

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

**REGULAR VILLAGE BOARD MEETING**  
**Wednesday, February 21, 2024**

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. Items Tabled from January 17, 2024**

- 5.1 Approval to permit the construction of a 576 SQF cold storage building at Minwaukan Park, pending plan commission approval. **(This item was tabled at 1-17-24 Village Board Meeting. It requires a motion to remove from the Table and action to approve.)**

[Miniwaukan Garage Agenda Cover Report](#)

[Miniwaukan Verheyen Garage and Location A-B.pdf](#)

**6. 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.*

- 6.1 Minutes of the Regular Village Board Meeting of January 17, 2024, and Special Village Board Minutes of February 7, 2024

[2024-01-17 DRAFT VB Minutes](#)

[2024-02-07 Special VB Draft Minutes](#)

- 6.2 Approve Accounts Payable Vouchers in the amount of \$6,059,389.72.

[20240207 COW Packet.pdf](#)

- 6.3 Approve **Resolution 2024-07** a resolution revising the Village of Mukwonago's previously adopted Budget Policy.  
[Resolution 2024-07 Budget Policy Revision.pdf](#)
- 6.4 Approve **Resolution 2024-08** a resolution adopting a Village of Mukwonago Revenue Policy.  
[Resolution 2024-08 NEW Revenue Policy-corrected.pdf](#)
- 6.5 Approve a Purchase Requisition for repair and coating of blower building floors with Wisconsin Concrete Coatings in the amount of \$19,870.00.  
[Purchase Requisition\\_Blower Building Floor Repair and Coating.pdf](#)  
[WCC\\_Mukwonago\\_Blower\\_Building\\_1\\_24\\_24.pdf](#)
- 6.6 Approve the Disallowance of Claim for Sherry Buelow as recommended by Statewide Services, Inc. for a sidewalk fall on April 12, 2023  
[BUELOW - MUKWONAGO LTR.pdf](#)
- 6.7 Approve a Special Event Application for Field Park from the Mukwonago Lions Foundation on March 23, 2024 (snow day March 30th ) for the annual Easter Egg Hunt.  
[Sp Event - Lions Easter Egg Hunt - 3-23-24\\_Redacted.pdf](#)
- 6.8 Approve a Special Event application for Field Park from the Mukwonago Lions Foundation for Summerfeste June 13, 14, 15, 16, 2024.  
[Sp Event - Lions Summerfeste\\_Redacted.pdf](#)
- 6.9 Approve a Special Application for Field Park Usage from Amorphic Beer for a Pop Up Beer Garden using Pavilion B on May 18, June 22, July 6, August 24, and September 21, 2024. *(This vendor holds a special State Brewery License which does not require a local alcohol license.)*  
[05-18 - 06-22 - 07-6 - 08-24 - 09-21-2024 - Field Pav B - Beer Garden\\_Redacted.pdf](#)
- 6.10 Approve a Special Event permit application for the annual Mukwonago YMCA Family Mud Run on June 29, 2024 at the Mukwonago High School from 7 am - 1 pm, held at the Mukwonago High School.  
[06-29-2024 - YMCA Mud Run - Muk HS - 7-1pm.pdf](#)
- 6.11 Approve a Special Event application for the 2024 Concert Series at Phantom Junction Stage May 23, June 1,13,27, July 3,11,25, August 2,8,22, and September 7 and 28.  
[05-23-2024 - PJS - Various Concert Dates.pdf](#)
- 6.12 Approve a Resolution to update the Parking Restrictions on Gibson and West Side Avenue.  
[Agenda Cover Report 2024 Gibson and West Side Parking Restrictions.pdf](#)  
[Gibson and West Side Map.pdf](#)  
[Gibson Street and West Side Avenue Amended Parking Limitations.docx](#)

6.13 Approve a Temporary Class "B"/"Class B" Retailer's License for Summerfeste from the Mukwonago Lions Foundation on June 13, 2024 to June 16, 2024.

[Lions Temp B for Summerfeste\\_Redacted.pdf](#)

6.14 Approve the bid award for the Two Rivers Phase 1 Rehabilitation project to Stark Pavement Corporation in the amount of \$761,761.00

[Dykstra-20240129-Recommendation of Award.pdf](#)

6.15 Approve **Resolution 2024-10** to approve the location and placement of Harvester for PLMD at the end of Wahl Avenue.

[RESOLUTION 2024-10 Harvester Storage Wahl Ave](#)

## **7. Other Items for Approval**

*Other items removed from Consent Agenda which were not unanimously approved from the Committee of the Whole.*

7.1 Discussion and action to approve an Ordinance approving the attachment of territory from the Village of Vernon to the Village of Mukwonago.

[1ZT6754-Ordinance approving attachment](#)

[AttachDetach Exhibit A](#)

## **8. Joint Village & Town Protective Services Committee Recommendations, Trustee Scott Reeves**

8.1 Discussion and possible action to approve establishing an EMS fee for Fee for Field Blood Product Administration.

[Blood Administration Fee Request AIRF 02-19-2024](#)

[Blood Power Point 01-2024.pptx](#)

8.2 Discussion and possible action to approve signing an agreement with Versiti for blood products contingent upon legal review.

[Versiti Blood Administration Agreement Request AIRF 02-19-2024](#)

8.3 Discussion and possible action to allow EBIX to accept payments for EMS fees from Imagine Pay.

[Imagine Pay Option Request AIRF 02-19-2024](#)

8.4 Fire Department Reports (For Information Only - No Action Required)

[EBIX Reports 01-01-2024 to 01-31-2024.pdf](#)

[Incident-Type-Report-\(Summary\)\\_01-01-2024 to 01-31-2024.pdf](#)

[Financials 01-01-2024 to 01-31-2024 w Referendum.pdf](#)

[Financials 01-01-2024 to 01-31-2024 w-o Referendum.pdf](#)

[2023 Annual Report Document Final.pdf](#)

## **9. Planning Commission Recommendations**

*Discussion and possible action on the following Plan Commission Recommendations*

- 9.1 Discussion and possible action to approve **ORDINANCE 1026** for a Comprehensive Plan Amendment for Neumann Companies; Edgewood Ave; Parcel MUKV 2091-995.  
[ORDINANCE 1026\\_-\\_Hein\\_Comp\\_Plan\\_Amend.pdf](#)  
[Staff Report - Hein Comp Plan Amend.pdf](#)  
[Combined Documents.pdf](#)
- 9.2 Discussion and possible action to approve **ORDINANCE 1027** for a Rezoning from A-1 Agricultural District to R-3 Single-Family Lot Residential District for Neumann Companies; Edgewood Ave; Parcel MUK V2091-995.  
[ORDINANCE 1027\\_-\\_Hein\\_Rezoning.pdf](#)  
[Staff Report - Hein Rezone.pdf](#)  
[Combined Documents.pdf](#)
- 9.3 Discussion and possible action to approve **RESOLUTION 2024-04** for a Conditional Use Permit for a structure by Village of Mukwonago-Miniwaukan; 360 McKenzie Rd; Parcel MUKV 1972-999.  
[RESOLUTION 2024-04\\_-\\_CU\\_-\\_Miniwaukan\\_Park\\_Garage.pdf](#)  
[Staff\\_-\\_Miniwaukan\\_-\\_CU\\_-SPAR\\_Park\\_Garage \(2\).pdf](#)
- 9.4 Discussion and possible action to approve **RESOLUTION 2024-05** for an Extraterritorial Review for a three-lot Certified Survey Map located at N8952 E Mirimar Dr in the Town of East Troy, by Mike Greeson-V2G Surveying, applicant.  
[Town\\_of\\_East\\_Troy\\_Resolution.pdf](#)  
[RESOLUTION 2024-05 ETZ Gonzalez.pdf](#)  
[Staff\\_-\\_Gonzalez\\_ETZ.pdf](#)  
[Gonzalez\\_ETZ.pdf](#)
- 9.5 Discussion and possible action to approve **ORDINANCE 1028** for the request to Amend the 2035 Comprehensive Plan for the future land use of a property located at 917-919 Main St (MUKV 2009-964), from Low Intensity Commercial/Business with a Business Mixed Use Overlay to Government and Institutional, submitted by Mukwonago Area School District (future owner).  
[ORDINANCE 1028 - 917-919\\_Main\\_St\\_Com\\_Plan\\_Amend.pdf](#)  
[Staff\\_-\\_MASD\\_-\\_Comp\\_Plan\\_-\\_917-919\\_Main\\_St.pdf](#)
- 9.6 Discussion and possible action to approve **ORDINANCE 1029** for the request to rezone the property located at 917-919 Main St; Parcel MUKV 2009-964; from B-2 General Business District to P-1 Public and Semipublic District, submitted by Mukwonago Area School District (future owner).  
[ORDINANCE 1029 - 917-919\\_Main\\_St\\_Rezoning.pdf](#)  
[Staff\\_-\\_MASD\\_-\\_Rezone\\_-\\_917-919\\_Main\\_St.pdf](#)  
[917-919\\_Main\\_St\\_-\\_Owner\\_Awknowledge.pdf](#)
- 9.7 Discussion and possible action to approve **RESOLUTION 2024-06** for the Conditional Use request for a school at the property located at 917-919 Main St (MUKV2009964), submitted by Mukwonago Area School District (future owner).  
[RESOLUTION 2024-06 - CU\\_-\\_MASD.pdf](#)

9.8 Updates from February 13, 2024 Plan Commission meeting (*For Information Only, No Action Required*)

- Approval of **PC-RESOLUTION 2024-01** for a Site Plan and Architectural Review for a structure within Miniwaukan Park (garage) by Village of Mukwonago; 360 McKenzie Rd; Parcel MUKV 1972-999.
- Application for the Planned Unit Development at 1271 Honeywell Rd; Parcels MUKV 2011-990 and MUKV 2011-992-013; Warren Hansen, applicant, has been withdrawn.

**10. Finance Committee, Trustee Darlene Johnson**

*Discussion and possible action on the following items*

10.1 Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$177,373.87.

[022124 VB AP Packet.pdf](#)

**11. Personnel Committee, Trustee Ken Johnson**

*Discussion and possible action on the following items*

11.1 Announcement of Special Workshop on March 20, 2024 at 5:15pm.

**12. Protective Services, Trustee Scott Reeves**

*Discussion and possible action on the following items*

12.1 Police Report for the Month of January. (*For information only, no action required.*)

[Monthly Report January 2024](#)

**13. Closed Session**

Closed session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning advice from and Village Board discussion regarding Village compliance with resignation agreement, and 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 the Red Brick Museum Lease.

**14. 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

**15. 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.

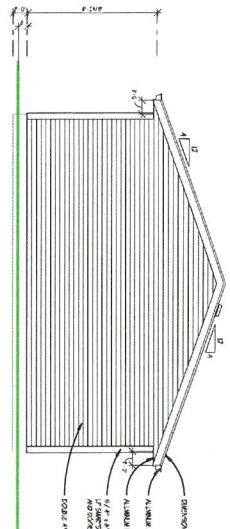


## Agenda Cover Report

<b>Date:</b> <b>12/19/23</b>	<b>Committee/Board:</b> <b>Health and Recreation Committee</b>
<b>Submitted by:</b> <b>Ron Bittner</b>	<b>Department:</b> <b>Public Works</b>
<b>Date of Committee Action: 1/3/24</b>	<b>Date of Village Board Action: 1/17/24</b>

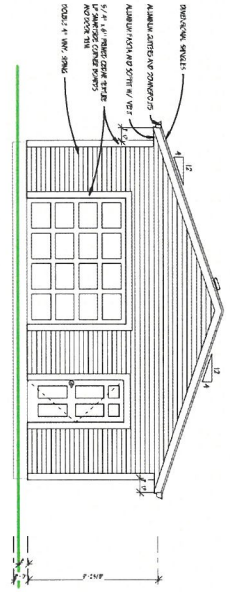
<b>Subject:</b> Construction of a storage garage at Miniwaukan Park.
<b>Executive Summary:</b> DPW is proposing the construction of a 24 x 24 cold storage garage to be occupied by the Mukwonago Area Soccer Club. The MASC organization has been utilizing village parks for the last 25 years and made contributions towards improving the facilities. They currently work out of a 10 x 10 shed that was donated by Home Depot and is now too small to accommodate their needs. DPW will oversee the project as the village will own the building after construction.  The project is a community effort where the Mukwonago High School will construct the structure, the Lions club will provide financial assistance and construction mentoring,
<b>Fiscal Impact:</b>
<b>Executive Recommendation/Action:</b> .

☐ Attachments Included



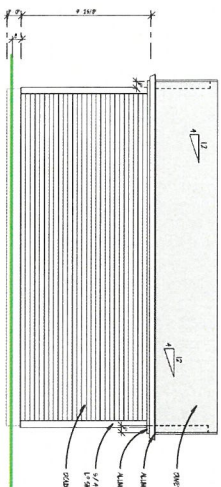
REAR ELEVATION

SCALE 1/4" = 1'-0"



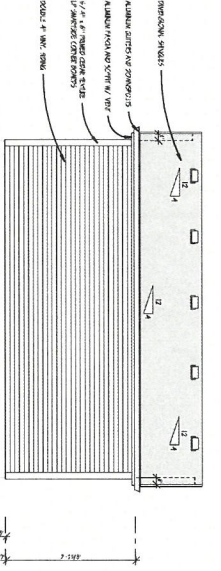
FRONT ELEVATION

SCALE 1/4" = 1'-0"



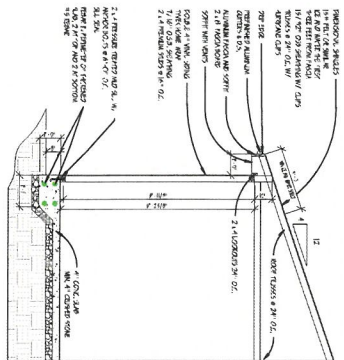
RIGHT ELEVATION

SCALE 1/4" = 1'-0"



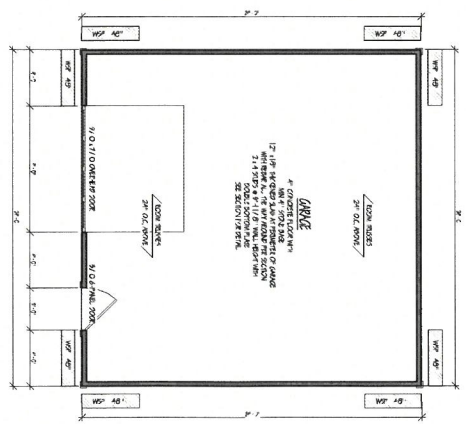
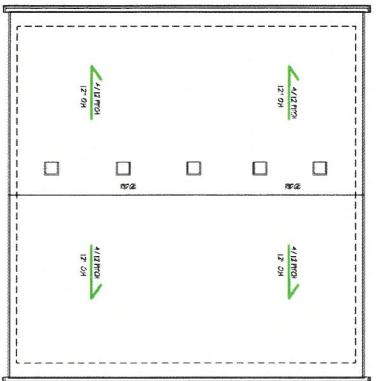
LEFT ELEVATION

SCALE 1/4" = 1'-0"



GARAGE SECTION

SCALE 3/8" = 1'-0"



SHEET  
1 OF 1

EXISTING AND  
REMODEL  
PLANS AND  
DETAILS

REMODEL FOR:  
MUKWONAGO SOCCER CLUB

REMODEL:  
GARAGE

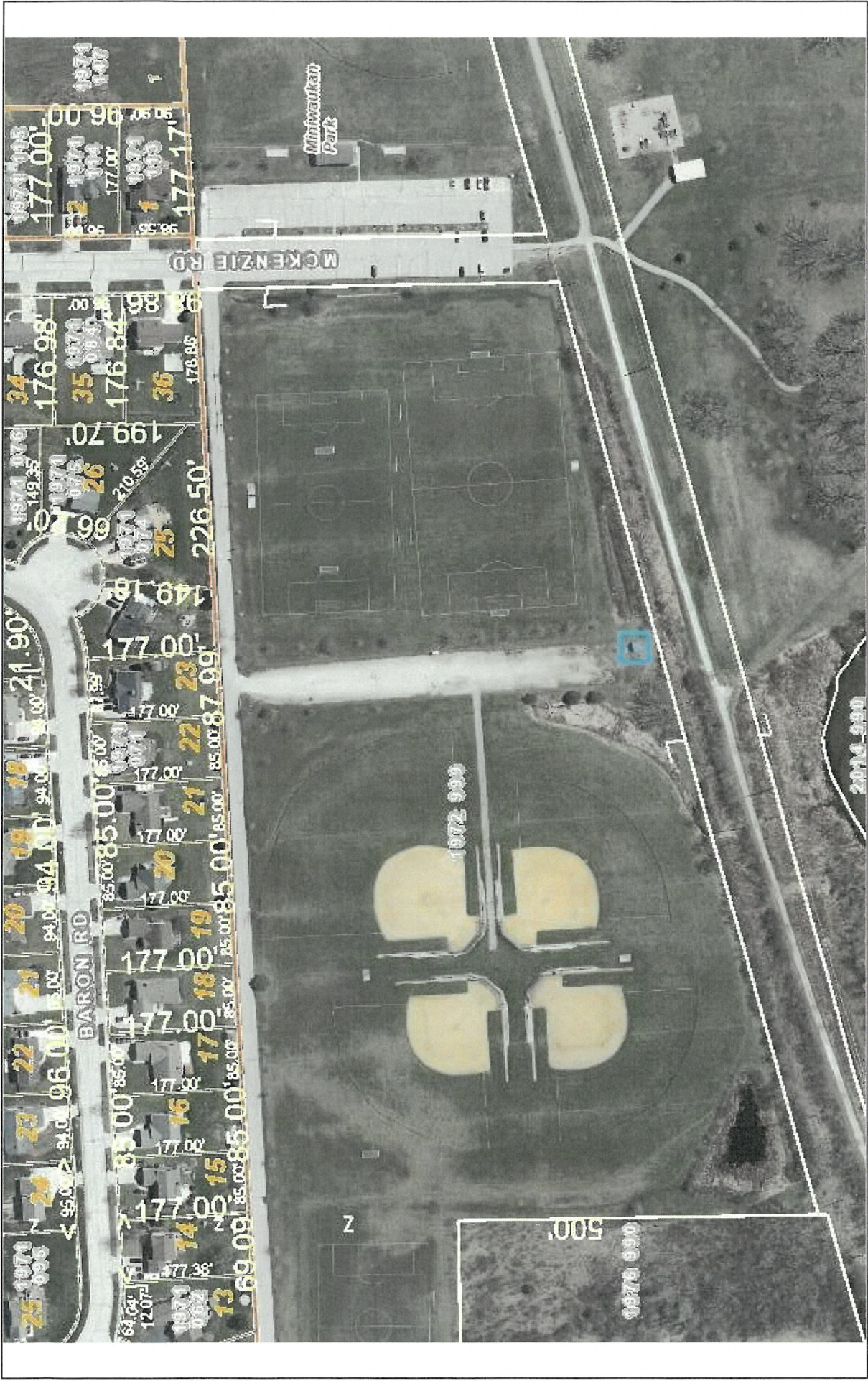
**Risch Residential Design LLC**

Custom Home Design  
Remodeling  
Design Consulting  
3D Modeling And Rendering  
**Andrew P. Risch**  
1633 Summit Street  
Olathe, KS 66061  
Email: andrew@rdrch.com Phone: 913-277-8472

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INITIAL DRAWING 06-25-25



# 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" = 188'

**VILLAGE OF MUKWONAGO**  
 440 River Crest Court  
 PO Box 206  
 Mukwonago, WI 53149  
 262-363-6420  
 Print Date: 12/19/2023



## Village of Mukwonago GIS

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SCALE: 1" = 42'

## VILLAGE OF MUKWONAGO

440 River Crest Court

PO Box 206

Mukwonago, WI 53149

262-363-6420

Print Date: 12/19/2023

## MINUTES OF THE VILLAGE BOARD OF TRUSTEES MEETING Wednesday, January 17, 2024

Time: 6:30 pm

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

### Call to Order

President Winchowky called the meeting to order at 6:30pm.

### Roll Call

Board Members Present

Eric Brill  
Dale Porter  
Darlene Johnson  
Ken Johnson  
John Meiners  
Scott Reeves  
Fred Winchowky

Also Present

Diana Dykstra, Village Clerk-Treasurer  
Diana Doherty, Finance Director  
Dan Streit, Police Chief  
Chris DeMotto, Assistant Police Chief  
Jerad Wegner, Village Engineer  
Wayne Castle, Utilities Director  
Nathan Bayer, Attorney  
Andy Wegner, Asst. Fire Chief  
Tim Ruttenbeck, Building Inspector

### Comments from the Public

None.

### 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 Minutes from December 20, 2023 Village Board Meeting.
- 5.2 Approval of Accounts Payable Vouchers in the amount of \$534,816.04.
- 5.3 Approve the purchase request of picnic tables from RJ Manufacturing in the amount of \$15,183.
- 5.4 Accept the donation of a Sport Court and upgrades for the Washington Ave Park basketball court.
- 5.5 Approval to permit the construction of a 576 SQF cold storage building at Minwaukwan Park.
- 5.6 Approve **Resolution 24-01** a Resolution establishing a Crossing Guard Job Description.
- 5.7 Approval to grant a residency waiver for a dispatcher.

5.8 Approval to enter into a service agreement with BARRIENTOS design & consulting for a DPW facility assessment.

5.9 Approve **Task Order 2024-01** with Ruekert- Mielke for the replacement of the south gate on the Mukwonago Dam.

5.10 Approve **Resolution 2024-02** a Resolution to approve the elimination of Letter of Credit Fairwinds Phase V.

5.11 Approve Change Order #4 and Final Close Out of Miniwaukan Park Restroom Building.

Brill/D Johnson motion to remove item 5.5 Unanimously carried.

D Johnson/Meiners motion to approve Consent Agenda Items #5.1 to 5.11 removing 5.5. Unanimously carried.

#### **Item 5.5**

Trustee Brill noted he requested this item be pulled out because it was on the January Plan Commission that was canceled. He would table it until next month contingent upon plan commission approval.

Brill/D. Johnson motion to table until next months Consent Agenda pending Plan Commission approval. Unanimously carried.

#### **Other Items for Approval**

*Other items removed from Consent Agenda which were not unanimously approved from the Committee of the Whole.*

**Discussion and possible recommendation on Resolution 2024-03 A Resolution to adopt an update to the Village of Mukwonago Debt Management Policy, as revised.**

D Johnson/K Johnson motion to approve. Motion carried 6-1 Trustee Porter opposed.

**Discussion and possible action to approve Ordinance 1025 an Ordinance providing for detachment of a portion of the Village of Mukwonago, Waukesha County Wisconsin for the purpose of Attaching to the Village of Vernon, Waukesha County Wisconsin.**

Meiners/Reeves motion to approve. Motion carried. 6-1 Trustee Brill Opposed.

**Discussion and possible action to create an all-way stop as requested by the Orchards II homeowner's association, at their expense.**

Porter/K Johnson motion to approve.

President Winchowky noted he was opposed due to recommendation from the police department and the lack of review for all other options.

Roll Call: "Yes" Trustee Brill, D Johnson, K Johnson, Porter, and Reeves. "No" Trustee Meiners and President Winchowky. Motion carried 5-2.

#### **Joint Village & Town Protective Services Committee Recommendations, Trustee Scott Reeves**

##### **Fire Department Monthly Reports**

*No Action Required, For Information Only*

**Discussion and possible action on 2024 Capital Purchase Request for Rescue Boat.**

Reeves/K Johnson motion to approve.

Trustee Reeves noted this was a capital budgeted item, and it is coming in less than budget and will be contingent upon the town approval. Unanimously carried.

**Discussion and possible action on the following Policy Revisions; 01 Organizational Policy, 09 Leave of Absence, 25 Cadet Program, 35 Training Requests, 44 EMT Student Ride Along, 45 Request Immediate Assistance.**

Reeves/Porter motion to approve. Unanimously carried.

Trustee Reeves noted this is cleaning up language, no new policies.

**Discussion and possible action to approve the ACT 102 funding for the purchase of Bair Hugger System**

Reeves/D Johnson motion to approve.

Trustee Reeves noted this is a warming system that plugs in.

Trustee D Johnson asked if they have ever had it.

Asst. Chief Wegner noted they have not, but they are aware of the benefits to raise a patients core temperature. They will be the first in the area to have one. Unanimously carried.

**Finance Committee, Trustee Darlene Johnson**

**Discussion and possible action to approve Accounts Payable Vouchers in the amount of \$655,703.89.**

D Johnson/Meiners motion to approve. Unanimously carried.

**Public Works Committee, Trustee Eric Brill**

**Discussion and possible action to approve a purchase order request for a 2024 WT Pickup Truck from Lynch Chevrolet.**

Brill/Reeves motion to approve.

Trustee Brill noted this is a capital item that was budgeted for and Lynch is matching state contract This will replace oldest fleet vehicle. Unanimously carried.

**Protective Services, Trustee Scott Reeves**

**Police Department Monthly Report**

*No Action Required, For Information Only*

**Closed Session**

Meiners/D Johnson motion to go into closed session pursuant to **Wis. Stats § 19.85 (1) (g)** (Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation) concerning Greenwald Family Limited Partnership v. Village of Mukwonago lawsuits involving TID No. 6 and Dewy Drive and

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 St. James Parish, and

pursuant to **Wis. Stats. § 19.85(1)(c)** (Compensation and Evaluation. Considering employment, promotion, compensation or performance evaluation data of any public employee subject to the jurisdiction or authority of governing body.) concerning the Village Administrator, and Mukwonago Professional Police Association Contract at 6:43pm.

Roll Call to go into Closed Session: "Yes" Trustee D. Johnson, K. Johnson, Meiners, Porter, Reeves, and Winchowky. "No" Trustee Brill

Trustee Brill noted he is against going into closed session at this time as he has concerns items are not being kept private. Motion carried 6-1

*Also Present for Closed Session: Attorney Bitar, Attorney Buikema, Doherty, Streit, Ruttenbeck, Wegner, DeMotto, Castle, Bayer, and Dykstra.*

**Reconvene into Open Session**

Meiners/Reeves motion to reconvene into open session pursuant to Wis. Stats. §19.85(2) at 7:27pm.

Roll Call: "Yes" Trustee Brill, D. Johnson, K. Johnson, Meiners, Porter, Reeves, and Winchowky.

D. Johnson/Reeves motion to approve the resignation of the Village Administrator pursuant to the agreement discussed in closed session. Unanimously carried.

Trustee Brill noted he did want to thank Ron for all the hard worker along with his staff putting in the hours to get snow removal completed. It was noted he had all six of the big trucks out to utility trucks, 6 pickup trucks and then off and on the front end loader was also out there. It was not out there consistently due to staffing. We didn't have enough people to actually operate all the equipment, but it was used quite a bit too clear all the heavy wet snow. Without that loader the blade on it, we would not have cleared the snow as well as we did.

**Adjournment**

Meeting adjourned at 7:29pm

Respectfully Submitted,

Diana Dykstra, MMC  
Village Clerk-Treasurer

## **MINUTES OF THE SPECIAL VILLAGE BOARD MEETING**

### **Wednesday, February 7, 2024**

Time: **6:30 pm**

Place: **Mukwonago Municipal Building, 440 River Crest Ct., Mukwonago, WI 53149**

#### **Call to Order**

President Winchowky called the meeting to order at 8:05pm.

#### **Roll Call**

Board Members Present

Eric Brill  
Darlene Johnson  
Ken Johnson  
John Meiners  
Dale Porter  
Scott Reeves  
Fred Winchowky

Also Present

Diana Dykstra, Village Clerk-Treasurer

#### **New Business**

**Discussion and possible action to approve a resolution to appoint an Interim Administrator.**

K. Johnson/Meiners motion to approve **Resolution 2024-09** a Resolution to Appoint Diana Dykstra Interim Village Administrator.

Unanimously carried.

#### **Adjournment**

Meeting adjourned at 8:08pm.

Respectfully Submitted,

Diana Dykstra, MMC  
Village Clerk-Treasurer

## Accounts Payable Cover Sheet

<b>Report:</b>	<b>Period or corresponding report date</b>		
Village Accounts Payable	2/1/2024	\$	275,673.36
Library Accounts Payable	1/15/2024	\$	14,087.23
Charter Communications/Spectrum (ach withdrawal)	1/18/2024	\$	1,789.78
US Bank (ach withdrawal)	1/25/2024	\$	12,099.90
We Energies (ach withdrawal)	1/4/2024	\$	47,908.31
Check Disbursement - Court	1/18/2024	\$	3,646.11
Check Disbursement - Invoice Cloud/UKG Payroll Processing Fees	1/11/2024	\$	2,049.92
Check Disbursement - UB Refund	1/2/2024	\$	3,369.12
Check Disbursement - Property Appraisal	1/24/2024	\$	244,200.00
Check Disbursement - Refund MR	1/31/2024	\$	5,160.00
Check Disbursement - Payroll Related	1/4/2024	\$	35,683.36
Check Disbursement - Payroll Related	1/18/2024	\$	111,061.23
Check Disbursement - Payroll Related	1/22/2024	\$	77,447.22
Check Disbursement - Tax Settlements	1/11/2024	\$	5,198,765.93
Check Disbursement - Tax Overpayment Refunds	1/11/2024	\$	19,194.53
Check Disbursement - WI DOR Business Tax Renewal	1/25/2024	\$	10.00
Check Disbursement - Tax Overpayment Refunds	1/29/2024	\$	7,243.72
<b>Total for Approval:</b>		<b>\$</b>	<b><u>6,059,389.72</u></b>

The preceding list of bills payable was approved for payment

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

02/01/2024 12:30 PM  
User: MROCKLEY  
DB: Mukwonago

PENDING VILLAGE BOARD REVIEW FOR MUKWONAGO  
EXP CHECK RUN DATES 02/08/2024 - 02/08/2024  
UNJOURNALIZED OPEN  
BANK CODE: GEN - CHECK TYPE: PAPER CHECK

Page: 1/11

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: 10-33 VEHICLE SERVICES, LLC						
3097	SQUAD 24 MIC CLIP REPAIR	100-5212-539500	47.06	47.06	POLICE	02/08/2024
TOTAL VENDOR 10-33 VEHICLE SERVICES, LLC				47.06		
VENDOR NAME: ALSCO						
IMIL1981012	PD MAT JAN 11 MAT CLEANING	100-5211-539400	47.16	47.16	POLICE	02/08/2024
IMIL1985003	PD JAN 25 MAT CLEANING	100-5211-539400	47.16	47.16	POLICE	02/08/2024
TOTAL VENDOR ALSCO				94.32		
VENDOR NAME: AMAZON CAPITOL SERVICES						
1J19KRCT4MXN	OFFICE SUPPLIES	100-5142-531100	42.77	42.77	CLERK	02/08/2024
1JMTGHW67PCY	PARK URINAL SCREENS	100-5521-531100	100.48	100.48	DPW	02/08/2024
TOTAL VENDOR AMAZON CAPITOL SERVICES				143.25		
VENDOR NAME: ASSOCIATED APPRAISAL CONSULTANT INC						
172641	ASSMT SVC FEB + REVAL	100-5153-521900	49,446.38	49,446.38	CLERK	02/08/2024
TOTAL VENDOR ASSOCIATED APPRAISAL CONSULTANT INC				49,446.38		
VENDOR NAME: AT & T MOBILITY						
287291370101152024	AT&T JANUARY CELL PHONES AND CRADLEPOINT	100-5211-522500	543.15	543.15	POLICE	02/08/2024
TOTAL VENDOR AT & T MOBILITY				543.15		
VENDOR NAME: BASSETT MECHANICAL						
6512676	MAKE UP AIR UNIT REPAIR	620-8010-834000	3,017.00	3,017.00	UTILITIES	02/08/2024
TOTAL VENDOR BASSETT MECHANICAL				3,017.00		
VENDOR NAME: BIASEW						
2024 DUES ERIN	BIASEW DUES	100-5632-532400	40.00	40.00	BUILDING	02/08/2024
2024 DUES TIM	BIASEW DUES INSPECTOR	100-5241-532400	50.00	50.00	BUILDING	02/08/2024
2024 DUES CORRY	BIASEW DUES INSPECTOR	100-5241-532400	40.00	40.00	BUILDING	02/08/2024
2024 DUES LINDA	BIASEW DUES	100-5241-532400	40.00	40.00	BUILDING	02/08/2024
TOTAL VENDOR BIASEW				170.00		
VENDOR NAME: BIRCHROCK PROPERTIES LLC						
011824 Termination	BOND TERMINATION - PROJECT COMPLETED	100-0000-211425	1,724.39	1,724.39	FINANCE	02/08/2024
TOTAL VENDOR BIRCHROCK PROPERTIES LLC				1,724.39		
VENDOR NAME: BOUND TREE MEDICAL LLC						
85228457	EMS SUPPLIES	150-5231-531100	608.54	608.54	FIRE	02/08/2024
TOTAL VENDOR BOUND TREE MEDICAL LLC				608.54		
VENDOR NAME: BRIGHTSPEED						
JANUARY 2024	JANUARY 2024 PHONE SERVICE	100-5142-522500	78.02	567.02	ALLOCATE	02/08/2024
		100-5211-522500	55.20			
		100-5323-522500	108.70			
		440-5511-522500	191.13			
		610-6920-692100	34.04			
		620-8400-851000	99.93			
TOTAL VENDOR BRIGHTSPEED				567.02		

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: BROOKS TRACTOR						
M72973	LOADER PLOW PARTS	620-8010-827000	619.18	619.18	UTILITIES	02/08/2024
285224	LOADER 500 HOUR MAINTENANCE	620-8010-825500	2,125.29	2,125.29	UTILITIES	02/08/2024
TOTAL VENDOR BROOKS TRACTOR				2,744.47		
VENDOR NAME: BS&A						
152129	BSA ONLINE PERMITS ACCEPTANCE	100-5241-522900	480.00	480.00	BUILDING	12/31/2023
TOTAL VENDOR BS&A				480.00		
VENDOR NAME: BUREAU OF CORRECTIONAL ENTERPR						
306-194313	TRIFOLD TOWELS	150-5221-531100	218.24	218.24	FIRE	02/08/2024
306-194334	VILAGE HALL AND PARK JANITORIAL SUPPLIES	100-5160-531100	94.94	618.38	DPW	02/08/2024
		100-5521-531100	523.44			
TOTAL VENDOR BUREAU OF CORRECTIONAL ENTERPR				836.62		
VENDOR NAME: BURKE TRUCK & EQUIMENT INC						
32546	PATROL TRUCK SWITCH AND CABLES	100-5324-539500	179.79	179.79	DPW	02/08/2024
TOTAL VENDOR BURKE TRUCK & EQUIMENT INC				179.79		
VENDOR NAME: C & M AUTO PARTS INC						
6079-378317	BUILDING INSPT VEHICLE	100-5241-531100	384.50	384.50	BUILDING	02/08/2024
6079-378628	TRUCK 1 U BOLTS	100-5324-539500	28.59	28.59	DPW	02/08/2024
6079-378509	TRUCK 1 BRAKE FITTINGS	100-5324-539500	26.98	26.98	DPW	02/08/2024
6079-378611	TRUCK 1 BRAKE PARTS	100-5324-539500	55.12	55.12	DPW	02/08/2024
6079-378319	GASLET MAKER AND PLOW MARKERS	100-5324-539500	215.93	215.93	DPW	02/08/2024
TOTAL VENDOR C & M AUTO PARTS INC				711.12		
VENDOR NAME: CENTRAL OFFICE SYSTEMS						
81812662	COPIER INVOICE	150-5221-531100	92.00	92.00	FIRE	02/08/2024
TOTAL VENDOR CENTRAL OFFICE SYSTEMS				92.00		
VENDOR NAME: CINTAS						
4180785209	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	124.01	124.01	DPW	02/08/2024
4180785349	UNIFORM SERVICE	610-6920-693000	59.50	118.99	UTILITIES	02/08/2024
		620-8400-856000	59.49			
4180091524	STAF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	124.01	124.01	DPW	02/08/2024
4180091678	UNIFORM SERVICE	610-6920-693000	96.34	192.69	UTILITIES	02/08/2024
		620-8400-856000	96.35			
4181529317	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	124.01	124.01	DPW	02/08/2024
4181529439	UNIRFORM SERVICE	610-6920-693000	59.49	118.99	UTILITIES	02/08/2024
		620-8400-856000	59.50			
TOTAL VENDOR CINTAS				802.70		
VENDOR NAME: CIVICPLUS						

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: CIVICPLUS						
281327	EMERGENCY NOTIFICATION SYSTEM	100-5142-521900	551.25	3,307.50	ALLOCATE	02/08/2024
		440-5511-531000	551.25			
		620-8400-852000	275.62			
		150-5221-521900	551.25			
		100-5521-531100	551.25			
		610-6920-692300	275.63			
		100-5211-521900	551.25			
TOTAL VENDOR CIVICPLUS				3,307.50		
VENDOR NAME: CJ & ASSOCIATES, INC						
C23641	MUSEUM FLOORING REPLACEMENT DEPOSIT	480-5700-573000	2,674.80	2,674.80	DPW	02/08/2024
C23747	FLOORING DEPOSIT FOR DISPATCH REMODEL	430-5700-571100	1,916.10	1,916.10	POLICE	02/08/2024
0232524-IN	DISPATCH 24 HOUR CHAIRS	430-5700-571100	1,603.19	1,603.19	POLICE	12/31/2023
0001203-CM	CONFERENCE ROOM CHAIR CREDIT	430-5700-571100	(1,911.60)	(1,911.60)	POLICE	12/31/2023
TOTAL VENDOR CJ & ASSOCIATES, INC				4,282.49		
VENDOR NAME: CORE & MAIN LP						
U162579	LARGE METER REPAIR PARTS	610-6453-665300	864.86	864.86	UTILITIES	02/08/2024
TOTAL VENDOR CORE & MAIN LP				864.86		
VENDOR NAME: CORRE						
11722	GREY FOX TRAIL BRIDGE INSPECTION	100-5346-521900	400.00	400.00	DPW	12/31/2023
TOTAL VENDOR CORRE				400.00		
VENDOR NAME: CRIVELLO CARLSON S.C.						
5331-199268	DECEMBER LEGAL SERVICES	100-5130-521900	640.00	640.00	FINANCE	12/31/2023
5331-199267	DECEMBER LEGAL SERVICES	620-0000-000105	60.00	4,335.00	FINANCE	12/31/2023
		100-5632-521900	100.00			
		100-5254-521900	40.00			
		100-5130-521900	4,135.00			
TOTAL VENDOR CRIVELLO CARLSON S.C.				4,975.00		
VENDOR NAME: DE LAGE LANDEN FINANCIAL						
BQ2E25474120	BIZHUIB PRINTER BUYOUT	100-5323-531100	750.00	750.00	DPW	02/08/2024
TOTAL VENDOR DE LAGE LANDEN FINANCIAL				750.00		
VENDOR NAME: DEPARTMENT OF ADMINISTRATION						

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VENDOR NAME: DEPARTMENT OF ADMINISTRATION					
505-0000087645	EMAIL FILTER JANUARY 2024	100-5111-522900	3.17	50.76 ALLOCATE	02/08/2024
		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: DORNER COMPANY					
509337	BOOSTER STATION REPLACEMENT CHECK VALVES	610-6210-662500	4,219.47	4,219.47 UTILITIES	02/08/2024
TOTAL VENDOR DORNER COMPANY				4,219.47	
VENDOR NAME: DRAGONFLY EMBROIDERY					
21890	2024 UNIFORM ALLOWANCE - SIMMONS	100-5211-534600	15.00	15.00 POLICE	02/08/2024
TOTAL VENDOR DRAGONFLY EMBROIDERY				15.00	
VENDOR NAME: EBIX					
13013	2023 EBIX DECEMBER INVOICE	150-5231-521900	10,962.58	10,962.58 FIRE	12/31/2023
TOTAL VENDOR EBIX				10,962.58	
VENDOR NAME: EIASEW					
2024 DUES TIM	EIASEW DUES	100-5241-532400	40.00	40.00 BUILDING	02/08/2024
2024 DUES CORRY	EIASEW DUES	100-5241-532400	40.00	40.00 BUILDING	02/08/2024
TOTAL VENDOR EIASEW				80.00	
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
2609810	EMS SUPPLIES	150-5231-531100	246.30	246.30 FIRE	02/08/2024
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				246.30	
VENDOR NAME: ENVIRONMENT CONTROL					
30471-613	VILLAGE HALL CLEANING	100-5160-521900	698.00	698.00 DPW	02/08/2024
TOTAL VENDOR ENVIRONMENT CONTROL				698.00	
VENDOR NAME: ENVIRONMENTAL EXPRESS INC					
1000769559	LAB SUPPLIES	620-8010-826000	1,825.79	1,825.79 UTILITIES	02/08/2024
TOTAL VENDOR ENVIRONMENTAL EXPRESS INC				1,825.79	
VENDOR NAME: FASTENAL COMPANY					
WIMUK100250	HEARING PROTECTION	100-5323-534800	33.58	33.58 DPW	02/08/2024
WIMUK100251	PLOW BOLTS	100-5324-539500	65.95	65.95 DPW	02/08/2024
TOTAL VENDOR FASTENAL COMPANY				99.53	

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: FLEURY'S AUTO BODY						
011824	Termination BOND TERMINATION - PROJECT COMPLETED	100-0000-211425	1,462.81	1,462.81	FINANCE	02/08/2024
TOTAL VENDOR FLEURY'S AUTO BODY				1,462.81		
VENDOR NAME: GATEWAY TECHNICAL COLLEGE						
28557	GATEWAY TECH PCS INSTRUCTOR SCHOOL	100-5215-533500	100.00	100.00	POLICE	02/08/2024
TOTAL VENDOR GATEWAY TECHNICAL COLLEGE				100.00		
VENDOR NAME: GORDON FLESCH CO						
IN14530331	CANON COPIES 12/16/23 - 01/16/224	100-5142-531200	13.58	114.09	ALLOCATE	02/08/2024
		100-5300-539900	12.01			
		100-5120-531100	5.05			
		100-5141-531100	6.47			
		100-5145-531100	10.75			
		100-5241-531200	1.81			
		100-5632-531200	2.12			
		100-5211-531200	14.23			
		150-5221-531100	14.75			
		410-5363-531200	1.14			
		440-5511-531200	12.89			
		500-5344-531200	2.80			
		610-6902-690300	8.32			
		620-8400-851000	8.17			
TOTAL VENDOR GORDON FLESCH CO				114.09		
VENDOR NAME: GRAINGER						
9970565702	SOUTH TOWER RTU PANEL HEATER	610-6450-665000	602.21	602.21	UTILITIES	02/08/2024
TOTAL VENDOR GRAINGER				602.21		
VENDOR NAME: HAHN ACE HARDWARE						
DEC 2023	CLERK ELECTION SUPPLIES	100-5144-531100	(11.68)	(11.68)	CLERK	12/31/2023
DEC 2023	UTILITIES STOCK SUPPLIES, TOOLS, AND HARDWARE	620-8010-827000	56.76	211.76	UTILITIES	12/31/2023
		620-8020-827000	18.00			
		610-6453-664100	27.00			
		610-6210-662500	10.00			
		620-8010-833000	28.00			
		620-8010-826000	23.00			
		610-6210-662300	49.00			
DEC 2023 DPW						
	MISC VILLAGE HALL, CELEBRATION, SHOP, S	100-5160-531100	31.46	151.80	DPW	12/31/2023
		100-5522-531100	22.38			
		100-5323-531100	15.27			
		100-5323-534800	20.68			
		100-5521-531100	31.44			
		100-5324-539500	21.58			
		100-5611-531100	8.99			
DEC 2023 LIBRARY						
	HARDWARE	440-5511-531100	35.44	35.44	LIBRARY	12/31/2023
DEC 2023 POLICE						
	MISCHELLANEOUS HARDWARE REPAIR SUPPLIES	100-5211-539500	76.39	76.39	POLICE	12/31/2023

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: HAHN ACE HARDWARE						
DEC 2023 FIRE	HAHN ACE HARDWARE INVOICE	150-5231-531100	7.99	134.95	FIRE	12/31/2023
		150-5222-539500	126.96			
TOTAL VENDOR HAHN ACE HARDWARE				598.66		
VENDOR NAME: HAWKINS WATER TREATMENT						
6677035	CHEMICALS FOR WATER TREATMENT	610-6300-663100	3,344.54	3,344.54	UTILITIES	02/08/2024
6668261	POLYMER	620-8010-825000	2,690.10	2,690.10	UTILITIES	02/08/2024
6664862	CHEMICALS FOR WATER TREATMENT	610-6300-663100	40.00	40.00	UTILITIES	02/08/2024
TOTAL VENDOR HAWKINS WATER TREATMENT				6,074.64		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM,						
55823	PROSECUTIONS	100-5130-521900	705.00	705.00	FINANCE	02/08/2024
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				705.00		
VENDOR NAME: HOME DEPOT						
DEC 2023 LIBRARY	HARDWARE	440-5511-531100	14.56	14.56	LIBRARY	12/31/2023
DEC 2023 DPW	MISC SUPPLIES PARKS, VH, SHOP, SNOW AND	100-5160-531100	153.81	496.60	DPW	12/31/2023
		100-5347-531100	247.46			
		100-5323-531100	24.47			
		100-5521-531100	70.86			
DEC 2023 PD	DISPATCH DOOR REPAIR	100-5211-539400	97.73	97.73	POLICE	12/31/2023
TOTAL VENDOR HOME DEPOT				608.89		
VENDOR NAME: HORN FEEDS						
36881	SIDEWALK SALT	620-8010-827000	382.20	573.30	UTILITIES	02/08/2024
		620-8020-827000	95.55			
		610-6210-662300	95.55			
TOTAL VENDOR HORN FEEDS				573.30		
VENDOR NAME: IMAGE TREND						
PS-INV105656	IMAGE TREND CAD	150-5221-521900	1,912.27	3,824.54	FIRE	02/08/2024
		150-5231-521900	1,912.27			
PS-INV105762	IMAGE TREND ELITE 1 YEAR	150-5221-521900	4,597.10	9,194.20	FIRE	02/08/2024
		150-5231-521900	4,597.10			
TOTAL VENDOR IMAGE TREND				13,018.74		
VENDOR NAME: JEFFERSON FIRE & SAFETY						
IN310663	2023 FIRE FOAM	150-5222-531100	900.00	900.00	FIRE	12/31/2023
PB001714	ROUSH TURNOUT GEAR	150-5221-534600	3,716.00	3,716.00	FIRE	12/31/2023
TOTAL VENDOR JEFFERSON FIRE & SAFETY				4,616.00		
VENDOR NAME: JOHNS DISPOSAL SVC. INC.						

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VENDOR NAME: JOHNS DISPOSAL SVC. INC.						
1273903	JANUARY GARBAGE & RECYCLING	410-5362-531000	27,764.83	48,474.00	DPW	02/08/2024
		410-5363-522000	20,709.17			
TOTAL VENDOR JOHNS DISPOSAL SVC. INC.				48,474.00		
VENDOR NAME: KIESLERS POLICE SUPPLY						
IN230929	2024 UNIFORM ALLOWANCE - CIESZYNSKI	100-5212-534600	497.40	497.40	POLICE	02/08/2024
TOTAL VENDOR KIESLERS POLICE SUPPLY				497.40		
VENDOR NAME: KINDER MATTHEW						
2024 BOOT ALLOW	2024 BOOT ALLOWANCE - KINDER	620-8400-856000	100.00	100.00	UTILITIES	02/08/2024
TOTAL VENDOR KINDER MATTHEW				100.00		
VENDOR NAME: LA FORCE INC						
1240637	LOCK REPAIR	610-6450-665000	870.21	870.21	UTILITIES	02/08/2024
TOTAL VENDOR LA FORCE INC				870.21		
VENDOR NAME: LAKESIDE INTERNATIONAL						
1411762P	PATROL TRUCK REPLACEMENT MIRRORS	100-5324-539500	1,202.87	1,202.87	DPW	02/08/2024
TOTAL VENDOR LAKESIDE INTERNATIONAL				1,202.87		
VENDOR NAME: LIFE-ASSIST, INC.						
1395591	EMS SUPPLIES	150-5231-531100	19.80	19.80	FIRE	02/08/2024
1395608	EMS SUPPLIES	150-5231-531100	399.00	399.00	FIRE	02/08/2024
1396075	EMS SUPPLIES	150-5221-531100	7.92	7.92	FIRE	02/08/2024
TOTAL VENDOR LIFE-ASSIST, INC.				426.72		
VENDOR NAME: LYNCH CHEVROLET						
4113486	VEHICLE MAINTENANCE	610-6920-693300	74.99	74.99	UTILITIES	02/08/2024
4113496	VEHICLE MAINTENANCE/REPAIR	620-8010-828000	766.12	766.12	UTILITIES	02/08/2024
4109583	PATROL SQUAD WINDSHIELD WASHER PUMP REPA	100-5212-539500	227.92	227.92	POLICE	12/31/2023
TOTAL VENDOR LYNCH CHEVROLET				1,069.03		
VENDOR NAME: MACQUEEN EQUIPMENT						
P24909	MSA SCBA TANK REPAIR	150-5222-539500	71.39	71.39	FIRE	02/08/2024
TOTAL VENDOR MACQUEEN EQUIPMENT				71.39		
VENDOR NAME: MESSAGEUS						
233650134	PHONE LONG DISTANCE SERVICE	610-6920-692100	2.68	5.37	UTILITIES	02/08/2024
		620-8400-851000	2.69			
TOTAL VENDOR MESSAGEUS				5.37		
VENDOR NAME: MFI MEDICAL EQUIPMENT INC.						
IN-00066982	BAIR HUGGER	150-5880-580501	2,903.37	2,903.37	FIRE	02/08/2024
TOTAL VENDOR MFI MEDICAL EQUIPMENT INC.				2,903.37		
VENDOR NAME: MINUTEMAN PRESS OF BURLINGTON						

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: MINUTEMAN PRESS OF BURLINGTON						
55056	BUSINESS CARDS	150-5222-531100	342.00	342.00	FIRE	02/08/2024
TOTAL VENDOR MINUTEMAN PRESS OF BURLINGTON				342.00		
VENDOR NAME: MUKWONAGO AREA CHAMBER OF COMM						
011724	ROOM TAX DUE TO CHAMBER	100-0000-244000	731.72	731.72	CLERK	02/08/2024
012524	ROOM TAX DUE TO CHAMBER	100-0000-244000	19.12	19.12	CLERK	02/08/2024
TOTAL VENDOR MUKWONAGO AREA CHAMBER OF COMM				750.84		
VENDOR NAME: MUNICIPAL LAW & LITIGATION						
11470	GFLP LAWSUITS	100-5130-521900	60.00	60.00	FINANCE	02/08/2024
TOTAL VENDOR MUNICIPAL LAW & LITIGATION				60.00		
VENDOR NAME: NAPA AUTO PARTS - SP018						
214009	TRUCK BATTERIES	610-6920-693300	346.68	346.68	UTILITIES	02/08/2024
214092	CORE DEPOSIT RETURN ON BATTERIES	610-6920-693300	(36.00)	(36.00)	UTILITIES	02/08/2024
214337	SHOP SUPPLIES	100-5323-531100	28.23	28.23	DPW	02/08/2024
214385	COMPACT TRACTOR BEARING	100-5324-539500	5.47	5.47	DPW	02/08/2024
212417	RETURN PART	620-8010-827000	(12.24)	(12.24)	UTILITIES	12/31/2023
TOTAL VENDOR NAPA AUTO PARTS - SP018				332.14		
VENDOR NAME: NORTHERN LAKE SERVICE INC						
2401073	COMPLIANCE SAMPLING-BACTI	610-6300-663200	222.50	222.50	UTILITIES	02/08/2024
TOTAL VENDOR NORTHERN LAKE SERVICE INC				222.50		
VENDOR NAME: OH DEVELOPMENT						
011824	Termination BOND TERMINATION - PROJECT COMPLETED	100-0000-211425	3,913.07	3,913.07	FINANCE	02/08/2024
TOTAL VENDOR OH DEVELOPMENT				3,913.07		
VENDOR NAME: ORGANIZATION DEVELOPMENT						
13989	RESERVE OFFICER PSYCHOLOGICAL ASSESSMENT	100-5212-521900	300.00	300.00	POLICE	02/08/2024
TOTAL VENDOR ORGANIZATION DEVELOPMENT				300.00		
VENDOR NAME: PB2 ARCHITECTURE & ENGINEERING						
011824	Termination BOND TERMINATION - PROJECT COMPLETED	100-0000-211425	2,695.49	2,695.49	FINANCE	02/08/2024
TOTAL VENDOR PB2 ARCHITECTURE & ENGINEERING				2,695.49		
VENDOR NAME: PLUMBING INSPECTORS ASSOC						
2024	DUES TIM PIASEW DUES	100-5241-532400	40.00	40.00	BUILDING	02/08/2024
2024	DUES CORRY PIASEW DUES	100-5241-532400	40.00	40.00	BUILDING	02/08/2024
TOTAL VENDOR PLUMBING INSPECTORS ASSOC				80.00		
VENDOR NAME: POINT REAL ESTATE						
011824	Termination BOND TERMINATION - PROJECT COMPLETED	100-0000-211425	2,744.49	2,744.49	FINANCE	02/08/2024
TOTAL VENDOR POINT REAL ESTATE				2,744.49		
VENDOR NAME: PRINT PACK & SHIP CENTER						
41801	DOOR HANGERS-WATER SHUTOFF	610-6920-693000	125.00	125.00	UTILITIES	02/08/2024
TOTAL VENDOR PRINT PACK & SHIP CENTER				125.00		
VENDOR NAME: PROVEN POWER INC						

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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: PROVEN POWER INC						
02-447846	COMPACT TRACTOR SWEEPER PARTS	100-5324-539500	640.88	640.88	DPW	02/08/2024
02-448433	COMPACT TRACTOR OIL SEAL	100-5324-539500	6.92	6.92	DPW	02/08/2024
02-448041	SWEEPER DRIVE SHAFT	100-5324-539500	349.89	349.89	DPW	02/08/2024
TOTAL VENDOR PROVEN POWER INC				997.69		
VENDOR NAME: QUILL LLC						
36502558	OFFICE SUPPLIES	100-5211-531100	306.74	306.74	POLICE	02/08/2024
TOTAL VENDOR QUILL LLC				306.74		
VENDOR NAME: REINDERS, INC.						
1953335-00	VILLAGE HALL SIDEWALK SALT	100-5347-531100	685.20	685.20	DPW	02/08/2024
TOTAL VENDOR REINDERS, INC.				685.20		
VENDOR NAME: ROBERTSON, NICOLE						
2024 UNIFORM	2024 UNIFORM ALLOWANCE - ROBERTSON	100-5211-534600	73.82	73.82	POLICE	02/08/2024
TOTAL VENDOR ROBERTSON, NICOLE				73.82		
VENDOR NAME: RUEKERT & MIELKE, INC.						
150124	12-00000.100 General Services	100-5335-521900	1,844.54	4,992.81	FINANCE	12/31/2023
		610-6920-692300	417.39			
		620-8400-852000	417.38			
		500-5344-521900	262.50			
		480-5700-521500	1,213.00			
		100-5341-539500	269.25			
		100-5660-521900	568.75			
150125	12-00000.400 Sewer Utility Services	620-8400-852000	151.25	151.25	FINANCE	12/31/2023
150126	12-10096.300 Deback Drive Infrastructure	200-5335-521900	1,051.40	1,051.40	FINANCE	12/31/2023
150127	12-10098.123 WWTF Phosphorus Assistance	620-8400-852100	437.00	437.00	FINANCE	12/31/2023
150129	12-10131.300 Atkinson Pump Station Capac	620-0000-000104	11,380.54	11,380.54	FINANCE	12/31/2023
150128	12-10131.310 Atkinson Pump Station Capac	620-0000-000104	20,816.86	20,816.86	FINANCE	12/31/2023
150131	12-10135.210B 2023 VUEWorks Annual Servi	620-8400-852000	188.50	188.50	FINANCE	12/31/2023
150134	12-10167.100 WWTF Biosolids Handling & S	620-8400-852000	1,805.00	1,805.00	FINANCE	12/31/2023
150135	12-10169.200 Wells 3 and 4 Radium Remova	610-0000-000109	6,491.62	6,491.62	FINANCE	12/31/2023
150136	12-10175.300 Miniwaukan Park Restroom Bu	480-5700-584900	585.80	585.80	FINANCE	12/31/2023
150137	12-10187.220 North Side EST Renovation /	610-6920-692300	330.75	330.75	FINANCE	12/31/2023
150130	12-10134.100 200 GRAND AVENUE CONDOS / R	100-0000-211425	87.50	87.50	FINANCE	12/31/2023
150132	12-10149.310 EDGEWOOD CONDOS / EROSION C	100-0000-211425	221.73	221.73	FINANCE	12/31/2023
150138	12-10190.100 ST. JOHN'S CHURCH EXPANSION	100-0000-211425	145.01	145.01	FINANCE	12/31/2023
150140	12-92097.306 FAIRWINDS SUBDIVISION / FAI	100-0000-211425	350.00	350.00	FINANCE	12/31/2023
TOTAL VENDOR RUEKERT & MIELKE, INC.				49,035.77		
VENDOR NAME: SIREN SERVICES						
2608	T34 TFT VALVE REPAIR	150-5222-539500	749.29	749.29	FIRE	02/08/2024
TOTAL VENDOR SIREN SERVICES				749.29		
VENDOR NAME: STERICYCLE						
8006014251	PD SHRED SERVICE	100-5211-521900	183.07	183.07	POLICE	02/08/2024
TOTAL VENDOR STERICYCLE				183.07		
VENDOR NAME: SUBWAY						

