction of the route, including all turns and the number of traffic lanes to be used.

D. If you are using a Village park, you must reserve the park through the Village Clerk-Treasurer's Office prior to getting your special event permit approved by the Village Board. Call 262-363-6420, Option 4.

E. Generally describe your event and its purpose.

Night of Worship - live, uplifting music from local church group.

F. Based on the class definitions found in the manual, what class is your event? ☐ CLASS I ☐ CLASS II

G. Estimated # of participants: 10 Spectators: 75-100 Vendors: 0

OTHER INFORMATION

- A. Is there an outdoor bar that will serve alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses are necessary under separate application.* ☐ YES ☒ NO
- B. Please list the number of Village of Mukwonago licensed bartenders that will be on site: _____
- C. Will you be selling/serving food? *If yes, you will need to contact Waukesha County Health Department (262-896-8300) for proper permits.* ☐ YES ☒ NO
- D. Will your event need electricity? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☒ YES ☐ NO
- E. Will you be setting up any lighting? *If yes, the Fire Department and Building Inspection Department will need to inspect prior to being energized.* ☐ YES ☐ NO *maybe*
- F. Will your event require any fencing? *If yes, please provide plans for the fencing location and the gates.* ☐ YES ☒ NO
- G. Does your event involve fireworks? *If yes, you will need to contact the Fire Department (262-363-6426) for proper permits.* ☐ YES ☒ NO
- H. Does your event involve amplified music? ☐ YES ☐ NO
 If yes, will the amplified music be a: ☒ Band ☐ DJ ☐ Other
 Hours of amplified music: 7:00 - 8:30
- I. Please list the number of security staff you will be providing for the event: 2
- J. Will you need barricades provided by the Village for your event? ☐ YES ☒ NO
 If yes, how many? _____
- K. Will you be erecting any tents, canopies, or other temporary structure(s)? *If yes, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.* ☐ YES ☒ NO
- L. Will you be providing portable restrooms and wash stations? *If yes, please provide a description of how many restrooms/wash stations will be provided, their locations, and the plan for how solid waste will be disposed of.* ☐ YES ☒ NO
- M. Will you provide parking for your participants? *If yes, please provide a plan describing where parking will be available.* ☐ YES ☒ NO
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☐ YES ☒ NO
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

- P. Have you reviewed and do you have a copy of the Village of Mukwonago Special Events Manual and the Village of Mukwonago Ordinance? ☒ YES ☐ NO

INSURANCE REQUIREMENTS

The Special Event Sponsor will provide evidence of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

Are you able to provide these insurance documents, if required?: ☒ YES ☐ NO

PROCEDURAL CHECKLIST FOR SPECIAL EVENT PERMIT REVIEW AND APPROVAL

This form is designed to be a guide for submitting a complete application for a special event.

Application:

- ☒ Completed application form including the procedural checklist.
- ☒ Application fee: see fee sheet.

Other Documents:

- ☒ Plan of operation/proposal.
- ☒ Overview of the site to be used for the event (layout of the event site).
- ☒ Any additional information as determined by Village staff.

DEPOSIT REQUIREMENTS

The applicant may be required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit of \$200 for each scheduled day of the event (or portion thereof) two weeks prior to the starting date of the event. That deposit shall be refunded to the applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within 12 hours after the conclusion of the event. (This deposit is separate from any deposit required for rental of Village parks).

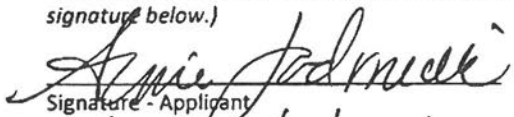
TERMINATION OF AN EVENT

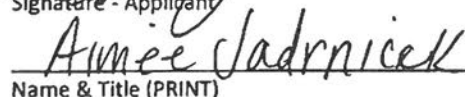
The Village reserves the right to shut down a special event that is in progress if it is deemed to be a public safety hazard by the Police Department, Fire Department, and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Administrator and/or his/her designee may revoke an approved Special Events Permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

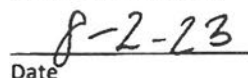
CERTIFICATION

By signing this form, the applicant certifies authorization to act on behalf of their organization, and hereby agrees to hold the Village, its officers, agents, employees, and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

(The applicant's signature must be from a Managing Member if the business/organization is an LLC, or from the President or Vice President if the business/organization is a corporation. A signed applicant's authorization letter may be provided in lieu of the applicant's signature below.)


