

**Village of Mukwonago  
REGULAR MEETING OF THE  
COMMITTEE OF THE WHOLE  
OF THE VILLAGE BOARD OF TRUSTEES**

Notice of Meeting and Agenda  
*Wednesday, February 6, 2019*

Time: **5:30 p.m.**

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

Any items not discussed or acted on at this meeting will be forwarded to a meeting of the Village of Mukwonago Committee of the Whole on **Thursday, February 7, 2019, at 5:30 p.m.**, or a different specified date, located at the Mukwonago Municipal Building/Committee Room, 440 River Crest Court.

The Committee of the Whole has the discretion to take up the items listed below in any order.

1. Call to Order

2. Roll Call

3. Committee of the Whole Business

*Discussion and Possible Action on the Following Item*

A. Approval of minutes for January 7, 2019 regular Committee of the Whole Meeting

4. Committee Reports

*Discussion and Possible Action on the Following Items*

A. Finance Committee

1) Vouchers payable batches

- a. Payments batch AP 12-2018-5 - \$25,643.40
- b. Payments batch AP-2-2019-1 - \$111,346.31
- c. Payments batch WE-012-2019 - \$43,720.47
- d. Payments batch M- 01-2019 - \$155,174.29
- e. Payments batch USBANK -1-2019 - \$6,415.09
- f. Payments batch USBANK – 12-2018 - \$9,650.52
- g. Payments batch LIB Batch 2 - \$1,621.04
- h. Payments batch LIB 02-07-2019 - \$10,853.05
- i. Payments batch JAN SETTLEMENT - \$4,418,170.96

2) December 2018 Monthly Treasury Report, Revenue Guideline, and Expenditure Guideline

*(This report is from Staff to Committee members. No item in the reports shall be discussed or acted on by Committee members unless it is specifically noted on the agenda that discussion may occur and/or action may be taken on that item. If the Committee wishes to discuss an item in the reports, the Committee will direct that item to be placed on the next Committee agenda.)*

3) Recommendation to the Village Board to approve **Resolution 2019-006** a resolution authorizing the issuance and sale of \$2,375,000 Taxable General Obligation Refunding Bonds, Series 2019A

4) Recommendation to the Village Board to approve **Resolution 2019-007** a resolution authorizing the issuance and sale of \$4,225,000 General Obligation Promissory Notes, Series 2019B

- 5) Recommendation to the Village Board to adopt the proposed revisions to the Village's Purchasing Policy.
- 6) Recommendation to the Village Board to approve Phase II of the carpeting R & R purchase requisition for CJ & Associates for \$21,059.00
- 7) Approval of the Loader Backhoe Purchase Requisition for \$109,995.00
- 8) Approval of the Park Equipment Purchase Requisition for \$15,789.00

B. Health and Recreation Committee

- 1) Recommendation to the Village Board to authorize the Public Works Director to initiate the application process for the WE Energies trail license agreement.

C. Judicial Committee

- 1) Recommendation to the Village Board to approve the change of agent to John Baker for the American Legion Post #375, 627 E. Veterans Way.
- 2) To review Mary Haase's request to consider Zoning Amendment to allow Developmentally Disabled Support Services within Single Family Zoning Districts and provide direction.

D. Protective Services

- 1) Recommendation to the Village Board to approve & sign updating the S.M.A.R.T. agreement

E. Public Works Committee

- 1) Recommendation to the Village Board to approve the R&M task order 2019-02 for the downtown pedestrian bump out project
- 2) Recommendation to the Village Board to authorize the Village President to sign the Waukesha County Electronics Collection Event Agreement
- 3) Recommendation to the Village Board to approve an extension of Ruekert & Mielke's Engineering Services Agreement with the Village from 2020-2022
- 4) Recommendation to the Village Board to approve the 2017 Street Project Final Change Order to Closeout the project and make payment No. 4 to Stark Pavement Corp.
- 5) Recommendation to the Village Board to approve the 2018 Crack Seal Contract to Thunder Road LLC.
- 6) Recommendation to the Village Board to approve the Letter of Credit reduction request from Sarah Hillenbrand of PRE/3 LLC, Premiere Woods to \$0.
- 7) Closeout of CTH NN Water Main Relay project. Information only.

F. Village Administrator

- 1) Recommendation to approve the temporary hiring of Kathy Karalewitz to give guidance to the Clerk/Treasurer on various Clerk/Treasurer duties

G. Village Attorney

- 1) Recommendation to the Village Board to approve **Resolution 2019-008** a resolution to amend the 2019 Schedule of Fees regarding the quarterly residential recycling fee.

## 5. Adjournment

## **MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING** **Monday, January 7, 2019**

### **Call to Order**

Village President Fred Winchowky called the meeting to order at 5:31 p.m. located in the Board Room of the Mukwonago Municipal Building, 440 River Crest Ct.

### **Roll Call**

Committee members present:

- Jim Decker
- Darlene Johnson
- Jay Vermeulen
- Karl Kettner
- Jason Wamser
- Mark Penzkover
- Fred Winchowky, Village President

Also present:

- Rebecca Alonge, Village Engineer
- Ron Bittner, Public Works Director
- Robert Harley, Supervisor of Inspections
- Ron English III, Court Attorney
- Dave Brown, Utilities Director
- Diana Doherty, Finance Director
- Kevin Schmidt, Police Chief
- Judith Taubert, Deputy Clerk-Treasurer

### **Committee of the Whole Business**

#### **Minutes**

Motion by Decker/Johnson to approve the minutes for December 5, 2018 regular meeting as amended carried.

### **Committee Reports**

#### **Finance Committee**

##### **Vouchers payable batches**

Motion by Johnson/Decker to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch LIBAP-01-2019 - \$15,371.07
- b. Payments batch AP-12-2018-3 - \$1,028,874.58
- c. Payments batch M-12-2018 - \$239,549.51
- d. Payments batch US-12-2018 - \$19,217.92
- e. Payments batch WE-12-2018 - \$37,909.06
- f. Payments batch AP- 1-2019- \$69,774.08

#### **Treasury Report**

The November 2018 monthly Treasury report is on file in the Clerk's Office.

**Vendor proposals for Financial Software** (information only) will be on agenda for

the Village Board meeting January 16<sup>th</sup>.

### **Public Works Committee**

#### **UNSP Storm Water Grant**

Motion by Penzkover/Kettner to recommend the Village Board accept the UNSP Storm Water grant and authorize the public works director to sign the acceptance letter for the UNPS grant from the Wisconsin DNR carried.

#### **Task Order 2019-004 for the Pick N' Save pond retrofit.**

Motion by Decker/Vermeulen to recommend the Village Board approve the R&M Task Order 2019-004 for the Pick N' Save pond retrofit carried.

#### **Task Order 2019-03 2019 Pavement Rehabilitation Program**

Motion by Johnson/Decker to recommend the Village Board approve Task Order 2019-03 2019 Pavement Rehabilitation Program carried.

#### **Holz Pkwy street light LED conversion**

Motion by Decker/Wamser to recommend the Village Board approve the Holz Pkwy street light LED conversion and authorize the Village President to sign the corresponding WE Energies documents #4301520, #4320726 and #4320728 carried

#### **Reduction of Fairwinds Phase 5 Letter of Credit to \$504,005.00**

Motion by Decker/Johnson to recommend the Village Board approve the reduction of Fairwinds Phase 5 Letter of Credit to \$504,005.00 carried.

#### **Change Order #5 on the Chapman Farm Blvd. project**

Motion by Decker/Kettner to recommendation the Village Board approve the Change Order #5 on the Chapman Farm Blvd. project carried. A decrease from the original contract price due to changing up the plantings and liquidated damages.

#### **Transfer of MUKV1969996004 from Village Ownership to the IDC Ownership Group**

Discussion regarding transfer of MUKV1969996004 from Village ownership to the IDC ownership. Information only. No action taken.

#### **IDC's Request for a Holz Parkway Driveway**

Discussion regarding the IDC's plans to add a Holz Parkway driveway subject to Site Plan approval by the Plan Commission (Jan. 8<sup>th</sup>) and the Village Board (Jan. 16<sup>th</sup>). Information only. No action taken.

#### **Task Order 2019-01 2019 Waste Water Treatment Facility Chemical Storage Building**

Motion by Wamser/Decker to recommendation the Village Board approve Task Order 2019-01 Waste Water Treatment Facility Chemical Storage Building carried.



**Task Order 2019-05 2019 Well & Well Pump Improvements**

Motion by Decker/Wamser to recommendation to the Village Board to approve the Task Order 2019-05 2019 Well & Well Pump Improvements carried.

**WE Energies electric facility backbone extension to Triple Crown**

Motion by Decker/Kettner to recommendation the Village Board approve the WE Energies electric facility backbone extension to Triple Crown documents as part of the TID #5 public improvements and authorize staff to sign and send payment of \$21,588.40 to WE Energies Senior Service Manager carried.

**Village Attorney**

**Ordinance 955**

Motion by Decker/Penzkover to Recommend the Village Board approve **Ordinance 955** an Ordinance to amend Sections 18-26, 18-46, 18-76, 18-136 and Repeal Section 18-66 of the Village of Mukwonago Municipal Code regarding State Building, Plumbing and Electrical Code Standards adopted and Incorporated by Reference carried

**Village President**

**Proclamation for Wisconsin Adult Crossing Guard Recognition Week**

**January 14 - 18, 2019**

Motion by Decker/Johnson to recommend the Village Board approve the Proclamation for Wisconsin Adult Crossing Guard Recognition Week

January 14-18, 2019 carried.

**Adjournment**

Meeting adjourned at 6:25 p.m.

Respectfully Submitted,

Judith A. Taubert  
Clerk-Treasurer

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## Payments

Current Period: December 2018

Batch Name	AP 12-2018-5	User Dollar Amt	\$25,643.40			
	Payments	Computer Dollar Amt	\$25,643.40			
				\$0.00	In Balance	
Refer	22848	ASSOCIATED TRUST CO.	-			
AP Payment	E 610-6920-6930	Misc General Expenses	WATERWORKS REV BONDS			\$237.50
Invoice	10987	1/11/2019				
AP Payment	E 620-8400-8560	Misc General Expense	WATERWORKS REV BONDS			\$237.50
Invoice	10987	1/11/2019				
AP Payment	E 610-6920-6930	Misc General Expenses	WATERWORKS REV BONDS			\$237.50
Invoice	10988	1/11/2019				
AP Payment	E 620-8400-8560	Misc General Expense	WATERWORKS REV BONDS			\$237.50
Invoice	10988	1/11/2019				
Transaction Date	12/31/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$950.00</b>
Refer	22849	BARK RIVER TREE SERVICE, INC	-			
AP Payment	E 100-5521-5311	Supplies	307 MCDIVITT TREE REMOVAL			\$550.00
Invoice	3766	1/14/2019				
Transaction Date	12/31/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$550.00</b>
Refer	22850	CONLEY MEDIA, LLC	-			
AP Payment	E 100-5323-5219	Professional Services	DPW CREW PERSON			\$584.52
Invoice	3275881218	1/15/2018				
AP Payment	E 100-5632-5312	Printing	PUBLIC NOTICE - ZONING CHANGE			\$65.26
Invoice	6362411218	1/15/2018				
AP Payment	E 100-5142-5312	Printing	PUBLIC NOTICE - ALCOHOL LIC APPLICATIONS			\$16.51
Invoice	6362411218	1/15/2018				
AP Payment	E 100-5632-5312	Printing	PUBLIC NOTICE - ORDINANCE 954			\$48.42
Invoice	6362411218	1/15/2018				
Transaction Date	12/31/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$714.71</b>
Refer	22851	COUNTRY WIDE ELECTRIC	-			
AP Payment	E 150-5222-5395	Repairs & Maintenance	RECHARGE EXTINGUISHER			\$129.92
Invoice	14106	1/16/2019				
Transaction Date	12/31/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$129.92</b>
Refer	22852	DIMAGGIO, BRENDA	-			
AP Payment	E 100-5211-5346	Clothing Allowance	2018 UNIFORM - DIMAGGIO			\$27.35
Invoice	3132-38	11/13/2018				
Transaction Date	1/30/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$27.35</b>
Refer	22853	EBIX	-			
AP Payment	E 150-5231-5219	Professional Services	MFD DNG & OTHER			\$5,923.72
Invoice	9233	12/31/2018				
Transaction Date	1/30/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$5,923.72</b>
Refer	22854	FICKAU INC	-			
AP Payment	E 150-5222-5395	Repairs & Maintenance	ALUM DECK & RAIL			\$1,240.48
Invoice	77654	12/31/2018				
Transaction Date	1/30/2019	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$1,240.48</b>
Refer	22855	GRAYBAR	-			

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## Payments

Current Period: December 2018

<b>AP Payment</b>	E 100-5521-5311 Supplies	PHILLIPS LIGHTING				\$3,116.68
Invoice	930787248	12/27/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$3,116.68
Refer	22856	HOME DEPOT	-			
<b>AP Payment</b>	E 100-5344-5395 Repairs & Maintenance	TOOL RENTALS				\$314.17
Invoice	900255	9/25/2018				
<b>AP Payment</b>	E 100-5512-5821 Improvements	BAFFLE TRIM				\$47.45
Invoice	7082689	12/27/2018				
<b>AP Payment</b>	E 100-5512-5821 Improvements	HALO TRIM				\$8.98
Invoice	8.98	12/27/2018				
<b>AP Payment</b>	E 100-5160-5311 Supplies	CEILING FAN				\$139.94
Invoice	139.94	12/27/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$510.54
Refer	22857	JEFFERSON FIRE & SAFETY	-			
<b>AP Payment</b>	E 150-5222-5311 Supplies	MALE RIGID ADAPTOR				\$164.52
Invoice	101565	12/31/2018				
<b>AP Payment</b>	E 150-5222-5311 Supplies	SUSPENDERS				\$65.00
Invoice	101568	12/31/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$229.52
Refer	22858	LANGE ENTERPRISES	-			
<b>AP Payment</b>	E 100-5348-5311 Supplies	POST & CAP/SPRING ASSEMBLY				\$85.37
Invoice	68016	1/14/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$85.37
Refer	22860	NEXTEL WIRELESS SOLUTIONS	-			
<b>AP Payment</b>	E 100-5323-5311 Supplies	PUBLIC WORKS CONTRIB				\$1,250.00
Invoice	53	11/29/2018				
<b>AP Payment</b>	E 100-5324-5395 Repairs & Maintenance	ANTENNA KIT				\$103.96
Invoice	53	11/29/2018				
<b>AP Payment</b>	E 100-5324-5395 Repairs & Maintenance	PRETUNED ANTENNA				\$144.94
Invoice	37A	12/13/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$1,498.90
Refer	22861	PETTY CASH	-			
<b>AP Payment</b>	E 100-5211-5315 Postage	POSTAGE 12/12 & 12/20				\$7.00
Invoice	DEC2018	12/20/2018				
<b>AP Payment</b>	E 100-5212-5311 Supplies	RESERVE PATCH/BATTTERIES				\$16.50
Invoice	DEC2018	12/20/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$23.50
Refer	22862	PUBLIC SERVICE COMMISSION	-			
<b>AP Payment</b>	E 610-6920-6928 Regulatory Commission	DEC 18 - ADJ WATER RATE				\$30.60
Invoice	1812-I-03980	1/22/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$30.60
Refer	22863	PROHEALTH CARE MEDICAL	-			
<b>AP Payment</b>	E 150-5231-5219 Professional Services	CHENAULT				\$222.00
Invoice	296355	1/15/2019				
<b>AP Payment</b>	E 150-5231-5219 Professional Services	HERNANDEZ				\$222.00
Invoice	296401	1/15/2019				

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## Payments

Current Period: December 2018

AP Payment	E 150-5231-5219 Professional Services	PAULSON, PREUSS, RYDZIK, WINTER				\$813.00
Invoice	296161	1/15/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$1,257.00
Refer	22864	RICOH AMERICAS CORPORATION	-			
AP Payment	E 100-5632-5399 Other	DEC COPIES				\$32.00
Invoice	5055501128	1/1/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$32.00
Refer	22865	RADICOM	-			
AP Payment	E 100-5212-5395 Repairs & Maintenance	REPAIR RADIO				\$253.00
Invoice	104662	1/14/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$253.00
Refer	22866	SUBURBAN ASPHALT CO., INC	-			
AP Payment	E 100-5341-5395 Repairs & Maintenance	CONCRETE SIDEWALK WORK 8/2018				\$1,632.00
Invoice	18-15	12/31/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$1,632.00
Refer	22867	UNITED LIQUID WASTE	-			
AP Payment	E 620-8010-8255 Dry Sludge Hauling	DEC 2018 CAKE SLUDGE PICK UP				\$1,425.00
Invoice	23972	1/9/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$1,425.00
Refer	22868	VERIZON	-			
AP Payment	E 150-5221-5225 Telephone	DEC CHARGES				\$50.10
Invoice	9821542631	1/3/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$50.10
Refer	22869	WALWORTH CTY SECURITY ALAR	-			
AP Payment	E 100-5160-5219 Professional Services	MONITORING ALARM				\$420.00
Invoice	12381	11/1/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$420.00
Refer	22870	WATER WELL SOLUTIONS	-			
AP Payment	E 610-6210-6625 Maintenance-Pumping	FINAL PYMT				\$1,607.13
Invoice	PYMT3	1/10/2019				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$1,607.13
Refer	22871	WAUKESHA CTY TREASURER	-			
AP Payment	E 100-5144-5311 Supplies	PLU2 MAPS				\$57.08
Invoice	00000005	6/14/2018				
AP Payment	E 100-5212-5219 Professional Services	EPR1 PROGRAMMING				\$190.55
Invoice	00000217	9/17/2018				
AP Payment	E 100-5212-5219 Professional Services	EPR1 LABOR				\$26.29
Invoice	00000322	12/31/2018				
AP Payment	E 150-5222-5395 Repairs & Maintenance	EPR1 LABOR				\$40.30
Invoice	00000321	12/31/2018				
AP Payment	E 100-5212-5219 Professional Services	SHF4 INMATE BILLING				\$17.14
Invoice	00000260	12/31/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	\$331.36
Refer	22872	WI DEPT OF REVENUE	-			
AP Payment	E 100-5153-5219 Professional Services	2018 MUNICIPAL FEE				\$3,155.05
Invoice	153VMUKV	10/12/2018				



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Payments

Current Period: December 2018

Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$3,155.05</b>
Refer	22873 WI STATE LAB OF HYGIENE					
AP Payment	E 610-6300-6632	Operation Supply/Exp-Tr	TESTING 12/13/18			\$25.00
Invoice	577577	12/31/2018				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$25.00</b>
Refer	22875 MUKWONAGO AUTO PARTS					
AP Payment	E 150-5222-5395	Repairs & Maintenance	CREDIT			-\$201.03
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8270	Operation Supply/Expen	UPHOL CLNR			\$6.49
Invoice	NOV/DEC	12/31/208				
AP Payment	E 610-6454-6654	Maintenance-Hydrants	MARINE ANTIFREEZE			\$20.94
Invoice	NOV/DEC	12/31/208				
AP Payment	E 610-6454-6654	Maintenance-Hydrants	MARINE ANTIFREEZE			\$20.94
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8270	Operation Supply/Expen	ARMORALL/ICE SPRAY			\$24.98
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8270	Operation Supply/Expen	OIL DRY			\$105.00
Invoice	NOV/DEC	12/31/208				
AP Payment	E 100-5323-5311	Supplies	BULBS/SPRING PIN			\$12.05
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8020-8270	Operation Supply/Expen	BATTERY			\$163.89
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8020-8270	Operation Supply/Expen	CORE DEP			-\$10.00
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8270	Operation Supply/Expen	TRAILER BALL/HITCH			\$73.97
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8020-8320	Maintenance-Lift Station	RADIATOR CAPS			\$5.69
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8270	Operation Supply/Expen	PIG ABS MAT			\$55.98
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8330	Maint-Treatment/Dispos	MOTOR OIL			\$35.88
Invoice	NOV/DEC	12/31/208				
AP Payment	E 620-8010-8270	Operation Supply/Expen	PRY BAR SET			\$109.69
Invoice	NOV/DEC	12/31/208				
Transaction Date	12/31/2018	Due 1/30/2019	Accounts Payable	211000	<b>Total</b>	<b>\$424.47</b>

Fund Summary

	211000	Accounts Payable
100 GENERAL FUND		\$12,322.21
150 FIRE/AMBULANCE FUND		\$8,670.01
610 WATER UTILITY FUND		\$2,179.61
620 SEWER UTILITY FUND		\$2,471.57
		<u>\$25,643.40</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$25,643.40
<b>Total</b>	<b>\$25,643.40</b>

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## Payments

Current Period: February 2019

Batch Name	AP 2-2019-1	User Dollar Amt	\$111,346.31		
Payments		Computer Dollar Amt	\$111,346.31		
				\$0.00	<b>In Balance</b>
Refer	4457	ADVANCED INTEGRATED TECHN	-		
Cash Payment	E 620-8400-8520	Outside Services Employ	LONG DISTANCE		\$7.73
Invoice	183650400	1/8/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$7.73
Refer	4458	AM TOWING	-		
Cash Payment	E 100-5212-5219	Professional Services	TOWING		\$125.00
Invoice	038477	1/16/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$125.00
Refer	4459	APEX DEVELOPMENT, LLC	-		
Cash Payment	E 150-5231-5311	Supplies	DATA MGMT MONTHLY FEE		\$595.32
Invoice	61278	1/10/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$595.32
Refer	4460	BIASEW	-		
Cash Payment	E 100-5241-5335	Training & Travel	3/6/19 UNIFORM DWELLING		\$210.00
Invoice	03062019	1/29/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$210.00
Refer	4461	BIASEW	-		
Cash Payment	E 100-5241-5324	Membership Dues	HARLEY/INSPECTORS 2019 DUES		\$50.00
Invoice	2019	1/29/2019			
Cash Payment	E 100-5241-5324	Membership Dues	RUTENBECK/INSPECTORS 2019 DUES		\$40.00
Invoice	2019	1/29/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$90.00
Refer	4462	BATTERIES PLUS	-		
Cash Payment	E 620-8400-8510	Office Supplies & Expen	BATTERY/SURGE PROTECTOR		\$236.85
Invoice	P10063065	1/3/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$236.85
Refer	4463	BEDROCK SEWER & WATER	-		
Cash Payment	G 610-134500	T&D Services	107 SMALL FARM RD		\$12,689.52
Invoice	1634	1/10/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$12,689.52
Refer	4464	BOUND TREE MEDICAL	-		
Cash Payment	E 150-5231-5311	Supplies	SURG GLOVES		\$24.20
Invoice	83086197	1/15/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$24.20
Refer	4465	CHIEF	-		
Cash Payment	E 100-5213-5311	Supplies	INVESTIGATION SUPPLIES		\$390.49
Invoice	145971	1/10/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	\$390.49
Refer	4466	CINTAS	-		
Cash Payment	E 100-5323-5311	Supplies	LAUNDRY SERVICE		\$68.12
Invoice	4014602847	1/4/2019			

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<b>Cash Payment</b>	E 610-6920-6930 Misc General Expenses	LAUNDRY SERVICE			<b>\$43.23</b>
Invoice	4014602866	1/4/2019			
<b>Cash Payment</b>	E 620-8010-5110 Salaries & Wages	LAUNDRY SERVICE			<b>\$43.24</b>
Invoice	4014602866	1/4/2019			
<b>Cash Payment</b>	E 100-5323-5311 Supplies	LAUNDRY SERVICE			<b>\$68.12</b>
Invoice	4014922636	1/11/2019			
<b>Cash Payment</b>	E 610-6920-6930 Misc General Expenses	LAUNDRY SERVICE			<b>\$43.23</b>
Invoice	4014922593	1/11/2019			
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	LAUNDRY SERVICE			<b>\$43.24</b>
Invoice	4014922593	1/11/2019			
<b>Cash Payment</b>	E 100-5323-5311 Supplies	LAUNDRY SERVICE			<b>\$70.44</b>
Invoice	4015271193	1/18/2019			
<b>Cash Payment</b>	E 610-6920-6930 Misc General Expenses	LAUNDRY SERVICE			<b>\$48.17</b>
Invoice	4015271250	1/18/2019			
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	LAUNDRY SERVICE			<b>\$48.17</b>
Invoice	4015271250	1/18/2019			
<b>Cash Payment</b>	E 610-6920-6930 Misc General Expenses	LAUNDRY SERVICE			<b>\$75.36</b>
Invoice	1900401827	1/21/2019			
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	LAUNDRY SERVICE			<b>\$75.37</b>
Invoice	1900401827	1/21/2019			
<b>Cash Payment</b>	E 610-6920-6930 Misc General Expenses	LAUNDRY SERVICE			<b>\$48.17</b>
Invoice	4015631374	1/25/2019			
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	LAUNDRY SERVICE			<b>\$48.17</b>
Invoice	4015631374	1/25/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$723.03</b>
Refer	4467	<i>DRAGONFLY EMBROIDERY</i>	-		
<b>Cash Payment</b>	E 100-5213-5346 Clothing Allowance	STEINBRENNER - UNIFORM ALLOW			<b>\$22.00</b>
Invoice	15411	1/10/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$22.00</b>
Refer	4468	<i>EIASEW INC</i>	-		
<b>Cash Payment</b>	E 100-5241-5335 Training & Travel	HARLEY SEMINAR REG			<b>\$190.00</b>
Invoice	02/26-02/27	1/29/2019			
<b>Cash Payment</b>	E 100-5241-5335 Training & Travel	RUTENBECK SEMINAR REG			<b>\$190.00</b>
Invoice	02/26-02/27	1/29/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$380.00</b>
Refer	4469	<i>EMERGENCY MEDICAL PRODUCT</i>	-		
<b>Cash Payment</b>	E 150-5231-5311 Supplies	AMBO SUPPLIES			<b>\$876.79</b>
Invoice	2044074	1/16/2019			
<b>Cash Payment</b>	E 150-5231-5311 Supplies	STATPACKS			<b>\$309.56</b>
Invoice	2045122	1/21/2019			
<b>Cash Payment</b>	E 150-5231-5311 Supplies	DIPHENDYDRAMINE			<b>\$20.90</b>
Invoice	2045648	1/22/2019			
<b>Cash Payment</b>	E 150-5231-5311 Supplies	MASIMO			<b>\$138.40</b>
Invoice	2046007	1/22/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$1,345.65</b>
Refer	4470	<i>FAIRCHILD EQUIPMENT</i>	-		
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	BAND-IT CLAMPS			<b>\$253.00</b>
Invoice	01142019	1/17/2019			

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Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$253.00</b>
Refer	4471	<i>FASTENAL COMPANY</i>	-		
Cash Payment	E 610-6920-6930	Misc General Expenses	CABLE TIES/BATTERIES		\$35.10
Invoice	75255	1/7/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$35.10</b>
Refer	4472	<i>GALLS INC</i>	-		
Cash Payment	E 100-5212-5347	New Uniform Issue	RAINJACKET - ZAJICHEK		\$109.99
Invoice	011675159	1/8/2019			
Cash Payment	E 100-5211-5346	Clothing Allowance	STREIT - UNIFORM ALLOW		\$49.99
Invoice	011695911	1/10/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$159.98</b>
Refer	4473	<i>HAHN ACE HARDEWARE</i>	-		
Cash Payment	E 620-8010-8330	Maint-Treatment/Dispos	CORD EXTENSION		\$17.99
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5323-5311	Supplies	SPRAY PAINT WHITE		\$3.00
Invoice	JAN19	1/28/2019			
Cash Payment	E 620-8010-8270	Operation Supply/Expen	WRENCH COMBO/FLASHLIGHT		\$55.77
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5611-5311	Supplies	RAKES (3)		\$67.47
Invoice	JAN19	1/28/2019			
Cash Payment	E 150-5223-5335	Training & Travel	MARKING PAINT		\$13.66
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5611-5311	Supplies	DEPTH GAUGE/WEDGE		\$31.44
Invoice	JAN19	1/28/2019			
Cash Payment	E 620-8010-8270	Operation Supply/Expen	MASKING TAPE		\$6.99
Invoice	JAN19	1/28/2019			
Cash Payment	E 620-8010-8330	Maint-Treatment/Dispos	CLAMP HOSE		\$6.81
Invoice	JAN19	1/28/2019			
Cash Payment	E 610-6920-6930	Misc General Expenses	MISC FASTNERS		\$4.14
Invoice	JAN19	1/28/2019			
Cash Payment	E 620-8010-8270	Operation Supply/Expen	PINE SOL CLEANER		\$8.99
Invoice	JAN19	1/28/2019			
Cash Payment	E 150-5221-5395	Repairs & Maintenance	AUGER		\$26.99
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5323-5311	Supplies	DRAIN CLEANER		\$13.49
Invoice	JAN19	1/28/2019			
Cash Payment	E 440-5511-5311	Supplies	LIBRARY SUPPLIES		\$23.39
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5323-5311	Supplies	EXTN CORD/RECPT PLATES		\$26.41
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5323-5311	Supplies	MISSING SLIP		\$50.00
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5323-5311	Supplies	FASTNERS		\$2.70
Invoice	JAN19	1/28/2019			
Cash Payment	E 620-8010-8270	Operation Supply/Expen	SNOW SHOVEL		\$22.49
Invoice	JAN19	1/28/2019			
Cash Payment	E 100-5323-5311	Supplies	MISSING SLIP		\$21.52
Invoice	JAN19	1/28/2019			



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Cash Payment	E 100-5323-5311 Supplies	MISSING SLIP		\$75.74
Invoice	JAN19 1/28/2019			
Cash Payment	E 150-5221-5311 Supplies	LEATHER CLEANER/POLISH		\$39.57
Invoice	JAN19 1/28/2019			
Cash Payment	E 150-5222-5395 Repairs & Maintenance	ROPE		\$5.39
Invoice	JAN19 1/28/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$523.95
Refer	4399 HAWKINS WATER TREATMENT	-		
Cash Payment	E 620-8010-8270 Operation Supply/Expen	TUBING/CONNECTOR/BUSHING		\$52.06
Invoice	4425480 1/8/2019			
Cash Payment	E 610-6300-6631 Chemicals	CHEMICALS		\$2,429.26
Invoice	4425486 1/8/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$2,481.32
Refer	4401 HORN FEEDS	-		
Cash Payment	E 100-5160-5311 Supplies	SOLAR SALT		\$33.75
Invoice	29365V 1/4/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$33.75
Refer	22805 IAEI	-		
Cash Payment	E 100-5241-5324 Membership Dues	2019 MEMBERSHIP		\$120.00
Invoice	2019 1/29/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$120.00
Refer	22806 IMAGE TREND	-		
Cash Payment	E 150-5221-5219 Professional Services	ANNUAL FEE		\$1,000.00
Invoice	114894 1/7/2019			
Cash Payment	E 150-5231-5219 Professional Services	ANNUAL FEE		\$6,931.00
Invoice	114894 1/7/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$7,931.00
Refer	22807 J.R. PLUMBING INC.	-		
Cash Payment	E 620-8030-8310 Maint-Collection System	MATERIAL/LABOR/TRIP CHR		\$1,500.00
Invoice	197289-1 1/18/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$1,500.00
Refer	22808 KUBIAK MICHAEL	-		
Cash Payment	E 100-5212-5347 New Uniform Issue	KUBIAK RESTITUTION CLAIM		\$76.94
Invoice	19128886 1/23/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$76.94
Refer	22809 MILLER KEN	-		
Cash Payment	E 620-8010-8270 Operation Supply/Expen	CLOTHING REIM - SAFETY BOOTS		\$100.00
Invoice	512755 1/13/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$100.00
Refer	22810 MUNICIPAL CODE CORPORATION	-		
Cash Payment	E 100-5111-5219 Professional Services	SUPPLEMENT PAGES (25)		\$1,245.31
Invoice	323758 1/17/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b> \$1,245.31
Refer	22811 NEXT DAY STAMPS	-		
Cash Payment	E 100-5142-5311 Supplies	DEP ONLY , ADDRESS, SIGNATURE		\$203.50
Invoice	11519 1/15/2019			