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VENDOR NAME: SUBWAY						
011824	Termination BOND TERMINATION - PROJECT COMPLETED	100-0000-211425	2,500.00	2,500.00	FINANCE	02/08/2024
TOTAL VENDOR SUBWAY				2,500.00		
VENDOR NAME: THE UNIFORM SHOPPE OF GREEN BAY INC						
341043	NEW DISPATCHER UNIFORM	100-5211-534700	196.85	196.85	POLICE	12/31/2023
341042	NEW DISPATCHER UNIFORM	100-5211-534700	149.90	149.90	POLICE	12/31/2023
341065	NEW OFFICER UNIFORM	100-5212-534700	536.40	536.40	POLICE	12/31/2023
341045	NEW OFFICER UNIFORM	100-5212-534700	53.95	53.95	POLICE	12/31/2023
TOTAL VENDOR THE UNIFORM SHOPPE OF GREEN BAY INC				937.10		
VENDOR NAME: TITAN PUBLIC SAFETY SOLUTIONS						
5740	TIPPS ANNUAL SUPPORT	100-5120-522900	6,560.00	6,560.00	FINANCE	02/08/2024
TOTAL VENDOR TITAN PUBLIC SAFETY SOLUTIONS				6,560.00		
VENDOR NAME: T-MOBILE						
JANUARY 2024	T-MOBILE INVOICE	150-5221-522500	429.76	429.76	FIRE	02/08/2024
TOTAL VENDOR T-MOBILE				429.76		
VENDOR NAME: TOWN OF OTTAWA						
1294	MILITARY BALLOT ENVELOPES	100-5144-531200	43.80	43.80	CLERK	02/08/2024
TOTAL VENDOR TOWN OF OTTAWA				43.80		
VENDOR NAME: TRANSCENDENT TECHNOLOGIES						
M7254	TAX PROGRAMING WALWORTH MSD LEVY ISSUE	100-5142-539900	2,357.50	2,357.50	CLERK	02/08/2024
TOTAL VENDOR TRANSCENDENT TECHNOLOGIES				2,357.50		
VENDOR NAME: UNITED STATES ALLIANCE FIRE PROTECT						
1046-F119388	VILLAGE HALL ELEVATOR FIRE ALARM REPLACE	100-5160-539500	11,365.00	11,365.00	DPW	12/31/2023
TOTAL VENDOR UNITED STATES ALLIANCE FIRE PROTECT				11,365.00		
VENDOR NAME: USA BLUEBOOK						
INV00256030	METER GASKETS	610-6453-664100	40.95	40.95	UTILITIES	02/08/2024
INV00249448	LAB SUPPLIES	620-8010-826000	1,729.47	1,729.47	UTILITIES	02/08/2024
TOTAL VENDOR USA BLUEBOOK				1,770.42		
VENDOR NAME: VANGUARD COMPUTERS INC						
60918	COMPUTERS FOR DISPATCH REMODEL	430-5700-571100	2,498.12	2,498.12	POLICE	02/08/2024
TOTAL VENDOR VANGUARD COMPUTERS INC				2,498.12		
VENDOR NAME: VERIZON WIRELESS						
9954120929	2024 JANUARY CELL BILL ACCT# 885503900-0	100-5323-522500	21.67	265.94	ALLOCATE	02/08/2024
		610-6920-692100	122.13			
		620-8400-851000	122.14			

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: VERIZON WIRELESS					
9954120928	JANUARY 2024 PHONE BILL	100-5141-522500	76.84	874.47 ALLOCATE	02/08/2024
		100-5241-522500	90.98		
		100-5323-522500	334.70		
		610-6920-692100	165.40		
		620-8400-851000	165.40		
		100-5632-522500	41.15		
9953325686	VERIZON LP INVOICE	150-5221-522500	50.10	50.10 FIRE	12/31/2023
TOTAL VENDOR VERIZON WIRELESS				1,190.51	
VENDOR NAME: WALWORTH CTY SECURITY ALARMS LLC					
17535	MESEUM SECURITY UPGRADES	100-5512-582100	525.00	525.00 DPW	02/08/2024
TOTAL VENDOR WALWORTH CTY SECURITY ALARMS LLC				525.00	
VENDOR NAME: WAUKESHA COUNTY EMERGENCY					
605	STAFF ID CARDS	150-5222-531100	0.75	0.75 FIRE	02/08/2024
TOTAL VENDOR WAUKESHA COUNTY EMERGENCY				0.75	
VENDOR NAME: WCEDA					
1455	WCEDA DUES	100-5670-532400	500.00	500.00 ADMIN	02/08/2024
TOTAL VENDOR WCEDA				500.00	
VENDOR NAME: WI DEPT OF JUSTICE-TIME					
455TIME-0000015425	WI DOJ BADGERNET AND TIME SYSTEM ACCESS	100-5211-522900	2,218.50	2,218.50 POLICE	02/08/2024
TOTAL VENDOR WI DEPT OF JUSTICE-TIME				2,218.50	
VENDOR NAME: WI MUNICIPAL JUDGES ASSOCIATION					
2024 DUES	2024 DUES	100-5120-532400	100.00	100.00 FINANCE	02/08/2024
TOTAL VENDOR WI MUNICIPAL JUDGES ASSOCIATION				100.00	
GRAND TOTAL:				275,673.36	

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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
01/15/2024	GEN	37913	IMIL1977004	ALSCO	OUTSIDE SERVICES	531000	5511	79.42
01/15/2024	GEN	37914#	1ML4-C17D-VNKQ	AMAZON CAPITOL SERVICES	OPERATIONAL SUPPLIES	531100	5511	212.44
			1FKV-J39R-VPQV		THINGERY MAINTENANCE	531800	5511	26.98
			1JYJ-TT4G-XP7D		PROGRAMMING	533100	5511	58.84
			1LPT-6FC9-VWGQ		AV MATERIAL	532900	5700	49.88
			1DTV-M41L-TMJD		AV MATERIAL	532900	5700	82.82
			1VCL-FKMX-TFMP		EQUIPMENT LESS THAN \$5000	581100	5700	2,462.80
CHECK GEN 37914 TOTAL FOR FUN								2,893.76
01/15/2024	GEN	37915	51632	AMERICA AQUARIA	OUTSIDE SERVICES	531000	5511	85.00
01/15/2024	GEN	37916	TIG-24-5416	ASSETTIGER	ELECTRONIC TOOLS & SERVICES	534000	5511	110.00
01/15/2024	GEN	37917	2038001352	BAKER & TAYLOR INC.	BOOKS	532800	5700	6.42
			2038001353		BOOKS	532800	5700	19.47
CHECK GEN 37917 TOTAL FOR FUN								25.89
01/15/2024	GEN	37918	2440	BERNSTEIN & ASSOCIATES, LLC	DONATED FUND EXPENDITURES	580600	5890	760.00
01/15/2024	GEN	37919	2133626	BLACKSTONE PUBLISHING	AV MATERIAL	532900	5700	73.88
01/15/2024	GEN	37920	B6715605	BRODART	BOOKS	532800	5700	822.54
			B6720439		BOOKS	532800	5700	149.93
CHECK GEN 37920 TOTAL FOR FUN								972.47
01/15/2024	GEN	37921	505-0000086443	DEPARTMENT OF ADMINISTRATION	DATA LINES	534300	5511	600.00
01/15/2024	GEN	37922	DECEMBER	ERIC HUEMMER	MILEAGE	533200	5511	21.62
01/15/2024	GEN	37923	35596418	GREAT AMERICAN FINANCIAL SVCS	CONTRACTUAL SERVICES	522000	5511	353.14
01/15/2024	GEN	37924	11524	HINZ TANYA	PROGRAMMING	533100	5511	60.00
			2724		PROGRAMMING	533100	5511	60.00
CHECK GEN 37924 TOTAL FOR FUN								120.00
01/15/2024	GEN	37925	3118855	IMPACT ACQUISITIONS, LLC	CONTRACTUAL SERVICES	522000	5511	290.05
01/15/2024	GEN	37926	848	KLASSY KLEANERS	OUTSIDE SERVICES	531000	5511	1,200.00
01/15/2024	GEN	37927	504860007	MIDWEST TAPE	DIGITAL COLLECTIONS	534900	5511	815.49

CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
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Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 440 LIBRARY FUND								
01/15/2024	GEN	37928	36470192	QUILL LLC	OPERATIONAL SUPPLIES	531100	5511	139.30
			36472454		COLLECTION MAINTENANCE & REPAIR	531600	5511	803.80
				CHECK GEN 37928 TOTAL FOR FUN				943.10
01/15/2024	GEN	37929	16799	RIVISTAS LLC	PERIODICALS	532600	5511	885.37
			16800		TRAINING & TRAVEL	533500	5511	463.53
				CHECK GEN 37929 TOTAL FOR FUN				1,348.90
01/15/2024	GEN	37930	TR-1539	SMIOTA	ELECTRONIC TOOLS & SERVICES	534000	5511	1,632.00
01/15/2024	GEN	37931	25662	TAYLOR COMPUTER SERVICES, INC	ELECTRONIC TOOLS & SERVICES	534000	5511	130.00
01/15/2024	GEN	37932	1046-F119476	UNITED STATES ALLIANCE FIRE	P CONTRACTUAL SERVICES	522000	5511	1,235.00
01/15/2024	GEN	37933	UT4206789	USA TODAY	NEWSPAPERS	532700	5511	397.51
				Total for fund 440 LIBRARY FUND				14,087.23

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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
01/18/2024	GEN	759 (E)	CHARTER COMMUNICATIONS	JANUARY 2024 MONTHLY BILL	100-5120-522500	37.98
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5141-522500	16.07
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5142-522500	144.88
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5145-522900	70.80
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5160-522500	29.50
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5211-522500	444.29
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5241-522500	41.24
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5323-522500	74.49
		759 (E)		JANUARY 2024 MONTHLY BILL	100-5512-522500	177.96
		759 (E)		JANUARY 2024 MONTHLY BILL	150-5221-522500	370.99
		759 (E)		JANUARY 2024 MONTHLY BILL	410-5363-522500	4.60
		759 (E)		JANUARY 2024 MONTHLY BILL	440-5511-522500	296.50
		759 (E)		JANUARY 2024 MONTHLY BILL	500-5344-522500	2.30
		759 (E)		JANUARY 2024 MONTHLY BILL	610-6920-692100	39.09
		759 (E)		JANUARY 2024 MONTHLY BILL	620-8400-851000	39.09
						1,789.78
TOTAL - ALL FUNDS				TOTAL OF 1 CHECKS		1,789.78

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INVOICE REGISTER REPORT FOR MUKWONAGO  
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CREDIT CARD TRANSACTIONS FOR BOARD  
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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							
BONK JASON							
62862	THE HOME DEPOT #4921	12/18/2023	01/22/2024	43.92	0.00	Paid	Y
	STORAGE BINS	MROCKLEY					12/31/2023
	610-6210-662300	OPERATION SUPPLY/EXP-PUMPING		43.92			
DYKSTRA DIANA							
62863	LOCAL GOVERNMENT EDUCATIO	12/15/2023	01/22/2024	289.00	0.00	Paid	Y
	CLERK MASTER ACADEMY	MROCKLEY					01/22/2024
	100-5142-533500	CLERK MASTER ACADEMY		289.00			
DYKSTRA DIANA							
62864	LOCAL GOVERNMENT EDUCATIO	12/18/2023	01/22/2024	149.00	0.00	Paid	Y
	ELECTION ACADEMY RGALLO	MROCKLEY					01/22/2024
	100-5142-533500	ELECTION ACADEMY RGALLO		149.00			
DYKSTRA DIANA							
62865	WM SUPERCENTER #1571	12/19/2023	01/22/2024	112.54	0.00	Paid	Y
	PAPER SUPPLIES AND COOKIES FOR EVENT	MROCKLEY					12/31/2023
	100-5144-531100	OPERATIONAL SUPPLIES		112.54			
DYKSTRA DIANA							
62866	GENOA PIZZA	12/20/2023	01/22/2024	38.51	0.00	Paid	Y
	VH CHRISTMAS PARTY	MROCKLEY					12/31/2023
	100-5142-539900	VH CHRISTMAS PARTY		38.51			
KIM CATHRYN							
62867	COLOR CRAFT VINYL	12/16/2023	01/22/2024	14.35	0.00	Paid	Y
	VINYL FOR LETTERS	MROCKLEY					12/31/2023
	440-5511-531100	OPERATIONAL SUPPLIES		14.35			
KIM CATHRYN							
62868	WM SUPERCENTER #1571	12/18/2023	01/22/2024	65.90	0.00	Paid	Y
	GENERAL SUPPLIES	MROCKLEY					12/31/2023
	440-5511-531100	OPERATIONAL SUPPLIES		65.90			
KIM CATHRYN							
62869	WM SUPERCENTER #1571	12/26/2023	01/22/2024	63.98	0.00	Paid	Y
	RETIREMENT PARTY	MROCKLEY					12/31/2023
	440-5890-580600	DONATED FUND EXPENDITURES		63.98			

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INVOICE REGISTER REPORT FOR MUKWONAGO  
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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							
KREISER ROBERT							
62870	SIRCHIE ACQUISITION COMPA	12/19/2023	01/22/2024	130.74	0.00	Paid	Y
	DRUG TEST KITS AND EVIDENCE TAPE	MROCKLEY					12/31/2023
	100-5213-531100	OPERATIONAL SUPPLIES		130.74			
KREISER ROBERT							
62871	GDIT FAA 34A9CFF	12/20/2023	01/22/2024	5.00	0.00	Paid	Y
	FAA DRONE REGISTRATION	MROCKLEY					12/31/2023
	100-5212-521900	PROFESSIONAL SERVICES		5.00			
KUBIAK MICHAEL							
62872	WAL-MART #1571	12/29/2023	01/22/2024	64.04	0.00	Paid	Y
	SQUAD SUPPLIES	MROCKLEY					12/31/2023
	100-5212-531100	OPERATIONAL SUPPLIES		64.04			
SCHARF ERIN							
62873	WI CODE UPDATES	12/22/2023	01/22/2024	1,375.00	0.00	Paid	Y
	UDC COMMERCIAL BUILDING - PLANNER	MROCKLEY					12/31/2023
	100-5632-533500	UDC COMMERCIAL BUILDING - PLANNER		1,375.00			
SMITH JAMES A							
62874	WAL-MART #1571	12/27/2023	01/22/2024	12.06	0.00	Paid	Y
	LAB SUPPLIES	MROCKLEY					12/31/2023
	620-8010-826000	LABORATORY		12.06			
STIEN JEFFREY R							
62875	AMZN MKTP US*197G62GI3	12/17/2023	01/22/2024	39.97	0.00	Paid	Y
	LABLE MAKER TAPE	MROCKLEY					12/31/2023
	150-5221-531100	OPERATIONAL SUPPLIES		39.97			
STIEN JEFFREY R							
62876	WM SUPERCENTER #1571	12/20/2023	01/22/2024	0.15	0.00	Paid	Y
	STAFF PICTURE	MROCKLEY					12/31/2023
	150-5221-531100	OPERATIONAL SUPPLIES		0.15			
STIEN JEFFREY R							
62877	AMERICAN HEART SHOPCPR	12/21/2023	01/22/2024	816.00	0.00	Paid	Y
	CPR ONLINE CLASSES	MROCKLEY					12/31/2023
	150-5232-533500	TRAINING & TRAVEL		816.00			

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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						
Purchase Card Vendor: 0002 US BANK							
STIEN JEFFREY R							
62878	GALLS	12/21/2023	01/22/2024	340.84	0.00	Paid	Y
	OFFICER UNIFORMS	MROCKLEY					12/31/2023
	150-5221-534600	CLOTHING ALLOWANCE		340.84			
STIEN JEFFREY R							
62879	AMZN MKTP US*YK3AF31X3	12/26/2023	01/22/2024	129.99	0.00	Paid	Y
	STATION INTERNET	MROCKLEY					12/31/2023
	150-5221-531100	OPERATIONAL SUPPLIES		129.99			
STIEN JEFFREY R							
62880	TRACTOR SUPPLY #339	12/29/2023	01/22/2024	65.88	0.00	Paid	Y
	WATER SOFTNER SALT	MROCKLEY					12/31/2023
	150-5221-531100	OPERATIONAL SUPPLIES		65.88			
STIEN JEFFREY R							
62881	GALLS	12/29/2023	01/22/2024	563.31	0.00	Paid	Y
	OFFICER UNIFORMS	MROCKLEY					12/31/2023
	150-5221-534600	CLOTHING ALLOWANCE		563.31			
STREIT DANIEL							
62882	EAGLE ENGRAVING INC	12/20/2023	01/22/2024	142.95	0.00	Paid	Y
	CROSSING GUARD AWARD	MROCKLEY					12/31/2023
	100-5211-539900	OTHER		142.95			
STREIT DANIEL							
62883	AMZN MKTP US*RG64204V3	12/23/2023	01/22/2024	20.98	0.00	Paid	Y
	DRONE REPAIR PARTS	MROCKLEY					12/31/2023
	100-5212-539500	REPAIRS & MAINTENANCE		20.98			
STREIT DANIEL							
62884	AMZN MKTP US*FH4524LX3	12/26/2023	01/22/2024	29.00	0.00	Paid	Y
	PD DECORATIONS	MROCKLEY					12/31/2023
	340-5890-580602	POLICE DESIGNATED FUND EXPENDITURES		29.00			
STREIT DANIEL							
62885	US BANK	12/28/2023	01/22/2024	(29.00)	0.00	Paid	Y
	PD DECORATIONS RETURN	MROCKLEY					12/31/2023
	340-5890-580602	POLICE DESIGNATED FUND EXPENDITURES		(29.00)			

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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							
SUKOWATY JAYME							
62886	WAL-MART #1571	12/26/2023	01/22/2024	27.93	0.00	Paid	Y
	CLEANING SUPPLIES	MROCKLEY					12/31/2023
	620-8010-827000	OPERATION SUPPLY/EXPENSE		27.93			
SURA MATTHEW J							
62887	JP CUSTOM LEATHERWORKS	12/19/2023	01/22/2024	1,358.18	0.00	Paid	Y
	APPARATUS RADIO STRAPS	MROCKLEY					12/31/2023
	150-5700-571300	FIRE DEPT CAPITAL EQUIP		1,358.18			
SURA MATTHEW J							
62888	MYCASEBUILDER	12/19/2023	01/22/2024	233.70	0.00	Paid	Y
	AMBULANCE DRAWER CASES	MROCKLEY					12/31/2023
	150-5231-531100	OPERATIONAL SUPPLIES		233.70			
ARMOUR ABBY							
62889	GETSLING.COM	01/03/2024	01/22/2024	673.20	0.00	Paid	Y
	ANNUAL SUBSCRIPTION	MROCKLEY					01/22/2024
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		673.20			
ARMOUR ABBY							
62890	MY-STICKY-ELEMENTS - B	01/05/2024	01/22/2024	29.25	0.00	Paid	Y
	ANNUAL SUBSCRIPTION	MROCKLEY					01/22/2024
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		29.25			
ARMOUR ABBY							
62891	WISCONSIN LIBRARY ASSOCIA	01/08/2024	01/22/2024	25.00	0.00	Paid	Y
	LEGISLATIVE DAY REGISTRATION	MROCKLEY					01/22/2024
	440-5511-533500	TRAINING & TRAVEL		25.00			
ARMOUR ABBY							
62892	WISCONSIN LIBRARY ASSOCIA	01/12/2024	01/22/2024	135.00	0.00	Paid	Y
	LEGISLATIVE DAY REGISTRATION	MROCKLEY					01/22/2024
	440-5511-533500	TRAINING & TRAVEL		135.00			
ARMOUR ABBY							
62893	MAXI AIDS INC	01/12/2024	01/22/2024	69.85	0.00	Paid	Y
	KEYBOARDS	MROCKLEY					01/22/2024
	440-5511-581100	EQUIPMENT LESS THAN \$5000		69.85			

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							
62894	GENOA PIZZA	01/10/2024	01/22/2024	61.71	0.00	Paid	Y
	STAFF TRAINING LUNCH	MROCKLEY					01/22/2024
	100-5323-533500	TRAINING & TRAVEL		61.71			
BONK JASON							
62895	USPS PO 5657100149	01/03/2024	01/22/2024	4.85	0.00	Paid	Y
	POSTAGE FOR FLUORIDE SAMPLE	MROCKLEY					01/22/2024
	610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT		4.85			
BROWN DAVID							
62896	WISCONSIN WASTEWATER OPER	01/11/2024	01/22/2024	89.00	0.00	Paid	Y
	TRAINING-MIDWEST OPERATOR EXPO	MROCKLEY					01/22/2024
	610-6920-693000	MISC GENERAL EXPENSES		44.50			
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		44.50			
DEMOTTO CHRIS							
62897	AMAZON.COM*TK5ZI62L0	01/05/2024	01/22/2024	129.96	0.00	Paid	Y
	STREAMLIGHT FLASHLIGHT	MROCKLEY					01/22/2024
	100-5212-531100	OPERATIONAL SUPPLIES		129.96			
DOHERTY DIANA							
62898	LOCAL GOVERNMENT EDUCATIO	01/02/2024	01/22/2024	25.00	0.00	Paid	Y
	WGFOA ANNUAL MEMBERSHIP	MROCKLEY					01/22/2024
	100-5145-532400	MEMBERSHIP DUES		25.00			
DYKSTRA DIANA							
62899	NIU OUTREACH	01/08/2024	01/22/2024	245.00	0.00	Paid	Y
	WCMA WINTER CONF 2024	MROCKLEY					01/22/2024
	100-5141-533500	WCMA WINTER CONF 2024		245.00			
DYKSTRA DIANA							
62900	VBS*VONAGE BUSINESS	01/12/2024	01/22/2024	1,542.61	0.00	Paid	Y
	JANUARY 2024 VONAGE PHONE BILL	MROCKLEY					01/22/2024
	100-5141-522500	TELEPHONE		19.60			
	100-5142-522500	TELEPHONE		78.65			
	100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE		78.37			
	100-5241-522500	TELEPHONE		58.80			
	100-5632-522500	TELEPHONE		19.60			
	100-5323-522500	TELEPHONE		39.45			
	100-5512-522500	TELEPHONE		19.60			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
	100-5120-522500	TELEPHONE		19.60			
	100-5211-522500	TELEPHONE		366.99			
	150-5221-522500	TELEPHONE		358.02			
	440-5511-522500	TELEPHONE		400.29			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		41.82			
	620-8400-851000	OFFICE SUPPLIES & EXPENSES		41.82			
KIM CATHRYN							
62901	NETFLIX.COM	01/01/2024	01/22/2024	22.99	0.00	Paid	Y
	1/1/24-1/31/24 STREAMING SERVICE	MROCKLEY					01/22/2024
	440-5511-531800	THINGERY MAINTENANCE		22.99			
KIM CATHRYN							
62902	ADAGIO TEAS	01/03/2024	01/22/2024	37.75	0.00	Paid	Y
	TEA FOR GIVEAWAYS	MROCKLEY					01/22/2024
	440-5890-580600	DONATED FUND EXPENDITURES		37.75			
KIM CATHRYN							
62903	SIGNUPGENIUS	01/03/2024	01/22/2024	202.40	0.00	Paid	Y
	AARP SIGN UP	MROCKLEY					01/22/2024
	440-5511-533300	OUTREACH		202.40			
KIM CATHRYN							
62904	SIGNUPGENIUS	01/05/2024	01/22/2024	230.62	0.00	Paid	Y
	METASPACE SIGN UP	MROCKLEY					01/22/2024
	440-5511-531700	METASPACE MAINTENANCE		230.62			
KIM CATHRYN							
62905	WAL-MART #1571	01/11/2024	01/22/2024	17.92	0.00	Paid	Y
	PROGRAM SUPPLIES	MROCKLEY					01/22/2024
	440-5511-533100	PROGRAMMING		17.92			
KUBIAK MICHAEL							
62906	AMZN MKTP US*HS0JL87N3	01/04/2024	01/22/2024	74.95	0.00	Paid	Y
	NEW SQUAD FLOOR MATS	MROCKLEY					01/22/2024
	100-5212-539500	REPAIRS & MAINTENANCE		74.95			
KUBIAK MICHAEL							
62907	WWW.AMAZON.COM* 1241	01/08/2024	01/22/2024	18.32	0.00	Paid	Y
	SQUAD TRUNK EQUIPMENT	MROCKLEY					01/22/2024
	100-5212-531100	OPERATIONAL SUPPLIES		18.32			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
SMITH JAMES A							
62908	THE HOME DEPOT #4921	01/08/2024	01/22/2024	19.98	0.00	Paid	Y
	PLASTIC WRAP	MROCKLEY					01/22/2024
	620-8010-827000	OPERATION SUPPLY/EXPENSE		19.98			
STIEN JEFFREY R							
62909	FULLY PROMOTED WAUKESHA	01/04/2024	01/22/2024	140.70	0.00	Paid	Y
	CLOTHING BARKOW	MROCKLEY					01/22/2024
	150-5221-534600	CLOTHING ALLOWANCE		140.70			
STIEN JEFFREY R							
62910	AMZN MKTP US*RT44S3L60	01/07/2024	01/22/2024	45.70	0.00	Paid	Y
	EMS SUPPLIES	MROCKLEY					01/22/2024
	150-5231-531100	OPERATIONAL SUPPLIES		45.70			
STIEN JEFFREY R							
62911	METRO MARKET #384	01/09/2024	01/22/2024	20.95	0.00	Paid	Y
	STATION SUPPLIES	MROCKLEY					01/22/2024
	150-5221-531100	OPERATIONAL SUPPLIES		20.95			
STIEN JEFFREY R							
62912	AMAZON.COM*TK51K7DC1	01/09/2024	01/22/2024	118.38	0.00	Paid	Y
	CLOTHING PIERCE	MROCKLEY					01/22/2024
	150-5221-534600	CLOTHING ALLOWANCE		118.38			
STIEN JEFFREY R							
62913	WCTC MARKETPLACE	01/10/2024	01/22/2024	240.00	0.00	Paid	Y
	WCTC FIRE INSPECTOR EXAMS STIEN-	MROCKLEY					01/22/2024
	150-5221-533500	TRAINING & TRAVEL		160.00			
	150-5223-533500	TRAINING & TRAVEL		80.00			
STIEN JEFFREY R							
62914	KWIK TRIP 28200002824	01/13/2024	01/22/2024	10.68	0.00	Paid	Y
	INSPECTOR CLASS	MROCKLEY					01/22/2024
	150-5223-531100	OPERATIONAL SUPPLIES		10.68			
SURA MATTHEW J							
62915	ZOOM.US 888-799-9666	01/03/2024	01/22/2024	159.90	0.00	Paid	Y
	ZOOM 2024	MROCKLEY					01/22/2024
	150-5223-533500	TRAINING & TRAVEL		79.95			
	150-5232-533500	TRAINING & TRAVEL		79.95			

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
Purchase Card Vendor: 0002 US BANK							
SURA MATTHEW J							
62916	DRAGONFLY * MUKWONAGO	01/04/2024	01/22/2024	242.55	0.00	Paid	Y
	CLOTHING PIERCE	MROCKLEY					01/22/2024
	150-5221-534600	CLOTHING ALLOWANCE		242.55			
SURA MATTHEW J							
62917	FULLY PROMOTED WAUKESHA	01/04/2024	01/22/2024	202.65	0.00	Paid	Y
	CLOTHING ROUSH	MROCKLEY					01/22/2024
	150-5221-534600	CLOTHING ALLOWANCE		202.65			
SURA MATTHEW J							
62918	MYCASEBUILDER	01/04/2024	01/22/2024	22.48	0.00	Paid	Y
	MEDICATION CASES FOR SHIPPING	MROCKLEY					01/22/2024
	150-5231-531100	OPERATIONAL SUPPLIES		22.48			
SURA MATTHEW J							
62919	US BANK	01/05/2024	01/22/2024	(202.65)	0.00	Paid	Y
	CREDIT FOR DUPLICATE CHARGE	MROCKLEY					01/22/2024
	150-5221-534600	CLOTHING ALLOWANCE		(202.65)			
SURA MATTHEW J							
62920	FULLY PROMOTED WAUKESHA	01/05/2024	01/22/2024	202.65	0.00	Paid	Y
	CLOTHING- ROUSH DUPLICATE CHARGE	MROCKLEY					01/22/2024
	150-5221-534600	CLOTHING ALLOWANCE		202.65			
SURA MATTHEW J							
62921	SMARTSIGN	01/08/2024	01/22/2024	161.70	0.00	Paid	Y
	SMART SIGN COLD WEATHER LABELS	MROCKLEY					01/22/2024
	150-5231-531100	OPERATIONAL SUPPLIES		161.70			
SURA MATTHEW J							
62922	APPLE.COM/BILL	01/08/2024	01/22/2024	0.99	0.00	Paid	Y
	APPLE STORAGE	MROCKLEY					01/22/2024
	150-5231-531100	OPERATIONAL SUPPLIES		0.99			
SURA MATTHEW J							
62923	WAL-MART #1571	01/09/2024	01/22/2024	19.94	0.00	Paid	Y
	STATION SUPPLIES	MROCKLEY					01/22/2024
	150-5221-531100	OPERATIONAL SUPPLIES		19.94			

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Inv Ref#	Description	Entered By					Post Date
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WILHARMS MICHAEL							
62924	ISA	01/03/2024	01/22/2024	228.00	0.00	Paid	Y
	WEGNER ASA 2024	MROCKLEY					01/22/2024
	100-5300-532400	MEMBERSHIP DUES		228.00			

ZAESKE DEBBIE							
62925	APCO INTERNATIONAL INC	01/04/2024	01/22/2024	726.00	0.00	Paid	Y
	ANNUAL APCO TRAINING ILLUMINATIONS	MROCKLEY					01/22/2024
	100-5211-533500	TRAINING & TRAVEL		726.00			

Total Purchase Card Vendor: 0002 US BANK	12,099.90	0.00
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# of Invoices:	62	# Due:	0	Totals:	12,331.55	0.00
# of Credit Memos:	2	# Due:	0	Totals:	(231.65)	0.00

Net of Invoices and Credit Memos:	12,099.90	0.00
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--- TOTALS BY GL DISTRIBUTION ---

100-5120-522500	TELEPHONE	19.60
100-5141-522500	TELEPHONE	19.60
100-5141-533500	TRAINING & TRAVEL	245.00
100-5142-522500	TELEPHONE	78.65
100-5142-533500	TRAINING & TRAVEL	438.00
100-5142-539900	OTHER	38.51
100-5144-531100	OPERATIONAL SUPPLIES	112.54
100-5145-522900	SOFTWARE SUPPORT/MAINTENANCE	78.37
100-5145-532400	MEMBERSHIP DUES	25.00
100-5211-522500	TELEPHONE	366.99
100-5211-533500	TRAINING & TRAVEL	726.00
100-5211-539900	OTHER	142.95
100-5212-521900	PROFESSIONAL SERVICES	5.00
100-5212-531100	OPERATIONAL SUPPLIES	212.32
100-5212-539500	REPAIRS & MAINTENANCE	95.93
100-5213-531100	OPERATIONAL SUPPLIES	130.74
100-5241-522500	TELEPHONE	58.80
100-5300-532400	MEMBERSHIP DUES	228.00
100-5323-522500	TELEPHONE	39.45
100-5323-533500	TRAINING & TRAVEL	61.71

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Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	100-5512-522500	TELEPHONE		19.60			
	100-5632-522500	TELEPHONE		19.60			
	100-5632-533500	TRAINING & TRAVEL		1,375.00			
	150-5221-522500	TELEPHONE		358.02			
	150-5221-531100	OPERATIONAL SUPPLIES		276.88			
	150-5221-533500	TRAINING & TRAVEL		160.00			
	150-5221-534600	CLOTHING ALLOWANCE		1,608.43			
	150-5223-531100	OPERATIONAL SUPPLIES		10.68			
	150-5223-533500	TRAINING & TRAVEL		159.95			
	150-5231-531100	OPERATIONAL SUPPLIES		464.57			
	150-5232-533500	TRAINING & TRAVEL		895.95			
	150-5700-571300	FIRE DEPT CAPITAL EQUIP		1,358.18			
	440-5511-522500	TELEPHONE		400.29			
	440-5511-531100	OPERATIONAL SUPPLIES		80.25			
	440-5511-531700	METASPACE MAINTENANCE		230.62			
	440-5511-531800	THINGERY MAINTENANCE		22.99			
	440-5511-533100	PROGRAMMING		17.92			
	440-5511-533300	OUTREACH		202.40			
	440-5511-533500	TRAINING & TRAVEL		160.00			
	440-5511-534000	ELECTRONIC TOOLS & SERVICES		702.45			
	440-5511-581100	EQUIPMENT LESS THAN \$5000		69.85			
	440-5890-580600	DONATED FUND EXPENDITURES		101.73			
	610-6210-662300	OPERATION SUPPLY/EXP-PUMPING		43.92			
	610-6300-663200	OPERATION SUPPLY/EXP-TREATMENT		4.85			
	610-6920-692100	OFFICE SUPPLIES & EXPENSES		41.82			
	610-6920-693000	MISC GENERAL EXPENSES		44.50			
	620-8010-826000	LABORATORY		12.06			
	620-8010-827000	OPERATION SUPPLY/EXPENSE		47.91			
	620-8400-851000	OFFICE SUPPLIES & EXPENSES		41.82			
	620-8400-854100	EDUCATIONAL/TRAINING EXPENSES		44.50			

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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			4,537.36	0.00		
	150 - FIRE/AMBULANCE FUND			5,292.66	0.00		
	340 - VILLAGE DESIGNATED FUND			0.00	0.00		
	440 - LIBRARY FUND			1,988.50	0.00		
	610 - WATER UTILITY FUND			135.09	0.00		
	620 - SEWER UTILITY FUND			146.29	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5120 - MUNICIPAL COURT			19.60	0.00		
	5141 - VILLAGE ADMINISTRATOR			264.60	0.00		
	5142 - CLERK-TREASURER			555.16	0.00		
	5144 - ELECTIONS			112.54	0.00		
	5145 - FINANCE DEPARTMENT			103.37	0.00		
	5211 - POLICE ADMINISTRATION			1,235.94	0.00		
	5212 - POLICE PATROL			313.25	0.00		
	5213 - CRIME INVESTIGATION			130.74	0.00		
	5221 - FIRE ADMINISTRATION			2,403.33	0.00		
	5223 - FIRE TRAINING			170.63	0.00		
	5231 - AMBULANCE			464.57	0.00		
	5232 - AMBULANCE TRAINING			895.95	0.00		
	5241 - BUILDING INSPECTOR			58.80	0.00		
	5300 - DPW GENERAL ADMINISTRATION			228.00	0.00		
	5323 - GARAGE			101.16	0.00		
	5511 - LIBRARY SERVICES			1,886.77	0.00		
	5512 - MUSEUM			19.60	0.00		
	5632 - PLANNING DEPARTMENT			1,394.60	0.00		
	5700 - CAPITAL OUTLAY EXPENDITURES			1,358.18	0.00		
	5890 - USE OF DESIGNATED FUNDS			101.73	0.00		
	6210 - PUMPING MAINTENANCE			43.92	0.00		
	6300 - WATER TREATMENT OPERATIONS			4.85	0.00		
	6920 - ADMINISTRATIVE & GENERAL EX			86.32	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			59.97	0.00		
	8400 - ADMINISTRATIVE & GENERAL			86.32	0.00		
--- TOTALS BY PAYMENT CARD ACCOUNT ---							
	0366			25.00			
	0408			228.00			
	0707			655.91			
	1128			726.00			
	1275			89.00			

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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 01/22/2024 - 01/22/2024  
JOURNALIZED PAID  
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 ---							
	3049			27.93			
	3064			129.96			
	4175			135.74			
	5177			2,376.66			
	5311			932.30			
	5538			163.93			
	5540			1,375.00			
	5724			2,402.09			
	6370			2,532.55			
	6721			157.31			
	7403			32.04			
	8764			48.77			
	9708			61.71			

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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 01/05/2024 - 01/05/2024  
JOURNALIZED PAID  
VENDOR CODE: 0034 - CHECK TYPE: PAPER CHECK  
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	Jrnalized Post Date
4859087210 62655	WE ENERGIES 0700126680-00001 Digester Gas 620-8010-821200	12/29/2023 MROCKLEY	12/29/2023	0.00 0.00	0.00	Paid	Y 12/31/2023
4859087210 62656	WE ENERGIES 0700126680-00002 Well #3 Elec 610-6200-662200	12/29/2023 MROCKLEY	12/29/2023	0.00 0.00	0.00	Paid	Y 12/31/2023
4859087210 62657	WE ENERGIES 0700126680-00003 Street Lights 100-5342-522200	12/29/2023 MROCKLEY	12/29/2023	4,083.51 4,083.51	0.00	Paid	Y 12/31/2023
4859087210 62658	WE ENERGIES 0700126680-00004 Greenwald 610-6200-662200	12/29/2023 MROCKLEY	12/29/2023	243.82 243.82	0.00	Paid	Y 12/31/2023
4859087210 62659	WE ENERGIES 0700126680-00005 Booster Station 610-6200-662200	12/29/2023 MROCKLEY	12/29/2023	640.80 640.80	0.00	Paid	Y 12/31/2023
4859087210 62660	WE ENERGIES 0700126680-00007 1240 N. Rochester 620-8020-821000	12/29/2023 MROCKLEY	12/29/2023	129.08 129.08	0.00	Paid	Y 12/31/2023
4859087210 62661	WE ENERGIES 0700126680-00008 Police Garage 100-5211-522200	12/29/2023 MROCKLEY	12/29/2023	202.85 202.85	0.00	Paid	Y 12/31/2023
4859087210 62662	WE ENERGIES 0700126680-00009 Fld Prk Baseball 100-5521-522200	12/29/2023 MROCKLEY	12/29/2023	22.10 22.10	0.00	Paid	Y 12/31/2023
4859087210 62663	WE ENERGIES 0700126680-00010 Fox River View 620-8020-821000	12/29/2023 MROCKLEY	12/29/2023	215.35 215.35	0.00	Paid	Y 12/31/2023

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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
4859087210 62664	WE ENERGIES 0700126680-000011 DPW Elec 100-5323-522200	12/29/2023 MROCKLEY 0700126680-000011 DPW Elec	12/29/2023	475.54  475.54	0.00	Paid	Y 12/31/2023
4859087210 62665	WE ENERGIES 0700126680-000012 Fire 150-5221-522200	12/29/2023 MROCKLEY 0700126680-000012 Fire	12/29/2023	2,134.82  2,134.82	0.00	Paid	Y 12/31/2023
4859087210 62666	WE ENERGIES 0700126680-000013 police-CTH E N of 100-5211-522200	12/29/2023 MROCKLEY 0700126680-000013 police-CTH E N of Sugd	12/29/2023	21.16  21.16	0.00	Paid	Y 12/31/2023
4859087210 62667	WE ENERGIES 0700126680-000014 Hall 100-5160-522200	12/29/2023 MROCKLEY 0700126680-000014 Hall	12/29/2023	1,487.57  1,487.57	0.00	Paid	Y 12/31/2023
4859087210 62668	WE ENERGIES 0700126680-000014 Hall Gas 100-5160-522400	12/29/2023 MROCKLEY 0700126680-000014 Hall Gas	12/29/2023	314.99  314.99	0.00	Paid	Y 12/31/2023
4859087210 62669	WE ENERGIES 0700126680-000016 Miniwauken Park 100-5521-522200	12/29/2023 MROCKLEY 0700126680-000016 Miniwauken Park	12/29/2023	62.92  62.92	0.00	Paid	Y 12/31/2023
4859087210 62670	WE ENERGIES 0700126680-000017 Holz Elec 620-8010-821100	12/29/2023 MROCKLEY 0700126680-000017 Holz Elec	12/29/2023	10,541.45  10,541.45	0.00	Paid	Y 12/31/2023
4859087210 62671	WE ENERGIES 0700126680-000018 Parks 100-5521-522200	12/29/2023 MROCKLEY 0700126680-000018 Parks	12/29/2023	18.44  18.44	0.00	Paid	Y 12/31/2023
4859087210 62672	WE ENERGIES 0700126680-000019 Atkinson Pump 620-8020-821000	12/29/2023 MROCKLEY 0700126680-000019 Atkinson Pump	12/29/2023	601.01  601.01	0.00	Paid	Y 12/31/2023

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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
4859087210 62673	WE ENERGIES 0700126680-000020 Well #6 610-6200-662200	12/29/2023 MROCKLEY	12/29/2023	1,028.49 1,028.49	0.00	Paid	Y 12/31/2023
4859087210 62674	WE ENERGIES 0700126680-000021 DPW Gas 100-5323-522400	12/29/2023 MROCKLEY	12/29/2023	551.40 551.40	0.00	Paid	Y 12/31/2023
4859087210 62675	WE ENERGIES 0700126680-000022 Concession 100-5521-522200	12/29/2023 MROCKLEY	12/29/2023	128.20 128.20	0.00	Paid	Y 12/31/2023
4859087210 62676	WE ENERGIES 0700126680-000023 Well #3 Gas 610-6200-662200	12/29/2023 MROCKLEY	12/29/2023	10.23 10.23	0.00	Paid	Y 12/31/2023
4859087210 62677	WE ENERGIES 0700126680-000024 Parks-200 S 100-5342-522200	12/29/2023 MROCKLEY	12/29/2023	33.38 33.38	0.00	Paid	Y 12/31/2023
4859087210 62678	WE ENERGIES 0700126680-000027 Police 100-5211-522200	12/29/2023 MROCKLEY	12/29/2023	1,761.11 1,761.11	0.00	Paid	Y 12/31/2023
4859087210 62679	WE ENERGIES 0700126680-000028 Miniwaukan 100-5521-522200	12/29/2023 MROCKLEY	12/29/2023	25.44 25.44	0.00	Paid	Y 12/31/2023
4859087210 62680	WE ENERGIES 0700126680-000029 F. Park Sump Pump 100-5521-522200	12/29/2023 MROCKLEY	12/29/2023	21.31 21.31	0.00	Paid	Y 12/31/2023
4859087210 62681	WE ENERGIES 0700126680-000031 Holz Gas 620-8010-821200	12/29/2023 MROCKLEY	12/29/2023	214.85 214.85	0.00	Paid	Y 12/31/2023

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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
4859087210 62682	WE ENERGIES 0700126680-000032 Well #4 Elec 610-6200-662200	12/29/2023 MROCKLEY 0700126680-000032 Well #4 Elec	12/29/2023	2,953.67  2,953.67	0.00	Paid	Y 12/31/2023
4859087210 62683	WE ENERGIES 0700126680-000033 Parks 100-5521-522200	12/29/2023 MROCKLEY 0700126680-000033 Parks	12/29/2023	29.57  29.57	0.00	Paid	Y 12/31/2023
4859087210 62684	WE ENERGIES 0700126680-000034 Street Lights 100-5342-522200	12/29/2023 MROCKLEY 0700126680-000034 Street Lights	12/29/2023	80.24  80.24	0.00	Paid	Y 12/31/2023
4859087210 62685	WE ENERGIES 0700126680-000036 Flashers 100-5211-522200	12/29/2023 MROCKLEY 0700126680-000036 Flashers	12/29/2023	11.20  11.20	0.00	Paid	Y 12/31/2023
4859087210 62686	WE ENERGIES 0700126680-000037 Well #4 Gas 610-6200-662200	12/29/2023 MROCKLEY 0700126680-000037 Well #4 Gas	12/29/2023	90.24  90.24	0.00	Paid	Y 12/31/2023
4859087210 62687	WE ENERGIES 0700126680-000038 Museum 100-5512-522200	12/29/2023 MROCKLEY 0700126680-000038 Museum	12/29/2023	322.11  322.11	0.00	Paid	Y 12/31/2023
4859087210 62688	WE ENERGIES 0700126680-000039 Well #5 610-6200-662200	12/29/2023 MROCKLEY 0700126680-000039 Well #5	12/29/2023	2,499.56  2,499.56	0.00	Paid	Y 12/31/2023
4859087210 62689	WE ENERGIES 0700126680-00043 Outdoor Stage 100-5521-522200	12/29/2023 MROCKLEY 0700126680-00043 Outdoor Stage	12/29/2023	25.60  25.60	0.00	Paid	Y 12/31/2023
4859087210 62690	WE ENERGIES 0709449777-00001 Library Gas 440-5511-522400	12/29/2023 MROCKLEY 0709449777-00001 Library Gas	12/29/2023	693.36  693.36	0.00	Paid	Y 12/31/2023

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INVOICE REGISTER REPORT FOR MUKWONAGO  
EXP CHECK RUN DATES 01/05/2024 - 01/05/2024  
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VENDOR CODE: 0034 - CHECK TYPE: PAPER CHECK  
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	Jrnalized Post Date
4859087210 62691	WE ENERGIES 0709449777-00002 Library Elec 440-5511-522200	12/29/2023 MROCKLEY	12/29/2023	4,619.59 4,619.59	0.00	Paid	Y 12/31/2023
4859087210 62692	WE ENERGIES 0712697628-00001 Tower Radio Bldg 100-5211-522200	12/29/2023 MROCKLEY	12/29/2023	29.73 29.73	0.00	Paid	Y 12/31/2023
4859087210 62693	WE ENERGIES 0712697628-00002 Mukw Dam 100-5254-522200	12/29/2023 MROCKLEY	12/29/2023	23.05 23.05	0.00	Paid	Y 12/31/2023
4859087210 62694	WE ENERGIES 0712697628-00003 PD Tower meter 100-5211-522200	12/29/2023 MROCKLEY	12/29/2023	21.31 21.31	0.00	Paid	Y 12/31/2023
4859087210 62695	WE ENERGIES 0712697628-00004 1224 Riverton 620-8020-821000	12/29/2023 MROCKLEY	12/29/2023	172.12 172.12	0.00	Paid	Y 12/31/2023
4859087210 62696	WE ENERGIES 0712697628-00006 Well #7 610-6200-662200	12/29/2023 MROCKLEY	12/29/2023	734.07 734.07	0.00	Paid	Y 12/31/2023
4859087210 62697	WE ENERGIES 0712697628-00007 School Crossing 100-5342-522200	12/29/2023 MROCKLEY	12/29/2023	15.75 15.75	0.00	Paid	Y 12/31/2023
4859087210 62698	WE ENERGIES 0712697628-00008 Field Park Signage 100-5521-522200	12/29/2023 MROCKLEY	12/29/2023	43.07 43.07	0.00	Paid	Y 12/31/2023
4858510920 62699	WE ENERGIES 0700126680-00015 STREET LIGHTS 100-5342-522200	12/29/2023 MROCKLEY	12/29/2023	10,341.67 10,341.67	0.00	Paid	Y 12/31/2023

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
4847785214							
62700	WE ENERGIES	12/29/2023	12/29/2023	65.21	0.00	Paid	Y
	0700126680-00006 Field Park	MROCKLEY					12/31/2023
	100-5521-522200	0700126680-00006 Field Park		65.21			
4847785214							
62701	WE ENERGIES	12/29/2023	12/29/2023	27.29	0.00	Paid	Y
	0700126680-000025 Tower	MROCKLEY					12/31/2023
	610-6200-662200	0700126680-000025 Tower		27.29			
4847785214							
62702	WE ENERGIES	12/29/2023	12/29/2023	113.83	0.00	Paid	Y
	0700126680-00030 Andrews Street	MROCKLEY					12/31/2023
	100-5521-522200	0700126680-00030 Andrews Street		113.83			
4853088864							
62703	WE ENERGIES	12/29/2023	12/29/2023	26.25	0.00	Paid	Y
	0700126680-00048 Miniwauken Park	MROCKLEY					12/31/2023
	100-5521-522200	0700126680-00048 Miniwauken Park		26.25			
# of Invoices:	49	# Due:	0	Totals:	47,908.31	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				47,908.31	0.00		

--- TOTALS BY GL DISTRIBUTION ---

100-5160-522200	ELECTRIC	1,487.57
100-5160-522400	GAS	314.99
100-5211-522200	ELECTRIC	2,047.36
100-5254-522200	ELECTRIC	23.05
100-5323-522200	ELECTRIC	475.54
100-5323-522400	GAS	551.40
100-5342-522200	ELECTRIC	14,554.55
100-5512-522200	ELECTRIC	322.11
100-5521-522200	ELECTRIC	581.94
150-5221-522200	ELECTRIC	2,134.82
440-5511-522200	ELECTRIC	4,619.59
440-5511-522400	GAS	693.36
610-6200-662200	FUEL OR POWER PURCHASED	8,228.17
620-8010-821100	WWTP ELECTRIC POWER	10,541.45
620-8010-821200	NAT GAS/ADMIN BLDG/HEAT EXCH	214.85
620-8020-821000	PUMPING POWER & FUEL	1,117.56

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			20,358.51	0.00		
	150 - FIRE/AMBULANCE FUND			2,134.82	0.00		
	440 - LIBRARY FUND			5,312.95	0.00		
	610 - WATER UTILITY FUND			8,228.17	0.00		
	620 - SEWER UTILITY FUND			11,873.86	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	5160 - VILLAGE HALL			1,802.56	0.00		
	5211 - POLICE ADMINISTRATION			2,047.36	0.00		
	5221 - FIRE ADMINISTRATION			2,134.82	0.00		
	5254 - DAMS			23.05	0.00		
	5323 - GARAGE			1,026.94	0.00		
	5342 - STREET LIGHTING			14,554.55	0.00		
	5511 - LIBRARY SERVICES			5,312.95	0.00		
	5512 - MUSEUM			322.11	0.00		
	5521 - PARKS			581.94	0.00		
	6200 - PUMPING OPERATIONS			8,228.17	0.00		
	8010 - WWTP-TREATMENT/DISPOSAL/GP			10,756.30	0.00		
	8020 - LIFT STATIONS/PUMPING EQUIP			1,117.56	0.00		

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/18/2024	GEN	38012	TREASURER STATE OF WI	DEC 2023 COURT FINES AND FEES	100-0000-242400	2,697.11
01/18/2024	GEN	38013	TREASURER WAUKESHA COUNTY	DEC 2023 COURT FINES & FEES	100-0000-243240	949.00
			TOTAL - ALL FUNDS	TOTAL OF 2 CHECKS		3,646.11

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
CHECK NUMBER 752 - 753  
Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/11/2024	GEN	752 (E)	INVOICE CLOUD	INVOICE CLOUD MONTHLY FEES - DEC	100-5142-539900	72.05
		752 (E)		INVOICE CLOUD MONTHLY FEES - DEC	100-5241-539900	69.69
		752 (E)		INVOICE CLOUD MONTHLY FEES - DEC	410-5363-539900	84.46
		752 (E)		INVOICE CLOUD MONTHLY FEES - DEC	610-6920-692100	99.44
		752 (E)		INVOICE CLOUD MONTHLY FEES - DEC	620-8300-840000	84.46
						<hr/> 410.10
01/11/2024	GEN	753 (E)	UKG INC.	PAYROLL PROCESSING FEES DEC 2023	100-5111-539900	96.46
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5120-539900	27.56
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5141-539900	13.78
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5142-539900	27.56
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5145-539900	55.12
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5211-539900	151.58
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5212-539900	124.02
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5213-521900	27.56
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5241-539900	27.56
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5300-539900	137.80
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	100-5632-539900	13.78
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	150-5221-539900	427.18
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	150-5233-531100	82.68
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	440-5511-534000	330.72
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	610-6902-690300	55.12
		753 (E)		PAYROLL PROCESSING FEES DEC 2023	620-8300-840000	41.34
						<hr/> 1,639.82
TOTAL - ALL FUNDS				TOTAL OF 2 CHECKS		2,049.92

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
CHECK DATE FROM 01/02/2024 - 01/02/2024  
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/02/2024	GEN	37821	BUCHHOLZ, LYNN	REFUND UB #4521 - 945 MEADOW VIEW LN	610-0000-142000	1,607.51
		37821		REFUND UB #4521 - 945 MEADOW VIEW LN	620-0000-142000	1,761.61
						<hr/> 3,369.12
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		3,369.12

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/24/2024	GEN	38014	TRUST ACCOUNT OF THE LAW OFFICES OF	SETTLEMENT OF PROPERTY APPRAISAL	250-5700-589800	244,200.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		244,200.00

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CHECK DISBURSEMENT REPORT FOR MUKWONAGO  
CHECK NUMBER 38019  
Banks: GEN

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/31/2024	GEN	38019	SUNSET SEPTIC	REFUND MR INV #1241 / CENTURY FENCE	620-4600-476400	5,160.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		5,160.00

02/01/2024 10:07 AM			CHECK DISBURSEMENT REPORT FOR MUKWONAGO				Page	1/1
User: MROCKLEY			CHECK DATE FROM 01/04/2024 - 01/04/2024					
DB: Mukwonago			Banks: GEN					
Check Date	Bank	Check #	Payee	Description	GL #	Amount		
01/04/2024	GEN	37885	NORTH SHORE BANK FSB	MARY JO ISELY RETIREMENT SICK LEAVE PAYOUT	440-5511-515800	27,273.60		
01/04/2024	GEN	37886	SECURIAN FINANCIAL GROUP INC	JANUARY 2024 ACCIDENTAL INS	100-0000-215305	40.78		
		37886		JANUARY 2024 ACCIDENTAL INS	150-0000-215305	10.88		
						51.66		
01/04/2024	GEN	750 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 01/05/24	100-0000-215250	853.23		
		750 (E)		RETIREMENT GW PR 01/05/24	150-0000-215250	1,692.25		
						2,545.48		
01/04/2024	GEN	751 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 01/05/24 ID	100-0000-215250	4,140.21		
		751 (E)		RETIREMENT MS/ICMA PR 01/05/24 ID	150-0000-215250	50.00		
		751 (E)		RETIREMENT MS/ICMA PR 01/05/24 ID	440-0000-215250	918.33		
		751 (E)		RETIREMENT MS/ICMA PR 01/05/24 ID	500-0000-215250	7.22		
		751 (E)		RETIREMENT MS/ICMA PR 01/05/24 ID	610-0000-215250	257.16		
		751 (E)		RETIREMENT MS/ICMA PR 01/05/24 ID	620-0000-215250	439.70		
						5,812.62		
TOTAL - ALL FUNDS				TOTAL OF 4 CHECKS		35,683.36		