Signature - Applicant


Name & Title (PRINT)


Date

Signature - Applicant

Name & Title (PRINT)

Date

FOR OFFICE USE ONLY			
Date Fees Paid	Receipt #	Date Deposit Paid	Deposit Returned?
Police Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Fire Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Public Works Department:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Village Clerk:	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	Comments: _____	
Village Board Approval Date	Village President Signature	Permit #	Issue Date

Special Events Permit Application (Rev 1/23)

VILLAGE OF MUKWONAGO
Performance Stage Rental Application
Special Event Form Required

Date Submitted: 7/31/23

Event Date: 9/1/23

GUIDELINES

This form must be completed in its entirety and submitted to the Village of Mukwonago Clerk's Office, 440 River Crest Ct, Mukwonago, WI 53149, for approval. A Signed copy authorizing the use of the Park Facility will be returned to the requesting party. Fees and the park form must be on file **three (3) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office
ATTN: Park Rentals
440 River Crest Ct
Mukwonago WI 53149
Email to: lgourdoux@villageofmukwonago.gov

FEES (complete those that apply)

Performance Stage at Indianhead Park

Performance Stage	\$350.00 per day	\$ <u>350.⁰⁰</u>
Non-Resident Fee	Additional \$25.00 per day	\$ _____
	TOTAL	\$ <u>350.⁰⁰</u>

***SOUND SYSTEM USE REQUIRES PRE-EVENT MEETING WITH REPRESENTATIVE FROM
PUBLIC WORKS DEPARTMENT AT LEAST 48 HOURS IN ADVANCE OF EVENT
DURING NORMAL BUSINESS HOURS***

SECURITY DEPOSIT (Refundable)

Performance Stage Deposit	\$500.00 per day	\$ <u>500.⁰⁰</u>
---------------------------	------------------	-----------------------------

RENTAL INFORMATION

Date(s) of Event: 9-1-23

Estimated Number of Participants: 100

NOTE: (Special Event Permit will be required under separate application)

Event Set-Up Time: 4:30 pm Event End Time: 8:30 pm

Revised 1/2023

1

APPLICANT INFORMATIONName: Amiee SladrnickState/Zip: WI
53149**ORGANIZATION INFORMATION (if applicable)**Name of Organization: LifePoint ChurchMailing Address: 400 BayView Rd City: Mukwonago State/Zip: WI 53149Phone Number: 414-234-8589 Is organization a 501(c)3? Yes: ☐ No: ☐Website Address: lifepointmukwonago.com**TERMINATION OF AN EVENT**

The Village reserves the right to shut down an event that is in progress if it is deemed to be a public safety hazard by the Police Department, Fire Department, and/or there is a violation of Village Ordinances, State Statutes or the terms of the applicant's permit. The Village Administrator and/or his/her designee may revoke an approved park facilities use permit if the applicant fails to comply in good faith with the provisions of the permit prior to the event date.

CERTIFICATION

By signing this form, the applicant certifies authorization to act on behalf of their organization, and hereby agrees to hold the Village, its officers, agents, employees, and contractors harmless against all claims, liability, loss, damage or expense (including but not limited to actual attorney fees) incurred by the Village for any damage or injury to person or property caused by or resulting directly or indirectly from the activities for which the permit is granted. Any change to coverage requires Village approval.

Amiee Sladrnick
Applicant Signature7-31-23
DateAmiee Sladrnick
Print Name

VILLAGE OF MUKWONAGO

When not in reserved use, the Village of Mukwonago parks and fields are open to the public on a first-come first-serve basis so long as the property and equipment are used with care and for appropriate uses. **Village youth groups will apply separately.**

Please read through each of the items below and initial each line to signify that you have read, understand, and agree.


- ☒ Reservations are dependent upon availability.
- ☒ No items shall be stored in the pavilion prior to the rental day unless payment has been received for the extra day(s).
- ☒ Keys are responsibility of the Applicant to check out at Village Hall, no greater than 48 hours in advance of your event. After completion of the event, keys can be returned to Village Hall on the next business day or dropped off at the Mukwonago Police Department. Lost keys will result in re-keying charges.
- ☒ The buildings are not to be left unlocked or unattended at any time. Any damages resulting from being left unattended will be the responsibility of the Applicant.
- ☒ The Applicant should review the facility at opening and complete "Pre-Event" inspection of the Facility Checklist. Any pre-existing damages or problems must be identified at that time.
- ☒ Banners at parks: Banners are responsibility of Applicant. Banners may only be put up 2 weeks prior to the event at the park. Banners are limited in size to 5 ft x 7 ft (35 Sq Ft)
- ☒ Parking is only allowed in designated parking areas. **Performance Stage.** NO vehicles are allowed on the path without prior approval from the Public Works Director or designee.
- ☒ Following the event, a representative from the Public Works Department will conduct a "Post-Event" inspection and complete the Facility Checklist. The applicant will be notified if the facility was found in unsatisfactory condition.
- ☒ Layout: A sketch of the event area, toilet facilities, concession area, and parking areas shall be submitted with the application. Please include layout map.


Cleaning/Damages


- ☒ Applicants shall be liable for any loss, damage or injury sustained by virtue of the activity conducted. Damage fee will be determined by the number of man hours required and/or cost for services or property replacement.
- ☒ There are no decorations allowed to be affixed to the Ceiling. Applicant must adhere to the required post event clean up items on the facility checklist. Any items left incomplete may result in a forfeit of any or all of the damage deposit. Additional clean up charges will be billed at \$50 per 1/2 hour.
- ☒ Applicant agrees to abide by all Park Rules, Regulations, and Ordinances of the Village of Mukwonago.


Revised 1/2023


VILLAGE OF MUKWONAGO

 The applicant of this rental agreement shall be solely responsible for any violation, damages to the building and cleaning of the building. Any repair costs for damages will be withheld from damage deposit, direct billed to applicant or charges as a special assessment against the applicant's property tax bill.