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Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$203.50</b>
Refer	22812 <i>NORTHERN LAKE SERVICE</i>				-
Cash Payment	E 610-6300-6632 Operation Supply/Exp-Tr	01/08/19 SAMPLES			\$60.00
Invoice	348811	1/11/2019			
Cash Payment	E 620-8010-8260 Other Chemicals	01/16/19 SAMPLES			\$138.00
Invoice	348990	1/16/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$198.00</b>
Refer	22813 <i>NORTHERN SEWER EQUIPMENT</i>				-
Cash Payment	E 620-8030-8310 Maint-Collection System	WATER PUMP REPAIR KIT			\$883.03
Invoice	11386	1/12/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$883.03</b>
Refer	22814 <i>PARAGON DEVELOPMENT</i>				-
Cash Payment	E 100-5241-5399 Other	INSPECTION COMPUTER			\$636.00
Invoice	1082538	1/16/2019			
Transaction Date	1/29/2019	Citizens	111000	<b>Total</b>	<b>\$636.00</b>
Refer	22815 <i>PHYSIO-CONTROL</i>				-
Cash Payment	E 430-5700-5714 Ambulance Capital Equi	COMPRESSION SYSTEMS/BATTERIES			\$30,952.40
Invoice	119001696	1/8/2019			
Cash Payment	E 150-5231-5311 Supplies	REPAIR CABLES			\$1,222.30
Invoice	119002497	1/10/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$32,174.70</b>
Refer	22816 <i>PLUMBING INSPECTORS ASSOC</i>				-
Cash Payment	E 100-5241-5324 Membership Dues	INSPECTORS MEMBERSHIP/2/15/19 EDUCATION			\$80.00
Invoice	2019	1/29/2019			
Cash Payment	E 100-5241-5335 Training & Travel	INSPECTORS MEMBERSHIP/2/15/19 EDUCATION			\$100.00
Invoice	2019	1/29/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$180.00</b>
Refer	22817 <i>POMPS TIRE SERVICE, INC</i>				-
Cash Payment	E 100-5213-5395 Repairs & Maintenance	TIRES (4)			\$469.44
Invoice	601687747A	1/19/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$469.44</b>
Refer	22818 <i>PRAXAIR DISTRIBUTION</i>				-
Cash Payment	E 620-8010-8270 Operation Supply/Expen	CYLINDER RENTAL			\$29.74
Invoice	87227054	1/21/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$29.74</b>
Refer	22819 <i>QUILL CORPORATION</i>				-
Cash Payment	E 100-5211-5311 Supplies	PAPER/FURNITURE TOUCH UP KIT			\$145.55
Invoice	3889400	1/3/2019			
Cash Payment	E 100-5142-5311 Supplies	COPY PAPER			\$18.47
Invoice	4033251	1/3/2019			
Cash Payment	E 150-5221-5311 Supplies	COPY PAPER			\$17.15
Invoice	4033251	1/3/2019			
Cash Payment	E 220-5140-5311 Supplies	COPY PAPER			\$1.32
Invoice	4033251	1/3/2019			

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<b>Cash Payment</b>	E 410-5140-5311 Supplies	COPY PAPER			\$2.64
Invoice 4033251	1/3/2019				
<b>Cash Payment</b>	E 440-5511-5311 Supplies	COPY PAPER			\$6.60
Invoice 4033251	1/3/2019				
<b>Cash Payment</b>	E 500-5140-5311 Supplies	COPY PAPER			\$1.32
Invoice 4033251	1/3/2019				
<b>Cash Payment</b>	E 610-6920-6921 Office Supplies & Expen	COPY PAPER			\$43.55
Invoice 4033251	1/3/2019				
<b>Cash Payment</b>	E 620-8300-8400 Operation Supply/Expen	COPY PAPER			\$40.91
Invoice 4033251	1/3/2019				
<b>Cash Payment</b>	E 100-5142-5311 Supplies	BANKER BOXES			\$97.99
Invoice 4033251	1/3/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$375.50</b>
Refer	22820 <i>SABEL MECHANICAL LLC</i>	-			
<b>Cash Payment</b>	E 620-8010-8330 Maint-Treatment/Dispos	REMOVE/REPAIR TELE-VALVE EQUIP			\$3,156.75
Invoice 19004	1/15/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$3,156.75</b>
Refer	22821 <i>SHRED-IT USA</i>	-			
<b>Cash Payment</b>	E 100-5142-5219 Professional Services	SHREDDING SERV			\$71.82
Invoice 812643858	1/15/2019				
<b>Cash Payment</b>	E 100-5211-5394 Bldg Repairs & Maintena	SHREDDING SERV			\$53.50
Invoice 8126488514	1/22/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$125.32</b>
Refer	22822 <i>SOMAR ENTERPRISES</i>	-			
<b>Cash Payment</b>	E 100-5212-5347 New Uniform Issue	NEW OFFICER - PINKOWSKI			\$155.49
Invoice 101303	1/12/2019				
<b>Cash Payment</b>	E 100-5212-5346 Clothing Allowance	CLOTH ALLOW - MELLO			\$133.16
Invoice 101310	1/15/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$288.65</b>
Refer	22823 <i>SWIFT PRINT</i>	-			
<b>Cash Payment</b>	E 150-5221-5311 Supplies	TIME/OT SLIPS			\$150.00
Invoice 173764	1/17/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$150.00</b>
Refer	22824 <i>TRACTOR SUPPLY CO</i>	-			
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	FACEMASK			\$5.94
Invoice JAN19	1/15/2019				
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	NO FLAT TIRE BLACK			\$50.00
Invoice JAN19	1/23/2019				
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	RETURN/TIRE TUBE			-\$36.35
Invoice JAN19	1/23/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	<b>\$19.59</b>
Refer	22825 <i>TRILOGY CONSULTING</i>	-			
<b>Cash Payment</b>	E 610-6920-6923 Outside Services Employ	WATER/SEWER RATE STUDY			\$55.00
Invoice 829	1/28/2019				
<b>Cash Payment</b>	E 620-8400-8520 Outside Services Employ	WATER/SEWER RATE STUDY			\$55.00
Invoice 829	1/28/2019				

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<b>Cash Payment</b>	E 620-8400-8520 Outside Services Employ	WATER/SEWER RATE STUDY			\$687.50
Invoice 830	1/28/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$797.50
Refer	22826	UNIFI EQUIPMENT FINANCE, INC.	-		
<b>Cash Payment</b>	E 100-5211-5219 Professional Services	SHARP COLOR COPIER			\$83.33
Invoice 469314	1/21/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$83.33
Refer	22827	USA BLUEBOOK	-		
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	PVC			\$74.77
Invoice 774810	1/3/2019				
<b>Cash Payment</b>	E 610-6452-6652 Maintenance-Services	WATER SUPPLIES			\$1,600.07
Invoice 778966	1/8/2019				
<b>Cash Payment</b>	E 620-8010-8260 Other Chemicals	FILTER			\$45.55
Invoice 782893	1/11/2019				
<b>Cash Payment</b>	E 610-6920-5110 Salaries & Wages	ALUM PIPE WRENCH			\$104.95
Invoice 784554	1/14/2019				
<b>Cash Payment</b>	E 620-8010-8260 Other Chemicals	CHEMICALS			\$155.30
Invoice 788624	1/17/2019				
<b>Cash Payment</b>	E 620-8010-8270 Operation Supply/Expen	CHEMICALS			\$45.95
Invoice 788624	1/17/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$2,026.59
Refer	22828	VERATHON, INC.	-		
<b>Cash Payment</b>	E 430-5700-5714 Ambulance Capital Equi	GLIDESCOPE MONITOR			\$16,700.00
Invoice 1066101	1/14/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$16,700.00
Refer	22829	WCEDA	-		
<b>Cash Payment</b>	E 100-5670-5219 Professional Services	2019 MEMBERSHIP			\$500.00
Invoice 15498	1/17/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$500.00
Refer	22830	WCOA	-		
<b>Cash Payment</b>	E 100-5211-5324 Membership Dues	2019 MEMBERSHIP			\$35.00
Invoice 2019	1/29/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$35.00
Refer	22831	WIPSCOM	-		
<b>Cash Payment</b>	E 100-5211-5335 Training & Travel	B DIMAGGIO - CONF 05/15/19			\$250.00
Invoice 2019	1/29/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$250.00
Refer	22832	WALWORTH CTY SHERIFF DEPT	-		
<b>Cash Payment</b>	E 100-5211-5324 Membership Dues	2 YR DUES			\$100.00
Invoice 2019	1/29/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$100.00
Refer	22833	WAUKESHA COUNTY CLERK	-		
<b>Cash Payment</b>	G 100-243300 County Dog License	CTY PORTION DOG LIC			\$1,951.50
Invoice MUKV2018	1/17/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$1,951.50
Refer	22834	WI DEPT OF JUSTICE-TIME	-		



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<b>Cash Payment</b>	E 100-5211-5219 Professional Services	MUNI002142			\$2,202.00
Invoice 5925	1/10/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$2,202.00
Refer	22835 WISCONSIN IMAGING	-			
<b>Cash Payment</b>	E 610-6920-6921 Office Supplies & Expen	COPIES			\$71.19
Invoice AR31291	1/21/2019				
<b>Cash Payment</b>	E 100-5211-5219 Professional Services	COPIES			\$60.16
Invoice AR31382	1/23/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$131.35
Refer	22836 WI RURAL WATER ASSOCIATION	-			
<b>Cash Payment</b>	E 610-6920-6923 Outside Services Employ	SAFETY AUDIT 01/17/2019			\$244.32
Invoice 3642	1/18/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$244.32
Refer	22837 WI SUPREME COURT	-			
<b>Cash Payment</b>	E 100-5120-5335 Training & Travel	JUDICIAL ED 5/1-4/30			\$700.00
Invoice 05012019	1/8/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$700.00
Refer	22838 BK PLANNING STRATEGIES	-			
<b>Cash Payment</b>	E 100-5632-5219 Professional Services	GENL PLANNING SERV			\$3,879.45
Invoice M0778-2019	1/29/2019				
<b>Cash Payment</b>	E 240-5632-5219 Professional Services	TID 4 PLANNING			\$227.84
Invoice M0779-2019	1/29/2019				
<b>Cash Payment</b>	E 250-5632-5219 Professional Services	TID 5 PLANNING			\$67.00
Invoice M0780-2019	1/29/2019				
<b>Cash Payment</b>	G 100-211425 Developer Escrow	CHAPMAN FARM FINAL PLAT			\$292.00
Invoice M0781-2019	1/29/2019		Project D00021		
<b>Cash Payment</b>	G 100-211400 Billable Disbursements	EDGEWOOD CONDOS			\$150.00
Invoice M0782-2019	1/29/2019				
<b>Cash Payment</b>	G 100-211400 Billable Disbursements	IDC			\$541.50
Invoice M0783-2019	1/29/2019				
<b>Cash Payment</b>	G 100-211400 Billable Disbursements	MAPLE CENTRE			\$183.50
Invoice M0784-2019	1/29/2019				
<b>Cash Payment</b>	G 100-211425 Developer Escrow	MEADOWLAND TOWNHOMES			\$33.50
Invoice M0785-2019	1/29/2019		Project D00025		
<b>Cash Payment</b>	G 100-211425 Developer Escrow	PROHEALTH ADD			\$160.98
Invoice M0786-2019	1/29/2019		Project D00027		
<b>Cash Payment</b>	G 100-211400 Billable Disbursements	VERIZON SITE PLAN			\$342.00
Invoice M0787-2019	1/29/2019				
<b>Cash Payment</b>	E 100-5632-5219 Professional Services	VERNON BOUNDARY AGREE			\$182.50
Invoice M0788-2019	1/29/2019				
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$6,060.27
Refer	22839 HIPPENMEYER, REILLY	-			
<b>Cash Payment</b>	E 100-5130-5219 Professional Services	MISC MATTERS			\$3,027.50
Invoice 47291	1/29/2019				
<b>Cash Payment</b>	E 610-6920-6923 Outside Services Employ	UTILITIES			\$249.38
Invoice 47292	1/29/2019				
<b>Cash Payment</b>	E 620-8400-8520 Outside Services Employ	UTILITIES			\$249.37
Invoice 47292	1/29/2019				

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Cash Payment	E 100-5130-5219 Professional Services	ORDINANCE RESOLUTION	\$210.00
Invoice 47293	1/29/2019		
Cash Payment	E 220-5130-5219 Professional Services	ALDI SPEC ASSESS	\$140.00
Invoice 47294	1/29/2019		
Cash Payment	G 100-211400 Billable Disbursements	TERONOMY	\$945.00
Invoice 47295	1/29/2019		
Cash Payment	E 100-5130-5219 Professional Services	PREMIER DEVELOPMENT	\$35.00
Invoice 42796	1/29/2019		
Cash Payment	E 240-5130-5219 Professional Services	TID 4 915	\$525.00
Invoice 47297	1/29/2019		
Cash Payment	E 250-5130-5219 Professional Services	TID 5 SUDGEN	\$175.00
Invoice 47298	1/29/2019		
Cash Payment	G 100-211400 Billable Disbursements	TID 5 MALCOLM	\$245.00
Invoice 47299	1/29/2019		
Cash Payment	G 100-211425 Developer Escrow	TID 5 SUPER PRODUCTS	\$875.00
Invoice 47300	1/29/2019	Project TID504	
Cash Payment	G 100-211400 Billable Disbursements	CAMPBELL/VERIZON SITE	\$135.00
Invoice 47301	1/29/2019		
Cash Payment	G 100-211400 Billable Disbursements	IDC	\$35.00
Invoice 47302	1/29/2019		
Cash Payment	E 100-5130-5219 Professional Services	PROSECUTION	\$824.00
Invoice 47303	1/29/2019		
Transaction Date	1/30/2019	Citizens 111000	<b>Total</b> \$7,670.25
Refer	22840 KOLATA TAYLOR	-	
Cash Payment	E 150-5222-5346 Clothing Allowance	CLOTH ALLOW - T KOLATA	\$50.00
Invoice 01262019	1/29/2019		
Transaction Date	1/30/2019	Citizens 111000	<b>Total</b> \$50.00
Refer	22874 SMART DAN	-	
Cash Payment	E 100-5120-5311 Supplies	WI STATUES BOOK	\$76.56
Invoice 19-000174	1/11/2019		
Transaction Date	1/30/2019	Citizens 111000	<b>Total</b> \$76.56
Refer	22876 RICOH AMERICAS CORPORATION	-	
Cash Payment	E 100-5142-5312 Printing	FEB 2019 LEASE	\$23.89
Invoice 31270038	1/29/2019		
Cash Payment	E 150-5221-5311 Supplies	FEB 2019 LEASE	\$22.18
Invoice 31270038	1/29/2019		
Cash Payment	E 220-5140-5312 Printing	FEB 2019 LEASE	\$1.71
Invoice 31270038	1/29/2019		
Cash Payment	E 410-5140-5312 Printing	FEB 2019 LEASE	\$3.41
Invoice 31270038	1/29/2019		
Cash Payment	E 440-5511-5312 Printing	FEB 2019 LEASE	\$8.53
Invoice 31270038	1/29/2019		
Cash Payment	E 500-5140-5312 Printing	FEB 2019 LEASE	\$1.71
Invoice 31270038	1/29/2019		
Cash Payment	E 610-6920-6930 Misc General Expenses	FEB 2019 LEASE	\$56.30
Invoice 31270038	1/29/2019		
Cash Payment	E 620-8400-8560 Misc General Expense	FEB 2019 LEASE	\$52.88
Invoice 31270038	1/29/2019		

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Payments

Current Period: February 2019

Transaction Date	1/31/2019	Citizens	111000	<b>Total</b>	<b>\$170.61</b>
Refer	22877 VERIZON				
Cash Payment	E 150-5221-5225 Telephone	JAN 2019 FD			\$136.26
Invoice	9799825271 1/12/2019				
Cash Payment	E 100-5323-5225 Telephone	JAN 2019 DPW			\$56.10
Invoice	9799825271 1/12/2019				
Cash Payment	E 610-6920-6921 Office Supplies & Expen	JAN 2019 UTILITIES			\$51.45
Invoice	9799825271 1/12/2019				
Cash Payment	E 620-8400-8510 Office Supplies & Expen	JAN 2019 UTILITIES			\$51.46
Invoice	9799825271 1/12/2019				
Cash Payment	E 100-5141-5225 Telephone	JAN 2019 ADMIN			\$126.04
Invoice	9799825270 1/12/2019				
Cash Payment	E 100-5241-5225 Telephone	JAN 2019 BI			\$136.08
Invoice	9799825270 1/12/2019				
Cash Payment	E 150-5221-5225 Telephone	JAN 2019 FD			\$197.08
Invoice	9799825270 1/12/2019				
Cash Payment	E 100-5211-5225 Telephone	JAN 2019 PD			\$3.26
Invoice	9799825270 1/12/2019				
Cash Payment	E 100-5323-5225 Telephone	JAN 2019 DPW			\$172.80
Invoice	9799825270 1/12/2019				
Cash Payment	E 610-6920-6921 Office Supplies & Expen	JAN 2019 UTILITIES			\$238.07
Invoice	9799825270 1/12/2019				
Cash Payment	E 620-8400-8510 Office Supplies & Expen	JAN 2019 UTILITIES			\$238.07
Invoice	9799825270 1/12/2019				
Transaction Date	1/31/2019	Citizens	111000	<b>Total</b>	<b>\$1,406.67</b>

Fund Summary

	111000 Citizens
100 GENERAL FUND	\$24,090.49
150 FIRE/AMBULANCE FUND	\$11,776.75
220 TID#3 - GENERAL	\$143.03
240 TID#4	\$752.84
250 TID #5	\$242.00
410 RECYCLING FUND	\$6.05
430 CAPITAL EQUIPMENT FUND	\$47,652.40
440 LIBRARY FUND	\$38.52
500 STORM WATER UTILITY	\$3.03
610 WATER UTILITY FUND	\$18,190.46
620 SEWER UTILITY FUND	\$8,450.74
	<u>\$111,346.31</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$111,346.31
<b>Total</b>	<b>\$111,346.31</b>

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## Payments

Current Period: January 2019

Batch Name	WE 01-2019	User Dollar Amt	\$43,720.47	
	Payments	Computer Dollar Amt	\$43,720.47	
			\$0.00	In Balance
Refer	23079 WE ENERGIES	Ck# 006270	1/31/2019	
Cash Payment Invoice	E 100-5160-5222 Electric	HALL		\$1,016.11
Cash Payment Invoice	E 100-5160-5224 Gas	HALL GAS		\$379.09
Cash Payment Invoice	E 100-5211-5222 Electric	FLASHERS		\$9.65
Cash Payment Invoice	E 100-5211-5222 Electric	TOWER RADIO BLDG		\$22.12
Cash Payment Invoice	E 100-5211-5222 Electric	POLICE		\$1,956.19
Cash Payment Invoice	E 100-5211-5222 Electric	POLICE GARAGE		\$43.87
Cash Payment Invoice	E 100-5254-5222 Electric	MUKWONAGO DAM		\$25.18
Cash Payment Invoice	E 100-5323-5222 Electric	DPW ELECTRIC		\$535.96
Cash Payment Invoice	E 100-5323-5224 Gas	DPW GAS		\$766.65
Cash Payment Invoice	E 100-5342-5222 Electric	STREET LIGHTS		\$10,881.53
Cash Payment Invoice	E 100-5342-5222 Electric	STREET LIGHTS		\$2,270.89
Cash Payment Invoice	E 100-5342-5222 Electric	STREET LIGHTS		\$94.98
Cash Payment Invoice	E 100-5342-5222 Electric	SCHOOL CROSSING LIGHTS		\$17.07
Cash Payment Invoice	E 100-5512-5222 Electric	MUSEUM		\$325.35
Cash Payment Invoice	E 100-5521-5222 Electric	ANDREWS ST		\$103.27
Cash Payment Invoice	E 100-5521-5222 Electric	FIELD PARK		\$118.90
Cash Payment Invoice	E 100-5521-5222 Electric	FIELD PK BBALL LIGHTS		\$22.10
Cash Payment Invoice	E 100-5521-5222 Electric	PARKS		\$23.31
Cash Payment Invoice	E 100-5521-5222 Electric	CONSESSION BLDG		\$85.25
Cash Payment Invoice	E 100-5521-5222 Electric	PARKS		\$0.00
Cash Payment Invoice	E 100-5521-5222 Electric	FIELD PK SUMP PUMP		\$16.80
Cash Payment Invoice	E 100-5521-5222 Electric	PARKS		\$19.46



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## Payments

Current Period: January 2019

Cash Payment	E 100-5521-5222 Electric	MINIWAUKAN PAVILLION	\$18.96		
Invoice					
Cash Payment	E 100-5521-5222 Electric	MINIWAUKAN PARK	\$25.19		
Invoice					
Cash Payment	E 150-5221-5222 Electric	FIRE DEPT	\$2,260.05		
Invoice					
Cash Payment	E 440-5511-5222 Electric	LIBRARY ELECTRIC	\$2,185.39		
Invoice					
Cash Payment	E 440-5511-5224 Gas	LIBRARY GAS	\$1,395.99		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 3 ELECTRIC	\$1,057.32		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 3 GAS	\$90.88		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 4 ELEC	\$703.42		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 4 GAS	\$224.82		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 5	\$1,739.00		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 6	\$934.19		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WELL 7	\$1,558.49		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	GREENWALD	\$161.68		
Invoice					
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	TOWER	\$32.15		
Invoice					
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	ATKINSON PUMP	\$584.70		
Invoice					
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	FOX RIVER VIEW	\$217.82		
Invoice					
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	1224 RIVERTON	\$200.21		
Invoice					
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	1240 N ROCHESTER	\$147.07		
Invoice					
Cash Payment	E 620-8010-8211 WWTP Electric Power	HOLZ ELECTRIC	\$9,974.67		
Invoice					
Cash Payment	E 620-8010-8212 Nat Gas/Admin Bldg/Hea	HOLZ GAS	\$307.07		
Invoice					
Cash Payment	E 620-8010-8212 Nat Gas/Admin Bldg/Hea	DIGESTER GAS	\$1,167.67		
Invoice					
Transaction Date	1/24/2019	Citizens	111000	<b>Total</b>	<b>\$43,720.47</b>

Payments

Current Period: January 2019

Fund Summary

	111000 Citizens
100 GENERAL FUND	\$18,777.88
150 FIRE/AMBULANCE FUND	\$2,260.05
440 LIBRARY FUND	\$3,581.38
610 WATER UTILITY FUND	\$6,501.95
620 SEWER UTILITY FUND	\$12,599.21
	<hr/>
	\$43,720.47

Pre-Written Checks	\$43,720.47
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$43,720.47

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## Payments

Current Period: January 2019

Batch Name	M 01-2019	User Dollar Amt	\$155,174.29		
Payments		Computer Dollar Amt	\$155,174.29		
				\$0.00	<b>In Balance</b>
Refer	23068 <u>WE ENERGIES</u>	Ck# 026512	1/9/2019		
Cash Payment	E 250-5700-5764 Cable/Electric Capital Ex	ELECTR SERV BOXHORN			\$21,588.40
Invoice	4337786	1/9/2019			
Transaction Date	1/23/2019	Citizens	111000	<b>Total</b>	\$21,588.40
Refer	23069 <u>VANTAGEPOINT TRANSFER AGEN</u>	Ck# 026633	1/1/2019		
Cash Payment	G 100-215250 Deferred Compensation	DEF COMPE DED 01/11/2019			\$2,235.56
Invoice	PD011119	1/11/2019			
Cash Payment	G 150-215250 Deferred Compensation	DEF COMPE DED 01/11/2019			\$4.23
Invoice	PD011119	1/11/2019			
Cash Payment	G 440-215250 Deferred Compensation	DEF COMPE DED 01/11/2019			\$438.92
Invoice	PD011119	1/11/2019			
Cash Payment	G 610-215250 Deferred Compensation	DEF COMPE DED 01/11/2019			\$165.04
Invoice	PD011119	1/11/2019			
Cash Payment	G 620-215250 Deferred Compensation	DEF COMPE DED 01/11/2019			\$181.73
Invoice	PD011119	1/11/2019			
Transaction Date	1/23/2019	Citizens	111000	<b>Total</b>	\$3,025.48
Refer	23070 <u>SMITH JEFFREY OR LISA</u>	Ck# 026634	1/16/2019		
Cash Payment	G 100-233000 Police & Court Receipts	J KOUTNIK CIT REFUND			\$25.00
Invoice	DD8009V905	1/16/2019			
Transaction Date	1/23/2019	Citizens	111000	<b>Total</b>	\$25.00
Refer	23071 <u>MINNESOTA LIFE INSURANCE</u>	Ck# 026635	1/16/2019		
Cash Payment	G 100-215301 Life Insurance Payable	PREMIUM FEB 2019			\$1,196.23
Invoice	FEB19	1/22/2019			
Cash Payment	G 150-215301 Life Insurance Payable	PREMIUM FEB 2019			\$23.81
Invoice	FEB19	1/22/2019			
Cash Payment	G 440-215301 Life Insurance Payable	PREMIUM FEB 2019			\$163.92
Invoice	FEB19	1/22/2019			
Cash Payment	G 610-215301 Life Insurance Payable	PREMIUM FEB 2019			\$43.56
Invoice	FEB19	1/22/2019			
Cash Payment	G 620-215301 Life Insurance Payable	PREMIUM FEB 2019			\$48.53
Invoice	FEB19	1/22/2019			
Transaction Date	1/23/2019	Citizens	111000	<b>Total</b>	\$1,476.05
Refer	23072 <u>GREAT WEST RETIREMENT SERV</u>	Ck# 006263	1/11/2019		
Cash Payment	G 100-215250 Deferred Compensation	GREAT WEST DED			\$521.00
Invoice	PD01012019	1/11/2019			
Cash Payment	G 150-215250 Deferred Compensation	GREAT WEST DED			\$115.00
Invoice	PD01012019	1/11/2019			
Cash Payment	G 610-215250 Deferred Compensation	GREAT WEST DED			\$100.00
Invoice	PD01012019	1/11/2019			
Cash Payment	G 620-215250 Deferred Compensation	GREAT WEST DED			\$100.00
Invoice	PD01012019	1/11/2019			
Transaction Date	1/23/2019	Citizens	111000	<b>Total</b>	\$836.00
Refer	23075 <u>WI RETIREMENT SYSTEM</u>	Ck# 006264	1/31/2019		

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Current Period: January 2019

Cash Payment	G 100-215200 Retirement	DEC 2018 RETIREMENT		\$32,432.59
Invoice	DEC18 1/31/2019			
Cash Payment	G 150-215200 Retirement	DEC 2018 RETIREMENT		\$13,023.60
Invoice	DEC18 1/31/2019			
Cash Payment	G 440-215200 Retirement	DEC 2018 RETIREMENT		\$5,772.50
Invoice	DEC18 1/31/2019			
Cash Payment	G 610-215200 Retirement	DEC 2018 RETIREMENT		\$1,527.56
Invoice	DEC18 1/31/2019			
Cash Payment	G 620-215200 Retirement	DEC 2018 RETIREMENT		\$1,863.64
Invoice	DEC18 1/31/2019			
Cash Payment	G 100-215200 Retirement	DEC 2018 RETIREMENT		\$0.66
Invoice	DEC18 1/31/2019			
Transaction Date	1/24/2019	Citizens	111000	<b>Total</b> \$54,620.55
Refer	23076 EMPLOYEE TRUST FUNDS	Ck# 006265	1/24/2019	
Cash Payment	G 100-215300 Health Insurance Payable	JAN HEALTH DED		\$44,012.78
Invoice	JAN19 1/22/2019			
Cash Payment	G 150-215300 Health Insurance Payable	JAN HEALTH DED		\$7,087.62
Invoice	JAN19 1/22/2019			
Cash Payment	G 440-215300 Health Insurance Payable	JAN HEALTH DED		\$6,333.74
Invoice	JAN19 1/22/2019			
Cash Payment	G 610-215300 Health Insurance Payable	JAN HEALTH DED		\$1,661.77
Invoice	JAN19 1/22/2019			
Cash Payment	G 620-215300 Health Insurance Payable	JAN HEALTH DED		\$2,998.93
Invoice	JAN19 1/22/2019			
Transaction Date	1/24/2019	Citizens	111000	<b>Total</b> \$62,094.84
Refer	23077 WI DEPT OF REVENUE QTRLY TA	Ck# 006269	1/24/2019	
Cash Payment	E 440-5511-5399 Other	LIBRARY COPIES		\$74.22
Invoice	4THQ2018 1/24/2019			
Cash Payment	E 440-5511-5399 Other	LIBRARY FAXES		\$15.62
Invoice	4THQ2018 1/24/2019			
Cash Payment	E 440-5511-5399 Other	LIBRARY BOOK SALES		\$76.37
Invoice	4THQ2018 1/24/2019			
Cash Payment	E 100-5521-5399 Other	PARK RENTAL		\$9.09
Invoice	4THQ2018 1/24/2019			
Cash Payment	E 100-5160-5399 Other	VILLAGE HALL RENTAL		\$12.81
Invoice	4THQ2018 1/24/2019			
Transaction Date	1/24/2019	Citizens	111000	<b>Total</b> \$188.11
Refer	23078 TOWN OF LISBON	Ck# 026742	1/24/2019	
Cash Payment	E 100-5141-5335 Training & Travel	L BERNDT GOVT ACCT CLASS		\$50.00
Invoice	1/24/2019			
Transaction Date	1/24/2019	Citizens	111000	<b>Total</b> \$50.00
Refer	22841 PAYROLLDATA.COM	Ck# 006268	1/23/2019	
Cash Payment	E 100-5142-5399 Other	JAN PAYROLL FEES		\$824.98
Invoice	134713 1/23/2019			
Cash Payment	E 150-5221-5219 Professional Services	JAN PAYROLL FEES		\$653.00
Invoice	134713 1/23/2019			
Cash Payment	E 440-5511-5399 Other	JAN PAYROLL FEES		\$385.48
Invoice	134713 1/23/2019			

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## Payments

Current Period: January 2019

<b>Cash Payment</b>	E 610-6920-6930 Misc General Expenses	JAN PAYROLL FEES			\$232.62
Invoice	134713	1/23/2019			
<b>Cash Payment</b>	E 620-8400-8560 Misc General Expense	JAN PAYROLL FEES			\$232.62
Invoice	134713	1/23/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$2,328.70
Refer	22842	GREAT WEST RETIREMENT SERV	Ck# 006271	1/25/2019	
<b>Cash Payment</b>	G 100-215250 Deferred Compensation	457 DED - 01/25 PAYROLL			\$521.00
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 150-215250 Deferred Compensation	457 DED - 01/25 PAYROLL			\$115.00
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 610-215250 Deferred Compensation	457 DED - 01/25 PAYROLL			\$100.00
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 620-215250 Deferred Compensation	457 DED - 01/25 PAYROLL			\$100.00
Invoice	PD01252019	1/25/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$836.00
Refer	22843	VANTAGEPOINT TRANSFER AGEN	Ck# 026743	1/25/2019	
<b>Cash Payment</b>	G 100-215250 Deferred Compensation	DEFERRED COMP DED - 1/25 PAYROLL			\$2,236.70
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 150-215250 Deferred Compensation	DEFERRED COMP DED - 1/25 PAYROLL			\$7.49
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 440-215250 Deferred Compensation	DEFERRED COMP DED - 1/25 PAYROLL			\$446.13
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 500-215250 Deferred Compensation	DEFERRED COMP DED - 1/25 PAYROLL			\$2.35
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 610-215250 Deferred Compensation	DEFERRED COMP DED - 1/25 PAYROLL			\$151.13
Invoice	PD01252019	1/25/2019			
<b>Cash Payment</b>	G 620-215250 Deferred Compensation	DEFERRED COMP DED - 1/25 PAYROLL			\$199.79
Invoice	PD01252019	1/25/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$3,043.59
Refer	22844	VILLAGE OF MUKWONAGO MRA	Ck# 026744	1/30/2019	
<b>Cash Payment</b>	G 100-215350 Flexible Spending Contributi	JAN 2019 FSA MED			\$1,570.91
Invoice	JAN2019	1/30/2019			
<b>Cash Payment</b>	G 150-215350 Flexible Spending Contributi	JAN 2019 FSA MED			\$281.20
Invoice	JAN2019	1/30/2019			
<b>Cash Payment</b>	G 440-215350 Flexible Spending Contributi	JAN 2019 FSA MED			\$71.71
Invoice	JAN2019	1/30/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$1,923.82
Refer	22845	MUKWONAGO PROFESSIONAL PO	Ck# 026745	1/30/2019	
<b>Cash Payment</b>	G 100-215500 Union Dues Payable	JAN 2019 UNION DUES			\$520.00
Invoice	JAN2019	1/30/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$520.00
Refer	22846	MUKWONAGO PROFESSIONAL FI	Ck# 026746	1/30/2019	
<b>Cash Payment</b>	G 150-215500 Union Dues Payable	JAN 2019 UNION DUES			\$225.00
Invoice	JAN2019	1/30/2019			
Transaction Date	1/30/2019	Citizens	111000	<b>Total</b>	\$225.00
Refer	22847	AFLAC	Ck# 026747	1/29/2019	