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Banks: GEN

Page 1/2

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/18/2024	GEN	37934	AFLAC	ACCOUNT# V1553 JANUARY 2024	100-0000-215302	233.62
		37934		ACCOUNT# V1553 JANUARY 2024	150-0000-215302	338.66
		37934		ACCOUNT# V1553 JANUARY 2024	610-0000-215302	4.32
		37934		ACCOUNT# V1553 JANUARY 2024	620-0000-215302	226.52
						<hr/> 803.12
01/18/2024	GEN	37935	MINNESOTA LIFE INSURANCE	FEBRUARY 2024 LIFE INSURANCE	100-0000-215301	1,159.78
		37935		FEBRUARY 2024 LIFE INSURANCE	150-0000-215301	216.37
		37935		FEBRUARY 2024 LIFE INSURANCE	440-0000-215301	93.82
		37935		FEBRUARY 2024 LIFE INSURANCE	500-0000-215301	0.81
		37935		FEBRUARY 2024 LIFE INSURANCE	610-0000-215301	70.77
		37935		FEBRUARY 2024 LIFE INSURANCE	620-0000-215301	174.28
						<hr/> 1,715.83
01/18/2024	GEN	37936	MUKWONAGO PROFESSIONAL	JANUARY 2024 FIRE UNION DUES	150-0000-215500	900.00
01/18/2024	GEN	37937	MUKWONAGO PROFESSIONAL POLICE	JANUARY 2024 POLICE UNION DUES	100-0000-215500	500.00
01/18/2024	GEN	37938	VILLAGE OF MUKWONAGO MRA	JANUARY 2024 FSA	100-0000-215350	2,316.91
		37938		JANUARY 2024 FSA	150-0000-215350	972.38
		37938		JANUARY 2024 FSA	440-0000-215350	60.00
		37938		JANUARY 2024 FSA	620-0000-215350	202.51
						<hr/> 3,551.80
01/18/2024	GEN	754 (E)	DELTA DENTAL OF WISCONSIN	FEBRUARY 2024 DENTAL PREMIUMS	100-0000-215304	2,444.84
		754 (E)		FEBRUARY 2024 DENTAL PREMIUMS	150-0000-215304	454.92
		754 (E)		FEBRUARY 2024 DENTAL PREMIUMS	440-0000-215304	214.45
		754 (E)		FEBRUARY 2024 DENTAL PREMIUMS	500-0000-215304	1.50
		754 (E)		FEBRUARY 2024 DENTAL PREMIUMS	610-0000-215304	72.71
		754 (E)		FEBRUARY 2024 DENTAL PREMIUMS	620-0000-215304	96.30
						<hr/> 3,284.72
01/18/2024	GEN	755 (E)	DELTA DENTAL OF WISCONSIN	FEBRUARY 2024 VISION PREMIUMS	100-0000-215303	102.68
		755 (E)		FEBRUARY 2024 VISION PREMIUMS	150-0000-215303	30.02
		755 (E)		FEBRUARY 2024 VISION PREMIUMS	440-0000-215303	30.48
		755 (E)		FEBRUARY 2024 VISION PREMIUMS	500-0000-215303	2.34
						<hr/> 165.52
01/18/2024	GEN	756 (E)	EMPLOYEE TRUST FUNDS	FEBRUARY 2024 HEALTH INSURANCE	100-0000-215300	57,125.76

Check Date	Bank	Check #	Payee	Description	GL #	Amount
		756 (E)		FEBRUARY 2024 HEALTH INSURANCE	150-0000-215300	18,209.90
		756 (E)		FEBRUARY 2024 HEALTH INSURANCE	440-0000-215300	5,340.92
		756 (E)		FEBRUARY 2024 HEALTH INSURANCE	500-0000-215300	296.96
		756 (E)		FEBRUARY 2024 HEALTH INSURANCE	610-0000-215300	5,257.84
		756 (E)		FEBRUARY 2024 HEALTH INSURANCE	620-0000-215300	5,860.42
						92,091.80
01/18/2024	GEN	757 (E)	GREAT WEST RETIREMENT SERVICES	RETIREMENT GW PR 01/19/24	100-0000-215250	637.32
		757 (E)		RETIREMENT GW PR 01/19/24	150-0000-215250	1,745.30
						2,382.62
01/18/2024	GEN	758 (E)	MISSION SQUARE	RETIREMENT MS/ICMA PR 01/19/24 ID	100-0000-215250	4,023.80
		758 (E)		RETIREMENT MS/ICMA PR 01/19/24 ID	150-0000-215250	50.00
		758 (E)		RETIREMENT MS/ICMA PR 01/19/24 ID	440-0000-215250	874.48
		758 (E)		RETIREMENT MS/ICMA PR 01/19/24 ID	500-0000-215250	47.74
		758 (E)		RETIREMENT MS/ICMA PR 01/19/24 ID	610-0000-215250	223.07
		758 (E)		RETIREMENT MS/ICMA PR 01/19/24 ID	620-0000-215250	446.73
						5,665.82
			TOTAL - ALL FUNDS	TOTAL OF 10 CHECKS		111,061.23

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/22/2024	GEN	761 (E)	WI RETIREMENT SYSTEM	WISCONSIN RETIREMENT CONTRIBUTIONS - DECEMBER 2023	100-0000-215200	39,670.23
		761 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS	150-0000-215200	26,071.35
		761 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS	440-0000-215200	5,868.32
		761 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS	500-0000-215200	4.22
		761 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS	610-0000-215200	2,549.66
		761 (E)		WISCONSIN RETIREMENT CONTRIBUTIONS	620-0000-215200	3,283.44
						77,447.22
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		77,447.22

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User: MROCKLEY			CHECK NUMBER 37906 - 37912					
DB: Mukwonago			Banks: GEN					
Check Date	Bank	Check #	Payee	Description	GL #	Amount		
01/11/2024	GEN	37906	EAST TROY SCHOOL DISTRICT	JANUARY 2024 TAX SETTLEMENT	720-0000-246200	49,182.18		
01/11/2024	GEN	37907	GATEWAY TECHNICAL COLLEGE	JANUARY 2024 TAX SETTLEMENT	720-0000-246300	4,285.68		
01/11/2024	GEN	37908	MUKWONAGO AREA SCHOOLS	JANUARY 2024 TAX SETTLEMENT	720-0000-246000	4,030,993.14		
01/11/2024	GEN	37909	PHANTOM LAKES MGMT DISTRICT	JANUARY 2024 TAX SETTLEMENT	720-0000-245000	29,801.79		
01/11/2024	GEN	37910	WALWORTH CTY TREASURER	JANUARY 2024 TAX SETTLEMENT	720-0000-243110	18,060.89		
01/11/2024	GEN	37911	WAUKESHA CTY TREASURER	JANUARY 2024 TAX SETTLEMENT	720-0000-243100	903,657.16		
01/11/2024	GEN	37912	WCTC	JANUARY 2024 TAX SETTLEMENT	720-0000-246100	162,785.09		
			TOTAL - ALL FUNDS	TOTAL OF 7 CHECKS		5,198,765.93		

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Banks: GEN

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Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/11/2024	GEN	37888	ALDRICH, ANN	PROPERTY TAX OVERPAYMENT MUKV 2010	720-0000-121100	207.76
01/11/2024	GEN	37889	BLATTNER, NICHOLAS JAMES	PROPERTY TAX OVERPAYMENT MUKV 1960 067	720-0000-121100	207.76
01/11/2024	GEN	37890	BOSTER, ANDREW AND KELLEY	PROPERTY TAX OVERPAYMENT MUKV 1978 107	720-0000-121100	993.76
01/11/2024	GEN	37891	CHRISTENSON, GLORIA	PROPERTY TAX OVERPAYMENT MUKV 1974	720-0000-121100	167.38
01/11/2024	GEN	37892	COLLINS, ERIC AND MELISSA	PROPERTY TAX OVERPAYMENT MUKT #AP 00065	720-0000-121100	628.23
01/11/2024	GEN	37893	DICRISTO, SHARON	PROPERTY TAX OVERPAYMENT MUKV	720-0000-121100	3,343.68
01/11/2024	GEN	37894	ELLISON, PATRICIA AND MARK	PROPERTY TAX OVERPAYMENT MUKV 1965 087	720-0000-121100	4,351.31
01/11/2024	GEN	37895	HORN, MATTHEW AND MAGDALENA	PROPERTY TAX OVERPAYMENT MUKT #OR 00007	720-0000-121100	95.90
01/11/2024	GEN	37896	MARIEN, GREGORY	PROPERTY TAX OVERPAYMENT MUKV 1976	720-0000-121100	76.57
01/11/2024	GEN	37897	NAPIERALA, NICOLE	PROPERTY TAX OVERPAYMENT MUKT #OR	720-0000-121100	590.82
01/11/2024	GEN	37898	NELSEN, MICHAEL	PROPERTY TAX OVERPAYMENT MUKV 1979	720-0000-121100	1,600.50
01/11/2024	GEN	37899	PARKS, MATTHEW	PROPERTY TAX OVERPAYMENT MUKV 1968	720-0000-121100	1,128.81
01/11/2024	GEN	37900	SCHWENKER, ROBB	PROPERTY TAX OVERPAYMENT MUKV 1960	720-0000-121100	14.00
01/11/2024	GEN	37901	SMITH, DENNIS	PROPERTY TAX OVERPAYMENT MUKV 1967	720-0000-121100	3,754.13
01/11/2024	GEN	37902	TAKAMINE, PATRICIA	PROPERTY TAX OVERPAYMENT MUKV 1965	720-0000-121100	70.00
01/11/2024	GEN	37903	THE JAMES LIVING TRUST	PROPERTY TAX OVERPAYMENT MUKV 1979991004	720-0000-121100	8.00
01/11/2024	GEN	37904	WATTS, HOLLY AND THOMAS	PROPERTY TAX OVERPAYMENT MUKV 1976 048	720-0000-121100	1,748.16
01/11/2024	GEN	37905	ZIMINSKI, JASSON	PROPERTY TAX OVERPAYMENT MUKV 1977	720-0000-121100	207.76
			TOTAL - ALL FUNDS	TOTAL OF 18 CHECKS		19,194.53

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/25/2024	GEN	762 (E)	WI DEPT OF REVENUE QTRLY TAX	2024-25 BUSINESS TAX REGISTRATION RENEWAL	100-5142-539900	10.00
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		10.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
01/29/2024	GEN	38015	BERNS, EVAN & CASSIDY	PROPERTY TAX OVERPAYMENT MUKV 1978090	720-0000-121100	1,932.89
01/29/2024	GEN	38016	QUINDT, DENNIS & LINDA	PROPERTY TAX OVERPAYMENT MUKV 2012030	720-0000-121100	3,108.13
01/29/2024	GEN	38017	SHANNON, ADRIANA &	PROPERTY TAX OVERPAYMENT MUKV 2091	720-0000-121100	2,098.07
01/29/2024	GEN	38018	STERNKE, CHRISTIAN & CHRISTINA	PROPERTY TAX OVERPAYMENT MUKV 2011089	720-0000-121100	104.63
			TOTAL - ALL FUNDS	TOTAL OF 4 CHECKS		7,243.72

VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES

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**RESOLUTION NO. 2024-07**

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

---

**WHEREAS**, the Village of Mukwonago has an established policy for the creation of the annual budget, 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 recommends 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 Budget Policy herewith attached as EXHIBIT A.

Adopted and Approved this 21st day of February 2024.

APPROVED:

\_\_\_\_\_  
Fred H. Winchowky, Village President

ATTESTATION:

\_\_\_\_\_  
Diana Dykstra, MMC  
Village Clerk-Treasurer



## VILLAGE OF MUKWONAGO BUDGET POLICY

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The Village of Mukwonago's annually adopted budget becomes the official financial plan for the Village's operating and capital needs. The information below provides a general outline of budget criteria and the formulation process to help elected officials and residents understand at a high-level what is involved in the creation of the annual budget and the timeframe in which information is available.

### General Information

The Village of Mukwonago's budget process will follow all requirements as set forth in Wisconsin Statutes 65.90 for Municipal Budgets and the Village's Ordinance Section 2-172 concerning the preparation and adoption of the annual budget.

As a matter of policy, the Village will pay for all current operating expenses with current revenues and will avoid budgetary procedures that balance current costs at the expense of future years, such as postponing necessary expenses or accruing future revenues. Expenditures will be limited to annual appropriations unless authorized by the Village Board via a Budget Amendment resolution.

The Village will prepare and maintain a 5-year capital improvement and equipment replacement plan. Maintenance and replacement schedules will be updated annually. Ongoing operational costs related to capital equipment or capital improvements will be determined for reference in the capital plan and inclusion in the operating budget.

Intergovernmental funding sources for capital improvements from the federal, state and private sector will be actively sought and used as available to assist financing capital improvement plans.

Once the budget is adopted, any reallocations of a budget within a departmental grouping of accounts within a fund can be approved by the Village Administrator. Any use of fund reserves within a fund or a transfer of reserves between funds must be approved by the Village Board via a Budget Amendment Resolution and properly noticed as prescribed by Wis. Stats. Sec 65.90.

### Budget Timeline & General Activities

The following is an outline of activities in the order in which they typically occur. Specific dates for the completion of activities will be provided to staff at the beginning of the annual budget cycle to ensure an orderly process.

## **May / June**

Department Heads will review the current 5-year capital plan, making any needed cost revisions to the items slated for the upcoming budget year.

- Review current year capital to determine if projects or purchases will be completed by year end or if it's necessary to carry forward part of the current year budget to the subsequent year.
- Re-prioritizing of items within the 5-year plan or addition of new priority items can be proposed with sufficient justification.
- New capital requests are submitted for the fifth year of the plan.
- Ensure costs provided for each item are as accurate as possible and include information about ongoing maintenance costs

Department Heads will also consider operational needs and formulate the rationale for any proposed increases to their operating budgets.

- Any contracts that need to be renewed for the following year should be reviewed and renegotiated if appropriate to establish the correct budget figure.

## **June**

~~At a special budget planning workshop, the Village Board will set goals and directives for the subsequent year's operation and capital budgets.~~

- ~~• Budget goals and directives will be determined by the Village's strategic plan initiatives in conjunction with evolving Village needs.~~
- ~~• The 5-year Capital Plan will be reviewed for the proposed budget year and any new additions or significant changes to previously submitted items.~~
- ~~• The Village's current debt schedules and General Obligation debt capacity will be presented to the Board at this workshop along with the impact of the proposed Capital budgets on the debt balances for the 5-year capital forecast.~~
- ~~• The percentage for salary and wage increases should be determined at this meeting as well as a discussion of any proposed staffing changes.~~

~~Department Heads should be prepared to discuss and quantify specific goals within their departments that may require additional operating budget funds or changes to their planned capital needs that require additional funding.~~

## **July**

By July 15, the Finance Director will make the budget template and reports available in BS&A for Department Heads to begin entering amounts for non-compensation operating budget expenditures and year-end estimates for the current year's expenses.

Finance Director will update employee compensation budgets related to pay, taxes and retirement contributions.

- Any approved ~~bonus or merit~~ increases for specific individuals (outside of the general across the board COLA increases) must be provided at this time for inclusion in the proposed budget.
- A placeholder for any proposed staffing changes will be included subject to further discussion and approval.
- Health insurance benefit information is not available until mid-September and will be updated at that time.

Finance Director will enter all estimated revenue budget information based on analysis of available information. These figures are subject to change as additional information from the Department of Revenue becomes available.

### **August**

Finance Director will meet with Department Heads to review proposed budgets to ensure year end estimates and proposed budget figures are accurate; also to get a status of current year capital purchases and projects to assess potential availability of reserves for use in the subsequent budget. Final changes to expenditure budgets should be made by August 31.

Finance Director will start compiling and updating information into a Digital Budget Book format.

### **September**

At a special budget planning workshop, the Village Board will set goals and directives for the subsequent year's operation and capital budgets.

- Budget goals and directives will be determined by the Village's strategic plan initiatives in conjunction with evolving Village needs.
- The 5-year Capital Plan will be reviewed for the proposed budget year and any new additions or significant changes to previously submitted items.
- The Village's current debt schedules and General Obligation debt capacity will be presented to the Board at this workshop along with the impact of the proposed Capital budgets on the debt balances for the 5-year capital forecast.
- The percentage for salary and wage increases should be ~~determined~~ confirmed at this meeting as well as a discussion of any proposed staffing changes.

Department Heads should be prepared to discuss and quantify specific goals within their departments that may require additional operating budget funds or changes to their planned capital needs that require additional funding.

Finance Director will update proposed budget with Health Insurance information when it becomes available and continue work on the Digital Budget Book. By September 30, a preliminary version of the Digital Budget Book will be made available to the Village Board and to the public via the Village's website.

### **October**

A Special Village Board Budget Workshop will be scheduled prior to October 20<sup>th</sup> to review the proposed budget and answer any questions.

- Potential use of reserve funds will be discussed at this workshop.
- Expenditure Restraint information, if available, will be discussed.
- Any changes to the proposed budget based on discussions in this workshop will be made prior to the publication of the public notice announcing the date of the public hearing. Information previously posted to the website concerning the budget may also be updated at this time.
- If any changes are made to the proposed budget following the publication of the budget notice, the changes will be explained at the public hearing.

Clerk will publish a class 1 notice under Wis. Stat. ch. 985 at least 15 days before the date of the public hearing on the budget. The notice will include:

- A budget summary including information specified by state law.
- A notice of the place where the proposed budget in detail maybe be inspected.
- A notice of the time and place of the budget hearing.

### **November**

A public hearing for the presentation and adoption of the Operating and Capital Budgets for all Village Funds with the possible exception of Tax Increment Financing District Budgets will be scheduled no later than November 15<sup>th</sup> in order to facilitate timely completion of tasks related to the preparation of the tax roll.

- Upon adoption of the budgets and associated tax levies by Village Board Resolution, the Clerk/Treasurer certifies the apportioned property tax levies with Waukesha and Walworth County Treasurers.
- Tax Increment Calculation forms (PC-202) are completed when made available by the Department of Revenue. Revisions to TID budgets will be finalized based on the completion of these forms and the digital budget book available on the Village's website will be updated with the final TID budgets.
- Tax Roll preparation commences.

### **December**

Tax Roll preparation concludes and tax bills are mailed to property owners no later than December 14<sup>th</sup>.

Tax Increment Financing District budgets are adopted at the December Village Board meeting if not already completed in November.

## **Budget Amendments & Adjustments**

Circumstances arise during the budget year that may require amending or adjusting the adopted budget. Budget amendments are required when unforeseen revenue or expenditure activity causes a variance to the adopted budget. Budget adjustments are reallocations of the budgeted amount between revenue line items or expenditure line items within a departmental account grouping but does not result in a change to the overall budgeted total.

A budget amendment is processed via a resolution adopted by the Village Board. Any use of fund balance to offset an unexpected expenditure increase must be done as a budget amendment. Transfers of reserves between funds also requires a budget amendment. A two-thirds vote of the entire governing body is required to change an adopted budget and a class 1 notice of the change must be published within 10 days after the change is made.

A budget adjustment or reallocation within a departmental grouping of accounts or within a fund can be processed after review and approval by the Village Administrator.

## **Non-Lapsing Reserve Funds**

The Village may maintain reasonable amounts of unappropriated funds on hand to meet immediate cash flow needs and accumulate needed capital in non-lapsing funds to finance specifically identified future capital expenditures.

- The Village's Fund Balance Policy establishes a 25% operating reserve requirement in the General Fund to insure against any unforeseen revenue shortfalls or unanticipated expenditures. Any year end operating surpluses will revert to an unreserved fund balance for use in maintaining reserve levels set by policy.
- The availability of funds in excess of 25% operating reserves will be discussed with the Village Board during the October Budget Workshop for consideration and designation for specific capital needs in the proposed budget.

VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES

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**RESOLUTION NO. 2024-08**

**A RESOLUTION ADOPTING A REVENUE POLICY  
FOR THE VILLAGE OF MUKWONAGO**

---

**WHEREAS**, the financial integrity of our Village government is of vital importance, and

**WHEREAS**, the Village of Mukwonago has previously adopted several financial policies to ensure financial integrity; and

**WHEREAS**, the Finance Director is proposing the addition of a new policy to create the framework for how various sources of Village revenues are to be utilized; and

**WHEREAS**, the Finance Director recommends the adoption of the Revenue Policy as shown in EXHIBIT A.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village of Mukwonago Board of Trustees, hereby approves the Revenue Policy herewith attached as EXHIBIT A.

Adopted and Approved this 21st day of February 2024.

APPROVED:

\_\_\_\_\_  
Fred H. Winchowky, Village President

ATTESTATION:

\_\_\_\_\_  
Diana Dykstra, MMC  
Village Clerk-Treasurer



## **Village of Mukwonago Revenue Policy**

### **Introduction**

The Village strives to maintain a diversified and stable revenue base to shelter public services from short-term fluctuations in any one revenue source.

- Operating budget revenues, which the Village relies on to provide services, include: property taxes; state shared revenues and aids; permit revenues; fines; and investment income.
- Capital budget revenues include: debt proceeds, special assessments, grants and surplus reserves.
- The Water and Sewer Utility Enterprise Funds rely on user fees to fund both operating expenses and the repayment of debt for capital investments.

### **General Revenue Policies**

In preparing the annual budgets, revenue forecasts will be as realistic as possible based on the best available information and will err on the side of conservatism. Any economic downturns that could develop and which result in fewer available revenues than budgeted will require an adjustment to anticipated expenditures to compensate for any loss in expected revenue. The Village maintains a 25% fund balance policy in the general fund to help withstand any unexpected revenue shortfalls if planned expenditures are unavoidable. Any reserve funds over the 25% minimum can be used for one-time expenditures and capital investments. Interfund loans are permissible to cover temporary gaps in cash flow, but only for a short duration and must be repaid from the recipient fund.

### **Fees and Charges**

Permit or user fees will be imposed to cover the cost of services provided for unique or narrow segments of the Village to provide maximum flexibility of the tax levy to meet the cost of services with broader benefits. Fees may be set at levels sufficient to cover the entire cost of service delivery, including all direct or indirect costs, or the service may be subsidized as the Village Board deems appropriate.

The Village will continuously maintain its water and sewer distribution and collection systems. To ensure the enterprise funds remain self-supporting, rate structures will fully fund the costs of operations, capital plant maintenance, debt service, depreciation, and required system extensions. Detailed rate studies will be conducted regularly to update assumptions and ensure the long-term solvency and viability of the Village's Water and Sewer Utilities.

## **State Shared Revenues and Aids**

Intergovernmental revenues will be reviewed to determine their short and long-term stability to minimize the impact of any adverse changes. These revenues will be used as legally prescribed or otherwise set forth in policy.

## **One-Time Revenues**

It is the general policy of the Village to use one-time revenues to fund capital improvements or reserves. The use of one-time revenues to fund ongoing expenditures is prohibited.

Unpredictable revenues are budgeted conservatively, and any amount collected in excess of the budget is generally carried forward in the fund balance.

## **Grants**

Departments shall provide advance notice to Administration and Finance of grant applications so that the effects of budget, cash flow, procurement, reporting, and compliance requirements can be reviewed and understood beforehand. Potential grants will be reviewed to ensure that they are consistent with Village priorities. All potential grants will also be carefully examined for matching requirements and future maintenance or replacement costs. Some grants may not be accepted if the local matching funds cannot be justified. Grants may also be rejected if programs must be continued with local resources after the grant funds are exhausted. The Village will refrain from using grants to meet ongoing, basic service delivery needs.

## **Monitoring and Reporting**

The Village Board is provided a monthly revenue & expenditure guideline which shows the budget to actual performance of the General Fund, Fire Dept, Water Utility & Sewer Utility. The Finance Director monitors the budgetary activity in all funds and will alert the Board if it appears there will be an unanticipated shortfall in revenues so that appropriate action can be taken to keep the budgets in balance.

## **Other Considerations**

New sources of revenue should be actively explored to ensure the Village is maximizing the revenues needed to provide the continued services its constituents expect. Potential sources of revenue will be presented to the Village Board for discussion and possible action.

## VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

<b>DATE:</b>	1-30-24	<b>NUMBER:</b>	
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<b>VENDOR NAME &amp; ADDRESS:</b>	<b>SHIP TO:</b>
Wisconsin Concrete Coatings 3147 Monona Court Oconomowoc, WI 53066	Mukwonago WWTF 1200 Holz Pkwy Mukwonago, Wi. 53149

<b>DEPT NAME:</b>	<b>SUGGESTED VENDOR</b>	<b>AUTHORIZED SIGNATURE</b>
Wastewater	Wisconsin Concrete Coatings	Wayne Carls

<b>BUDGETED ITEM?</b>		<b>BUDGETED SOURCE:</b>	Operations Budget
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<b>ITEM</b>	<b>QTY</b>	<b>DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>AMOUNT</b>	<b>ACCT #</b>
1	1	Repair and coating of blower building floors		\$19,870.00	
			<b>TOTAL</b>	\$19,870.00	620-8010-834000

FINANCE COMMITTEE USE ONLY	
<b>APPROVED (COMMITTEE INITIALS):</b>	
<b>DATE:</b>	
<b>SPECIAL INSTRUCTIONS</b>	

<b>Wisconsin Concrete Coatings</b> 3147 Monona Court Oconomowoc, WI 53066 <a href="https://www.wiconcretecoatings.com/">https://www.wiconcretecoatings.com/</a> (262) 804-8028		<b>Sales Representative</b>	Erin Ledlie (Shane)
		<b>Appointment Date</b>	1/4/23
		<b>Appointment Time</b>	10:00AM
		<b>Sales Representative Cell Phone Number</b>	(804) 513-7378
		<b>Updated Estimate</b>	Jan 24, 2024
<b>BLOWER BUILDING - PROJECT ESTIMATE</b>			
<b>Client Information</b>			
<b>Name</b>	Wayne Castle	<b>Company Name</b>	Mukwonago Waste Water Facility
<b>Address</b>	1200 Holz Parkway	<b>Phone Number</b>	(262) 441-1366
<b>City</b>	Mukwonago	<b>Email Address</b>	<a href="mailto:wcastle@villageofmukwonago.gov">wcastle@villageofmukwonago.gov</a>
<b>State</b>	Wisconsin	<b>Preferred Method of Communication</b>	Email Quote
<b>Zip Code</b>	53149		
<b>Blower Building - Upstairs</b>		<b>X Cost</b>	<b>Total</b>
Coating Square Footage	1046	\$5.50	\$5,753.00
Removal Generator, Janitor, & Hall/Closets	694	\$1.00	\$694.00
Mendering/Repairs	\$600.00	\$600.00	\$600.00
2nd Top Coat	1046	\$1.00	\$1,046.00
Linear Verticals Removal & Coating	64	\$7.00	\$448.00
Safety Yellow Lines / Fire Extinguisher	2	\$270.00	\$540.00
<b>Generator, Janitor, Hall/Closets &amp; Entrance Total</b>			<b>\$9,081.00</b>
<b>Blower Building - Basement &amp; Stairs</b>		<b>X Cost</b>	<b>Total</b>
Coating Square Footage	866	\$6.00	\$5,196.00
Hand Grind Removal (including steps)	974	\$1.50	\$1,461.00
Moisture Barrier (Basement Only)	866	\$1.00	\$866.00
Mendering/Repairs	\$1,000.00	\$1,000.00	\$1,000.00
2nd Top Coat	866	\$1.00	\$866.00
Steps	18	\$75.00	\$1,350.00
Linear Verticals Removal & Coating	150	\$7.00	\$1,050.00
<b>Basement &amp; Stairs Total</b>			<b>\$11,789.00</b>
<b>Subtotal</b>			<b>\$20,870.00</b>
<b>Color</b>	<b>River Rock</b>	<b>Texture</b>	<b>Smooth</b>
<b>Discount</b>		<b>5% OFF</b>	<b>(\$1,000.00)</b>
<b>BLOWER BUILDING GRAND TOTAL</b>			<b>\$19,870.00</b>
If project is started in February, 5% discount - \$1,000. Blower Building Upstairs square footage includes rooms; Entrance, Janitor, Generator, Hallway, and Closets. (Does not include Blower, Grit, or Electric/Switch Gear Rooms.) Entrance does not need any removal, 362 sq ft.			
	Client Signature		
	Date		

## **Statewide Services, Inc.**

**Claim Division**

1241 John Q. Hammons Dr.  
P.O. Box 5555  
Madison, WI 53705-0555  
877-204-9712

January 30, 2024

SHERRY BUELOW  
407 RENEE STREET  
BURLINGTON, WI 53105

*via email*

Regarding: Our Insured: Village of Mukwonago  
Claim No: WM000671530106  
Date of Loss: 04/12/2023

Dear Ms. Buelow:

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which provides the insurance coverage for the Village of Mukwonago. We are in receipt of the "Claim for Damages" documentation you filed with the Village regarding the above-referenced trip and fall incident that occurred at or near McDivitt Lane.

We have performed an investigation and determined that there is no negligence on the part of the Village of Mukwonago for this incident as the Village did not have prior knowledge or notice of the condition which allegedly caused this incident. A municipality has no liability unless it knew, or should have known, of the existence of the condition and had a reasonable amount of time to repair the condition. Therefore, in the absence of notice, and in the absence of negligence on the part of the Village of Mukwonago, Statewide Services, Inc., is advising the Village to disallow this claim.

Sincerely,

Ginger Kimpton  
Senior Casualty Claims Adjuster  
855-828-5515 / 866-828-6613 fax  
[gkimpton@statewidesvcs.com](mailto:gkimpton@statewidesvcs.com)

CC: Village of Mukwonago  
Rick Kalscheuer, Agent

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

# VILLAGE OF MUKWONAGO

## SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: January 15, 2024

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: Mukwonago Lions Foundation Inc.

Mailing Address: P O Box 61 City: Mukwonago State: WI Zip: 53149

Phone Number: 262-363-4380 Is the organization a 501(c)3 organization?: ☒ YES ☐ NO

Website Address: www.e-clubhouse.org/sites/mukwonago/

Event Contact Person: Albert Frankenstein

Mailing Address: \_\_\_\_\_ City: Mukwonago State: WI Zip: 53149

Home Phone: 2 \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### EVENT INFORMATION

Name of the Event: Mukwonago Lions Easter Egg Hunt Date(s) of the Event: March 23 or 30 snow date

Event Start Time: 10:00 AM Event End Time: 12:00 noon

Location of the Event: Field Park - 933 North Rochester Street

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.

The Lions Easter Egg Hunt is open to four ages of 2-3, 4-5, 6-7, 8-9. Each age group utilizes a different area of Field Park from the Pavilion. There are 20 special prizes for each age group, except there are 50 gifts for the 2-3 year olds.

Cookies and hot chocolate is available to all families and children attending.

Each child receives a bag of candy.

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

G. Estimated # of participants: 400 Spectators: 50 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.)?  
     People may park along the road in Field Park and on the blacktop around the pavilion.  
     The Lions will clean up any debris and place in garbage cans.  
     The porta johns located in the park will be available for people to use.  
     \_\_\_\_\_  
     \_\_\_\_\_  
     \_\_\_\_\_
- 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

Signature - Applicant

Albert Frankenstein, treasurer

Name & Title (PRINT)

Name & Title (PRINT)

January 15, 2024

Date

Date

### FOR OFFICE USE ONLY

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

# SPECIAL EVENT PERMIT APPLICATION

## CONTACT INFORMATION AND FEES SHEET

### DEPARTMENT CONTACTS:

Clerk/Treasurer (262) 363-6421  
Building Inspection (262) 363-6419  
Fire (262) 363-6426

Police (262) 363-6435  
Public Works (262) 363-6447  
Water/Sewer Utility (262) 363-6416

### VILLAGE PERMIT AND OTHER FEES:

Class I Event (Includes alcohol and/or amplified music)	\$20 per day of event
Class II Event	\$10 per day of event
Electrical Inspection	\$75 per hour
Fireworks Permit	No charge; State and local permit required
Parade Permit	\$25
Park Rental Permit	To be determined at the Clerk/Treasurer's Office
Pre-event Safety Inspection	\$75 per hour
Security Deposit	\$200 per event; May encounter additional deposit if using a park facility
Temporary Operator (Bartender) License	\$33 + \$10 background check fee each
Temporary Class B (Picnic) Beer and/or Wine License	\$10 per event
Tent Inspection (<2,500 sq. ft.)	\$35
Tent Inspection (>2,500 sq. ft.)	\$50

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

# VILLAGE OF MUKWONAGO

## PARK FACILITIES RENTAL APPLICATION

### FIELD PARK

Date Submitted: January 15, 2024

Event Date: March 23  
or 30 snow date

**Complete, accurate and specific information must be entered. Please Print.**

### GUIDELINES

This form must be completely in its entirety and submitted to the Village of Mukwonago Clerk's Office, 440 River Crest Court, 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 **two (2) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office  
ATTN: Field Park Usage  
440 River Crest Ct  
Mukwonago, WI 53149  
Email to: [lgourdoux@villageofmukwonago.com](mailto:lgourdoux@villageofmukwonago.com)

### FEES (check all that apply)

<input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – 1-49 people	\$100.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – 50-100 people	\$150.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – more than 100 people	\$175.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion B Resident (Ball Diamond Pavilion)	\$75.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion C Resident (Playground Pavilion)	\$75.00 per day	\$ _____
<input type="checkbox"/> Field Park Baseball Field Reservation (for non-athletic organizations)	\$25.00 per day	\$ _____
<input type="checkbox"/> Field Park Baseball Field Lights	\$40.00 per day	\$ _____
<input type="checkbox"/> Entire Park Resident	\$200.00 per day	\$ _____
<input type="checkbox"/> Electricity and Coordination (Pavilions B or C)	\$15.00 per day	\$ _____
<input type="checkbox"/> Non-Resident Fee	Additional \$25.00 per day	\$ _____
<b>Fee Total</b>		\$ _____

### DEPOSIT (check all that apply)

<input type="checkbox"/> Field Park Pavilion A and/or entire park Deposit	\$200.00	\$ _____
<input type="checkbox"/> Field Park Pavilion B and C Deposit	\$100.00	\$ _____
<input type="checkbox"/> Key Deposit	\$25.00	\$ _____
<b>Deposit Total</b>		\$ _____

## APPLICANT INFORMATION

Name: Albert Frankenstein

Address: [REDACTED] City: Mukwonago State: WI Zip: 53149

Daytime Phone: [REDACTED] Fax: [REDACTED]

E-Mail: [REDACTED]

## ORGANIZATION INFORMATION

Name of Organization: Mukwonago Lions Foundation Inc.

Mailing Address: P O Box 61 City: Mukwonago State: WI Zip: 53149

Phone Number: [REDACTED] Is the organization a 501(c)3 organization?: ☒ YES ☐ NO

Website Address: www.e-clubhouse.org/sites/mukwonago/

## RENTAL INFORMATION

Date(s) of the Event: March 23 with March 30 as snow date

Estimated # of Participants: 400

NOTE: (If there are 150 people or more, a special event permit will be required under separate application):

Event Start Time: 10:00 AM Event End Time: 12:00 noon

A. Generally, describe your event and its purpose.

The Lions Easter Egg Hunt is open to any child in the following four age groups: 2-3, 4-5, 6-7, and 8-9. The group starts in the pavilion and going to designated areas in the park to look for the hidden eggs. Each age group have available 20 special gifts to choose from, except the 2-3 have 50 gifts available. Each child receives a bag of candy. Cockies and hot chocolate are provided.

B. Please provide your COVID-19 Action Plan

C. Will you be serving alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses may be necessary under separate application.* ☐ YES ☒ NO

D. Does your event involve amplified music?

If yes, will the amplified music be a: ☐ Band ☐ DJ ☐ Other

Hours of amplified music: [REDACTED]

E. If you will be using the baseball field lights, what are the times needed?

F. 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. There may be a separate fee for tent inspection.* ☐ YES ☒ NO

G. Please describe your dumpster/clean-up plan.

The Lions will cleanup the park after the event and put any materials into the garbage cans. The porta johns available in the park may be used by the children.

H. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

None

## INSURANCE REQUIREMENTS

The Applicant 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

## DEPOSIT REQUIREMENTS

The applicant is required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit (amount listed above) each scheduled day of the event (or portion thereof) two months 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 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.



Signature - Applicant

January 15, 2024

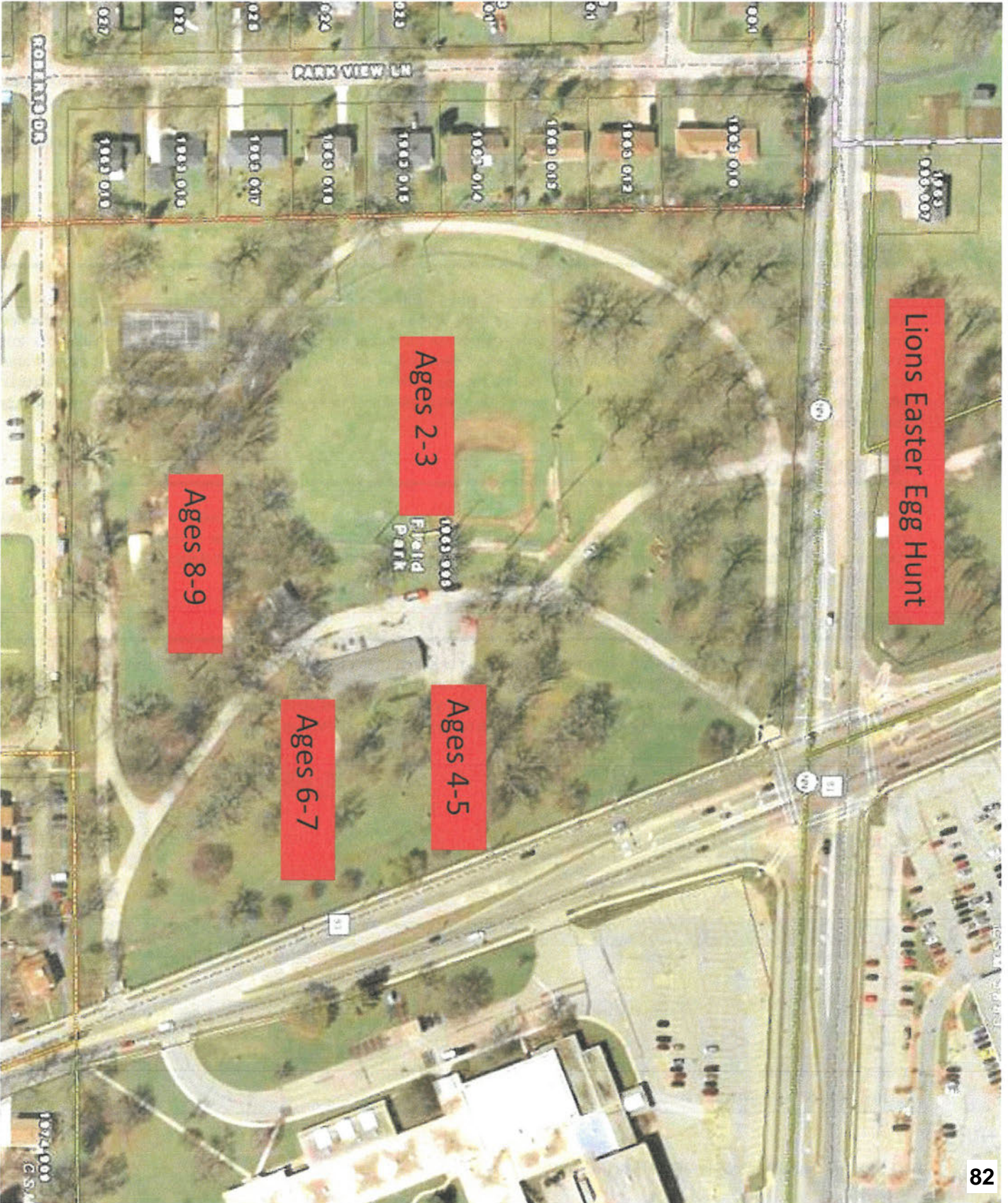
Date

Albert Frankenstein, treasurer

Print Name

### FOR OFFICE USE ONLY

Date Fees/Deposit Paid	Receipt #	Date Deposit Returned	Permit #
Key # Issued	Date Key Issued	Key # Returned	Date Key Issued
Application forwarded to: <input type="checkbox"/> Administrator <input type="checkbox"/> Building Inspection <input type="checkbox"/> Fire Department <input type="checkbox"/> Police Department <input type="checkbox"/> Public Works Department <input type="checkbox"/> Clerk <input type="checkbox"/> Utilities – Sewer or Water			



Lions Easter Egg Hunt

Ages 2-3

Ages 4-5

Ages 6-7

Ages 8-9



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/15/2024

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 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).

<b>PRODUCER</b>  DSP Insurance Services, Inc. 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	<b>CONTACT NAME:</b> John Adams	
	<b>PHONE (A/C, No, Ext):</b> 1-800-316-6705	<b>FAX (A/C, No):</b> 847-934-6186
<b>INSURED</b>  Mukwonago Lions Club, Inc. & Mukwonago Lions Foundation, Inc. District 27 A-1, Club 10342 Mukwonago Wisconsin	<b>E-MAIL ADDRESS:</b> lionsclubs@dspins.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> ACE American Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES****CERTIFICATE NUMBER:****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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY						EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000			HDO G48333205	09/01/2023	09/01/2024	PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER						GENERAL AGGREGATE \$ 10,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS			ISA H10778906	09/01/2023	09/01/2024	BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS						\$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

Provisions of the policy apply to the named insured's participation in the following activity during the policy period shown above: Mukwonago Lions Easter Egg Hunt, March 23 or 30, 2024  
PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES.

**CERTIFICATE HOLDER****CANCELLATION**

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

# VILLAGE OF MUKWONAGO

## SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: January 15, 2024

Total Fees Paid: 20.00

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

### ORGANIZATION INFORMATION

Name of Organization: Mukwonago Lions Foundation, Inc.

Mailing Address: P O Box 61 City: Mukwonago State: WI Zip: 53149

Phone Number: 262-363-4380 Is the organization a 501(c)3 organization?: ☒ YES ☐ NO

Website Address: www.e-clubhouse.org/sites/mukwonago/

Event Contact Person: Cindy Brost, chairperson

Mailing Address: [REDACTED] City: Mukwonago State: WI Zip: 53149

Home Phone: [REDACTED] Work Phone: [REDACTED] Cell Phone: [REDACTED]

Email Address: [REDACTED]

### EVENT INFORMATION

Name of the Event: Mukwonago Lions Summerfeste Date(s) of the Event: June 13-16, 2024

Thursday 6:00-10:30 PM; Friday 6:00-11:30 PM; Saturday 8:00 AM-11:30 PM; Sunday 8:00 AM-6:30 PM

Event Start Time: [REDACTED] Event End Time: [REDACTED]

Location of the Event: 933 North Rochester Street, Field Park, Mukwonago

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.

Field Park set-up from Monday, June 12 - June 14; Thursday evening softball, wine tasting, bingo, live music, carnival, and other activities; Friday evening softball, Father of the Year, live music, carnival, and fireworks; Saturday live music, horse shoe tournament, children's activities, petting zoo, carnival and softball; Sunday village wide noon parade, car show, live music, softball, and carnival. Entire event will have food, beer, soda, etc.

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

G. Estimated # of participants: [REDACTED] Spectators: 500 to 2000 daily Vendors: [REDACTED]

### 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: 4 minimum
- 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: Thursday 6:00-10:30 PM; Friday and Saturday 7:00-11:30 PM; Sunday 2:00-6:30 PM
- I. Please list the number of security staff you will be providing for the event: to be determined
- J. Will you need barricades provided by the Village for your event? ☒ YES ☐ NO  
 If yes, how many? to be determined
- 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.)?  
The Lions will utilize all of the Village of Mukwonago garbage cans and 60 from the American Legion.  
All Village of Mukwonago picnic tables will be utilized.  
The Lions will provide 2 - 30 yard dumpsters.  
The Lions will provide 21 porta-johns, 1 handicap porta-john, and 4 wash stations. These maybe moved as needed. The Village of Mukwonago rest rooms will be locked during the event.  
The Village of Mukwonago staff will move the concrete blocks used as anchors for the 60X100 tent.  
The Village police department, fire department, and parks department will assist throughout the event.
- 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:

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

### Other Documents:

- XX ☐ Plan of operation/proposal.  
XX ☐ Overview of the site to be used for the event (layout of the event site).  
XX ☐ 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).

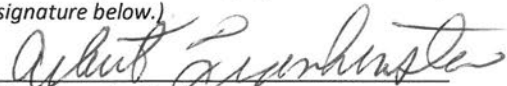
## TERMINATION OF AN EVENT

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

Albert Frankenstein, treasurer  
Name & Title (PRINT)

\_\_\_\_\_  
Name & Title (PRINT)

January 15, 2024  
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



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## VILLAGE OF MUKWONAGO

### PARK FACILITIES RENTAL APPLICATION

### FIELD PARK

Date Submitted: January 15, 2024

**Complete, accurate and specific information must be entered. Please Print.**

#### **GUIDELINES**

This form must be completely in its entirety and submitted to the Village of Mukwonago Clerk's Office, 440 River Crest Court, 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 **two (2) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office  
ATTN: Field Park Usage  
440 River Crest Ct  
Mukwonago, WI 53149  
Email to: [lgourdoux@villageofmukwonago.com](mailto:lgourdoux@villageofmukwonago.com)

#### **FEES (check all that apply)**

<input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – 1-49 people	\$100.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – 50-100 people	\$150.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion A Resident (Main Pavilion) – more than 100 people	\$175.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion B Resident (Ball Diamond Pavilion)	\$75.00 per day	\$ _____
<input type="checkbox"/> Field Park Pavilion C Resident (Playground Pavilion)	\$75.00 per day	\$ _____
<input type="checkbox"/> Field Park Baseball Field Reservation (for non-athletic organizations)	\$25.00 per day	\$ _____
<input type="checkbox"/> Field Park Baseball Field Lights	\$40.00 per day	\$ _____
<input type="checkbox"/> Entire Park Resident	\$200.00 per day	\$ _____
<input type="checkbox"/> Electricity and Coordination (Pavilions B or C)	\$15.00 per day	\$ _____
<input type="checkbox"/> Non-Resident Fee	Additional \$25.00 per day	\$ _____
<b>Fee Total</b>		\$ _____

#### **DEPOSIT (check all that apply)**

<input type="checkbox"/> Field Park Pavilion A and/or entire park Deposit	\$200.00	\$ _____
<input type="checkbox"/> Field Park Pavilion B and C Deposit	\$100.00	\$ _____
<input type="checkbox"/> Key Deposit	\$25.00	\$ _____
<b>Deposit Total</b>		\$ _____

## APPLICANT INFORMATION

Name: Albert Frankenstein, treasurer

Address: [REDACTED] City: Mukwonago, WI State: WI Zip: 53149

Daytime Phone: [REDACTED] Fax:                     

E-Mail: [REDACTED]

## ORGANIZATION INFORMATION

Name of Organization: Mukwonago Lions Foundation, Inc.

Mailing Address: P O Box 61 City: Mukwonago State: WI Zip: 53149

Phone Number:                      Is the organization a 501(c)3 organization? ☒ YES ☐ NO

Website Address: www.e-clubhouse.org/sites/mukwonago/

## RENTAL INFORMATION

Date(s) of the Event: June 13, 14, 15, 16 2024

Estimated # of Participants: 500 to 2000 daily

NOTE: (If there are 150 people or more, a special event permit will be required under separate application):

Event Start Time: Thursday June 13 6:30

Event End Time: Sunday 6:30 PM

A. Generally describe your event and its purpose.

Park set-up Monday - Wednesday June 12 - 14. Thursday evening softball, wine tasting, bingo, live music, carnival, etc. Friday evening softball, Father of the Year, live music, carnival, & fireworks. Saturday live music, horse shoe tournament, children's activities, petting zoo, carnival, & softball. Sunday Village wide parade, car show, live music, softball, carnival, etc.

B. Will you be serving alcohol? *If yes, temporary Class B beer and/or wine (picnic) and operator (bartender) licenses may be necessary under separate application.* ☒ YES ☐ NO

C. Does your event involve amplified music?

If yes, will the amplified music be a: ☒ Band ☐ DJ ☐ Other

Hours of amplified music:                     

*Thursday 6:00 - 10:30  
Friday 6:00 - 11:30  
Saturday 6:00 - 11:30  
Sunday 2:00 - 6:30*

D. If you will be using the baseball field lights, what are the times needed?

E. 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. There may be a separate fee for tent inspection.* ☒ YES ☐ NO

F. Please describe your dumpster/clean-up plan.

Lions will provide 2 - 30 yard dumpsters for garbage. Garbage barrels will be emptied as needed. Clean-up will be done every night. Clean-up will be completed after the fireworks. Clean-up of Field Park, Kiwanis Park and Park View Middle School parking lot will be completed on Monday.

G. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?

The Lions need assistance from the Police Department, Parks Department, and Fire Department.

Parks move the concrete anchors for the 60X100 tent, picnic tables, garbage barrels, etc.

Fire department assists with the fireworks protection and as needed. Police assist throughout.

## INSURANCE REQUIREMENTS

The applicant will provide an indemnity bond if the event has 50-149 people per day. The applicant will obtain liability insurance for an event that includes alcohol or has 150 or more people per day. Proof of this insurance, with coverage no less than \$1,000,000 which names and endorses the Village, its officers, agents, employees, and contractors as an additional insured party is due no later than 20 days before the event.

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

## DEPOSIT REQUIREMENTS

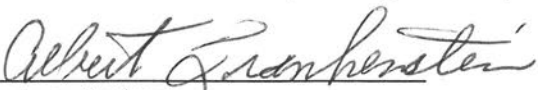
The applicant is required to submit to the Village Clerk-Treasurer's Office a cleaning/damage deposit (amount listed above) each scheduled day of the event (or portion thereof) two months prior to the starting date of the event. That deposit shall be refunded to the applicant, if, upon inspection, all 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 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.

  
Signature - Applicant

January 15, 2024

Date

Albert Frankenstein, treasurer

Print Name

FOR OFFICE USE ONLY			
Date Fees/Deposit Paid	Receipt #	Date Deposit Returned	Permit #
Key # Issued	Date Key Issued	Key # Returned	Date Key Issued
Application forwarded to: <input type="checkbox"/> Administrator <input type="checkbox"/> Building Inspection <input type="checkbox"/> Fire Department <input type="checkbox"/> Police Department <input type="checkbox"/> Public Works Department			

## MUKWONAGO FATHER'S DAY PARADE

Traffic re-routed during parade by Mukwonago Police Department. Route 83 on north, along Hwy NN, Holz Parkway, to Hwy 83 south. Re-routed Hwy ES from east, along Holz Parkway, follow Bayview Road to Hwy ES south. Barricades on all cross streets along parade route between Field Park and Bayview Road. Barricades as needed along re-routed routes.

**General Parade Lineup** will be on a first come first serve by 11:00 AM near the Napa Auto Parts, 850 South Main Street (County ES) and continues up River Crest Court to the Mukwonago Village hall. Parking is available on River Crest Court.

**Parade** begins at noon, Sunday, FATHERS DAY. Parade route is north on Highway ES to stop and go light, north on Hwy 83 to Field Park and Park View Middle School.

**Reviewing stand** located in parking lot near Subway (corner Lake Street and Hwy 83).



# SUMMERFESTE ACTIVITY LOCATIONS







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/15/2024

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 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	CONTACT NAME: John Adams
DSP Insurance Services, Inc. 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	PHONE (A/C, No, Ext): 1-800-316-6705 FAX (A/C, No): 847-934-6186
	E-MAIL ADDRESS: lionsclubs@dspins.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: ACE American Insurance Company NAIC # 22667
INSURED	INSURER B:
Mukwonago Lions Club, Inc. & Mukwonago Lions Foundation, Inc. District 27 A-1, Club 10342 Mukwonago Wisconsin	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

## COVERAGES

## CERTIFICATE NUMBER:

## 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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY						
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						
	<input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000			HDO G48333205	09/01/2023	09/01/2024	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 10,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
A	AUTOMOBILE LIABILITY						
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ALL OWNED AUTOS			ISA H10778906	09/01/2023	09/01/2024	BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> NON-OWNED AUTOS						\$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$


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

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Mukwonago Lions Summerfeste, June 13 - 17, 2024

The following persons or organizations granting use of real property, including structures thereon are included as Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the insured shown above and not out of the sole negligence of said additional insured.

\*\*\* Kiwanis International, Mukwonago Kiwanis, Mukwonago Kiwanis Foundation, including softball, children's activities, horseshoe, petting zoo, live bands, fireworks, carnival, car show, and parade. \*\*\*

CERTIFICATE OF LIABILITY POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

Village of Mukwonago, Village Clerk 440 River Crest Court Mukwonago Wisconsin 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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VILLAGE OF MUKWONAGO  
Field Park Rental Application

Date Submitted: 26-JAN-2024

Event Date: See below

**GUIDELINES**

This form must be completely 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 **two (2) months** prior to the event. "Residents" include Village of Mukwonago residents.

Mail completed applications to: Village Clerk-Treasurer's Office  
ATTN: Park Usage  
440 River Crest Ct  
Mukwonago WI 53149  
Email to: [lgourdoux@villageofmukwonago.gov](mailto:lgourdoux@villageofmukwonago.gov)

**RENTAL INFORMATION**

Date(s) of Event: 18-MAY-2024, 22-JUN-2024, 06-JUL-2023, 24-AUG-2024, 21-SEP-2024

Estimated Number of Participants: 100

NOTE: (If there are 150 people or more, a Special Event Permit will be required under separate application)

Event Start Time: 2:00 pm Event End Time: 8:00 pm

Type of Event: Beer Garden

**APPLICANT INFORMATION**

Name: Alan Willhite

Address: [REDACTED] State/Zip: WI 53149

Daytime Phone: [REDACTED]

E-mail: alan @ amorphic beer.com

**ORGANIZATION INFORMATION (if applicable)**

Name of Organization: Amorphic Beer

Mailing Address: 3700 N Fratney St City: Milwaukee State/Zip: WI 53212

Revised 11/2023

Phone Number: 414-485-6705 Is organization a 501(c)3? Yes: \_\_\_\_\_ No: X  
Website Address: amorphicbeer.com

**FEES (check those that apply)**

**Field**

Pavilion A (Main) 1-49 people	\$100.00 per day	\$ _____
Pavilion A (Main) 50-100 people	\$150.00 per day	\$ _____
Pavilion A (Main) more than 100 people	\$175.00 per day	\$ _____
Pavilion B (Ball Diamond)	\$75.00 per day	\$ <u>✓</u>
Pavilion C (Playground Pavilion)	\$75.00 per day	\$ _____
Baseball Field (non-athletic organizations)	\$25.00 per day	\$ _____
Baseball Field Lights	\$50.00 per day	\$ _____
Entire Park	\$300.00 per day	\$ _____
Electricity Coordination (Pavilions B and C)	\$25.00 per day	\$ _____
Non-Resident Fee	Additional \$50.00 per day	\$ _____

**Total Park Rental Fees**  
(Separate Payment)

\$ 75 x 5 = \$375

**DEPOSIT (all rentals, check those that apply)**

Pavilion A and/or entire park Deposit	\$200.00 per day	\$ _____
Pavilions B and C Deposit	\$100.00 per day	\$ <u>✓</u>
Key Deposit	\$50.00	\$ <u>✓</u>

**Total Deposit Fees**  
(Separate Payment)

\$ 150<sup>00</sup>

### **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.



Applicant Signature

26-JAN-2024

Date

Alan Willhite

Print Name

---

#### Office Use Only

\_\_\_\_\_  
Fees Paid

\_\_\_\_\_  
Receipt #

\_\_\_\_\_  
Deposit Returned

\_\_\_\_\_  
Key # Issued

\_\_\_\_\_  
Key Returned

Department Approval

Administrator \_\_\_\_\_

Building Inspection \_\_\_\_\_

Fire \_\_\_\_\_

DPW \_\_\_\_\_

Police \_\_\_\_\_

Utilities \_\_\_\_\_

## 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.**

AGW Reservations are dependent upon availability.