 Once approval has been granted, the Village Board, Village Administrator, Chief or Police, or Public Works Director may revoke same if it is deemed that such action is justified by an actual or potential emergency to weather, fire, riot, or administrative or clerical error. No fee would be charged for cancelation by a Village Officer.

 Applicant agrees to indemnify and hold harmless for all expenses, liability, and/or claim arising out of harm or activity of attendees to the event. For certain events, the Village may require the applicant to file evidence of insurance in force or other evidence of adequate financial responsibility. The Village may also require the applicant to provide trained security personnel at event, if necessary.


 Security and Protection: The sponsor of any event shall be responsible for adequate uniformed security personnel. A security plan shall be furnished at least seven (7) days prior to the date of the event for Police Department approval. *NOTE:* Check with Police Department to see if off-duty or reserve police officers would be available for event. Only security personnel approved by the Mukwonago Police Department may be used.

 Parking Space(s) on Village streets or Village Owned Parking Lot: Parking of cars shall be on paved areas only. Heavy vehicles on grassy areas for loading and unloading must be authorized the Public Works Director or designee. The Police Department shall be notified in advance if traffic control is needed on public thoroughfares.

 Fires: All fires must be in personal grills or designated fireplaces.

 Clean-up: Cleaning of the park is the responsibility of the organizer. The event area shall be maintained in an orderly manner during the event and final clean-up shall commence immediately post event. If clean-up is not completed by the end of the next business day, Village personnel shall be utilized and a bill, minus the deposit will be issued to the organizer. Future use of Village facilities may be revoked.

Please respond YES or NO to the following questions. Please supply additional information if required.

 **Insurance Requirements (Required for Special Event):** If YES, the Applicant will provide evident of liability insurance in a form acceptable to the Village Attorney, with limits of not less than \$1 Million per occurrence and \$2 Million in the aggregate, which coverage names the Village of Mukwonago, its officers, agents, employees and contractors as Additional Insured on a primary and non-contributory basis. Evidence of this coverage must be provided by a Policy Endorsement received by the Village not less than 20 days prior to the event. A Certificate of Insurance must evidence this coverage throughout the duration of the event. Applicant further agrees to indemnify and hold harmless the Village of Mukwonago, its officers, agents, employees, contractors and assigns, as and

VILLAGE OF MUKWONAGO

against any and all claims, demands, actions and causes of action, including actual attorney fees, arising from the Applicant's use of Village property and the issuance of this Permit.

No **Sales:** If YES, attach a list of all vendors and products for sale.

Yes **Electricity:** If YES, list pavilions where electricity is needed. **Performance Stage:** Power Requirements: ☒ 110V 20 Amp ☐ 110V 30 Amp ☐ 110V 50 Amp

No **Food/Non-Alcoholic Beverages:** If YES, the necessary permits and related information for the sale of food shall be obtained from the Waukesha County Health Department (262-896-8300).

No **Street Usage/Roadway Closure:** If YES, if the event is in the street, street barricades are required. What type and How many barricades will be required? _____

No **Parking Space(s) on Private Lots:** IF YES, if parking in private lots near the event is required, the applicant shall obtain written permission from the adjacent property owners directly.

No **Alcohol Served:** If YES, if beer or other fermented malt beverages are sold, a Temporary Class "B"/"Class B" Retailer's License must be completed and turned in with payment with the rental application. Please list the number of Village of Mukwonago licensed bartenders that will be on site: _____

No **Admission or Gate Fee Charged:** If YES, explain in detail the reason for the fee.

Yes **Loudspeakers and/or Amplification:** If YES, will it be a: Band ☒ DJ ☐ Other ☐
What are the hours be? 1-8:30 All noise (loudspeakers and/or amplification ends at 11 p.m.

No **Tents, Canopies, or Other Temporary Structures:** If YES, please provide a plan for their proposed locations. The Fire Department and Building Inspection Department will need to inspect these structures prior to the start of your event.

No **Inflatable Devices:** If YES, number and location of devices.

No **Additional Port-a-Pots:** If Yes, using the information below, will your event require Portable Restrooms?

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 08/03/2023

☐ Town ☒ Village ☐ City of Mukwonago

County of Waukesha

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/23/2023 and ending 09/23/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☒ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Son's of the American Legion Post #375

(b) Address 627 E. Veterans Way, Mukwonago, WI 53149

(Street)

☐ Town

☒ Village

☐ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Mike Pook

Vice President Tim Spersted 53149

Secretary Louis Anich WI 53149

Treasurer _____

(g) Name and address of manager or person in charge of affair: Louis Anich WI 53149

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number _____

(b) Lot _____ Block 100 block of Main Street, Fox Street & Atkinson Street

(c) Do premises occupy all or part of building? No, outside event

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Mukwonago Chamber of Commerce Fallfest

(b) Dates of event 09/23/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

TA Spersted
(Signature / Date)

8/4/23

Son's of the American Legion Post #375 Mukwonago

(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00

Application Date: 08/02/2023

☐ Town ☒ Village ☐ City of Mukwongo

County of Waukesha

The named organization applies for: (check appropriate box(es).)

- ☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/30/2023 and ending 09/30/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☐ Lodge/Society
☐ Veteran's Organization ☐ Fair Association or Agricultural Society
☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Mukwonago Area School District Education Foundation

(b) Address 365 E Veterans Way, Mukwonago
(Street)

☐ Town ☒ Village ☐ City

(c) Date organized 09/01/2005

(d) If corporation, give date of incorporation 09/01/2005

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Sherry Berg

Vice President Tom McKeever

Secretary Mary Coughlin

Treasurer Cory Manske

(g) Name and address of manager or person in charge of affair: Cory Manske (treasurer) W296S8150 Shallow Waters Circle, Mukwonago

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 600 Perkins Drive

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? All

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event MASDEF Annual Dinner/Auction Fundraiser

(b) Dates of event 09/30/2023

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Cory Manske 8/2/23
(Signature / Date)

Mukwonago Education Foundation

(Name of Organization)

Date Filed with Clerk

8/1/23

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

*VILLAGE OF MUKWONAGO
POLICE DEPARTMENT*



MONTHLY REPORT

July 2023

Citation Totals by Offense

All Departments

Violation Date: 07/01/2023 through 07/31/2023

Court	Agency	Offense Code	Offense Description	Total
MKPD				
	Adult			
		346.14(1m)	Automobile Following Too Closely	1
		346.13(3)	Deviation From Designated Lane	1
		947.01(1)	Disorderly Conduct	2
		82-2	Display Of Power	1
		341.61(2)	Display Unauth. Veh. Registration Plate	1
		346.46(1)	Fail/Stop At Stop Sign	3
		346.18(4)	Fail/Yield When Emerging From Alley	1
		341.15(3)(b)	Improper Display/Plates (Hard To See)	2
		341.15(3)(c)	Improper Display/Plates (Illegible)	1
		346.89(1)	Inattentive Driving	3
		341.04(1)	Non-Registration Of Auto, Etc	21
		341.03(1)	Operate After Rev/Susp Of Registration	1
		344.62(1)	Operate Motor Vehicle W/O Insurance	20
		344.62(2)	Operate Motor Vehicle W/O Proof Of Insurance	2
		347.14(1)	Operate Vehicle W/O Stopping Lights	3
		343.05(3)(a)	Operate W/O Valid License	4
		343.44(1)(a)	Operating After Suspension	6
		346.05(1)	Operating Left Of Center Line	2
		346.63(1)(b)	Operating W/Pac	1
		346.63(1)(a)	Operating While Intox.	1
		347.06(1)	Operation W/O Required Lamps Lighted	2
		346.09(3)	Passing In No-Passing Zone	2
		961.573(1)	Possess Drug Paraphernalia	2
		961.41(3g)	Possession Of Controlled Substance	4
		346.57(4)(gm)2	Speeding on Freeway	1
		346.57(5)	Speeding Zone And Posted Limits	30
		347.06(3)	Unclean/Defective Lights Or Reflectors	8
		14-27(11)	Unlicensed Dog	1
		346.13(1)	Unsafe Lane Deviation	1
		347.48(2m)(b)	Vehicle Operator Fail/Wear Seat Belt	1
Adult Grand Total				129

Mukwonago Police Department
Tickets Totals (by Violation)

Issue Date: 07/01/2023 through 07/31/2023

Violation Description	Violation Code	Area	Total
Night Parking Violation	82-180(E)		3
		By Violation:	3
Park Left Wheel To Curb	82-1(A)		3
		By Violation:	3
Parking of Trailers Streets/Public Areas	82-195		1
		By Violation:	1
Restrictions: Winter/Sth 83/Etc	82-191		3
		By Violation:	3
		Total Tickets:	10



Monthly Case Overview Report

Printed On: 08/01/23 13:27

Reporting Period: 07/01/2023 - 07/31/2023

Village of Mukwonago Police - 1122

	Total
	54
Administrative/Informational	7
Agg Asslt-Family-Strongarm	1
Agg Asslt-Police Off-Strongarm	1
Assist Other Department	1
Assist Other Dept/Service/Request by Citizen	1
Bail Jumping	1
Criminal Damage to Property	1
Criminal Damage-Business	2
Dangerous Drugs - Use	1
Disorderly Conduct	4
Disorderly Conduct: Noise/Nuis	1
Evidence Room	1
Found Property	1
Found/Recovered-Property	1
Fraud	2
Fraud Complaint	4
Fraud-Imperson	2
Health-Safety	1
Lost/Missing-Property	2
Marijuana-Possession	2
Mutual Aid	1
Narcotic Equip-Possession	1
OWI/DWI-Liquor	1
Public Order Crimes	1
Resisting Officer - Simple Physical	1
Retail Theft >\$200	4
Shoplifting/Retail Theft Compl	1
Suicide	1
Suspicious Circumstance	1
Theft - All	2
Theft - All Others >\$200	1
Traffic Offense/Traffic Other	1
Traffic Stop	1



Arrests by Statute Report

Printed On: 08/01/23 13:28

Reporting Period: 07/01/23 - 07/29/23

This report contains all arrest charges.