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## Payments

Current Period: January 2019

<b>Cash Payment</b> G 100-215302 Supplemental Insurance Pa JAN 2019 <span style="float: right;"><b>\$346.30</b></span>					
Invoice	006663	1/29/2019			
<b>Cash Payment</b> G 150-215302 Supplemental Insurance Pa JAN 2019 <span style="float: right;"><b>\$258.36</b></span>					
Invoice	006663	1/29/2019			
<b>Cash Payment</b> G 610-215302 Supplemental Insurance Pa JAN 2019 <span style="float: right;"><b>\$50.74</b></span>					
Invoice	006663	1/29/2019			
<b>Cash Payment</b> G 610-215302 Supplemental Insurance Pa JAN 2019 <span style="float: right;"><b>\$50.76</b></span>					
Invoice	006663	1/29/2019			
Transaction Date	1/30/2019		Citizens	111000	<b>Total</b> <u>\$706.16</u>
Refer	22878 DEPARTMENT OF ADMINISTRATIO		Ck# 026502 1/8/2019		
<b>Cash Payment</b> E 440-5511-5343 Data Lines DATA LINES <span style="float: right;"><b>\$600.00</b></span>					
Invoice	337888	12/5/2018			
Transaction Date	1/31/2019		Citizens	111000	<b>Total</b> <u>\$600.00</u>
Refer	22879 AUSTIN PLUMBING COMPANY, IN		Ck# 026511 1/9/2019		
<b>Cash Payment</b> R 100-4430-4433 Plumbing Permits REFUND PERMIT FEE <span style="float: right;"><b>\$55.00</b></span>					
Invoice	OCT2018	1/9/2019			
Transaction Date	1/31/2019		Citizens	111000	<b>Total</b> <u>\$55.00</u>
Refer	22880 WE ENERGIES		Ck# 026749 1/29/2019		
<b>Cash Payment</b> E 100-5342-5222 Electric ST LIGHTING PROJECTS <span style="float: right;"><b>\$630.00</b></span>					
Invoice		1/29/2019			
<b>Cash Payment</b> R 340-4800-4890 Donations Received ST LIGHTING PROJECTS <span style="float: right;"><b>\$400.00</b></span>					
Invoice		1/29/2019			
Transaction Date	1/31/2019		Citizens	111000	<b>Total</b> <u>\$1,030.00</u>
Refer	22881 VILLAGE OF MUKWONAGO		Ck# 026740 1/21/2019		
<b>Cash Payment</b> E 100-5191-5601 Tax Paid by Village OP PROPERTY TAX <span style="float: right;"><b>\$1.59</b></span>					
Invoice	2016995	1/21/2019			
Transaction Date	1/31/2019		Citizens	111000	<b>Total</b> <u>\$1.59</u>

### Fund Summary

	111000 Citizens
100 GENERAL FUND	\$87,202.20
150 FIRE/AMBULANCE FUND	\$21,794.31
250 TID #5	\$21,588.40
340 VILLAGE DESIGNATED FUND	\$400.00
440 LIBRARY FUND	\$14,378.61
500 STORM WATER UTILITY	\$2.35
610 WATER UTILITY FUND	\$4,083.18
620 SEWER UTILITY FUND	\$5,725.24
	<u>\$155,174.29</u>

Pre-Written Checks	\$155,174.29
Checks to be Generated by the Computer	\$0.00
Total	<u>\$155,174.29</u>



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Payments

Current Period: January 2019

Batch Name	US JAN 2019	User Dollar Amt	\$6,415.09
	Payments	Computer Dollar Amt	\$6,415.09
			\$0.00 In Balance
Refer	23085 US BANK	Ck# 006267	1/25/2019
Cash Payment	E 100-5142-5324 Membership Dues	JUDY-MEMBER RENEWAL	\$65.00
	Invoice JAN3861		
Cash Payment	E 150-5221-5311 Supplies	AMAZON CREDIT	-\$102.45
	Invoice JAN 3861		
Cash Payment	E 150-5221-5311 Supplies	FIRE-WASH BUCKET	\$39.49
	Invoice JAN3861		
Cash Payment	E 150-5231-5311 Supplies	FIRE AED BATTERY	\$165.00
	Invoice JAN3861		
Cash Payment	E 440-5700-5328 Books	LIB BETTY BRINN	\$1,000.00
	Invoice JAN0960		
Cash Payment	E 440-5511-5340 Digital Materials	LIB ADOBE DIGITAL	\$22.06
	Invoice JAN0960		
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	LIB DONATION	\$666.57
	Invoice JAN0960		
Cash Payment	E 440-5511-5311 Supplies	LIB BATTERIES	\$8.15
	Invoice JAN2365		
Cash Payment	E 440-5700-5328 Books	LIB SPROUT KIT/SANITIZE WAND	\$356.90
	Invoice JAN2365		
Cash Payment	E 440-5700-5329 AV Material	LIB DVD'S	\$849.96
	Invoice JAN2365		
Cash Payment	E 440-5511-5340 Digital Materials	LIB SUBSCRIPTIONS	\$18.98
	Invoice JAN2365		
Cash Payment	E 440-5511-5311 Supplies	LIB SUPPLIES	\$745.75
	Invoice JAN7940		
Cash Payment	E 440-5511-5314 Meta Space Equipment	LIB SUPPLIES	\$84.76
	Invoice JAN7940		
Cash Payment	E 440-5511-5315 Postage	LIB POSTAGE	\$50.00
	Invoice JAN7940		
Cash Payment	E 440-5511-5331 Programming	LIB PROGRAMMING	\$40.71
	Invoice JAN7940		
Cash Payment	E 440-5511-5340 Digital Materials	LIB ACROBAT/NEWSLETTER	\$65.75
	Invoice JAN7940		
Cash Payment	E 100-5141-5335 Training & Travel	LUNCHES	\$73.85
	Invoice JAN 2380		
Cash Payment	E 100-5142-5324 Membership Dues	LG MEMBERSHIP DUES	\$65.00
	Invoice JAN 6347		
Cash Payment	E 620-8010-8270 Operation Supply/Expen	SEWER SUPPLIES	\$96.30
	Invoice JAN 7403		
Cash Payment	E 620-8010-8270 Operation Supply/Expen	SEWER SUPPLIES	\$169.47
	Invoice JAN 6639		
Cash Payment	E 620-8030-8280 Transportation Expense	SEWER LYNCH AUTO	\$230.47
	Invoice JAN 6639		
Cash Payment	E 610-6920-6933 Transportation Expenses	SEWER CAR SERVICE	\$126.48
	Invoice JAN 1051		

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Payments

Current Period: January 2019

Cash Payment	E 150-5221-5346 Clothing Allowance	FIRE HAHN CLOTHING	\$149.97
Invoice JAN 6370			
Cash Payment	E 150-5221-5335 Training & Travel	FIRE-EMT REGISTRY	\$20.00
Invoice JAN 6370			
Cash Payment	E 150-5221-5335 Training & Travel	FIRE LUNCH	\$23.84
Invoice JAN 6370			
Cash Payment	E 100-5211-5394 Bldg Repairs & Maintena	PD LIGHT REPAIRS	\$68.40
Invoice JAN 9708			
Cash Payment	E 100-5323-5311 Supplies	DPW INK CARTRIDGES	\$99.81
Invoice JAN 9625			
Cash Payment	E 100-5211-5335 Training & Travel	PD-CHIEF CONF	\$240.00
Invoice JAN 8378			
Cash Payment	E 100-5211-5335 Training & Travel	PD CHIEF HOTEL	\$109.00
Invoice JAN 8378			
Cash Payment	E 100-5211-5335 Training & Travel	PD LT STREIT CONF	\$200.00
Invoice JAN 8378			
Cash Payment	E 100-5211-5219 Professional Services	PD COPIER CONTRACT	\$85.83
Invoice JAN 8378			
Cash Payment	E 100-5211-5311 Supplies	PD SUPPLIES	\$50.06
Invoice JAN 8378			
Cash Payment	E 100-5211-5311 Supplies	PD SUPPLIES	\$148.01
Invoice JAN 3861			
Cash Payment	E 100-5120-5311 Supplies	PD HP 80A OFFICE	\$93.98
Invoice JAN 8378			
Cash Payment	E 100-5211-5394 Bldg Repairs & Maintena	PD SHRED IT	\$53.50
Invoice JAN 8378			
Cash Payment	E 100-5211-5335 Training & Travel	PD LT STREIT HOTEL	\$109.00
Invoice JAN 5538			
Cash Payment	E 100-5213-5324 Membership Dues	PD STREIT RENEWAL	\$20.00
Invoice JAN 5538			
Cash Payment	E 150-5221-5311 Supplies	FD-SURA OFFICE 365 SUBSCRIPTION	\$105.49
Invoice JAN 4746			
Transaction Date	1/25/2019	Citizens	111000
			<b>Total</b>
			\$6,415.09

Fund Summary

	111000 Citizens
100 GENERAL FUND	\$1,481.44
150 FIRE/AMBULANCE FUND	\$401.34
440 LIBRARY FUND	\$3,909.59
610 WATER UTILITY FUND	\$126.48
620 SEWER UTILITY FUND	\$496.24
	<hr/>
	\$6,415.09

Pre-Written Checks	\$6,415.09
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<hr/>
	\$6,415.09

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## Payments

Current Period: December 2018

Batch Name	US DEC 2018			
Payment		Computer Dollar Amt	\$9,650.52	Posted
<u>Refer</u>	<u>23086 US BANK</u>		<u>Ck# 006266 12/31/2018</u>	
Cash Payment	E 100-5120-5225 Telephone	COURT		\$81.16
	Invoice DEC 18-3861			
Cash Payment	E 100-5141-5225 Telephone	ADMIN		\$83.00
	Invoice DEC 18-3861			
Cash Payment	E 100-5142-5225 Telephone	CLERK		\$149.76
	Invoice DEC 18-3861			
Cash Payment	E 100-5144-5219 Professional Services	Elections		\$24.95
	Invoice DEC 18-3861			
Cash Payment	E 100-5211-5225 Telephone	POLICE		\$848.50
	Invoice DEC 18-3861			
Cash Payment	E 100-5241-5225 Telephone	BLDG INSP		\$42.25
	Invoice DEC 18-3861			
Cash Payment	E 100-5323-5225 Telephone	DPW		\$76.34
	Invoice DEC 18-3861			
Cash Payment	E 100-5512-5225 Telephone	Museum-telecom		\$129.96
	Invoice DEC 18-3861			
Cash Payment	E 150-5221-5225 Telephone	FIRE		\$780.22
	Invoice DEC 18-3861			
Cash Payment	E 220-5140-5225 Telephone	TID		\$2.42
	Invoice DEC 18-3861			
Cash Payment	E 410-5140-5225 Telephone	RECYCLING		\$4.83
	Invoice DEC 18-3861			
Cash Payment	E 440-5511-5225 Telephone	LIBRARY		\$572.88
	Invoice DEC 18-3861			
Cash Payment	E 500-5140-5225 Telephone	STORM WATER		\$2.42
	Invoice DEC 18-3861			
Cash Payment	E 610-6920-6921 Office Supplies & Expen	WATER		\$41.06
	Invoice DEC 18-3861			
Cash Payment	E 620-8400-8510 Office Supplies & Expen	SEWER		\$41.05
	Invoice DEC 18-3861			
Cash Payment	E 150-5221-5311 Supplies	FIRE DEPT		\$64.98
	Invoice DEC 18-3861			
Cash Payment	E 440-5511-5340 Digital Materials	LIB DIGITAL MATERIAL		\$12.95
	Invoice DEC 18-7940			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	LIB DONATIONS		\$689.21
	Invoice DEC 18-7940			
Cash Payment	E 440-5700-5329 AV Material	LIB AV MATERIAL		\$251.40
	Invoice DEC 18-2365			
Cash Payment	E 440-5511-5311 Supplies	LIB SUPPLIES		\$322.94
	Invoice DEC 18-7940			
Cash Payment	E 440-5511-5340 Digital Materials	LIB FAX SERVICE		-\$138.75
	Invoice DEC 18-7940			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	LIB DONATIONS		\$360.49
	Invoice DEC 18-7940			

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Payments

Current Period: December 2018

Cash Payment	E 100-5141-5398 Employee Recognition	LUNCH		\$403.92		
Invoice DEC 18-2380						
Cash Payment	E 410-5140-5319 Programs	Supplies		\$42.87		
Invoice DEC 18-6347						
Cash Payment	E 150-5221-5346 Clothing Allowance	FIRE DOBLAR CLOTHING ALLOW		\$664.18		
Invoice DEC 18-6370						
Cash Payment	E 150-5221-5311 Supplies	FIRE SUPPLIES		\$21.53		
Invoice DEC 18-6370						
Cash Payment	G 100-211400 Billable Disbursements	REIMBURSEABLE CHIEF STIEN		\$39.91		
Invoice DEC 18-5538						
Cash Payment	E 100-5211-5394 Bldg Repairs & Maintena	PD-HEIN ELEC REPAIRS		\$2,967.95		
Invoice DEC 18-9708						
Cash Payment	E 100-5323-5311 Supplies	DPW SUPPLIES		\$1,153.88		
Invoice DEC 18-9625						
Cash Payment	E 100-5323-5348 Safety Supplies	TRIPLE CROWN-DPW COAT		-\$178.00		
Invoice DEC 18-9625						
Cash Payment	E 100-5213-5311 Supplies	PD SUPPLIES		\$28.19		
Invoice DEC 18-5538						
Cash Payment	E 100-5213-5311 Supplies	PD SUPPLIES		\$67.82		
Invoice DEC 18-5538						
Cash Payment	E 100-5213-5311 Supplies	PD PEN FACTORY		-\$5.75		
Invoice DEC 18-5538						
Transaction Date	12/31/2018	Due 0	Citizens	111000	<b>Total</b>	\$9,650.52

Fund Summary

	111000 Citizens
620 SEWER UTILITY FUND	\$41.05
610 WATER UTILITY FUND	\$41.06
500 STORM WATER UTILITY	\$2.42
440 LIBRARY FUND	\$2,071.12
410 RECYCLING FUND	\$47.70
220 TID#3 - GENERAL	\$2.42
150 FIRE/AMBULANCE FUND	\$1,530.91
100 GENERAL FUND	\$5,913.84
	<u>\$9,650.52</u>

Pre-Written Checks	\$9,650.52
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<u>\$9,650.52</u>

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## Payments

Current Period: December 2018

Batch Name	LIB12-2018-2	User Dollar Amt	\$1,621.04			
Payments		Computer Dollar Amt	\$1,621.04			
				\$0.00	<b>In Balance</b>	
Refer	22803 <i>BAKER &amp; TAYLOR INC.</i>	-				
AP Payment	E 440-5700-5328 Books	BOOKS				\$78.96
Invoice	12-2018 12/31/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$78.96
Refer	4350 <i>BRODART</i>	-				
AP Payment	E 440-5700-5328 Books	BOOKS				\$79.23
Invoice	DEC 18-19 12/31/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$79.23
Refer	4247 <i>BUCHMANN TERRY</i>	-				
AP Payment	E 440-5511-5332 Mileage	REIMBUSREMENT				\$173.46
Invoice	NOV-DEC 12/31/2018					
AP Payment	E 440-5511-5311 Supplies	REIMBUSREMENT				\$63.66
Invoice	NOV-DEC 12/31/2018					
AP Payment	E 440-5890-5806 Donated Fund Expenditu	REIMBUSREMENT				\$367.12
Invoice	NOV-DEC 12/31/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$604.24
Refer	4248 <i>GALE</i>	-				
AP Payment	E 440-5700-5328 Books	BOOKS				\$51.98
Invoice	DEC 2018 12/31/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$51.98
Refer	4249 <i>CLEAN MATS</i>	-				
AP Payment	E 440-5511-5311 Supplies	SUPPLIES				\$87.25
Invoice	DEC 2018 12/1/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$87.25
Refer	4250 <i>FRISCH LAURA</i>	-				
AP Payment	E 440-5511-5332 Mileage	MILEAGE				\$29.43
Invoice	DEC 12/3/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$29.43
Refer	4251 <i>GRUNAU</i>	-				
AP Payment	E 440-5511-5395 Repairs & Maintenance	REPAIRS/MAINT				\$183.38
Invoice	413790 12/26/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$183.38
Refer	4252 <i>HINZ TANYA</i>	-				
AP Payment	E 440-5890-5806 Donated Fund Expenditu	PAINTING CLASS				\$50.00
Invoice	DEC 2018 12/31/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$50.00
Refer	4253 <i>MICHALIK MICHELLE</i>	-				
AP Payment	E 440-5511-5332 Mileage	MILEAGE				\$12.32
Invoice	DEC 2018 12/31/2018					
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$12.32
Refer	4254 <i>QUILL CORPORATION</i>	-				

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Payments

Current Period: December 2018

AP Payment	E 440-5511-5311 Supplies		SUPPLIES			\$381.60
Invoice	DEC 2018	12/31/2018				
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$381.60
Refer	4255	UNIQUE MANAGEMENT	-			
AP Payment	E 440-5511-5310 Outside Services		OUTSIDE SERVICES			\$62.65
Invoice	494173	12/27/2018				
Transaction Date	1/18/2019	Due 1/18/2019	Accounts Payable	211000	<b>Total</b>	\$62.65

Fund Summary

	211000	Accounts Payable	
440 LIBRARY FUND		\$1,621.04	
		\$1,621.04	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,621.04
Total	\$1,621.04



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## Payments

Current Period: January 2019

Batch Name	LIB 01182019	User Dollar Amt	\$10,853.05		
Payments		Computer Dollar Amt	\$10,853.05		
				\$0.00	<b>In Balance</b>
Refer	23012 AARABHI INDIAN DANCE SCHOOL	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	INDIAN DANCERS			\$150.00
Invoice	JANUARY 1/16/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$150.00
Refer	23013 ALDARRABSIH WALLA	-			
Cash Payment	E 440-5511-5331 Programming	ARABIC CLASSES			\$150.00
Invoice	JAN-FEB 1/17/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$150.00
Refer	23014 AMERICAN LIBRARY	-			
Cash Payment	E 440-5511-5335 Training & Travel	TRAINING/TRAVEL			\$145.00
Invoice	2135684 1/31/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$145.00
Refer	4453 THE APPOINTED HOUSEWIFE	-			
Cash Payment	E 440-5511-5310 Outside Services	OUTSIDE SERVICES			\$810.00
Invoice	JAN 2019 1/14/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$810.00
Refer	4455 BAKER & TAYLOR INC.	-			
Cash Payment	E 440-5700-5328 Books	BOOKS			\$847.34
Invoice	JAN 2019 1/7/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$847.34
Refer	4456 BAYSCAN TECHNOLOGIES	-			
Cash Payment	G 100-242205 WI DOJ - Background Chec	Supplies			\$85.00
Invoice	59210 1/8/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$85.00
Refer	4458 BRODART	-			
Cash Payment	E 440-5700-5328 Books	BOOKS			\$28.00
Invoice	B5510448 1/3/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$28.00
Refer	4453 GALE	-			
Cash Payment	E 440-5700-5328 Books	BOOKS			\$246.28
Invoice	JAN 2019 1/10/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$246.28
Refer	4454 DYNAMIC AWARDS	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	PROHEALTH EXP PREDEV MTG			\$118.50
Invoice	15630 1/5/2019			Project D00027	
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$118.50
Refer	4455 EISA ANAGUMA	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	JAPANESE DRUMMING			\$500.00
Invoice	2162019 1/16/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$500.00
Refer	4456 ENVISIONVARE, INC	-			

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Payments

Current Period: January 2019

Cash Payment	E 440-5511-5311 Supplies	SUPPLIES			\$68.48
Invoice	INV-US 39998	1/14/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$68.48
Refer	4645 GODDARD LESLIE	-			
Cash Payment	E 440-5511-5331 Programming	PROGRAMMING			\$461.00
Invoice	JAN 2019	1/7/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$461.00
Refer	4645 GREENE HELEENE	-			
Cash Payment	E 440-5511-5331 Programming	EXPLORE FRANCE			\$175.00
Invoice	JAN 2019	1/7/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$175.00
Refer	4490 GRISHAM CRAIG	-			
Cash Payment	E 440-5511-5331 Programming	PROGRAMMING			\$76.31
Invoice	JAN 2019	1/4/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$76.31
Refer	4491 HANKES DIANA	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	SCOTTISH DANCERS			\$200.00
Invoice	JAN 2019	1/16/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$200.00
Refer	4492 HMONG AMERICAN FRIENDSHIP A	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	HMONG DANCE			\$200.00
Invoice	JAN 2019	1/16/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$200.00
Refer	4493 HORN FEEDS	-			
Cash Payment	E 440-5511-5311 Supplies	SUPPLIES			\$135.00
Invoice	29365	1/4/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$135.00
Refer	4494 MILLER ED	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	CEOL CAIRDE IRISH BAND			\$150.00
Invoice	JAN 2019	1/16/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$150.00
Refer	4495 MILWAKEE ACADEMY CHINESE L	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	CHINESE DANCERS			\$150.00
Invoice	JAN 2019	1/16/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$150.00
Refer	4496 MILWAUKEE IRISH DANCERS	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	IRISH DANCERS			\$150.00
Invoice	JAN 2019	1/16/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$150.00
Refer	4497 MUELLER AMY	-			
Cash Payment	E 440-5511-5331 Programming	SHAKE RATTLE ROLL			\$100.00
Invoice	12019	1/17/2019			
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$100.00
Refer	4498 MUREN SHAWNA	-			

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Payments

Current Period: January 2019

Cash Payment	E 440-5511-5331 Programming	CHAIR YOGA			\$200.00
Invoice 20195	1/7/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$200.00
Refer	4499 <i>PONASIK JEFF</i>	-			
Cash Payment	E 440-5511-5331 Programming	TAI CHI			\$120.00
Invoice 20194	1/17/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$120.00
Refer	4500 <i>RIVISTAS</i>	-			
Cash Payment	E 440-5511-5326 Periodicals	PERIODICALS			\$3,663.67
Invoice JAN 2019	1/9/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$3,663.67
Refer	4501 <i>TRINITY IRISH DANCERS</i>	-			
Cash Payment	E 440-5511-5331 Programming	TRINITY IRISH DANCING			\$350.00
Invoice JAN 2019	1/7/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$350.00
Refer	4502 <i>VERNON LIBRARY SUPPLIES</i>	-			
Cash Payment	E 440-5511-5311 Supplies	SUPPLIES			\$303.51
Invoice 0094415-IN	1/8/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$303.51
Refer	4503 <i>WILS</i>	-			
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	DONATION			\$1,239.96
Invoice 489789	1/20/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$1,239.96
Refer	4504 <i>ZIMMERMANN OLIVER DEAN</i>	-			
Cash Payment	E 440-5511-5310 Outside Services	CHRISTMAS LIGHTS			\$30.00
Invoice 1901	1/7/2019				
Transaction Date	1/18/2019	Citizens	111000	<b>Total</b>	\$30.00

Fund Summary

	111000 Citizens	
100 GENERAL FUND		\$85.00
440 LIBRARY FUND		\$10,768.05
		<u>\$10,853.05</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$10,853.05
<b>Total</b>	<u>\$10,853.05</u>

**\*Check Detail Register©**

January 2019

Check Amt Invoice Comment

**111000 Citizens**

Paid Chk# 026626	1/11/2019	EAST TROY SCHOOL DISTRICT			
G 720-246200		East Troy School Tax	\$92,877.19	JAN 2019	JANUARY 2019 SETTLEMENT
<b>Total</b>		<b>EAST TROY SCHOOL DISTRICT</b>	<b>\$92,877.19</b>		
Paid Chk# 026627	1/11/2019	GATEWAY TECHNICAL COLLEGE			
G 720-246300		Gateway College Tax	\$8,366.36	JAN2019	JANUARY 2019 SETTLEMENT
<b>Total</b>		<b>GATEWAY TECHNICAL COLLEGE</b>	<b>\$8,366.36</b>		
Paid Chk# 026628	1/11/2019	MUKWONAGO AREA SCHOOLS			
G 720-246000		Mukwonago School Tax	\$3,318,889.57	JAN2019	JANUARY 2019 SETTLEMENT
G 720-246000		Mukwonago School Tax	\$2,562.11	JAN2019	JANUARY 2019 SETTLEMENT
<b>Total</b>		<b>MUKWONAGO AREA SCHOOLS</b>	<b>\$3,321,451.68</b>		
Paid Chk# 026629	1/11/2019	PHANTOM LAKES MGMT DISTRICT			
G 720-245000		Phantom Lakes Mgt District Tax	\$15,253.80	JAN2019	JANUARY 2019 SETTLEMENT
<b>Total</b>		<b>PHANTOM LAKES MGMT DISTRICT</b>	<b>\$15,253.80</b>		
Paid Chk# 026630	1/11/2019	TREASURER WAUKESHA COUNTY			
G 720-243100		Waukesha County Tax	\$788,598.75	JAN2019	JANUARY 2019 SETTLEMENT
<b>Total</b>		<b>TREASURER WAUKESHA COUNTY</b>	<b>\$788,598.75</b>		
Paid Chk# 026631	1/11/2019	W C T C			
G 720-246100		Waukesha Tech College Tax	\$151,056.39	JAN2019	JANUARY SETTLEMENT
<b>Total</b>		<b>W C T C</b>	<b>\$151,056.39</b>		
Paid Chk# 026632	1/11/2019	WALWORTH CTY TREASURER			
G 720-243110		Walworth County Tax	\$40,566.79	JAN2019	JANUARY 2019 SETTLEMENT
<b>Total</b>		<b>WALWORTH CTY TREASURER</b>	<b>\$40,566.79</b>		
		<b>111000 Citizens</b>	<b>\$4,418,170.96</b>		

**Fund Summary**

<b>111000 Citizens</b>	
720 TAX ESCROW AGENCY FUND	\$4,418,170.96
	<b>\$4,418,170.96</b>

VILLAGE OF MUKWONAGO

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\*Check Summary Register©

January 2019

	Name	Check Date	Check Amt	
<b>111000</b>	<b>Citizens</b>			
UnPaid	EAST TROY SCHOOL DISTRICT		\$92,877.19	JANUARY 2019 SETTLEMENT
UnPaid	GATEWAY TECHNICAL COLLEGE		\$8,366.36	JANUARY 2019 SETTLEMENT
UnPaid	MUKWONAGO AREA SCHOOLS		\$3,321,451.68	JANUARY 2019 SETTLEMENT
UnPaid	PHANTOM LAKES MGMT DISTRICT		\$15,253.80	JANUARY 2019 SETTLEMENT
UnPaid	TREASURER WAUKESHA COUNTY		\$788,598.75	JANUARY 2019 SETTLEMENT
UnPaid	W C T C		\$151,056.39	JANUARY SETTLEMENT
UnPaid	WALWORTH COUNTY TREASURER		\$40,566.79	JANUARY 2019 SETTLEMENT
		<b>Total Checks</b>	<b>\$4,418,170.96</b>	

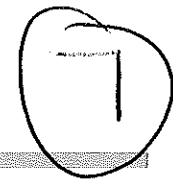
FILTER: None

VILLAGE OF MUKWONAGO

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Payments



Current Period: January 2019

Batch Name	TAXSET1-2019	User Dollar Amt	\$4,418,170.96
	Payments	Computer Dollar Amt	\$4,418,170.96
			\$0.00 In Balance

Refer	4651 EAST TROY SCHOOL DISTRICT				
Cash Payment	G 720-246200 East Troy School Tax	JANUARY 2019 SETTLEMENT			\$92,877.19
	Invoice JAN 2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$92,877.19
Refer	4652 GATEWAY TECHNICAL COLLEGE				
Cash Payment	G 720-246300 Gateway College Tax	JANUARY 2019 SETTLEMENT			\$8,366.36
	Invoice JAN2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$8,366.36
Refer	4653 PHANTOM LAKES MGMT DISTRICT				
Cash Payment	G 720-245000 Phantom Lakes Mgt District	JANUARY 2019 SETTLEMENT			\$15,253.80
	Invoice JAN2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$15,253.80
Refer	4654 MUKWONAGO AREA SCHOOLS				
Cash Payment	G 720-246000 Mukwonago School Tax	JANUARY 2019 SETTLEMENT			\$3,318,889.57
	Invoice JAN2019				
Cash Payment	G 720-246000 Mukwonago School Tax	JANUARY 2019 SETTLEMENT			\$2,562.11
	Invoice JAN2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$3,321,451.68
Refer	4655 W C T C				
Cash Payment	G 720-246100 Waukesha Tech College Ta	JANUARY SETTLEMENT			\$151,056.39
	Invoice JAN2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$151,056.39
Refer	4656 WALWORTH CTY TREASURER				
Cash Payment	G 720-243110 Walworth County Tax	JANUARY 2019 SETTLEMENT			\$40,566.79
	Invoice JAN2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$40,566.79
Refer	4657 TREASURER WAUKESHA COUNTY				
Cash Payment	G 720-243100 Waukesha County Tax	JANUARY 2019 SETTLEMENT			\$788,598.75
	Invoice JAN2019				
Transaction Date	1/10/2019	Citizens	111000	Total	\$788,598.75

Fund Summary

	111000 Citizens
720 TAX ESCROW AGENCY FUND	\$4,418,170.96
	\$4,418,170.96

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$4,418,170.96
Total	\$4,418,170.96

*Reviewed  
1-10-19  
Diane Doherty*

*2026-26632*

**VILLAGE OF MUKWONAGO**

Voucher

**Payable to:** East Troy Community School District

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$92,877.19

**Settlement:** January 2019

<u>F/A No.</u>	<u>Amount</u>
720-246200	92,877.19

\_\_\_\_\_  
Department Approval

92,877.19 +  
8,336.36 +  
15,253.80 +  
5,321,451.68 +  
174,056.59 +  
40,556.79 +  
788,198.75 +  
007.....  
6,548,170.96 \*  
  
0. \*



# VILLAGE OF MUKWONAGO

## Voucher

**Payable to:** Gateway Technical College

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$8,366.36

**Settlement:** January 2019

<u>F/A No.</u>	<u>Amount</u>
720-246300	8,366.36

\_\_\_\_\_  
Department Approval

# VILLAGE OF MUKWONAGO

## Voucher

**Payable to:** Mukwonago Area Schools

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$3,321,451.68

**Settlement:** January 2019

<u>F/A No.</u>		<u>Amount</u>
720-246000	Waukesha County	3,318,889.57
720-246000	Walworth County	2,562.11

\_\_\_\_\_  
Department Approval

# VILLAGE OF MUKWONAGO

## Voucher

**Payable to:** Phantom Lakes Management District (PLMD)

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$15,253.80

**Settlement:** January 2019

<u>F/A No.</u>	<u>Amount</u>
720-245000	15,253.80

\_\_\_\_\_  
Department Approval

# VILLAGE OF MUKWONAGO

Voucher

**Payable to:** Waukesha County Treasurer

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$788,598.75

**Settlement:** January 2019

<u>F/A No.</u>		<u>Amount</u>
720-243100	County	788,598.75

\_\_\_\_\_  
Department Approval

# VILLAGE OF MUKWONAGO

Voucher

**Payable to:** WCTC

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$151,056.39

**Settlement:** January 2019

<u>F/A No.</u>	<u>Amount</u>
720-246100	151,056.39

\_\_\_\_\_  
Department Approval

# VILLAGE OF MUKWONAGO

Voucher

**Payable to:** Walworth County Treasurer

**Check Number:**

**Date:** January 9, 2019

**Amount:** \$40,566.79

**Settlement:** January 2019

<u>F/A No.</u>	<u>Amount</u>
720-243110 County	40,566.79

\_\_\_\_\_  
Department Approval

	GENERAL VILLAGE	TOTAL	Citizens	Other	Tax Receipts @ ADM	LGIP	
100-111xxx	General Fund	1,251,794.26	94,910.01	339.25		34,334.22	1,122,210.78
100-111005/020/033	Checking/MRA/Accrued Sick	941,874.33		654,650.75		287,223.58	
150-111000	Fire Department	304,600.36	304,600.36				
200-110xxx	Lynch & Chapman Blvd	105,666.55	104,745.67			920.88	
210-111xxx	Wise Development - RLF	206,336.05					206,336.05
220-111xxx	TID#3-General	905,461.04	39,112.96			509,613.99	356,734.09
240-111xxx	TID#4-General	(2,253.75)	(2,253.75)				
250-111xxx	TID#5-General	3,337,104.51	6,123.52			3,330,980.99	
300-111xxx	Debt Service	619,130.71	59,380.36		89,063.92	470,686.43	
320-111000	Fire Department Designated	205,166.97	101,890.96			103,278.01	
340-111xxx	Village Designated Funds	176,189.81	121,103.61			55,086.20	
410-111000	Recycling	134,786.23	96,959.78			37,828.45	
430-111000	Capital Equipment	268,558.31	67,367.88			201,190.43	
440-111xxx	Library	201,270.17	201,270.17				
480-111xxx	Capital Improvement Funds	1,543,516.67	104,341.44			1,427,407.04	11,768.19
500-111000	Stormwater District #1	39,710.53	39,710.53				
600-111xxx	Impact Fees	138,618.82	1,992.41			136,626.41	
720-111xxx	Taxroll	8,003,554.41	3,398,551.50			4,605,002.91	
810-111xxx	Parkland Site	245,559.28	15,842.05			229,717.23	
	<b>TOTAL</b>	<b>18,626,649.26</b>	<b>4,755,649.76</b>	<b>654,990.00</b>	<b>89,063.92</b>	<b>11,429,896.47</b>	<b>1,697,049.11</b>
<b>WATER UTILITY</b>							
610-111000	Cash	67,907.44	67,907.44				
610-111200	Bonds & Unrestricted Cash	2,220,519.60				2,220,519.60	
610-111400	Long Term Debt	8,549.26					8,549.26
610-111050	Current Year Debt Reserve	41,157.31	3,129.47			38,027.84	
610-111060	Required Debt Reserve	434,646.34					434,646.34
610-111080	Impact Fee	409,143.83	562.85			408,580.98	
610-111033	Accrued Sick Pay	56,471.37					56,471.37
	<b>TOTAL</b>	<b>3,238,395.15</b>	<b>71,599.76</b>			<b>2,667,128.42</b>	<b>499,666.97</b>
<b>SEWER UTILITY</b>							
620-111000	Cash	28,965.94	28,965.94				
620-111200	Bonds & Unrestricted Cash	1,623,717.42				1,623,717.42	
620-111030	Reserve Capacity Assessment	1,038,023.40	212.36			551,121.11	486,689.93
620-111060	Required Debt Reserve	760,903.51					760,903.51
620-111050	Current Year Debt Reserve	49,877.15	5,484.69			44,392.46	
620-111070	Equipment Replacement Fund	704,162.32					704,162.32
620-111080	Impact Fee	468,178.13	488.51			467,689.62	
620-111033	Accrued Sick Pay	5,289.30					5,289.30
	<b>TOTAL</b>	<b>4,679,117.17</b>	<b>35,151.50</b>			<b>2,686,920.61</b>	<b>1,957,045.06</b>
	<b>GRAND TOTAL</b>	<b>26,544,161.58</b>	<b>4,862,401.02</b>	<b>654,990.00</b>	<b>89,063.92</b>	<b>16,783,945.50</b>	<b>4,153,761.14</b>