AGW No items shall be stored in the pavilion prior to the rental day unless payment has been received for the extra day(s).

AGW 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.

AGW 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.

AGW The Applicant should review the facility at opening. Note any pre-existing damages or problems.

AGW 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.

AGW 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.

AGW Layout: A sketch of the event area, toilet facilities, concession area, and parking areas shall be submitted with the application. Please include layout map. *Same as prior year*

### **Cleaning/Damages**

AGW 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.

AGW 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 ½ hour.

AGW Applicant agrees to abide by all Park Rules, Regulations, and Ordinances of the Village of Mukwonago.

AGW 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.

Revised 11/2023

## VILLAGE OF MUKWONAGO

AGW 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.

AGW 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.

AGW 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.

AGW 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.

AGW Fires: All fires must be in personal grills or designated fireplaces.

AGW 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.**

YES **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 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.

YES **Sales:** If YES, attach a list of all vendors and products for sale.

Food trucks + Amorphic beer

Revised 11/2023

2

## VILLAGE OF MUKWONAGO

- NO **Electricity:** If YES, list pavilions where electricity is needed. **Performance Stage:** Power Requirements: \_\_\_\_ 110V 20 Amp \_\_\_\_ 110V 30 Amp \_\_\_\_ 110V 50 Amp
- YES **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.
- YES **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: \_\_\_\_ State License for Microbrewery BT-136 secondary
- NO **Admission or Gate Fee Charged:** If YES, explain in detail the reason for the fee.
- NO **Loudspeakers and/or Amplification:** If YES, will it be a: Band \_\_\_\_ DJ \_\_\_\_ Other \_\_\_\_ What are the hours be? \_\_\_\_ 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?  
Determining if you need additional port-a-pots. Attendance at the function exceeds 300 people. Any damage will be the responsibility of the sponsoring group. They shall be clean, usable, properly enclosed, emptied when full, and a minimum 100 feet from food preparation areas. They shall be removed the next regular business day. The following schedule should be followed:
- 301-400 persons – 3 port-a-pots (1 for the men & 2 for the women)  
401-500 persons – 6 port-a-pots (2 for the men & 4 for the women)  
501-600 persons – 9 port-a-pots (3 for the men & 6 for the women)  
\*\*for additional 250 persons over 600, an additional port-a-pot for each sex will be required\*\*

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: Mukwonago Ymca  
Mailing Address: 245 E. Wolf Run City: Mukwonago State: WI Zip: 53149  
Phone Number: 262-363-7950 Is the organization a 501(c)3 organization?: ☒ YES ☐ NO  
Website Address: www.gwcymca.org  
Event Contact Person: Kim Sippl  
Mailing Address: 245 E. Wolf Run City: Mukwonago State: WI Zip: 53149  
Home Phone: \_\_\_\_\_ Work Phone: 262-363-7924 Cell Phone: 262-720-3881  
Email Address: KSippl@gwcymca.org

### EVENT INFORMATION

Name of the Event: Mukwonago Ymca Family Mud Run Date(s) of the Event: June 29, 2024  
Event Start Time: 11:00am Event End Time: 1:00pm  
Location of the Event: Mukwonago High School  
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.  
2 mile run, Family mud run event to raise money and awareness for the Annual Support Campaign.  
7am Setup route/registration area 11am-1pm Heats of 100 every 10 minutes  
10am Open registration. 1pm take down  
F. Based on the class definitions found in the manual, what class is your event? ☐ CLASS I ☒ CLASS II  
G. Estimated # of participants: 600+ Spectators: 500+ Vendors: 2

### 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: NA
- 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: 11am - 1pm
- I. Please list the number of security staff you will be providing for the event: 30-40
- 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  
HS Parking lot erected by All Star Rentals
- 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  
High School Parking
- N. Will you provide dumpster/clean-up services? *If yes, please provide a clean-up and refuse collection plan.* ☒ YES ☐ NO  
High School Dumpsters
- O. What other assistance do you foresee needing from the Village (personnel, materials, equipment, etc.)?  
Fire Dept. Volunteers
- 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

\_\_\_\_\_  
Signature - Applicant

Kim Sippl Branch Administration  
Name & Title (PRINT)

\_\_\_\_\_  
Name & Title (PRINT)

1-31-24  
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](http://www.villageofmukwonago.gov)

## VILLAGE OF MUKWONAGO

### SPECIAL EVENT PERMIT APPLICATION

Application Fee: See fee sheet

Date Submitted: 1/30/24

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: 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. Ron Bittner  
Event Contact Person: Ron Bittner  
Mailing Address: Same above City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Email Address: RBittner@villageofmukwonago.gov

#### EVENT INFORMATION

Name of the Event: Phantom Junction Stage Date(s) of the Event: 5/23, 6/1, 6/13, 6/27, 7/3, 7/11, 7/25, 8/2, 8/8, 8/22, 9/6, 9/28  
Event Start Time: varies per date Event End Time: \_\_\_\_\_  
Location of the Event: Phantom Junction Stage @ 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.

Live entertainment with food and beverages for sale.

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

G. Estimated # of participants: 1,000 average Spectators: \_\_\_\_\_ 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. Vendor will get license* ☒ 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. food trucks will need to comply* ☒ 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. Stage has hook-ups. Vendors need generators* ☒ 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. lights are hard wired* ☒ 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. July 3 will partner with PLMD for fireworks* ☐ 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: VARIES
- I. Please list the number of security staff you will be providing for the event: PD will set up
- 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. band + vendors* ☒ 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.)?  
DPW will set-up and take-down  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- 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

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

N/A

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### Application:

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*(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)

\_\_\_\_\_  
Name & Title (PRINT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

Special Events Permit Application (Rev 1/23)



## Agenda Item Cover Report

<b>Date:</b>	<b>Committee/Board:</b>
<b>Submitted by:</b>	<b>Department:</b>
<b>Date of Committee Action:</b>	<b>Date of Village Board Action:</b>

<b>Subject:</b>
<b>Executive Summary:</b>
<b>Fiscal Impact:</b>
<b>Executive Recommendation/Action:</b>

☐ Attachments Included



Legend

0 171.43 Feet

The information and depictions herein are for informational purposes and Waukesha County specifically disclaims accuracy in this reproduction and specifically admonishes and advises that if specific and precise accuracy is required, the same should be determined by procurement of certified maps, surveys, plats, Flood Insurance Studies, or other official means. Waukesha County will not be responsible for any damages which result from third party use of the information and depictions herein, or for use which ignores this warning.

Notes:

Printed: 1/19/2024



**RESOLUTION NO.**

**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 Gibson Street and West Side Avenue; and incorporate into the current listing of restrictions; and

**WHEREAS**, Exhibit A is a complete list of restrictions showing the amendment to 82-192 Section 33 as follows:

“33. On the east side of Gibson Street and the west side of West Side Avenue between CTH LO/  
Eagle Lake Avenue and Lake Street.”

**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 21<sup>st</sup> day of February, 2024.

\_\_\_\_\_  
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, which may interfere with snow and/or ice control operations, within a cul-de-sac upon 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 ST H 83/North Rochester Street north from CTH LO and Pearl Avenue for a distance of 190 feet.
22. On the south side of CT H 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 CT H ES easterly for a distance of 60 feet.
30. On the south side of River Crest Court from the intersection of CT H 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.
33. On the east side of Gibson Street and the west side of West Side Avenue between CTH LO/ Eagle Lake Avenue and Lake Street.

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 CT H ES northerly to the intersection with Franklin Street.
2. On the west side of North Rochester Street from intersection with CT H 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

## 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: 01/15/2024

☐ 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 06/13/2024 and ending 06/16/2024 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 Bill Sampson, 1 [REDACTED] Mukwonago, WI 53149

Vice President Cindy Brost, [REDACTED] Mukwonago, WI 53149

Secretary Jim Howard, [REDACTED] Mukwonago, WI 53149

Treasurer Albert Frankenstein, [REDACTED] Mukwonago, WI 53149

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

Cindy Brost, [REDACTED] Mukwonago, 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 Field Park, 933 North Rochester Street, Mukwonago, WI 53149

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? Pavilion and Snack Shack

(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 Lions Summerfeste

(b) Dates of event 06/13/2024

### 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   
(Signature / Date)

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

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

January 29, 2024

Ms. Diana Dykstra, CMC  
Clerk-Treasurer  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, Wisconsin 53149

RE: Two Rivers Phase 1 Rehabilitation

Dear Ms. Dykstra:

Bids for the above project were opened on January 25, 2024 at 10:00 a.m. at the Village Hall and were as follows:

	<b>BIDDER</b>	<b>BASE BID</b>
1.	<u>Stark Pavement Corp.</u>	<u>\$761,761.00</u>
2.	<u>Payne &amp; Dolan, Inc.</u>	<u>\$769,988.70</u>
3.	<u>Wolf Paving Co., Inc.</u>	<u>\$839,201.50</u>

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder, nor to the proposed major subcontractors and suppliers.
3. Low bidder has successfully completed similar projects.

On these bases, we recommend that Stark Pavement Corp. be awarded the Two Rivers Phase 1 Rehabilitation contract in the amount of \$761,761.00. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary. On all construction projects, and especially complex ones like this, unpredictable factors may increase the final contract amount. For this reason, we recommend that the Village include a 10 percent contingency when preparing the financial plan for this work.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After Board approval has been received, please have the appropriate official sign where indicated and forward a signed copy of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Ms. Diana Dykstra, CMC  
Village of Mukwonago  
January 29, 2024  
Page 2

Bids remain subject to acceptance until March 25, 2024, unless Bidder agrees to an extension. Please advise us of your award decision or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.

Michael E. Michalski  
Project Engineer  
[mmichalski@ruekert-mielke.com](mailto:mmichalski@ruekert-mielke.com)

MEM:sjs  
Encl: Notice of Award  
Bid Tabulation

cc: Ron Bittner, Village of Mukwonago  
Jerad J. Wegner, P.E., Ruekert & Mielke, Inc.

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**NOTICE OF AWARD**

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Date of Issuance: \_\_\_\_\_

Contract: Two Rivers Phase 1 Rehabilitation  
Bidder: Stark Pavement Corp.  
Address: 12845 W. Burleigh Road  
Brookfield, WI 53005

Owner: Village of Mukwonago  
Engineer: Ruekert & Mielke, Inc.  
Engineer's Project No.: 12-10199.200

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**TO BIDDER:**

You are notified that your Bid dated January 25, 2024 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

**Two Rivers Phase 1 Rehabilitation Base Bid**

The Contract Price of your Contract is: \$ 761,761.00

Two (2) copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award or have been transmitted or made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer one (1) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Performance Bond, Payment Bond as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

---

Owner: VILLAGE OF MUKWONAGO

Signature: \_\_\_\_\_  
Authorized Signature

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Copy: Engineer

## COST COMPARISON OF BIDDERS

**OWNER:** Village of Mukwonago  
**PROJECT:** Two Rivers Phase 1 Rehabilitation  
**BID OPENING DATE:** January 25, 2024

BASE BID				Stark Pavement Corp.		Payne & Dolan, Inc.		Wolf Paving Co., Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1	Mobilization	L.S.	1	\$35,384.80	\$35,384.80	\$5,850.00	\$5,850.00	\$50,000.00	\$50,000.00
2	Traffic control	L.S.	1	\$6,400.00	\$6,400.00	\$5,700.00	\$5,700.00	\$7,950.00	\$7,950.00
3	Inlet sediment guards	EA	15	\$45.00	\$675.00	\$50.00	\$750.00	\$45.00	\$675.00
4	Adjust valve box	EA	43	\$250.00	\$10,750.00	\$200.00	\$8,600.00	\$325.00	\$13,975.00
5	Replace catch basin 1 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
6	Replace catch basin 2 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
7	Replace catch basin 3 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
8	Replace catch basin 5 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
9	Replace catch basin 6 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
10	Replace catch basin 7 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
11	Replace catch basin 9 chimney	EA	1	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
12	Tuckpoint/remortar catch basin 4 chimney	EA	1	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
13	Tuckpoint/remortar catch basin 8 chimney	EA	1	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
14	Replace catch basin frame and grate, if required	EA	1	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
15	Replace storm manhole 1 chimney	EA	1	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00
16	Replace storm manhole 2 chimney	EA	1	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00	\$2,450.00
17	Pulverizing, removals, shaping, and compacting necessary to bring st	S.Y.	21,170	\$3.50	\$74,095.00	\$4.29	\$90,819.30	\$4.30	\$91,031.00
18	Excavation below subgrade (EBS), if required	C.Y.	1,060	\$15.00	\$15,900.00	\$21.00	\$22,260.00	\$27.00	\$28,620.00
19	Geotextile subgrade stabilization, if required	S.Y.	3,180	\$2.84	\$9,031.20	\$3.18	\$10,112.40	\$3.85	\$12,243.00
20	Excavation below subgrade (EBS) backfill, if required	TON	2,120	\$21.00	\$44,520.00	\$17.00	\$36,040.00	\$27.00	\$57,240.00
21	Concrete curb and gutter replacement	L.F.	1,070	\$55.00	\$58,850.00	\$47.50	\$50,825.00	\$52.35	\$56,014.50
22	2-1/2 inch Asphaltic concrete binder course	TON	3,250	\$69.75	\$226,687.50	\$71.24	\$231,530.00	\$70.00	\$227,500.00
23	1-1/2 inch Asphaltic concrete surface course	TON	1,950	\$71.00	\$138,450.00	\$87.91	\$171,424.50	\$80.00	\$156,000.00
24	Concrete sidewalk and curb ramp replacement	S.F.	9,290	\$10.75	\$99,867.50	\$9.75	\$90,577.50	\$10.70	\$99,403.00

## COST COMPARISON OF BIDDERS

**OWNER:** Village of Mukwonago  
**PROJECT:** Two Rivers Phase 1 Rehabilitation  
**BID OPENING DATE:** January 25, 2024

BASE BID				Stark Pavement Corp.		Payne & Dolan, Inc.		Wolf Paving Co., Inc.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
25	Detectable warning field	S.F.	340	\$40.00	\$13,600.00	\$55.00	\$18,700.00	\$35.00	\$11,900.00
26	Topsoil, turf grass seed, fertilizer and hydromulch	S.Y.	1,000	\$7.75	\$7,750.00	\$7.00	\$7,000.00	\$6.85	\$6,850.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 26)</b>					<b>\$761,761.00</b>		<b>\$769,988.70</b>		<b>\$839,201.50</b>

VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES

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**RESOLUTION NO. 2024 - 10**

**A RESOLUTION TO ALLOWING THE PLACEMENT OF THE HARVESTER FOR PHANTOM LAKES MANAGEMENT DISTRICT PARKING IN THE VILLAGE OF MUKWONAGO**

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**WHEREAS**, the Phantom Lakes Management District (hereinafter referred to as "PLMD") has demonstrated a commitment to environmental stewardship and lake management within the Village; and

**WHEREAS**, PLMD utilizes a harvester for the purpose of maintaining the health and aesthetics of Phantom Lakes, which are integral to the well-being of the Village and its residents; and

**WHEREAS**, PLMD has requested permission to park their harvester on at the end of Wahl Avenue adjacent to the lake for ease of access and operational efficiency; and

**WHEREAS**, the property in question, owned by the Town of Mukwonago, as identified by Tax Key MUKV197590, which is currently undevelopable and therefore available for seasonal/essential use by PLMD, granted by Village Ordinances.

**NOW, THEREFORE, BE IT RESOLVED** by Village of Mukwonago Board of Trustees:

1. That the PLMD is hereby granted permission to park their harvester within the Village, specifically MUKV197590, for the purpose of lake management, essential services, and maintenance.
2. That this permission is granted on a renewal basis every (5) years, and is contingent upon a lease agreement with the Town of Mukwonago.
3. That a copy of this resolution shall be provided to PLMD and the Town of Mukwonago for their records, and it shall be effective immediately upon passage.
4. That all prior resolutions or parts of resolutions in conflict with the provisions of this resolution are hereby repealed to the extent of such conflict.

Approved and adopted this 21<sup>st</sup> of February 2024 by the Village Board of the Village of Mukwonago, Wisconsin.

ATTESTATION:

APPROVED:

\_\_\_\_\_  
Fred H. Winchowky, Village President

\_\_\_\_\_  
Diana Dykstra, MMC  
Village Clerk-Treasurer

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE APPROVING THE ATTACHMENT OF TERRITORY FROM THE  
VILLAGE OF VERNON TO THE VILLAGE OF MUKWONAGO**

**WHEREAS**, the Village of Mukwonago has received Craig Hein's (Property Owner) petition for detachment from the Village of Vernon of the subject territory located in the Village of Vernon, Waukesha County, Wisconsin to be Attached to the Village of Mukwonago, Waukesha County, Wisconsin; and

**WHEREAS**, the Petition has been signed by a majority of the owners of three-fourths of the taxable land in area within the territory to be detached, and the petition was filed with the Village Clerk of the Village of Vernon within 120 days after the date of a publication of a class 1 notice of intention to circulate a petition of detachment pursuant to Wis. Stat. § 66.0227(1); and

**WHEREAS**, pursuant to Wis. Stats. §66.0227(2) the Village of Vernon Village Board adopted the Detachment Ordinance within 60 days after the filing of the petition; and

**WHEREAS**, this Ordinance attaching the territory from Vernon is being adopted by the Village Board of the Village of Mukwonago within 60 days of the enactment of the Village of Vernon Detachment Ordinance, pursuant to Wis. Stats. § 66.0227(2); and

**WHEREAS**, all requirements of Wis. Stats. § 66.0227 have been fully complied with; and

**WHEREAS**, pursuant to Wis. Stats. § 66.0227(2), the Village Board of the Village of Mukwonago by at least a three-fourths majority has approved this Attachment Ordinance;

**NOW THEREFORE**, the Village Board of the Village of Mukwonago, Wisconsin does hereby ordain as follows:

**SECTION 1: Territory Detached from the Village of Vernon and Attached to the Village of Mukwonago.**

In accordance with Wis. Stat. §66.0227 and the Petition to detach a portion of land from the Village of Vernon and Attach to the Village of Mukwonago filed with the Village Clerk for the Village of Vernon on December 6, 2023, signed by the majority of the owners of three-fourths of the taxable land in area within the territory, the following described territory in the Village of Vernon is detached from the Village of Vernon and attached to the Village of Mukwonago, Wisconsin:

All that part of Lot 1 of Certified Survey Map No. 8142, recorded in the Office of the Register of Deeds for Waukesha County on October 22, 1996, in Volume 71 of Certified Survey Maps, at Pages 23 through 25 inclusive, as Document No.2166785 and Unplatted Lands, being located in a part of the Northeast 1/4 and Southeast 1/4 of the Southwest 1/4 of Section 19, Town 5 North, Range 19 East, in the Village of Vernon, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the East 114 Corner of said Section 19; Thence South 87°32 '52" West and along the North line of the said Southeast 1/4 Section, 1902.96 feet to a point on the East line of said Lot 1 of Certified Survey Map No. 8142; Thence South 01°43 '08 "East and along the East line of said Lot 1 of said Certified Survey Map No. 8142, 1,154.34 feet to a point; Thence South 89°14'12" West, 1212.39 feet to the point of beginning of lands hereinafter described;

Thence South 26°40'38" East, 60.00 feet to a point; Thence South 63°19'22" West, 150.00 feet to a point; Thence North 26°40'38" West, 27.28 feet to a point; Thence Southwesterly 276.73 feet along the arc of a curve, whose center lies to the Southeast, whose radius is 60.0 feet, whose central angle is 264°15'39", and whose chord bears South 21° 11 '32" West, 88.99 feet to a point; Thence Southeasterly 276.89 feet along the arc of a curve, whose center lies to the Northwest, whose radius is 183.0 feet, whose central angle is 24°04 '20 ", and whose chord bears South 38°42 '49" East, 76.32 feet to a point; Thence South 39°15'00" West, 68.04 feet to a point; Thence South 57°38'00" West, 111.50 feet to a point; Thence along the existing Corporate Limits Line the following courses; Thence North 56°47'31" West, 191.03 feet to a point; Thence North 13°05'19" West, 155.18 feet to a point; Thence Northeasterly 305.65 feet along the arc of a curve, whose center lies to the Northwest, whose radius is 333.07 feet, whose central angle is 52°34'47", and whose chord bears North 65°59'28" East, 295.04 feet; Thence South 59°23'49" East, 151.33 feet to a point; Thence North 31°29'21" East, 54.12 feet to a point; Thence North 50° 35'42" East, 10.30 feet to the point of beginning of this description.

Said Parcel contains 72,840 Square Feet (or 1.6722 Acres) of land, more or less.

Waukesha County Tax Parcel Number: VNT-2091-999-009

#### **SECTION 2: Effect of Attachment.**

From and after the date of this ordinance, the territory described in Section I shall no longer be part of the Village of Vernon and shall be part of the Village of Mukwonago, for any and all purposes provided by law and all persons coming or residing on the property shall be subject to all ordinances, rules and regulations governing the Village of Mukwonago.

#### **SECTION 3: Zoning Classification.**

The territory being detached from the Village of Vernon by this Ordinance is zoned as follows, pursuant to Wis. Stat. §66.0227(4): A-1a, Agricultural District. The territory shall continue to be zoned as such until such time as it is re-zoned by the Village of Mukwonago.

#### **SECTION 4: Attachment.**

That the above-described territory situated in the Village of Vernon will be detached and the same is hereby Attached to the Village of Mukwonago, Waukesha County, Wisconsin. The Village Clerk of the Village of Mukwonago is further directed to make the mailings and recordings pursuant to Wis. Stats. §66.0217(9)(a) and Wis. Stats. §66.0227, i.e., to mail a copy of the Ordinance to the Secretary of Administration of the State of Wisconsin, and the Clerk of the Vernon School District, a copy to the Register of Deeds of Waukesha County, and one copy to any company that provides utility service to the area detached.

**SECTION 5: Severability.**

If any provision of this ordinance is invalid or unconstitutional, or if the application of this ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this ordinance, which can be given effect without the invalid or unconstitutional provision or application.

**SECTION 6: Effective Date.**

That this Ordinance shall take effect and be in force from and after its passage and posting as provided by law, and the Village Clerk shall so amend the Code of Ordinances of the Village of Mukwonago and shall indicate the number of this amending ordinance therein.

PASSED AND ADOPTED by the Village Board of the Village of Mukwonago, Waukesha County, Wisconsin, this 21<sup>st</sup> day of February, 2024.

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Fred Winchowky, Village President, Board of Trustees

Countersigned:

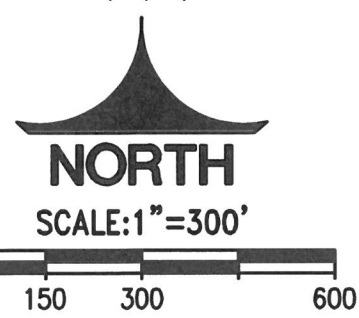
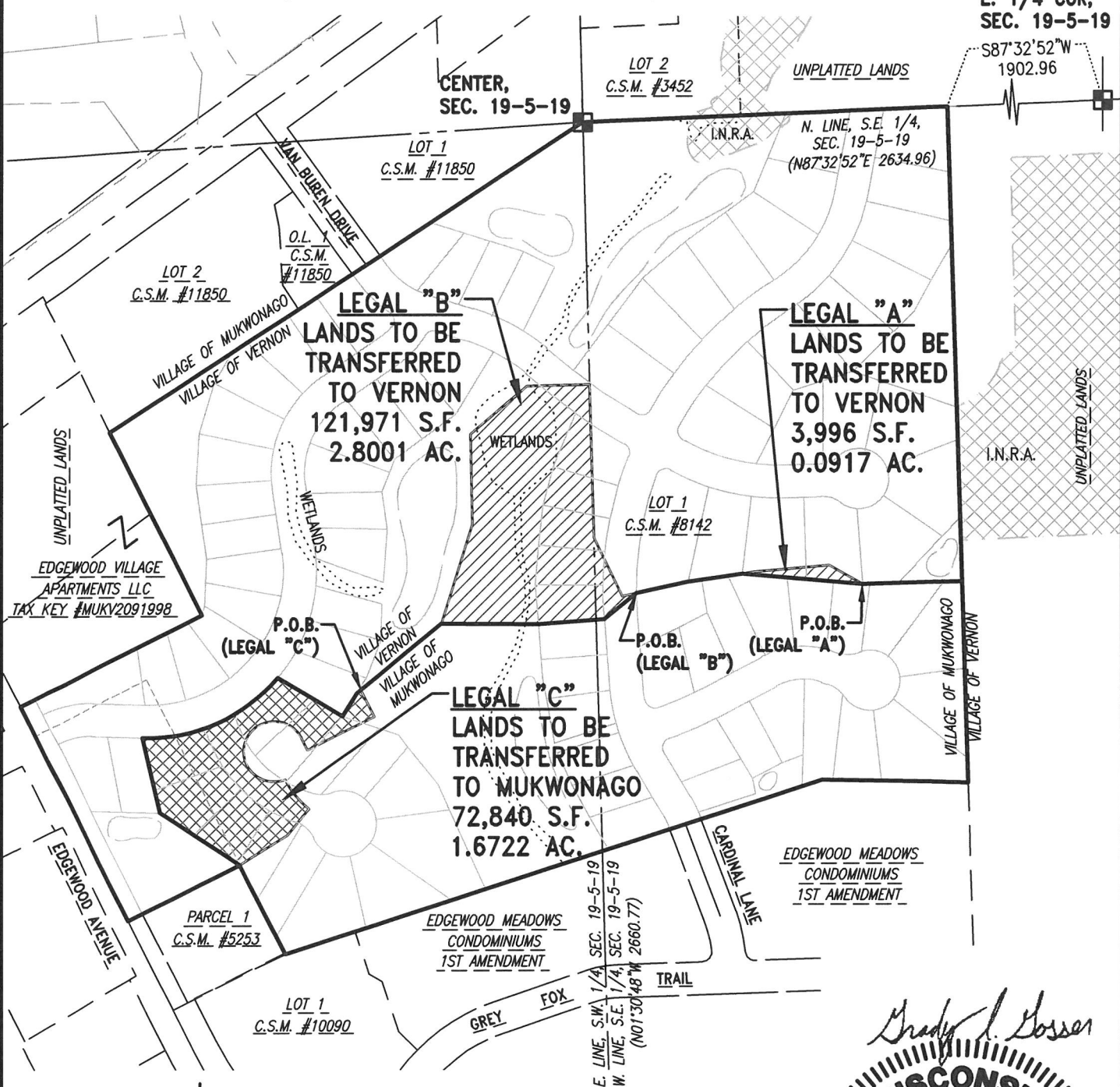
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Diana Dykstra, Village Clerk-Treasurer

# ATTACHMENT/DETACHMENT EXHIBIT "A"

ALL THAT PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 8142 AND UNPLATTED LANDS. BEING LOCATED IN A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19, TOWN 5 NORTH, RANGE 19 EAST, IN THE VILLAGES OF MUKWONAGO AND VERNON, WAUKESHA COUNTY, WISCONSIN.

E. 1/4 COR,  
SEC. 19-5-19



4100 N. CALHOUN RD.  
SUITE 300  
BROOKFIELD, WI 53005  
PHONE: (262) 790-1480  
FAX: (262) 790-1481  
EMAIL: Info@trioeng.com



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# ATTACH/DETACH EXHIBIT "B"

## **LEGAL DESCRIPTION "A" (Lands to be transferred to Vernon)**

All that part of Lot 1 of Certified Survey Map No. 8142, recorded in the Office of the Register of Deeds for Waukesha County on October 22, 1996, in Volume 71 of Certified Survey Maps, at Pages 23 through 25 inclusive, as Document No. 2166785, being located in a part of the Northwest 1/4 of the Southeast 1/4 of Section 19, Town 5 North, Range 19 East, in the Village of Vernon, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the East 1/4 Corner of said Section 19; Thence South 87°32'52" West and along the North line of the said Southeast 1/4 Section, 1902.96 feet to a point on the East line of said Lot 1 of Certified Survey Map No. 8142; Thence South 01°43'08" East and along the East line of said Lot 1 of said Certified Survey Map No. 8142, 952.16 feet to a point; Thence South 88°16'52" West and along the existing Corporate Limits line, 200.00 feet to the place of beginning of lands hereinafter described;

Thence North 84°58'32" West and along said existing Corporate Limits Line, 242.15 feet to a point; Thence North 81°19'56" East, 24.76 feet to a point; Thence North 84°59'24" East, 150.15 feet to a point; Thence South 60°27'58" East, 77.20 feet to the point of beginning of this description.

Said Parcel contains 3,996 Square Feet (or 0.0917 Acres) of land, more or less.

## **LEGAL DESCRIPTION "B" (Lands to be transferred to Vernon)**

All that part of Lot 1 of Certified Survey Map No. 8142, recorded in the Office of the Register of Deeds for Waukesha County on October 22, 1996, in Volume 71 of Certified Survey Maps, at Pages 23 through 25 inclusive, as Document No. 2166785, being located in a part of the Northeast 1/4 of the Southwest 1/4 and the Northwest 1/4 of the Southeast 1/4 of Section 19, Town 5 North, Range 19 East, in the Village of Vernon, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the East 1/4 Corner of said Section 19; Thence South 87°32'52" West and along the North line of the said Southeast 1/4 Section, 1902.96 feet to a point on the East line of said Lot 1 of Certified Survey Map No. 8142; Thence South 01°43'08" East and along the East line of said Lot 1 of said Certified Survey Map No. 8142, 952.16 feet to a point; Thence South 87°55'55" West, 653.75 feet to the place of beginning of lands hereinafter described:

Thence South 50°39'11" West and along the existing Corporate Limits Line, 82.26 feet to a point; Thence South 85°31'46" West and along said existing Corporate Limits Line, 132.35 feet to a point; Thence North 89°39'13" West and along said Corporate Limits Line, 195.07 feet to a point; Thence North 17°24'38" East, 210.00 feet to a point; Thence North 1°30'48" West, 180.00 feet to a point; Thence North 50°00'00" East, 150.00 feet to a point; Thence North 88°29'12" East, 125.00 feet to a point; Thence South 1°30'48" East, 307.59 feet to a point; Thence South 25°28'51" East, 130.07 feet to a point; Thence North 77°52'12" East, 29.26 feet to the point of beginning of this description.

Said Parcel contains 121,971 Square Feet (or 2.8001 Acres) of land, more or less.

## **LEGAL DESCRIPTION "C" (Lands to be transferred to Mukwonago)**

All that part of Lot 1 of Certified Survey Map No. 8142, recorded in the Office of the Register of Deeds for Waukesha County on October 22, 1996, in Volume 71 of Certified Survey Maps, at Pages 23 through 25 inclusive, as Document No. 2166785 and Unplatted Lands, being located in a part of the Northeast 1/4 and Southeast 1/4 of the Southwest 1/4 of Section 19, Town 5 North, Range 19 East, in the Village of Vernon, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

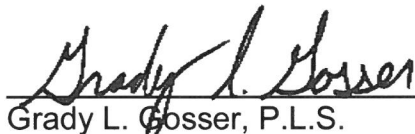
Commencing at the East 1/4 Corner of said Section 19; Thence South 87°32'52" West and along the North line of the said Southeast 1/4 Section, 1902.96 feet to a point on the East line of said Lot 1 of Certified Survey Map No. 8142; Thence South 01°43'08" East and along the East line of said Lot 1 of said Certified Survey Map No. 8142, 1,154.34 feet to a point; Thence South 89°14'21" West, 1212.39 feet to the point of beginning of lands hereinafter described;

Thence South 26°40'38" East, 60.00 feet to a point; Thence South 63°19'22" West, 150.00 feet to a point; Thence North 26°40'38" West, 27.28 feet to a point; Thence Southwesterly 276.73 feet along the arc of a curve, whose center lies to the Southeast, whose radius is 60.0 feet, whose central angle is 264°15'39", and whose chord bears South 21°11'32" West, 88.99 feet to a point; Thence Southeasterly 76.89 feet along the arc of a curve, whose center lies to the Northwest, whose radius is 183.0 feet, whose central angle is 24°04'20", and whose chord bears South 38°42'49" East, 76.32 feet to a point; Thence South 39°15'00" West, 68.04 feet to a point; Thence South 57°38'00" West, 111.50 feet to a point; Thence along the existing Corporate Limits Line the following courses; Thence North 56°47'31" West, 191.03 feet to a point; Thence North 13°05'19" West, 155.18 feet to a point; Thence Northeasterly 305.65 feet along the arc of a curve, whose center lies to the Northwest, whose radius is 333.07 feet, whose central angle is 52°34'47", and whose chord bears North 65°59'28" East, 295.04 feet; Thence South 59°23'49" East, 151.31 feet to a point; Thence North 31°29'21" East, 54.12 feet to a point; Thence North 50°35'42" East, 10.30 feet to the point of beginning of this description.

Said Parcel contains 72,840 Square Feet (or 1.6722 Acres) of land, more or less.

Date: 11/09/23



  
Grady L. Gosser, P.L.S.  
Professional Land Surveyor S-2972  
**TRIO ENGINEERING, LLC**  
4100 N. Calhoun Road, Suite 300  
Brookfield, WI 53045  
Phone: (262)790-1480



## Agenda Cover Report

<b>Date:</b> <b>01-31-2024</b>	<b>Committee/Board:</b> <b>Joint Protective Services</b>
<b>Submitted by:</b> <b>Chief Jeffrey Stien</b>	<b>Department:</b> Fire
<b>Date of Committee Action:</b> <b>02/19/2024</b>	<b>Date of Village Board Action:</b> 02/21/2024

<b>Subject:</b> EMS Fee for Blood Product Administration
<b>Executive Summary:</b> EMS field administration of packed blood cells to enhance survival and recovery
<b>Fiscal Impact:</b> Cost for product and supplies to be recovered through EMS fee: O Neg Packed Cost per Unit:     \$315.33 Blood Tubing:                     \$14.29 Extension Tubing                 \$5.09 QinFlow Warrior CDU Warmer   \$110.00 and does not always have to be used. Pressure Bag                     \$22.79 Total for one unit: \$467.50 two units: \$782.83 Exchange will be done every 31 days. The cost is \$125.00 for two units to be exchanged per occurrence.  <b>Fees to be set at             One unit   \$550.00</b> <b>                                     Two units \$850.00</b>
<b>Executive Recommendation/Action:</b> Recommendation approval of EMS Fee for field Blood Product Administration

☐ **Attachments Included:**

- Blood Administration PPT



# Mukwonago Fire Department

PREHOSPITAL BLOOD INFUSION  
PROGRAM



# Mukwonago Fire Department

- Program Development
  - Planning / Development has taken 2 ½ years
  - Initiated after multiple studies showed increased survival rates and internal feasibility review
  - On August 18th, 2017 Harris County ESD 48 located in Texas was the first prehospital ground EMS department to carry whole blood
  - Currently in Wisconsin only aeromedical transport companies carry blood products (Flight for Life)

# Program Development

- The last 2 ½ years
  - Conversations with every local hospital system
  - State of Wisconsin added blood to the paramedic scope of practice
- Tentative agreement with Versiti Blood Center of Wisconsin
  - Verified storage, handling and tracking of the product
    - Product is stored @ 2° - 6° C (35.6°– 42.8° F)
      - Electric fridge / freezer will be located in Intercept 34
        - Temperature and power to the fridge / freezer will be tracked in real time with alerts being sent to crews
    - Secured with a numeric drug lock
    - Check It inventory software will be used to track the products use or exchange

# Cost

- Equipment Cost
  - Fridge / Freezer
  - Fluid warmer
  - Drug Lock
  - Temperature and power tracking
  - All Paid with EMS grant funds
- Cost of Blood Products
  - O neg packed red cells
    - \$315.33 per unit when used
    - Billed to insurance for reimbursement
    - Good for 31 days until exchange for fresh product
    - Exchange for 2 units is \$125.00 which includes them driving to Station
    - First year costs to exchange product proposed to use Act 102 funds if needed

# Implementation

- Infrastructure is already in place
- Department training
  - Currently utilized at the critical care level for interfacility transports
- Have the legal review the agreement with Versiti Blood Center of Wisconsin.
- Have Village and Town boards approve the program, create new fee for service
- Order product for use only within the Village and Town of Mukwonago
- Review and update intercept agreement to include cost of blood and equipment (Inception - 6 months)



## Agenda Cover Report

<b>Date:</b> <b>01-31-2024</b>	<b>Committee/Board:</b> <b>Joint Protective Services</b>
<b>Submitted by:</b> <b>Chief Jeffrey Stien</b>	<b>Department:</b> Fire
<b>Date of Committee Action:</b> <b>02/19/2024</b>	<b>Date of Village Board Action:</b> 02/21/2024

<b>Subject:</b> Versiti Blood Product Administration Agreement
<b>Executive Summary:</b> EMS field administration of packed blood cells to enhance survival and recovery
<b>Fiscal Impact:</b> Cost to be paid from EMS supplies and a separate fee will be billed to patient for services.
<b>Executive Recommendation/Action:</b> Recommendation to sign agreement with Versiti for blood products after legal review.

☐ **Attachments Included:**

- 2024 01 11 DRAFT Mukwonago Fire Department Blood Services Agreement
- Blood Power Point 01-2024



## Agenda Cover Report

<b>Date:</b> <b>02-01-2024</b>	<b>Committee/Board:</b> <b>Joint Protective Services</b>
<b>Submitted by:</b> <b>Chief Jeffrey Stien</b>	<b>Department:</b> Fire
<b>Date of Committee Action:</b> <b>02/19/2024</b>	<b>Date of Village Board Action:</b> 02/21/2024

**Subject:**

Imagine Pay is a service that accepts FSA/ Debit/ credit card payments for EMS fees, possibly direct payments from banking accounts in the future. Only for clients that are self-pay or balance due from patient does not apply to insurance coverage.

**Executive Summary:**

EBIX indicated that this is their preferred partner and are encouraging all our clients to sign up. Deductibles and copays have skyrocketed in the past several years and they want to offer more ways for patients to be able to pay their bills 24/7.

**Fiscal Impact:**

Minimal impact but provides additional pay option for those that are not covered by private insurance or Medicare/Medicaid.

**Monthly Fees:**

PCI - \$15

Gateway per MID - \$15

Total: \$30 per month

**Usage based fees:**

Qualified & Debit – 2.49%

Non-Qualified – 3.49%

International – 0.40% additional

Per item - \$0.15

Per authorization - \$0.15

Chargebacks - \$20

ACH transaction - \$0.35

ACH returns - \$2.00

**Executive Recommendation/Action:**

Recommendation to have EBIX accept payments for EMS fees from Imagine Pay.

☐ **Attachments Included:**

•

02/08/2024	Intercept Report	Page: 1
AUSTIN	VILLAGE OF MUKWONAGO	
MFDINTER2	Posting Dates: 01/01/2024 - 01/31/2024	
Financial Class	Charges	
	Encounters	Procedures
		Payments
		Adjustments
		Proc/Enc
		Chg/Enc

BIG BEND VERNON FIRE DEPT	0	0	525.00	.00	.00	
EAGLE FIRE DEPT	3	3	1,575.00	.00	1.00	525.00
EAST TROY EMS	8	8	4,200.00	.00	1.00	525.00

Report Total	11	11	5,775.00	.00	1.00	525.00
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ebix, Inc.

Type	Procedures	Charges	Minutes	Payments	Adjustments
DNG	A0382 BASIC SUPPORT ROUTINE SUPPLIES	8	650	129.97	.00
DNG	A0398 ALS ROUTINE DISPOSABLE SUPPLIES	26	2,162	3,424.84	.11
DNG	A0422 AMBULANCE 02 LIFE SUSTAINING	28	2,289	318.09	.06
DNG	A0425 DNG MILEAGE	720	3,676	4,276.80	.63
DNG	A0427 ALS-EMERGENCY DNG	12	1,020	20,400.00	8.20
DNG	A0429 BLS-EMERGENCY DNG	9	706	12,800.00	.00
DNG	A0434 CRITICAL CARE DNG	24	1,950	28,600.00	.00
DNG	93005 ELECTROCARDIOGRAM, TRACING	1	89	125.00	.00
DNG	94760 NONINVASIVE EAR OR PULSE OXIMETRY	3	276	.00	.00
DNG	TOTAL	831	12,818	70,074.70	9.00
Other	A0398 ALS ROUTINE DISPOSABLE SUPPLIES	2	162	.00	.00
Other	A0422 AMBULANCE 02 LIFE SUSTAINING	2	162	.00	.00
Other	A0425 DNG MILEAGE	32	162	.00	.00
Other	A0427 ALS-EMERGENCY DNG	1	76	.00	.00
Other	A0429 BLS-EMERGENCY DNG	1	86	.00	.00
Other	TOTAL	38	648	.00	.00
TOTAL		869	13,466	70,074.70	9.00

ebix, Inc.

Current Quantity	Current Charges	Current Payments	Current Adjustments	YTD Quantity	YTD Charges	YTD Payments	YTD Adjustments
2	1,250.00	1,290.00	.00	2	1,250.00	1,290.00	.00

ebix, Inc.

Year Run Category	Run Type	Qty	Charges	Amount Paid	Amount Adjusted	Balance
2024 DNG	ALS1	12	20,400.00	.00	.00	20,400.00
	BLS	9	14,400.00	.00	.00	14,400.00
	CRIT CARE	23	50,600.00	.00	.00	50,600.00
	Subtotal	44	85,400.00	.00	.00	85,400.00
	Intercept	8	4,200.00	.00	.00	4,200.00
	Subtotal	8	4,200.00	.00	.00	4,200.00
Interfacility	ALS1	1	1,700.00	.00	.00	1,700.00
	BLS	1	1,600.00	.00	.00	1,600.00
	Subtotal	2	3,300.00	.00	.00	3,300.00
Non-Resident	ALS1	13	24,208.00	.00	.00	24,208.00
	BLS	8	12,652.00	.00	.00	12,652.00
	Subtotal	21	36,860.00	.00	.00	36,860.00
Non-Transport	Non-Transport	15	2,250.00	.00	.00	2,250.00
	Subtotal	15	2,250.00	.00	.00	2,250.00
Resident	ALS1	30	37,290.00	.00	.00	37,290.00
	BLS	24	23,304.00	.00	.00	23,304.00
	Subtotal	54	60,594.00	.00	.00	60,594.00
	TOTAL	144	192,604.00	.00	.00	192,604.00
2023 DNG	ALS1	144	244,250.00	244,223.44	8.20	18.36
	BLS	119	190,400.00	187,200.02	.00	3,199.98
	CRIT CARE	188	413,600.00	415,699.71	.07	2,099.78
	Subtotal	451	848,250.00	847,123.17	8.27	1,118.56
Intercept	Intercept	138	72,450.00	36,550.00	200.00	35,700.00
	Subtotal	138	72,450.00	36,550.00	200.00	35,700.00

ebix, Inc.

Village of Mukwonago  
Year to Year Analysis  
January 2024

2024	January	February	March	April	May	June	July	August	September	October	November	December	YTD	% Change
Charges	\$ 236,116.07												\$ 236,116.07	30.7%
Receipt	\$ 124,714.29												\$ 124,714.29	36.7%
Coll Rate	52.8%												52.8%	120.3%
2023	January	February	March	April	May	June	July	August	September	October	November	December	YTD	PYTD
Charges	\$ 180,891.98	\$ 173,047.75	\$ 180,224.37	\$ 169,684.32	\$ 186,174.21	\$ 228,366.08	\$ 195,067.38	\$ 197,449.34	\$ 163,832.24	\$ 207,560.68	\$ 194,173.39	\$ 232,838.08	\$ 2,306,107.60	\$ 180,891.98
Receipt	\$ 88,891.94	\$ 83,702.25	\$ 137,922.11	\$ 139,667.86	\$ 126,467.10	\$ 135,263.35	\$ 94,363.31	\$ 109,692.75	\$ 108,509.59	\$ 152,695.19	\$ 74,274.92	\$ 166,991.01	\$ 1,419,741.37	\$ 88,891.94
Coll Rate	49.7%	48.4%	76.0%	83.0%	67.9%	59.2%	49.4%	55.6%	66.2%	73.6%	38.3%	71.7%	61.5%	49.7%
2022	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 164,673.44	\$ 104,735.45	\$ 114,287.34	\$ 118,460.09	\$ 134,183.86	\$ 123,141.89	\$ 140,633.56	\$ 157,468.74	\$ 143,993.99	\$ 109,212.44	\$ 147,637.08	\$ 136,786.91	\$ 1,497,174.77	
Receipt	\$ 70,792.93	\$ 117,564.21	\$ 49,924.45	\$ 81,453.77	\$ 46,836.74	\$ 46,589.08	\$ 111,589.42	\$ 86,587.78	\$ 78,980.12	\$ 63,726.32	\$ 72,680.72	\$ 70,131.47	\$ 886,830.01	
Coll Rate	43.0%	112.2%	43.7%	68.8%	34.9%	37.8%	79.3%	55.0%	55.0%	49.2%	49.1%	50.6%	55.5%	
2021	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 127,560.91	\$ 136,847.70	\$ 113,685.97	\$ 117,030.80	\$ 157,209.42	\$ 134,051.06	\$ 160,362.09	\$ 134,239.09	\$ 141,691.95	\$ 152,472.33	\$ 125,402.18	\$ 150,317.12	\$ 1,650,090.60	
Receipt	\$ 75,559.63	\$ 40,804.13	\$ 77,227.80	\$ 127,763.62	\$ 76,342.00	\$ 78,948.16	\$ 102,017.01	\$ 88,203.88	\$ 80,637.91	\$ 67,574.94	\$ 120,676.97	\$ 33,308.07	\$ 971,066.02	
Coll Rate	59.2%	29.8%	67.9%	109.2%	48.8%	58.9%	63.7%	65.7%	56.9%	44.3%	96.2%	22.2%	58.8%	
2020	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 149,889.13	\$ 128,030.99	\$ 145,794.95	\$ 130,827.73	\$ 137,941.45	\$ 114,346.09	\$ 125,562.62	\$ 125,502.36	\$ 160,471.03	\$ 132,085.24	\$ 156,247.85	\$ 153,448.60	\$ 1,659,977.94	
Receipt	\$ 84,351.08	\$ 98,822.21	\$ 101,153.33	\$ 94,367.47	\$ 99,613.10	\$ 65,247.85	\$ 94,267.82	\$ 46,073.85	\$ 137,544.71	\$ 93,239.35	\$ 73,387.27	\$ 82,261.64	\$ 1,080,326.88	
Coll Rate	56.3%	69.4%	69.4%	72.1%	72.2%	57.1%	78.1%	36.7%	85.7%	70.6%	47.0%	53.6%	63.9%	
2019	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 99,036.89	\$ 90,713.01	\$ 88,045.11	\$ 101,842.44	\$ 109,787.74	\$ 101,590.06	\$ 114,372.43	\$ 112,613.30	\$ 114,789.16	\$ 97,200.77	\$ 108,708.11	\$ 117,750.00	\$ 1,256,439.02	
Receipt	\$ 78,933.63	\$ 56,751.56	\$ 69,433.36	\$ 70,520.64	\$ 83,095.10	\$ 64,993.94	\$ 59,504.35	\$ 94,757.17	\$ 73,583.28	\$ 94,502.34	\$ 79,071.28	\$ 77,064.37	\$ 899,231.00	
Coll Rate	74.7%	64.8%	78.9%	69.2%	75.7%	64.0%	52.0%	84.7%	64.1%	97.2%	72.7%	65.5%	71.6%	
2018	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 119,224.23	\$ 84,393.95	\$ 121,705.04	\$ 108,412.64	\$ 109,378.98	\$ 108,919.07	\$ 104,433.58	\$ 96,888.91	\$ 100,038.78	\$ 105,141.82	\$ 85,444.16	\$ 101,015.37	\$ 1,245,988.13	
Receipt	\$ 86,979.39	\$ 81,738.79	\$ 59,748.93	\$ 95,912.98	\$ 58,106.60	\$ 73,312.08	\$ 86,977.85	\$ 103,221.77	\$ 105,354.09	\$ 89,566.22	\$ 88,305.49	\$ 89,361.84	\$ 979,907.00	
Coll Rate	73.0%	96.9%	49.7%	88.5%	53.1%	67.3%	83.3%	106.5%	105.3%	86.4%	78.0%	88.8%	78.6%	
2017	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 119,490.10	\$ 105,501.33	\$ 108,693.27	\$ 109,179.31	\$ 105,877.35	\$ 108,630.73	\$ 101,646.34	\$ 117,020.33	\$ 106,487.35	\$ 113,000.91	\$ 111,899.59	\$ 130,680.88	\$ 1,339,017.29	
Receipt	\$ 105,252.51	\$ 96,926.79	\$ 81,598.93	\$ 104,454.70	\$ 57,587.69	\$ 82,820.67	\$ 48,974.08	\$ 101,457.11	\$ 88,146.65	\$ 101,765.32	\$ 91,203.96	\$ 82,072.46	\$ 1,042,262.88	
Coll Rate	88.1%	91.9%	74.1%	95.7%	54.4%	76.3%	48.2%	86.7%	82.8%	90.1%	81.8%	62.8%	77.9%	
2016	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 116,417.10	\$ 108,985.61	\$ 98,561.64	\$ 114,189.48	\$ 114,736.16	\$ 108,624.32	\$ 87,419.43	\$ 121,320.78	\$ 114,940.47	\$ 88,964.19	\$ 99,942.71	\$ 114,214.30	\$ 1,206,288.19	
Receipt	\$ 61,550.88	\$ 92,067.35	\$ 75,405.78	\$ 66,257.87	\$ 55,081.67	\$ 86,015.54	\$ 74,023.63	\$ 53,929.50	\$ 64,286.90	\$ 123,288.86	\$ 55,687.55	\$ 81,768.46	\$ 899,332.77	
Coll Rate	52.9%	84.5%	76.6%	58.0%	48.0%	80.7%	84.7%	44.6%	55.8%	138.6%	55.7%	71.6%	69.1%	
2015	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 79,081.86	\$ 65,512.90	\$ 72,393.40	\$ 79,504.17	\$ 75,946.01	\$ 82,767.10	\$ 186,133.65	\$ 137,139.70	\$ 150,471.31	\$ 123,218.34	\$ 130,032.31	\$ 132,807.47	\$ 1,313,957.32	
Receipt	\$ 39,586.97	\$ 44,216.41	\$ 48,838.11	\$ 65,987.13	\$ 48,206.40	\$ 46,113.46	\$ 54,952.53	\$ 38,003.40	\$ 178,693.52	\$ 104,169.07	\$ 144,486.81	\$ 80,162.60	\$ 893,301.41	
Coll Rate	50.1%	67.5%	67.5%	83.9%	63.6%	55.7%	29.5%	27.7%	116.8%	84.6%	111.1%	60.4%	68.0%	
2014	January	February	March	April	May	June	July	August	September	October	November	December	YTD	
Charges	\$ 85,552.39	\$ 73,251.45	\$ 75,666.73	\$ 88,782.27	\$ 103,895.17	\$ 83,053.65	\$ 75,876.93	\$ 78,701.18	\$ 93,938.85	\$ 77,438.89	\$ 79,964.18	\$ 71,452.23	\$ 937,629.92	
Receipt	\$ 46,406.42	\$ 51,246.69	\$ 47,843.42	\$ 65,464.63	\$ 37,615.89	\$ 46,713.95	\$ 71,360.57	\$ 49,439.28	\$ 48,650.48	\$ 57,766.77	\$ 52,678.80	\$ 35,859.10	\$ 609,888.00	
Coll Rate	54.2%	70.0%	63.0%	73.7%	36.2%	56.2%	94.0%	62.8%	49.8%	74.6%	65.9%	51.6%	61.6%	

ebbt, inc

## Incident Type Report (Summary)

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
<b>Incident Type Category (FD1.21): 1 - Fire</b>						
100 - Fire, other	1	0.44%				
111 - Building fire	4	1.78%				
131 - Passenger vehicle fire	1	0.44%	1,500.00	100.00	1,600.00	100.00%
<b>Total: 6</b>		<b>Total: 2.67%</b>	<b>Total: 1,500.00</b>	<b>Total: 100.00</b>	<b>Total: 1,600.00</b>	<b>Total: 100.00%</b>
<b>Incident Type Category (FD1.21): 3 - Rescue &amp; Emergency Medical Service Incident</b>						
321 - EMS call, excluding vehicle accident with injury	90	40.00%				
3212 - Interfacility Transfer	49	21.78%				
3213 - Intercept	15	6.67%				
322 - Motor vehicle accident with injuries	4	1.78%				
331 - Lock-in (if lock out , use 511 )	1	0.44%				
<b>Total: 159</b>		<b>Total: 70.67%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)</b>						
424 - Carbon monoxide incident	1	0.44%				
444 - Power line down	1	0.44%				
445 - Arcing, shorted electrical equipment	27	12.00%				
<b>Total: 29</b>		<b>Total: 12.89%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 5 - Service Call</b>						
500 - Service call, other	3	1.33%				
510 - Person in distress, other	1	0.44%				
522 - Water or steam leak	2	0.89%				
551 - Assist police or other governmental agency	1	0.44%				
571 - Cover assignment, standby, moveup	1	0.44%				
<b>Total: 8</b>		<b>Total: 3.56%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 6 - Good Intent Call</b>						
611 - Dispatched and cancelled en route	12	5.33%				
622 - No incident found on arrival at dispatch address	1	0.44%				
631 - Authorized controlled burning	1	0.44%				
651 - Smoke scare, odor of smoke	1	0.44%				
671 - HazMat release investigation w/no HazMat	2	0.89%				
<b>Total: 17</b>		<b>Total: 7.56%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Incident Type Category (FD1.21): 7 - False Alarm &amp; False Call</b>						
733 - Smoke detector activation due to malfunction	1	0.44%				
736 - CO detector activation due to malfunction	1	0.44%				
745 - Alarm system activation, no fire - unintentional	2	0.89%				
746 - Carbon monoxide detector activation, no CO	2	0.89%				
<b>Total: 6</b>		<b>Total: 2.67%</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00</b>	<b>Total: 0.00%</b>
<b>Total: 225</b>		<b>Total: 100.00%</b>	<b>Total: 1,500.00</b>	<b>Total: 100.00</b>	<b>Total: 1,600.00</b>	<b>Total: 100.00%</b>