	Total	Felony	Misdemeanor	Non-Criminal	Ordinance	Parking
14-27(11) - Unlicensed Dog	1				1	
346.63(1)(a) - Operating While Intoxicated - 1st Offense	1			1		
346.63(1)(b) - Operating With Prohibited Alcohol Concentration - 1st Offense, PAC>=.15	1			1		
54-1(1) - Retail Theft (Shoplifting)	1				1	
54-1(G) - Disorderly Conduct	5		3		2	
54-1(V) - Possession of a Controlled Substance	3				3	
54-1(V1) - Possession of Drug Paraphernalia	3				3	
82-2 - Display of Power	2					2
940.19(1) - Battery	1		1			
940.20(2) - Battery to Law Officers/Fire Fighters	1	1				
941.21 - Disarming a Peace Officer	1	1				
943.13(1m)(a) - Trespass to Land	1			1		
943.20(1)(a) - Theft >\$2,500-\$5,000	1	1				
943.50(1m)(a) - Retail Theft-Alter Price <=\$500	2		2			
943.50(1m)(b) - Retail Theft - Intentionally Take - (<=\$500)(UCR >=\$200)	1		1			
946.41(1) - Resisting or Obstructing an Officer	2		2			
946.49(1)(a) - Bail Jumping-Misdemeanor	2		2			
968.075 - Domestic Abuse Incident	3					
FUGM - Fugitive Warrant Other Municipal	1			1		
Total	33	3	11	4	10	2



Traffic Crash List

Printed On: 08/01/23 13:30

Village of Mukwonago Police								
Date Time	Case#	Crash #	Officer	Total Units	Total Injured	Total Killed	Crash Type	EMS#
07/29/2023 14:10		23-000105	Pinkowski, Shaun-spin42	2	0	0	C	
07/23/2023 12:13		23-000104	Wilson, Chet-cwil47	2	0	0	C	
07/20/2023 20:35		23-000103	Zajichek, Taylor-tzaj36	2	1	0	C	
07/20/2023 14:00		23-000102	Petted, Joseph J-jpet43	2	0	0	C	
07/19/2023 17:59	23-030445	23-000101	Kirkpatrick, Cory-ckir37	2	0	0	C	
07/18/2023 14:01		23-000100	Steinbrenner, Jason J-jste35	2	0	0	C	
07/11/2023 17:45		23-000099	Kirkpatrick, Cory-ckir37	2	0	0	C	
07/17/2023 00:00		23-000098	Rogers, Richard-rrog49	1	0	0	C	
07/05/2023 15:20		23-000097	Kirkpatrick, Cory-ckir37	2	0	0	C	
07/12/2023 20:57		23-000096	Zajichek, Taylor-tzaj36	1	0	0	D	
07/12/2023 12:24		23-000095	Wilson, Chet-cwil47	2	0	0	C	
07/06/2023 09:05		23-000094	Wilson, Chet-cwil47	2	0	0	C	
Village of Mukwonago Police				22	1	0		

12

Police Contacts - Village

First Shift	1375
Second Shift	1066
Third Shift	564
911 Calls	97
TOTAL CALLS	3102

**Eagle Lake Patrol
All Calls/Contacts****33****Police Contacts - Town**

First Shift	433
Second Shift	646
Third Shift	623
911 Calls	50
TOTAL CALLS	1752

**Phantom Lake Patrol
All Calls/Contacts****26**

<u>TOTAL CONTACTS</u>	4913
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FLEET MILES AND GAS USAGE

	<u>24</u>	<u>26</u>	<u>28</u>	<u>30</u>	<u>32</u>	<u>33</u>	<u>34</u>	<u>36</u>	<u>38</u>
	<u>22 Chev</u>	<u>21 Ford</u>	<u>20 Dodge</u>	<u>22 Chev</u>	<u>18 Ford</u>	<u>19 Chev</u>	<u>17 Ford</u>	<u>18 Ford</u>	<u>22 Chev</u>
Speed End	51050	7893	15175	48976	80713	13321	NA	98534	41148
Speed Beg	46968	7734	14943	45732	80607	13132	NA	NA	38151
Total Miles	4082	159	232	3244	106	189	NA	NA	2997
Total Gas	379.4	18	35.9	260	6	12.3	NA	12	290.4

Respectfully Submitted,

Chief Daniel J. Streit
Village of Mukwongo Police Department



Village of Mukwonago

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

DATE: August 4, 2023
TO: Village Board, Plan Commission, Department Heads
FROM: Community and Economic Development Department
RE: Process Improvements and Updates to Website

BACKGROUND

A little less than a year ago the Community and Economic Development Department was formed to create a cohesive and seamless operation between Building Inspections, Economic Development, and Planning/Zoning.

It was evident from feedback from Board Members, Village Staff, and other Stakeholders that our processes needed improvement. We needed to better define our customer's journey through our development system and outline what exactly was required by code, state statutes, and other planning/building best practices. We also identified the "pain points" along the customer journey and reduced them.

Our department has done a lot of things to provide clarity, collaborate and refine our process to ensure important items during different stages of development are not missed. In doing so, our goal to better serve the community will be addressed.