Prepared by Diana Doherty

balance check  
Does not include \$40,958.97 in December Interest not yet posted to accounts



VILLAGE OF MUKWONAGO  
Revenue Guideline - Village Board Preliminary YE  
December 2018

Cat	Cat Descr	2018			YTD Balance	%YTD Budget	Fund
		Adopted	YTD Budget	YTD Amt			
<b>Fund 100 GENERAL FUND</b>							
<b>Cat 4100 TAXES</b>							
4100	TAXES	\$6,500.00	\$6,500.00	\$3,229.01	\$3,270.99	49.68% 100	
4100	TAXES	\$368,000.00	\$368,000.00	\$330,000.00	\$38,000.00	89.67% 100	
4100	TAXES	\$9,000.00	\$9,000.00	\$9,935.76	-\$935.76	110.40% 100	
4100	TAXES	\$2,575,079.00	\$2,575,079.00	\$2,564,317.74	\$10,761.26	99.58% 100	
4100	TAXES	\$2,958,579.00	\$2,958,579.00	\$2,907,482.51	\$51,096.49	98.27% 100	
<b>Cat 4300 INTERGOV T REVENUES</b>							
4300	INTERGOV T REVENUES	\$350,837.00	\$350,837.00	\$346,166.68	\$4,670.32	98.67% 100	
4300	INTERGOV T REVENUES	\$12,306.00	\$12,306.00	\$12,341.80	-\$35.80	100.29% 100	
4300	INTERGOV T REVENUES	\$34,310.00	\$34,310.00	\$34,185.80	\$124.20	99.64% 100	
4300	INTERGOV T REVENUES	\$483,403.00	\$483,403.00	\$483,019.73	\$383.27	99.92% 100	
4300	INTERGOV T REVENUES	\$8,000.00	\$8,000.00	\$12,444.04	-\$4,444.04	155.55% 100	
4300	INTERGOV T REVENUES	\$1,300.00	\$1,300.00	\$1,308.45	-\$8.45	100.65% 100	
4300	INTERGOV T REVENUES	\$890,156.00	\$890,156.00	\$889,466.50	\$689.50	99.92% 100	
<b>Cat 4410 LICENSES</b>							
4410	LICENSES	\$1,300.00	\$1,300.00	\$1,500.00	-\$200.00	115.38% 100	
4410	LICENSES	\$560.00	\$560.00	\$560.00	\$0.00	100.00% 100	
4410	LICENSES	\$2,800.00	\$2,800.00	\$2,760.00	\$40.00	98.57% 100	
4410	LICENSES	\$7,470.00	\$7,470.00	\$11,016.00	-\$3,546.00	147.47% 100	
4410	LICENSES	\$50.00	\$50.00	\$50.00	\$0.00	100.00% 100	
4410	LICENSES	\$12.00	\$12.00	\$0.00	\$12.00	0.00% 100	
4410	LICENSES	\$15,300.00	\$15,300.00	\$16,915.00	-\$1,615.00	110.56% 100	
4410	LICENSES	\$2,800.00	\$2,800.00	\$90.00	\$2,710.00	3.21% 100	
4410	LICENSES	\$30,292.00	\$30,292.00	\$32,891.00	-\$2,599.00	108.58% 100	
<b>Cat 4430 PERMITS &amp; FEES</b>							
4430	PERMITS & FEES	\$24,000.00	\$24,000.00	\$39,197.94	-\$15,197.94	163.32% 100	
4430	PERMITS & FEES	\$1,400.00	\$1,400.00	\$992.00	\$408.00	70.86% 100	
4430	PERMITS & FEES	\$500.00	\$500.00	\$460.00	\$40.00	92.00% 100	
4430	PERMITS & FEES	\$1,350.00	\$1,350.00	\$0.00	\$1,350.00	0.00% 100	
4430	PERMITS & FEES	\$2,300.00	\$2,300.00	\$2,146.25	\$153.75	93.32% 100	
4430	PERMITS & FEES	\$10,000.00	\$10,000.00	\$16,895.00	-\$6,895.00	168.95% 100	
4430	PERMITS & FEES	\$10,000.00	\$10,000.00	\$6,980.00	\$3,020.00	69.80% 100	
4430	PERMITS & FEES	\$30,000.00	\$30,000.00	\$45,208.80	-\$15,208.80	150.70% 100	
4430	PERMITS & FEES	\$3,500.00	\$3,500.00	\$3,633.00	-\$133.00	103.80% 100	
4430	PERMITS & FEES	\$6,500.00	\$6,500.00	\$17,141.80	-\$10,641.80	263.72% 100	

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget	Fund
4430	PERMITS & FEES	\$90,000.00	\$90,000.00	\$168,702.00	-\$78,702.00	187.45%	100
4430	PERMITS & FEES	\$1,000.00	\$1,000.00	\$1,804.00	-\$804.00	180.40%	100
4430	PERMITS & FEES	\$1,000.00	\$1,000.00	\$1,440.00	-\$440.00	144.00%	100
4430	PERMITS & FEES	\$25,000.00	\$25,000.00	\$29,190.05	-\$4,190.05	116.76%	100
4430	PERMITS & FEES	\$33,500.00	\$33,500.00	\$32,286.95	\$1,213.05	96.38%	100
4430	PERMITS & FEES	\$10,600.00	\$10,600.00	\$24,100.00	-\$13,500.00	227.36%	100
<b>Cat 4430</b>	<b>PERMITS &amp; FEES</b>	<b>\$250,650.00</b>	<b>\$250,650.00</b>	<b>\$390,177.79</b>	<b>-\$139,527.79</b>	<b>155.67%</b>	
<b>Cat 4500</b>	<b>LAW &amp; ORDINANCE VIOLATIONS</b>						
4500	LAW & ORDINANCE VIOLATIONS	\$16,000.00	\$16,000.00	\$14,334.90	\$1,665.10	89.59%	100
4500	LAW & ORDINANCE VIOLATIONS	\$95,000.00	\$95,000.00	\$125,650.56	-\$30,650.56	132.26%	100
4500	LAW & ORDINANCE VIOLATIONS	\$36,000.00	\$36,000.00	\$61,160.72	-\$25,160.72	169.89%	100
<b>Cat 4500</b>	<b>LAW &amp; ORDINANCE VIOLATI</b>	<b>\$147,000.00</b>	<b>\$147,000.00</b>	<b>\$201,146.18</b>	<b>-\$54,146.18</b>	<b>136.83%</b>	
<b>Cat 4600</b>	<b>PUBLIC CHARGES FOR SERVICES</b>						
4600	PUBLIC CHARGES FOR SERVICES	\$0.00	\$0.00	\$90.00	-\$90.00	0.00%	100
4600	PUBLIC CHARGES FOR SERVICES	\$9,000.00	\$9,000.00	\$4,770.00	\$4,230.00	53.00%	100
4600	PUBLIC CHARGES FOR SERVICES	\$8,000.00	\$8,000.00	\$7,941.38	\$58.62	99.27%	100
4600	PUBLIC CHARGES FOR SERVICES	\$4,000.00	\$4,000.00	\$3,481.47	\$518.53	87.04%	100
4600	PUBLIC CHARGES FOR SERVICES	\$500.00	\$500.00	\$557.00	-\$57.00	111.40%	100
<b>Cat 4600</b>	<b>PUBLIC CHARGES FOR SERVI</b>	<b>\$21,500.00</b>	<b>\$21,500.00</b>	<b>\$16,839.85</b>	<b>\$4,660.15</b>	<b>78.32%</b>	
<b>Cat 4620</b>	<b>PUBLIC SAFETY</b>						
4620	PUBLIC SAFETY	\$30.00	\$30.00	\$70.00	-\$40.00	233.33%	100
4620	PUBLIC SAFETY	\$1,600.00	\$1,600.00	\$1,587.19	\$12.81	99.20%	100
4620	PUBLIC SAFETY	\$6,500.00	\$6,500.00	\$7,963.00	-\$1,463.00	122.51%	100
<b>Cat 4620</b>	<b>PUBLIC SAFETY</b>	<b>\$8,130.00</b>	<b>\$8,130.00</b>	<b>\$9,620.19</b>	<b>-\$1,490.19</b>	<b>118.33%</b>	
<b>Cat 4670</b>	<b>LEISURE ACTIVITIES</b>						
4670	LEISURE ACTIVITIES	\$94,000.00	\$94,000.00	\$50,556.96	\$43,443.04	53.78%	100
<b>Cat 4670</b>	<b>LEISURE ACTIVITIES</b>	<b>\$94,000.00</b>	<b>\$94,000.00</b>	<b>\$50,556.96</b>	<b>\$43,443.04</b>	<b>53.78%</b>	
<b>Cat 4700</b>	<b>INTERGOV T CHARGES FOR SERVICE</b>						
4700	INTERGOV T CHARGES FOR SERVI	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	0.00%	100
4700	INTERGOV T CHARGES FOR SERVI	\$2,000.00	\$2,000.00	\$4,076.76	-\$2,076.76	203.84%	100
4700	INTERGOV T CHARGES FOR SERVI	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	0.00%	100
4700	INTERGOV T CHARGES FOR SERVI	\$40,669.00	\$40,669.00	\$40,669.00	\$0.00	100.00%	100
4700	INTERGOV T CHARGES FOR SERVI	\$70,000.00	\$70,000.00	\$102,074.91	-\$32,074.91	145.82%	100
4700	INTERGOV T CHARGES FOR SERVI	\$5,000.00	\$5,000.00	\$11,664.24	-\$6,664.24	233.28%	100
4700	INTERGOV T CHARGES FOR SERVI	\$0.00	\$0.00	\$718.20	-\$718.20	0.00%	100
<b>Cat 4700</b>	<b>INTERGOV T CHARGES FOR S</b>	<b>\$130,669.00</b>	<b>\$130,669.00</b>	<b>\$159,203.11</b>	<b>-\$28,534.11</b>	<b>121.84%</b>	
<b>Cat 4800</b>	<b>MISC REVENUE</b>						

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget	Fund
4800	MISC REVENUE	\$0.00	\$0.00	\$2,336.00	-\$2,336.00	0.00%	100
4800	MISC REVENUE	\$0.00	\$0.00	\$93.16	-\$93.16	0.00%	100
4800	MISC REVENUE	\$3,000.00	\$3,000.00	\$7,702.22	-\$4,702.22	256.74%	100
<b>Cat 4800</b>	<b>MISC REVENUE</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>	<b>\$10,131.38</b>	<b>-\$7,131.38</b>	<b>337.71%</b>	
<b>Cat 4810</b>	<b>INTEREST REVENUE</b>						
4810	INTEREST REVENUE	\$15,000.00	\$15,000.00	\$59,299.13	-\$44,299.13	395.33%	100
4810	INTEREST REVENUE	\$1,000.00	\$1,000.00	\$4,451.76	-\$3,451.76	445.18%	100
<b>Cat 4810</b>	<b>INTEREST REVENUE</b>	<b>\$16,000.00</b>	<b>\$16,000.00</b>	<b>\$63,750.89</b>	<b>-\$47,750.89</b>	<b>398.44%</b>	
<b>Cat 4820</b>	<b>COMMERCIAL REVENUE</b>						
4820	COMMERCIAL REVENUE	\$1,500.00	\$1,500.00	\$1,155.00	\$345.00	77.00%	100
4820	COMMERCIAL REVENUE	\$17,000.00	\$17,000.00	\$16,922.50	\$77.50	99.54%	100
<b>Cat 4820</b>	<b>COMMERCIAL REVENUE</b>	<b>\$18,500.00</b>	<b>\$18,500.00</b>	<b>\$18,077.50</b>	<b>\$422.50</b>	<b>97.72%</b>	
<b>Cat 4830</b>	<b>OTHER GENERAL REVENUE</b>						
4830	OTHER GENERAL REVENUE	\$0.00	\$0.00	\$2,000.00	-\$2,000.00	0.00%	100
<b>Cat 4830</b>	<b>OTHER GENERAL REVENUE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,000.00</b>	<b>-\$2,000.00</b>	<b>0.00%</b>	
<b>Fund 100</b>	<b>GENERAL FUND</b>	<b>\$4,568,476.00</b>	<b>\$4,568,476.00</b>	<b>\$4,751,343.86</b>	<b>-\$182,867.86</b>	<b>104.00%</b>	

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget	Fund
<b>Fund 150 FIRE/AMBULANCE FUND</b>							
<b>Cat 4100 TAXES</b>							
4100	TAXES	\$214,200.00	\$214,200.00	\$214,200.00	\$0.00	100.00%	150
<b>Cat 4100 TAXES</b>							
		\$214,200.00	\$214,200.00	\$214,200.00	\$0.00	100.00%	
<b>Cat 4300 INTERGOV T REVENUES</b>							
4300	INTERGOV T REVENUES	\$6,000.00	\$6,000.00	\$5,910.40	\$89.60	98.51%	150
<b>Cat 4300 INTERGOV T REVENUES</b>							
		\$6,000.00	\$6,000.00	\$5,910.40	\$89.60	98.51%	
<b>Cat 4600 PUBLIC CHARGES FOR SERVICES</b>							
4600	PUBLIC CHARGES FOR SERVICES	\$13,000.00	\$13,000.00	\$7,179.40	\$5,820.60	55.23%	150
<b>Cat 4600 PUBLIC CHARGES FOR SERVICES</b>							
		\$50.00	\$50.00	\$0.00	\$50.00	0.00%	150
<b>Cat 4600 PUBLIC CHARGES FOR SERVI</b>							
		\$13,050.00	\$13,050.00	\$7,179.40	\$5,870.60	55.01%	
<b>Cat 4620 PUBLIC SAFETY</b>							
4620	PUBLIC SAFETY	\$3,000.00	\$3,000.00	\$1,210.00	\$1,790.00	40.33%	150
<b>Cat 4620 PUBLIC SAFETY</b>							
		\$20,000.00	\$20,000.00	\$13,506.49	\$6,493.51	67.53%	150
<b>Cat 4620 PUBLIC SAFETY</b>							
		\$501,729.00	\$501,729.00	\$972,074.60	-\$470,345.60	193.74%	150
<b>Cat 4620 PUBLIC SAFETY</b>							
		\$10,500.00	\$10,500.00	\$0.00	\$10,500.00	0.00%	150
<b>Cat 4620 PUBLIC SAFETY</b>							
		\$296,595.00	\$296,595.00	\$0.00	\$296,595.00	0.00%	150
<b>Cat 4620 PUBLIC SAFETY</b>							
		\$88,620.00	\$88,620.00	\$0.00	\$88,620.00	0.00%	150
<b>Cat 4620 PUBLIC SAFETY</b>							
		\$920,444.00	\$920,444.00	\$986,791.09	-\$66,347.09	107.21%	
<b>Cat 4700 INTERGOV T CHARGES FOR SERVICE</b>							
4700	INTERGOV T CHARGES FOR SERVI	\$214,200.00	\$214,200.00	\$214,200.00	\$0.00	100.00%	150
<b>Cat 4700 INTERGOV T CHARGES FOR S</b>							
		\$214,200.00	\$214,200.00	\$214,200.00	\$0.00	100.00%	
<b>Cat 4800 MISC REVENUE</b>							
4800	MISC REVENUE	\$0.00	\$0.00	\$7,900.00	-\$7,900.00	0.00%	150
<b>Cat 4800 MISC REVENUE</b>							
		\$0.00	\$0.00	\$22.00	-\$22.00	0.00%	150
<b>Cat 4800 MISC REVENUE</b>							
		\$0.00	\$0.00	\$7,922.00	-\$7,922.00	0.00%	
<b>Cat 4810 INTEREST REVENUE</b>							
4810	INTEREST REVENUE	\$200.00	\$200.00	\$1,534.73	-\$1,334.73	767.37%	150
<b>Cat 4810 INTEREST REVENUE</b>							
		\$200.00	\$200.00	\$1,534.73	-\$1,334.73	767.37%	
<b>Cat 4820 COMMERCIAL REVENUE</b>							
4820	COMMERCIAL REVENUE	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	150
<b>Cat 4820 COMMERCIAL REVENUE</b>							
		\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	
<b>Fund 150 FIRE/AMBULANCE FUND</b>							
		\$1,369,094.00	\$1,369,094.00	\$1,437,737.62	-\$68,643.62	105.01%	

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget	Fund
<b>Fund 610 WATER UTILITY FUND</b>							
<b>Cat 4010 METERED SALES</b>							
4010	METERED SALES	\$10,000.00	\$10,000.00	\$585.00	\$9,415.00	5.85%	610
4010	METERED SALES	\$710,000.00	\$710,000.00	\$765,928.10	-\$55,928.10	107.88%	610
4010	METERED SALES	\$184,000.00	\$184,000.00	\$218,902.35	-\$34,902.35	118.97%	610
4010	METERED SALES	\$80,000.00	\$80,000.00	\$81,698.16	-\$1,698.16	102.12%	610
4010	METERED SALES	\$129,000.00	\$129,000.00	\$133,263.03	-\$4,263.03	103.30%	610
4010	METERED SALES	\$40,000.00	\$40,000.00	\$45,359.82	-\$5,359.82	113.40%	610
4010	METERED SALES	\$445,000.00	\$445,000.00	\$487,155.77	-\$42,155.77	109.47%	610
4010	METERED SALES	\$38,000.00	\$38,000.00	\$43,849.38	-\$5,849.38	115.39%	610
4010	METERED SALES	\$0.00	\$0.00	\$1,380.30	-\$1,380.30	0.00%	610
		\$1,636,000.00	\$1,636,000.00	\$1,778,121.91	-\$142,121.91	108.69%	
<b>Cat 4020 OTHER OPERATING REVENUE</b>							
4020	OTHER OPERATING REVENUE	\$2,000.00	\$2,000.00	\$3,210.08	-\$1,210.08	160.50%	610
4020	OTHER OPERATING REVENUE	\$131,000.00	\$131,000.00	\$158,903.36	-\$27,903.36	121.30%	610
4020	OTHER OPERATING REVENUE	\$1,500.00	\$1,500.00	\$966.40	\$533.60	64.43%	610
4020	OTHER OPERATING REVENUE	\$8,000.00	\$8,000.00	\$9,187.60	-\$1,187.60	114.85%	610
		\$142,500.00	\$142,500.00	\$172,267.44	-\$29,767.44	120.89%	
<b>Cat 4200 SPECIAL ASSESSMENTS</b>							
4200	SPECIAL ASSESSMENTS	\$49.00	\$49.00	\$32.34	\$16.66	66.00%	610
		\$49.00	\$49.00	\$32.34	\$16.66	66.00%	
<b>Cat 4420 IMPACT FEES COLLECTED</b>							
4420	IMPACT FEES COLLECTED	\$50,000.00	\$50,000.00	\$93,925.38	-\$43,925.38	187.85%	610
		\$50,000.00	\$50,000.00	\$93,925.38	-\$43,925.38	187.85%	
<b>Cat 4800 MISC REVENUE</b>							
4800	MISC REVENUE	\$100.00	\$100.00	\$781.83	-\$681.83	781.83%	610
		\$100.00	\$100.00	\$781.83	-\$681.83	781.83%	
<b>Cat 4810 INTEREST REVENUE</b>							
4810	INTEREST REVENUE	\$5,000.00	\$5,000.00	\$36,537.91	-\$31,537.91	730.76%	610
4810	INTEREST REVENUE	\$50.00	\$50.00	\$761.22	-\$711.22	1522.44%	610
4810	INTEREST REVENUE	\$600.00	\$600.00	\$3,303.07	-\$2,703.07	550.51%	610
4810	INTEREST REVENUE	\$2,200.00	\$2,200.00	\$5,858.83	-\$3,658.83	266.31%	610
		\$7,850.00	\$7,850.00	\$46,461.03	-\$38,611.03	591.86%	
<b>Cat 4900 OTHER FINANCING SOURCES</b>							
4900	OTHER FINANCING SOURCES	\$0.00	\$0.00	\$125,219.00	-\$125,219.00	0.00%	610
4900	OTHER FINANCING SOURCES	\$113,099.00	\$113,099.00	\$0.00	\$113,099.00	0.00%	610

Cat	Cat Descr	2018		2018		2018		2018		Fund
		Adopted	YTD Budget	YTD Amt	YTD Amt	Balance	%YTD Budget			
<b>Cat 4900 OTHER FINANCING SOURCES</b>										
		\$113,099.00	\$113,099.00	\$125,219.00	-\$12,120.00		110.72%			
<b>Fund 610 WATER UTILITY FUND</b>										
		\$1,949,598.00	\$1,949,598.00	\$2,216,808.93	-\$267,210.93		113.71%			

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget	Fund
<b>Fund 620 SEWER UTILITY FUND</b>							
<b>Cat 4010 METERED SALES</b>							
4010	METERED SALES	\$186,000.00	\$186,000.00	\$189,290.88	-\$3,290.88	101.77%	620
4010	METERED SALES	\$40,000.00	\$40,000.00	\$54,846.88	-\$14,846.88	137.12%	620
4010	METERED SALES	\$257,000.00	\$257,000.00	\$268,856.33	-\$11,856.33	104.61%	620
4010	METERED SALES	\$885,000.00	\$885,000.00	\$925,869.25	-\$40,869.25	104.62%	620
4010	METERED SALES	\$92,600.00	\$92,600.00	\$92,289.12	\$310.88	99.66%	620
		\$1,460,600.00	\$1,460,600.00	\$1,531,152.46	-\$70,552.46	104.83%	
<b>Cat 4020 OTHER OPERATING REVENUE</b>							
4020	OTHER OPERATING REVENUE	\$700.00	\$700.00	\$450.00	\$250.00	64.29%	620
4020	OTHER OPERATING REVENUE	\$120,000.00	\$120,000.00	\$73,068.48	\$46,931.52	60.89%	620
4020	OTHER OPERATING REVENUE	\$52,000.00	\$52,000.00	\$223,571.00	-\$171,571.00	429.94%	620
4020	OTHER OPERATING REVENUE	\$22,000.00	\$22,000.00	\$23,370.50	-\$1,370.50	106.23%	620
		\$194,700.00	\$194,700.00	\$320,459.98	-\$125,759.98	164.59%	
<b>Cat 4200 SPECIAL ASSESSMENTS</b>							
4200	SPECIAL ASSESSMENTS	\$566.00	\$566.00	\$391.00	\$175.00	69.08%	620
		\$566.00	\$566.00	\$391.00	\$175.00	69.08%	
<b>Cat 4420 IMPACT FEES COLLECTED</b>							
4420	IMPACT FEES COLLECTED	\$8,000.00	\$8,000.00	\$38,893.42	-\$30,893.42	486.17%	620
		\$8,000.00	\$8,000.00	\$38,893.42	-\$30,893.42	486.17%	
<b>Cat 4800 MISC REVENUE</b>							
4800	MISC REVENUE	\$0.00	\$0.00	\$3,176.62	-\$3,176.62	0.00%	620
		\$0.00	\$0.00	\$3,176.62	-\$3,176.62	0.00%	
<b>Cat 4810 INTEREST REVENUE</b>							
4810	INTEREST REVENUE	\$0.00	\$0.00	\$71.31	-\$71.31	0.00%	620
4810	INTEREST REVENUE	\$0.00	\$0.00	\$4,261.04	-\$4,261.04	0.00%	620
4810	INTEREST REVENUE	\$0.00	\$0.00	\$10,256.62	-\$10,256.62	0.00%	620
4810	INTEREST REVENUE	\$0.00	\$0.00	\$3,670.04	-\$3,670.04	0.00%	620
4810	INTEREST REVENUE	\$0.00	\$0.00	\$16,004.83	-\$16,004.83	0.00%	620
4810	INTEREST REVENUE	\$0.00	\$0.00	\$41,937.50	-\$41,937.50	0.00%	620
		\$0.00	\$0.00	\$76,201.34	-\$76,201.34	0.00%	
<b>Cat 4900 OTHER FINANCING SOURCES</b>							
4900	OTHER FINANCING SOURCES	\$203,276.00	\$203,276.00	\$0.00	\$203,276.00	0.00%	620
4900	OTHER FINANCING SOURCES	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	100.00%	620
		\$213,276.00	\$213,276.00	\$10,000.00	\$203,276.00	4.69%	
		\$1,877,142.00	\$1,877,142.00	\$1,980,274.82	-\$103,132.82	105.49%	
<b>Fund 620 SEWER UTILITY FUND</b>							

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget	Fund
		\$9,764,310.00	\$9,764,310.00	\$10,386,165.23	-\$621,855.23	106.37%	



VILLAGE OF MUKWONAGO  
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Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	% YTD Budget
<b>Fund 150 FIRE/AMBULANCE FUND</b>						
Cat Alt Code 31-General Government						
5140	ADMINISTRATIVE & GENERAL	\$25,326.00	\$25,326.00	\$25,299.12	\$26.88	99.89%
Cat Alt Code 31-General Government						
		\$25,326.00	\$25,326.00	\$25,299.12	\$26.88	99.89%
Cat Alt Code 32-Public Safety						
5221	FIRE ADMINISTRATION	\$826,831.00	\$826,831.00	\$810,084.57	\$16,746.43	97.97%
5222	FIRE SUPPRESSION	\$65,748.00	\$65,748.00	\$59,874.53	\$5,873.47	91.07%
5223	FIRE TRAINING	\$44,000.00	\$44,000.00	\$33,938.64	\$10,061.36	77.13%
5231	AMBULANCE	\$319,680.00	\$319,680.00	\$355,644.57	-\$35,964.57	111.25%
5232	AMBULANCE TRAINING	\$22,509.00	\$22,509.00	\$12,014.79	\$10,494.21	53.38%
5233	CRITICAL CARE TRANSPORTS	\$0.00	\$0.00	\$239.80	-\$239.80	0.00%
Cat Alt Code 32-Public Safety						
		\$1,278,768.00	\$1,278,768.00	\$1,271,796.90	\$6,971.10	99.45%
Cat Alt Code 38-Capital Outlay						
5700	CAPITAL OUTLAY EXPENDITURES	\$35,000.00	\$35,000.00	\$36,419.25	-\$1,419.25	104.06%
5880	USE OF GRANTS/DONATIONS	\$0.00	\$0.00	\$13,779.99	-\$13,779.99	0.00%
Cat Alt Code 38-Capital Outlay						
		\$35,000.00	\$35,000.00	\$50,199.24	-\$15,199.24	143.43%
Cat Alt Code 60-Transfers Out						
5900	OTHER FINANCING USES	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
Cat Alt Code 60-Transfers Out						
		\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	0.00%
<b>Fund 150 FIRE/AMBULANCE FUND</b>						
		\$1,369,094.00	\$1,369,094.00	\$1,347,295.26	\$21,798.74	98.41%

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Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget
<b>Fund 100 GENERAL FUND</b>						
Cat Alt Code 31-General Government						
5111	VILLAGE BOARD	\$60,265.00	\$60,265.00	\$58,125.11	\$2,139.89	96.45%
5112	HISTORIC PRESERVATION	\$400.00	\$400.00	\$0.42	\$399.58	0.11%
5120	MUNICIPAL COURT	\$45,799.00	\$45,799.00	\$45,561.83	\$237.17	99.48%
5130	VILLAGE ATTORNEY	\$78,000.00	\$78,000.00	\$73,011.90	\$4,988.10	93.61%
5141	VILLAGE ADMINISTRATION/FINANCE	\$244,879.00	\$244,879.00	\$206,337.69	\$38,541.31	84.26%
5142	CLERK-TREASURER	\$170,628.00	\$170,628.00	\$191,467.47	-\$20,839.47	112.21%
5144	ELECTIONS	\$23,400.00	\$23,400.00	\$21,346.76	\$2,053.24	91.23%
5151	INDEPENDENT AUDITING	\$13,000.00	\$13,000.00	\$11,399.41	\$1,600.59	87.69%
5153	ASSESSMENT OF PROPERTY	\$24,950.00	\$24,950.00	\$39,166.89	-\$14,216.89	156.98%
5154	RISK & PROPERTY INSURANCE	\$128,700.00	\$128,700.00	\$112,684.16	\$16,015.84	87.56%
5160	VILLAGE HALL	\$38,870.00	\$38,870.00	\$35,971.78	\$2,898.22	92.54%
5220	FIRE STATION (Village)	\$5,111.00	\$5,111.00	\$6,226.06	-\$1,115.06	121.82%
5247	BOARD OF APPEALS	\$800.00	\$800.00	\$1.88	\$798.12	0.24%
Cat Alt Code 31-General Government		\$834,802.00	\$834,802.00	\$801,301.36	\$33,500.64	95.99%
Cat Alt Code 32-Public Safety						
5211	POLICE ADMINISTRATION	\$1,001,481.00	\$1,001,481.00	\$985,257.91	\$16,223.09	98.38%
5212	POLICE PATROL	\$1,056,406.00	\$1,056,406.00	\$1,015,487.94	\$40,918.06	96.13%
5213	CRIME INVESTIGATION	\$237,090.00	\$237,090.00	\$240,148.14	-\$3,058.14	101.29%
5215	POLICE TRAINING	\$6,700.00	\$6,700.00	\$4,042.78	\$2,657.22	60.34%
5235	EMERGENCY GOVERNMENT	\$1,550.00	\$1,550.00	\$674.00	\$876.00	43.48%
5241	BUILDING INSPECTOR	\$229,050.00	\$229,050.00	\$215,077.92	\$13,972.08	93.90%
5254	DAMS	\$8,599.00	\$8,599.00	\$11,738.73	-\$3,139.73	136.51%
Cat Alt Code 32-Public Safety		\$2,540,876.00	\$2,540,876.00	\$2,472,427.42	\$68,448.58	97.31%
Cat Alt Code 33-Public Works						
5300	DPW GENERAL ADMINISTRATION	\$270,725.00	\$270,725.00	\$247,144.22	\$23,580.78	91.29%
5323	GARAGE	\$55,454.00	\$55,454.00	\$53,491.06	\$1,962.94	96.46%
5324	MACHINERY & EQUIPMENT	\$89,234.00	\$89,234.00	\$95,205.06	-\$5,971.06	106.69%
5335	ENGINEERING	\$50,000.00	\$50,000.00	\$61,067.13	-\$11,067.13	122.13%
5341	STREETS & ALLEYS	\$33,067.00	\$33,067.00	\$29,621.23	\$3,445.77	89.58%
5342	STREET LIGHTING	\$152,200.00	\$152,200.00	\$163,354.39	-\$11,154.39	107.33%
5343	CURBS GUTTERS & SIDEWALKS	\$3,469.00	\$3,469.00	\$1,898.40	\$1,570.60	54.72%