## PERIOD ENDING 01/31/2024

## INCLUDING REFERENDUM

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Revenues						
Dept 4100 - TAXES						
150-4100-411100	GENERAL PROPERTY TAX	202,707.00	202,707.00	16,892.25	185,814.75	8.33
150-4100-411101	FIRE DEPT REFERENDUM	406,349.00	406,349.00	33,862.42	372,486.58	8.33
Total Dept 4100 - TAXES		609,056.00	609,056.00	50,754.67	558,301.33	8.33
Dept 4300 - INTERGOV T REVENUES						
150-4300-434100	STATE SHARED REVENUES	10,000.00	10,000.00	0.00	10,000.00	0.00
150-4300-434400	EMS ACT102 GRANT	6,000.00	6,000.00	0.00	6,000.00	0.00
150-4300-434700	STATE FIRE DUES PROGRAM	50,376.00	50,376.00	0.00	50,376.00	0.00
Total Dept 4300 - INTERGOV T REVENUES		66,376.00	66,376.00	0.00	66,376.00	0.00
Dept 4620 - PUBLIC SAFETY						
150-4620-432000	FIRE DEPT CHARGES FOR SERVICES	500.00	500.00	350.00	150.00	70.00
150-4620-432500	AMBULANCE COUNTY COLLECTIONS	23,000.00	23,000.00	0.00	23,000.00	0.00
150-4620-473000	EBIX AMBULANCE REVENUE	1,250,000.00	1,250,000.00	121,966.71	1,128,033.29	9.76
Total Dept 4620 - PUBLIC SAFETY		1,273,500.00	1,273,500.00	122,316.71	1,151,183.29	9.60
Dept 4700 - INTERGOV T CHARGES FOR SERVICE						
150-4700-434700	STATE FIRE DUES PROGRAM	44,588.00	44,588.00	0.00	44,588.00	0.00
150-4700-473100	FIRE/AMBULANCE SERVICE TO TOWN	202,707.00	202,707.00	16,892.25	185,814.75	8.33
150-4700-473101	FIRE DEPT REFERENDUM - TOWN	406,349.00	406,349.00	33,862.42	372,486.58	8.33
Total Dept 4700 - INTERGOV T CHARGES FOR SERVICE		653,644.00	653,644.00	50,754.67	602,889.33	7.76
Dept 4800 - MISC REVENUE						
150-4800-489000	DONATIONS RECEIVED	1,500.00	1,500.00	0.00	1,500.00	0.00
150-4800-489900	MISC. REVENUES	0.00	0.00	11.00	(11.00)	100.00
Total Dept 4800 - MISC REVENUE		1,500.00	1,500.00	11.00	1,489.00	0.73
Dept 4810 - INTEREST REVENUE						
150-4810-487100	INTEREST REVENUE	12,000.00	12,000.00	0.00	12,000.00	0.00
Total Dept 4810 - INTEREST REVENUE		12,000.00	12,000.00	0.00	12,000.00	0.00
TOTAL REVENUES		2,616,076.00	2,616,076.00	223,837.05	2,392,238.95	8.56
Expenditures						
Dept 5140 - ADMINISTRATIVE & GENERAL						
150-5140-511000	SALARIES & WAGES	22,990.00	22,990.00	1,915.83	21,074.17	8.33
150-5140-511200	SOCIAL SECURITY	1,759.00	1,759.00	146.58	1,612.42	8.33
150-5140-515200	RETIREMENT	2,138.00	2,138.00	178.17	1,959.83	8.33
150-5140-515400	HEALTH	2,233.00	2,233.00	186.08	2,046.92	8.33
150-5140-515900	OTHER FRINGE BENEFITS	30.00	30.00	2.50	27.50	8.33

PERIOD ENDING 01/31/2024

INCLUDING REFERENDUM

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Expenditures						
Total Dept 5140 - ADMINISTRATIVE & GENERAL		29,150.00	29,150.00	2,429.16	26,720.84	8.33
Dept 5221 - FIRE ADMINISTRATION						
150-5221-511000	SALARIES & WAGES	612,964.00	612,964.00	19,559.86	593,404.14	3.19
150-5221-511100	OVERTIME	48,008.00	48,008.00	898.36	47,109.64	1.87
150-5221-511200	SOCIAL SECURITY	50,564.00	50,564.00	1,486.58	49,077.42	2.94
150-5221-515200	RETIREMENT	87,380.00	87,380.00	2,929.63	84,450.37	3.35
150-5221-515400	HEALTH	113,385.00	113,385.00	18,179.25	95,205.75	16.03
150-5221-515900	OTHER FRINGE BENEFITS	3,486.00	3,486.00	0.00	3,486.00	0.00
150-5221-521900	PROFESSIONAL SERVICES	30,000.00	30,000.00	8,406.38	21,593.62	28.02
150-5221-521901	IT PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	0.00
150-5221-522100	WATER-SEWER	2,500.00	2,500.00	0.00	2,500.00	0.00
150-5221-522200	ELECTRIC	22,000.00	22,000.00	0.00	22,000.00	0.00
150-5221-522500	TELEPHONE	11,000.00	11,000.00	729.01	10,270.99	6.63
150-5221-522600	INSURANCE PREMIUMS	88,000.00	88,000.00	26,301.28	61,698.72	29.89
150-5221-522900	SOFTWARE SUPPORT/MAINTENANCE	10,000.00	10,000.00	342.50	9,657.50	3.43
150-5221-531100	OPERATIONAL SUPPLIES	6,000.00	6,000.00	174.54	5,825.46	2.91
150-5221-531300	FIRE PREVENTION MATERIALS	4,000.00	4,000.00	0.00	4,000.00	0.00
150-5221-532400	MEMBERSHIP DUES	2,000.00	2,000.00	0.00	2,000.00	0.00
150-5221-533500	TRAINING & TRAVEL	13,000.00	13,000.00	160.00	12,840.00	1.23
150-5221-534600	CLOTHING ALLOWANCE	6,500.00	6,500.00	704.28	5,795.72	10.84
150-5221-539500	REPAIRS & MAINTENANCE	1,500.00	1,500.00	0.00	1,500.00	0.00
150-5221-539900	OTHER	7,100.00	7,100.00	427.18	6,672.82	6.02
Total Dept 5221 - FIRE ADMINISTRATION		1,120,387.00	1,120,387.00	80,298.85	1,040,088.15	7.17
Dept 5222 - FIRE SUPPRESSION						
150-5222-511000	SALARIES & WAGES	15,000.00	15,000.00	275.50	14,724.50	1.84
150-5222-511200	SOCIAL SECURITY	1,148.00	1,148.00	21.05	1,126.95	1.83
150-5222-515200	RETIREMENT	752.00	752.00	5.66	746.34	0.75
150-5222-531100	OPERATIONAL SUPPLIES	7,000.00	7,000.00	45.00	6,955.00	0.64
150-5222-534600	CLOTHING ALLOWANCE	6,000.00	6,000.00	0.00	6,000.00	0.00
150-5222-535100	MOTOR FUEL & OIL	10,000.00	10,000.00	0.00	10,000.00	0.00
150-5222-539500	REPAIRS & MAINTENANCE	21,093.00	21,093.00	0.00	21,093.00	0.00
Total Dept 5222 - FIRE SUPPRESSION		60,993.00	60,993.00	347.21	60,645.79	0.57
Dept 5223 - FIRE TRAINING						
150-5223-511000	SALARIES & WAGES	21,020.00	21,020.00	442.88	20,577.12	2.11
150-5223-511200	SOCIAL SECURITY	1,608.00	1,608.00	33.89	1,574.11	2.11
150-5223-515200	RETIREMENT	801.00	801.00	44.73	756.27	5.58
150-5223-531100	OPERATIONAL SUPPLIES	1,000.00	1,000.00	10.68	989.32	1.07
150-5223-533500	TRAINING & TRAVEL	3,500.00	3,500.00	159.95	3,340.05	4.57
Total Dept 5223 - FIRE TRAINING		27,929.00	27,929.00	692.13	27,236.87	2.48
Dept 5231 - AMBULANCE						
150-5231-511000	SALARIES & WAGES	210,794.00	210,794.00	6,796.89	203,997.11	3.22
150-5231-511200	SOCIAL SECURITY	16,448.00	16,448.00	519.99	15,928.01	3.16
150-5231-515200	RETIREMENT	7,614.00	7,614.00	337.33	7,276.67	4.17
150-5231-515400	HEALTH	1,275.00	1,275.00	0.00	1,275.00	0.145

PERIOD ENDING 01/31/2024

INCLUDING REFERENDUM

		2024	2024	YTD BALANCE	AVAILABLE	% BDGT
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Expenditures						
150-5231-515900	OTHER FRINGE BENEFITS	50.00	50.00	0.00	50.00	0.00
150-5231-521900	PROFESSIONAL SERVICES	125,000.00	125,000.00	5,368.39	119,631.61	4.29
150-5231-531100	OPERATIONAL SUPPLIES	62,000.00	62,000.00	1,554.31	60,445.69	2.51
150-5231-531500	POSTAGE	500.00	500.00	34.66	465.34	6.93
150-5231-535100	MOTOR FUEL & OIL	23,000.00	23,000.00	0.00	23,000.00	0.00
150-5231-539500	REPAIRS & MAINTENANCE	18,000.00	18,000.00	0.00	18,000.00	0.00
Total Dept 5231 - AMBULANCE		464,681.00	464,681.00	14,611.57	450,069.43	3.14
Dept 5232 - AMBULANCE TRAINING						
150-5232-511000	SALARIES & WAGES	9,666.00	9,666.00	298.75	9,367.25	3.09
150-5232-511200	SOCIAL SECURITY	739.00	739.00	22.86	716.14	3.09
150-5232-515200	RETIREMENT	333.00	333.00	17.90	315.10	5.38
150-5232-531100	OPERATIONAL SUPPLIES	1,500.00	1,500.00	0.00	1,500.00	0.00
150-5232-533500	TRAINING & TRAVEL	3,000.00	3,000.00	79.95	2,920.05	2.67
Total Dept 5232 - AMBULANCE TRAINING		15,238.00	15,238.00	419.46	14,818.54	2.75
Dept 5233 - REFERENDUM FUNDED STAFFING						
150-5233-511000	SALARIES & WAGES	416,355.00	416,355.00	15,443.08	400,911.92	3.71
150-5233-511100	OVERTIME	30,139.00	30,139.00	1,569.51	28,569.49	5.21
150-5233-511200	SOCIAL SECURITY	34,157.00	34,157.00	1,241.52	32,915.48	3.63
150-5233-515200	RETIREMENT	52,463.00	52,463.00	2,436.20	50,026.80	4.64
150-5233-515400	HEALTH	127,553.00	127,553.00	13,870.35	113,682.65	10.87
150-5233-515900	OTHER FRINGE BENEFITS	3,449.00	3,449.00	0.00	3,449.00	0.00
150-5233-531100	OPERATIONAL SUPPLIES	6,000.00	6,000.00	82.68	5,917.32	1.38
150-5233-533500	TRAINING & TRAVEL	3,000.00	3,000.00	0.00	3,000.00	0.00
150-5233-581100	EQUIPMENT LESS THAN \$5000	6,000.00	6,000.00	0.00	6,000.00	0.00
Total Dept 5233 - REFERENDUM FUNDED STAFFING		679,116.00	679,116.00	34,643.34	644,472.66	5.10
Dept 5700 - CAPITAL OUTLAY EXPENDITURES						
150-5700-571300	FIRE DEPT CAPITAL EQUIP	25,000.00	25,000.00	0.00	25,000.00	0.00
150-5700-571400	AMBULANCE CAPITAL EQUIP	25,000.00	25,000.00	0.00	25,000.00	0.00
150-5700-572100	FIRE ADMINISTRATION	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 5700 - CAPITAL OUTLAY EXPENDITURES		55,000.00	55,000.00	0.00	55,000.00	0.00
Dept 5900 - OTHER FINANCING USES						
150-5900-592000	TRANSFERS TO OTHER FUNDS	66,791.00	66,791.00	0.00	66,791.00	0.00
150-5900-592500	TRANSFER TO DESIGNATED FUNDS	30,000.00	30,000.00	0.00	30,000.00	0.00
150-5900-593000	TRANSFER TO TOWN OF MUKWONAGO	66,791.00	66,791.00	0.00	66,791.00	0.00
Total Dept 5900 - OTHER FINANCING USES		163,582.00	163,582.00	0.00	163,582.00	0.00
TOTAL EXPENDITURES		2,616,076.00	2,616,076.00	133,441.72	2,482,634.28	5.10

PERIOD ENDING 01/31/2024

INCLUDING REFERENDUM

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Fund 150 - FIRE/AMBULANCE FUND:						
TOTAL REVENUES		2,616,076.00	2,616,076.00	223,837.05	2,392,238.95	8.56
TOTAL EXPENDITURES		2,616,076.00	2,616,076.00	133,441.72	2,482,634.28	5.10
NET OF REVENUES & EXPENDITURES		0.00	0.00	90,395.33	(90,395.33)	100.00

PERIOD ENDING 01/31/2024

FIRE DEPT WITHOUT REFERENDUM

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Revenues						
Dept 4100 - TAXES						
150-4100-411100	GENERAL PROPERTY TAX	202,707.00	202,707.00	16,892.25	185,814.75	8.33
Total Dept 4100 - TAXES		202,707.00	202,707.00	16,892.25	185,814.75	8.33
Dept 4300 - INTERGOV T REVENUES						
150-4300-434100	STATE SHARED REVENUES	10,000.00	10,000.00	0.00	10,000.00	0.00
150-4300-434400	EMS ACT102 GRANT	6,000.00	6,000.00	0.00	6,000.00	0.00
150-4300-434700	STATE FIRE DUES PROGRAM	50,376.00	50,376.00	0.00	50,376.00	0.00
Total Dept 4300 - INTERGOV T REVENUES		66,376.00	66,376.00	0.00	66,376.00	0.00
Dept 4620 - PUBLIC SAFETY						
150-4620-432000	FIRE DEPT CHARGES FOR SERVICES	500.00	500.00	350.00	150.00	70.00
150-4620-432500	AMBULANCE COUNTY COLLECTIONS	23,000.00	23,000.00	0.00	23,000.00	0.00
150-4620-473000	EBIX AMBULANCE REVENUE	1,250,000.00	1,250,000.00	121,966.71	1,128,033.29	9.76
Total Dept 4620 - PUBLIC SAFETY		1,273,500.00	1,273,500.00	122,316.71	1,151,183.29	9.60
Dept 4700 - INTERGOV T CHARGES FOR SERVICE						
150-4700-434700	STATE FIRE DUES PROGRAM	44,588.00	44,588.00	0.00	44,588.00	0.00
150-4700-473100	FIRE/AMBULANCE SERVICE TO TOWN	202,707.00	202,707.00	16,892.25	185,814.75	8.33
Total Dept 4700 - INTERGOV T CHARGES FOR SERVICE		247,295.00	247,295.00	16,892.25	230,402.75	6.83
Dept 4800 - MISC REVENUE						
150-4800-489000	DONATIONS RECEIVED	1,500.00	1,500.00	0.00	1,500.00	0.00
150-4800-489900	MISC. REVENUES	0.00	0.00	11.00	(11.00)	100.00
Total Dept 4800 - MISC REVENUE		1,500.00	1,500.00	11.00	1,489.00	0.73
Dept 4810 - INTEREST REVENUE						
150-4810-487100	INTEREST REVENUE	12,000.00	12,000.00	0.00	12,000.00	0.00
Total Dept 4810 - INTEREST REVENUE		12,000.00	12,000.00	0.00	12,000.00	0.00
TOTAL REVENUES		1,803,378.00	1,803,378.00	156,112.21	1,647,265.79	8.66
Expenditures						
Dept 5140 - ADMINISTRATIVE & GENERAL						
150-5140-511000	SALARIES & WAGES	22,990.00	22,990.00	1,915.83	21,074.17	8.33
150-5140-511200	SOCIAL SECURITY	1,759.00	1,759.00	146.58	1,612.42	8.33
150-5140-515200	RETIREMENT	2,138.00	2,138.00	178.17	1,959.83	8.33
150-5140-515400	HEALTH	2,233.00	2,233.00	186.08	2,046.92	8.33
150-5140-515900	OTHER FRINGE BENEFITS	30.00	30.00	2.50	27.50	8.33
Total Dept 5140 - ADMINISTRATIVE & GENERAL		29,150.00	29,150.00	2,429.16	26,720.84	8.148

PERIOD ENDING 01/31/2024

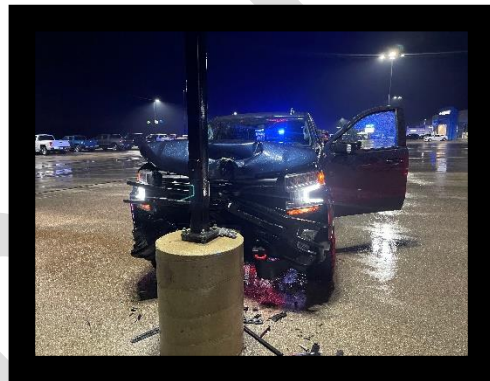
## FIRE DEPT WITHOUT REFERENDUM

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Expenditures						
Dept 5221 - FIRE ADMINISTRATION						
150-5221-511000	SALARIES & WAGES	612,964.00	612,964.00	19,559.86	593,404.14	3.19
150-5221-511100	OVERTIME	48,008.00	48,008.00	898.36	47,109.64	1.87
150-5221-511200	SOCIAL SECURITY	50,564.00	50,564.00	1,486.58	49,077.42	2.94
150-5221-515200	RETIREMENT	87,380.00	87,380.00	2,929.63	84,450.37	3.35
150-5221-515400	HEALTH	113,385.00	113,385.00	18,179.25	95,205.75	16.03
150-5221-515900	OTHER FRINGE BENEFITS	3,486.00	3,486.00	0.00	3,486.00	0.00
150-5221-521900	PROFESSIONAL SERVICES	30,000.00	30,000.00	8,406.38	21,593.62	28.02
150-5221-521901	IT PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	0.00
150-5221-522100	WATER-SEWER	2,500.00	2,500.00	0.00	2,500.00	0.00
150-5221-522200	ELECTRIC	22,000.00	22,000.00	0.00	22,000.00	0.00
150-5221-522500	TELEPHONE	11,000.00	11,000.00	729.01	10,270.99	6.63
150-5221-522600	INSURANCE PREMIUMS	88,000.00	88,000.00	26,301.28	61,698.72	29.89
150-5221-522900	SOFTWARE SUPPORT/MAINTENANCE	10,000.00	10,000.00	342.50	9,657.50	3.43
150-5221-531100	OPERATIONAL SUPPLIES	6,000.00	6,000.00	174.54	5,825.46	2.91
150-5221-531300	FIRE PREVENTION MATERIALS	4,000.00	4,000.00	0.00	4,000.00	0.00
150-5221-532400	MEMBERSHIP DUES	2,000.00	2,000.00	0.00	2,000.00	0.00
150-5221-533500	TRAINING & TRAVEL	13,000.00	13,000.00	160.00	12,840.00	1.23
150-5221-534600	CLOTHING ALLOWANCE	6,500.00	6,500.00	704.28	5,795.72	10.84
150-5221-539500	REPAIRS & MAINTENANCE	1,500.00	1,500.00	0.00	1,500.00	0.00
150-5221-539900	OTHER	7,100.00	7,100.00	427.18	6,672.82	6.02
Total Dept 5221 - FIRE ADMINISTRATION		1,120,387.00	1,120,387.00	80,298.85	1,040,088.15	7.17
Dept 5222 - FIRE SUPPRESSION						
150-5222-511000	SALARIES & WAGES	15,000.00	15,000.00	275.50	14,724.50	1.84
150-5222-511200	SOCIAL SECURITY	1,148.00	1,148.00	21.05	1,126.95	1.83
150-5222-515200	RETIREMENT	752.00	752.00	5.66	746.34	0.75
150-5222-531100	OPERATIONAL SUPPLIES	7,000.00	7,000.00	45.00	6,955.00	0.64
150-5222-534600	CLOTHING ALLOWANCE	6,000.00	6,000.00	0.00	6,000.00	0.00
150-5222-535100	MOTOR FUEL & OIL	10,000.00	10,000.00	0.00	10,000.00	0.00
150-5222-539500	REPAIRS & MAINTENANCE	21,093.00	21,093.00	0.00	21,093.00	0.00
Total Dept 5222 - FIRE SUPPRESSION		60,993.00	60,993.00	347.21	60,645.79	0.57
Dept 5223 - FIRE TRAINING						
150-5223-511000	SALARIES & WAGES	21,020.00	21,020.00	442.88	20,577.12	2.11
150-5223-511200	SOCIAL SECURITY	1,608.00	1,608.00	33.89	1,574.11	2.11
150-5223-515200	RETIREMENT	801.00	801.00	44.73	756.27	5.58
150-5223-531100	OPERATIONAL SUPPLIES	1,000.00	1,000.00	10.68	989.32	1.07
150-5223-533500	TRAINING & TRAVEL	3,500.00	3,500.00	159.95	3,340.05	4.57
Total Dept 5223 - FIRE TRAINING		27,929.00	27,929.00	692.13	27,236.87	2.48
Dept 5231 - AMBULANCE						
150-5231-511000	SALARIES & WAGES	210,794.00	210,794.00	6,796.89	203,997.11	3.22
150-5231-511200	SOCIAL SECURITY	16,448.00	16,448.00	519.99	15,928.01	3.16
150-5231-515200	RETIREMENT	7,614.00	7,614.00	337.33	7,276.67	4.43
150-5231-515400	HEALTH	1,275.00	1,275.00	0.00	1,275.00	0.00
150-5231-515900	OTHER FRINGE BENEFITS	50.00	50.00	0.00	50.00	0.00
150-5231-521900	PROFESSIONAL SERVICES	125,000.00	125,000.00	5,368.39	119,631.61	4.14

## PERIOD ENDING 01/31/2024

## FIRE DEPT WITHOUT REFERENDUM

GL NUMBER	DESCRIPTION	2024	2024	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	01/31/2024	BALANCE	USED
Fund 150 - FIRE/AMBULANCE FUND						
Expenditures						
150-5231-531100	OPERATIONAL SUPPLIES	62,000.00	62,000.00	1,554.31	60,445.69	2.51
150-5231-531500	POSTAGE	500.00	500.00	34.66	465.34	6.93
150-5231-535100	MOTOR FUEL & OIL	23,000.00	23,000.00	0.00	23,000.00	0.00
150-5231-539500	REPAIRS & MAINTENANCE	18,000.00	18,000.00	0.00	18,000.00	0.00
Total Dept 5231 - AMBULANCE		464,681.00	464,681.00	14,611.57	450,069.43	3.14
Dept 5232 - AMBULANCE TRAINING						
150-5232-511000	SALARIES & WAGES	9,666.00	9,666.00	298.75	9,367.25	3.09
150-5232-511200	SOCIAL SECURITY	739.00	739.00	22.86	716.14	3.09
150-5232-515200	RETIREMENT	333.00	333.00	17.90	315.10	5.38
150-5232-531100	OPERATIONAL SUPPLIES	1,500.00	1,500.00	0.00	1,500.00	0.00
150-5232-533500	TRAINING & TRAVEL	3,000.00	3,000.00	79.95	2,920.05	2.67
Total Dept 5232 - AMBULANCE TRAINING		15,238.00	15,238.00	419.46	14,818.54	2.75
Dept 5700 - CAPITAL OUTLAY EXPENDITURES						
150-5700-571300	FIRE DEPT CAPITAL EQUIP	25,000.00	25,000.00	0.00	25,000.00	0.00
150-5700-571400	AMBULANCE CAPITAL EQUIP	25,000.00	25,000.00	0.00	25,000.00	0.00
150-5700-572100	FIRE ADMINISTRATION	5,000.00	5,000.00	0.00	5,000.00	0.00
Total Dept 5700 - CAPITAL OUTLAY EXPENDITURES		55,000.00	55,000.00	0.00	55,000.00	0.00
Dept 5900 - OTHER FINANCING USES						
150-5900-592500	TRANSFER TO DESIGNATED FUNDS	30,000.00	30,000.00	0.00	30,000.00	0.00
Total Dept 5900 - OTHER FINANCING USES		30,000.00	30,000.00	0.00	30,000.00	0.00
TOTAL EXPENDITURES		1,803,378.00	1,803,378.00	98,798.38	1,704,579.62	5.48
Fund 150 - FIRE/AMBULANCE FUND:						
TOTAL REVENUES		1,803,378.00	1,803,378.00	156,112.21	1,647,265.79	8.66
TOTAL EXPENDITURES		1,803,378.00	1,803,378.00	98,798.38	1,704,579.62	5.48
NET OF REVENUES & EXPENDITURES		0.00	0.00	57,313.83	(57,313.83)	100.00



# Mukwonago Fire Department Annual Report 2023

[www.mukwonagofire.org](http://www.mukwonagofire.org)

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### Mission Statement

It is the mission of the Mukwonago Fire Department to provide a range of programs designed to protect the lives and property of the inhabitants of the Village and Town of Mukwonago from the adverse effects of fire, sudden medical emergencies or exposure to any dangerous condition created by either man or nature.

### Vision Statement

The Mukwonago Fire Department will continually strive to exceed our citizen's expectations working within a healthy, safe, and innovative environment that enhances the professional and efficient delivery of emergency services. We also strive to be an organization providing community safety education and information keen to anticipate, influence and embrace change.

## Core Values

**Integrity** – openness, honesty, loyalty, and honor; leading through example to achieve a common goal by actions.

**Professional Development** – commitment to continually expand the abilities of personnel, encourage continuous education and advancement opportunities as becoming officers.

**Accountability** – all personnel, management and otherwise providing a level of accountability to each other and the community and the implementation of responsible measuring.

**Teamwork** – develop and maintain a sense of family camaraderie and loyalty to one another and to the community; provide a sense of help and encouragement for all and by all.

**Innovation** – progressive, pro-active, modern, open, and creative; open and receptive to all input and feedback

## Chief's Report

I appreciate you taking the time to see who we are and what we do. Should you have further questions or are interested in joining this organization you can contact us. We are always looking for additional highly motivated and team-oriented people to join our staff.

2023 was an exciting year. November of 2022 the Town and Village residents approved a referendum that would add six (6) additional fulltime staff to the Mukwonago Fire Department. This would bring the daily staffing level to four (4) full-time staff and the Chief. In addition, two (2)-12 hour Paid on Premise positions were combined to make one (1)-24-hour position seven (7) days a week. Paid on Call staff are utilized from 1800-0600hrs 7 days a week. POC membership is declining nationally and MFD is not immune to this trend. The shortage of available trained individuals, and recruitment of POC/POP staff is becoming an increasing challenge. Of the six new staff three are Firefighter/Critical care Paramedics and three are Firefighter/ EMT- Basics. As of August 2023, we are at full staffing.

Once the full-time staffing was in place Mukwonago Fire Department did a promotional process as part of our reorganization. Three Captains and three Lieutenants were promoted and sworn in December 2023. There will be a Captain and Lieutenant assigned to each shift. This will provide leadership and supervisory guidance to the department and daily operations.

2023 Mukwonago FD continued dispatching services with Waukesha County Communications Center (WCCC). WCCC provides for immediate pre-alerting incidents, followed up with coded emergencies. WCCC provides a dedicated Fire Dispatcher, auto aid and predetermined response plans. MFD total call volume reached 2004 calls for 2023. MFD responded to 70 less EMS calls, 42 fewer inter-facility transports and 1 more Fire requests, overall, 5.2% decrease in call volume.

Mukwonago Fire Department took delivery of two new Chevrolet Tahoe's. One was designated for a new Paramedic Intercept vehicle and the other a Battalion Command vehicle.

Annually, we examine our operations, we have taken an emphasis on transitional firefighting, predicting fire flow, working with minimal staffing models. Several departments continue to hire full-time staff and we saw several staff be hired full-time in other departments. The part-time model is becoming increasingly outdated and unreliable.

The 2019 Mukwonago Fire Department Study examined administration, staffing, operations, future growth, and needs. There were 43 criteria and recommendations from this study. As of the end of 2023 36 of those 43 recommendations have been completed. There are some that will not be achievable without the investment financially, such as sleeping quarters and 24-hour staffing at the Town of Mukwonago station and becoming a less revenue-based agency. State Shared Revenue increase designated to fire, EMS, police, public works, and roads has provided an opportunity to lessen the burden but discussion with the respective Town and Village Boards needs begin.

Everyone is welcome at any time to stop in, meet your firefighters, and look at your apparatus. As well as responding to calls, members have spent numerous hours in training and education to keep their skills at top levels. Enjoy the following more detailed information in the following pages.

Respectfull,  
Jeffrey R. Stien  
Fire Chief

## Role of Mukwonago Fire Department Personnel

Save life, Protect Property, Render Assistance... IN ADDITION...

The role of today's fire department personnel is quite different from that of years past. The fire service is constantly changing to meet the needs of the community under ever changing times.

Mukwonago Fire Department Personnel need to possess certain attributes to be successful in the role of Firefighter/EMT's: commitment, dedication, integrity, confidence, resilience, adaptability, effective communication skills.

A common image of the firefighter is that of fighting fires. The reality is this is a small fraction of the role. Personnel are cross trained in firefighting and EMS skills. This is effective utilization of the limited number of personnel on the Mukwonago Fire Department. Fire and EMS personnel function in a multi-faceted role within these common areas:

### Prevention

**Bi-annual inspections and education activities** that prevent fire, aid in rapid extinguishment, or limit the loss of life and property.

- Business, school, residential facility, and home safety inspections
- Education presentations in daycare facilities and schools
- Facility tours
- Open house and other public relations activities to enhance the public's perception of the Mukwonago Fire Department.
- Maintain excellent working relationships with other local departments such as the Police and Department of Public Works.
- State Statute mandates annual and bi-annual fire inspections for specific types of occupancies, commercial, residential

### Preparation

Maintaining all aspects of the Mukwonago Fire Department and its Personnel in a state of readiness.

- Routine apparatus and equipment check – observing and checking for needed repairs, replacement, expirations, and deficiencies.
- Cleaning – apparatus and equipment will last longer and function more effectively. Station cleaning is also important

in preparation should the need to open our doors for displaced members of the community.

- Personnel ensuring their own fitness levels are such that they are prepared for the physically and mentally demanding work.
- In house training monthly for EMT's, Paramedics, Fire Department, Duty Company, and Dive Team.
- External training at WCTC, Gateway Technical College, seminars, or other experiential opportunities to further the knowledge of Mukwonago Fire Department Personnel and to stay current with ever changing technologies.
- Perform administration duties related to records and documentation, thus promoting an overall efficient operation of the Mukwonago Fire Department.

## Protection

Programs in place to protect Mukwonago Fire Department Personnel and the community in the event of an emergency.

- Vaccinations against influenza, scheduled personal protective equipment inspections and routine cleaning.
- Annual SCBA flow and fit tests
- Annual apparatus pump testing, ladder testing and hose testing
- Fire Code and ordinance enforcement.
- New turnout gear with Cancer barrier

## Response

Putting necessary items into place to expedite the response of Mukwonago Fire Department in the event of an emergency, and safely mitigate any incident.

- Driver training and education regarding safe and prompt responses.
- Familiarizing all personnel with the Mukwonago community.
- Familiarizing personnel in the use of GPS units in all apparatus.
- Being prepared for incidents that not only involve fire and medical emergencies but also:
  - Motor vehicle accidents
  - Hazardous materials leaks
  - Railroad incidents
  - Water and Ice emergencies
  - Natural disasters
  - Any other response for which requested.
- Operate apparatus such as engines, aerial devices, water tenders, trailers, ambulances, and support vehicles within the vehicle's design parameters so that the apparatus is used safely and effectively.

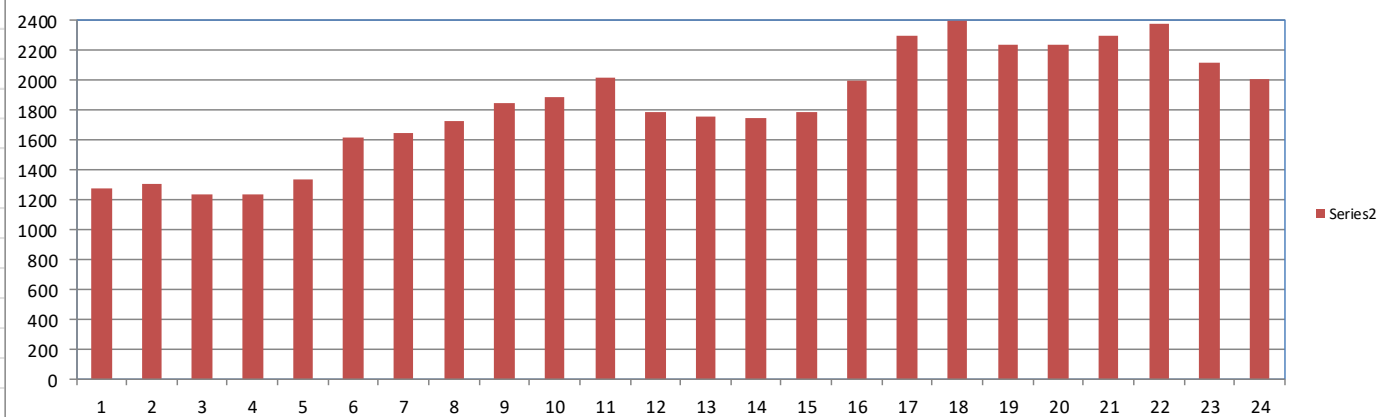
- Responsible for all firefighting duties involved in the incident necessary to save lives and property, combat, extinguish and/or prevent fires.
- Effectively perform these duties as required under emergency conditions frequently involving considerable hazards.
- Provide medical assistance and administer medical procedures to stabilize a patient's condition and prepare them for transport to medical care facilities.
- Safely perform rescue operations for the victim and rescue personnel.

DRAFT

## Executive Summary

### Number of Annual Fire and EMS Calls Per Year

Year	Total	Total % Change	EMS	EMS % Change	Transfers	Transfer % Change	Fire	Fire % Change				
2000	1277	0.0			0							
2001	1312	2.7			0	0.0						
2002	1239	-5.6			0	0.0						
2003	1241	0.2			0	0.0						
2004	1342	8.1			0	0.0						
2005	1615	20.3			0	0.0						
2006	1646	1.9	1361		0	0.0	285					
2007	1730	5.1	1426	4.8	0	0.0	304	6.7				
2008	1845	6.6	1537	7.8	0	0.0	308	1.3				
2009	1883	2.1	1625	5.7	0	0.0	258	-16.2				
2010	2015	7.0	1694	4.2	0	0.0	321	24.4				
2011	1791	-11.1	1563	-7.7	0	0.0	228	-29.0				
2012	1756	-2.0	1508	-3.5	0	0.0	248	8.8				
2013	1745	-0.6	1497	-0.7	0	0.0	248	0.0				
2014	1784	2.2	1531	2.3	0	0.0	253	2.0				
2015	1998	12.0	1357	-11.4	362	0.0	279	10.3	Inter-Facilities 07-06-15			
2016	2298	15.0	1206	-11.1	814	124.9	278	-0.4				
2017	2399	4.4	1246	3.3	871	7.0	282	1.4				
2018	2241	-6.6	1218	-2.2	776	-10.9	247	-12.4				
2019	2234	-0.3	1241	1.9	729	-6.1	264	6.9				
2020	2302	3.0	1282	3.3	781	7.1	239	-9.5				
2021	2377	3.3	1327	3.5	768	-1.7	282	18.0				
2022	2115	-11.0	1315	-0.9	494	-35.7	306	8.5				
2023	2004	-5.2	1245	-5.3	452	-8.5	307	0.3				
% Inc.	65.62											



### Total Number of Incidents/Ave. Number of Responders

Agency Name	Total Number of Incidents	Total Number of Responders	Average
Mukwonago Fire Department	2,002	6,113	3.05

## Fire/ EMS Incidents by District

Basic Incident Zone/District	Number of Incidents
*NA	24
Big Bend	7
Delevan Fire Department	1
East Troy Fire / EMS	180
Elkhorn FD	1
Kettle Moraine Fire District	110
Lake Country	3
MUF01- Village	857
MUF02- Village	491
MUF03- Town	92
MUF04- Town	126
MUF05- Town	75
Other	6
Palmyra Fire Department	1
Pewaukee Fire Department	1
Tichigan FD	1
Vernon	12
Waterford FD	2
Village of Waukesha	12
<b>Total</b>	<b>2002</b>

## Fire/ EMS Mutual Aid Given and Received

[illegible]

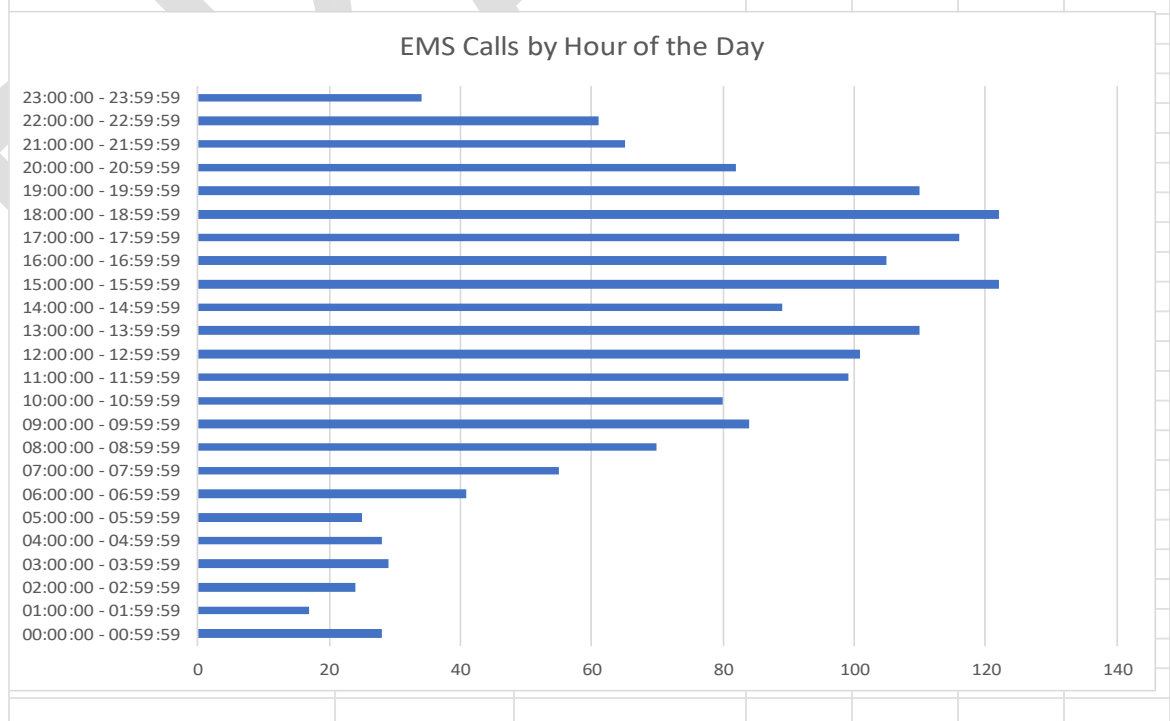
Mutual aid requests are made when additional resources or staffing are needed. Exceeding the current resources or when there is no staffing to handle the call due to being on multiple or other calls. Mukwonago FD is part of MABAS Division 106. The mutual aid requests listed above include both fire and EMS.

## Fire/ EMS Incident Type

Incident Type Category (FD1.21)	Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
1 - Fire	100 - Fire, other	1	0.05%	0	15,000	15,000	1.79%
1 - Fire	111 - Building fire	24	1.20%	679,400	113,000	792,400	94.49%
1 - Fire	112 - Fires in structure other than in a building	2	0.10%	2,000	0	2,000	0.24%
1 - Fire	113 - Cooking fire, confined to container	1	0.05%				
1 - Fire	114 - Chimney or flue fire, confined to chimney or flue	1	0.05%				
1 - Fire	116 - Fuel burner/boiler malfunction, fire confined	1	0.05%	1,000	1,000	2,000	0.24%
1 - Fire	131 - Passenger vehicle fire	1	0.05%	25,000	1,500	26,500	3.16%
1 - Fire	142 - Brush or brush-and-grass mixture fire	1	0.05%	0	0	0	0%
1 - Fire	151 - Outside rubbish, trash or waste fire	1	0.05%	250	0	250	0.03%
1 - Fire	154 - Dumpster or other outside trash receptacle fire	1	0.05%				
3 - Rescue & Emergency Medical Service Incident	311 - Medical assist, assist EMS crew	8	0.40%				
3 - Rescue & Emergency Medical Service Incident	321 - EMS call, excluding vehicle accident with injury	861	43.01%				
3 - Rescue & Emergency Medical Service Incident	3212 - Interfacility Transfer	473	23.63%				
3 - Rescue & Emergency Medical Service Incident	3213 - Intercept	221	11.04%				
3 - Rescue & Emergency Medical Service Incident	322 - Motor vehicle accident with injuries	33	1.65%				
3 - Rescue & Emergency Medical Service Incident	323 - Motor vehicle/pedestrian accident (MV Ped)	1	0.05%				
3 - Rescue & Emergency Medical Service Incident	324 - Motor vehicle accident with no injuries.	22	1.10%				
3 - Rescue & Emergency Medical Service Incident	341 - Search for person on land	3	0.15%				
3 - Rescue & Emergency Medical Service Incident	353 - Removal of victim(s) from stalled elevator	1	0.05%				
3 - Rescue & Emergency Medical Service Incident	361 - Swimming/recreational water areas rescue	1	0.05%				
3 - Rescue & Emergency Medical Service Incident	365 - Watercraft rescue	1	0.05%				
4 - Hazardous Condition (No Fire)	410 - Combustible/flammable gas/liquid condition, other	1	0.05%				
4 - Hazardous Condition (No Fire)	411 - Gasoline or other flammable liquid spill	4	0.20%				
4 - Hazardous Condition (No Fire)	412 - Gas leak (natural gas or LPG)	8	0.40%				
4 - Hazardous Condition (No Fire)	421 - Chemical hazard (no spill or leak)	1	0.05%				
4 - Hazardous Condition (No Fire)	424 - Carbon monoxide incident	1	0.05%				
4 - Hazardous Condition (No Fire)	440 - Electrical wiring/equipment problem, other	5	0.25%				
4 - Hazardous Condition (No Fire)	442 - Overheated motor	1	0.05%				
4 - Hazardous Condition (No Fire)	444 - Power line down	17	0.85%				
4 - Hazardous Condition (No Fire)	445 - Arcing, shorted electrical equipment	1	0.05%				
4 - Hazardous Condition (No Fire)	463 - Vehicle accident, general cleanup	4	0.20%				
5 - Service Call	500 - Service call, other	5	0.25%				
5 - Service Call	511 - Lock-out	3	0.15%				
5 - Service Call	522 - Water or steam leak	1	0.05%				
5 - Service Call	531 - Smoke or odor removal	1	0.05%				
5 - Service Call	542 - Animal rescue	1	0.05%				
5 - Service Call	550 - Public service assistance, other	2	0.10%				
5 - Service Call	551 - Assist police or other governmental agency	3	0.15%				
5 - Service Call	553 - Public service	2	0.10%				
5 - Service Call	561 - Unauthorized burning	1	0.05%				
5 - Service Call	571 - Cover assignment, standby, moveup	6	0.30%				
6 - Good Intent Call	611 - Dispatched and cancelled en route	154	7.69%				
6 - Good Intent Call	622 - No incident found on arrival at dispatch address	16	0.80%				
6 - Good Intent Call	631 - Authorized controlled burning	1	0.05%				
6 - Good Intent Call	651 - Smoke scare, odor of smoke	11	0.55%	500	0	500	0.06%
6 - Good Intent Call	652 - Steam, vapor, fog or dust thought to be smoke	1	0.05%				
6 - Good Intent Call	671 - HazMat release investigation w/no HazMat	1	0.05%				
7 - False Alarm & False Call	733 - Smoke detector activation due to malfunction	11	0.55%				
7 - False Alarm & False Call	735 - Alarm system sounded due to malfunction	9	0.45%				
7 - False Alarm & False Call	736 - CO detector activation due to malfunction	7	0.35%				
7 - False Alarm & False Call	740 - Unintentional transmission of alarm, other	2	0.10%				
7 - False Alarm & False Call	741 - Sprinkler activation, no fire - unintentional	2	0.10%				
7 - False Alarm & False Call	743 - Smoke detector activation, no fire - unintentional	6	0.30%				
7 - False Alarm & False Call	744 - Detector activation, no fire - unintentional	1	0.05%				
7 - False Alarm & False Call	745 - Alarm system activation, no fire - unintentional	47	2.35%				
7 - False Alarm & False Call	746 - Carbon monoxide detector activation, no CO	3	0.15%				
8 - Severe Weather & Natural Disaster	813 - Wind storm, tornado/hurricane assessment	3	0.15%				
<b>Total</b>		<b>2002</b>	<b>1</b>	<b>\$ 708,150.00</b>	<b>\$ 130,500.00</b>	<b>\$ 838,650.00</b>	<b>1</b>

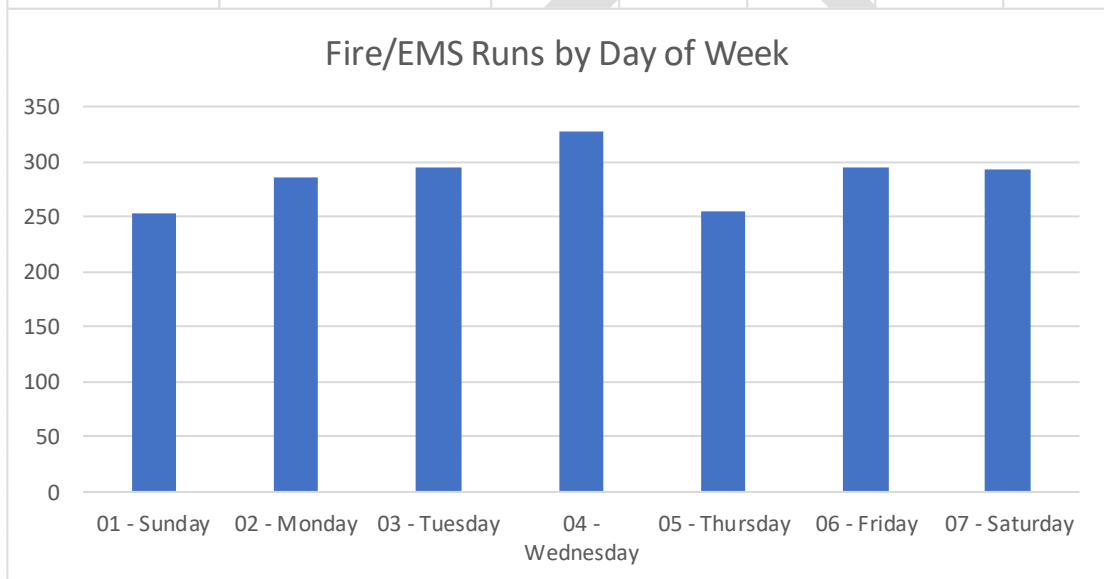
## Fire/ EMS Incidents Alarm Time Analysis

Incident Hour Range Of Day 24	Number of Runs	Percent of Total Runs			
00:00:00 - 00:59:59	28	1.65%			
01:00:00 - 01:59:59	17	1.00%			
02:00:00 - 02:59:59	24	1.41%			
03:00:00 - 03:59:59	29	1.71%			
04:00:00 - 04:59:59	28	1.65%			
05:00:00 - 05:59:59	25	1.47%			
06:00:00 - 06:59:59	41	2.42%			
07:00:00 - 07:59:59	55	3.24%			
08:00:00 - 08:59:59	70	4.12%			
09:00:00 - 09:59:59	84	4.95%			
10:00:00 - 10:59:59	80	4.71%			
11:00:00 - 11:59:59	99	5.83%			
12:00:00 - 12:59:59	101	5.95%			
13:00:00 - 13:59:59	110	6.48%			
14:00:00 - 14:59:59	89	5.24%			
15:00:00 - 15:59:59	122	7.19%			
16:00:00 - 16:59:59	105	6.19%			
17:00:00 - 17:59:59	116	6.84%			
18:00:00 - 18:59:59	122	7.19%			
19:00:00 - 19:59:59	110	6.48%			
20:00:00 - 20:59:59	82	4.83%			
21:00:00 - 21:59:59	65	3.83%			
22:00:00 - 22:59:59	61	3.59%			
23:00:00 - 23:59:59	34	2.00%			
<b>Total</b>	<b>1697</b>	<b>100%</b>			



## Fire/ EMS Incidents by the Day of the Week

Day of Week	Number of Incidents					
01 - Sunday	253					
02 - Monday	286					
03 - Tuesday	294					
04 - Wednesday	327					
05 - Thursday	255					
06 - Friday	295					
07 - Saturday	292					
<b>Total</b>	<b>2002</b>					



## Emergency Medical Services

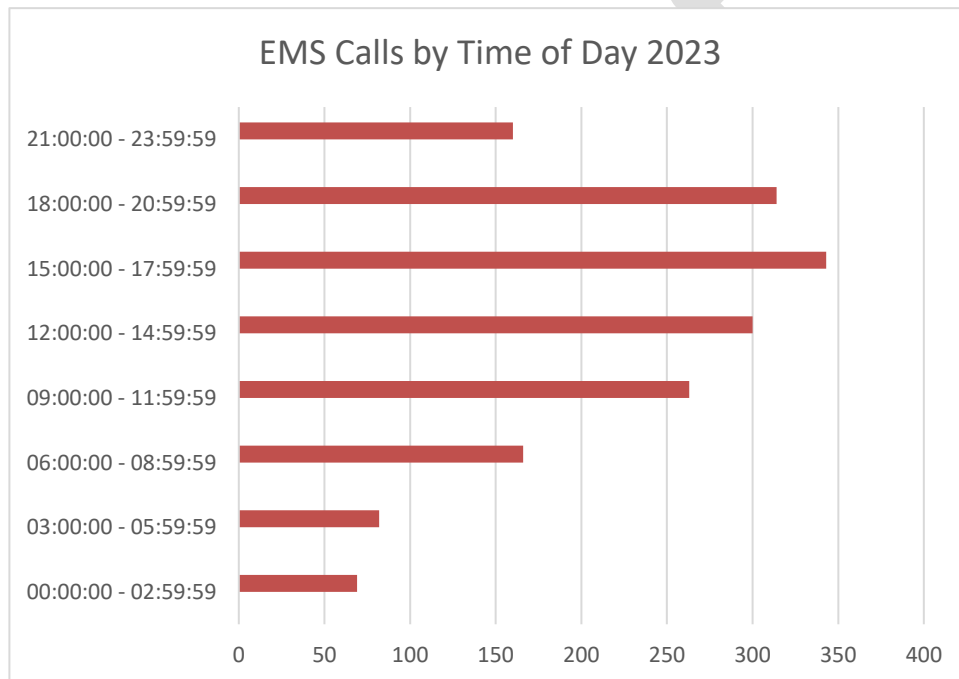


### EMS Runs by City

EMS Incident by City Name	Number of Runs	Percent of Total Runs
Village of Mukwonago	1,186	69.89%
Town of Mukwonago	221	13.02%
East Troy	161	9.49%
Eagle	77	4.54%
	20	1.18%
Village of North Prairie	20	1.18%
Village of Big Bend	6	0.35%
Village of Vernon	5	0.29%
City of Oconomowoc	1	0.06%
<b>Total</b>	<b>1,697</b>	<b>100%</b>

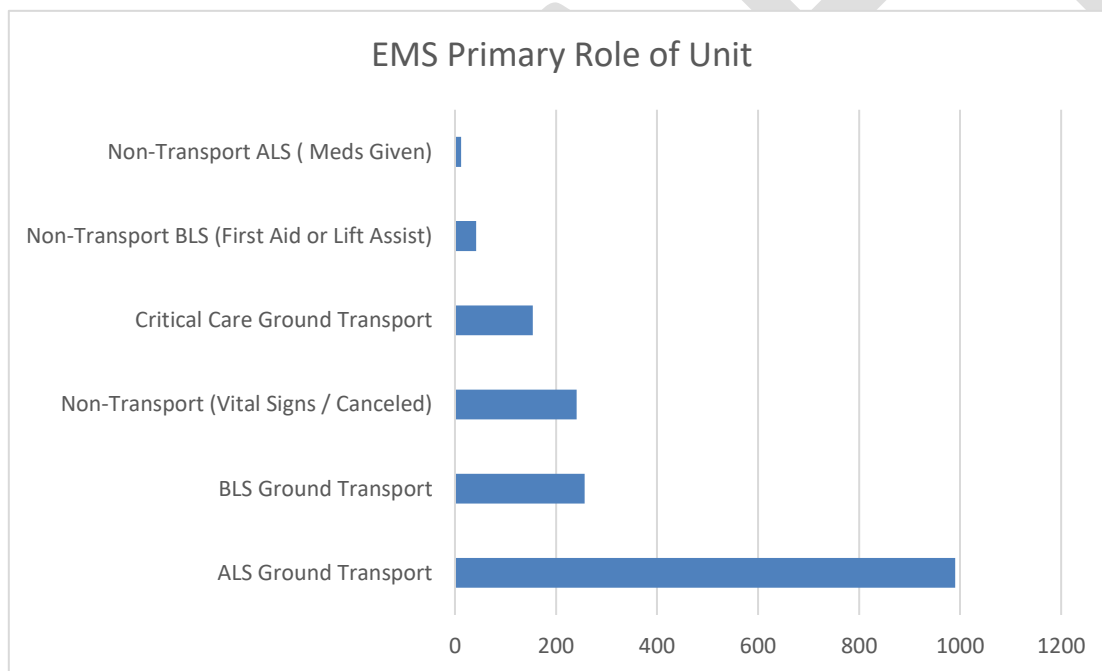
## EMS Calls by Time of Day

Time of Day	EMS Incidents
00:00:00 - 02:59:59	69
03:00:00 - 05:59:59	82
06:00:00 - 08:59:59	166
09:00:00 - 11:59:59	263
12:00:00 - 14:59:59	300
15:00:00 - 17:59:59	343
18:00:00 - 20:59:59	314
21:00:00 - 23:59:59	160
<b>Total</b>	<b>1697</b>



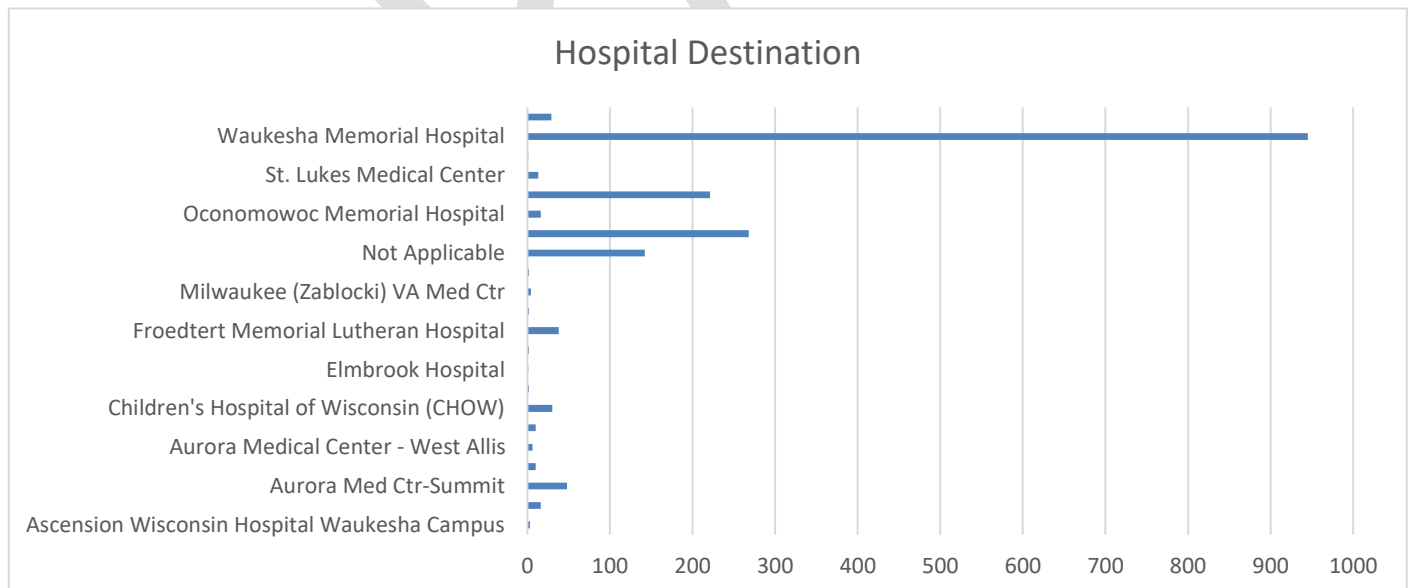
## Primary Role of Ambulance

Response Primary Role Of Unit	Number of Runs	Percent of Total Runs
ALS Ground Transport	990	58.34%
BLS Ground Transport	257	15.14%
Non-Transport (Vital Signs / Canceled)	241	14.20%
Critical Care Ground Transport	154	9.07%
Non-Transport BLS (First Aid or Lift Assist)	42	2.47%
Non-Transport ALS (Meds Given)	12	0.71%
	1	0.06%
<b>Total</b>	<b>1,697</b>	<b>100%</b>



## EMS Calls by Destination

Disposition Destination Name	Destination Code	Number of Runs	Percent of Total Runs
		59	3.48%
Aurora Lakeland Medical Center	132	24	1.41%
Aurora Med Ctr-Summit	316	67	3.95%
Aurora Medical Center - West Allis	149	6	0.35%
Aurora Mem Hosp of Burlington	14	8	0.47%
Children's Hospital of Wisconsin (CHOW)	135	27	1.59%
Elmbrook Hospital	262	6	0.35%
Froedtert Memorial Lutheran Hospital	232	32	1.89%
Mercy Walworth Hospital and Medical Center	6023	1	0.06%
Milwaukee (Zablocki) VA Med Ctr	125503	4	0.24%
Mooreland Reserve- New Berlin	327	11	0.65%
Not Applicable		186	10.96%
Not Transported	6024	125	7.37%
Oconomowoc Memorial Hospital	113	9	0.53%
Prohealth Waukesha Memorial Hosp-Mukwonago	337	203	11.96%
St. Lukes Medical Center	160	14	0.82%
Waukesha Memorial Hospital	41	915	53.92%
<b>Total</b>		<b>1697</b>	<b>100%</b>



## EMS Inter-Facility Transfers

	2018		2019		2020		2021		2022		2023	
Transfers	Admits	Transfers	Admits	Transfers	Admits	Transfers	Admits	Transfers	Admits	Transfers	Admits	Transfers
13	106	10	94	8	100	13	102	10	108	13	63	9
6	78	8	100	12	112	12	96	5	67	4	73	5
13	90	9	98	9	97	9	110	7	74	5	73	4
12	100	14	115	17	88	9	107	3	72	4	66	6
9	96	8	118	19	92	4	101	9	91	1	77	2
15	93	5	99	10	114	9	109	8	83	4	82	5
8	116	12	84	19	121	5	122	7	89	5	83	4
9	90	10	103	6	111	6	119	8	79	6	73	6
10	93	8	109	10	126	8	120	9	69	8	62	3
11	95	9	98	10	119	5	133	7	82	7	64	1
10	89	10	109	13	115	10	121	17	73	18	74	9
13	108	15	124	17	105	12	156	20	90	9	74	4
129	1154	118	1251	150	1300	102	1396	110	977	84	864	58
1224		1272		1401		1402		1506		1061		922
4.17		3.92		10.14		0.07		7.42		-29.55		-13.10
871		776		729		781		768		494		452
71.16		61.01		52.03		55.71		51.00		46.56		49.02

ProHealth Care (PHC) provided the number of admission (PHC to PHC facility) and transfer (PHC to other than PHC facility) requests related to the Mukwonago ER. The total numbers include any inter-facility transport request. This includes other than a ProHealth Care facility. The percentage transported by Mukwonago FD declined since in 2022 the hospital beds were opened, and patients were being taken for extended observation on a floor.