Items Completed:

- Defined a new Department.
- Define our Vision and Mission.
- Set forth Goals and Objectives
- Mapped All our processes, grounded in our Municipal Code.
- Developed Informational Checklists for all Planning/Zoning Projects
- Developed Informational Narratives for all Building Inspection Permits/Services
- Developed a Six-Step Checklist for Opening a Business in Mukwonago
- Moved the above Checklists and Narratives to the Website
- Moved all applications to Online Permitting and Planning Projects Portal-which is now being fully utilized for internal and external users.
- Mapped Code Enforcement Processes across Departments to Clearly Identify the Processes and help to beautify our community.
- Processes/Flow Charts Created by staff are now Codified in a Procedural Manual

Village of Mukwonago

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NEXT STEPS

- Share Changes with Staff and Board – Ask for Help Going Forward
- Seek Opportunities for Process Refinement from Staff & Board
- Validate our Processes & Procedures
- Provide a Mechanism for Simplifying our Processes & Procedures
- Review Flow Charts and Eliminate Unnecessary Requirements/Ordinances

OTHER ACTIVITIES

- BS&A Training – Learning and Using BS&A to its Full Functionality
- Learning & Utilizing SharePoint as our Department's Document Platform
- Active engagement of occupancy permits to ensure an accurate list of business
- Closing out outstanding Building Permits in a Timely Manner;
- Ensuring Proper Staffing of Committees

IN THE WORKS

- Shifting to a more proactive code compliance system
- Create an easy to use, single CED Department webpage
- Define the Department's Economic Development Engagement processes and Activities
- Developing a monthly reporting mechanism
- Developing customer surveys
- Seek Opportunities to invite input from our customers
- Determine if BS&A system best meets the Department's needs
- Filter all complaints through CED Department/Robin; create a "Report a concern" Button staffed by the CED

Community & Economic Development Department Update



FRED SCHNOOK, DIRECTOR - COMMUNITY AND ECONOMIC
DEVELOPMENT DEPARTMENT

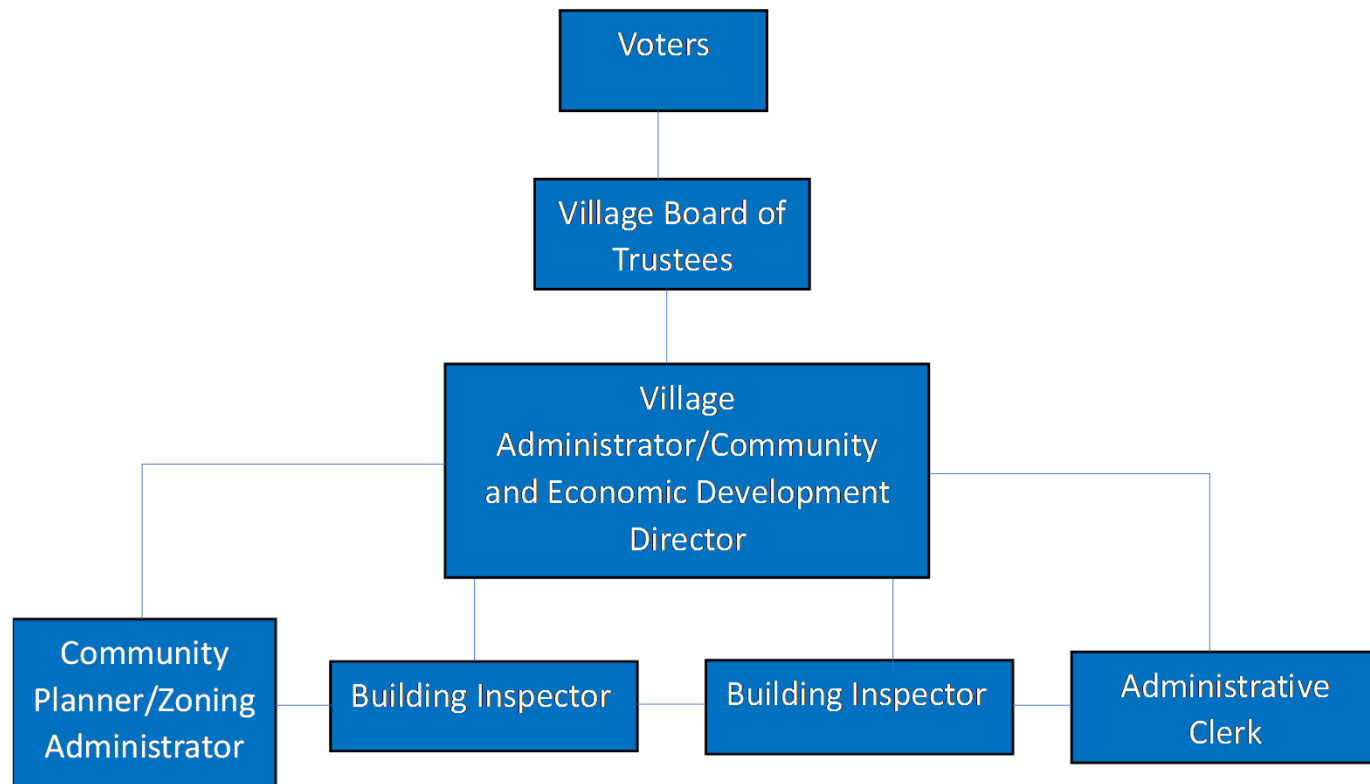


Our Challenge:

“I would never recommend starting a business in Mukwonago.”