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Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget
5344	STORM SEWER	\$12,259.00	\$12,259.00	\$15,928.61	-\$3,669.61	129.93%
5345	STREET CLEANING	\$15,894.00	\$15,894.00	\$11,046.99	\$4,847.01	69.50%
5346	BRIDGES & CULVERTS	\$1,388.00	\$1,388.00	\$855.13	\$532.87	61.61%
5347	SNOW & ICE CONTROL	\$114,102.00	\$114,102.00	\$91,579.92	\$22,522.08	80.26%
5348	STREET SIGNS & MARKINGS	\$12,677.00	\$12,677.00	\$9,696.01	\$2,980.99	76.49%
5362	GARBAGE COLLECTION	\$4,331.00	\$4,331.00	\$4,887.66	-\$556.66	112.85%
Cat Alt Code 33-Public Works		\$814,800.00	\$814,800.00	\$785,775.81	\$29,024.19	96.44%
Cat Alt Code 34-Health & Human Services		\$2,800.00	\$2,800.00	\$2,680.00	\$120.00	95.71%
5431	ANIMAL POUND	\$2,800.00	\$2,800.00	\$2,680.00	\$120.00	95.71%
Cat Alt Code 34-Health & Human Services		\$2,800.00	\$2,800.00	\$2,680.00	\$120.00	95.71%
Cat Alt Code 35-Culture/Rec/Education		\$10,700.00	\$10,700.00	\$9,415.23	\$1,284.77	87.99%
5512	MUSEUM	\$166,613.00	\$166,613.00	\$139,866.64	\$26,746.36	83.95%
5521	PARKS	\$6,127.00	\$6,127.00	\$6,756.93	-\$629.93	110.28%
5522	CELEBRATIONS	\$183,440.00	\$183,440.00	\$156,038.80	\$27,401.20	85.06%
Cat Alt Code 35-Culture/Rec/Education		\$183,440.00	\$183,440.00	\$156,038.80	\$27,401.20	85.06%
Cat Alt Code 36-Conservation & Development		\$17,458.00	\$17,458.00	\$27,132.83	-\$9,674.83	155.42%
5611	FORESTRY	\$1,246.00	\$1,246.00	\$438.99	\$807.01	35.23%
5613	WEED CONTROL	\$76,615.00	\$76,615.00	\$74,056.25	\$2,558.75	96.66%
5632	PLANNING DEPARTMENT	\$56,439.00	\$56,439.00	\$51,079.05	\$5,359.95	90.50%
5670	ECONOMIC DEVELOPMENT	\$151,758.00	\$151,758.00	\$152,707.12	-\$949.12	100.63%
Cat Alt Code 36-Conservation & Development		\$151,758.00	\$151,758.00	\$152,707.12	-\$949.12	100.63%
Cat Alt Code 37-Storm Water		\$15,000.00	\$15,000.00	\$10,383.34	\$4,616.66	69.22%
5660	STORMWATER MASTER PLAN	\$15,000.00	\$15,000.00	\$10,383.34	\$4,616.66	69.22%
Cat Alt Code 37-Storm Water		\$15,000.00	\$15,000.00	\$10,383.34	\$4,616.66	69.22%
Cat Alt Code 38-Capital Outlay		\$25,000.00	\$25,000.00	\$20,985.94	\$4,014.06	83.94%
5700	CAPITAL OUTLAY EXPENDITURES	\$25,000.00	\$25,000.00	\$20,985.94	\$4,014.06	83.94%
Cat Alt Code 38-Capital Outlay		\$25,000.00	\$25,000.00	\$20,985.94	\$4,014.06	83.94%
Cat Alt Code 60-Transfers Out		\$0.00	\$0.00	\$125,219.00	-\$125,219.00	0.00%
5900	OTHER FINANCING USES	\$0.00	\$0.00	\$125,219.00	-\$125,219.00	0.00%
Cat Alt Code 60-Transfers Out		\$0.00	\$0.00	\$125,219.00	-\$125,219.00	0.00%
<b>Fund 100 GENERAL FUND</b>		\$4,568,476.00	\$4,568,476.00	\$4,527,518.79	\$40,957.21	99.10%

VILLAGE OF MUKWONAGO  
Expenditure Guideline Village Board Preliminary YE

December 2018

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget
<b>Fund 610 WATER UTILITY FUND</b>						
	Cat Alt Code 30-Operation/Maintenance					
6200	PUMPING OPERATIONS	\$104,201.00	\$104,201.00	\$81,541.61	\$22,659.39	78.25%
6210	PUMPING MAINTENANCE	\$102,465.00	\$102,465.00	\$95,122.47	\$7,342.53	92.83%
6300	WATER TREATMENT OPERATIONS	\$66,606.00	\$66,606.00	\$67,828.20	-\$1,222.20	101.83%
6310	WATER TREATMENT MAINTENANCE	\$7,154.00	\$7,154.00	\$5,794.92	\$1,359.08	81.00%
6450	T&D-DISTR RSRVR/STNDP MAINT	\$253,548.00	\$253,548.00	\$50,558.55	\$202,989.45	19.94%
6451	T&D-MAINS MAINTENANCE	\$47,704.00	\$47,704.00	\$62,136.08	-\$14,432.08	130.25%
6452	T&D-SERVICES MAINTENANCE	\$19,946.00	\$19,946.00	\$27,803.21	-\$7,857.21	139.39%
6453	T&D-METERS MAINTENANCE	\$18,492.00	\$18,492.00	\$17,174.19	\$1,317.81	92.87%
6454	T&D-HYDRANTS MAINTENANCE	\$24,274.00	\$24,274.00	\$21,974.23	\$2,299.77	90.53%
6901	METER READING LABOR	\$1,857.00	\$1,857.00	\$2,722.07	-\$865.07	146.58%
6902	ACCOUNTING & COLLECTING LABOR	\$70,543.00	\$70,543.00	\$70,426.00	\$117.00	99.83%
6920	ADMINISTRATIVE & GENERAL EXP	\$825,054.00	\$825,054.00	\$1,066,981.52	-\$241,927.52	129.32%
	Cat Alt Code 30-Operation/Maintenance	\$1,541,844.00	\$1,541,844.00	\$1,570,063.05	-\$28,219.05	101.83%
	Cat Alt Code 31-General Government					
5140	ADMINISTRATIVE & GENERAL	\$200.00	\$200.00	\$145.90	\$54.10	72.95%
	Cat Alt Code 31-General Government	\$200.00	\$200.00	\$145.90	\$54.10	72.95%
	Cat Alt Code 60-Transfers Out					
5900	OTHER FINANCING USES	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	100.00%
	Cat Alt Code 60-Transfers Out	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	100.00%
	Cat Alt Code 99-YEAR END					
6950	YEAR END ACCOUNTING ADJUSTMENT	\$397,554.00	\$397,554.00	\$72,357.60	\$325,196.40	18.20%
	Cat Alt Code 99-YEAR END	\$397,554.00	\$397,554.00	\$72,357.60	\$325,196.40	18.20%
<b>Fund 610 WATER UTILITY FUND</b>						
		\$1,949,598.00	\$1,949,598.00	\$1,652,566.55	\$297,031.45	84.76%

Expenditure Guideline Village Board Preliminary YE

December 2018

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	% YTD Budget
<b>Fund 620 SEWER UTILITY FUND</b>						
Cat Alt Code 30-Operation/Maintenance						
8010	WWTP-TREATMENT/DISPOSAL/GP	\$343,805.00	\$343,805.00	\$469,701.83	-\$125,896.83	136.62%
8020	LIFT STATIONS/PUMPING EQUIP	\$28,610.00	\$28,610.00	\$15,952.62	\$12,657.38	55.76%
8030	WASTEWATER COLLECTION SYSTEM	\$213,093.00	\$213,093.00	\$82,913.94	\$130,179.06	38.91%
8100	DPW	\$3,105.00	\$3,105.00	\$2,025.58	\$1,079.42	65.24%
8300	ACCOUNTING/COLLECTING	\$72,543.00	\$72,543.00	\$71,064.67	\$1,478.33	97.96%
8400	ADMINISTRATIVE & GENERAL	\$504,702.00	\$504,702.00	\$569,340.03	-\$64,638.03	112.81%
Cat Alt Code 30-Operation/Maintenance		\$1,165,858.00	\$1,165,858.00	\$1,210,998.67	-\$45,140.67	103.87%
Cat Alt Code 31-General Government						
5140	ADMINISTRATIVE & GENERAL	\$120.00	\$120.00	\$88.73	\$31.27	73.94%
Cat Alt Code 31-General Government		\$120.00	\$120.00	\$88.73	\$31.27	73.94%
Cat Alt Code 99-YEAR END						
8900	YEAR END ACCOUNTING ADJUSTMENT	\$711,164.00	\$711,164.00	\$31,010.40	\$680,153.60	4.36%
Cat Alt Code 99-YEAR END		\$711,164.00	\$711,164.00	\$31,010.40	\$680,153.60	4.36%
<b>Fund 620 SEWER UTILITY FUND</b>		\$1,877,142.00	\$1,877,142.00	\$1,242,097.80	\$635,044.20	66.17%

Expenditure Guideline Village Board Preliminary YE

December 2018

Cat	Cat Descr	2018 Adopted	2018 YTD Budget	2018 YTD Amt	YTD Balance	%YTD Budget
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NEW ISSUES (BOOK ENTRY ONLY)  
BANK QUALIFIED (NOTES)INVESTMENT RATING REQUESTED  
S&P GLOBAL RATINGS

*In the opinion of Quarles & Brady LLP, Bond Counsel, under existing law interest on the Bonds is included in gross income for federal income tax purposes. See "LEGAL MATTERS - The Bonds - Taxability of Interest" herein. The interest on the Bonds is not exempt from present Wisconsin income or franchise taxes.*

*In the opinion of Quarles & Brady LLP, Bond Counsel, assuming continued compliance with the requirements of the Internal Revenue Code of 1986, as amended, under existing law interest on the Notes is excludable from gross income and is not an item of tax preference for federal income tax purposes. See "LEGAL MATTERS - The Notes - Tax Exemption" herein for a more detailed discussion of some of the federal income tax consequences of owning the Notes. The interest on the Notes is not exempt from present Wisconsin income or franchise taxes. The Notes shall be designated by the Village as "Qualified Tax-Exempt Obligations" for purposes of Section 265(b)(3) of the Code.*

**VILLAGE OF MUKWONAGO**  
**WAUKESHA AND WALWORTH COUNTIES, WISCONSIN**  
**\$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A**  
**\$4,225,000 General Obligation Promissory Notes, Series 2019B**

Dated: February 20, 2019

Due: As shown herein

**The Bonds**

The \$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A (the "Bonds") are being issued pursuant to Chapter 67 of the Wisconsin Statutes. The Bonds will be general obligations of the Village of Mukwonago, Wisconsin (the "Village") for which its full faith, credit and resources are pledged. The Bonds are being issued for the public purpose of paying the cost of current refunding certain outstanding obligations of the Village, to wit: the Taxable General Obligation Promissory Notes, dated September 17, 2014 (the "2014 Notes"). See "THE BONDS - Purpose" and "THE BONDS - Obligations to be Refunded" herein.

Principal of the Bonds, payable annually each March 1, commencing March 1, 2020 through 2026 and interest, payable each March 1 and September 1, commencing March 1, 2020, will be paid to DTC (defined below), which will in turn remit such principal and interest payments to its participants for subsequent disbursement to the beneficial owners of the Bonds as described herein.

The Bonds maturing on March 1, 2025 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2024 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

**The Notes**

The \$4,225,000 General Obligation Promissory Notes, Series 2019B (the "Notes") are being issued pursuant to Section 67.12(12) of the Wisconsin Statutes. The Notes will be general obligations of the Village for which its full faith, credit and resources are pledged. The Notes will be issued for public purposes, including paying the costs of projects included in the Village's Capital Improvement Plan and tax incremental district project costs.

Principal of the Notes, payable annually each March 1, commencing March 1, 2020 through 2028 and interest, payable each March 1 and September 1, commencing March 1, 2020, will be paid to DTC, which will in turn remit such principal and interest payments to its participants for subsequent disbursement to the beneficial owners of the Notes as described herein.

The Notes maturing on March 1, 2027 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2026 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

**The Securities**

The Bonds and Notes (together, the "Securities") will be issued as fully registered obligations without coupons and, when issued, will be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"). DTC will act as securities depository of the Securities. Individual purchases may be made in book entry form only, in denominations of \$5,000 or more. Purchasers will not receive certificates representing their interest in the Securities purchased. Associated Trust Company, National Association, will act as registrar and fiscal agent for the Securities.

*The Securities are offered when, as and if issued, subject to the receipt of the approving opinions of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel. Quarles & Brady LLP will also serve as Disclosure Counsel for the Village. The Securities will be available for delivery on or about February 20, 2019, through the facilities of DTC in New York, New York.*

THIS COVER PAGE CONTAINS CERTAIN INFORMATION FOR QUICK REFERENCE ONLY. IT IS **NOT** A SUMMARY OF THESE ISSUES. INVESTORS MUST READ THE ENTIRE OFFICIAL STATEMENT TO OBTAIN INFORMATION ESSENTIAL TO THE MAKING OF AN INFORMED INVESTMENT DECISION.

**Hutchinson, Shockey, Erley & Co.**

\*Preliminary, subject to change.

This Preliminary Official Statement and the information contained herein are subject to completion or amendment. These securities may not be sold nor may offers to buy be accepted prior to the time the Official Statement is delivered in final form. Under no circumstances shall this Preliminary Official Statement constitute an offer to sell or the solicitation of an offer to buy these securities nor shall there be any sale of these securities in any jurisdiction in which such offer, solicitation or sale would be unlawful prior to registration or qualification under the securities laws of any such jurisdiction.

## MATURITY SCHEDULES

### \$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A

Dated: February 20, 2019

Due: March 1, 2020 through 2026

The Bonds will mature March 1, as follows:

<u>Year</u>	<u>Amount*</u>	<u>Rate</u>	<u>Yield</u>	CUSIP No. <sup>1</sup> <u>625064</u>	<u>Year</u>	<u>Amount*</u>	<u>Rate</u>	<u>Yield</u>	CUSIP No. <sup>1</sup> <u>625064</u>
2020	\$350,000	%	%		2024	\$350,000	%	%	
2021	350,000				2025	350,000			
2022	350,000				2026	275,000			
2023	350,000								

Principal of the Bonds, payable annually each March 1, commencing March 1, 2020 through 2026 and interest, payable each March 1 and September 1, commencing March 1, 2020, will be paid to DTC, which will in turn remit such principal and interest payments to its participants for subsequent disbursement to the beneficial owners of the Bonds as described herein.

The Bonds maturing on March 1, 2025 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2024 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

### \$4,225,000 General Obligation Promissory Notes, Series 2019B

Dated: February 20, 2019

Due: March 1, 2020 through 2028

The Notes will mature March 1, as follows:

<u>Year</u>	<u>Amount</u>	<u>Rate</u>	<u>Yield</u>	CUSIP No. <sup>1</sup> <u>625064</u>	<u>Year</u>	<u>Amount</u>	<u>Rate</u>	<u>Yield</u>	CUSIP No. <sup>1</sup> <u>625064</u>
2020	\$150,000	%	%		2025	\$ 250,000	%	%	
2021	150,000				2026	550,000			
2022	150,000				2027	1,050,000			
2023	150,000				2028	1,525,000			
2024	250,000								

Principal of the Notes, payable annually each March 1, commencing March 1, 2020 through 2028 and interest, payable each March 1 and September 1, commencing March 1, 2020, will be paid to DTC, which will in turn remit such principal and interest payments to its participants for subsequent disbursement to the beneficial owners of the Notes as described herein.

The Notes maturing on March 1, 2027 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2026 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

\*Preliminary, subject to change.

<sup>(1)</sup> See "CUSIP INFORMATION" herein.



Unless otherwise indicated, information contained in this Official Statement is based upon material provided by the Village of Mukwonago, Wisconsin (the "Village") and available at the date of publication of the Official Statement. Certain information contained herein has been obtained from sources other than records of the Village, and is believed to be reliable, but is not guaranteed as to accuracy or completeness.

No dealer, broker, salesperson or other person has been authorized by the Village to give any information or to make any representation other than as contained in this Official Statement in connection with the offering of the Securities and, if given or made, such other information or representations must not be relied upon as having been authorized by the Village or the Underwriter. This Official Statement does not constitute an offer to sell or the solicitation of an offer to buy nor shall there be any sale of the Securities by any person in any jurisdiction in which it is unlawful for such person to make such offer, solicitation or sale. The information and expressions of opinion herein are subject to change without notice and neither the delivery of this Official Statement nor any sale made hereunder shall, under any circumstances, create any implication that there has been no change in the operations of the Village since the date of this Official Statement.

The Securities have not been registered pursuant to the Securities Act of 1933, in reliance upon exemptions contained in such Act.

This Official Statement is in a form deemed final by the Village for the purpose of Rule 15c2-12 under the Securities Exchange Act of 1934, as amended (except for certain information permitted to be omitted under Rule 15c2-12(b)(1)).

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**VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES, WISCONSIN**

**VILLAGE BOARD**

<u>Name</u>	<u>Position on Board</u>	<u>Term Expires</u>
Fred Winchowky	President	April, 2019
Karl Kettner	Trustee	April, 2019
Darlene Johnson	Trustee	April, 2021
Mark Penzkover	Trustee	April, 2019
James Decker	Trustee	April, 2019
Jay Vermeulen	Trustee	April, 2020
Jason Wamser	Trustee	April, 2020

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**VILLAGE ADMINISTRATION**

John S. Weidl, Administrator  
Judith A. Taubert, Clerk/Treasurer  
Diana Doherty, Finance Director  
Linda Gourdoux, Deputy Clerk/Treasurer  
Mark G. Blum, Village Attorney

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**PROFESSIONAL SERVICES**

**BOND AND DISCLOSURE COUNSEL**

Quarles & Brady LLP  
Milwaukee, Wisconsin

**UNDERWRITER**

Hutchinson, Shockey, Erley & Co.  
Milwaukee, Wisconsin  
Chicago, Illinois

**REGISTRAR AND FISCAL AGENT**

Associated Trust Company, National Association,  
Green Bay, Wisconsin

## SUMMARY - THE BONDS

*This is not a summary of this Official Statement. It is only a brief description of and guide to, and is qualified by, more complete and detailed information contained in the entire Official Statement, including the cover page and appendices hereto, and the documents summarized or described herein. A full review should be made of the entire Official Statement. The offering of Bonds to potential investors is made only by means of the entire Official Statement and all such documents.*

<b>Issuer</b>	Village of Mukwonago, Wisconsin
<b>Issue</b>	\$2,375,000* Taxable General Obligation Refunding Bonds, Series 2019A (the "Bonds")
<b>Dated Date</b>	February 20, 2019
<b>Principal Due</b>	March 1, 2020 through 2026.
<b>Interest Payment Date</b>	Semi-annually each March 1 and September 1, commencing March 1, 2020. Interest on the Bonds will be computed on the basis of a 360-day year of twelve 30-day months.
<b>Redemption Provisions</b>	The Bonds maturing on March 1, 2025 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2024 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.
<b>Purpose</b>	The Bonds are being issued for the public purpose of paying the cost of current refunding certain outstanding obligations of the Village, to wit: the Taxable General Obligation Promissory Notes, dated September 17, 2014 (the "2014 Notes"). See "THE BONDS - Purpose" and "THE BONDS - Obligations to be Refunded" herein.
<b>Security</b>	The Village pledges its full faith, credit and resources and there will be levied on all the taxable property in the Village a direct, annual, irrevocable tax in an amount and at times sufficient to pay the principal of and interest on the Bonds.
<b>Authority</b>	The Bonds are being issued pursuant to Chapter 67, Wisconsin Statutes, and an authorizing resolution to be adopted by the Village Board on February 6, 2019.
<b>Taxability of Interest</b>	Interest on the Bonds is included in gross income for federal income tax purposes. (See "LEGAL MATTERS - The Bonds - Taxability of Interest" herein.)
<b>Credit Rating</b>	A rating on the Bonds has been requested from S&P Global Ratings, a division of S&P Global.
<b>Underwriter</b>	Hutchinson, Shockey, Erley & Co.
<b>Registrar and Fiscal Agent</b>	Associated Trust Company, National Association, Green Bay, Wisconsin.
<b>Record Date</b>	The fifteenth day of the month next preceding an interest payment date.
<b>Delivery Date and Place</b>	On or about February 20, 2019, through the facilities of DTC in New York, New York.
<b>Denominations</b>	The Bonds will be issued in denominations of \$5,000 each and integral multiples thereof.
<b>Bonds Years</b>	9,347.57 <span style="margin-left: 150px;"><b>Average Life</b></span> 3.936 years
<b>Continuing Disclosure</b>	The Official Statement will be available from the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access ("EMMA") System. The Village will covenant to provide annual reports, as required, and timely notice of certain events as set forth in the Continuing Disclosure Certificate for the Bonds. See Appendix C herein.

\*Preliminary, subject to change.

## SUMMARY - THE NOTES

*This is not a summary of this Official Statement. It is only a brief description of and guide to, and is qualified by, more complete and detailed information contained in the entire Official Statement, including the cover page and appendices hereto, and the documents summarized or described herein. A full review should be made of the entire Official Statement. The offering of Notes to potential investors is made only by means of the entire Official Statement and all such documents.*

<b>Issuer</b>	Village of Mukwonago, Wisconsin
<b>Issue</b>	\$4,225,000 General Obligation Promissory Notes, Series 2019B (the "Notes")
<b>Dated Date</b>	February 20, 2019
<b>Principal Due</b>	March 1, 2020 through 2028.
<b>Interest Payment Date</b>	Semi-annually each March 1 and September 1, commencing March 1, 2020. Interest on the Notes will be computed on the basis of a 360-day year of twelve 30-day months.
<b>Redemption Provisions</b>	The Notes maturing on March 1, 2027 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2026 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.
<b>Purpose</b>	The Notes will be issued for public purposes, including paying the costs of projects included in the Village's Capital Improvement Plan and tax incremental district project costs.
<b>Security</b>	The Village pledges its full faith, credit and resources and there will be levied on all the taxable property in the Village a direct, annual, irrevocable tax in an amount and at times sufficient to pay the principal of and interest on the Notes.
<b>Authority</b>	The Notes are being issued pursuant to Section 67.12(12) of the Wisconsin Statutes, and an authorizing resolution to be adopted by the Village Board on February 6, 2019.
<b>Tax Exemption</b>	Interest on the Notes is excludable from gross income for federal income tax purposes. (See "LEGAL MATTERS - The Notes - Tax Exemption" herein.)
<b>Bank Qualification</b>	The Notes shall be designated as "qualified tax-exempt obligations."
<b>Credit Rating</b>	A rating on the Notes has been requested from S&P Global Ratings, a division of S&P Global.
<b>Underwriter</b>	Hutchinson, Shockey, Erley & Co.
<b>Registrar and Fiscal Agent</b>	Associated Trust Company, National Association, Green Bay, Wisconsin.
<b>Record Date</b>	The fifteenth day of the month next preceding an interest payment date.
<b>Delivery Date and Place</b>	On or about February 20, 2019, through the facilities of DTC in New York, New York.
<b>Denominations</b>	The Notes will be issued in denominations of \$5,000 each and integral multiples thereof.
<b>Bonds Years</b>	30,354.10 <span style="margin-left: 150px;"><b>Average Life</b></span> 7.184 years
<b>Continuing Disclosure</b>	The Official Statement will be available from the Municipal Securities Rulemaking Board through the Electronic Municipal Market Access ("EMMA") System. The Village will covenant to provide annual reports, as required, and timely notice of certain events as set forth in the Continuing Disclosure Certificate for the Notes. See Appendix C herein.

## OFFICIAL STATEMENT

**VILLAGE OF MUKWONAGO, WISCONSIN  
WAUKESHA AND WALWORTH COUNTIES, WISCONSIN  
\$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A  
\$4,225,000 General Obligation Promissory Notes, Series 2019B**

### INTRODUCTION

The purpose of this Official Statement, which includes the cover page and appendices hereto, is to provide certain information in connection with the issuance of \$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A (the "Bonds") and the \$4,225,000 General Obligation Promissory Notes, Series 2019B (the "Notes" and together with the Bonds, the "Securities") of the Village of Mukwonago, Wisconsin (the "Village").

This Official Statement speaks only as of its date, and the information contained herein is subject to change.

The information contained in this Official Statement is based upon material provided by the Village or obtained from other sources and is believed to be reliable, but is not guaranteed as to accuracy or completeness.

All references to material included in this Official Statement not purporting to be quoted in full are only summaries of certain provisions thereof and do not purport to summarize or describe all the provisions thereof. Reference is made to such instruments, documents and other materials for the complete provisions thereof, copies of which will be furnished upon request.

Information, including the Village's prior years' financial statements is available upon request and upon payment to the Village of a charge for any copying, mailing and handling if required, from Ms. Judith A. Taubert, Clerk/Treasurer, Village of Mukwonago, 440 River Crest Court, Mukwonago, Wisconsin, 53149, telephone (262) 363-6420 or e-mail at [jtaubert@villageofmukwonago.com](mailto:jtaubert@villageofmukwonago.com) or from Hutchinson, Shockey, Erley & Co. at (414) 298-9898.

### THE BONDS

#### **Purpose**

The Bonds are being issued for the public purpose of paying the cost of current refunding certain outstanding obligations of the Village, to wit: the Taxable General Obligation Promissory Notes, dated September 17, 2014 (the "2014 Notes"). Proceeds of the Bonds shall be used to pay the 2014 Notes at their maturity on March 1, 2019.

#### **Authority for Issuance**

The Bonds are being issued pursuant to Chapter 67, Wisconsin Statutes, and a Resolution Authorizing the Issuance and Sale of \$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A (the "Bonds Resolution") to be adopted by the Village Board on February 6, 2019.

#### **Description**

The Bonds will be dated February 20, 2019, the date of delivery, and will bear interest from their dated date to their respective maturity dates. Principal of the Bonds will be payable annually on each March 1, commencing March 1, 2020 through 2026. Interest will be payable semi-annually each March 1 and September 1, commencing March 1, 2020. Interest on the Bonds will be computed on the basis of a 360-day year of twelve 30-day months.

\*Preliminary, subject to change.



**Sources and Applications of Funds**

Sources of Funds

Par Amount of Bonds	\$
Reoffering Premium	
Village Funds on Hand	
Total Sources	\$ _____

Applications of Funds

Deposit to Refunding Fund	\$
Costs of Issuance (including Underwriter's Discount)	
Deposit to Debt Service Fund	
Total Applications	\$ _____

**Obligations to be Refunded**

**\$2,475,000 Taxable General Obligation Promissory Notes**  
**Dated: September 17, 2014**  
**Due: March 1, 2019**

<u>Year</u>	<u>Amount Outstanding</u>	<u>Amount to be Refunded <sup>(1)</sup></u>	<u>CUSIP No.</u>
2019	\$2,475,000	\$2,475,000	625064NX4

<sup>(1)</sup> A portion of the 2014 Notes will be paid at maturity on March 1, 2019 with proceeds of the Bonds. The remaining principal and interest due on March 1, 2019, will be paid by the Village from Village funds on hand.

**Sources of Payment for the Bonds**

The Village is authorized and required by law to levy on all property taxable by the Village such *ad valorem* taxes, without limitation as to rate or amount, as may be necessary to pay the Bonds and the interest thereon.

**Security for the Bonds**

As security for the Bonds, the Village pledges its full faith, credit and resources and there will be levied on all of the taxable property in the Village a direct, annual irrevocable tax in an amount and at times sufficient to pay the principal of and interest on the Bonds. The tax will be levied under the Bonds Resolution for collection in each of the years 2020 through 2026 or monies to pay debt service will otherwise be appropriated.

**Redemption Provisions**

The Bonds maturing on March 1, 2025 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2024 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

**Notice of Redemption**

Notice of redemption shall be given by facsimile or electronic transmission, certified or registered mail, overnight express delivery or in any other manner required by DTC, to DTC or its nominee as the registered owner of the Bonds. Such notice shall be mailed not more than 60 days nor less than 30 days prior to the date fixed for redemption. Except as set forth in any undertaking by the Village to provide continuing disclosure, the Village will not be responsible for mailing notices of redemption to anyone other than DTC or its nominee.

## THE NOTES

### Purpose

The Notes will be issued for public purposes, including paying the costs of projects included in the Village's Capital Improvement Plan and tax incremental district project costs.

### Authority for Issuance

The Notes are being issued pursuant to Section 67.12(12) of the Wisconsin Statutes, and a Resolution Authorizing the Issuance and Sale of \$4,225,000 General Obligation Promissory Notes, Series 2019B (the "Notes Resolution") to be adopted by the Village Board on February 6, 2019.

### Description

The Notes will be dated February 20, 2019, the date of delivery, and will bear interest from their dated date to their respective maturity dates. Principal of the Notes will be payable annually on each March 1, commencing March 1, 2020 through 2028. Interest will be payable semi-annually each March 1 and September 1, commencing March 1, 2020. Interest on the Notes will be computed on the basis of a 360-day year of twelve 30-day months.

### Sources and Applications of Funds

#### Sources of Funds

Par Amount of Notes	\$
Reoffering Premium	
Total Sources	\$

#### Applications of Funds

Deposit to Project Fund	\$
Costs of Issuance (including Underwriter's Discount)	
Deposit to Debt Service Fund	
Total Applications	\$

### Sources of Payment for the Notes

The Village is authorized and required by law to levy on all property taxable by the Village such *ad valorem* taxes, without limitation as to rate or amount, as may be necessary to pay the Notes and the interest thereon.

### Security for the Notes

As security for the Notes, the Village pledges its full faith, credit and resources and there will be levied on all of the taxable property in the Village a direct, annual irrevocable tax in an amount and at times sufficient to pay the principal of and interest on the Notes. The tax will be levied under the Notes Resolution for collection in each of the years 2020 through 2028 or monies to pay debt service will otherwise be appropriated.

### Redemption Provisions

The Notes maturing on March 1, 2027 and thereafter shall be subject to redemption prior to maturity, at the option of the Village, on March 1, 2026 or on any date thereafter. Said Notes shall be redeemable as a whole or in part, and if in part, from maturities selected by the Village and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

### Notice of Redemption

Notice of redemption shall be given by facsimile or electronic transmission, certified or registered mail, overnight express delivery or in any other manner required by DTC, to DTC or its nominee as the registered owner of the Notes. Such notice shall be mailed not more than 60 days nor less than 30 days prior to the date fixed for redemption. Except as set forth in any undertaking by the Village to provide continuing disclosure, the Village will not be responsible for mailing notices of redemption to anyone other than DTC or its nominee.



## THE RESOLUTIONS

The Bonds Resolution and the Notes Resolution (together, the "Resolutions") are to be adopted by the Village Board pursuant to the procedures prescribed by the Wisconsin Statutes. Reference is made to the Resolutions for a complete recital of their terms.

The Resolutions authorize the issuance of the Securities and the sale of the Securities to the Underwriter. The Resolutions establish the form and terms of the Securities, including the dating, maturity schedule, interest payment dates and redemption provisions, as shown in this Official Statement, and approves the interest rates to be borne by the Securities. Pursuant to the Resolutions, the Village pledges its full faith, credit and resources and there will be levied on all of the taxable property in the Village a direct, annual irrevocable tax in an amount and at times sufficient to pay the principal of and interest on the Securities. The Resolutions establish, separate and distinct from all other funds of the Village, a debt service fund with respect to payment of principal and interest on the Securities.

## BOOK-ENTRY-ONLY SYSTEM

*The following information has been furnished by The Depository Trust Company for use in this Official Statement. Neither the Village nor the Underwriter takes any responsibility for the accuracy or completeness of such information or as to the absence of material adverse changes in such information subsequent to the date of this Official Statement.*

1. The Depository Trust Company ("DTC"), New York, NY, will act as securities depository for the Securities. The Securities will be issued as fully-registered securities registered in the name of Cede & Co. (DTC's partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Security certificate will be issued for each maturity of the Securities, each in the aggregate principal amount of such maturity, and will be deposited with DTC.

2. DTC, the world's largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a "banking organization" within the meaning of the New York Banking Law, a member of the Federal Reserve System, a "clearing corporation" within the meaning of the New York Uniform Commercial Code, and a "clearing agency" registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments (from over 100 countries) that DTC's participants ("*Direct Participants*") deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants' accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation ("DTCC"). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly ("*Indirect Participants*"). DTC has a Standard & Poor's rating of AA+. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at [www.dtcc.com](http://www.dtcc.com).

3. Purchases of Securities under the DTC system must be made by or through Direct Participants, which will receive a credit for the Securities on DTC's records. The ownership interest of each actual purchaser of each Security ("*Beneficial Owner*") is in turn to be recorded on the Direct and Indirect Participants' records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Securities are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Securities, except in the event that use of the book-entry system for the Securities is discontinued.

4. To facilitate subsequent transfers, all Securities deposited by Direct Participants with DTC are registered in the name of DTC's partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Securities with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not effect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Securities; DTC's records reflect only the identity of the Direct Participants to whose accounts such Securities are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

5. Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. Beneficial Owners of Securities may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Securities, such as redemptions, tenders, defaults, and proposed

amendments to the Security documents. For example, Beneficial Owners of Securities may wish to ascertain that the nominee holding the Securities for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of the notices be provided directly to them.

6. Redemption notices shall be sent to DTC. If less than all of the Securities within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

7. Neither DTC nor Cede & Co. (nor any other DTC nominee) will consent or vote with respect to Securities unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to the Village as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts Securities are credited on the record date (identified in a listing attached to the Omnibus Proxy).