## Provider Primary Impression

Situation Provider Primary Impression	Number of Runs	Percent of Total Runs
	181	10.67%
History of falling (Z91.81)	106	6.25%
Chest pain, unspecified (R07.9)	62	3.65%
Syncope and collapse (R55)	59	3.48%
Weakness (R53.1)	59	3.48%
Infection (Unknown Source) (A31)	52	3.06%
Cardiac arrhythmia, unspecified (I49.9)	50	2.95%
Acute pain, not elsewhere classified (G89.1)	47	2.77%
Acute abdomen (R10.0)	41	2.42%
Generalized abdominal pain (R10.84)	41	2.42%
Altered mental status, unspecified (R41.82)	36	2.12%
Acute respiratory distress syndrome (J80)	35	2.06%
Pneumonia, unspecified organism (J18.9)	34	2.00%
Dizziness and giddiness (R42)	29	1.71%
GI Bleed (K29.71)	28	1.65%
Urinary Tract Infection (UTI) (N39.0)	28	1.65%
Not Applicable	27	1.59%
Cardiac arrest, cause unspecified (I46.9)	24	1.41%
Overdose/Drug Ingestion (itICD.047)	24	1.41%
Unspecified injury of head (S09.90)	23	1.36%
Cardiac arrhythmia/dysrhythmia (I49.9)	21	1.24%
Repeated falls (R29.6)	21	1.24%
Unspecified injury of hip (S79.91)	19	1.12%
Heart failure, unspecified (I50.9)	18	1.06%
Cerebral infarction, unspecified (I63.9)	17	1.00%
Dorsalgia, unspecified (M54.9)	17	1.00%
Non-ST elevation (NSTEMI) myocardial infarction (I21.4)	17	1.00%
Sepsis, unspecified organism (A41.9)	17	1.00%
Epilepsy, unspecified, not intractable, without status epilepticus (G40.909)	16	0.94%
Injury of hip (S79.91)	16	0.94%
Chest Pain, Other [non-cardiac] (R07.89)	15	0.88%
Altered mental status (R41.82)	14	0.82%
Respiratory distress, acute (J80)	14	0.82%
Stroke (I63.9)	14	0.82%
Chronic obstructive pulmonary disease with (acute) exacerbation (J44.1)	13	0.77%
Unspecified injury of wrist, hand and finger(s) (S69.9)	13	0.77%
Cardiac Chest Pain (STEMI) Inferior wall (I21.1)	12	0.71%
Mental disorder, not otherwise specified (F99)	12	0.71%

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Alcohol use, unspecified with intoxication (F10.92)	11	0.65%
Hypotension, unspecified (I95.9)	11	0.65%
Pneumonia, unspecified (J18.9)	11	0.65%
Respiratory disorder, unspecified (J98.9)	11	0.65%
Unspecified injury of lower leg (S89.9)	11	0.65%
Angina pectoris, unspecified (I20.9)	10	0.59%
Cardiac Arrest (I46.9)	10	0.59%
Pulmonary embolism (I26)	10	0.59%
Seizures without status epilepticus (G40.909)	10	0.59%
Allergy, unspecified (T78.40)	9	0.53%
Fever, unspecified (R50.9)	9	0.53%
Headache (R51)	8	0.47%
Nausea and vomiting (R11)	8	0.47%
Nontraumatic intracranial hemorrhage, unspecified (I62.9)	8	0.47%
Cardiac Chest Pain (STEMI) Anterior wall (I21.0)	7	0.41%
Epilepsy, unspecified, not intractable, with status epilepticus (G40.901)	7	0.41%
Hypoglycemia, unspecified (E16.2)	7	0.41%
Injury of head (S09.90)	7	0.41%
Other specified diabetes mellitus with hyperglycemia (E13.65)	7	0.41%
Unspecified injury of face (S09.93)	7	0.41%
Unspecified injury of shoulder and upper arm (S49.9)	7	0.41%
Back Pain (M54.9)	6	0.35%
Behavioral / psychiatric disorder (F99)	6	0.35%
COPD with exacerbation (J44.1)	6	0.35%
Epistaxis (Nose Bleed) (R04.0)	6	0.35%
Respiratory failure, unspecified (J96.9)	6	0.35%
Septicemia (1); or Sepsis (2) (A41.9)	6	0.35%
Unspecified injury of neck (S19.9)	6	0.35%
Alcohol dependence with withdrawal, unspecified (F10.239)	5	0.29%
CHF (I50.9)	5	0.29%
Dehydration (E86.0)	5	0.29%
Diabetes with hyperglycemia (1); or Hyperglycemia-Diabetes (2) (E13.65)	5	0.29%
Hypotension (I95.9)	5	0.29%
Injury, unspecified (T14.90)	5	0.29%
Sedative, hypnotic, or anxiolytic related disorders (F13)	5	0.29%
Transient cerebral ischemic attack, unspecified (G45.9)	5	0.29%
Unspecified injury of ankle (S99.91)	5	0.29%
Unspecified injury of forearm (S59.91)	5	0.29%
Abnormal uterine and vaginal bleeding, unspecified (N93.9)	4	0.24%
Alcohol use, unspecified (F10.9)	4	0.24%
Angina (1); or Ischemic chest pain (2) (I20.9)	4	0.24%
Choking (itICD.046)	4	0.24%
Injury of lower leg (S89.9)	4	0.24%

Injury of thorax (upper chest) (S29.9)	4	0.24%
Neoplasms of unspecified behavior (D49)	4	0.24%
Pneumothorax, unspecified (J93.9)	4	0.24%
Traumatic subdural hemorrhage (S06.5)	4	0.24%
Anemia, unspecified (D64.9)	3	0.18%
Cardiac Chest Pain (STEMI) other sites (I21.2)	3	0.18%
Chronic pain, not elsewhere classified (G89.2)	3	0.18%
Fever (R50.9)	3	0.18%
Functional diarrhea (K59.1)	3	0.18%
Hypertension (I10)	3	0.18%
Influenza, unspecified (Flu) (J11)	3	0.18%
Injury of face (S09.93)	3	0.18%
Nausea with vomiting, unspecified (R11.2)	3	0.18%
Other specified diabetes mellitus with hypoglycemia (E13.64)	3	0.18%
Suicide attempt (T14.91)	3	0.18%
Unspecified asthma with (acute) exacerbation (J45.901)	3	0.18%
Unspecified injury of lower back (S39.92)	3	0.18%
Acute pulmonary edema (J81.0)	2	0.12%
Anaphylactic shock, unspecified (T78.2)	2	0.12%
Asthma with exacerbation (J45.901)	2	0.12%
Constipation (K59.00)	2	0.12%
Constipation, unspecified (K59.00)	2	0.12%
Diabetes with hypoglycemia (1); or Hypoglycemia-Diabetes (2) (E13.64)	2	0.12%
Esophageal obstruction (K22.2)	2	0.12%
Gunshot (itICD.048)	2	0.12%
Hallucinogen related disorders (F16)	2	0.12%
Heat exhaustion, unspecified (T67.5)	2	0.12%
Hyperkalemia (E87.5)	2	0.12%
Injury of forearm (S59.91)	2	0.12%
Injury of lower back (S39.92)	2	0.12%
Injury of neck (S19.9)	2	0.12%
Injury of shoulder or upper arm (S49.9)	2	0.12%
Injury of thigh (upper leg) (S79.92)	2	0.12%
Not Recorded	2	0.12%
Primary inadequate contractions (O62.0)	2	0.12%
Unspecified injury of abdomen (S39.91)	2	0.12%
Unspecified injury of thigh (S79.92)	2	0.12%
Unspecified visual disturbance (H53.9)	2	0.12%
Abdominal aortic aneurysm, ruptured (I71.3)	1	0.06%
Acute bronchitis, unspecified (J20.9)	1	0.06%
Acute bronchospasm (J98.01)	1	0.06%
Acute epiglottitis (J05.1)	1	0.06%
Acute obstructive laryngitis [croup] (J05.0)	1	0.06%

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Altitude Sickness (T70.29)	1	0.06%
Angina, unstable (I20.0)	1	0.06%
Appendicitis, acute (K35.80)	1	0.06%
Cancer, unspecified (D49)	1	0.06%
Cardiac Chest Pain (STEMI) Septal Wall (itICD.077)	1	0.06%
Cardiac tamponade (I31.4)	1	0.06%
Essential (primary) hypertension (I10)	1	0.06%
GERD (K21)	1	0.06%
Hematemesis (K92.0)	1	0.06%
Injury of ankle (S99.91)	1	0.06%
Injury of elbow (S59.90)	1	0.06%
Injury of eye and orbit (S05)	1	0.06%
Injury of foot (S99.92)	1	0.06%
Injury of pelvis (S39.93)	1	0.06%
Ocular pain, unspecified eye (H57.10)	1	0.06%
Other specified disorders of teeth and supporting structures (K08.8)	1	0.06%
Paraplegia (G82.20)	1	0.06%
Pelvic and perineal pain (R10.2)	1	0.06%
Respiratory distress of newborn (P22)	1	0.06%
Respiratory syncytial virus as the cause of diseases classified elsewhere (B97.4)	1	0.06%
RSV (B97.4)	1	0.06%
TIA (G45.9)	1	0.06%
Unspecified acute appendicitis (K35.80)	1	0.06%
Unspecified injury of elbow (S59.90)	1	0.06%
Unspecified injury of thorax (S29.9)	1	0.06%
<b>Total</b>	<b>1697</b>	<b>100%</b>

## 2023 CPR Report

The CPR program at the Mukwonago Fire Department has continued to provide Mukwonago Fire Department personnel and the public the opportunity to become CPR certified. The CPR program at MFD has continued to adapt to the needs of MFD and the community by providing both in-person classes and hands on checkoffs for online courses.

For the 2023 year we taught 10 CPR classes, with a total number of 33 students. 7 of those students were MFD personnel. The classes for MFD personnel are primarily taught while the personnel are on shift. This saves time and money for both the department and the student.

The program had multiple expenses over the course of the year. MFD purchased 24 online courses at a cost of \$816 to provide to MFD personnel. This year, after having significant struggles with our old DVD we replaced our CPR video at the cost of \$209. The video we upgraded to will no longer be DVD style and so we will no longer need a DVD player to run the course. Overall, we had a financial difference of negative \$583, for the 2023 year.



## Fire/EMS Trainings 2022

### Training 01/01/2023 to 12/31/2023

Assignment Name	Duration (hours)
01 - Fire Service & Firefighter Safety	11
02 - Communications	17.5
03 - Building Construction	3.5
04 - Fire Dynamics	3.5
05 - FF Personal Protective Equipment	9.5
06 - Portable Fire Extinguishers	3
07 - Ropes & Knots	3.5
08 - Ground Ladders	21
09 - Forcible Entry	3.5
10 - Structural Search & Rescue	6.5
11 - Tactical Ventilation	2.5
13 - Hose Operations & Hose Streams	22
14 - Fire Suppression	46.5
15 - Overhaul, Property Conservation, & Scene Preservation	2.5
16 - Building Materials, Structural Collapse, & Effects of Fire Suppression	3
17 - Tech Rescue Support & Vehicle Extrication Operations	35
18 - Foam Fire Fighting, Liquid Fire, & Gas Fires	3.5
19 - Incident Scene Operations	3
20 - Fire Origin & Cause Determination	0.5
21 - Maintenance & Testing Responsibilities	9.5
3461	6.75
3462	9
3471	7.5
3488	6
Administrative/Office Work	106.5
Aerial 16 Introduction to Aerial Fire Apparatus	32.75
Aerial 18 Stabilizing the Apparatus	10
Aerial 19 Operating Aerial Apparatus	13.75
Aerial 20 Aerial Apparatus Strategies and Tactics	12
ALS Equipment Training	5
ALS Skills Checkoff	5
ALS Skills Testing	4
Ambulance Checkoff	6.25
Ambulance Orientation	14
Annual Evaluations	10.25
Area Familiarization, NFPA 1500	7

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Basic Ambulance Equipment	6
Basic EMS Skills Checkoff	5.5
Basic Vent Setup	3.5
Basic Vent Training part 1	14.75
Bleeding Control	11
Blood Glucose	4.25
Bloodborne Pathogens	3
BLS Skills Training	77.75
Boat	5
Building Committee	1
Captain's Meeting	4.5
Cardioversion and Pacing	1.5
Chainsaws	8
Check it Record Usage	3
Chief Officer Meeting	18.75
Compressor Operation	4
Control Cric	1
CPR Instructor Recertification	6
CPR Recertification	12
De-escalation Article	3.5
Disposing of Controlled Substances	0.5
Doty Belt Orientation	4.25
Drive on Roadway, NFPA 1002, 4.3	41
Driver Operator Engine/Pumper, NFPA 1002, Chapter 5	41
Driver Operator Rescue/Utility, NFPA 1002, Chapter 4	4.5
Driver Practical Test	28
Driver Practical Training	2
Driver written Test	6
Drivers Test	1.25
Emergency Management	35.25
Emergency Response Pipeline Training	13
Emergency Response to Terrorism (MOD #1)	1
Emergent Driving with a Patient	22
Emergent without Patient Driving	18
EMS Abdominal Trauma	1
EMS Abdominal Trauma Advanced	2
EMS Acute Coronary Syndrome (Advanced)	8
EMS Acute Coronary Syndromes	3
EMS Acute Respiratory Distress Syndrome Advanced	4
EMS Advanced Airways: Intubation and Beyond (2 hours)	14
EMS Advanced Cervical Spinal Injuries: Special Considerations for Athletics	3
EMS Airway Management Advanced (2 hours)	4
EMS Airway Management Basic	8

EMS Allergic Reaction Management	3
EMS Allergies and Anaphylaxis Advanced	3
EMS Allergies and Anaphylaxis Basic	1
EMS Amputation Injuries	2
EMS Aquatic Emergencies	2
EMS Assessing the Patient with Major Trauma	4
EMS Assessment and Treatment of Altered Mental Status	2
EMS Assessment and Treatment of Submersion Injuries (Advanced)	1
EMS Asthma Advanced	4
EMS Asthma Advanced Clinical Concepts	5
EMS Asthma Part 1	8
EMS Asthma Part 2	5
EMS Back Injury Prevention	2
EMS Bariatric Patients	2
EMS Behavioral Emergencies Advanced	3
EMS Bleeding and Shock	5
EMS Bloodborne Pathogens Safety (2189249)	1
EMS Bomb Blast Injuries Advanced	2
EMS Calcium Channel Blocker Overdose	4
EMS Capnography	4
EMS Carbon Monoxide Poisoning	6
EMS Cardiac Emergencies Advanced	8
EMS Cardiac Emergencies Basic	2
EMS Cardiovascular Anatomy & Physiology Review	8
EMS Child Abuse: An EMS Professionals Role & Responsibilities	1
EMS Clinical Decision-Making	2
EMS CNS Injuries Advanced	3
EMS Complete Resuscitation: Integrating Post-Care Advanced	6
EMS Crime Scene Awareness	8
EMS Cultural Diversity for EMS Providers	2
EMS Cyanide Poisoning (Advanced)	4
EMS Death and Dying	1
EMS Dementia (Advanced)	2
EMS Dementia: Overview, Assessment, and Care	1
EMS Dementia: Overview, Assessment, and Care	1
EMS Detailed Physical Exam	1
EMS Diabetic Ketoacidosis Advanced	3
EMS Disease Conditions of Chronic Alcoholism (Advanced)	1
EMS Driving Safety	9
EMS Emergency Care for Electrical Burns	2
EMS Emergency Response to Terrorism (MOD #1)	7
EMS Endocrine System Emergencies Advanced	4
EMS Endocrine System Emergencies Basic	1

EMS Environmental Emergencies Advanced	2
EMS Epilepsy	3
EMS Femur Fractures	3
EMS Fundamentals of 12 Lead ECG Operation and Interpretation	7
EMS Geriatric Emergencies Advanced	3
EMS Geriatric Emergencies Basic	1
EMS Geriatric Hip Injuries	1
EMS Grey Area Calls	2
EMS Gunshot Wounds	4
EMS Head & Facial Injuries Advanced	2
EMS Heat Illness and Emergencies	2
EMS Hip Fractures	4
EMS HIPAA Awareness	7
EMS Human Trafficking Basics for First Responders	1
EMS Hypothermia Assessment and Treatment (Advanced)	4
EMS Intraosseous Infusion Advanced	3
EMS Intro to Arrhythmias: Escape Rhythms and Premature Complexes	2
EMS Intro to Arrhythmias: Tachy-arrhythmias and Fibrillation	3
EMS Introduction to Hazardous Materials	4
EMS Management of cervical spine injuries on athletics part 2 (Advanced)	2
EMS Managing Cardiac Arrest: During and After Resuscitation	6
EMS Managing Chronic Care Patients	2
EMS Mechanics of Breathing	7
EMS Medical Extrication & Rescue	2
EMS Medical, Ethical, and Legal Issues	3
EMS Non-Traumatic Abdominal Injuries	2
EMS Non-Traumatic Chest Pain	4
EMS Nose Bleeds	1
EMS Obstetrical Emergencies Advanced (2 hour)	5
EMS Operating an AED	2
EMS Over the Counter Drug Overdoses (Advanced)	4
EMS Pain Management (Advanced)	2
EMS Patient Assessment Advanced	3
EMS Patient Care Report Essentials	3
EMS Pediatric Assessment Part 1	4
EMS Pediatric Cardiac Arrest Advanced	6
EMS Pediatric Cardiac Emergencies (Advanced)	4
EMS Pediatric Emergencies Basic	2
EMS Pediatric Fever for the Paramedic (Advanced)	3
EMS Pediatric Fever for the Paramedic (Advanced)	1
EMS Pediatric Fever for the Paramedic (Advanced)	1
EMS Pediatric Fluid and Airways (Advanced)	3
EMS Pediatric Ingestions (Advanced)	2

EMS Pediatric Respiratory Emergencies: Lower Airway for the Paramedic (Advanced)	5
EMS Pediatric Respiratory Emergencies: Upper and Lower Airway for the First Responder	4
EMS Pediatric Seizures	1
EMS Pediatric Shock Advanced (2 hours)	6
EMS Pediatric Shock Advanced (2 hours)	2
EMS Pediatric Shock Advanced (2 hours)	2
EMS Pediatric Trauma (2189176)	7
EMS Pharmacology & Drug Administration	5
EMS Pharmacology Basic	2
EMS Pharmacology Special Considerations (Advanced)	2
EMS Poisoning and Overdose	1
EMS Poisons and Toxins Part 1 (Advanced)	9
EMS Prehospital Pulmonary Embolism Care	7
EMS Rapid Secondary Assessment	1
EMS Renal Failure Advanced	2
EMS Respiratory Emergencies Advanced	4
EMS Respiratory Emergencies Basic	1
EMS Respiratory System A&P Review	6
EMS Safe Transportation of the Pediatric Patient	8
EMS Sepsis	4
EMS Sepsis	1
EMS Sepsis	1
EMS Sepsis (Basic)	1
EMS Shock and Shock Management	3
EMS Slips, Trips, and Falls	3
EMS Special Challenges in Patient Assessment	4
EMS Special Needs Patients	1
EMS Spinal Cord Injuries	2
EMS Stroke Assessment & Treatment (Advanced)	1
EMS Stroke Assessment & Treatment (Advanced)	2
EMS Suctioning the Patient Airway	3
EMS Supplemental Oxygen	3
EMS TCA Overdose (Advanced)	5
EMS The Human Body Part 1: Critical Systems (Advanced)	4
EMS Thoracic Emergencies Advanced	3
EMS Tracheostomies Advanced	4
EMS Traumatic Brain Injuries	1
EMS Traumatic Head and Brain Injuries Advanced	4
EMS Traumatic Head and Brain Injuries Advanced	2
EMS Traumatic Injury During Pregnancy	3
EMS Understanding the Basics of ECGs	3
EMS Unstable Pelvic Fractures	2
EMS Weapons of Mass Destruction	6

## 2023 Annual Report Mukwonago Fire Department

EMS Workplace Stress	1
Evaluations	10.5
Event Stand by	64
EZ IO	1
File Center	3.5
Final Probation Check off	14
Fire Commission Meeting	23.25
Fire Industry Driver Intersection Safety	2
Fire Industry Introduction to Wildland Fire Behavior	4
Fire Inspections	35.75
Firefighter Fitness, NFPA 1500	55.5
Fleet Program Defensive Driving Strategies for Emergency Vehicle Operators	9
Fleet Program Driver Safety Orientation for Emergency Vehicle Operators	2
Full-Time Probation Quarterly Evaluation	10.5
Fulltime Staff Meeting	7
Gas meters	20
Grass Rigs	13.5
I Gel	4
Ice Rescue	30
Imagetrend Video	1
Importing 12-lead to ImageTrend to the Cloud	0.75
Intial Equipment Familiarization	2
Instructor Training Prep	10
Intial Crew Sense Training	1.75
IV pump	1
K-Saw	8
LDH	12
Lifepak 15	6
Lucas	4.5
Mabas Meeting	16.75
Med port access	1
Mental Health	3
Month 1 Area and Ambulance Familiarization	8.5
Month 10 - Ground Ladders	20
Month 2 Imagetrend, Intergraph, 3488	8.5
Month 3- 3461 Familiarization	6
Month 4 - 3462 Familiarization	8.5
Month 5- SCBA and Grass rigs	36.5
Month 6 - Hose advancement	10
Month 7 - Extrication	24
Month 8 - Aerial Operations	6
Month 9 - Boat operations/water rescue	5
Monthly ALS Training	310.75

## 2023 Annual Report Mukwonago Fire Department

Monthly Department Meeting	100
MSA G1 SCBA Bluetooth Pairing	4.5
Municipal Water Supply	45.75
National Night Out Meeting	2.5
New Driver, Drive on Roadway, NFPA 1002, 4.3	4
New employee Orientation	25
New Extrication Tools	4.5
New Preplan	1.75
NFIRS/EMS Reports	10
NFPA 1001 Firefighter Orientation and Safety	1
NFPA 1001 Vehicle Extrication	4
NFPA 1500 Driving Safety	8
NIMS ICS 200	4
NIMS IS 800	3
Non-emergent Driving With a Patient	23
Non-emergent Driving without a patient	24
Officer Meeting	99.5
Oxygen and IV bag set up	3
PALS Card Upload	0.5
PALS Recert	49.5
Parade Detail	56.5
Paramedic Orientation	4
Ped Transport system for cot (ACR)	4
Perform a Fire Inspection	11
Perform a Re-Inspection	4
POC/POP Quarterly Probation Evaluation	1.5
Policy and SOG's	5
Power Pro 2 In-service Video	5.5
Pre-Construction	2
Pre-Plan Annual Review	8
Promotional Testing	6
Protective Services Committee	3.75
Protocols	6
Public CPR	32
Public Education NFPA standards	9
Public Education NFPA standards	3
Public Relations/Education	253.5
Pumper 02 Apparatus Inspection and Maintenance	2
Pumper 02 Apparatus Inspection and Maintenance	1
Radio Training	3.5
Railroad Emergency Training	52.25
RDC Training online	12
Recruit Testing	50.75

## 2023 Annual Report Mukwonago Fire Department

Ring Rescue	11
Russell Pneumo	0.5
Safety Committee	1.5
Sawzall (reciprocating saw)	4
SCBA	5
SE Incident Management Team Training/Meeting	3.5
Spear Needle Decompression	1.5
Special Event	24
Splints	5
Stair Chair/Cot/Powerload	4.5
Tank Capacity and Hose Lengths	4
Tickets	4.5
Town Board Meeting	8.5
Triple Layer	4
Tylenol	1.5
Vent Training part 4	5
Village Board Meeting	13.5
Village Committee of the Whole Meeting	9.25
Village Development Meeting	37.25
Vscan Ultrasound Training	5.5
Warrior Elite Fluid Warmer	1.25
Water Rescue Training	45
Waukesha Fire Chief's Assoc	4.5
Weather Spotter Training	22.5
Weekly Training Activity	2.25
Weekly/Monthly Preventive Maintenance, NFPA 1002 4.2	34
Wildland Firefighting	87
Wisconsin ATV Certification	6.5
<b>TOTAL TRAINING HOURS</b>	<b>3476.25</b>

Training 01/01/2023 to 12/31/2023	
Assignment Name	Duration (hours)
01 - Fire Service & Firefighter Safety	11
02 - Communications	17.5
03 - Building Construction	3.5
04 - Fire Dynamics	3.5
05 - FF Personal Protective Equipment	9.5
06 - Portable Fire Extinguishers	3

## 2023 Annual Report Mukwonago Fire Department

07 - Ropes & Knots	3.5
08 - Ground Ladders	21
09 - Forcible Entry	3.5
10 - Structural Search & Rescue	6.5
11 - Tactical Ventilation	2.5
13 - Hose Operations & Hose Streams	22
14 - Fire Suppression	46.5
15 - Overhaul, Property Conservation, & Scene Preservation	2.5
16 - Building Materials, Structural Collapse, & Effects of Fire Suppression	3
17 - Tech Rescue Support & Vehicle Extrication Operations	35
18 - Foam Fire Fighting, Liquid Fire, & Gas Fires	3.5
19 - Incident Scene Operations	3
20 - Fire Origin & Cause Determination	0.5
21 - Maintenance & Testing Responsibilities	9.5
3461	6.75
3462	9
3471	7.5
3488	6
Administrative/Office Work	106.5
Aerial 16 Introduction to Aerial Fire Apparatus	32.75
Aerial 18 Stabilizing the Apparatus	10
Aerial 19 Operating Aerial Apparatus	13.75
Aerial 20 Aerial Apparatus Strategies and Tactics	12
ALS Equipment Training	5
ALS Skills Checkoff	5
ALS Skills Testing	4
Ambulance Checkoff	6.25
Ambulance Orientation	14
Annual Evaluations	10.25
Area Familiarization, NFPA 1500	7
Basic Ambulance Equipment	6
Basic EMS Skills Checkoff	5.5
Basic Vent Setup	3.5
Basic Vent Training part 1	14.75
Bleeding Control	11
Blood Glucose	4.25
Bloodborne Pathogens	3
BLS Skills Training	77.75
Boat	5
Building Committee	1
Captain's Meeting	4.5
Cardioversion and Pacing	1.5
Chainsaws	8

## 2023 Annual Report Mukwonago Fire Department

Check it Record Usage	3
Chief Officer Meeting	18.75
Compressor Operation	4
Control Cric	1
CPR Instructor Recertification	6
CPR Recertification	12
De-escalation Article	3.5
Disposing of Controlled Substances	0.5
Doty Belt Orientation	4.25
Drive on Roadway, NFPA 1002, 4.3	41
Driver Operator Engine/Pumper, NFPA 1002, Chapter 5	41
Driver Operator Rescue/Utility, NFPA 1002, Chapter 4	4.5
Driver Practical Test	28
Driver Practical Training	2
Driver written Test	6
Drivers Test	1.25
Emergency Management	35.25
Emergency Response Pipeline Training	13
Emergency Response to Terrorism (MOD #1)	1
Emergent Driving with a Patient	22
Emergent without Patient Driving	18
EMS Abdominal Trauma	1
EMS Abdominal Trauma Advanced	2
EMS Acute Coronary Syndrome (Advanced)	8
EMS Acute Coronary Syndromes	3
EMS Acute Respiratory Distress Syndrome Advanced	4
EMS Advanced Airways: Intubation and Beyond (2 hours)	14
EMS Advanced Cervical Spinal Injuries: Special Considerations for Athletics	3
EMS Airway Management Advanced (2 hours)	4
EMS Airway Management Basic	8
EMS Allergic Reaction Management	3
EMS Allergies and Anaphylaxis Advanced	3
EMS Allergies and Anaphylaxis Basic	1
EMS Amputation Injuries	2
EMS Aquatic Emergencies	2
EMS Assessing the Patient with Major Trauma	4
EMS Assessment and Treatment of Altered Mental Status	2
EMS Assessment and Treatment of Submersion Injuries (Advanced)	1
EMS Asthma Advanced	4
EMS Asthma Advanced Clinical Concepts	5
EMS Asthma Part 1	8
EMS Asthma Part 2	5
EMS Back Injury Prevention	2

EMS Bariatric Patients	2
EMS Behavioral Emergencies Advanced	3
EMS Bleeding and Shock	5
EMS Bloodborne Pathogens Safety (2189249)	1
EMS Bomb Blast Injuries Advanced	2
EMS Calcium Channel Blocker Overdose	4
EMS Capnography	4
EMS Carbon Monoxide Poisoning	6
EMS Cardiac Emergencies Advanced	8
EMS Cardiac Emergencies Basic	2
EMS Cardiovascular Anatomy & Physiology Review	8
EMS Child Abuse: An EMS Professionals Role & Responsibilities	1
EMS Clinical Decision-Making	2
EMS CNS Injuries Advanced	3
EMS Complete Resuscitation: Integrating Post-Care Advanced	6
EMS Crime Scene Awareness	8
EMS Cultural Diversity for EMS Providers	2
EMS Cyanide Poisoning (Advanced)	4
EMS Death and Dying	1
EMS Dementia (Advanced)	2
EMS Dementia: Overview, Assessment, and Care	1
EMS Dementia: Overview, Assessment, and Care	1
EMS Detailed Physical Exam	1
EMS Diabetic Ketoacidosis Advanced	3
EMS Disease Conditions of Chronic Alcoholism (Advanced)	1
EMS Driving Safety	9
EMS Emergency Care for Electrical Burns	2
EMS Emergency Response to Terrorism (MOD #1)	7
EMS Endocrine System Emergencies Advanced	4
EMS Endocrine System Emergencies Basic	1
EMS Environmental Emergencies Advanced	2
EMS Epilepsy	3
EMS Femur Fractures	3
EMS Fundamentals of 12 Lead ECG Operation and Interpretation	7
EMS Geriatric Emergencies Advanced	3
EMS Geriatric Emergencies Basic	1
EMS Geriatric Hip Injuries	1
EMS Grey Area Calls	2
EMS Gunshot Wounds	4
EMS Head & Facial Injuries Advanced	2
EMS Heat Illness and Emergencies	2
EMS Hip Fractures	4
EMS HIPAA Awareness	7

EMS Human Trafficking Basics for First Responders	1
EMS Hypothermia Assessment and Treatment (Advanced)	4
EMS Intraosseous Infusion Advanced	3
EMS Intro to Arrhythmias: Escape Rhythms and Premature Complexes	2
EMS Intro to Arrhythmias: Tachy-arrhythmias and Fibrillation	3
EMS Introduction to Hazardous Materials	4
EMS Management of cervical spine injuries on athletics part 2 (Advanced)	2
EMS Managing Cardiac Arrest: During and After Resuscitation	6
EMS Managing Chronic Care Patients	2
EMS Mechanics of Breathing	7
EMS Medical Extrication & Rescue	2
EMS Medical, Ethical, and Legal Issues	3
EMS Non-Traumatic Abdominal Injuries	2
EMS Non-Traumatic Chest Pain	4
EMS Nose Bleeds	1
EMS Obstetrical Emergencies Advanced (2 hour)	5
EMS Operating an AED	2
EMS Over the Counter Drug Overdoses (Advanced)	4
EMS Pain Management (Advanced)	2
EMS Patient Assessment Advanced	3
EMS Patient Care Report Essentials	3
EMS Pediatric Assessment Part 1	4
EMS Pediatric Cardiac Arrest Advanced	6
EMS Pediatric Cardiac Emergencies (Advanced)	4
EMS Pediatric Emergencies Basic	2
EMS Pediatric Fever for the Paramedic (Advanced)	3
EMS Pediatric Fever for the Paramedic (Advanced)	1
EMS Pediatric Fever for the Paramedic (Advanced)	1
EMS Pediatric Fluid and Airways (Advanced)	3
EMS Pediatric Ingestions (Advanced)	2
EMS Pediatric Respiratory Emergencies: Lower Airway for the Paramedic (Advanced)	5
EMS Pediatric Respiratory Emergencies: Upper and Lower Airway for the First Responder	4
EMS Pediatric Seizures	1
EMS Pediatric Shock Advanced (2 hours)	6
EMS Pediatric Shock Advanced (2 hours)	2
EMS Pediatric Shock Advanced (2 hours)	2
EMS Pediatric Trauma (2189176)	7
EMS Pharmacology & Drug Administration	5
EMS Pharmacology Basic	2
EMS Pharmacology Special Considerations (Advanced)	2
EMS Poisoning and Overdose	1
EMS Poisons and Toxins Part 1 (Advanced)	9
EMS Prehospital Pulmonary Embolism Care	7

## 2023 Annual Report Mukwonago Fire Department

EMS Rapid Secondary Assessment	1
EMS Renal Failure Advanced	2
EMS Respiratory Emergencies Advanced	4
EMS Respiratory Emergencies Basic	1
EMS Respiratory System A&P Review	6
EMS Safe Transportation of the Pediatric Patient	8
EMS Sepsis	4
EMS Sepsis	1
EMS Sepsis	1
EMS Sepsis (Basic)	1
EMS Shock and Shock Management	3
EMS Slips, Trips, and Falls	3
EMS Special Challenges in Patient Assessment	4
EMS Special Needs Patients	1
EMS Spinal Cord Injuries	2
EMS Stroke Assessment & Treatment (Advanced)	1
EMS Stroke Assessment & Treatment (Advanced)	2
EMS Suctioning the Patient Airway	3
EMS Supplemental Oxygen	3
EMS TCA Overdose (Advanced)	5
EMS The Human Body Part 1: Critical Systems (Advanced)	4
EMS Thoracic Emergencies Advanced	3
EMS Tracheostomies Advanced	4
EMS Traumatic Brain Injuries	1
EMS Traumatic Head and Brain Injuries Advanced	4
EMS Traumatic Head and Brain Injuries Advanced	2
EMS Traumatic Injury During Pregnancy	3
EMS Understanding the Basics of ECGs	3
EMS Unstable Pelvic Fractures	2
EMS Weapons of Mass Destruction	6
EMS Workplace Stress	1
Evaluations	10.5
Event Stand by	64
EZ IO	1
File Center	3.5
Final Probation Check off	14
Fire Commission Meeting	23.25
Fire Industry Driver Intersection Safety	2
Fire Industry Introduction to Wildland Fire Behavior	4
Fire Inspections	35.75
Firefighter Fitness, NFPA 1500	55.5
Fleet Program Defensive Driving Strategies for Emergency Vehicle Operators	9
Fleet Program Driver Safety Orientation for Emergency Vehicle Operators	2

## 2023 Annual Report Mukwonago Fire Department

Full-Time Probation Quarterly Evaluation	10.5
Fulltime Staff Meeting	7
Gas meters	20
Grass Rigs	13.5
I Gel	4
Ice Rescue	30
Imagetrend Video	1
Importing 12-lead to ImageTrend to the Cloud	0.75
Initial Equipment Familiarization	2
Instructor Training Prep	10
Initial Crew Sense Training	1.75
IV pump	1
K-Saw	8
LDH	12
Lifepak 15	6
Lucas	4.5
Mabas Meeting	16.75
Med port access	1
Mental Health	3
Month 1 Area and Ambulance Familiarization	8.5
Month 10 - Ground Ladders	20
Month 2 Imagetrend, Intergraph, 3488	8.5
Month 3- 3461 Familiarization	6
Month 4 - 3462 Familiarization	8.5
Month 5- SCBA and Grass rigs	36.5
Month 6 - Hose advancement	10
Month 7 - Extrication	24
Month 8 - Aerial Operations	6
Month 9 - Boat operations/water rescue	5
Monthly ALS Training	310.75
Monthly Department Meeting	100
MSA G1 SCBA Bluetooth Pairing	4.5
Municipal Water Supply	45.75
National Night Out Meeting	2.5
New Driver, Drive on Roadway, NFPA 1002, 4.3	4
New employee Orientation	25
New Extrication Tools	4.5
New Preplan	1.75
NFIRS/EMS Reports	10
NFPA 1001 Firefighter Orientation and Safety	1
NFPA 1001 Vehicle Extrication	4
NFPA 1500 Driving Safety	8
NIMS ICS 200	4

## 2023 Annual Report Mukwonago Fire Department

NIMS IS 800	3
Non-emergent Driving With a Patient	23
Non-emergent Driving without a patient	24
Officer Meeting	99.5
Oxygen and IV bag set up	3
PALS Card Uplaod	0.5
PALS Recert	49.5
Parade Detail	56.5
Paramedic Orientation	4
Ped Transport system for cot (ACR)	4
Perform a Fire Inspection	11
Perform a Re-Inspection	4
POC/POP Quarterly Probation Evaluation	1.5
Policy and SOG's	5
Power Pro 2 In-service Video	5.5
Pre-Construction	2
Pre-Plan Annual Review	8
Promotional Testing	6
Protective Services Committee	3.75
Protocols	6
Public CPR	32
Public Education NFPA standards	9
Public Education NFPA standards	3
Public Relations/Education	253.5
Pumper 02 Apparatus Inspection and Maintenance	2
Pumper 02 Apparatus Inspection and Maintenance	1
Radio Training	3.5
Railroad Emergency Training	52.25
RDC Training online	12
Recruit Testing	50.75
Ring Rescue	11
Russell Pneumo	0.5
Safety Committee	1.5
Sawzall (reciprocating saw)	4
SCBA	5
SE Incident Management Team Training/Meeting	3.5
Spear Needle Decompression	1.5
Special Event	24
Splints	5
Stair Chair/Cot/Powerload	4.5
Tank Capacity and Hose Lengths	4
Tickets	4.5
Town Board Meeting	8.5

Triple Layer	4
Tylenol	1.5
Vent Training part 4	5
Village Board Meeting	13.5
Village Committee of the Whole Meeting	9.25
Village Development Meeting	37.25
Vscan Ultrasound Training	5.5
Warrior Elite Fluid Warmer	1.25
Water Rescue Training	45
Waukesha Fire Chief's Assoc	4.5
Weather Spotter Training	22.5
Weekly Training Activity	2.25
Weekly/Monthly Preventative Maintenance, NFPA 1002 4.2	34
Wildland Firefighting	87
Wisconsin ATV Certification	6.5
<b>TOTAL TRAINING HOURS</b>	<b>3476.25</b>

The above chart indicates all the hours of training, meetings, and personal development MFD members attend throughout the 2023 year. Emergency services are very demanding, and continuous training is required to keep up with ever-changing challenges members will encounter. A total of 3,476.25 hours of training completed for 2023. Average of 99.32 hours / employee based off 35 employees. This is up from 77hrs/staff in 2022.

## Engines



Vehicle: Engine 34 – Rosenbauer Commander Pumper-Tender

Year Purchased: 2021

Approximate Cost: \$ 740,000

Replacement Year: 2046

Replacement Cost: \$1,500,000

Vehicle: Engine 32 – 2002 Pierce Enforcer

Year Purchased: 2002

Approximate Cost: \$ 285,000

Replacement Year: 2026

Replacement Cost: \$ 1,000,000 (Pumper-Tender)



## Aerial Apparatus

Vehicle: Truck 34 – Rosenbauer Cobra 101'  
Year Purchased: 2013  
Approximate Cost: \$ 775,000  
Replacement Year: 2038  
Replacement Cost: \$ 1,500,000



## Specialty Apparatus



Vehicle: Brush 34 – Ford F350  
Year Purchased: 2016  
Approximate Cost: \$ 37,819  
Replacement Year: 2031  
Replacement Cost: \$ 66,000

Vehicle: UTV 34 – 2022 John Deere and Trailer  
Year Purchased: 2022  
Approximate Cost: \$ 35,000 w/ trailer  
Replacement Year: 2037  
Replacement Cost: \$ 45,000



## Water Operations

(Ice and open water)



Vehicle: Boat 34 – 1998 Rescue One  
Year Purchased: 1997  
Approximate Cost: \$ 13,000  
Replacement Year: 2024  
Replacement Cost: \$50,000

## Personnel Vehicles



Vehicle: Utility 34 – Chevrolet Silverado 3500  
Year Purchased: 2020  
Approximate Cost: \$ 50,000  
Replacement Year: 2032  
Replacement Cost: \$65,000

Vehicle: Intercept 34 – Chevrolet Tahoe  
Year Purchased: 2023  
Approximate Cost: \$60,000  
Replacement Year: 2029  
Replacement Cost: \$70,000





Vehicle: Battalion 34  
Year Purchased: 2023  
Approximate Cost: \$65,000  
Replacement Year: 2030  
Replacement Cost: \$70,000

Vehicle: Battalion 32 – Chevrolet Tahoe  
Year Purchased: 2015  
Approximate Cost: \$45,000  
Replacement Year: 2029  
Replacement Cost: 2023 Chevrolet Tahoe



## Ambulances

Vehicle: 2022 Horton Ford F550  
Year Purchased: 2022  
Approximate Cost: \$ 280,000  
Replacement Year: 2030  
Replacement Cost: \$ 674,000 with Power load and cot





Vehicle: 2017 Horton E-450  
Year Purchased: 2017  
Approximate Cost: \$ 196,000  
Replacement Year: 2025  
Replacement Cost: \$ 479,000 with Power load and cot

Vehicle: 2019 Med Tec Ford E-450 Remount  
Year Purchased: 20  
Approximate Cost: \$ 116,691  
Replacement Year: 2027  
Replacement Cost: \$ 617,000 with Power load and cot



**Special thank you the Mukwonago Fire Rescue Inc. (MFRI),** this is the unaffiliated association. If it was not for the members of the association raising money for the betterment of the department. The association provides financial support to the Mukwonago Fire Department members by purchasing exercise equipment, bedding, kitchen supplies, and furniture. The Association annually donates to the community every year \$6,000 to educational scholarships and other organizations that need assistance such as the burn camp.

**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES**

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**ORDINANCE NO. 1026**

**ORDINANCE AMENDING THE “COMPREHENSIVE PLAN 2035” FOR THE  
VILLAGE OF MUKWONAGO**

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**WHEREAS**, the Village Board is authorized by state law to adopt a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2), Wis. Stats.; and

**WHEREAS**, the Village Board, upon recommendation of the Village Plan Commission, adopted a comprehensive plan on October 6, 2009 and amended/adopted on November 29, 2016; and

**WHEREAS**, the Village Board is authorized to amend the adopted comprehensive plan from time to time, upon recommendation of the Village Plan Commission; and

**WHEREAS**, the Village Board adopted a public participation plan that describes the way in which Village residents and other interested parties can participate in the revision of the adopted comprehensive plan; and

**WHEREAS**, the developer (Neumann Companies) with consent of the owner (Craig Hein) submitted a petition to the Village to amend the future land use map (Map 9) of the adopted comprehensive plan by changing the classification of the property at Edgewood Ave (MUKV 2091995) from Low Density Multi-Family Residential to Small Lot Single Family; and

**WHEREAS**, the petitioner’s request constitutes a minor amendment as set forth in the adopted public participation plan; and

**WHEREAS**, the Village Plan Commission at their meeting on February 13, 2024 determined that additional opportunities for public participation (aside from the public hearing to be conducted by the Village Board) are not needed for this minor amendment owing to the limited nature of the request; and

**WHEREAS**, the Village Plan Commission reviewed the petitioner’s request at their meeting on January 9, 2024, and found it to be a desirable change, recommending approval of the same; and

**WHEREAS**, the Village Plan Commission determined that the adopted comprehensive plan, with the proposed amendment, contains all required elements as required in Section 66.1001 (2) of Wisconsin Statutes.

**NOW, THEREFORE, BE IT RESOLVED**, the Village of Mukwonago Village Board does ordain as follows:

**SECTION 1**

The designation of the property located at Edgewood Ave (MUKV 2091995) on the future land use map (Map 9) is changed from Low Density Multi-Family Residential to Small Lot Single Family.

**SECTION 2**

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

**SECTION 3**

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

**SECTION 4**

This Ordinance shall take effect upon passage and publication as approved by law.

**PASSED AND ADOPTED** by the Village Board this 21st day of February 2024.

APPROVED:

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Fred Winchowky, Village President

Countersigned:

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Diana Dykstra, Village Clerk/Treasurer



## PLANNING COMMISSION

February 13, 2024, at 6:30 pm  
Mukwonago, WI

### COMPHENSIVE PLAN AMENDMENTS MUKV2091995

#### Project Summary

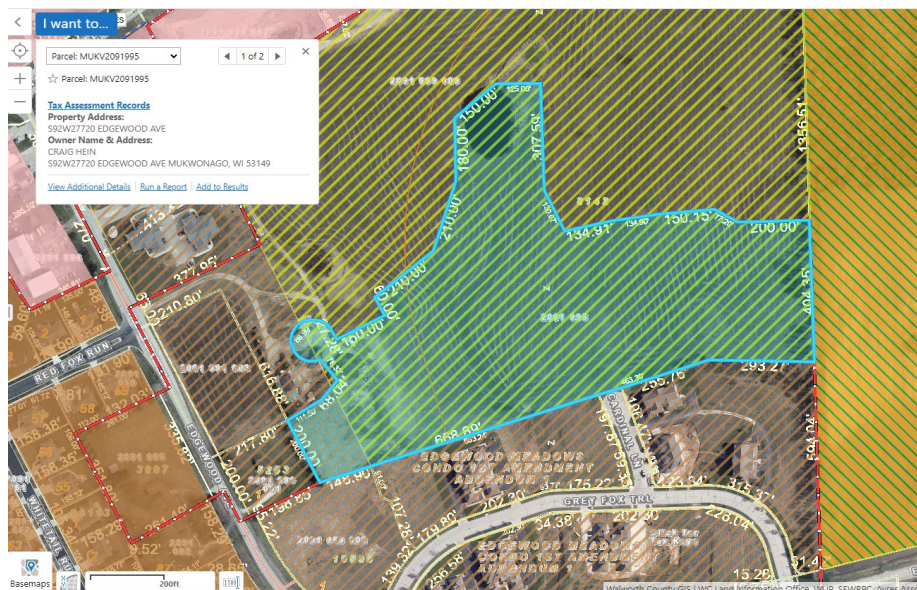
Request: Comprehensive Plan Map Amendment  
Applicant: Neumann Development  
Location: S92W27720 Edgewood Ave  
Acreage: 17.7 acres  
Current Use: Agricultural  
Future Use: Low Density Multi-Family Residential  
Zoning Classification: A-1 Agricultural District

#### Planning Staff Review

The applicant is petitioning to amend the 2035 Land Use for the parcel MUKV2091995 from the proposed future land use of Low Density Multi-Family to Small Lot Single Family. The future land use change is part of a larger development with the Village of Vernon neighboring lands. This is one of the steps to move the Hein/Neumann Development forward.

#### Recommendation:

Recommend approval to the Village Board for the proposed comprehensive plan amendment of the parcel MUKV2091995 from Low Density Multi-Family to Small Lot Single Family as set forth in Ordinance 2024-26 (as drafted OR as amended).



#### Attachments

1. Draft Ordinance 2024-26



November 10, 2023

Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Dear Plan Commission,

We are excited to be submitting for consideration our request to re-zone the following property located in the Village of Mukwonago:

- Subject property:
  - Address: S92W27720 Edgewood Ave (vacant land north of Cardinal Lane)
  - Tax Key: MUKV2091995
  - Size: approximately 16.5001 acres
  - Current Owner: Craig Hein
  - Current Zoning: A-1
  - Proposed Zoning: R-3 PUD
  - Current Land Use: Transitional Residential and Medium Lot Single Family
  - Proposed Land Use: Small Lot Single Family

### About Neumann Developments Inc.

Neumann Developments Inc. has been creating single-family residential subdivisions in South-Eastern and South-Central Wisconsin since the year 2000 and has had the proud distinction to have their communities selected for the Metropolitan Builders Association Parade of Homes in twelve neighborhoods in the past twelve years. Since the year 2000, Neumann Developments has developed over 5000 home sites, built over 55 miles of roads, and preserved over 2700 acres of land.

Through strategic partnerships with some of the area's largest builders we are able to create high quality residential developments that bring lasting value to communities. We look forward to the opportunity to bring a great neighborhood to the Village of Mukwonago.

### Market Demand

The market statistics for new residential homes has been and remains incredibly strong. In Mukwonago, inventory of homes available for sale in January was a mere 1.9 months, prices were up 7.23% year over year, with 75% of homes selling in under 30 days. We take a long-range vision in land development planning and the great location, schools, businesses, and community that attract people to Mukwonago will continue to keep demand for new homes in the community strong. By the time this proposed development is ready to bring homes to market in late 2024 and 2025 we are confident that the demand will be there as well.



## Comprehensive Master Plan

The property has been identified to include residential uses with up to 4.6 dwelling units per acre on the Future Land Use Map 2035.

We believe that given the site and community characteristics as well as the demand for residential homes that the highest and best use for the property is to keep amend the use to Small Lot Single Family allowing up to 2.3 dwelling units per acre. The use of single family residential on this property also serves as a transition from the higher density multifamily use to the south and the existing agricultural use in the adjacent Vernon lands.

## Development Overview

- Proposed Development
  - Total Units = 36 Lots
  - Proposed Gross Density = 2.18 units/acre
  - Current Property Assessed Value = \$5,100
  - Estimated Tax Base upon completion = \$17,000,000
  - Proposed Zoning = R-3 PUD
  - Min. Lot Size = 9,000 SF (Avg. 12,770 SF)
  - Min. Lot Width at building setback = 70' interior/ 80' corner lot
  - Min. Lot Width at R.O.W. = 60' wide and 45' in cul-de-sac's
  - Min. Front = 25'
  - Min Side = 7.5', 15' at side street corner
  - Min. Rear = 20'
  - Max Building Coverage = 40%
  - Min. Greenspace = 5000 SF

The proposed development will be able to offer new and current residents housing options in various sizes and price points that are hard to find in Mukwonago. We anticipate the single-family homes to vary in size and design and start in the mid-\$400's. The entire development will be controlled by a master HOA and architectural controls will be in place to create an aesthetically pleasing neighborhood as well as to manage common amenities and green spaces.

The proposed zoning district is consistent with the surrounding areas identified on the Comprehensive Master Plan and furthers the desire by the developer and the Village to create housing options that will be an asset to the community for many years to come. The use of a Planned Unit Development Overlay District on this property provides for uses compatible with planning and surrounding areas that results in the provision of a safe and efficient system for pedestrian and vehicular traffic, attractive recreation and landscaped open spaces, economic design and location of public and private utilities and community facilities; and ensures adequate standards of construction and planning. We believe this neighborhood



would be a great addition to Mukwonago and the new residents will love the proximity to easy commuter routes, blend of urban and rural environment, ample green space, and quick access to downtown areas.

If approved, we would seek to start development work in the Spring of 2024. The estimated project cost would be around \$2,800,000. This project would be owned and developed by a Neumann Developments Inc. related entity. Villas lots would be sold as home and lot packages through affiliated builder Harbor Homes and Estates lots would be available through affiliated builder Tim O'Brien Homes as well as made available directly to individuals and other builders.

This petition is being made after careful consideration regarding the market supply and demand of different residential product types in the Mukwonago area and we feel it provides housing options that will benefit the Village for many years to come.

Thank you for your consideration of this proposed project.

Sincerely,

*Bryan Lindgren*

Bryan Lindgren  
Neumann Developments Inc

# ATTACHMENT/DETACHMENT EXHIBIT "A"

ALL THAT PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 8142 AND UNPLATTED LANDS. BEING LOCATED IN A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19, TOWN 5 NORTH, RANGE 19 EAST, IN THE VILLAGES OF MUKWONAGO AND VERNON, WAUKESHA COUNTY, WISCONSIN.

E. 1/4 COR,  
SEC. 19-5-19

S87°32'52"W  
1902.96

CENTER,  
SEC. 19-5-19

LOT 2  
C.S.M. #3452

UNPLATTED LANDS

I.N.R.A.

N. LINE, S.E. 1/4,  
SEC. 19-5-19  
(N87°32'52"E 2634.96)

LOT 1  
C.S.M. #11850

O.L.  
C.S.M.  
#11850

LOT 2  
C.S.M. #11850

VILLAGE OF MUKWONAGO  
VILLAGE OF VERNON

LANDS TO BE  
TRANSFERRED  
TO VERNON  
125,967 S.F.  
2.89 AC.

I.N.R.A.

UNPLATTED LANDS

UNPLATTED LANDS

EDGEWOOD VILLAGE  
APARTMENTS LLC  
TAX KEY #MUKV2091998

WETLANDS

WETLANDS

LOT 1  
C.S.M. #8142

VILLAGE OF VERNON  
VILLAGE OF MUKWONAGO

LANDS TO BE  
TRANSFERRED  
TO MUKWONAGO  
72,840 S.F.  
1.67 AC.