- Mukwonago Business Owner and Trustee

Community and Economic Development Organizational Chart



Vision and Mission

Functions:

- Building Inspection,
- Planning, Zoning,
- Code Enforcement
- Economic Development

In one department

Improving our Mukwonago community's quality of life and property values through sound community planning and sustainable economic development.

We are the Village's Development Concierge, providing professional, empathetic customer assistance to people to help with their development ideas."



Four Goals

Twenty-Four Objectives

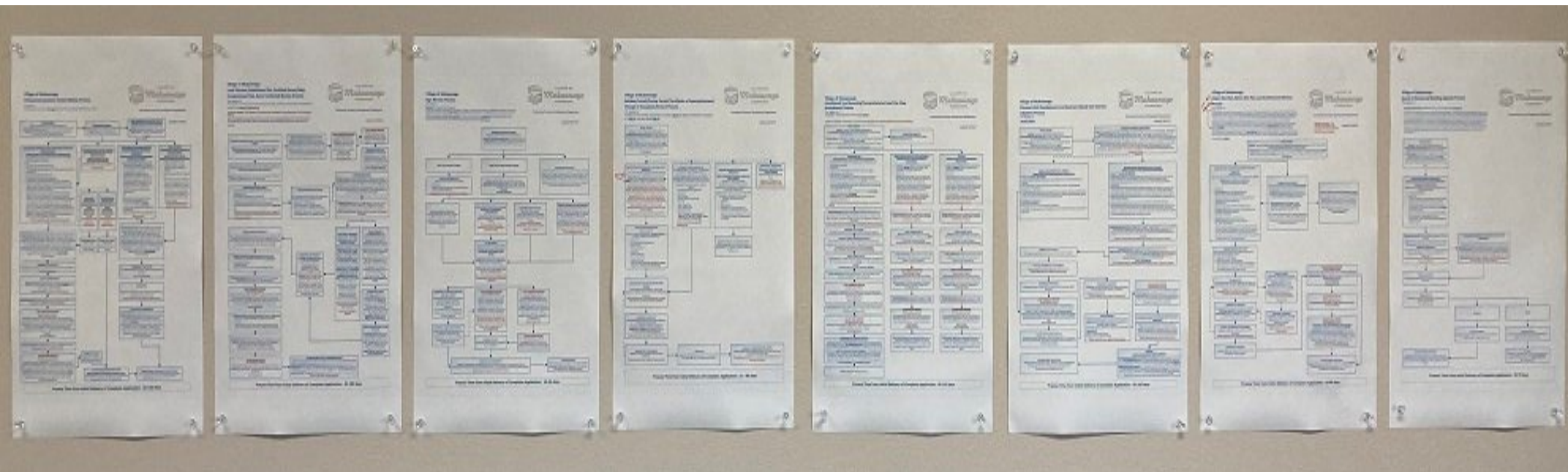
1. Create a common understanding of the development system and process
2. Develop measurable success indicators
3. Clean Up
4. Sharpen the Saw



Business Approval Process Checklist

1. Prepare a **Business Summary** or develop a business plan that describes what service your business will perform.
2. Submit a **Zoning Review Application** with the Planner/Zoning Administrator to discuss your business plan, proposed location, and zoning. [Planning and Zoning Email](#)
3. Submit an **Occupancy Permit Application** and one time inspection fee and impact fee, then schedule a date for inspections in order to open on time!
4. Based on the **Zoning Review**, the operations of the business or work to be performed, the following may or may not apply:
 - **Conditional Use** - Submit application(s) and review fee to the Planner/Zoning Administrator. (If applicable)
 - **Site Plan and/or Architectural Review** - Submit application with plans and review fee to the Planning and Zoning. (If applicable)
 - **Submit Building Permit Application and Fees to Building Inspection. (If applicable)** *Impact fee worksheet required for new, additions, and alterations.* [Building Inspection Email](#)
 - **Signage Permits** - Submit application plans and fees to the Planner/Zoning Administrator in order to receive signage approval, along with Sign Permit after Review from Zoning has been completed.
 - **License Review and Approval** – If applicable, submit applications directly through the Village Clerk's Office for license review and approval from the Village Board. [Clerk-Treasurer Page](#)
 - **Food Related Establishment Approval** -If applicable, consult with the [Waukesha County Environmental Health](#) for food related establishment approvals.
5. Do you have your approvals and inspections completed?
6. **Open Your Business!**