8. Redemption proceeds, distributions, and dividend payments on the Securities will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detail information from the Village or Agent on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in "street name," and will be the responsibility of such Participant and not of DTC, Agent, or the Village, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds, distributions, and dividend payments to Cede & Co. (or such other nominee as may be requested by an authorized representative of DTC) is the responsibility of the Village or Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

9. A Beneficial Owner shall give notice to elect to have its Securities purchased or tendered, through its Participant, to Agent, and shall effect delivery of such Securities by causing the Direct Participant to transfer the Participant's interest in the Securities, on DTC's records, to Agent. The requirement for physical delivery of Securities in connection with an optional tender or a mandatory purchase will be deemed satisfied when the ownership rights in the Securities are transferred by Direct Participants on DTC's records and followed by a book-entry credit of tendered Securities to Agent's DTC account.

10. DTC may discontinue providing its services as depository with respect to the Securities at any time by giving reasonable notice to the Village or Registrar. Under such circumstances, in the event that a successor depository is not obtained, Security certificates are required to be printed and delivered.

11. The Village may decide to discontinue use of the system of book-entry-only transfers through DTC (or a successor securities depository). In that event, Security certificates will be printed and delivered to DTC.

12. The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that the Village believes to be reliable, but Issuer takes no responsibility for the accuracy thereof.

### **Registrar and Fiscal Agent**

Associated Trust Company, National Association, Green Bay, Wisconsin, will act as registrar and fiscal agent for the Securities.

### **CUSIP INFORMATION**

CUSIP® is a registered trademark of the American Bankers Association. CUSIP Global Services (CGS) is managed on behalf of the American Bankers Association by S&P Capital IQ. Copyright(c) 2019 CUSIP Global Services. All rights reserved. CUSIP® data herein is provided by CUSIP Global Services. This data is not intended to create a database and does not serve in any way as a substitute for services provided by CGS. CUSIP® numbers are provided for convenience of reference only. None of the Village, the Underwriter or their agents or counsel assume responsibility for the accuracy of such numbers.



## THE VILLAGE

### Village Board

The legislative body of the Village is the Village Board which consists of a president and six trustees. Charter Ordinance #938, adopted on October 17, 2017 and effective on December 25, 2017, changed the terms of the Village Trustees and Village President to overlapping 3-year terms. Implementation began with the 2018 election. By 2021, there will be two Trustees up for election every year receiving overlapping 3-year terms.

### Services

#### *Public Safety*

In addition to the Police Chief and two Lieutenants, the Village has 11 uniform police officers and 7 dispatchers for a staff of 21 full-time public safety employees, as well as 11 part-time reserve officers and 1 part-time crossing guard. The fire department has 7 full-time employees.

#### *Transportation*

The Village is located on State Highway 43 which runs east-west past the south end of the Village and State Highway 83 which runs north-south through the Village. Commercial air service is available at Milwaukee's General Mitchell International Airport approximately 25 miles northeast of the Village.

### Employee Relations and Collective Bargaining

The following collective bargaining units represent Village employees.

<u>Union/Association</u>	<u>Term Expiration</u>	<u>No. of Members</u>
Mukwonago Professional Police Association	December 31, 2019	11
Mukwonago Professional Firefighters Association	December 31, 2019	6

According to the Village, relations between the Village and the bargaining units are good.

The Village has a total of 147 employees, including full-time, part-time and paid on-call employees.

All eligible Village personnel are covered by the Municipal Employment Relations Act (MERA) of the Wisconsin Statutes. Pursuant to that law, employees have limited rights to organize and collectively bargain with the municipal employers. MERA was amended by 2011 Wisconsin Act 10 (the "Act") and by 2011 Wisconsin Act 32, which altered the collective bargaining rights of public employees in Wisconsin.

As a result of the 2011 amendments to MERA, the Village is prohibited from bargaining collectively with municipal employees, other than public safety or transit employees, with respect to any factor or condition of employment except total base wages. Even then, the Village is limited to increasing total base wages beyond any increase in the consumer price index since 180 days before the expiration of the previous collective bargaining agreement (unless Village were to seek approval for a higher increase through a referendum). Ultimately, the Village can unilaterally implement the wages for a collective bargaining unit.

Under the changes to MERA, impasse resolution procedures were removed from the law for municipal employees of the type employed by the Village, including binding interest arbitration. Strikes by any municipal employee or labor organization are expressly prohibited. As a practical matter, it is anticipated that strikes will be rare. Furthermore, if strikes do occur, they may be enjoined by the courts. Additionally, because the only legal subject of bargaining is the base wage rates, all bargaining over items such as just cause, benefits, and terms of conditions of employment are prohibited and cannot be included in a collective bargaining agreement. Impasse resolution for public safety employees and transit employees is subject to final and binding arbitration procedures, which do not include a right to strike. Interest arbitration is available for transit employees if certain conditions are met.

**Demographic Information**

Population

The Wisconsin Department of Administration has estimated the population trends of the Village and Waukesha County (the "County") as shown in the table below. The Village's 2010 U.S. Census population is 7,355.

	Estimated 2018	Estimated 2017	Estimated 2016	Estimated 2015	Estimated 2014
Village of Mukwonago	8,057	7,878	7,772	7,629	7,507
Waukesha County	401,446	398,236	396,449	393,927	392,761

Source: Wisconsin Department of Administration

The median ages for the Village, County and State as of the 2010 U.S. Census are as follows:

	<u>Median Age As Of The 2010 U.S. Census</u>
Village of Mukwonago	37.9
Waukesha County	42.0
State of Wisconsin	38.5

Source: U.S. Census Bureau

Income

Adjusted Gross Income per tax return income data for the Village, County and State are presented in the following table:

<u>Year</u>	<u>Village of Mukwonago</u>	<u>Waukesha County</u>	<u>State of Wisconsin</u>
2017	\$65,926	\$86,671	\$56,698
2016	65,916	85,796	55,267
2015	62,439	83,021	54,227
2014	62,460	79,410	52,050
2013	59,580	78,080	50,670

Source: Wisconsin Department of Revenue, Division of Research and Policy.

**Economic Information**

The Village is largely a residential community (71.7% of the Village's 2018 equalized valuation).

Construction

Building activity in the Village is indicated by the value of building permits issued, as set forth in the following table:

<u>Year</u>	<u>Value of Permits</u>
2018	\$ 38,806,006
2017	62,928,971
2016	13,771,605
2015	32,062,969
2014	22,316,361

Source: Village

### Employment

The Workforce and Labor Market Information System has estimated the percentage of unemployment in the County, State and U.S. to be as follows:

	<u>December 2018</u>	<u>2017 Average</u>	<u>2016 Average</u>	<u>2015 Average</u>	<u>2014 Average</u>	<u>2013 Average</u>
Waukesha County	2.3%	2.9%	3.4%	3.8%	4.4%	5.5%
State of Wisconsin	2.6	3.3	4.0	4.5	5.4	6.7
U.S.	3.7	4.4	4.9	5.3	6.2	7.4

Source: Wisconsin Department of Workforce Development.

### Average Annual Employment

The table below presents average annual employment by selected categories within the County for the last five years.

	<u>2018*</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
<b>ALL INDUSTRIES</b>	<b>245,152</b>	<b>242,000</b>	<b>233,770</b>	<b>230,731</b>	<b>231,233</b>
Construction	17,364	16,170	14,985	14,269	13,566
Education & Health	42,196	40,966	40,321	39,508	38,678
Financial Activities	16,427	16,658	15,840	15,586	14,837
Information	4,783	4,770	*	*	4,714
Leisure & Hospitality	21,705	21,280	20,792	20,357	19,780
Manufacturing	42,443	42,062	42,678	43,832	43,665
Natural Resources	588	530	533	525	501
Other Services	8,379	8,242	8,180	8,124	8,052
Professional & Business Services	36,357	36,069	36,014	35,066	34,121
Public Administration	6,407	6,225	6,171	6,069	6,119
Trade, Transportation, Utilities	48,503	49,028	48,256	47,395	47,190
Unclassified	-	-	*	*	10

\* Through June 30.

\*\* Suppressed.

Source: Wisconsin Department of Workforce Development

### Major Employers

The following table lists the largest commercial, industrial and institutional establishments in the Village by employment:

<u>Employer</u>	<u>Product/Business</u>	<u>Approximate Employment</u>
Mukwonago Area School District	Education	633
AptarGroup, Inc.	Injection molding company	485
Empire Level Manufacturing Corp.	Hand and edge tools	250
Waukesha Medical Center (ProHealth)	Health care	233
Wal-Mart Super Center	Retail store	150
The Village	Government	147*
Banker Wire	Woven and welded wire mesh	123
GS Global Resources, Inc.	Industrial machinery and equipment	121
Linden Grove, Inc.	Elderly and rehabilitation services	120
Badger Color Concentrates Inc.	Manufacture liquid and color concentrates for plastics industry	120

\* Includes full-time, part-time and paid on call employees.

Source: Hoover's, Manufacturers' News, Inc., Mukwonago Area School District Final Official Statement, dated February 13, 2017 and independent employer inquiries, January, 2019.

## Tax Levies and Collections

Wisconsin cities, villages and towns are charged with the responsibility of assessing taxable property and collecting taxes, and making distribution to counties, districts and other public bodies. Property of manufacturing establishments and utilities is assessed by the State Department of Revenue. All assessments are made as of January 1.

All taxes on personal property must be paid in full at the first specified collection date; taxes on real estate may be paid in full by the first specified collection date or in three installments during the collection year. All installments are paid to the Village Treasurer. State law requires the County to remit 100% of the tax levy due to its underlying governmental units and keep for its own use all delinquent taxes subsequently collected and money derived from tax sales, unless the municipality elects to collect its own delinquent taxes. The County settles in full with its underlying governmental units on or before August 20.

Village tax levies for the past five calendar years are as follows:

<u>Year of Levy/Collection</u>	<u>Village Tax Levies (Excluding TID)</u>	<u>Annual Village Levy Rate Per \$1,000 of Equalized Value (TID Out)</u>
2018/19	\$5,879,591	\$7.09
2017/18	5,778,704	7.47
2016/17	5,677,581	7.62
2015/16	5,494,374	7.78
2014/15	5,240,588	7.70

The Village experiences no real estate tax delinquencies since the County is required to settle in full with underlying taxing jurisdictions on or before August 20 of each year.

Source: Village

## Tax Rates Per \$1,000 of Assessed Valuation

Tax rates for the Village (in Mukwonago Area School District within the County) for the past five collection years are as follows:

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Village	\$ 7.84	\$ 8.08	\$ 8.16	\$ 8.05	\$ 7.08
School District	9.32	9.10	9.44	9.18	7.93
Technical College District	0.40	0.39	0.39	0.41	0.36
County	2.12	2.12	2.14	2.15	1.88
State <sup>(1)</sup>	<u>0.17</u>	<u>0.18</u>	<u>0.18</u>	<u>0.00</u>	<u>0.00</u>
Gross Tax Rate	\$ 19.85	\$ 19.87	\$ 20.31	\$ 19.79	17.25
(Less: State Credit)	<u>(1.46)</u>	<u>(1.60)</u>	<u>(1.48)</u>	<u>(1.62)</u>	<u>(1.41)</u>
Tax Rate Per \$1,000 Assessed Valuation	\$ 18.39	\$ 18.27	\$ 18.83	\$ 18.17	\$ 15.84
Ratio of Assessed to Equalized Valuation	98.26%	96.14%	93.58%	91.24%	100.05%
Tax Rate Per \$1,000 Equalized Valuation	\$ 18.07	\$17.56	\$17.60	\$16.58	\$ 15.85

<sup>(1)</sup> State property taxes were eliminated in the State's 2017-19 budget act.

Source: Village

## Equalized Valuation

The Village's trend in equalized value over the past five years is outlined in the table below

	Equalized Value TID In	% Change	Equalized Value TID Out	% Change
2018	\$ 877,402,300	4.54	\$ 829,478,900	4.60
2017	839,258,300	4.62	793,031,900	6.33
2016	802,163,300	7.71	745,834,500	5.66
2015	744,755,700	3.56	705,874,100	3.65
2014	719,125,600	4.71	681,035,700	5.42

Due to varying assessment ratios to full market value used in municipalities, all overlying tax districts such as counties are required to use equalized value for levying property taxes. Equalized value is the legal market value determined by the Wisconsin Department of Revenue Bureau of Property Tax.

Source: State of Wisconsin, Department of Revenue

The equalized valuation (TID In) by class of property for 2018 is as follows:

Real Estate	
Residential	\$ 629,221,400
Commercial	189,554,600
Manufacturing	41,160,400
Agricultural	338,200
Other	<u>3,279,700</u>
Total Real Estate	\$ 863,554,300
Total Personal Property	<u>13,848,000</u>
Total	\$ 877,402,300

Source: State of Wisconsin, Department of Revenue

The percentage mix of equalized valuation (TID In) by class of property for the past five years was as follows:

	2018	2017	2016	2015	2014
Real Estate					
Residential	71.72%	68.70%	68.57%	69.46%	68.00%
Commercial	21.60	23.75	24.81	23.77	25.26
Manufacturing	4.69	4.89	4.11	3.96	4.10
Agricultural	0.04	0.04	0.04	0.04	0.04
Other	0.37	0.38	0.40	0.44	0.37
Personal Property	<u>1.58</u>	<u>2.24</u>	<u>2.07</u>	<u>2.33</u>	<u>2.23</u>
	100.00%	100.00%	100.00%	100.00%	100.00%
Total Equalized Value (millions)	\$877	\$839	\$802	\$744	\$719

Source: State of Wisconsin, Department of Revenue

## Tax Increment District

As of January 1, 2018, there were two tax incremental districts ("TIDs") located in the Village. Following is information on the TIDs.

<u>Name</u> <sup>(1)</sup>	<u>Creation Date</u>	<u>Base Value</u>	<u>Increment</u>	<u>Current Value</u>
TID No. 3 <sup>(2)</sup>	2003	\$ 2,389,500	\$ 45,769,800	\$ 48,159,300
TID No. 4	2017	6,368,000	2,153,600	8,521,600

<sup>(1)</sup> The Village has approved a project plan for creation of Tax Incremental District No. 5.

<sup>(2)</sup> The Village is using Tax Incremental District No. 3 ("TID #3") revenues to pay the debt service on the General Obligation Refunding Promissory Notes (TID #3), dated November 1, 2011, the General Obligation Refunding Bonds, dated November 1, 2012, and a portion of General Obligation Promissory Notes, Series 2015, dated April 1, 2015, when due. The actual amount of these offsetting revenues is not guaranteed. Under State law, the Village is required to levy an amount sufficient to meet the debt service on its outstanding general obligation debt, but such levy may be abated by the use of such offsetting revenues, if and to the extent available.

Source: State of Wisconsin, Department of Revenue

## Largest Taxpayers for Fiscal Year 2018

The table below shows the Village's largest taxpayers for 2018.

<u>Name</u>	<u>Type of Property</u>	<u>2018 Equalized Valuation</u>	<u>Net Taxes to be Paid in 2019</u>	<u>Percent of Village's 2018 Total Equalized Value</u>
Greenwald Family Partnership	Various	\$ 18,263,400	\$ 289,168	2.08%
Bielinski Development Inc	Residential/Apartments	16,576,500	262,260	1.89
Wal-Mart <sup>(1)</sup>	Retail	15,149,600	240,141	1.73
Aptar Mukwonago	Manufacturing	9,692,100	153,612	1.10
Waukesha Memorial Hospital (Prohealth)	Medical	8,277,800	131,067	0.94
TW Phantom Woods LLC	Apartments	7,695,700	121,959	0.88
Mukwonago Property Group LLC	Commercial	7,500,000	118,856	0.85
Home Depot USA Inc	Retail	7,149,700	113,303	0.81
Empire Industries LLC	Manufacturing	6,380,900	101,113	0.73
CI Banker Wire & Iron Works	Manufacturing	5,957,100	94,393	0.68
		<u>\$102,642,800</u>	<u>\$1,625,872</u>	<u>11.69%</u>

<sup>(1)</sup> Assessment under appeal by taxpayer.

Source: Village.

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## VILLAGE DEBT STRUCTURE

### Outstanding General Obligation Debt Summary (as of February 20, 2019)

*General Obligation Debt by Issue*

Type of Obligation	Date of Issue	Original Amount Issued	Final Maturity Date	Current Amount Outstanding
G.O. Promissory Notes	3-01-09	\$ 2,580,000	3-01-19	\$ 150,000
G.O. Refunding Promissory Notes (TID #3)	11-01-11	3,675,000	10-01-21	2,200,000
G.O. Refunding Bonds (TID #3)	11-01-12	3,620,000	10-01-26	2,200,000
G.O. Refunding Bonds	11-20-13	3,000,000	12-01-22	1,675,000
Taxable G.O. Promissory Notes	9-17-14	2,475,000	3-01-19	2,475,000 <sup>(1)</sup>
G.O. Bond	11-30-14	27,468	2-15-22	10,298
G.O. Promissory Notes, Series 2015	4-01-15	6,785,000	4-01-25	5,210,000
G.O. Promissory Notes, Series 2016A	7-06-16	3,100,000	10-01-25	2,000,000
G.O. Promissory Notes, Series 2017A	11-01-17	1,400,000	10-01-26	1,400,000
G.O. Promissory Notes, Series 2018B	6-01-18	2,145,000	10-01-26	2,145,000
G.O. Refunding Bonds, Series 2018E	9-05-18	5,375,000	12-01-26	5,375,000
Taxable G.O. Refunding Bonds, Series 2019A <sup>(2)</sup>	2-20-19	2,375,000	3-01-26	2,375,000
G.O. Promissory Notes, Series 2019B <sup>(2)</sup>	2-20-19	4,225,000	3-01-28	4,225,000
Outstanding Debt				\$ 31,440,298
Less: Refunded 2014 Notes				2,475,000
Less: 2019 Remaining Payments				2,420,000
Net Outstanding Debt				\$ 26,545,298

<sup>(1)</sup> This issue will be paid at maturity on March 1, 2019 with proceeds of the Bonds and [Village funds on hand.]

<sup>(2)</sup> New issue. Preliminary, subject to change.

### Note Anticipation Note Debt Summary (as of February 20, 2019)

Type of Obligation	Date of Issue	Original Amount Issued	Final Maturity Date	Current Amount Outstanding
Taxable Note Anticipation Notes, Series 2018A	3/20/18	\$ 4,225,000	12/01/22	\$ 4,225,000

### Debt Service Schedules – General Obligation Debt

	\$2,580,000 G.O. Promissory Notes 3/01/09		\$3,675,000 G.O. Refunding Promissory Notes (TID #3) <sup>(1)</sup> 11/01/11		\$3,620,000 G.O. Refunding Bonds (TID #3) <sup>(1)</sup> 11/01/12	
	Principal (3/01)	Interest	Principal (10/01)	Interest	Principal (10/01)	Interest
2019	\$150,000	\$2,906	\$ 250,000	\$ 65,375	\$ 250,000	\$ 47,438
2020			275,000	58,500	250,000	43,062
2021			1,675,000	50,250	275,000	38,687
2022					275,000	33,188
2023					275,000	27,344
2024					275,000	21,156
2025					300,000	14,625
2026					300,000	7,500
2027						
	<u>\$150,000</u>	<u>\$2,906</u>	<u>\$2,200,000</u>	<u>\$174,125</u>	<u>\$2,200,000</u>	<u>\$233,000</u>
Less Remaining 2019 Payments	<u>150,000</u>	<u>2,906</u>	<u>250,000</u>	<u>63,675</u>	<u>250,000</u>	<u>47,438</u>
	\$ 0	\$ 0	\$1,950,000	\$108,750	\$1,950,000	\$185,562

<sup>(1)</sup> The Village plans to pay all of the debt service from TID #3 revenues collected.

Debt Service Schedules – General Obligation Debt continued

	<b>\$3,000,000</b> <b>G.O. Refunding Bonds</b> <b>11/20/13</b>		<b>\$27,468 G.O. Bond,</b> <b>Village Portion of County</b> <b>Trunked Radio Debt - 11/30/14</b>		<b>\$6,785,000 G.O. Promissory</b> <b>Notes, Series 2015</b> <b>4/01/15</b>	
	<u>Principal</u> <u>(12/01)</u>	<u>Interest</u>	<u>Principal</u> <u>(2/15)</u>	<u>Interest<sup>(1)</sup></u>	<u>Principal</u> <u>(4/01)</u>	<u>Interest</u>
2019	\$ 450,000	\$38,000			\$ 275,000	\$ 128,800
2020	425,000	29,000	\$ 3,434		375,000	122,300
2021	400,000	20,500	3,434		550,000	113,050
2022	400,000	10,500	3,430		775,000	99,800
2023					1,000,000	79,550
2024					1,060,000	51,150
2025					1,175,000	17,625
	<u>\$1,675,000</u>	<u>\$98,000</u>	<u>\$10,298</u>		<u>\$5,210,000</u>	<u>\$612,275</u>
Less Remaining 2019 Payments	<u>450,000</u>	<u>38,000</u>	<u>0</u>		<u>275,000</u>	<u>128,800</u>
	<u>\$1,225,000</u>	<u>\$60,000</u>	<u>\$10,298</u>		<u>\$4,935,000</u>	<u>\$483,475</u>
	<b>\$3,100,000</b> <b>G.O. Promissory Notes,</b> <b>Series 2016A - 7/06/16</b>		<b>\$1,400,000</b> <b>G.O. Promissory Notes,</b> <b>Series 2017A - 11/01/17</b>		<b>\$2,145,000</b> <b>G.O. Promissory Notes,</b> <b>Series 2018B - 6/01/18</b>	
	<u>Principal</u> <u>(10/01)</u>	<u>Interest</u>	<u>Principal</u> <u>(10/01)</u>	<u>Interest</u>	<u>Principal</u> <u>(10/01)</u>	<u>Interest</u>
2019	\$ 100,000	\$ 40,000	\$ 100,000	\$ 34,500	\$ 145,000	\$ 90,467
2020	100,000	38,000	100,000	32,500	200,000	63,500
2021	100,000	36,000	100,000	30,500	200,000	57,500
2022	250,000	34,000	100,000	28,500	200,000	51,500
2023	450,000	29,000	200,000	26,500	200,000	45,500
2024	500,000	20,000	200,000	22,500	200,000	39,000
2025	500,000	10,000	200,000 <sup>(2)</sup>	18,000	200,000	32,500
2026			400,000 <sup>(2)</sup>	12,000	800,000	26,000
	<u>\$2,000,000</u>	<u>\$207,000</u>	<u>\$1,400,000</u>	<u>\$205,000</u>	<u>\$2,145,000</u>	<u>\$405,967</u>
Less Remaining 2019 Payments	<u>100,000</u>	<u>40,000</u>	<u>100,000</u>	<u>34,500</u>	<u>145,000</u>	<u>90,467</u>
	<u>\$1,900,000</u>	<u>\$167,000</u>	<u>\$1,300,000</u>	<u>\$170,500</u>	<u>\$2,000,000</u>	<u>\$315,500</u>
	<b>\$5,375,000</b> <b>G.O. Refunding Bonds,</b> <b>Series 2018E - 9/05/18</b>		<b>\$2,375,000</b> <b>Taxable G.O. Refunding<sup>(3)</sup></b> <b>Bonds, Series 2019A - 2/20/19</b>		<b>\$4,225,000</b> <b>G.O. Promissory Notes,<sup>(3)</sup></b> <b>Series 2019B - 2/20/19</b>	
	<u>Principal</u> <u>(12/01)</u>	<u>Interest</u>	<u>Principal</u> <u>(3/01)</u>	<u>ESTIMATED</u> <u>Interest</u>	<u>Principal</u> <u>(3/01)</u>	<u>ESTIMATED</u> <u>Interest</u>
2019	\$ 700,000	\$ 172,825			\$ 150,000	\$ 230,490
2020	800,000	125,500	\$ 350,000	\$116,620	150,000	145,312
2021	750,000	109,500	350,000	63,875	150,000	140,813
2022	675,000	90,750	350,000	52,500	150,000	135,938
2023	675,000	73,875	350,000	40,250	150,000	128,937
2024	675,000	53,625	350,000	28,000	250,000	120,188
2025	700,000	36,750	350,000	15,750	250,000	120,188
2026	400,000	14,000	275,000	4,813	550,000	106,187
2027					1,050,000	76,875
2028					1,525,000	28,594
	<u>\$5,375,000</u>	<u>\$676,825</u>	<u>\$2,375,000</u>	<u>\$321,808</u>	<u>\$4,225,000</u>	<u>\$1,113,334</u>
Less Remaining 2019 Payments	<u>700,000</u>	<u>172,825</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<u>\$4,675,000</u>	<u>\$504,000</u>	<u>\$2,375,000</u>	<u>\$321,808</u>	<u>\$4,225,000</u>	<u>\$1,113,334</u>

(1) Interest free loan.

(2) Term bond maturing on 10/01/26 with annual mandatory redemptions.

(3) New issue. Preliminary, subject to change.

Total General Obligation Debt <sup>(1)</sup>

Year	Principal	Interest	Total	Less: TID	Net
				Revenues for Debt Service <sup>(2)</sup>	Debt Service
2019	\$ 2,420,000	\$ 651,249	\$ 3,071,249	\$ 691,823	\$ 2,379,426
2020	3,028,434	859,472	3,887,906	747,776	3,140,130
2021	4,553,434	665,174	5,218,608	1,642,853	3,575,755
2022	3,178,430	541,551	3,719,981	776,906	2,943,075
2023	3,300,000	457,957	3,757,957	880,767	2,877,190
2024	3,510,000	364,368	3,874,368	891,510	2,982,858
2025	3,675,000	265,438	3,940,438	953,633	2,986,805
2026	2,725,000	170,500	2,895,500	307,500	2,588,000
2027	1,050,000	76,875	1,126,875		1,126,875
2028	<u>1,525,000</u>	<u>28,594</u>	<u>1,553,594</u>		<u>1,553,594</u>
	\$28,965,298	\$4,081,178	\$33,046,476	\$6,892,769	\$26,153,707
Less: Remaining					
2019 Payments	<u>2,420,000</u>	<u>651,249</u>	<u>3,071,249</u>	<u>691,823</u>	<u>2,379,426</u>
TOTAL	\$26,545,298	\$3,429,929	\$29,975,227	\$6,200,946	\$23,774,281

<sup>(1)</sup> Includes the Securities and excludes the 2014 Notes to be refunded. Preliminary, subject to change.

<sup>(2)</sup> The actual amount of these offsetting revenues is not guaranteed. Under State law, the Village is required to levy an amount sufficient to meet the debt service on its outstanding general obligation debt, but such levy may be abated by the use of such offsetting revenues, if and to the extent available.

**Debt Service Schedule - Taxable Note Anticipation Notes**

\$4,225,000 Taxable Note Anticipation Notes, Series 2018A - 3/20/18		
	Principal (12/01)	Interest
2019		\$ 163,719
2020		163,719
2021		163,719
2022	<u>\$4,225,000</u>	<u>163,719</u>
	\$4,225,000	\$654,876
Less: Remaining		
2019 Payments	<u>0</u>	<u>163,719</u>
	\$4,225,000	\$491,157

**Outstanding Waterworks System and Sewerage System Revenue Debt Summary  
(as of February 20, 2019)**

Waterworks System and Sewerage System Revenue Bond Debt

Type of Obligation	Date of Issue	Original Amount Issued	Maturity Dates	Current Amount Outstanding
Waterworks System and Sewerage System Revenue Bonds, Series 2002C <sup>(1)</sup>	11-27-02	\$ 627,355	5-01-22	\$ 114,639
Waterworks System and Sewerage System Revenue Bonds	1-01-08	3,200,000	12-01-26	2,100,000
Waterworks System and Sewerage System Refunding Revenue Bonds	12-01-10	2,920,000	12-01-24	1,450,000
Waterworks System and Sewerage System Revenue Bonds, Series 2016B	07-06-16	5,445,000	12-01-29	5,145,000
Waterworks System and Sewerage System Revenue Bonds, Series 2018C	06-01-18	3,650,000	12-01-33	<u>3,650,000</u>
			Outstanding Revenue Bond Debt	\$12,459,639

<sup>(1)</sup> Safe Water Drinking Fund Loan issued at a rate of 2.75%.

Waterworks System and Sewerage System Revenue Bond Anticipation Note Debt

<u>Type of Obligation</u>	<u>Date of Issue</u>	<u>Original Amount Issued</u>	<u>Maturity Dates</u>	<u>Current Amount Outstanding</u>
Taxable Waterworks System and Sewerage System Revenue Bond Anticipation Bonds, Series 2016C	12-21-16	\$ 2,280,000	12-01-21	\$ 1,980,000
Waterworks System and Sewerage System Revenue Bond Anticipation Bonds, Series 2018D	6-01-18	7,700,000	6-01-21	<u>7,700,000</u>
			Outstanding Revenue Bond Anticipation Note Debt	\$ 9,680,000

**Debt Service Schedules – Revenue Bond Debt**

<u>Year</u>	<u>\$627,355 Waterworks System and Sewerage System Revenue Bonds, Series 2002C – 11/27/02</u>		<u>\$3,200,000 Waterworks System and Sewerage System Revenue Bonds – 1/01/08</u>	
	<u>Principal (5/01)</u>	<u>Interest</u>	<u>Principal (12/01)</u>	<u>Interest</u>
2019	\$ 27,504	\$ 2,774	\$ 100,000 <sup>(1)</sup>	\$ 92,600
2020	28,261	2,008	100,000 <sup>(1)</sup>	88,600
2021	29,038	1,220	100,000 <sup>(1)</sup>	84,600
2022	29,836	410	125,000 <sup>(1)</sup>	80,600
2023			225,000	75,600
2024			400,000	66,375
2025			500,000	49,875
2026			<u>550,000</u>	<u>26,125</u>
TOTAL	\$ 114,639	\$ 6,412	\$ 2,100,000	\$ 564,375

<sup>(1)</sup> Term Bonds maturing on December 1, 2020 and December 1, 2022 with annual mandatory redemptions.

<u>Year</u>	<u>\$2,920,000 Waterworks System and Sewerage System Refunding Revenue Bonds – 12/01/10</u>		<u>\$5,445,000 Waterworks System and Sewerage System Revenue Bonds, Series 2016B – 7/06/16</u>	
	<u>Principal (12/01)</u>	<u>Interest</u>	<u>Principal (12/01)</u>	<u>Interest</u>
2019	\$ 275,000	\$ 61,750	\$ 300,000	\$ 136,550
2020	275,000	50,750	305,000	130,550
2021	275,000	39,750	315,000	124,450
2022	225,000	28,063	330,000	118,150
2023	200,000 <sup>(1)</sup>	18,500	320,000	111,550
2024	200,000 <sup>(1)</sup>	9,250	210,000	105,150
2025			315,000	100,950
2026			325,000	91,500
2027			900,000	81,750
2028			925,000	54,750
2029			<u>900,000</u>	<u>27,000</u>
TOTAL	\$ 1,450,000	\$ 208,063	\$ 5,145,000	\$ 1,082,350

<sup>(1)</sup> Term Bond maturing on December 1, 2024 with annual mandatory redemptions.

**Debt Service Schedules – Revenue Bond Debt continued**

**\$3,650,000 Waterworks System and Sewerage System  
Revenue Bonds, Series 2018C - 6/01/18**

<u>Year</u>	<u>Principal (12/01)</u>	<u>Interest</u>
2019	\$ 100,000	\$ 138,250
2020	100,000	134,250
2021	100,000	130,250
2022	100,000	126,250
2023	100,000	122,250
2024	100,000	118,250
2025	100,000	114,250
2026	100,000	110,250
2027	100,000	106,250
2028	100,000	102,250
2029	100,000	98,250
2030	675,000	95,250
2031	675,000	75,000
2032	600,000	48,000
2033	<u>600,000</u>	<u>24,000</u>
<b>TOTAL</b>	<b>\$3,650,000</b>	<b>\$1,543,000</b>

**Total Revenue Bond Debt**

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>	<u>Coverage Ratio<sup>(1)</sup></u>
2019	\$ 802,504	\$ 431,924	\$ 1,234,428	1.68
2020	808,261	406,158	1,214,419	1.71
2021	819,038	380,270	1,199,308	1.73
2022	809,836	353,473	1,163,309	1.78
2023	845,000	327,900	1,172,900	1.77
2024	910,000	299,025	1,209,025	1.72
2025	915,000	265,075	1,180,075	1.76
2026	975,000	227,875	1,202,875	1.73
2027	1,000,000	188,000	1,188,000	1.75
2028	1,025,000	157,000	1,182,000	1.76
2029	1,000,000	125,250	1,125,250	1.84
2030	675,000	95,250	770,250	2.69
2031	675,000	75,000	750,000	2.77
2032	600,000	48,000	648,000	3.20
2033	<u>600,000</u>	<u>24,000</u>	<u>624,000</u>	3.33
<b>Outstanding Debt</b>	<b>\$12,459,639</b>	<b>\$3,404,200</b>	<b>\$15,863,839</b>	

<sup>(1)</sup> Coverage ratios based on 2017 audited net revenues of \$2,074,979.