E. LINE, S.W. 1/4, SEC. 19-5-19  
W. LINE, S.E. 1/4, SEC. 19-5-19  
(N01°30'48"W 2660.77)

VILLAGE OF MUKWONAGO  
VILLAGE OF VERNON

EDGEWOOD MEADOWS  
CONDOMINIUMS  
1ST AMENDMENT

CARDINAL LANE

PARCEL 1  
C.S.M. #5253

EDGEWOOD MEADOWS  
CONDOMINIUMS  
1ST AMENDMENT

LOT 1  
C.S.M. #10090

GREY

FOX

TRAIL

NORTH

SCALE: 1"=300'

0 150 300 600



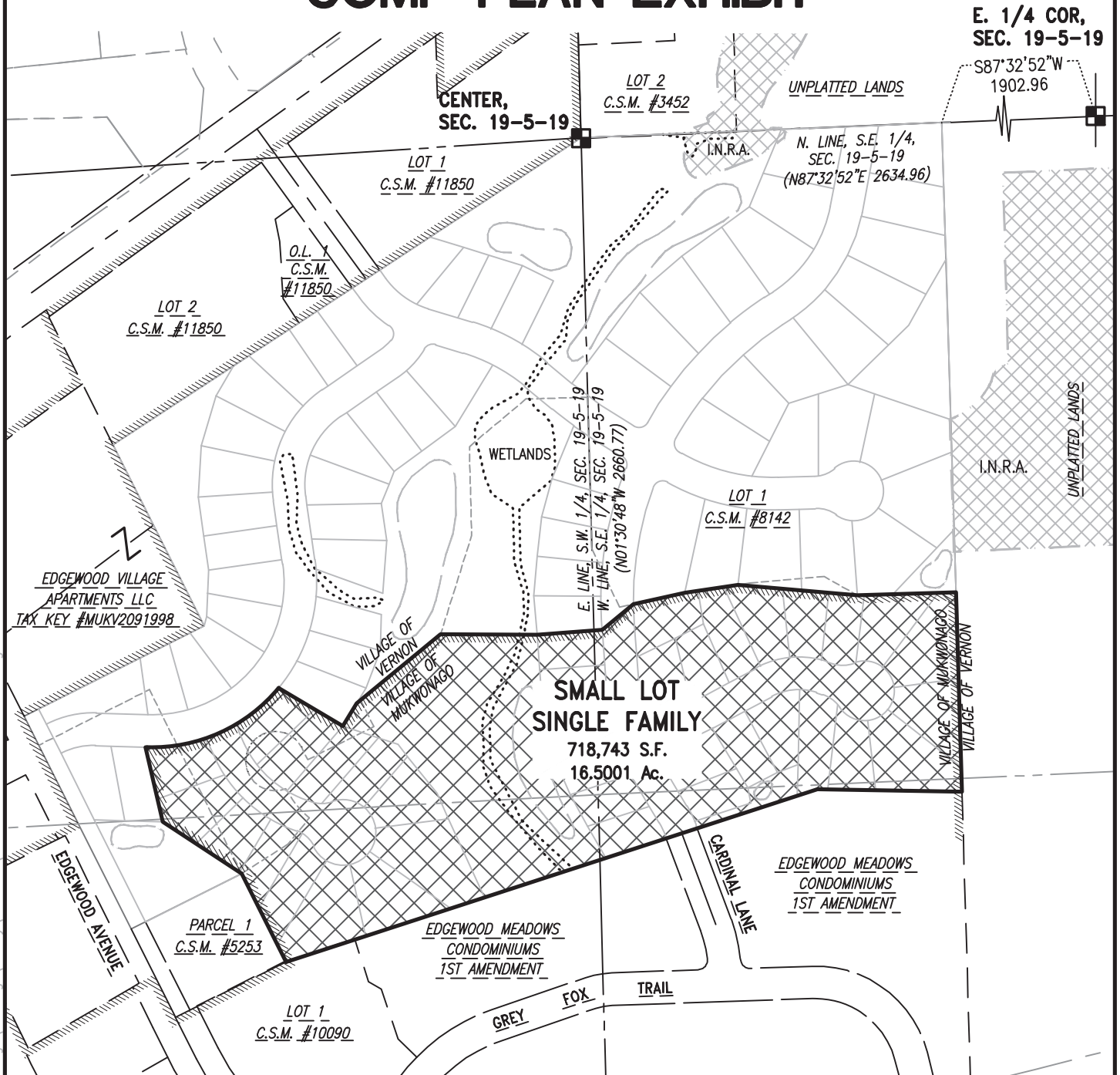
4100 N. CALHOUN RD.  
SUITE 300  
BROOKFIELD, WI 53005  
PHONE: (262) 790-1480  
FAX: (262) 790-1481  
EMAIL: Info@trioeng.com



THIS EXHIBIT WAS PREPARED BY GRADY L. GOSSER, P.L.S. (S-2972)

DATE: 10/30/23

# COMP PLAN EXHIBIT



**NORTH**

SCALE: 1" = 300'



4100 N. CALHOUN RD., SUITE 300  
BROOKFIELD, WI 53005  
PHONE: (262) 790-1480  
FAX: (262) 790-1481  
EMAIL: info@trioeng.com

DATE: 10/30/23

**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES**

---

**ORDINANCE NO. 1027**

**AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP OF THE VILLAGE OF  
MUKWONAGO ON BEHALF OF THE VILLAGE OF MUKWONAGO FOR THE PROPERTY  
LOCATED AT EDGEWOOD AVE, PARCEL: MUKV 2091995**

---

**THE VILLAGE BOARD** of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin, do ordain as follows:

**SECTION I.** Pursuant to the provision of Section 100.856 of the Municipal Code of the Village of Mukwonago, having received the recommendation of the Village Plan Commission, and after a public hearing duly called and held on the 13th day of February, 2024, the following legally described property is amended on the Village of Mukwonago Zoning District Map from A-1 (Agricultural) district to R-3 (Single-Family Small Lot Residential) district.

PT LOT 1 CERT SURV 8142 VOL 71/23 PT SW1/4 & SE1/4 SEC 19 T5N R19E COM S1/4 COR SEC 19 N01°20'W 1198.10 FT THE BGN S72°00'W 668.89 FT N26°40'W 200.00 FT N57°38'E 111.50 FT N39°15'E 68.04 FT NWLY ALG CURVE 76.89 FT NELY ALG CURVE 276.73 FT S26°40'E 27.28 FT N63°19'E 150.00 FT N26°40'W 60.00 FT N50°35'E 210.00 FT N17°24'E 210.00 FT N01°30'W 180.00 FT N50°00'E 150.00 FT N88°29'E 125.00 FT S01°30'E 307.59 FT S25°28'E 130.07 FT N77°52'E 134.91 FT N81°19'E 134.91 FT N84°59'E 150.15 FT S60°27'E 77.20 FT N88°16'E 200.00 FT S01°43'E 404.35 FT N88°54'W 292.78 FT S72°00'W 463.32 FT TO BGN 17.72 AC R1223/153

**#MUKV 2091995**

**SECTION II:** The above referenced legal descriptions is graphically provided within attached Exhibit A.

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

**SECTION IV.** Severability. If any portion of this Ordinance is invalid or unconstitutional, or the application of this Ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or applications of this Ordinance which can be given effect without the invalid or unconstitutional provisions or applications.

**SECTION V.** Effective Date. This Ordinance shall take effect upon passage and publication as provided by law.

The remainder of this page left intentionally blank.

**PASSED AND ADOPTED** by the Village Board this 21st day of February 2024.

APPROVED:

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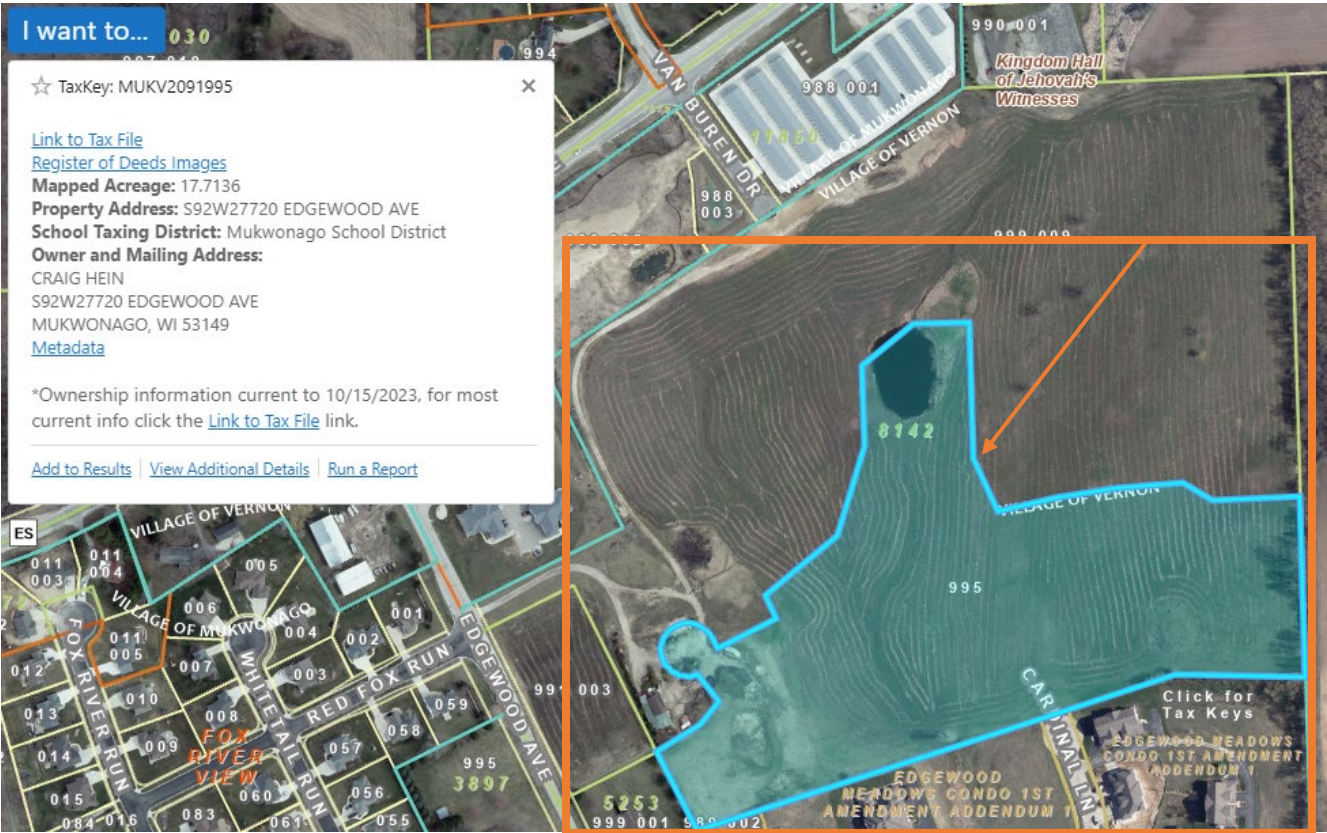
Fred Winchowky, Village President

Countersigned:

---

Diana Dykstra, Village Clerk/Treasurer

EXHIBIT A





## PLANNING COMMISSION

February 13, 2024, at 6:30 pm  
Mukwonago, WI

## ZONING MAP AMENDMENT MUKV2091995

### Project Summary

---

Request:	Rezoning
Applicant:	Neumann Development
Location:	S92W27720 Edgewood Ave
Acreage:	17.7 acres
Current Zoning:	A-1 Agricultural
Future Zoning Request:	R-3 Single-Family Small Lot Residential District

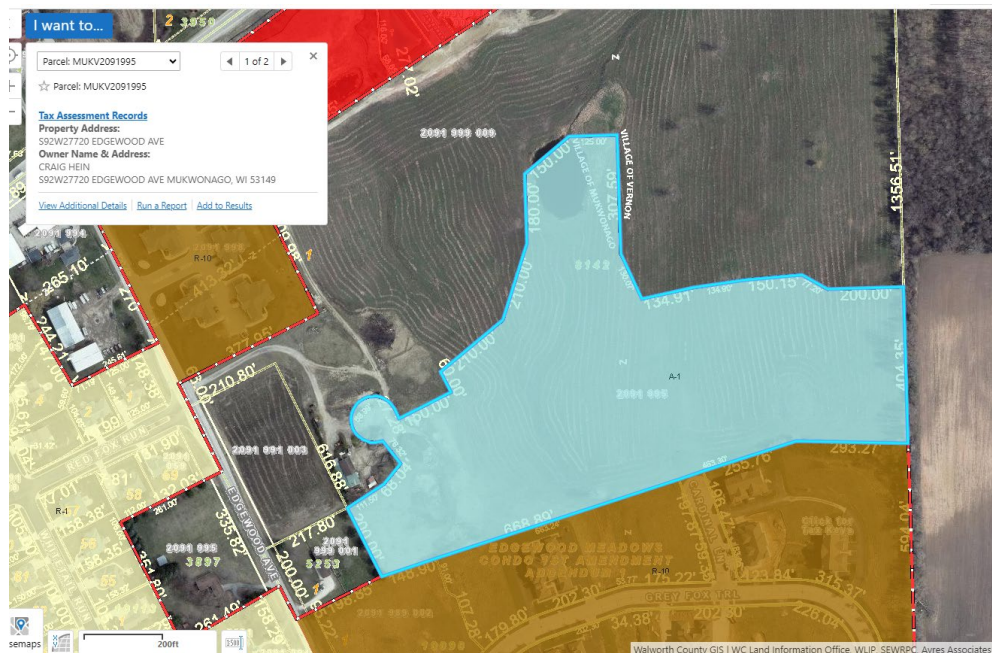
### Planning Staff Review

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The applicant is petitioning to rezone the parcel MUKV2091995 from A-1 Agricultural to R-2 Single-Family Historical Residential District. The request to amend the zoning is to accommodate smaller lot sizes throughout the development. The future development of these lands is part of a larger development with the Village of Vernon neighboring lands. Therefore, zoning dimensional standards should be consistent throughout the overall development. There may be a Planned Unit Development Overlay submitted in the future.

### Recommendation:

Recommend approval to the Village Board for the proposed rezoning of parcel MUKV2091995 from A-1 Agricultural to R-3 Single-Family Small Lot Residential District as set forth in Ordinance 2024-27 (as drafted OR as amended).



### Attachments

1. Draft Ordinance 2024-27



November 10, 2023

Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

Dear Plan Commission,

We are excited to be submitting for consideration our request to re-zone the following property located in the Village of Mukwonago:

- Subject property:
  - Address: S92W27720 Edgewood Ave (vacant land north of Cardinal Lane)
  - Tax Key: MUKV2091995
  - Size: approximately 16.5001 acres
  - Current Owner: Craig Hein
  - Current Zoning: A-1
  - Proposed Zoning: R-3 PUD
  - Current Land Use: Transitional Residential and Medium Lot Single Family
  - Proposed Land Use: Small Lot Single Family

### About Neumann Developments Inc.

Neumann Developments Inc. has been creating single-family residential subdivisions in South-Eastern and South-Central Wisconsin since the year 2000 and has had the proud distinction to have their communities selected for the Metropolitan Builders Association Parade of Homes in twelve neighborhoods in the past twelve years. Since the year 2000, Neumann Developments has developed over 5000 home sites, built over 55 miles of roads, and preserved over 2700 acres of land.

Through strategic partnerships with some of the area's largest builders we are able to create high quality residential developments that bring lasting value to communities. We look forward to the opportunity to bring a great neighborhood to the Village of Mukwonago.

### Market Demand

The market statistics for new residential homes has been and remains incredibly strong. In Mukwonago, inventory of homes available for sale in January was a mere 1.9 months, prices were up 7.23% year over year, with 75% of homes selling in under 30 days. We take a long-range vision in land development planning and the great location, schools, businesses, and community that attract people to Mukwonago will continue to keep demand for new homes in the community strong. By the time this proposed development is ready to bring homes to market in late 2024 and 2025 we are confident that the demand will be there as well.



## Comprehensive Master Plan

The property has been identified to include residential uses with up to 4.6 dwelling units per acre on the Future Land Use Map 2035.

We believe that given the site and community characteristics as well as the demand for residential homes that the highest and best use for the property is to keep amend the use to Small Lot Single Family allowing up to 2.3 dwelling units per acre. The use of single family residential on this property also serves as a transition from the higher density multifamily use to the south and the existing agricultural use in the adjacent Vernon lands.

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Thank you for your consideration of this proposed project.

Sincerely,

*Bryan Lindgren*

Bryan Lindgren  
Neumann Developments Inc

# REZONING EXHIBIT “A”

## **LEGAL DESCRIPTION “A” (Lands to be rezoned to “R-3”):**

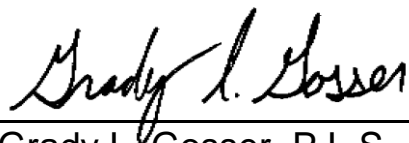
All that part of Lot 1 of Certified Survey Map No. 8142, recorded in the Office of the Register of Deeds for Waukesha County on October 22, 1996, in Volume 71 of Certified Survey Maps, at Pages 23 through 25 inclusive, as Document No. 2166785, being located in a part of the Northeast 1/4 and the Southeast 1/4 of the Southwest 1/4 and the Northwest 1/4 and the Southwest 1/4 of the Southeast 1/4 of Section 19, Town 5 North, Range 19 East, in the Village of Vernon, Waukesha County, Wisconsin, now being more particularly bounded and described as follows:

Commencing at the East 1/4 Corner of said Section 19; Thence South 87°32'52" West and along the North line of the said Southeast 1/4 Section, 1902.96 feet to a point on the East line of said Lot 1 of Certified Survey Map No. 8142; Thence South 01°43'08" East and along the East line of said Lot 1 of said Certified Survey Map No. 8142, 952.16 feet to a point to the place of beginning of lands hereinafter described;

Thence continuing South 1°43'08" East and along the East line of said Lot 1 of said Certified Survey Map No. 8142, 404.35 feet to a point; Thence North 88°54'57" West, 292.78 feet to a point; Thence South 72°00'22" West, 1132.21 feet to a point on the Southeasterly line of Certified Survey Map No. 5253; Thence North 26°40'38" West and along the said existing Corporate Limits line, 200.00 feet to a point; Thence North 56°47'31" West and along the said existing Corporate Limits line, 191.03 feet to a point; Thence North 13°05'19" West and along the said existing Corporate Limits Line, 155.18 feet to a point; Thence South 88°14'25" East and along the said existing Corporate Limits Line, 3.07 feet to a point; Thence Northeasterly 302.58 feet along the arc of a curve, whose center lies to the Northwest, whose radius is 333 feet, whose central angle is 52°03'40", and whose chord bears North 65°43'45" East, 292.27 feet to a point; Thence South 59°23'49" East and along the said existing Corporate Limits Line, 151.31 feet to a point; Thence North 31°29'21" East and along the said existing Corporate Limits Line, 54.12 feet to a point; Thence North 50°35'42" East and along the said existing Corporate Limits Line, 220.30 feet to a point; Thence South 89°39'13" East and along the said existing Corporate Limits Line, 195.07 feet to a point; Thence North 85°31'46" East and along the said existing Corporate Limits Line, 132.35 feet to a point; Thence North 50°39'11" East and along the said existing Corporate Limits Line, 82.26 feet to a point; Thence North 77°52'12" East and along the said existing Corporate Limits Line, 105.65 feet to a point; Thence North 81°19'56" East and along the said existing Corporate Limits Line, 110.16 feet to a point; Thence South 84°58'32" East and along the said existing Corporate Limits Line, 242.15 feet to a point; Thence North 88°16'52" East and along the said existing Corporate Limits Line, 200.00 feet to the point of beginning of this description.

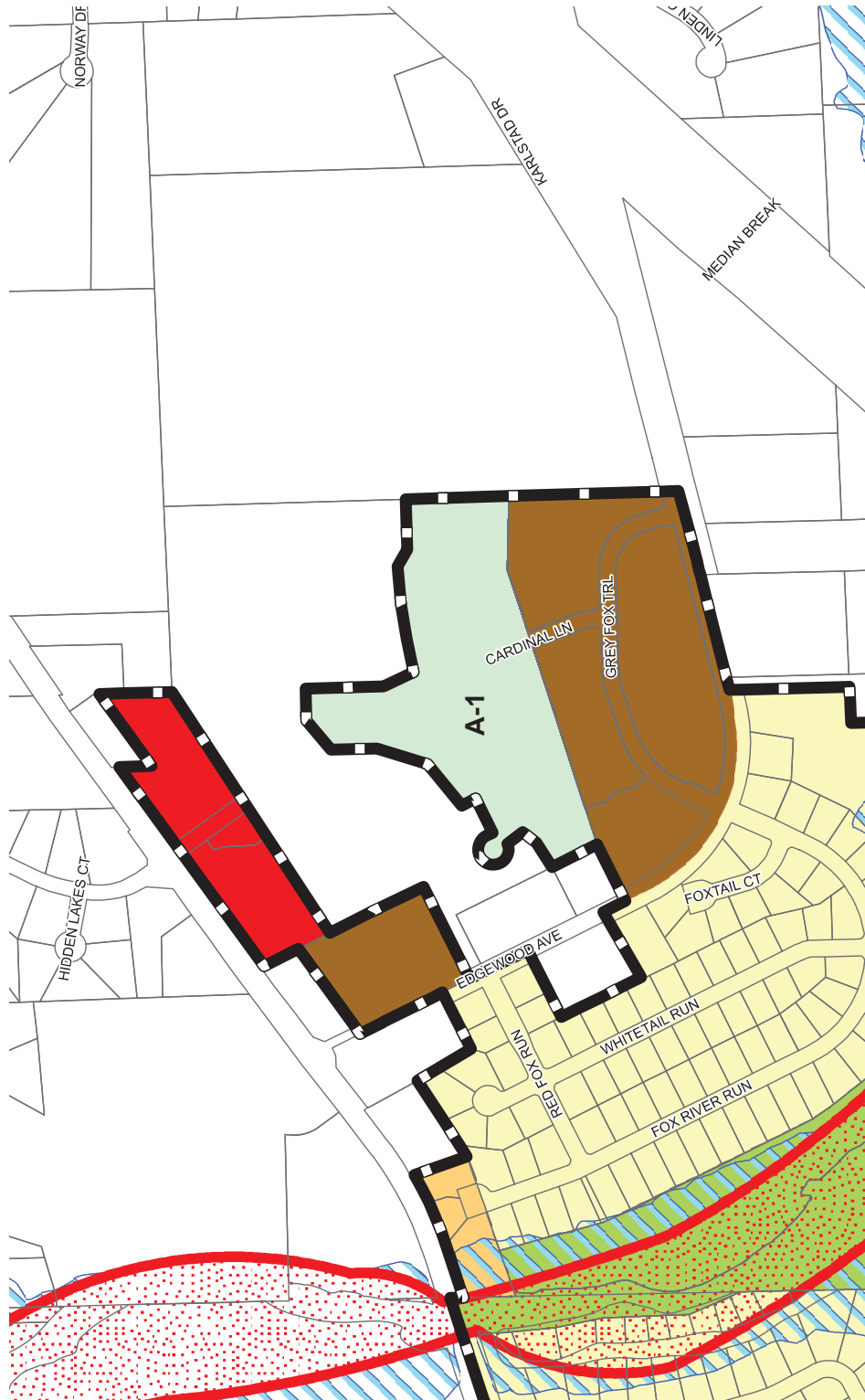
Said Parcel contains 718,743 Square Feet (or 16.5000 Acres) of land, more or less.

Date: 10/30/23

A handwritten signature in black ink that reads "Grady L. Gosser".

---

Grady L. Gosser, P.L.S.  
Professional Land Surveyor S-2972  
**TRIO ENGINEERING, LLC**  
4100 N. Calhoun Road, Suite 300  
Brookfield, WI 53045  
Phone: (262)790-1480



Current Zoning

# REZONING EXHIBIT "A"

ALL THAT PART OF LOT 1 OF CERTIFIED SURVEY MAP NO. 8142 AND UNPLATTED LANDS. BEING LOCATED IN A PART OF THE NORTHEAST 1/4 AND SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 19, TOWN 5 NORTH, RANGE 19 EAST, IN THE VILLAGES OF MUKWONAGO AND VERNON, WAUKESHA COUNTY, WISCONSIN.

E. 1/4 COR,  
SEC. 19-5-19

S87°32'52"W  
1902.96

LOT 2  
C.S.M. #3452

UNPLATTED LANDS

CENTER,  
SEC. 19-5-19

LOT 1  
C.S.M. #11850

N. LINE, S.E. 1/4,  
SEC. 19-5-19  
(N87°32'52"E 2634.96)

LOT 2  
C.S.M. #11850

O.L.  
C.S.M.  
#11850

LOT 1  
C.S.M. #8142

WETLANDS

I.N.R.A.

UNPLATTED LANDS

P.O.B.  
(LEGAL "A")

EDGEWOOD VILLAGE  
APARTMENTS LLC  
TAX KEY #MUKV2091998

LANDS TO  
BE REZONED  
TO "R-3"  
718,743 S.F.  
16.5001 Ac.  
(SEE LEGAL "A")

EDGEWOOD MEADOWS  
CONDOMINIUMS  
1ST AMENDMENT

PARCEL 1  
C.S.M. #5253

LOT 1  
C.S.M. #10090

EDGEWOOD MEADOWS  
CONDOMINIUMS  
1ST AMENDMENT

CARDINAL LANE

GREY FOX TRAIL

NORTH

SCALE: 1"=300'

0 150 300 600



4100 N. CALHOUN RD.  
SUITE 300  
BROOKFIELD, WI 53005  
PHONE: (262) 790-1480  
FAX: (262) 790-1481  
EMAIL: Info@trioeng.com



THIS EXHIBIT WAS PREPARED BY GRADY L. GOSSER, P.L.S. (S-2972)

DATE: 10/30/23

# REZONING EXHIBIT “A”

## **LEGAL DESCRIPTION “A” (Lands to be rezoned to “R-3”):**

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Said Parcel contains 718,743 Square Feet (or 16.5000 Acres) of land, more or less.

Date: 10/30/23



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Grady L. Gosser, P.L.S.  
Professional Land Surveyor S-2972  
**TRIO ENGINEERING, LLC**  
4100 N. Calhoun Road, Suite 300  
Brookfield, WI 53045  
Phone: (262)790-1480

**RESOLUTION 2024-04**

**Village of Mukwonago Order Granting a Conditional Use and Prescribing Conditions for a new structure within a park (garage), 360 McKenzie Road, Mukwonago, WI**

WHEREAS, VILLAGE OF MUKWONAGO (hereinafter "property owner") owns the property identified as 360 McKenzie Street, (hereinafter "subject property") in the Village of Mukwonago, more particularly described as follows:

PT SE1/4 & SW1/4 SEC 25 T5N R18E & NE1/4 SEC 36 T5N R18E & SE1/4 SEC 26 T5N R18E & NW1/4 & SW1/4 SEC 30 T5N R19E; COM COR SECS 25 26 35 & 36 T5N R18E; N 895.34 FT; W 725.83 FT; N4°31'W TO POINT 1126.45 FT SE OF RR R/W & S LI PLANK RD; S89°E 339.24 FT; NELY 3025.00 FT TO POINT ON S1/4 LI SEC 25 LYING S 1293.01 FT FROM CTR SEC 25; SWLY TO POINT ON N LI WEPCO R/W WHICH LIES 170.00 FT S74°59'W FROM S1/4 LI SEC 25; N74°59'E 640.95 FT NELY TO POINT ON E LI OF WLY 620.00 FT OF SE1/4 SEC 25 WHICH LIES S 1115.66 FT FROM N LI SE1/4; N 1115.66 FT TO N LI SE1/4 SEC 25; ELY TO NE COR SE1/4 SEC 25; NLY TO CTRLI RIVER NELY & SELY ALG CTRLI RIVER TO E LI OF W 1146.75 FT OF SW1/4 NW1/4 SEC 30; S 750.00 FT; S50° 16'W 4820.00 FT; N 330.00 FT; W 1817.64 FT; N25°38'W 450.12 FT; S56°30'W 735.24 FT TO BGN :: EX PT SW1/4 SEC 25 T5N R18E; COM 1817.64 FT W OF S1/4 COR SEC 25; E 325.00 FT; N 229.27 FT; W 435.00 FT; S25°38'E 254.30 FT TO BGN :: EX VOL 104/479 DEEDS :: EX VOL 104/481 DEEDS :: EX VOL 104/482 DEEDS :: EX DOC #586966 :: EX DOC #2700683 :: DOC #1815259

**Return to:**

Diana Dykstra, Clerk-Treasurer  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

**Parcel Number:** MUKV 1972-999

WHEREAS, the property owner has, consistent with the Village of Mukwonago's zoning regulations, submitted a conditional use application for a new structure within a park (garage) per Section 100-251, and

WHEREAS, upon receipt of the petition submitted by the property owner and future purchaser, the Village Clerk properly referred such petition to the Plan Commission; and

WHEREAS, allowing for required public notice, the Plan Commission conducted a public hearing on February 13, 2024, to consider the petitioner's request; and

WHEREAS, members of the public in attendance were given ample opportunity to provide comment regarding the petitioner's request; and

WHEREAS, the Plan Commission passed a motion recommending to the Village Board that the conditional use be approved subject to certain conditions; and

WHEREAS, the Plan Commission, in passing on the matter, has made the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and

improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.

4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

WHEREAS, the Village Board has carefully reviewed the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. **Authorized uses.** Subject to the terms and conditions of this approval and the sections of the zoning code that apply, the property owner is authorized to add a new structure within a park (garage).
2. **Issuance of permit required.** The zoning administrator is authorized to issue the property owner a conditional use permit when all conditions enumerated in section 3 have been satisfied to his or her satisfaction. Such permit is the last approval before the property owner/tenant can begin to establish the use as authorized herein.
3. **Initial conditions of approval.** The following conditions shall be satisfied prior to the issuance of the conditional use permit:
  - a. The property owner must submit site/architectural plans to the Village for review and obtain approval of the same within 9 months of the date of this decision.
  - b. The property owner must accept the terms and conditions of this conditional use order in its entirety in writing within 6 months of the date of this decision. Prior to such expiration, the property owner may request an extension to this time period and the Village Clerk may approve an extension with good cause.
  - c. This order must be recorded against the subject property in the Waukesha County register of deeds office (only if subsections 3(a) through 3(b) have been satisfied).

In the event the requirements enumerated in subsections 3(a) and 3(b) above are not satisfied, this order shall automatically be null and void without any further action by the Village of Mukwonago on the aforementioned date.

4. **Ongoing conditions of approval.** The following conditions shall constitute an ongoing obligation:
  - a. Hours of operation of park facilities shall not exceed adopted hours of operation.
  - b. Any modifications to the site, buildings, site improvements shall require the conditional use application being updated.

5. **Expansion or changes.** The conditional use hereby authorized shall be confined to the subject property without extension or expansion. Any expansion or change in use shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.

6. **Modification of property boundary lines.** The property owner shall not change the size and/or shape

of the subject property by any means without the approval of the Village Board. If the Village Board determines that a proposed change is substantial with regard to the overall size of the parcel and/or configuration, such change shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.

7. **Plans and related matters.** Unless otherwise expressly stated herein, plans that are specifically required by this conditional use order may be amended upon the prior approval of the Plan Commission if the Plan Commission finds the amendment to be minor and consistent with the conditional use order and permit. Any change in any plan that the Plan Commission feels, in its sole discretion to be substantial, shall require a new conditional use approval and all procedures in place at the time must be followed.

8. **Inspection.** The property owner shall allow Village of Mukwonago staff, officials, and other authorized agents to inspect the subject property, at any reasonable time and for any proper purpose related to compliance with this conditional use order.

9. **Discontinuance.** Should the conditional use be discontinued in use for 365 consecutive days the use shall be terminated as set forth in the Village of Mukwonago's zoning regulations.

10. **Private rights.** This approval is given under the Village of Mukwonago's zoning regulations and is not to be interpreted to abrogate any private rights other property owners may have pursuant to deed restrictions or restrictive covenants.

11. **Interpretation.** If any aspect of this conditional use order is in conflict with any other aspect of the conditional use order, the more restrictive provisions shall be controlling, as determined by the Plan Commission.

12. **Other permits.** This order shall not be deemed to constitute a building permit, or constitute any other license or permit required by Village ordinance, or other local, state, or federal law.

13. **Severability.** In the event a court of competent jurisdiction determines that a paragraph or phrase of this conditional use order is unlawful, illegal, or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the conditional use order and the remainder shall continue in full force and effect.

14. **Heirs, successors, and assigns.** This conditional use order shall be binding upon the property owner and their heirs, successors, and assigns. Upon a change in ownership, the property owner shall notify the Village Clerk.

15. **Ongoing review.** This conditional use may be reviewed by the Plan Commission with notice to the property owner at any time upon complaint or upon Plan Commission initiative. If it is determined that the authorized use is no longer compatible, or that the provisions of this approval have not been complied with, the Village Board may revoke or amend this order after recommendation by the Plan Commission and holding of a public hearing.

16. **Amendment.** The property owner may propose an amendment to this conditional use order at anytime by submitting a written petition to the Village Clerk, which shall be reviewed pursuant to the requirements in effect at the time of application.

17. **Violation.** Any violation of this order may be treated as a violation of Mukwonago's zoning regulations and each day of each violation of each condition herein shall be treated as a separate violation.

18. **Acceptance.** GRANTEES hereby accept the said Conditional Use Grant and covenant strictly to comply with all the terms and conditions thereof. GRANTEES acknowledge that, in accordance with the provisions of the Zoning Code, failure to comply with any conditions of the Conditional Use Grant is cause for the termination of said Grant by the Village. GRANTEES also acknowledge that approval of the Conditional Use Grant allows the appropriate Village officials to conduct reasonable and routine inspections of the property. This Covenant shall run with the land and shall be binding on the GRANTEES and all persons claiming any estate or interest in

the Premises by, through or under the GRANTEES, as long as the said Premises are used as described in the Conditional Use Grant

Approved this 21<sup>th</sup> day of February, 2024.

BY THE VILLAGE BOARD OF THE VILLAGE OF MUKWONAGO

\_\_\_\_\_  
Fred Winchowky, Village President

Attest:

\_\_\_\_\_  
Diana Dykstra, Village Clerk-Treasurer

STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally came before me this \_\_\_\_ day of \_\_\_\_\_ 2024, the persons described above, Fred Winchowky, Village President, and Diana Dykstra, Village Clerk, to me known to be the persons who executed the foregoing instrument and to me known to be such Village President and Village Clerk of the Village of Mukwonago and acknowledged that they executed the foregoing instrument as such officers of said municipal corporation by its authority and pursuant to the authorization by the Village Board from their meeting on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
My Commission Expires:

The remainder of this page left intentionally blank.

\_\_\_\_\_

**Acceptance by Property Owner**

I, \_\_\_\_\_ verify that I am an authorized agent for VILLAGE OF MUKWONAGO accepts the terms stated herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
\_\_\_\_\_, agent

STATE OF WISCONSIN, WAUKESHA

Personally, came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above-named person, \_\_\_\_\_ to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
My Commission Expires:

Drafted by Erin Scharf, Planner/Zoning Administrator at the direction of the Mukwonago Village Board.



**PLANNING COMMISSION**  
February 13, 2024 at 6:30pm  
Mukwonago, WI

**SITE PLAN AND ARCHITECTURAL REVIEW  
CONDITIONAL USE PERMIT**

360 McKenzie Rd, Mukwonago, WI  
Parcel Number: MUKV 1972-999

**Case Summary**

**Parcel Data**

Proposal:	Structure within a Park
Applicant:	Village of Mukwonago
Request:	Conditional use permit for a structure within a park (Garage)
Staff Recommendation:	Approve with Conditions

**Parcel Characteristics / Conditions**

Acreage:	162.53
Current Use:	Park / Institutional
Proposed Use:	Park / Institutional
Reason for Request:	New Structure
Land Use Classification:	Open Space Recreational
Zoning Classification:	P-1 Public and Semipublic
Census Tract:	2039.02

**Public Notice**

A public hearing notice was published two times in the Waukesha Freeman, and letters were mailed to surrounding property owners within 250ft and surrounding municipalities within 1000fr. Public comment as of this date, staff has not received any comments or other communications regarding this proposal.

**Site Plan and Architectural Review Request**

**Architectural/ Site Review**

**Site Modifications**

Removal of current shed. Request to construct a cold storage garage 24 x 24 slab on grade with a service door and a 9 x 7 garage door. The building will have a 4/12 pitch roof with an asphalt shingle roof, aluminum soffit and fascia, LP Smart board corners and door trim, and light blue vinyl siding.

The project will be constructed by the high school students, funded by the Lions Club, occupied by the Mukwonago Area Soccer Club. The

Village will coordinate the efforts and retain ownership after completion.

Utilities	No modifications at this time.
Stormwater Management	No modifications at this time.
Wetlands	None
Signage	Will be processed at staff level.
Parking	No modifications at this time.
Landscaping	No modifications at this time.
Trash Enclosure	No modifications at this time.
Fencing	No modifications at this time.
Outdoor Lighting	Solar Light
Misc. Performance Standards	None

Staff Review

Engineering	No concerns
Public Works	No concerns
Utilities	No concerns
Police	No concerns
Fire	No concerns
Building Inspection	No concerns
Planning	No concerns



Conditional Use Request

Harmony with Village policies, ordinances, and programs  
*The storage garage will now have a permanent location.*

Specific Location within harmony with Village policies, ordinances and programs  
*The proposed structure meets village policies, ordinances and assist with advancing the Villages Outdoor recreation goals and objectives.*

**Potential Adverse Impact on surrounding:**

*The facilities are located at the rear of the park along the trail in between the four ball fields and soccer fields and will not be near other surrounding uses.*

**Maintaining consistency within the environs of the property:**

*The structure will compliment the park and update the aesthetics.*

**Adequate Services**

*The proposed new structure provides onsite storage for equipment to maintain the park.*

**Benefits of the use outweigh adverse impacts.**

*There are not adverse impacts anticipated.*

**Hours of Operation:**

- 1) *The storage garage will be accessible during park hours by authorized personnel only.*

**Conditional Use Process / Findings**

---

Review procedures the Plan Commission holds the public hearing and makes a recommendation to the Village Board which makes the final decision.

Following the close of the public hearing, the Plan Commission may recommend (1) approval, (2) approval with conditions, or (3) denial.

If approval is recommended, the Plan Commission can recommend conditions deemed necessary to protect the public health, safety, and welfare. The Plan Commission, in passing on the matter, will need to make the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner / tenant has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

The Village Board will carefully review the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

These findings are incorporated into the draft conditional use order which is attached.

The Plan Commission shall approve a conditional use application if the terms and conditions of the zoning regulations are met. However, in the event the terms and conditions of the ordinance are not consented to and complied with by the applicant, the Commission may deny the application. In addition, the Commission may deny the application or place conditions on it if substantial evidence, as defined in §62.23(7) Wis. Stats. is presented. That evidence must demonstrate the inability of the applicant to comply with or meet the conditions of the zoning regulations or that the conditions to be applied by the Plan Commission are necessary to protect the public health, safety or welfare of the community based upon the presentation of substantial evidence. Potential motion for approval Recommend to the Village Board approval of the project as a conditional use as set forth in the attached conditional use order as drafted, provided the Village Attorney approves the final form of the conditional use order.

## **Recommendation**

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### **Site Plan and Architectural Review**

Staff recommends the Planning Commission Approve a resolution for the Site Plan and Architectural Review, as set forth in the attached resolution.

1. Prior to any land disturbing activity, the applicant must submit a complete and final set of plans to the Village planner. All Village department heads must verify in writing whether they have approved the final plans within their purview. Any outstanding matters must be resolved to staff's satisfaction.
2. Prior to any land-disturbing activity, a pre-construction meeting must be held with the applicant's representatives and primary contractors, and Village department heads and representatives.
3. Prior to any land-disturbing activity, the applicant must reimburse the Village for any outstanding charges and establish an escrow account with the Village as may be required.
4. The applicant must obtain all required building permits within nine months of this date and start construction within six months of the date of building permit issuance and continue in good faith to completion.
5. All work related to this project must comply with all project plans approved by the Village.
6. The applicant must comply with all requirements related to impact fees imposed by the Village.
7. The applicant shall comply with all parts of the Municipal Code as it relates to this project.
8. If the approved plans need to be revised to address any of the conditions of approval or to conform to Building and Fire Safety Codes, the Zoning Administrator and the Supervisor of Inspections are authorized to approve minor modifications so long as the overall project elements remain unchanged. If they determine that the revision is substantial, the plans must be submitted to the Plan Commission for review and approval.
9. Any future modification to the site such as modification of building, parking, lighting, grading, retaining walls, fences, etc. shall require Site Plan and Architectural Review.

### **Conditional Use**

Staff Recommends the Planning Commission recommend to the Village Board approval of a conditional use permit as set forth in the attached resolution.

To – Grant a Conditional Use permit for a storage garage with following on going conditions deemed necessary to protect the health, safety, and welfare:

1. Ongoing conditions of approval. The following conditions shall constitute an ongoing obligation:

- a. Hours of operation of park facilities shall not exceed adopted hours of operation.
- b. Any modifications to the site, buildings, site improvements shall require the conditional use application being updated.

and determining that the conditions are consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

#### Attachments

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1. Draft Resolution for SPAR and CU (per each corresponding Agenda Item)
2. Plans/Specs (SPAR Agenda Item)

# TOWN OF EAST TROY

N9330 Stewart School Road • P.O. Box 872  
East Troy, Wisconsin 53120  
Telephone (262) 642-5386  
Fax (262) 642-9701

## RESOLUTION **APPROVAL** PETITION LAND SEPARATION / CSM

Whereas, the Planning Commission for the Town of East Troy convened on December 6, 2023; and

Whereas, the applicant, Michael Greeson, V2G Surveying are proposing a division of the current parcel. The applicant feels that this separation would fit with the surrounding area for single family homes. The lot is zoned R2 with the minimum lot size of 15,000S.F. if sewerer or 40, 000 S.F. unsewered and a required 100 feet of roadway frontage. This proposal does meet those requirements. Each lot will be required to have a soil test done for a suitable septic system; and

Whereas, the owner has the intention to sell the existing sewerer home and build a smaller home on lot 3. The applicant did note that there would need to be 500 feet approximately of new sewer lines to service the new lots, so he feels that a perk test would have to be done and then possibly use a mound system for lots 2 and 3 to be more economical; and

Whereas, there was discussion among Commissioners, regarding the two new homes having access off of Stone School Road. There was a safety concern related to the vision corner there and the amount of traffic. A conditional approval was discussed creating a no access strip and requiring lot 2 to keep 150 feet from Stone School Road and no access on Miramar Drive. The vision triangle was also discussed and it was noted that it is already an ordinance/building code. Robert W. Sucik, neighbor, spoke to ask more questions about the plan for the property. He was concerned about there being a possible flood plain or any water running onto his property. The applicant was able to state that this was not an issue for his property. He did state that he does not want to stop anyone from doing what they want to do with their property; and

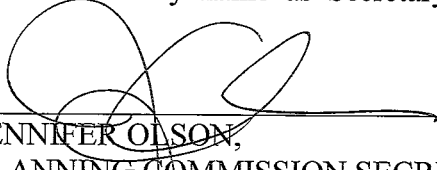
Whereas, the Planning Commission voted 6 aye (Smith, DeGrave, Cook, Gordon, Denhart, Celley) 1 nay (Wucherer) to **APPROVE** the applicants' LAND SEPARATION / CSM with the following conditions: 1) no road access on E. Miramar Dr 2) 150 feet from the southernmost point on stone school road for lot 2;

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission requests a motion by the Town of East Troy, Town Board to **APPROVE** the LAND SEPARATION / CSM at N9020 & N8952 E Miramar Drive East Troy, WI Parcel No. P ET 1100031.

STATE OF WISCONSIN  
SS  
COUNTY OF WALWORTH

I, JENNIFER OLSON do hereby certify that I am the duly elected, qualified and acting Secretary of the Town of East Troy, Planning Commission and that the foregoing is a true and correct copy of a resolution duly adopted at a meeting of the Planning Commission, of the Town of East Troy held in said Town on the 6<sup>th</sup> day of December, 2023, at which meeting a quorum was present and that said resolution is duly recorded in the minutes of said meeting.

IN WITNESS WHEREOF, I have affixed my name as Secretary on this 7<sup>th</sup> day of December, 2023.



JENNIFER OLSON,  
PLANNING COMMISSION SECRETARY  
Town of East Troy

**VILLAGE OF MUKWONAGO RESOLUTION 2024-05**

**RESOLUTION APPROVING A CERTIFIED SURVEY FOR A PROPERTY LOCATED AT  
N8952 E MIRIMAR DR IN THE TOWN OF EAST TROY, WALWORTH COUNTY**

**WHEREAS**, Mike Greenson (surveyor/applicant) on behalf of Montserrat Gonzalez (owner), this property located in the Town of East Troy and has submitted a three-lot certified survey map to the Village for review; and

**WHEREAS**, the property is located in the Village's extraterritorial review area and is therefore subject to the review by the Village; and

**WHEREAS**, the Village Plan Commission reviewed the petitioner's request at their meeting on February 13, 2024, and recommended approval of the same as set forth in this resolution; and

**NOW, THEREFORE, BE IT RESOLVED**, the Village Board of the Village of Mukwonago approves the proposed certified survey map subject to the following conditions:

1. The surveyor's seal, signature, and date must appear on all sheets of the final CSM. The same revision date must also be noted on each sheet.
2. The certified survey map must comply with the Town of East Troy's approval which was granted on December 7, 2023.
3. The property owner must pay all fees and charges that are owed to the Village.

The Village President is authorized to sign the original certified survey map when the above conditions have been satisfied as determined by the Village Planner.

Passed and dated this 21st day of February 2024.

VILLAGE OF MUKWONAGO

By: \_\_\_\_\_  
Fred Winchowky, Village President

Attest: \_\_\_\_\_  
Diana Dykstra, Village Clerk



# CERTIFIED SURVEY MAP NO.

PART OF GOVERNMENT LOT 2, OF SECTION 11, TOWNSHIP 4 NORTH, RANGE 18 EAST, TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN.

## NOTES:

A complete soil and site evaluation may not have been conducted on each lot or parcel. No structure shall be erected on any lot(s) or parcel(s) unless the requirements of SPS 383, Wisconsin Administrative Code, and the Walworth County Ordinances have been met. Holding tank use is prohibited for new construction on any lot(s) or parcel(s).

Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution.

## OWNER:

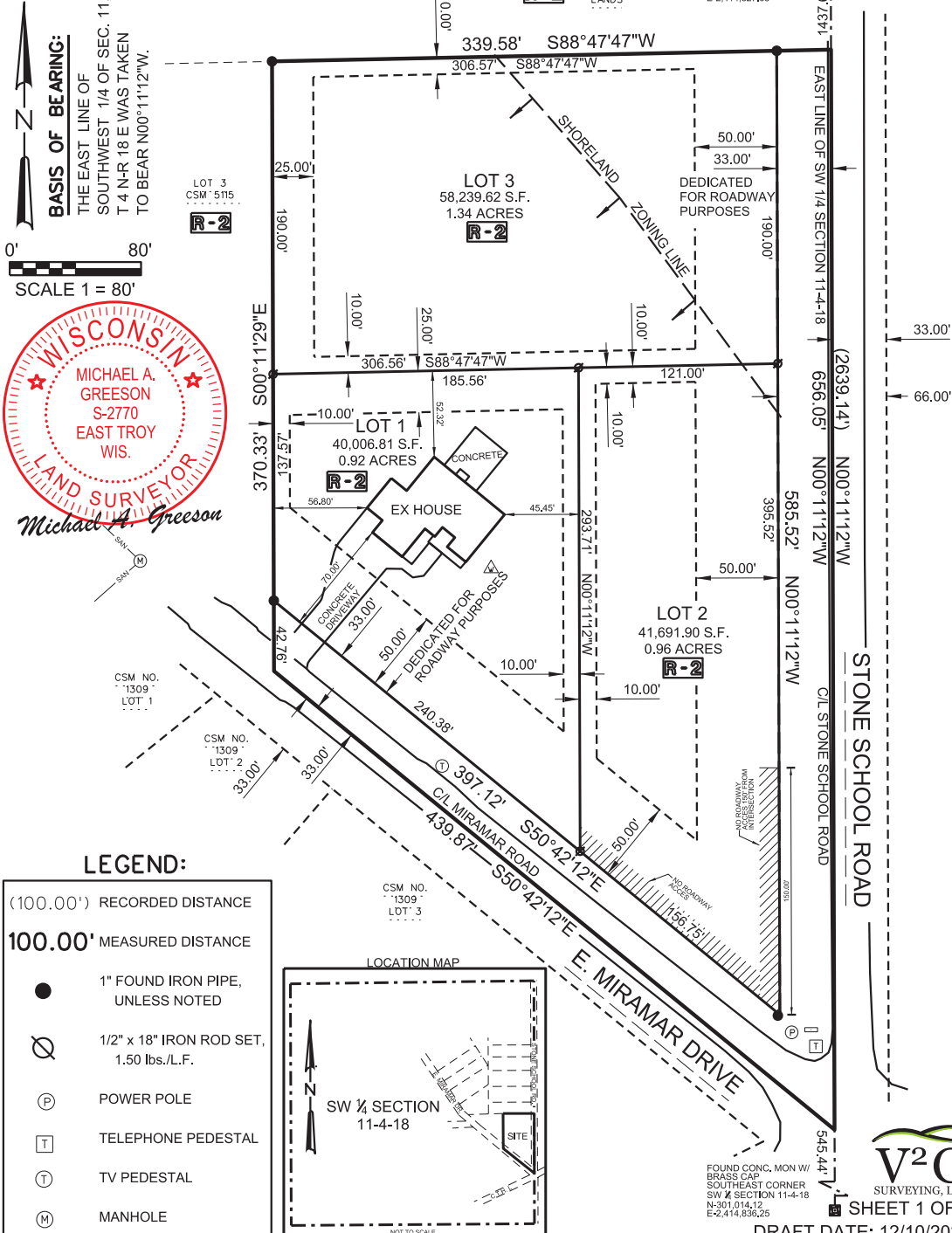
MONTSERRAT GONZALEZ  
N8952 E MIRMAR DR  
EAST TROY WI 53120

## SURVEYOR:

V2G SURVEYING LLC.  
123 WOLF RUN - STE 4  
MUKWONAGO, WI 53149  
262-378-5097

UNPLATTED  
LANDS

FOUND CONC. MON W/  
BRASS CAP  
NORTHEAST CORNER  
SW 1/4 SECTION 11-4-18  
N=303.653.11  
E=2,414,827.65

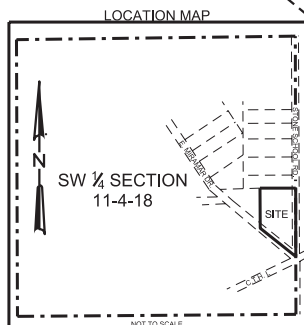


## LEGEND:

(100.00') RECORDED DISTANCE

100.00' MEASURED DISTANCE

- 1" FOUND IRON PIPE, UNLESS NOTED
- ⊗ 1/2" x 18" IRON ROD SET, 1.50 lbs./L.F.
- Ⓟ POWER POLE
- Ⓣ TELEPHONE PEDESTAL
- Ⓥ TV PEDESTAL
- Ⓜ MANHOLE



INSTRUMENT DRAFTED BY MICHAEL A. GREESON P.L.S. 2770

FOUND CONC. MON W/  
BRASS CAP  
SOUTHEAST CORNER  
SW 1/4 SECTION 11-4-18  
N=301.914.12  
E=2,414,836.25

V2G  
SURVEYING, LLC

SHEET 1 OF 4

DRAFT DATE: 12/10/2023

V2G JOB NO.: 2023-057

***CERTIFIED SURVEY MAP NO. \_\_\_\_\_***

PART OF GOVERNMENT LOT 2, OF SECTION 11, TOWNSHIP 4 NORTH,  
RANGE 18 EAST, TOWN OF EAST TROY, WALWORTH COUNTY,  
WISCONSIN.

**SURVEYORS CERTIFICATE:**

I, MICHAEL A. GREESON, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT I HAVE SURVEYED,  
DIVIDED AND MAPPED THE FOLLOWING LAND BOUNDED AND DESCRIBED AS FOLLOWS:

I, MICHAEL A. GREESON, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY: THAT IN FULL COMPLIANCE  
WITH THE PROVISIONS OF SECTION 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION  
REGULATIONS OF THE TOWN OF EAST TROY AND THE COUNTY OF WALWORTH, AND UNDER THE DIRECTION OF  
MONTSEERRAT GONZALEZ, OWNER, I HAVE SURVEYED, DIVIDED, AND MAPPED THIS CERTIFIED SURVEY MAP;  
THAT SUCH MAP CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES AND THE SUBDIVISION OF THE LAND  
SURVEYED; AND THAT THIS LAND IS LOCATED IN PART OF GOVERNMENT LOT 2, OF SECTION 11, TOWNSHIP 4  
NORTH, RANGE 18 EAST, TOWN OF EAST TROY, WALWORTH COUNTY, WISCONSIN, BEING MORE PARTICULARLY  
DESCRIBED AS:

COMMENCING AT A FOUND CONCRETE MONUMENT WITH BRASS CAP MARKING THE SOUTHEAST CORNER OF THE  
SOUTHWEST 1/4, SECTION 11, TOWNSHIP 4 NORTH, RANGE 18 EAST; THENCE N00°11'12"W ALONG THE EAST  
LINE OF SAID SOUTHWEST 1/4, 545.44' TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG THE  
EAST LINE OF SAID SOUTHWEST 1/4, 656.05' TO A POINT; THENCE S88°47'47"W, 339.58' TO A FOUND 1"  
IRON PIPE; THENCE S00°11'29"E, 370.33' TO A POINT ON THE CENTERLINE OF MIRAMAR ROAD; THENCE  
S50°42'12"E ALONG SAID CENTERLINE, 439.87' TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINING 4.00 ACRES MORE OR LESS.

SAID PARCEL SUBJECT TO ALL RIGHTS, RESERVATIONS, RESTRICTIVE COVENANTS AND EASEMENTS EITHER  
RECORDED OR UNRECORDED.

THIS 10 TH DAY OF DECEMBER, 2023.

*Michael A. Greeson*  
MICHAEL A. GREESON, P.L.S. #2770

**OWNERS CERTIFICATE:**

I MONTSEERRAT GONZALEZ, OWNER, HEREBY CERTIFY THAT I HAVE CAUSED THE LAND DESCRIBED ABOVE TO BE  
SURVEYED, DIVIDED, MAPPED AND DEDICATED AS REPRESENTED ON THIS CERTIFIED SURVEY MAP IN  
ACCORDANCE WITH THE REQUIREMENTS OF SECTION 236.34 OF THE WISCONSIN STATE STATUTES, THE TOWN OF  
EAST TROY AND WALWORTH COUNTY. WE ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED TO BE  
SUBMITTED TO THE FOLLOWING FOR APPROVAL. (TOWN OF EAST TROY, VILLAGE OF MUKWONAGO EXTRA  
TERRITORIAL AND WALWORTH COUNTY ZONING)

WITNESS THE HAND AND SEAL OF SAID OWNERS THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
MONTSEERRAT GONZALEZ, OWNER

STATE OF WISCONSIN )  
 ) ss.  
\_\_\_\_\_, COUNTY)

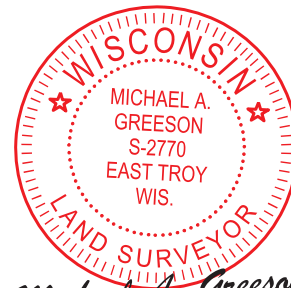
PERSONALLY CAME BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023, THE ABOVE NAMED  
MONTSEERRAT GONZALEZ, TO ME KNOWN TO BE THE PERSONS WHO EXECUTED THE  
FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC, \_\_\_\_\_ COUNTY, WISCONSIN.