Mapping-out Mukwonago's Development Processes



VILLAGE OF MUKWONAGO HISTORIC PRESERVATION REVIEW REQUIREMENTS

- ☐ **Application Completeness:** See page 2 for complete list of submittals.
- ☐ **Preliminary Meeting:** Available upon request.
- ☐ **Application Submission:**
 - ☐ **Applications must be submitted electronically** through the Village on-line permit system. The system may be accessed through this [link](#).
 - ☐ If you are a new user, you will need to start by creating a "Contractor" account. A "Contractor" is a non-owner (Business Owner, Design Professional, etc). If you are the property AND business owner, you may apply as a "Homeowner".
 - ☐ Once you arrive to the site you will need to apply for a "Planning, Zoning, or Engineering Process". This link can be found on the left side of the screen under Planning and Zoning page of the Village website. The program will allow you search by the address, apply for appropriate application, input various information, and upload documents.
 - ☐ **Fees:** Fees may be paid in one of three ways.
 1. You may pay your fee online. After the application is submitted staff has received and reviewed the application an email will be sent to the applicant (email that is provided) letting you know that you can pay the fee online. There is an additional fee associated with this option.
 2. You may pay with cash or a check by mailing or bring the check to Village Hall. There is not a transaction fee associated with this option.
 3. You may pay with a credit card at Village Hall during normal hours and in person. There is a transaction fee association with this option.
 - ☐ **Meeting Dates:** Historic Preservation Commission meets on the first Thursday of each month (AS NEEDED) at 6:30 p.m.
 - ☐ **Application Deadlines:** Applications deadlines are approximately 5 weeks prior to the scheduled meeting.
 - ☐ **Building Permits requiring Historic Preservation Commission Review:**
 - ☐ Anything requiring a permit within the Pearl Ave and Grand Ave District.
 - ☐ Any new designations for a historic property or district (PUBLIC HEARING).

PROCEDURAL CHECKLIST FOR HISTORIC PRESERVATION REVIEW AND APPROVAL

This form is designed to be a guide for submitting a complete application for HISTORIC PRESERVATION.

Application Submittal Requirements for Village and Applicant Use (Check off List)

Application:

- ☐ Online Application Completed
- ☐ Application fee:
 - ☐ Review Fee - \$20
 - ☐ All other Building Permit Fees once approved.
- ☐ Agreement for Reimbursable Services (separate attachment)

Required site drawings:

- ☐ Site Plan with sign layout and setbacks
- ☐ All building elevations and/or rendering of materials (i.e. fences, sheds)
- ☐ Existing Photos of Buildings on the site.

Other Documents:

- ☐ Electronic Submittals are required. All documents need to be uploaded into the BS&A Software.
- ☐ Any additional information as determined by Village Staff.



Next Steps in Mapping our Processes

- Share Changes with Staff and Board – Ask for Help Going Forward
- Seek Opportunities for Process Refinement from Staff & Board
- Validate our Processes & Procedures
- Provide a Mechanism for Simplifying our Processes & Procedures
- Review Flow Charts and Eliminate Unnecessary Requirements/Ordinances



Other Activities

- BS&A Training – Learning and Using BS&A to its Full Functionality
- Learning & Utilizing SharePoint as our Department's Document Platform
- Active engagement of occupancy permits to ensure an accurate list of business
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In The Works

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Questions?

Thank you!



WELCOME TO MUKWONAGO

Community and Economic Development Department



Thank you for bringing your business to the Village of Mukwonago – Place of the Bear. Our Village's central location offers your business the prime opportunity to attract customers, to access the great Waukesha, Walworth, and Milwaukee areas and to discover an unmatched labor force.

To help facilitate the launch of your new business and expedite the business approval process, the Village has prepared a general checklist. This guide will direct you through the various steps and necessary approvals you will need from Village agencies, as you embark upon your new venture in our community.

The Village of Mukwonago encourages you to open your business as expeditiously as possible.

In many cases, as much as 80% or more, businesses applications can be approved for occupancy by simply completing an Occupancy Permit Application and basic permit review (10 Days). The balance of businesses seeking occupancy or other applications require a review that may take 30 to 60 days, depending on complete application.

It is the responsibility of each new business to complete the needed approvals before it can open, this checklist will help you avoid unnecessary delays.

The requirements may vary according to the type of business you intend to start or expand, but the following five steps are a good guide to help you know what to expect.

APPROVAL PROCESS CHECKLIST ----- Visit our [website](#) for more information and to apply!

- ☐ 1. Prepare a **Business Summary** or develop a business plan that describes what service your business will perform.
- ☐ 2. Submit a **Zoning Review Application** with the Planner/Zoning Administrator to discuss your business plan, proposed location, and zoning. [Planning and Zoning Email](#)
- ☐ 3. Submit an **Occupancy Permit Application** and one time inspection fee and impact fee, then schedule a date for inspections in order to open on time!
- ☐ 4. Based on the **Zoning Review**, the operations of the business or work to be performed, the following may or may not apply:
 - **Conditional Use** - Submit application(s) and review fee to the Planner/Zoning Administrator. (If applicable)
 - **Site Plan and/or Architectural Review** – Submit application with plans and review fee to the Planning and Zoning. (If applicable)
 - **Submit Building Permit Application and Fees to Building Inspection. (If applicable)**
Note: Your licensed contractor obtains the permits and calls for all inspections. Upon approval Building Inspection will issue the Certificate of Occupancy. *Impact fee worksheet required for new, additions, and alterations.* [Building Inspection Email](#)
 - **Signage Permits** – Submit application plans and fees to the Planner/Zoning Administrator in order to receive signage approval, along with Sign Permit after Review from Zoning has been completed.
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 - **Food Related Establishment Approval** -If applicable, consult with the [Waukesha County Environmental Health](#) for food related establishment approvals.
- ☐ 5. Do you have your approvals and inspections completed?
- ☐ 6. **Open Your Business!**

QUESTIONS? planner@villageofmukwonago.gov

| 262-363-6420 *2102