**Debt Service Schedules – Revenue Bond Anticipation Note Debt**

<u>Year</u>	<u>\$2,280,000</u> Taxable Waterworks System and Sewerage System Revenue Bond Anticipation Bonds, Series 2016C – 12/21/16		<u>\$7,700,000</u> Waterworks System and Sewerage System Revenue Bond Anticipation Bonds, Series 2018D – 6/01/18	
	<u>Principal (12/01)</u>	<u>Interest</u>	<u>Principal (6/01)</u>	<u>Interest</u>
2019	\$ 150,000	\$ 75,075		\$259,875
2020	180,000	69,075		259,875
2021	<u>1,650,000</u>	<u>61,875</u>	<u>\$7,700,000</u>	<u>129,937</u>
	<b>\$1,980,000</b>	<b>\$206,025</b>	<b>\$7,700,000</b>	<b>\$649,687</b>

## Debt Ratios

Outstanding general obligation direct debt as a percentage of equalized value and on a per capita basis for the current year (through February 20) as well as the past five years ended December 31 follows:

### Ratios of General Obligation Debt to Equalized Valuation and Population

Year	Outstanding General Obligation Debt	Equalized Valuation	Percent of Equalized Value	Population <sup>(1)</sup>	Per Capita
2019	\$ 26,545,298 <sup>(2)</sup>	\$ 877,402,300	3.03%	8,057	\$ 3,295
2018	24,843,732 <sup>(3)</sup>	877,402,300	2.83	8,057	3,083
2017	25,465,869	839,258,300	3.03	7,878	3,233
2016	27,540,612	802,163,300	3.43	7,772	3,544
2015	29,322,233	744,755,700	3.94	7,629	3,844
2014	25,960,817	719,125,600	3.61	7,507	3,458

<sup>(1)</sup> Estimated by the Wisconsin Department of Administration.

<sup>(2)</sup> Unaudited (Includes the Securities, excludes the 2014 Notes, and net of 2019 Payments).

<sup>(3)</sup> Unaudited

## Indirect Debt

The indirect general obligation debt of the Village as of January 15, 2019 is listed below.

<u>Governmental Unit</u>	Outstanding Debt As of January 15, 2019 Less: 2019 Sinking Funds	Percent of Debt Applicable to Village	Amount of Debt Within Village
Walworth County	\$ 6,305,000	0.14%	\$ 8,827
Waukesha County	61,830,000	1.51	933,633
Mukwonago School District	43,450,000	23.71	10,301,995
East Troy Community School District	21,050,000	1.26	265,230
Gateway Technical College	61,690,000	0.05	30,845
Waukesha County Technical College	16,960,000	1.48	251,008
<b>Total Indirect Debt</b>			<b>\$11,791,538</b>

Source: Information obtained from publicly available documents on EMMA (defined herein).

Total Indirect GO Debt	\$ 11,791,538
Indirect GO Debt Per Capita	\$ 1,463.51
Indirect Debt as a % of Equalized Value	1.34%
Total Direct GO Debt	\$ 26,545,298
Total Direct GO Debt Per Capita	\$ 3,294.69
Total Direct GO Debt as a % of Equalized Value	3.03%
Total Direct and Indirect GO Debt	\$ 38,336,836
Total Direct and Indirect GO Debt Per Capita	\$ 4,758.20
Total Direct and Indirect GO Debt as a % of Equalized Value	4.37%

## Short Term Debt

The Village has no outstanding short-term debt.



**Legal Debt Limit**

The Village has the power to incur indebtedness for Village purposes specified by statute (Article 11 Section 3 of the Wisconsin Constitution and Chapter 67, Wisconsin Statutes) in an aggregate amount, not exceeding five percent of the equalized value of taxable property in the Village, as last determined by the State of Wisconsin Department of Revenue. In general, such indebtedness may be in the form of bonds and promissory notes for various public purposes.

The Village's unused borrowing capacity is as follows:

Equalized Value of Taxable Property in the Village for 2018		\$ 877,402,300
G.O. Debt Outstanding as of February 20, 2019:		
Total Outstanding General Obligation Debt	\$31,440,298	
Less: Refunded 2014 Notes	(2,475,000)	
Net General Obligation Debt Outstanding		\$ 28,965,298
Legal Debt Capacity (5% of Equalized Value)		\$ 43,870,115
Unused Margin of Indebtedness		\$ 14,904,817
Percent of Unused Margin of Indebtedness <sup>(1)</sup>		33.97%

<sup>(1)</sup> The Village has outstanding \$4,225,000 Taxable Note Anticipation Notes, Series 2018A, dated March 20, 2018 (the "2018A Notes") and anticipates issuing general obligation bonds or promissory notes prior to December 1, 2022 to pay the 2018A Notes when due. The Village has covenanted that it will maintain a debt limit capacity such that the outstanding principal balance of the 2018A Notes and all Village general obligation debt shall at no time exceed the constitutional debt limit of the Village. The total of the 2018A Notes and all Village general obligation debt is within the Village's legal debt limit as represented in the following schedule.

General Obligation Debt Outstanding	\$ 28,965,298
Note Anticipation Note Debt Outstanding	<u>4,225,000</u>
	\$ 33,190,298
Legal Debt Capacity	\$ 43,870,115
Unused Borrowing Capacity	24.34%

**No Default on Village Indebtedness**

The Village has no record of default on any of its prior or outstanding indebtedness.

**Future Financings**

The Village anticipates issuing no additional obligations in the next 12 months. As described above, the Village anticipates issuing general obligation bonds or promissory notes prior to December 1, 2022 to pay the 2018A Notes when due.

## FINANCIAL INFORMATION

### Annual Budgets

The Village Board prepares an annual operating budget corresponding to the calendar year. Once adopted, amendments to the budget require a two-thirds majority vote of the entire Village Board. A summary table of the 2018 and 2019 Annual General Fund Budgets follows.

### Adopted Budget (General Fund) Village of Mukwonago 2018 and 2019

	2018 Adopted <u>Budget</u>	2019 Adopted <u>Budget</u>	Percent to 2019 <u>Total</u>
<b>REVENUES</b>			
Taxes	\$ 2,958,579	\$2,987,167	63.23%
Intergovernmental Revenues	1,020,825	982,311	20.79
Licenses and Permits	280,942	331,257	7.01
Fines and Forfeitures	147,000	156,000	3.30
Public Charges for Services & Public Safety	29,630	29,810	0.63
Leisure Activities	94,000	94,940	2.01
Other Revenues & Financing Sources	<u>37,500</u>	<u>143,331</u>	<u>3.03</u>
TOTAL REVENUES	\$ 4,568,476	\$4,724,816	100.0%
<b>EXPENDITURES</b>			
General Government	\$ 834,802	\$ 820,240	17.4%
Public Safety	2,540,876	2,573,594	54.4
Public Works	814,800	883,671	18.7
Health & Human Services	2,800	2,800	0.1
Culture, Recreation and Education	183,440	185,372	3.9
Conservation & Development	166,758	234,139	5.0
Transfers Out	0	0	0.0
Storm Sewer	<u>25,000</u>	<u>25,000</u>	<u>0.5</u>
TOTAL EXPENDITURES	\$ 4,568,476	\$4,724,816	100.0%

Source: the Village



## Summary of Operations

### Revenues, Expenditures and Changes in Fund Balances General Fund For the Years Ended December 31

	Preliminary Unaudited <u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
<b>REVENUES:</b>				
Taxes	\$2,577,483	\$2,511,046	\$2,353,551	\$2,339,681
Special Assessments	—	—	—	—
Intergovernmental	890,564	858,369	826,059	862,687
Licenses and Permits	461,324	493,701	392,342	529,163
Fines, Forfeitures and Penalties	201,209	207,524	164,347	158,099
Public Charges for Services	39,480	42,026	29,845	29,720
Intergovernmental Charges for Services	158,354	131,252	129,302	128,772
Investment Income	64,413	29,422	12,302	6,674
Other Revenues	<u>163,261</u>	<u>162,699</u>	<u>157,101</u>	<u>171,212</u>
<b>Total Revenues</b>	<b>\$4,556,087</b>	<b>\$4,436,039</b>	<b>\$4,064,849</b>	<b>\$4,226,008</b>
<b>EXPENDITURES:</b>				
General Government	\$ 787,128	\$ 692,131	\$ 727,666	\$ 689,688
Public Safety	2,455,565	2,425,567	2,405,364	2,402,431
Public Works	780,222	795,099	794,595	678,347
Health and Human Services	2,680	2,731	2,728	2,865
Culture, Recreation and Education	153,914	155,759	163,793	188,008
Conservation and Development	160,832	186,759	225,484	173,540
Capital Outlay	<u>30,665</u>	<u>35,850</u>	<u>25,575</u>	<u>30,370</u>
<b>Total Expenditures</b>	<b>\$4,371,006</b>	<b>\$4,293,893</b>	<b>\$4,345,205</b>	<b>\$4,165,249</b>
Excess of Revenues Over (Under) Expenditures	185,080	142,146	(280,356)	60,759
Net Other Financing Sources (Uses)	<u>(79,359)</u>	<u>116,302</u>	<u>393,344</u>	<u>143,976</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	\$ 105,721	\$ 258,448	\$ 112,988	\$ 204,735
FUND BALANCE – BEGINNING OF YEAR	\$2,373,188	\$2,114,740	\$2,001,752	\$1,797,017
FUND BALANCE – END OF YEAR	\$2,478,909	\$2,373,188	\$2,114,740	\$2,001,752
Nonspendable	\$ 76,731	\$ 165,418	\$ 105,384	\$ 142,655
Assigned	805,949	822,287	870,684	773,269
Unassigned	1,596,229	1,385,483	1,138,672	1,085,828

Source: the Village's audited financial statements; 2018 information unaudited, preliminary figures as provided by the Village.

Revenues, Expenditures and Changes in Fund Balances  
All Governmental Fund Types  
For the Years Ended December 31

	Preliminary Unaudited <u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
<b>REVENUES:</b>				
Taxes	\$ 6,610,084	\$ 6,737,733	\$ 6,244,166	\$ 5,993,665
Special Assessments	200,794	217,516	242,044	242,533
Intergovernmental	1,422,288	1,442,527	1,347,059	1,350,298
Licenses and Permits	601,607	623,889	575,662	767,408
Fines, Forfeitures and Penalties	201,209	207,524	164,347	158,099
Public Charges for Services	1,259,749	1,342,050	1,182,601	1,280,410
Intergovernmental Charges for Services	372,554	341,252	339,302	376,346
Investment Income	301,035	129,360	94,761	87,871
Other Revenues	<u>328,456</u>	<u>328,014</u>	<u>295,460</u>	<u>349,519</u>
Total Revenues	\$11,297,775	\$11,369,865	\$10,485,402	\$10,606,149
<b>EXPENDITURES:</b>				
General Government	\$ 923,834	\$ 761,726	\$ 785,759	\$ 776,908
Public Safety	3,745,899	3,815,675	3,728,609	3,581,721
Public Works	2,113,557	1,309,408	1,316,095	1,526,304
Health and Human Services	2,680	2,731	2,728	2,865
Culture, Recreation and Education	1,179,022	1,123,125	1,003,970	1,058,944
Conservation and Development	163,338	202,051	405,397	700,941
Capital Outlay	7,970,520	3,271,308	1,970,310	3,929,347
Debt Service	<u>3,978,025</u>	<u>4,148,370</u>	<u>5,552,338</u>	<u>4,795,467</u>
Total Expenditures	\$20,076,874	\$14,634,394	\$14,765,206	\$16,372,497
Excess of Revenues Over (Under) Expenditures	(8,779,099)	(3,264,529)	(4,279,804)	(5,766,348)
Net Other Financing Sources (Uses)	<u>14,754,140</u>	<u>1,967,807</u>	<u>3,796,878</u>	<u>8,355,246</u>
Excess of Revenues and Other Sources Over (Under) Expenditures and Other Uses	\$ 5,975,040	\$ (1,296,722)	\$ (482,926)	\$ 2,588,898
<b>SPECIAL ITEM</b>				
Debt assumed from utilities	—	—	1,698,142	—
Net Change in Fund Balances	\$ 5,975,040	\$ (1,296,722)	\$ 1,215,216	\$ 2,588,898
FUND BALANCE – BEGINNING OF YEAR	\$ 7,745,279	\$ 9,042,001	\$ 7,826,785	\$ 5,237,887
FUND BALANCE – END OF YEAR	\$13,720,319	\$ 7,745,279	\$ 9,042,001	\$ 7,826,785

Source: the Village's audited financial statements; 2018 information unaudited, preliminary figures as provided by the Village.

## Financial Information

A copy of the Village's audited financial statements for the fiscal year ended December 31, 2017, including the accompanying independent auditor's report, is included as Appendix A to this Official Statement. Potential purchasers should read such financial statements in their entirety for more complete information concerning the Village's financial position. Such financial statements have been audited by Baker Tilly Virchow Krause, LLP, Milwaukee, Wisconsin (the "Auditor"), to the extent and for the periods indicated thereon. The Village has not requested the Auditor to perform any additional examination, assessment or evaluation with respect to such financial statements since the date thereof, nor has the Village requested that the Auditor consent to the use of such financial statements in this Official Statement. Although the inclusion of the financial statements in this Official Statement is not intended to demonstrate the fiscal condition of the Village since the date of the financial statements, in connection with the issuance of the Securities, the Village represents that there has been no material adverse change in the financial position or results of operations of the Village, nor has the Village incurred any material liabilities, which would make such financial statements misleading.

## Pension Plan

All eligible employees in the Village are covered under the Wisconsin Retirement System ("WRS") established under Chapter 40 of the Wisconsin Statutes. The WRS is a cost-sharing multiple-employer defined benefit pension plan. WRS benefits and other plan provisions are established by Chapter 40 of the Wisconsin Statutes ("Chapter 40"). The Department of Employee Trust Funds ("ETF") administers the WRS. Required contributions to the WRS are determined by the ETF Board pursuant to an annual actuarial valuation in accordance with Chapter 40 and the ETF's funding policies. The ETF Board has stated that its funding policy is to (i) ensure funds are adequate to pay benefits; (ii) maintain stable and predictable contribution rates for employers and employees; and (iii) maintain inter-generational equity to ensure the cost of the benefits is paid for by the generation that receives the benefits.

Village employees are generally required to contribute half of the actuarially determined contributions, and the Village generally may not pay the employees' required contribution. During the fiscal years ended December 31, 2015 ("Fiscal Year 2015"), December 31, 2016 ("Fiscal Year 2016") and December 31, 2017 ("Fiscal Year 2017"), the Village's portion of contributions to WRS (not including any employee contributions) totaled \$257,737, \$262,472 and \$266,629, respectively.

The Village implemented Governmental Accounting Standards Board Statement No. 68 ("GASB 68") for Fiscal Year 2015.

GASB 68 requires calculation of a net pension liability for the pension plan. The net pension liability is calculated as the difference between the pension plan's total pension liability and the pension plan's fiduciary net position. The pension plan's total pension liability is the present value of the amounts needed to pay pension benefits earned by each participant in the pension plan based on the service provided as of the date of the actuarial valuation. In other words, it is a measure of the present value of benefits owed as of a particular date based on what has been earned only up to that date, without taking into account any benefits earned after that date. The pension plan's fiduciary net position is the market value of plan assets formally set aside in a trust and restricted to paying pension plan benefits. If the pension plan's total pension liability exceeds the pension plan's fiduciary net position, then a net pension liability results. If the pension plan's fiduciary net position exceeds the pension plan's total pension liability, then a net pension asset results.

As of December 31, 2016, the total pension liability of the WRS was calculated as \$93.4 billion and the fiduciary net position of the WRS was calculated as \$92.6 billion, resulting in a net pension liability of \$0.8 billion.

Under GASB 68, each participating employer in a cost-sharing pension plan must report the employer's proportionate share of the net pension liability or net pension asset of the pension plan. Accordingly, for Fiscal Year 2017, the Village reported a liability of \$223,643 for its proportionate share of the net pension liability of the WRS. The net pension liability was measured as of December 31, 2016 based on the Village's share of contributions to the pension plan relative to the contributions of all participating employers. The Village's proportion was 0.027133260% of the aggregate WRS net pension liability as of December 31, 2016.

The calculation of the total pension liability and fiduciary net position are subject to a number of actuarial assumptions, which may change in future actuarial valuations. Such changes may have a significant impact on the calculation of the net pension liability of the WRS, which may also cause the ETF Board to change the contribution requirements for employers and employees. For more detailed information regarding the WRS and such actuarial assumptions, see Note IV.A. of the Village's financial statements included in Appendix A.

The Village also provides pension benefits for all of its eligible employees through a defined contribution plan known as the Village of Mukwonago Pension Trust through ICMA-RC who administers the plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate in the plan upon becoming eligible for the WRS. This plan is to give eligible full-time non-represented employees an additional two and one-half percentage towards retirements, above what the Village contributes to WRS. In addition, Village employees have an option to contribute to this plan from each payroll period. For the year ended December 31, 2017 the total amount contributed was \$73,713. Of this amount, \$42,206 was contributed by the Village and \$31,507 was contributed by the employees. Total contributions for the years ending December 31, 2016 and 2015 were \$70,459 and

\$80,131, respectively. The Village's contribution for each year was equal to the required amount. For more information, see Note IV.E. of the Village's financial statements included in Appendix A.

### **Other Post-Employment Benefits**

The Village does not offer any other post-employment benefits (OPEB).

## **LEGAL MATTERS**

### **Pending Litigation**

There is no pending litigation or, to the knowledge of the Village, threatened litigation, which would restrain or enjoin the issuance, sale, execution or delivery of the Securities or in any way contest or affect the validity of the Securities or of any proceedings of the Village taken with respect to the issuance and sale of the Securities.

### **Levy Limits**

Section 66.0602 of the Wisconsin Statutes, imposes a limit on property tax levies by cities, villages, towns and counties. No city, village, town or county is permitted to increase its tax levy by a percentage that exceeds its valuation factor (which is defined as a percentage equal to the greater of the percentage change in the political subdivision's January 1 equalized value due to new construction less improvements removed or zero percent). The base amount in any year to which the levy limit applies is the actual levy for the immediately preceding year. In 2018, and in each year thereafter, the base amount is the actual levy for the immediately preceding year plus the amount of the payment from the State under Section 79.096 of the Wisconsin Statutes (an amount equal to the property taxes formerly levied on certain items of personal property), and the levy limit is the base amount multiplied by the valuation factor, minus the amount of the payment from the State under Section 79.096 of the Wisconsin Statutes. This levy limitation is an overall limit, applying to levies for operations as well as for other purposes.

A political subdivision that did not levy its full allowable levy in the prior year can carry forward the difference between the allowable levy and the actual levy, up to a maximum of 1.5% of the prior year's actual levy. The use of the carry forward levy adjustment needs to be approved by a majority vote of the political subdivision's governing body (except in the case of towns) if the amount of carry forward levy adjustment is less than or equal to 0.5% and by a super majority vote of the political subdivision's governing body (three-quarters vote if the governing body is comprised of five or more members, two-thirds vote if the governing body is comprised of fewer than five members) (except in the case of towns) if the amount of the carry forward levy adjustment is greater than 0.5% up to the maximum increase of 1.5%. For towns, the use of the carry forward levy adjustment needs to be approved by a majority vote of the annual town meeting or special town meeting after the town board has adopted a resolution in favor of the adjustment by a majority vote if the amount of carry forward levy adjustment is less than or equal to 0.5% or by two-thirds vote or more if the amount of carry forward levy adjustment is greater than 0.5% up to the maximum of 1.5%.

Beginning with levies imposed in 2015, if a political subdivision does not make an adjustment in its levy as described in the above paragraph in the current year, the political subdivision may increase its levy by the aggregate amount of the differences between the political subdivision's valuation factor in the previous year and the actual percent increase in a political subdivision's levy attributable to the political subdivision's valuation factor in the previous year, for the five years before the current year, less any amount of such aggregate amount already claimed as an adjustment in any of the previous five years. The calculation of the aggregate amount available for such adjustment may not include any year before 2014, and the maximum adjustment allowed may not exceed 5%. The use of the adjustment described in this paragraph requires approval by a two-thirds vote of the political subdivision's governing body, and the adjustment may only be used if the political subdivision's level of outstanding general obligation debt in the current year is less than or equal to the political subdivision's level of outstanding general obligation debt in the previous year.

Special provisions are made with respect to property taxes levied to pay general obligation debt service. Those are described below. In addition, the statute provides for certain other exclusions from and adjustments to the tax levy limit. Among the items excluded from the limit are amounts levied for any revenue shortfall for debt service on a revenue bond issued under Section 66.0621. Among the adjustments permitted is an adjustment applicable when a tax increment district terminates, which allows an amount equal to the prior year's allowable levy multiplied by 50% of the political subdivision's percentage growth due to the district's termination.

With respect to general obligation debt service, the following provisions are made:

(a) If a political subdivision's levy for the payment of general obligation debt service, including debt service on debt issued or reissued to fund or refund outstanding obligations of the political subdivision and interest on outstanding obligations of the political subdivision, on debt



originally issued before July 1, 2005, is less in the current year than in the previous year, the political subdivision is required to reduce its levy limit in the current year by the amount of the difference between the previous year's levy and the current year's levy.

(b) For obligations authorized before July 1, 2005, if the amount of debt service in the preceding year is less than the amount of debt service needed in the current year, the levy limit is increased by the difference between the two amounts. This adjustment is based on scheduled debt service rather than the amount actually levied for debt service (after taking into account offsetting revenues such as sales tax revenues, special assessments, utility revenues, tax increment revenues or surplus funds). Therefore, the levy limit could negatively impact political subdivisions that experience a reduction in offsetting revenues.

(c) The levy limits do not apply to property taxes levied to pay debt service on general obligation debt authorized on or after July 1, 2005.

The Securities were authorized after July 1, 2005 and therefore the levy limits do not apply to taxes levied to pay debt service on the Securities.

## **Legal Matters**

Certain legal matters incident to the authorization and issuance of the Securities are subject to the approval of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, whose approving legal opinions will be available at the time of the delivery of the Securities. The proposed forms of such opinions are attached hereto as Appendix B.

Quarles & Brady LLP has also been retained by the Village to serve as Disclosure Counsel to the Village with respect to the Securities. Although, as Disclosure Counsel to the Village, Quarles & Brady LLP has assisted the Village with certain disclosure matters, Quarles & Brady LLP has not undertaken to independently verify the accuracy, completeness or sufficiency of this Official Statement or other offering material relating to the Securities and assumes no responsibility whatsoever nor shall have any liability to any other party for the statements or information contained or incorporated by reference in this Official Statement. Further, Quarles & Brady LLP makes no representation as to the suitability of the Securities for any investor.

## **The Bonds**

### **Taxability of Interest**

Interest on the Bonds is included in gross income for present Federal income tax purposes.

Interest on the Bonds is not exempt from present Wisconsin income or franchise taxes.

### **Original Issue Discount**

To the extent that the initial public offering price of certain of the Bonds is less than the stated principal amount payable at maturity, such Bonds will be considered to be issued with original issue discount unless the amount of original issue discount is "de minimis." The amount of original issue discount with respect to a Bond will be "de minimis" if the amount of discount is less than one-fourth of 1% of the principal amount payable at maturity multiplied by the number of complete years from the issue date until the maturity date.

If the amount of discount with respect to a Bond is considered "de minimis," then the amount of original issue discount with respect to the Bond will be zero. In that case, owners of those Bonds will not be required to include any amount of original issue discount in income until the principal amount is repaid, at which time the owner will recognize capital gain (assuming the Bond is held as a capital asset) equal to the excess of the amount received at maturity over the issue price.

If the amount of discount with respect to a Bond is more than "de minimis," then the Bonds will contain original issue discount and owners of the Bonds will be required to include original issue discount in income. The Internal Revenue Code of 1986, as amended (the "Code") contains a number of very complex provisions requiring holders of debt instruments with original issue discount to include such original issue discount in income as it accrues ratably over the life of the debt instrument. In the case of a Bond with original issue discount, the owner may be required to include the original issue discount in income before the owner receives the associated cash payment, regardless of the owner's regular method of accounting for tax purposes. Any such original issue discount that is included in income is treated in the same manner as interest. Any original issue discount that is included in income by an owner with respect to a Bond will increase the holder's tax basis in the Bond.

The Code contains certain provisions relating to the accrual of original issue discount (including de minimis original issue discount) in the case of subsequent purchasers of obligations such as the Bonds. Owners who do not purchase Bonds in the initial public offering should consult their own tax advisors with respect to the tax consequences of the acquisition and ownership of Bonds.

Owners who purchase Bonds in the initial public offering but at a price different than the initial offering price at which a substantial amount of that maturity of the Bonds was sold to the public should consult their own tax advisors with respect to the tax consequences of the acquisition and ownership of the Bonds.

Owners of Bonds should consult their own tax advisors with respect to the state and local tax consequences of owning the Bonds.

### **Bond Premium**

To the extent that the initial offering price of certain of the Bonds ("Premium Bonds") is more than the principal amount payable at maturity, the Premium Bonds will be considered to have "bond premium" equal to the difference between the issue price and the stated redemption price at maturity.

Any Premium Bond purchased in the initial offering at the issue price will have "amortizable bond premium" within the meaning of Section 171 of the Code. Owners of Premium Bonds, the interest on which is subject to tax, may make an election to amortize the bond premium and to offset the taxable interest income with the amortizable bond premium for the year. Any amortizable bond premium that reduces the amount of interest income also reduces the owner's adjusted tax basis in the Bond by a corresponding amount. The adjusted tax basis in a Premium Bond will be used to determine taxable gain or loss upon a disposition (for example, upon a sale, exchange, redemption, or payment at maturity) of such Premium Bond. If the election is made, it is effective for all Bonds acquired during that year and all future years unless the taxpayer receives permission from the IRS to revoke the election. Owners of Premium Bonds should consult with their tax advisors regarding the calculation and treatment of bond premium for federal income tax purposes, as well as the manner of making the election.

Owners of the Premium Bonds who do not purchase such Premium Bonds in the initial offering at the issue price should consult with their tax advisors regarding the tax consequences of owning the Premium Bonds.

Owners of Premium Bonds should consult with their tax advisors regarding the state and local tax consequences of owning such Premium Bonds.

## **The Notes**

### **Tax Exemption**

Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, will deliver a legal opinion with respect to the federal income tax exemption applicable to the interest on the Notes under existing law substantially in the following form:

"The interest on the Notes is excludable for federal income tax purposes from the gross income of the owners of the Notes. The interest on the Notes is not an item of tax preference for purposes of the federal alternative minimum tax imposed by Section 55 of the Internal Revenue Code of 1986, as amended (the "Code") on individuals. The Code contains requirements that must be satisfied subsequent to the issuance of the Notes in order for interest on the Notes to be or continue to be excludable from gross income for federal income tax purposes. Failure to comply with certain of those requirements could cause the interest on the Notes to be included in gross income retroactively to the date of issuance of the Notes. The Issuer has agreed to comply with all of those requirements. The opinion set forth in the first sentence of this paragraph is subject to the condition that the Issuer comply with those requirements. We express no opinion regarding other federal tax consequences arising with respect to the Notes."

The interest on the Notes is not exempt from present Wisconsin income or franchise taxes.

Prospective purchasers of the Notes should be aware that ownership of the Notes may result in collateral federal income tax consequences to certain taxpayers. Bond Counsel will not express any opinion as to such collateral tax consequences. Prospective purchasers of the Notes should consult their tax advisors as to collateral federal income tax consequences.

From time to time legislation is proposed, and there are or may be legislative proposals pending in the Congress of the United States that, if enacted, could alter or amend the federal tax matters referred to above or adversely affect the market value of the Notes. It cannot be predicted whether, or in what form, any proposal that could alter one or more of the federal tax matters referred to above or adversely affect the market value of the Notes may be enacted. Prospective purchasers of the Notes should consult their own tax advisors regarding any pending or proposed federal tax legislation. Bond Counsel expresses no opinion regarding any pending or proposed federal tax legislation.

See Appendix B "Proposed Forms of Legal Opinions"

## **Designation As Qualified Tax-Exempt Obligations**

The Village will designate the Notes as "qualified tax-exempt obligations" for purposes of Section 265 of the Code relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

## **Original Issue Discount**

To the extent that the initial public offering price of certain of the Notes is less than the principal amount payable at maturity, such Notes ("Discounted Notes") will be considered to be issued with original issue discount. The original issue discount is the excess of the stated redemption price at maturity of a Discounted Note over the initial offering price to the public, excluding underwriters or other intermediaries, at which price a substantial amount of such Discounted Notes were sold (issue price). With respect to a taxpayer who purchases a Discounted Note in the initial public offering at the issue price and who holds such Discounted Note to maturity, the full amount of original issue discount will constitute interest that is not includible in the gross income of the owner of such Discounted Note for federal income tax purposes and such owner will not, subject to the caveats and provisions herein described, realize taxable capital gain upon payment of such Discounted Note upon maturity.

Original issue discount is treated as compounding semiannually, at a rate determined by reference to the yield to maturity of each individual Discounted Note, on days that are determined by reference to the maturity date of such Discounted Note. The amount treated as original issue discount on a Discounted Note for a particular semiannual accrual period is generally equal to (a) the product of (i) the yield to maturity for such Discounted Note (determined by compounding at the close of each accrual period) and (ii) the amount that would have been the tax basis of such Discounted Note at the beginning of the particular accrual period if held by the original purchaser; and less (b) the amount of any interest payable for such Discounted Note during the accrual period. The tax basis is determined by adding to the initial public offering price on such Discounted Note the sum of the amounts that have been treated as original issue discount for such purposes during all prior periods. If a Discounted Note is sold or exchanged between semiannual compounding dates, original issue discount that would have been accrued for that semiannual compounding period for federal income tax purposes is to be apportioned in equal amounts among the days in such compounding period.

For federal income tax purposes, the amount of original issue discount that is treated as having accrued with respect to such Discounted Note is added to the cost basis of the owner in determining gain or loss upon disposition of a Discounted Note (including its sale, exchange, redemption, or payment at maturity). Amounts received upon disposition of a Discounted Note that are attributable to accrued original issue discount will be treated as tax-exempt interest, rather than as taxable gain.

The accrual or receipt of original issue discount on the Discounted Notes may result in certain collateral federal income tax consequences for the owners of such Discounted Notes. The extent of these collateral tax consequences will depend upon the owner's particular tax status and other items of income or deduction.

The Code contains additional provisions relating to the accrual of original issue discount. Owners who purchase Discounted Notes at a price other than the issue price or who purchase such Discounted Notes in the secondary market should consult their own tax advisors with respect to the tax consequences of owning the Discounted Notes. Under the applicable provisions governing the determination of state and local taxes, accrued interest on the Discounted Notes may be deemed to be received in the year of accrual even though there will not be a corresponding cash payment until a later year. Owners of Discounted Notes should consult their own tax advisors with respect to the state and local tax consequences of owning the Discounted Notes.

## **Bond Premium**

To the extent that the initial offering price of certain of the Notes is more than the principal amount payable at maturity, such Notes ("Premium Notes") will be considered to have bond premium.

Any Premium Note purchased in the initial offering at the issue price will have "amortizable bond premium" within the meaning of Section 171 of the Code. The amortizable bond premium of each Premium Note is calculated on a daily basis from the issue date of such Premium Note until its stated maturity date (or call date, if any) on the basis of a constant interest rate compounded at each accrual period (with straight line interpolation between the compounding dates). An owner of a Premium Note that has amortizable bond premium is not allowed any deduction for the amortizable bond premium; rather the amortizable bond premium attributable to a taxable year is applied against (and operates to reduce) the amount of tax-exempt interest payments on the Premium Notes. During each taxable year, such an owner must reduce his or her tax basis in such Premium Note by the amount of the amortizable bond premium that is allocable to the portion of such taxable year during which the holder held such Premium Note. The adjusted tax basis in a Premium Note will be used to determine taxable gain or loss upon a disposition (including the sale, exchange, redemption, or payment at maturity) of such Premium Note.



Owners of Premium Notes who did not purchase such Premium Notes in the initial offering at the issue price should consult their own tax advisors with respect to the tax consequences of owning such Premium Notes. Owners of Premium Notes should consult their own tax advisors with respect to the state and local tax consequences of owning the Premium Notes.

## **MUNICIPAL BANKRUPTCY**

Municipalities are prohibited from filing for bankruptcy under Chapter 11 (reorganization) or Chapter 7 (liquidation) of the U.S. Bankruptcy Code (11 U.S.C. §§ 101-1532) (the "Bankruptcy Code"). Instead, the Bankruptcy Code permits municipalities to file a petition under Chapter 9 of the Bankruptcy Code, but only if certain requirements are met. These requirements include that the municipality must be "specifically authorized" under State law to file for relief under Chapter 9. For these purposes, "State law" may include, without limitation, statutes of general applicability enacted by the State legislature, special legislation applicable to a particular municipality, and/or executive orders issued by an appropriate officer of the State's executive branch.