MY COMMISSION EXPIRES \_\_\_\_\_.



INSTRUMENT DRAFTED BY MICHAEL A. GREESON



*Michael A. Greeson*

SHEET 2 OF 4  
DRAFT DATE: 12/10/2023  
V2G JOB NO.: 2023-057

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

PART OF GOVERNMENT LOT 2, OF SECTION 11, TOWNSHIP 4 NORTH,  
RANGE 18 EAST, TOWN OF EAST TROY, WALWORTH COUNTY,  
WISCONSIN.

**CONSENT OF PERSONAL MORTGAGEE CERTIFICATE:**

I, \_\_\_\_\_, mortgagee of the above described land, do hereby consent to the  
surveying, dividing, mapping and dedication of the land described on this plat, and I do hereby  
consent to the above certificate of \_\_\_\_\_, owner.

WITNESS the hand and seal of \_\_\_\_\_, mortgagee, this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_. In the presence of: \_\_\_\_\_  
\_\_\_\_\_, (Seal) Mortgagee \_\_\_\_\_

**PERSONAL MORTGAGEE NOTARY CERTIFICATE:**

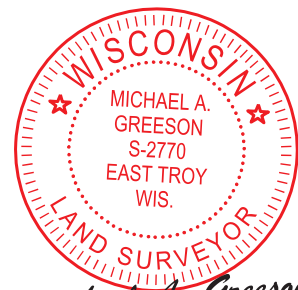
STATE OF WISCONSIN)

\_\_\_\_\_ COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named  
\_\_\_\_\_, to me known to be the person who executed the foregoing instrument and  
acknowledged the same. (Notary Seal) \_\_\_\_\_ Notary Public,  
\_\_\_\_\_, Wisconsin My commission expires \_\_\_\_\_.



INSTRUMENT DRAFTED BY MICHAEL A. GREESON



*Michael A. Greeson*

SHEET 3 OF 4  
DRAFT DATE: 12/10/2023  
V2G JOB NO.: 2023-057

***CERTIFIED SURVEY MAP NO. \_\_\_\_\_***

PART OF GOVERNMENT LOT 2, OF SECTION 11, TOWNSHIP 4 NORTH,  
RANGE 18 EAST, TOWN OF EAST TROY, WALWORTH COUNTY,  
WISCONSIN.

**TOWN OF EAST TROY BOARD APPROVAL CERTIFICATE:**

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE TOWN BOARD OF THE TOWN OF EAST TROY,

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
JOSEPH KLARKOWSKI, CHAIRMAN

\_\_\_\_\_  
KIM BUCHANAN, CLERK

**WALWORTH COUNTY ZONING AGENCY APPROVAL CERTIFICATE:**

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE WALWORTH COUNTY ZONING  
AGENCY, ON

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
RYAN SIMONS, CHAIRMAN

**VILLAGE BOARD OF MUKWONAGO APPROVAL (EXTRA-TERRITORIAL)**

THIS CERTIFIED SURVEY MAP LOCATED WITHIN THE EXTRA- TERRITORIAL JURISDICTION OF THE VILLAGE OF  
MUKWONAGO IS HEREBY APPROVED BY THE VILLAGE OF MUKWONAGO BOARD

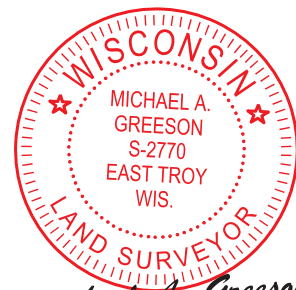
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
FRED WINCHOWKY, PRESIDENT

\_\_\_\_\_  
DIANA DYKSTRA, CLERK-TREASURER



INSTRUMENT DRAFTED BY MICHAEL A. GREESON



*Michael A. Greeson*

SHEET 4 OF 4  
DRAFT DATE: 12/10/2023  
V2G JOB NO.: 2023-057

**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES**

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**ORDINANCE NO. 1028**

**ORDINANCE AMENDING THE “COMPREHENSIVE PLAN 2035” FOR THE  
VILLAGE OF MUKWONAGO**

---

**WHEREAS**, the Village Board is authorized by state law to adopt a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2), Wis. Stats.; and

**WHEREAS**, the Village Board, upon recommendation of the Village Plan Commission, adopted a comprehensive plan on October 6, 2009; and

**WHEREAS**, the Village Board is authorized to amend the adopted comprehensive plan from time to time, upon recommendation of the Village Plan Commission; and

**WHEREAS**, the Village Board adopted a public participation plan that describes the way in which Village residents and other interested parties can participate in the revision of the adopted comprehensive plan; and

**WHEREAS**, the Mukwonago Area School District (MASD) submitted a petition to the Village to amend the future land use map (Map 8) of the adopted comprehensive plan by changing the classification of the property at 917-919 Main St (MUKV2009964) from Low Intensity Commercial/Business with a Business Mixed Use Overlay to Government and Institutional; and

**WHEREAS**, the petitioner’s request constitutes a minor amendment as set forth in the adopted public participation plan; and

**WHEREAS**, the Village Plan Commission at their meeting on February 21, 2024 determined that additional opportunities for public participation (aside from the public hearing to be conducted by the Village Board) are not needed for this minor amendment owing to the limited nature of the request; and

**WHEREAS**, the Village Plan Commission reviewed the petitioner’s request at their meeting on February 21, 2024, and found it to be a desirable change and recommend approval of the same; and

**WHEREAS**, the Village Plan Commission determined that the adopted comprehensive plan, with the proposed amendment, contains all required elements as required in Section 66.1001 (2) of Wisconsin Statutes.

**NOW, THEREFORE, BE IT RESOLVED**, the Village of Mukwonago Village Board does ordain as follows:

**SECTION 1**

The designation of the property located at 917-919 Main St (MUKV2009964) on the future land use map (Map 8) is changed from Low Intensity Commercial/Business with a Business Mixed Use Overlay to Government and Institutional, and the Mukwonago Area School District shall provide proof of ownership within 2 months of this approval in order for the ordinance to be in effect.

**SECTION 2**

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

**SECTION 3**

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

**SECTION 4**

This Ordinance shall take effect upon passage and publication as approved by law.

**PASSED AND ADOPTED** by the Village Board this 21st day of February, 2024.

APPROVED:

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Fred Winchowky, Village President

Countersigned:

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Diana Dykstra, Village Clerk/Treasurer



**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES**

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**ORDINANCE NO. 1029**

**ORDINANCE TO AMEND CHAPTER 100 OF THE VILLAGE OF MUKWONAGO  
MUNICIPAL CODE REGARDING THE PUBLIC AND SEMIPUBLIC DISTRICT AND THE  
ZONING CLASSIFICATION OF THE PROPERTY LOCATED AT 917-919 MAIN STREET**

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**SECTION 1**

Repeal and recreate section 100-251, which relates to the Public and Semipublic District, to read as revised below.

**§ 100-251 Regulations.**

- (a) Permitted uses. Parks, arboretums, playgrounds, fishing, wading, swimming, beaches, skating, sledding, sustained yield forestry, wildlife preserves, soil and water conservation, water measurement and water control facilities, golf courses and cemeteries, churches and other places of worship.
- (b) Conditional uses.
  - (1) All structures.
  - (2) Airports (provided that the site area is greater than 20 acres).
  - (3) Governmental and cultural uses (such as fire and police stations, municipal buildings, community centers, libraries, and public emergency shelters).
  - (4) Colleges, universities, hospitals, and museums ~~and public and private schools~~ (provided that the site area is more than two acres and that all principal structures and uses are greater than 50 feet from any lot line).
  - (5) Recreational uses such as archery ranges, camps, driving ranges, marinas, music halls, pools, riding academies, sports fields, stadiums, and zoological or botanical gardens, provided that the lot area for all uses listed in this paragraph are not less than three acres and all structures are not less than 50 feet from any district boundary.
  - (6) Elementary, middle, and high schools (K-12) provided that any school with more than 50 on-site students must be located on a parcel that is more than 2 acres and principal buildings must be at least 50 feet from any lot line.

**SECTION 2**

Amend the zoning map by changing the classification of the parcel located at 917-919 Main St (MUKV2009964) from B-2 (General Business) to P-1 (Public and Semipublic), provided a conditional use application for a school is submitted to the Village and the Mukwonago Area School District shall provide proof of ownership within 2 months of this approval in order for the ordinance to be in effect.

**SECTION 3**

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

**SECTION 4**

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

**PASSED AND ADOPTED** by the Village Board this 21<sup>st</sup> day of February, 2024.

APPROVED:

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Fred Winchowky, Village President

Countersigned:

---

Diana Dykstra, Village Clerk/Treasurer



## PLANNING COMMISSION

February 21, 2024, at 5:30 pm  
Mukwonago, WI

### ZONING MAP AMENDMENT MUKV2009964

#### Project Summary

Request:	Rezoning
Applicant:	Mukwonago Area School District
Location:	917-919 Main St
Acreage:	.72 acres
Current Zoning:	B-2 General Business District
Future Zoning Request:	P-1 Public and Semipublic District

#### Planning Staff Review

The applicant is petitioning to rezone the parcel MUKV2009964 from B-2 General Business District to P-1 Public and Semipublic District. The request to amend the zoning is to accommodate a future conditional use request to operate the School's S.O.A.R. program at this location.

#### Recommendation:

Recommend approval to the Village Board for the proposed rezoning of parcel MUKV2009964 from B-2 General Business District to P-1 Public and Semipublic District as set forth in Ordinance 2024-xx (as drafted OR as amended).



#### Attachments

1. Draft Ordinance 2024-xx

## Erin Scharf

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**From:** tdeppe@woodburyfinancial.net  
**Sent:** Monday, January 8, 2024 10:36 AM  
**To:** Erin Scharf  
**Cc:** 'Tom Karthausser'  
**Subject:** 919-917 Main Street

**CAUTION: This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Hi Erin.

Please accept this email as acknowledgement that I would like to proceed with the rezoning of my property. Please attach this email to the Schools District's application.

Thank you.

**Tom Deppe**

Investment Advisor Representative

**HD Financial**

919 Main Street

Mukwonago, WI 53149

Office: (262) 363-4000

Website: [www.hdfinancial.net](http://www.hdfinancial.net)



*Securities and Investment Advisor Services offered through Woodbury Financial Services, Inc., member FINRA/SIPC and Registered Investment Advisor. Insurance Services offered through HD Financial not affiliated with Woodbury Financial Services, Inc. The information contained in this email is intended only for the use of the addressee. If you are not the intended recipient, any use, copying, disclosure, dissemination or distribution is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by return email, delete this communication and destroy all copies and attachments. Please do not submit any securities buy or sell order instructions by voicemail, email, or fax.*

📧 **TLS** encrypted by **Smarsh Business Solutions**

**RESOLUTION 2024-06**

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**Village of Mukwonago Order Granting a Conditional  
Use and Prescribing Conditions for a school, 917-919  
Main St, Mukwonago, WI**

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WHEREAS, MUKWONAGO AREA SCHOOL DISTRICT (hereinafter "future property owner") has an offer to purchase on the property identified as 917-919 Main St, (hereinafter "subject property") in the Village of Mukwonago, more particularly described as follows:

PARCEL A CSM #1801 VOL 12/209 REC AS DOC# 844378 PT N1/2 SEC 35 T5N R18E :: DOC #4362443

WHEREAS, the future property owner has, consistent with the Village of Mukwonago's zoning regulations, submitted a conditional use application for a school per Section 100-251, and

WHEREAS, upon receipt of the petition submitted by the property owner and future purchaser, the Village Clerk properly referred such petition to the Plan Commission; and

WHEREAS, allowing for required public notice, the Plan Commission conducted a public hearing on February 21, 2024, to consider the petitioner's request; and

WHEREAS, members of the public in attendance were given ample opportunity to provide comment regarding the petitioner's request; and

WHEREAS, the Plan Commission passed a motion recommending to the Village Board that the conditional use be approved subject to certain conditions; and

WHEREAS, the Plan Commission, in passing on the matter, has made the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

**Return to:**

Diana Dykstra, Clerk-Treasurer  
Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI 53149

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**Parcel Number:** MUKV 2009-964

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WHEREAS, the Village Board has carefully reviewed the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED AS FOLLOWS:

1. **Authorized uses.** Subject to the terms and conditions of this approval and the sections of the zoning code that apply, the property owner is authorized to add a new structure within a park (garage).
  2. **Issuance of permit required.** The zoning administrator is authorized to issue the property owner a conditional use permit when all conditions enumerated in section 3 have been satisfied to his or her satisfaction. Such permit is the last approval before the property owner/tenant can begin to establish the use as authorized herein.
  3. **Initial conditions of approval.** The following conditions shall be satisfied prior to the issuance of the conditional use permit:
    - a. The Mukwonago Area School District must provide documentation of ownership.
    - b. This order must be recorded against the subject property in the Waukesha County register of deeds office (only if subsections 3(a) through 3(b) have been satisfied).
- In the event the requirements enumerated in subsections 3(a) and 3(b) above are not satisfied, this order shall automatically be null and void without any further action by the Village of Mukwonago on the aforementioned date.
4. **Ongoing conditions of approval.** The following conditions shall constitute an ongoing obligation:
    - a. Hours of operation of the school shall not exceed the adopted hours of operation: 7am-4pm.
    - b. The capacity of the school shall not exceed 50 students.
    - c. Any modifications to the site, buildings, site improvements may require the conditional use application being updated.
  5. **Expansion or changes.** The conditional use hereby authorized shall be confined to the subject property without extension or expansion. Any expansion or change in use shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.
  6. **Modification of property boundary lines.** The property owner shall not change the size and/or shape of the subject property by any means without the approval of the Village Board. If the Village Board determines that a proposed change is substantial with regard to the overall size of the parcel and/or configuration, such change shall require issuance of a new conditional use approval pursuant to the requirements in effect at the time of application.
  7. **Plans and related matters.** Unless otherwise expressly stated herein, plans that are specifically required by this conditional use order may be amended upon the prior approval of the Plan Commission if the Plan Commission finds the amendment to be minor and consistent with the conditional use order and permit. Any change in any plan that the Plan Commission feels, in its sole discretion to be substantial, shall require a new conditional use approval and all procedures in place at the time must be followed.
  8. **Inspection.** The property owner shall allow Village of Mukwonago staff, officials, and other authorized agents to inspect the subject property, at any reasonable time and for any proper purpose related to compliance with this conditional use order.
  9. **Discontinuance.** Should the conditional use be discontinued in use for 365 consecutive days the use shall be terminated as set forth in the Village of Mukwonago's zoning regulations.
  10. **Private rights.** This approval is given under the Village of Mukwonago's zoning regulations and is not to

be interpreted to abrogate any private rights other property owners may have pursuant to deed restrictions or restrictive covenants.

11. **Interpretation.** If any aspect of this conditional use order is in conflict with any other aspect of the conditional use order, the more restrictive provisions shall be controlling, as determined by the Plan Commission.

12. **Other permits.** This order shall not be deemed to constitute a building permit, or constitute any other license or permit required by Village ordinance, or other local, state, or federal law.

13. **Severability.** In the event a court of competent jurisdiction determines that a paragraph or phrase of this conditional use order is unlawful, illegal, or unconstitutional, said determination as to the particular phrase or paragraph shall not void the rest of the conditional use order and the remainder shall continue in full force and effect.

14. **Heirs, successors, and assigns.** This conditional use order shall be binding upon the property owner and their heirs, successors, and assigns. Upon a change in ownership, the property owner shall notify the Village Clerk.

15. **Ongoing review.** This conditional use may be reviewed by the Plan Commission with notice to the property owner at any time upon complaint or upon Plan Commission initiative. If it is determined that the authorized use is no longer compatible, or that the provisions of this approval have not been complied with, the Village Board may revoke or amend this order after recommendation by the Plan Commission and holding of a public hearing.

16. **Amendment.** The property owner may propose an amendment to this conditional use order at anytime by submitting a written petition to the Village Clerk, which shall be reviewed pursuant to the requirements in effect at the time of application.

17. **Violation.** Any violation of this order may be treated as a violation of Mukwonago's zoning regulations and each day of each violation of each condition herein shall be treated as a separate violation.

18. **Acceptance.** GRANTEES hereby accept the said Conditional Use Grant and covenant strictly to comply with all the terms and conditions thereof. GRANTEES acknowledge that, in accordance with the provisions of the Zoning Code, failure to comply with any conditions of the Conditional Use Grant is cause for the termination of said Grant by the Village. GRANTEES also acknowledge that approval of the Conditional Use Grant allows the appropriate Village officials to conduct reasonable and routine inspections of the property. This Covenant shall run with the land and shall be binding on the GRANTEES and all persons claiming any estate or interest in the Premises by, through or under the GRANTEES, as long as the said Premises are used as described in the Conditional Use Grant

Approved this 21st day of February, 2024.

BY THE VILLAGE BOARD OF THE VILLAGE OF MUKWONAGO

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Fred Winchowky, Village President

Attest:

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Diana Dykstra, Village Clerk-Treasurer

STATE OF WISCONSIN, WAUKESHA/WALWORTH COUNTY

Personally came before me this \_\_\_\_ day of \_\_\_\_\_ 2024, the persons described above, Fred Winchowky, Village President, and Diana Dykstra, Village Clerk, to me known to be the persons who executed the foregoing instrument and to me known to be such Village President and Village Clerk of the Village of Mukwonago and acknowledged that they executed the foregoing instrument as such officers of said municipal corporation by its authority and pursuant to the authorization by the Village Board from their meeting on the \_\_\_\_ day of \_\_\_\_\_, 2024.

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NOTARY PUBLIC

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My Commission Expires:

The remainder of this page left intentionally blank.

**Acceptance by Future Property Owner**

I, \_\_\_\_\_ verify that I am an authorized agent for MUKWONAGO AREA SCHOOL DISTRICT accepts the terms stated herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
\_\_\_\_\_, agent

STATE OF WISCONSIN, WAUKESHA

Personally, came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024, the above-named person, \_\_\_\_\_ to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
My Commission Expires:

Drafted by Erin Scharf, Planner/Zoning Administrator at the direction of the Mukwonago Village Board.



**PLANNING COMMISSION**  
February 21, 2024 at 5:30pm  
Mukwonago, WI

**CONDITIONAL USE PERMIT**

917-919 Main St, Mukwonago, WI  
Parcel Number: MUKV 2009964

**Case Summary**

**Parcel Data**

Proposal:	School
Applicant:	Mukwonago Area School District (MASD)
Request:	Conditional Use Permit for a School
Staff Recommendation:	Approve with Conditions

**Parcel Characteristics / Conditions**

Acreage:	0.72
Current Use:	Business/Commercial
Proposed Use:	Institutional
Reason for Request:	New School Site
Land Use Classification:	Government/Institutional (if Comp Plan Amend passes)
Zoning Classification:	P-1 Public and Semipublic (if Rezoning Passes)
Census Tract:	2039.02

**Public Notice**

A public hearing notice was published two times in the Waukesha Freeman, and letters were mailed to surrounding property owners within 250ft and surrounding municipalities within 1000ft. Public comment as of this date, staff has not received any comments or other communications regarding this proposal.

**Site Plan and Architectural Review Request**

**Architectural/ Site Review**

**Site Modifications**

The Mukwonago Area School District (MASD) is looking for a new site for their S.O.A.R program. They are currently leasing a space but have an offer to purchase on the property located at 917-919 Main St, so that they can have a permanent home for the program.

There will be no exterior modifications at this time. The applicant is aware that the building will require a fire suppression system due to the change in use.

**Utilities**

No modifications at this time.

**Stormwater Management**

No modifications at this time.



**Potential Adverse Impact on surrounding:**

*There will be no adverse impact on surrounding uses.*

**Maintaining consistency within the environs of the property:**

*The structure will remain as it stands today on the site.*

**Adequate Services:**

*The proposed use provides a location for the S.O.A.R. program to continue as part of the MASD's vision and mission.*

**Benefits of the use outweigh adverse impacts:**

*There are no adverse impacts anticipated.*

**Hours of Operation:**

- 1) *The school will operate during normal school district hours: 7am-4pm*

**Conditional Use Process / Findings**

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Review procedures the Plan Commission holds the public hearing and makes a recommendation to the Village Board which makes the final decision.

Following the close of the public hearing, the Plan Commission may recommend (1) approval, (2) approval with conditions, or (3) denial.

If approval is recommended, the Plan Commission can recommend conditions deemed necessary to protect the public health, safety, and welfare. The Plan Commission, in passing on the matter, will need to make the following determinations consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.
5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

In addition, the property owner / tenant has shown compliance with the requirements set forth in the Village's zoning regulations for the specified use.

The Village Board will carefully review the recommendation of the Plan Commission and concurs with the Plan Commission's findings set forth above, provided the conditional use is operated pursuant to the conditions of approval set forth in this order.

These findings are incorporated into the draft conditional use order which is attached.

The Plan Commission shall approve a conditional use application if the terms and conditions of the zoning regulations are met. However, in the event the terms and conditions of the ordinance are not consented to and complied with by the applicant, the Commission may deny the application. In addition, the Commission may deny the application or place conditions on it if substantial evidence, as defined in §62.23(7) Wis. Stats. is presented. That evidence must demonstrate the inability of the applicant to comply with or meet the conditions of the zoning regulations or that the conditions to be applied by the Plan Commission are necessary to protect the public health, safety or welfare of the community based upon the presentation of substantial evidence. Potential motion for approval Recommend to the Village Board approval of the project as a conditional use as set forth in the attached conditional use order as drafted, provided the Village Attorney approves the final form of the conditional use order.

### **Recommendation**

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#### **Conditional Use**

Staff Recommends the Planning Commission recommend to the Village Board approval of a conditional use permit as set forth in the attached resolution.

To – Grant a Conditional Use permit for a school with following on going conditions deemed necessary to protect the health, safety, and welfare:

1. Ongoing conditions of approval. The following conditions shall constitute an ongoing obligation:
  - a. Hours of operation of the school shall not exceed the adopted hours of operation: 7am-4pm.
  - b. The capacity of the school shall not exceed 50 students.
  - c. Any modifications to the site, buildings, site improvements may require the conditional use application being updated.

and determining that the conditions are consistent with Section 100-354 of Mukwonago's zoning regulations:

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety or welfare of the Village.
2. The uses, values and enjoyment of other property in the surrounding neighborhood that are already permitted shall be, in no foreseeable manner, substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and ordinary development and improvement of the surrounding property for uses permitted within the district and/or which are consistent with the standards in the Comprehensive Plan.
4. Adequate utilities, access roads, drainage and other necessary site improvements have been or are being made to accommodate the use.

5. Adequate measures have been taken or will be taken providing ingress and egress to minimize traffic congestion on public streets so as not to diminish the level of service of any intersection which is impacted by traffic arising from the conditional use.

#### Attachments

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1. Draft Resolution for CU

## Accounts Payable Cover Sheet

**Report:**

Village Accounts Payable

**Period or corresponding  
report date**

2/15/2024

\$

177,373.87

**Total for Approval:** \$ 177,373.87

The preceding list of bills payable was approved for payment

**Date:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: AIRGAS USA LLC						
5505812615	AIRGAS CYLINDER LEASE 2024	150-5231-531100	1,526.94	1,526.94	FIRE	02/22/2024
TOTAL VENDOR AIRGAS USA LLC				1,526.94		
VENDOR NAME: ALLIED BEARING & POWER TRANSMISSION						
213366	SNOWBLOWER BEARING	100-5324-539500	26.14	26.14	DPW	02/22/2024
TOTAL VENDOR ALLIED BEARING & POWER TRANSMISSION				26.14		
VENDOR NAME: ALSCO						
IMIL1990970	VILLAGE HALL WALK OFF MATS	100-5160-521900	63.37	63.37	DPW	02/22/2024
IMIL1986980	VILLAGE HALL WALK OFF MATS	100-5160-521900	63.37	63.37	DPW	02/22/2024
IMNIL1982993	VILLAGE HALL WALK OFF MATS	100-5160-521900	57.58	57.58	DPW	02/22/2024
IMIL1979033	VILLAGE HALL WALK OFF MATS	100-5160-521900	57.58	57.58	DPW	02/22/2024
1974953	VILLAGE HALL WALK OFF MATS	100-5160-521900	57.58	57.58	DPW	02/22/2024
IMIL1970969	VILLAGE HALL WALK OFF MATS	100-5160-521900	57.58	57.58	DPW	02/22/2024
IMIL1988993	PD MAT CLEANING	100-5211-539400	51.89	51.89	POLICE	02/22/2024
TOTAL VENDOR ALSCO				408.95		
VENDOR NAME: AQUA-PURE INC.						
MUKWI2401	PHOS REMOVAL CHEMICAL	620-8010-824000	17,933.40	17,933.40	UTILITIES	02/22/2024
TOTAL VENDOR AQUA-PURE INC.				17,933.40		
VENDOR NAME: AUGUST WINTER & SONS INC						
12-10131.300 PMNT	ATKINSON PUMP STATION	620-0000-000104	55,750.00	55,750.00	FINANCE	02/22/2024
TOTAL VENDOR AUGUST WINTER & SONS INC				55,750.00		
VENDOR NAME: BARRIENTOS DESIGN & CONSULTING						
1865	DPW FACILITY ASSESMENT FIRST PAYMENT	480-5700-573000	3,643.05	3,643.05	DPW	02/22/2024
TOTAL VENDOR BARRIENTOS DESIGN & CONSULTING				3,643.05		
VENDOR NAME: BASSETT MECHANICAL						
6511276C	MAINTENANCE CONTRACT	620-8400-852000	1,105.00	1,105.00	UTILITIES	02/22/2024
TOTAL VENDOR BASSETT MECHANICAL				1,105.00		
VENDOR NAME: BATTERIES PLUS						
P70047862	BATTERIES	150-5222-531100	11.52	23.04	FIRE	02/22/2024
		150-5231-531100	11.52			
TOTAL VENDOR BATTERIES PLUS				23.04		
VENDOR NAME: BOUND TREE MEDICAL LLC						
88237703	EMS SUPPLIES	150-5231-531100	185.95	185.95	FIRE	02/22/2024
85234698	EMS SUPPLIES	150-5231-531100	501.78	501.78	FIRE	02/22/2024
TOTAL VENDOR BOUND TREE MEDICAL LLC				687.73		
VENDOR NAME: BT CUSTOM LLC						
020824 DEPOSIT	RESCUE BOAT AND TRAILER DEPOSIT	430-5700-571300	11,000.00	11,000.00	FIRE	02/22/2024
TOTAL VENDOR BT CUSTOM LLC				11,000.00		
VENDOR NAME: BUELOW, VETTER, BUIKEMA, OLSON						

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: BUELOW, VETTER, BUIKEMA, OLSON						
JANUARY 2024	GENERAL AND POLICE MATTERS	100-5211-521900	1,852.00	19,771.00	FINANCE	02/22/2024
		100-5111-521900	17,919.00			
TOTAL VENDOR BUELOW, VETTER, BUIKEMA, OLSON				19,771.00		
VENDOR NAME: C & M AUTO PARTS INC						
6079-379030	WIRE CONDUIT	100-5324-539500	30.50	30.50	DPW	02/22/2024
6079-379030 FIRE	INTERCEPT 34 REPAIRS	150-5231-539500	12.56	12.56	FIRE	02/22/2024
6079-378740	TRUCL #1 BRAKE PARTS	100-5324-539500	129.90	129.90	DPW	02/22/2024
TOTAL VENDOR C & M AUTO PARTS INC				172.96		
VENDOR NAME: CINTAS						
4182960218	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	140.55	140.55	DPW	02/22/2024
4182960332	UNIFORM SERVICE	620-8400-856000	77.10	154.19	UTILITIES	02/22/2024
		610-6920-693000	77.09			
4182251307	STAFF UNIFORMS AND SHOP SUPPLIES	100-5323-531100	124.01	124.01	DPW	02/22/2024
4182251376	UNIFORM SERVICE	610-6920-693000	59.49	118.99	UTILITIES	02/22/2024
		620-8400-856000	59.50			
TOTAL VENDOR CINTAS				537.74		
VENDOR NAME: CITY OF DELAFIELD						
2024 DUES	SCIT ANNAUL DUES	340-5890-581100	7,725.00	7,725.00	POLICE	02/22/2024
TOTAL VENDOR CITY OF DELAFIELD				7,725.00		
VENDOR NAME: CIVITEK CONSULTING						
62-19	ZONING CODE	200-5632-521900	1,300.00	1,300.00	PLANNER	02/22/2024
TOTAL VENDOR CIVITEK CONSULTING				1,300.00		
VENDOR NAME: COLUMBIA SOUTHERN UNIVERSITY						
323053013024	COLUMBIA SOUTHERN TUITION - KIRKPATRICK	100-5212-516300	845.00	845.00	POLICE	02/22/2024
TOTAL VENDOR COLUMBIA SOUTHERN UNIVERSITY				845.00		
VENDOR NAME: COUNTY WIDE EXTINGUISHER, INC						
32589	STATION #1 HOOD SUPPRESSION INSPECTION A	100-5220-539400	140.50	140.50	DPW	02/22/2024
TOTAL VENDOR COUNTY WIDE EXTINGUISHER, INC				140.50		
VENDOR NAME: DE LAGE LANDEN FINANCIAL						
81902167 PD	PD COPIER LEASE	100-5211-531200	108.00	108.00	POLICE	02/22/2024

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		APPROVAL AMOUNT DEPARTMENT	POST DATE
VENDOR NAME: DE LAGE LANDEN FINANCIAL					
81902167	LEASE 02/15/24 - 03/14/24 KONICA 450I	100-5142-531200	19.04	160.00 ALLOCATE	02/22/2024
		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: DIGGERS HOTLINE INC					
240138301 DPW	STORM SEWER LOCATES	100-5344-539500	17.25	17.25 DPW	02/22/2024
240138301 UTILITIES	DIGGERS HOTLINE	620-8400-856000	17.25	34.49 UTILITIES	02/22/2024
		610-6920-693000	17.24		
TOTAL VENDOR DIGGERS HOTLINE INC				51.74	
VENDOR NAME: DISPLAY SALES					
INV2034	SNOWFLAKE DECORTIONS	100-5522-531100	1,722.00	1,722.00 DPW	02/22/2024
INV2015	BULBS FOR SNOWFLAKES	100-5522-531100	74.00	74.00 DPW	02/22/2024
TOTAL VENDOR DISPLAY SALES				1,796.00	
VENDOR NAME: DORNER COMPANY					
509554	CHECK VALVE GASKETS-BOOSTER STATION	610-6210-662500	120.00	120.00 UTILITIES	02/22/2024
TOTAL VENDOR DORNER COMPANY				120.00	
VENDOR NAME: DYKSTRA DIANA					
JAN/FEB MILEAGE 20	MILEAGE JAN -FEB	100-5144-533200	124.62	124.62 CLERK	02/22/2024
TOTAL VENDOR DYKSTRA DIANA				124.62	
VENDOR NAME: DYNAMIC AWARDS					
22671	COMMUNITY AWARD PLAQUE	150-5222-531100	125.00	125.00 FIRE	02/22/2024
21451	DONATED BENCH PLAQUE	100-5521-531100	80.00	80.00 DPW	02/22/2024
22474	TREE PLAQUE	100-5521-531100	80.00	80.00 DPW	02/22/2024
TOTAL VENDOR DYNAMIC AWARDS				285.00	
VENDOR NAME: EBIX					
13080	EBIX INVOICE- JANUARY	150-5231-521900	8,243.03	8,243.03 FIRE	02/22/2024
TOTAL VENDOR EBIX				8,243.03	
VENDOR NAME: EMERGENCY MEDICAL PRODUCTS					
261682	EMS SUPPLIES	150-5231-531100	71.75	71.75 FIRE	02/22/2024
2615064	EMS SUPPLIES	150-5231-531100	655.64	655.64 FIRE	02/22/2024

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VENDOR NAME: EMERGENCY MEDICAL PRODUCTS 2617093	EMS SUPPLIES	150-5231-531100	191.45	191.45 FIRE	02/22/2024
TOTAL VENDOR EMERGENCY MEDICAL PRODUCTS				918.84	
VENDOR NAME: EMPATHIA, INC. 50282	QUARTERLY EAP BENEFIT COST	100-5141-515900	3.54	438.75 ALLOCATE	02/22/2024
		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: EXCEL BUILDING SERVICES LLC 4150	PD BUILDING CLEANING	100-5211-539400	975.00	975.00 POLICE	02/22/2024
TOTAL VENDOR EXCEL BUILDING SERVICES LLC				975.00	
VENDOR NAME: FICKAU INC 84952	PUMP MODIFICATION-BOOSTER STATION	610-6210-662500	30.00	30.00 UTILITIES	02/22/2024
TOTAL VENDOR FICKAU INC				30.00	
VENDOR NAME: GORDON FLESCH CO 100891675	CANON LEASE 02/20/24 - 03/19/24	100-5142-531200	19.29	162.10 ALLOCATE	02/22/2024
		100-5300-539900	17.07		
		100-5120-531100	7.18		
		100-5141-531100	9.19		
		100-5145-531100	15.26		
		100-5241-531200	2.58		
		100-5632-531200	3.02		
		100-5211-531200	20.21		
		150-5221-531100	20.96		
		410-5363-531200	1.62		
		440-5511-531200	18.32		
		500-5344-531200	3.97		
		610-6902-690300	11.82		
		620-8400-851000	11.61		
TOTAL VENDOR GORDON FLESCH CO				162.10	
VENDOR NAME: GRAINGER 9971597837	SPARE TOWER RTU HEATER	610-6450-665000	710.59	710.59 UTILITIES	02/22/2024
TOTAL VENDOR GRAINGER				710.59	
VENDOR NAME: HAWKINS WATER TREATMENT					

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: HAWKINS WATER TREATMENT 6676781	POLYMER FOR SLUDGE	620-8010-825000	1,345.05	1,345.05	UTILITIES	02/22/2024
TOTAL VENDOR HAWKINS WATER TREATMENT				1,345.05		
VENDOR NAME: HINCKLEY SPRINGS 23849324 012024	LAB SUPPLIES	620-8010-826000	119.41	119.41	UTILITIES	02/22/2024
TOTAL VENDOR HINCKLEY SPRINGS				119.41		
VENDOR NAME: HIPPENMEYER, REILLY, BLUM, 55877	PROSECUTIONS	100-5130-521900	1,500.00	1,500.00	FINANCE	02/22/2024
TOTAL VENDOR HIPPENMEYER, REILLY, BLUM,				1,500.00		
VENDOR NAME: HOME DEPOT JAN 2024	SHOP TOOLS	100-5323-531100	897.97	897.97	DPW	02/22/2024
TOTAL VENDOR HOME DEPOT				897.97		
VENDOR NAME: HORN OIL JAN 2024	JANUARY 2024 MONTHLY FUEL	100-5212-535100	2,200.92	15,356.23	ALLOCATE	02/22/2024
		100-5241-535100	114.53			
		100-5324-535100	9,519.14			
		150-5222-535100	558.74			
		150-5231-535100	1,689.37			
		610-6920-693300	280.46			
		620-8010-828000	654.73			
		610-6200-662200	140.94			
		620-8010-827000	60.00			
		620-8010-827000	61.20			
		620-8010-827000	30.00			
		620-8010-827000	46.20			
TOTAL VENDOR HORN OIL				15,356.23		
VENDOR NAME: HUMANE ANIMAL WELFARE 2024CONTRACT	HAWS CONTRACT 2024	100-5431-521900	2,420.00	2,420.00	CLERK	02/22/2024
TOTAL VENDOR HUMANE ANIMAL WELFARE				2,420.00		
VENDOR NAME: HYDROCORP 0076206-IN	COMMERCIAL CROSS CONNECTION PROGRAM CONT	610-6920-692300	1,413.00	1,413.00	UTILITIES	02/22/2024
TOTAL VENDOR HYDROCORP				1,413.00		
VENDOR NAME: JAMES IMAGING SYSTEMS						

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS	AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: JAMES IMAGING SYSTEMS					
1404344	COPIES KONICA 450I - 10/01/23 - 12/31/23	100-5142-531200 43.57	366.13	ALLOCATE	02/22/2024
		100-5300-539900 38.55			
		100-5120-531100 16.22			
		100-5141-531100 20.76			
		100-5145-531100 34.50			
		100-5241-531200 5.82			
		100-5632-531200 6.81			
		100-5211-531200 45.66			
		150-5221-531100 47.34			
		410-5363-531200 3.66			
		440-5511-531200 41.37			
		500-5344-531200 8.97			
		610-6902-690300 26.69			
		620-8300-840000 26.21			
1408394	COPIER INVOICE	150-5221-531100 117.10	117.10	FIRE	02/22/2024
TOTAL VENDOR JAMES IMAGING SYSTEMS			483.23		
VENDOR NAME: KIESLERS POLICE SUPPLY					
IN231692	TRAINING AMMUNITION	100-5215-531100 396.00	396.00	POLICE	02/22/2024
TOTAL VENDOR KIESLERS POLICE SUPPLY			396.00		
VENDOR NAME: KNO2 LLC					
INV23832	KNO2 2024	150-5231-521900 2,160.00	2,160.00	FIRE	02/22/2024
TOTAL VENDOR KNO2 LLC			2,160.00		
VENDOR NAME: LIFE-ASSIST, INC.					
1403100	EMS SUPPLIES	150-5231-531100 711.82	711.82	FIRE	02/22/2024
1405165	EMS SUPPLIES	150-5231-531100 871.61	871.61	FIRE	02/22/2024
1401929	EMS SUPPLIES	150-5231-531100 157.50	157.50	FIRE	02/22/2024
TOTAL VENDOR LIFE-ASSIST, INC.			1,740.93		
VENDOR NAME: MARCO TECHNOLOGIES					
35835375	COPIER LEASE	610-6920-692100 89.90	179.79	UTILITIES	02/22/2024
		620-8400-851000 89.89			
TOTAL VENDOR MARCO TECHNOLOGIES			179.79		
VENDOR NAME: MCDONOUGH SEPTIC					
I11308	PORTABLE RESTROOMS	100-5521-531100 115.00	115.00	DPW	02/22/2024
I11309	PORTABLE RESTROOMS	100-5521-531100 110.00	110.00	DPW	02/22/2024
I11310	PORTABLE RESTROOMS	100-5324-539500 95.00	95.00	DPW	02/22/2024
TOTAL VENDOR MCDONOUGH SEPTIC			320.00		
VENDOR NAME: MESSAGEUS					
240310134	PHONE LONG DISTANCE SERVICE	620-8400-851000 2.72	5.44	UTILITIES	02/22/2024
		610-6902-690300 2.72			

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VENDOR NAME: MESSAGEUS					
	TOTAL VENDOR MESSAGEUS			5.44	
VENDOR NAME: MUKWONAGO AREA CHAMBER OF COMM					
020424	ROOM TAX DUE TO CHAMBER	100-0000-244000	2,045.32	2,045.32 CLERK	02/22/2024
	TOTAL VENDOR MUKWONAGO AREA CHAMBER OF COMM			2,045.32	
VENDOR NAME: NAPA AUTO PARTS - SP018					
215480	AIR FILTER	610-6920-693300	19.81	19.81 UTILITIES	02/22/2024
215571	UTV SUPPLIES	150-5222-531100	54.98	54.98 FIRE	02/22/2024
	TOTAL VENDOR NAPA AUTO PARTS - SP018			74.79	
VENDOR NAME: NORTHERN LAKE SERVICE INC					
2402203	COMPLIANCE SAMPLING-BACTI	610-6300-663200	140.00	140.00 UTILITIES	02/22/2024
	TOTAL VENDOR NORTHERN LAKE SERVICE INC			140.00	
VENDOR NAME: PMI					
021324	2023 WATER METER REFUND	610-0000-235000	1,000.00	1,000.00 UTILITIES	02/22/2024
	TOTAL VENDOR PMI			1,000.00	
VENDOR NAME: PROHEALTH MEDICAL GROUP					
320984 UTILITIES	AUDIO SCREENING	620-8400-856000	15.00	30.00 UTILITIES	02/22/2024
		610-6920-693000	15.00		
320984 DPW					
	PRE EMPLOYMENT PANEL	100-5300-521900	373.00	373.00 DPW	02/22/2024
	TOTAL VENDOR PROHEALTH MEDICAL GROUP			403.00	
VENDOR NAME: PROHEALTH PHARMACY					
JAN 2024	PHC MEDICATION	150-5231-531100	707.43	707.43 FIRE	02/22/2024
	TOTAL VENDOR PROHEALTH PHARMACY			707.43	
VENDOR NAME: QUADIENT LEASING USA INC					
Q1186245	12/08/23 - 03/07/24 LEASE PYMT	100-5142-531500	69.89	587.34 ALLOCATE	02/22/2024
		100-5323-531500	61.85		
		100-5120-531500	26.02		
		100-5141-531100	33.30		
		100-5145-531100	55.34		
		100-5241-531500	9.34		
		100-5632-531500	10.92		
		100-5211-531500	73.24		
		150-5221-531100	75.94		
		410-5363-531500	5.87		
		440-5511-531500	66.37		
		500-5344-531500	14.39		
		610-6902-690300	42.82		
		620-8400-851000	42.05		
	TOTAL VENDOR QUADIENT LEASING USA INC			587.34	
VENDOR NAME: RICOH AMERICAS CORPORATION					
5068863878	RICOH LARGE FORMAT	100-5632-531100	5.04	5.04 PLANNER	02/22/2024

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VENDOR NAME: RICOH AMERICAS CORPORATION					
TOTAL VENDOR RICOH AMERICAS CORPORATION				5.04	
VENDOR NAME: RUNDLE-SPENCE					
S3159273.001	RPZ REPAIR-BLOWER BUILDING	620-8010-834000	437.64	437.64 UTILITIES	02/22/2024
TOTAL VENDOR RUNDLE-SPENCE				437.64	
VENDOR NAME: SCHWAAB INC					
4448103 CLERK	NOTARY STAMP ROCKLEY	100-5142-539900	36.20	36.20 CLERK	02/22/2024
4448103 BUILDING	BUILDING STAMP	100-5241-531100	45.24	45.24 BUILDING	02/22/2024
TOTAL VENDOR SCHWAAB INC				81.44	
VENDOR NAME: TRACTOR SUPPLY CREDIT PLAN					
JAN 2024 DPW	SIGN BOLTS	100-5348-531100	12.89	12.89 DPW	02/22/2024
JAN 2024 UTILITIES	SALT STORAGE	620-8020-827000	41.96	62.94 UTILITIES	02/22/2024
		610-6210-662300	20.98		
TOTAL VENDOR TRACTOR SUPPLY CREDIT PLAN				75.83	
VENDOR NAME: USA BLUEBOOK					
INV00263716	LAB SUPPLIES	620-8010-826000	49.50	49.50 UTILITIES	02/22/2024
INV00270673	SCREEN/COMPACTOR BAGS	620-8010-827000	1,476.98	1,476.98 UTILITIES	02/22/2024
INV00262293	METER GASKETS	610-6453-664100	39.95	39.95 UTILITIES	02/22/2024
TOTAL VENDOR USA BLUEBOOK				1,566.43	
VENDOR NAME: VERIZON WIRELESS					
9955793957	VERIZON- LP15	150-5221-522500	50.10	50.10 FIRE	02/22/2024
TOTAL VENDOR VERIZON WIRELESS				50.10	
VENDOR NAME: WALWORTH CTY SECURITY ALARMS LLC					
17498	DPW FIRE PANEL MONITORING	100-5323-521900	444.00	444.00 DPW	02/22/2024
TOTAL VENDOR WALWORTH CTY SECURITY ALARMS LLC				444.00	
VENDOR NAME: WAUKESHA COUNTY CLERK					
VMUKWONAGO2024	WAUKESHA COUNTY DOG LIC	100-0000-243300	1,725.00	1,725.00 CLERK	02/22/2024
TOTAL VENDOR WAUKESHA COUNTY CLERK				1,725.00	
VENDOR NAME: WAUKESHA COUNTY FIRE CHIEFS					
2024-16	WCFA 2024 ANNUAL MEMBERSHIP	150-5221-532400	279.61	279.61 FIRE	02/22/2024
TOTAL VENDOR WAUKESHA COUNTY FIRE CHIEFS				279.61	
VENDOR NAME: WAUKESHA COUNTY REGISTER OF DEEDS					
4751566	RECORD RESOLUTION 2023-73 ROZGA	100-0000-211400	30.00	30.00 PLANNER	02/22/2024
TOTAL VENDOR WAUKESHA COUNTY REGISTER OF DEEDS				30.00	
VENDOR NAME: WAUKESHA CTY TREASURER					
2023-10090035	WAUKESHA COUNTY HOUSEHOLD HAZZAEDOUS WAS	100-5660-535200	689.07	689.07 DPW	02/22/2024
TOTAL VENDOR WAUKESHA CTY TREASURER				689.07	
VENDOR NAME: WCTC					

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INVOICE NUMBER	DESCRIPTION	DISTRIBUTIONS\AMOUNTS		AMOUNT	APPROVAL DEPARTMENT	POST DATE
VENDOR NAME: WCTC						
S0822588	WCTC RANGE RENTAL	100-5215-533500	120.00	120.00	POLICE	02/22/2024
TOTAL VENDOR WCTC				120.00		
VENDOR NAME: WI DEPT OF JUSTICE CIB						
G3385 202401	CANDIDATE BCKGROUND CHECKS	150-5221-521900	10.00	10.00	FIRE	02/22/2024
L6812T 202401	BACKGROUND CHECKS	100-5211-521900	77.00	98.00	ALLOCATE	02/22/2024
		100-0000-242205	21.00			
TOTAL VENDOR WI DEPT OF JUSTICE CIB				108.00		
VENDOR NAME: WI DEPT OF TRANSPORTATION						
395-0000339586	HWY 83 PROJECT	250-5700-586500	1,717.66	1,717.66	FINANCE	02/22/2024
TOTAL VENDOR WI DEPT OF TRANSPORTATION				1,717.66		
VENDOR NAME: WI STATE LAB OF HYGIENE						
766862	COMPLIANCE SAMPLING-FLUORIDE	610-6300-663200	29.00	29.00	UTILITIES	02/22/2024
TOTAL VENDOR WI STATE LAB OF HYGIENE				29.00		
GRAND TOTAL:				177,373.87		

*VILLAGE OF MUKWONAGO  
POLICE DEPARTMENT*



*MONTHLY REPORT*

*January 2024*

**Citation Totals by Offense**

All Departments

Violation Date: 01/01/2024 through 01/31/2024

Court	Agency	Offense Code	Offense Description	Total
<b>MKPD</b>				
	<b>Adult</b>			
		346.14(1m)	Automobile Following Too Closely	2
		346.57(3)	Driving Too Fast For Conditions	1
		346.34(1)(b)	Fail To Signal Turn	1
		346.04(2)	Fail/Obey Traffic Officer-Work Area	1
		346.46(1)	Fail/Stop At Stop Sign	3
		346.18(2)	Fail/Yield While Making Left Turn	3
		346.70(2)	Failure To File Accident Report	1
		346.57(2)	Failure To Keep Vehicle Under Control	4
		346.48(1)	Failure To Stop For School Bus	5
		341.15(3)(c)	Improper Display/Plates (Illegible)	1
		341.15(2)	Improperly Attached License Plates	4
		346.89(1)	Inattentive Driving	3
		347.13(1)	No Tail Lamp/Defective Tail Lamp-Night	1
		341.04(1)	Non-Registration Of Auto, Etc	19
		341.03(1)	Operate After Rev/Susp Of Registration	5
		344.62(1)	Operate Motor Vehicle W/O Insurance	21
		344.62(2)	Operate Motor Vehicle W/O Proof Of Insurance	1
		347.14(1)	Operate Vehicle W/O Stopping Lights	8
		343.05(3)(a)	Operate W/O Valid License	4
		343.44(1)(a)	Operating After Suspension	1
		346.63(1)(a)	Operating While Intox.	1
		343.44(1)(b)	Operating While Revoked	2
		347.06(1)	Operation W/O Required Lamps Lighted	4
		961.41(3g)(b)	Possession of Controlled Substance	3
		961.41(3e)	Possession Of Marijuana	1
		54-103	Possession of Nicotine/Tobacco by a Minor	1
		943.50(1m)(b)	Retail Theft-Intentionally Take(<=\$2500)	1
		346.57(4)(gm)2	Speeding on Freeway	3
		346.57(5)	Speeding Zone And Posted Limits	12
		347.06(3)	Unclean/Defective Lights Or Reflectors	2
		125.07(4)(b)	Underage Drinking-Possess	1
		346.37(1)(c)I	Violate Red Traffic Signal	1
<b>Adult Grand Total</b>				<b>121</b>

Citation Totals by Offense

All Departments

Violation Date: 01/01/2024 through 01/31/2024

Court	Agency	Offense Code	Offense Description	Total
MKPD				
	Juvenile	947.01(1)	Disorderly Conduct	2
			Juvenile Grand Total	2

**Mukwonago Police Department**  
**Tickets Totals (by Violation)**

Issue Date: 01/01/2024 through 01/31/2024

Violation Description	Violation Code	Area	Total
Handicapped Parking Violation	82-180		1
		By Violation:	1
Mhs - Park W/O Permit	82-212		1
		By Violation:	1
Park 24hr - Abandoned	82-1(K)		2
		By Violation:	2
Park Left Wheel To Curb	82-1(A)		1
		By Violation:	1
Park On Wrong Side - Winter	82-227		4
		By Violation:	4
Park W/O Permit - Winter	82-226		38
		By Violation:	38
		Total Tickets:	47



## Monthly Case Overview Report

Printed On: 02/04/24 11:33

Reporting Period: 01/01/2024 - 01/31/2024

### Village of Mukwonago Police - 1122

	Total
	52
Administrative/Informational	12
Agg Asslt-Weapon	1
Assist Other Dept/Service/Request by Citizen	1
Dangerous Drugs - Use	1
Disorderly Conduct	2
DOA - Sudden Death, Etc.	2
Drug/Narcotic Law Investigatio	1
Found/Recovered-Property	3
Fraud	3
Fraud Complaint	1
Fraud-By Wire	1
Harrassment Complaint/Threat	2
Juvenile Trouble	1
Liquor - Possession	1
Lost/Missing-Property	1
Marijuana-Possession	2
Probation/Parole Hold	1
Resisting Officer - Simple Physical	1
Retail Theft \$50-\$200	2
Retail Theft >\$200	1
Synthetic Narcotic-Possession	1
Theft - All Others \$50-\$200	1
Traffic Offense/Traffic Other	7
Traffic Other	1
Viol of Court Order Incl DV	1
Warrant/Fugitive - Other Agenc	1



## Arrests by Statute Report

Printed On: 02/04/24 11:34

Reporting Period: 01/01/24 - 01/30/24

This report contains all arrest charges.

	Total	Felony	Misdemeanor	Non-Criminal	Ordinance	Unclassified
125.07(4)(b) - Underage Drinking-Possess/Consume	1			1		
346.63(1)(a) - Operating While Intoxicated - 1st Offense	1			1		
54-1(1) - Retail Theft (Shoplifting)	2				2	
54-1(G) - Disorderly Conduct	5		1		4	
54-1(V) - Possession of a Controlled Substance 961.41(3g)(e)	5				5	
54-103 - Possession of Nicotine or Tobacco Product by a Minor	1				1	
813.12(4) - Violate a Domestic Abuse Injunction	1		1			
939.63 - Use of a Dangerous Weapon	1					1
940.19(2) - Substantial Battery-Intend Bodily Harm	1	1				
940.203(2) - Battery or Threat to Judge/Prosecutor/LEO	2	2				
941.30(1) - First Degree Recklessly Endangering Safety	1	1				
943.20(1)(d) - Theft - False Representation - Swindle - (>\$2,500-\$5,000)	1	1				
943.50(1m)(b) - Retail Theft-Intentionally Take >\$500-\$5,000	1	1				
946.41(1) - Resisting or Obstructing an Officer	1		1			
947.019 - Terrorist Threats	1	1				
961.41(1)(h)1 - Manufacture/Deliver THC (<=200 grams)	1	1				
961.41(3g)(e) - Possession of THC	1		1			
FUGM - Fugitive Warrant Other Municipal	1			1		
FUGP - Probation/Parole Hold	1			1		
FUGS - Fugitive Warrant - State	1		1			
<b>Total</b>	<b>30</b>	<b>8</b>	<b>5</b>	<b>4</b>	<b>12</b>	<b>1</b>



## Traffic Crash List

Printed On: 02/04/24 11:35

### Village of Mukwonago Police

Date Time	Case#	Crash#	Officer	Total Units	Total Injured	Total Killed	Crash Type	EMS#
01/16/2024 18:13	24-002625	24-000015	Zajichek, Taylor-tzaj36	2	0	0	C	
01/16/2024 07:10		24-000014	Pitcher, Peter-ppit38	2	0	0	C	
01/16/2024 06:16		24-000013	Pitcher, Peter-ppit38	2	0	0	C	
01/23/2024 06:58		24-000012	Wilson, Chet-cwil47	2	0	0	C	
01/17/2024 00:00		24-000011	Wilson, Chet-cwil47	2	0	0	C	
01/09/2024 16:29		24-000010	Pinkowski, Shaun-spin42	2	0	0	C	
01/05/2024 15:04		24-000009	Pinkowski, Shaun-spin42	2	0	0	C	
01/04/2024 05:04		24-000008	Pitcher, Peter-ppit38	1	0	0	D	
01/11/2024 17:36		24-000007	Cieszynski, Brian-bcie45	2	0	0	C	
01/16/2024 11:52		24-000006	Wilson, Chet-cwil47	2	1	0	C	
01/15/2024 12:25		24-000005	Wilson, Chet-cwil47	2	0	0	C	
01/12/2024 07:05	24-001843	24-000004	Petted, Joseph J-jpet43	2	0	0	C	
01/08/2024 07:23		24-000003	McKinney, Daniel-dmck44	2	0	0	C	
01/04/2024 17:12		24-000002	Zajichek, Taylor-tzaj36	1	0	0	C	
01/04/2024 10:11		24-000001	Wilson, Chet-cwil47	2	0	0	C	
Village of Mukwonago Police				28	1	0		

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**Police Contacts - Village**

First Shift	1475
Second Shift	903
Third Shift	439
911 Calls	152
<b>TOTAL CALLS</b>	<b>2969</b>

**Eagle Lake Patrol**  
**All Calls/Contacts**

**Police Contacts - Town**

First Shift	765
Second Shift	903
Third Shift	786
911 Calls	75
<b>TOTAL CALLS</b>	<b>2529</b>

**Phantom Lake Patrol**  
**All Calls/Contacts**

<b><u>TOTAL CONTACTS</u></b>	<b>5499</b>
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**FLEET MILES AND GAS USAGE**

	<b><u>24</u></b> <b><u>22 Chev</u></b>	<b><u>26</u></b> <b><u>21 Ford</u></b>	<b><u>28</u></b> <b><u>20 Dodge</u></b>	<b><u>30</u></b> <b><u>22 Chev</u></b>	<b><u>32</u></b> <b><u>17 Ford</u></b>	<b><u>33</u></b> <b><u>19 Chev</u></b>	<b><u>34</u></b> <b><u>23 Chev</u></b>	<b><u>36</u></b> <b><u>18 Ford</u></b>	<b><u>38</u></b> <b><u>22 Chev</u></b>
Speed End	68296	9695	17740	64272	81413	NA	1653	91352	54393
Speed Beg	66000	9505	17530	61904	NA	NA	295	91323	52450
Total Miles	2296	190	210	2368	NA	NA	1358	29	1943
Total Gas	198.6	30	34.3	222	12.9	NA	136.7	15.9	214.4

Respectfully Submitted,

Chief Daniel J. Streit  
Village of Mukwongo Police Department