As of the date hereof, Wisconsin law contains no express authority for municipalities to file for bankruptcy relief under Chapter 9 of the Bankruptcy Code.

Nevertheless, there can be no assurance (a) that State law will not change in the future, while the Securities are outstanding, in a way that would allow the Village to file for bankruptcy relief under Chapter 9 of the Bankruptcy Code; or (b) even absent such a change in State law, that an executive order or other executive action could not effectively authorize the Village to file for relief under Chapter 9. If, in the future, the Village were to file a bankruptcy case under Chapter 9, the relevant bankruptcy court would need to consider whether the Village could properly do so, which would involve questions regarding State law authority as well as other questions such as whether the Village is a municipality for bankruptcy purposes. If the relevant bankruptcy court concluded that the Village could properly file a bankruptcy case, and that determination was not reversed, vacated, or otherwise substantially altered on appeal, then the rights of holders of the Securities could be modified in bankruptcy proceedings. Such modifications could be adverse to holders of the Securities, and there could ultimately be no assurance that holders of the Securities would be paid in full or in part on the Securities. Further, under such circumstances, there could be no assurance that the Securities would not be treated as general, unsecured debt by a bankruptcy court, meaning that claims of holders of the Securities could be viewed as having no priority (a) over claims of other creditors of the Village; (b) to any particular assets of the Village, or (c) to revenues otherwise designated for payment to holders of the Securities.

Moreover, if the Village were determined not to be a "municipality" for the purposes of the Bankruptcy Code, no representations can be made regarding whether it would still be eligible for voluntary or involuntary relief under Chapters of the Bankruptcy Code other than Chapter 9 or under similar federal or state law or equitable proceeding regarding insolvency or providing for protection from creditors. In any such case, there can be no assurance that the consequences described above for the holders of the Securities would not occur.

## **MISCELLANEOUS**

### **Ratings**

A rating on the Securities has been requested from S&P Global Ratings, a division of S&P Global ("S&P").

Currently, S&P maintains its "AA" rating and stable outlook on the Village's previously issued long-term general obligation debt. Moody's Investors Service, Inc. ("Moody's") has rated certain outstanding general obligation debt of the Village "Aa3." No application for a rating has been submitted to Moody's in connection with the Securities.

The rating reflects only the view of S&P, and an explanation of the significance of such rating may be obtained therefrom. Generally, a rating agency bases its rating on the information and materials furnished to it and on investigations, studies and assumptions of its own. There is no assurance that the rating will remain in effect for any given period of time or that it will not be revised, either upward or downward, or withdrawn entirely, by S&P if, in their judgment, circumstances so warrant. Any such downward revision or withdrawal of such rating may have an adverse effect on the market price of the Securities.

Such rating is not to be construed as a recommendation of the rating agency to buy, sell or hold the Securities, and the rating assigned by the rating agency should be evaluated independently. Except as may be required by the Undertaking described under the heading "Continuing Disclosure" neither the Village nor the Underwriter undertake responsibility to bring to the attention of the owners of the Securities any proposed change in or withdrawal of such rating or to oppose any such revision or withdrawal.

**Continuing Disclosure**

**Undertaking to Provide Continuing Disclosure.** In order to assist the Underwriter in complying with Rule 15c2-12 promulgated by the Securities and Exchange Commission, pursuant to the Securities Exchange Act of 1934, as amended (the "Rule"), the Village shall covenant pursuant to the Resolutions adopted by the Village Board to enter into undertakings (the "Undertakings") for the benefit of holders including beneficial holders of the Securities to provide certain financial information and operating data relating to the Village annually to the Municipal Securities Rulemaking Board (the "MSRB"), and to provide notice of the occurrence of certain events enumerated in the Rule electronically or in the manner otherwise prescribed by the MSRB to the MSRB. The details and terms of the Undertakings, as well as the information to be contained in the annual report or the notices of material events, are set forth in the Continuing Disclosure Certificates to be executed and delivered by the Village at the time the Securities are delivered. Such Certificates will be in substantially the forms attached hereto as Appendix C. A failure by the Village to comply with the Undertakings will not constitute an event of default on the Securities (although holders will have the right to obtain specific performance of the obligations under the Undertakings). Nevertheless, such a failure must be reported in accordance with the Rule and must be considered by any broker dealer or municipal securities dealer before recommending the purchase or sale of the Securities in the secondary market. Consequently, such a failure may adversely affect the transferability and liquidity of the Securities and their market price.

In the previous five years the Village has not failed to comply in all material respects with any previous undertakings under the Rule.

The Village will be required to file its continuing disclosure information using the Electronic Municipal Market Access ("EMMA") system. Investors will be able to access continuing disclosure information filed with the MSRB at [www.emma.msrb.org](http://www.emma.msrb.org).

**Underwriting**

Pursuant to a bond purchase agreement with the Village, Hutchinson, Shockey, Erley & Co. (the "Underwriter") has agreed to purchase all of the Bonds, if any of the Bonds are purchased, upon the satisfaction of certain conditions set forth in the bond purchase agreement. The Underwriter has agreed to purchase the Bonds from the Village at a price of \$\_\_\_\_\_. The Underwriter intends to reoffer the Bonds to the public at the initial public offering prices or yields as shown on the inside cover of this Official Statement to produce a reoffering price of \$\_\_\_\_\_. The Underwriter's compensation for this issue is the difference between the purchase price and the reoffering price, less all expenses. The Bonds may be offered to certain dealers at prices lower than such public offering prices or yields and such public offering prices or yields may be changed from time to time by the Underwriter. The Underwriter reserves the right to join with dealers and other underwriters in offering the Bonds to the public.

Pursuant to a note purchase agreement with the Village, the Underwriter has agreed to purchase all of the Notes if any of the Notes are purchased, upon the satisfaction of certain conditions set forth in the note purchase agreement. The Underwriter has agreed to purchase the Notes from the Village at a price of \$\_\_\_\_\_. The Underwriter intends to reoffer the Notes to the public at the initial public offering prices or yields as shown on the inside cover of this Official Statement to produce a reoffering price of \$\_\_\_\_\_. The Underwriter's compensation for this issue is the difference between the purchase price and the reoffering price, less all expenses. The Notes may be offered to certain dealers at prices lower than such public offering prices or yields and such public offering prices or yields may be changed from time to time by the Underwriter. The Underwriter reserves the right to join with dealers and other underwriters in offering the Notes to the public.

**CERTIFICATES CONCERNING OFFICIAL STATEMENT**

Concurrently with the delivery of the Securities, the President and Clerk/Treasurer of the Village will deliver to the purchaser of the Securities certificates stating that, to the best of their knowledge, this Official Statement did not as of its date and as of the sale date and does not, as of the date of delivery of the Securities, contain an untrue statement of a material fact or omit to state a material fact required to be included therein for the purpose for which this Official Statement is to be used or necessary to make the statements therein, in the light of the circumstances under which they were made not misleading.

**VILLAGE OF MUKWONAGO**

By \_\_\_\_\_  
Clerk/Treasurer

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APPENDIX A

AUDITED FINANCIAL STATEMENTS  
OF  
VILLAGE OF MUKWONAGO  
FOR THE YEAR ENDED DECEMBER 31, 2017

**APPENDIX B**

**PROPOSED FORMS OF LEGAL OPINIONS**

Quarles & Brady LLP  
411 East Wisconsin Avenue  
Milwaukee, WI 53202

February 20, 2019

Re: Village of Mukwonago, Wisconsin ("Issuer")  
\$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A,  
dated February 20, 2019 ("Bonds")

We have acted as bond counsel to the Issuer in connection with the issuance of the Bonds. In such capacity, we have examined such law and such certified proceedings, certifications, and other documents as we have deemed necessary to render this opinion.

Regarding questions of fact material to our opinion, we have relied on the certified proceedings and other certifications of public officials and others furnished to us without undertaking to verify the same by independent investigation.

The Bonds are numbered from R-1 and upward; bear interest at the rates set forth below; and mature on March 1 of each year, in the years and principal amounts as follows:

<u>Year</u>	<u>Principal Amount*</u>	<u>Interest Rate</u>
2020	\$350,000	___%
2021	350,000	___
2022	350,000	___
2023	350,000	___
2024	350,000	___
2025	350,000	___
2026	275,000	___

Interest is payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020.

The Bonds maturing on March 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the Issuer, on March 1, 2024 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Issuer, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[The Bonds maturing in the years \_\_\_\_\_ are subject to mandatory redemption by lot as provided in the resolution authorizing the Bonds, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

\* Preliminary, subject to change.



We further certify that we have examined a sample of the Bonds and find the same to be in proper form.

Based upon and subject to the foregoing, it is our opinion under existing law that:

1. The Bonds have been duly authorized and executed by the Issuer and are valid and binding general obligations of the Issuer.
2. All the taxable property in the territory of the Issuer is subject to the levy of ad valorem taxes to pay principal of, and interest on, the Bonds, without limitation as to rate or amount. The Issuer is required by law to include in its annual tax levy the principal and interest coming due on the Bonds except to the extent that necessary funds have been irrevocably deposited into the debt service fund account established for the payment of the principal of and interest on the Bonds.
3. The interest on the Bonds is included for federal income tax purposes in the gross income of the owners of the Bonds.

We express no opinion regarding the accuracy, adequacy, or completeness of the Official Statement or any other offering material relating to the Bonds. Further, we express no opinion regarding tax consequences arising with respect to the Bonds other than as expressly set forth herein.

The rights of the owners of the Bonds and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and similar laws affecting creditors' rights and may be subject to the exercise of judicial discretion in accordance with general principles of equity, whether considered at law or in equity.

This opinion is given as of the date hereof, and we assume no obligation to revise or supplement this opinion to reflect any facts or circumstances that may hereafter come to our attention, or any changes in law that may hereafter occur.

QUARLES & BRADY LLP



Quarles & Brady LLP  
411 East Wisconsin Avenue  
Milwaukee, WI 53202

February 20, 2019

Re: Village of Mukwonago, Wisconsin ("Issuer")  
\$4,225,000 General Obligation Promissory Notes, Series 2019B,  
dated February 20, 2019 ("Notes")

We have acted as bond counsel to the Issuer in connection with the issuance of the Notes. In such capacity, we have examined such law and such certified proceedings, certifications, and other documents as we have deemed necessary to render this opinion.

Regarding questions of fact material to our opinion, we have relied on the certified proceedings and other certifications of public officials and others furnished to us without undertaking to verify the same by independent investigation.

The Notes are numbered from R-1 and upward; bear interest at the rates set forth below; and mature on March 1 of each year, in the years and principal amounts as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
2020	\$ 150,000	___%
2021	150,000	___
2022	150,000	___
2023	150,000	___
2024	250,000	___
2025	250,000	___
2026	550,000	___
2027	1,050,000	___
2028	1,525,000	___

Interest is payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020.

The Notes maturing on March 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the Issuer, on March 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Issuer, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

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

We further certify that we have examined a sample of the Notes and find the same to be in proper form.

Based upon and subject to the foregoing, it is our opinion under existing law that:

1. The Notes have been duly authorized and executed by the Issuer and are valid and binding general obligations of the Issuer.
2. All the taxable property in the territory of the Issuer is subject to the levy of ad valorem taxes to pay principal of, and interest on, the Notes, without limitation as to rate or amount. The Issuer is required by law to include in its annual tax levy the principal and interest coming due on the Notes except to the extent that necessary funds have been irrevocably deposited into the debt service fund account established for the payment of the principal of and interest on the Notes.
3. The interest on the Notes is excludable for federal income tax purposes from the gross income of the owners of the Notes. The interest on the Notes is not an item of tax preference for purposes of the federal alternative minimum tax imposed by Section 55 of the Internal Revenue Code of 1986, as amended (the "Code") on individuals. The Code contains requirements that must be satisfied subsequent to the issuance of the Notes in order for interest on the Notes to be or continue to be excludable from gross income for federal income tax purposes. Failure to comply with certain of those requirements could cause the interest on the Notes to be included in gross income retroactively to the date of issuance of the Notes. The Issuer has agreed to comply with all of those requirements. The opinion set forth in the first sentence of this paragraph is subject to the condition that the Issuer comply with those requirements. We express no opinion regarding other federal tax consequences arising with respect to the Notes.

We express no opinion regarding the accuracy, adequacy, or completeness of the Official Statement or any other offering material relating to the Notes. Further, we express no opinion regarding tax consequences arising with respect to the Notes other than as expressly set forth herein.

The rights of the owners of the Notes and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and similar laws affecting creditors' rights and may be subject to the exercise of judicial discretion in accordance with general principles of equity, whether considered at law or in equity.

This opinion is given as of the date hereof, and we assume no obligation to revise or supplement this opinion to reflect any facts or circumstances that may hereafter come to our attention, or any changes in law that may hereafter occur.

QUARLES & BRADY LLP

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**APPENDIX C**

**PROPOSED FORMS OF CONTINUING DISCLOSURE CERTIFICATES**

## CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Issuer") in connection with the issuance of \$2,375,000\* Taxable General Obligation Refunding Bonds, Series 2019A, dated February 20, 2019 (the "Securities"). The Securities are being issued pursuant to a resolution adopted on February 6, 2019 (the "Resolution") and delivered to Hutchinson, Shockey, Erley & Co. (the "Purchaser") on the date hereof. Pursuant to the Resolution, the Issuer has covenanted and agreed to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events. In addition, the Issuer hereby specifically covenants and agrees as follows:

Section 1(a). Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer for the benefit of the holders of the Securities in order to assist the Participating Underwriters within the meaning of the Rule (defined herein) in complying with SEC Rule 15c2-12(b)(5). References in this Disclosure Certificate to holders of the Securities shall include the beneficial owners of the Securities. This Disclosure Certificate constitutes the written Undertaking required by the Rule.

Section 1(b). Filing Requirements. Any filing under this Disclosure Certificate must be made solely by transmitting such filing to the MSRB (defined herein) through the Electronic Municipal Market Access ("EMMA") System at [www.emma.msrb.org](http://www.emma.msrb.org) in the format prescribed by the MSRB. All documents provided to the MSRB shall be accompanied by the identifying information prescribed by the MSRB.

Section 2. Definitions. In addition to the defined terms set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" means any annual report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Audited Financial Statements" means the Issuer's annual financial statements, which are currently prepared in accordance with generally accepted accounting principles (GAAP) for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and which the Issuer intends to continue to prepare in substantially the same form.

"Final Official Statement" means the Official Statement dated February 6, 2019 delivered in connection with the Securities, which is available from the MSRB.

"Fiscal Year" means the fiscal year of the Issuer.

"Governing Body" means the Village Board of the Issuer or such other body as may hereafter be the chief legislative body of the Issuer.

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\* Preliminary, subject to change.

"Issuer" means the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin, which is the obligated person with respect to the Securities.

"Issuer Contact" means the Village Clerk/Treasurer of the Issuer who can be contacted at 440 River Crest Court, Mukwonago, Wisconsin, 53149, phone (262) 363-6420, fax (262) 363-6425.

"Listed Event" means any of the events listed in Section 5(a) of this Disclosure Certificate.

"MSRB" means the Municipal Securities Rulemaking Board.

"Participating Underwriter" means any of the original underwriter(s) of the Securities (including the Purchaser) required to comply with the Rule in connection with the offering of the Securities.

"Rule" means SEC Rule 15c2-12(b)(5) promulgated by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time, and official interpretations thereof.

"SEC" means the Securities and Exchange Commission.

### Section 3. Provision of Annual Report and Audited Financial Statements.

(a) The Issuer shall, not later than 270 days after the end of the Fiscal Year, commencing with the year ended December 31, 2018, provide the MSRB with an Annual Report filed in accordance with Section 1(b) of this Disclosure Certificate and which is consistent with the requirements of Section 4 of this Disclosure Certificate. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the Audited Financial Statements of the Issuer may be submitted separately from the balance of the Annual Report and that, if Audited Financial Statements are not available within 270 days after the end of the Fiscal Year, unaudited financial information will be provided, and Audited Financial Statements will be submitted to the MSRB when and if available.

(b) If the Issuer is unable or fails to provide to the MSRB an Annual Report by the date required in subsection (a), the Issuer shall send in a timely manner a notice of that fact to the MSRB in the format prescribed by the MSRB, as described in Section 1(b) of this Disclosure Certificate.

Section 4. Content of Annual Report. The Issuer's Annual Report shall contain or incorporate by reference the Audited Financial Statements and updates of the following sections of the Final Official Statement to the extent such financial information and operating data are not included in the Audited Financial Statements:

1. VILLAGE DEBT STRUCTURE - Outstanding General Obligation Debt Summary
2. VILLAGE DEBT STRUCTURE - Outstanding Waterworks System and Sewerage System Revenue Debt Summary
3. VILLAGE DEBT STRUCTURE - Debt Ratios (including Equalized Value)

Any or all of the items listed above may be incorporated by reference from other documents, including official statements of debt issues of the Issuer or related public entities, which are available to the public on the MSRB's Internet website or filed with the SEC. The Issuer shall clearly identify each such other document so incorporated by reference.

#### Section 5. Reporting of Listed Events.

(a) This Section 5 shall govern the giving of notices of the occurrence of any of the following events with respect to the Securities:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Securities, or other material events affecting the tax status of the Securities;
7. Modification to rights of holders of the Securities, if material;
8. Securities calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution or sale of property securing repayment of the Securities, if material;
11. Rating changes;
12. Bankruptcy, insolvency, receivership or similar event of the Issuer;
13. The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake



such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and

14. Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For the purposes of the event identified in subsection (a)12. above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the Issuer in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Issuer, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer.

(b) When a Listed Event occurs, the Issuer shall, in a timely manner not in excess of ten business days after the occurrence of the Listed Event, file a notice of such occurrence with the MSRB. Notwithstanding the foregoing, notice of Listed Events described in subsections (a) (8) and (9) need not be given under this subsection any earlier than the notice (if any) of the underlying event is given to holders of affected Securities pursuant to the Resolution.

(c) Unless otherwise required by law, the Issuer shall submit the information in the format prescribed by the MSRB, as described in Section 1(b) of this Disclosure Certificate.

Section 6. Termination of Reporting Obligation. The Issuer's obligations under the Resolution and this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all the Securities.

Section 7. Issuer Contact; Agent. Information may be obtained from the Issuer Contact. Additionally, the Issuer may, from time to time, appoint or engage a dissemination agent to assist it in carrying out its obligations under the Resolution and this Disclosure Certificate, and may discharge any such agent, with or without appointing a successor dissemination agent.

Section 8. Amendment; Waiver. Notwithstanding any other provision of the Resolution or this Disclosure Certificate, the Issuer may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, if the following conditions are met:

(a)(i) The amendment or waiver is made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the Issuer, or the type of business conducted; or

(ii) This Disclosure Certificate, as amended or waived, would have complied with the requirements of the Rule at the time of the primary offering, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and

(b) The amendment or waiver does not materially impair the interests of beneficial owners of the Securities, as determined and certified to the Issuer by an underwriter, financial advisor, bond counsel or trustee.

In the event this Disclosure Certificate is amended for any reason other than to cure any ambiguities, inconsistencies, or typographical errors that may be contained herein, the Issuer agrees the next Annual Report it submits after such amendment shall include an explanation of the reasons for the amendment and the impact of the change, if any, on the type of financial statements or operating data being provided.

If the amendment concerns the accounting principles to be followed in preparing financial statements, then the Issuer agrees that it will give an event notice and that the next Annual Report it submits after such amendment will include a comparison between financial statements or information prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Issuer chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the Issuer shall have no obligation under this Disclosure Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

Section 10. Default. (a) Except as described in the Final Official Statement, in the previous five years, the Issuer has not failed to comply in all material respects with any previous undertakings under the Rule to provide annual reports or notices of events.

(b) In the event of a failure of the Issuer to comply with any provision of this Disclosure Certificate any holder of the Securities may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer to comply with its obligations under the Resolution and this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default with respect to the Securities and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer, the Participating Underwriters and holders from time to time of the Securities, and shall create no rights in any other person or entity.

IN WITNESS WHEREOF, we have executed this Certificate in our official capacities effective the 20th day of February, 2019.

(SEAL)

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Fred Winchowky  
President

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Judith A. Taubert  
Village Clerk/Treasurer

## CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Issuer") in connection with the issuance of \$4,225,000 General Obligation Promissory Notes, Series 2019B, dated February 20, 2019 (the "Securities"). The Securities are being issued pursuant to a resolution adopted on February 6, 2019 (the "Resolution") and delivered to Hutchinson, Shockey, Erley & Co. (the "Purchaser") on the date hereof. Pursuant to the Resolution, the Issuer has covenanted and agreed to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events. In addition, the Issuer hereby specifically covenants and agrees as follows:

Section 1(a). Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer for the benefit of the holders of the Securities in order to assist the Participating Underwriters within the meaning of the Rule (defined herein) in complying with SEC Rule 15c2-12(b)(5). References in this Disclosure Certificate to holders of the Securities shall include the beneficial owners of the Securities. This Disclosure Certificate constitutes the written Undertaking required by the Rule.

Section 1(b). Filing Requirements. Any filing under this Disclosure Certificate must be made solely by transmitting such filing to the MSRB (defined herein) through the Electronic Municipal Market Access ("EMMA") System at [www.emma.msrb.org](http://www.emma.msrb.org) in the format prescribed by the MSRB. All documents provided to the MSRB shall be accompanied by the identifying information prescribed by the MSRB.

Section 2. Definitions. In addition to the defined terms set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" means any annual report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Audited Financial Statements" means the Issuer's annual financial statements, which are currently prepared in accordance with generally accepted accounting principles (GAAP) for governmental units as prescribed by the Governmental Accounting Standards Board (GASB) and which the Issuer intends to continue to prepare in substantially the same form.

"Final Official Statement" means the Official Statement dated February 6, 2019 delivered in connection with the Securities, which is available from the MSRB.

"Fiscal Year" means the fiscal year of the Issuer.

"Governing Body" means the Village Board of the Issuer or such other body as may hereafter be the chief legislative body of the Issuer.

"Issuer" means the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin, which is the obligated person with respect to the Securities.

"Issuer Contact" means the Village Clerk/Treasurer of the Issuer who can be contacted at 440 River Crest Court, Mukwonago, Wisconsin, 53149, phone (262) 363-6420, fax (262) 363-6425.

"Listed Event" means any of the events listed in Section 5(a) of this Disclosure Certificate.

"MSRB" means the Municipal Securities Rulemaking Board.

"Participating Underwriter" means any of the original underwriter(s) of the Securities (including the Purchaser) required to comply with the Rule in connection with the offering of the Securities.

"Rule" means SEC Rule 15c2-12(b)(5) promulgated by the SEC under the Securities Exchange Act of 1934, as the same may be amended from time to time, and official interpretations thereof.

"SEC" means the Securities and Exchange Commission.

### Section 3. Provision of Annual Report and Audited Financial Statements.

(a) The Issuer shall, not later than 270 days after the end of the Fiscal Year, commencing with the year ended December 31, 2018, provide the MSRB with an Annual Report filed in accordance with Section 1(b) of this Disclosure Certificate and which is consistent with the requirements of Section 4 of this Disclosure Certificate. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the Audited Financial Statements of the Issuer may be submitted separately from the balance of the Annual Report and that, if Audited Financial Statements are not available within 270 days after the end of the Fiscal Year, unaudited financial information will be provided, and Audited Financial Statements will be submitted to the MSRB when and if available.

(b) If the Issuer is unable or fails to provide to the MSRB an Annual Report by the date required in subsection (a), the Issuer shall send in a timely manner a notice of that fact to the MSRB in the format prescribed by the MSRB, as described in Section 1(b) of this Disclosure Certificate.

Section 4. Content of Annual Report. The Issuer's Annual Report shall contain or incorporate by reference the Audited Financial Statements and updates of the following sections of the Final Official Statement to the extent such financial information and operating data are not included in the Audited Financial Statements:



1. VILLAGE DEBT STRUCTURE - Outstanding General Obligation Debt Summary
2. VILLAGE DEBT STRUCTURE - Outstanding Waterworks System and Sewerage System Revenue Debt Summary
3. VILLAGE DEBT STRUCTURE - Debt Ratios (including Equalized Value)

Any or all of the items listed above may be incorporated by reference from other documents, including official statements of debt issues of the Issuer or related public entities, which are available to the public on the MSRB's Internet website or filed with the SEC. The Issuer shall clearly identify each such other document so incorporated by reference.

#### Section 5. Reporting of Listed Events.

(a) This Section 5 shall govern the giving of notices of the occurrence of any of the following events with respect to the Securities:

1. Principal and interest payment delinquencies;
2. Non-payment related defaults, if material;
3. Unscheduled draws on debt service reserves reflecting financial difficulties;
4. Unscheduled draws on credit enhancements reflecting financial difficulties;
5. Substitution of credit or liquidity providers, or their failure to perform;
6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Securities, or other material events affecting the tax status of the Securities;
7. Modification to rights of holders of the Securities, if material;
8. Securities calls, if material, and tender offers;
9. Defeasances;
10. Release, substitution or sale of property securing repayment of the Securities, if material;
11. Rating changes;
12. Bankruptcy, insolvency, receivership or similar event of the Issuer;
13. The consummation of a merger, consolidation, or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the

ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and

14. Appointment of a successor or additional trustee or the change of name of a trustee, if material.

For the purposes of the event identified in subsection (a)12. above, the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the Issuer in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Issuer, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer.

(b) When a Listed Event occurs, the Issuer shall, in a timely manner not in excess of ten business days after the occurrence of the Listed Event, file a notice of such occurrence with the MSRB. Notwithstanding the foregoing, notice of Listed Events described in subsections (a) (8) and (9) need not be given under this subsection any earlier than the notice (if any) of the underlying event is given to holders of affected Securities pursuant to the Resolution.

(c) Unless otherwise required by law, the Issuer shall submit the information in the format prescribed by the MSRB, as described in Section 1(b) of this Disclosure Certificate.

Section 6. Termination of Reporting Obligation. The Issuer's obligations under the Resolution and this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all the Securities.

Section 7. Issuer Contact; Agent. Information may be obtained from the Issuer Contact. Additionally, the Issuer may, from time to time, appoint or engage a dissemination agent to assist it in carrying out its obligations under the Resolution and this Disclosure Certificate, and may discharge any such agent, with or without appointing a successor dissemination agent.

Section 8. Amendment; Waiver. Notwithstanding any other provision of the Resolution or this Disclosure Certificate, the Issuer may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, if the following conditions are met:

(a)(i) The amendment or waiver is made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature, or status of the Issuer, or the type of business conducted; or



(ii) This Disclosure Certificate, as amended or waived, would have complied with the requirements of the Rule at the time of the primary offering, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and

(b) The amendment or waiver does not materially impair the interests of beneficial owners of the Securities, as determined and certified to the Issuer by an underwriter, financial advisor, bond counsel or trustee.

In the event this Disclosure Certificate is amended for any reason other than to cure any ambiguities, inconsistencies, or typographical errors that may be contained herein, the Issuer agrees the next Annual Report it submits after such amendment shall include an explanation of the reasons for the amendment and the impact of the change, if any, on the type of financial statements or operating data being provided.

If the amendment concerns the accounting principles to be followed in preparing financial statements, then the Issuer agrees that it will give an event notice and that the next Annual Report it submits after such amendment will include a comparison between financial statements or information prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Issuer chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the Issuer shall have no obligation under this Disclosure Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

Section 10. Default. (a) Except as described in the Final Official Statement, in the previous five years, the Issuer has not failed to comply in all material respects with any previous undertakings under the Rule to provide annual reports or notices of events.

(b) In the event of a failure of the Issuer to comply with any provision of this Disclosure Certificate any holder of the Securities may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer to comply with its obligations under the Resolution and this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default with respect to the Securities and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer, the Participating Underwriters and holders from time to time of the Securities, and shall create no rights in any other person or entity.

IN WITNESS WHEREOF, we have executed this Certificate in our official capacities effective the 20th day of February, 2019.

(SEAL)

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Fred Winchowky  
President

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Judith A. Taubert  
Village Clerk/Treasurer

RESOLUTION NO. 2019-006

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF  
\$2,375,000\* TAXABLE GENERAL OBLIGATION REFUNDING BONDS, SERIES 2019A

WHEREAS, the Village Board hereby finds and determines that it is necessary, desirable and in the best interest of the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village") to raise funds to pay the cost of refinancing certain outstanding obligations of the Village, to wit: its Taxable General Obligation Promissory Notes, dated September 17, 2014 (the "Refunded Obligations") on their March 1, 2019 maturity date (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the Village Board deems it to be necessary, desirable and in the best interest of the Village to refund the Refunded Obligations for the purpose of providing permanent financing for the projects financed by the Refunded Obligations;

WHEREAS, the Village is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation refunding bonds to refinance its outstanding obligations;

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

WHEREAS, it is the finding of the Village Board that it is necessary, desirable and in the best interest of the Village to sell such taxable general obligation refunding bonds to Hutchinson, Shockey, Erley & Co. (the "Purchaser"), pursuant to the terms and conditions of its bond purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

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

Section 1. Authorization and Sale of the Bonds. For the purpose of paying the cost of the Refunding, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of TWO MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$2,375,000)\* from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the President and Village Clerk/Treasurer or other appropriate officers of the Village are authorized and directed to execute an acceptance of the Proposal on behalf of the Village. To evidence the obligation of the Village, the President and Village Clerk/Treasurer are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the Village, taxable general obligation bonds aggregating the principal amount of TWO MILLION THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$2,375,000)\* (the "Bonds") for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

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\* Preliminary, subject to change.

Section 2. Terms of the Bonds. The Bonds shall be designated "Taxable General Obligation Refunding Bonds, Series 2019A"; shall be issued in the aggregate principal amount of \$2,375,000; shall be dated February 20, 2019; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on March 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the Village, on March 1, 2024 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

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

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2019 through 2025 for payments due in the years 2020 through 2026 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the

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\* Preliminary, subject to change.

Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

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

#### Section 6. Segregated Debt Service Fund Account.

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

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for Taxable General Obligation Refunding Bonds, Series 2019A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the Village above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

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



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

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

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

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

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

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

The Village shall cooperate in any such transfer, and the President and Village Clerk/Treasurer are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

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

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

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

Section 14. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written



undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

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

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

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

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

Adopted, approved and recorded February 6, 2019.

\_\_\_\_\_  
Fred Winchowky  
President

ATTEST:

\_\_\_\_\_  
Judith A. Taubert  
Village Clerk/Treasurer

(SEAL)

EXHIBIT A

Bond Purchase Proposal

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

(See Attached)

EXHIBIT B-1

Pricing Summary

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

(See Attached)

EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

[EXHIBIT MRP

Mandatory Redemption Provision

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

For the Term Bonds Maturing on March 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, \_\_\_\_\_

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]



EXHIBIT C

(Form of Bond)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
STATE OF WISCONSIN  
WAUKESHA AND WALWORTH COUNTIES  
NO. R-\_\_\_\_\_ VILLAGE OF MUKWONAGO \$ \_\_\_\_\_  
TAXABLE GENERAL OBLIGATION REFUNDING BOND, SERIES 2019A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
March 1, \_\_\_\_\_ February 20, 2019 \_\_\_\_\_% \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$ \_\_\_\_\_)

FOR VALUE RECEIVED, the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

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

This Bond is one of an issue of Bonds aggregating the principal amount of \$2,375,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of paying the cost of refunding certain obligations of

the Village, as authorized by a resolution adopted on February 6, 2019. Said resolution is recorded in the official minutes of the Village Board for said date.

The Bonds maturing on March 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the Village, on March 1, 2024 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

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

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

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

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

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

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

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

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

VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES,  
WISCONSIN

By: \_\_\_\_\_  
Fred Winchowky  
President

(SEAL)

By: \_\_\_\_\_  
Judith A. Taubert  
Village Clerk/Treasurer

Date of Authentication: \_\_\_\_\_, \_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

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

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory

ASSIGNMENT

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

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

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

Dated: \_\_\_\_\_

Signature Guaranteed:

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

\_\_\_\_\_  
(Depository or Nominee Name)

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

\_\_\_\_\_  
(Authorized Officer)

RESOLUTION NO. 2019-007

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$4,225,000  
GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2019B

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

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

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

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

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

Section 1. Authorization and Sale of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes, the principal sum of FOUR MILLION TWO HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$4,225,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted and the President and Village Clerk/Treasurer or other appropriate officers of the Village are authorized and directed to execute an acceptance of the Proposal on behalf of the Village. To evidence the obligation of the Village, the President and Village Clerk/Treasurer are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the Village, general obligation promissory notes aggregating the principal amount of FOUR MILLION TWO HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$4,225,000) (the "Notes") for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2019B"; shall be issued in the aggregate principal amount of \$4,225,000; shall be dated February 20, 2019; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year



commencing on March 1, 2020. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on March 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the Village, on March 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

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

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

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2019 through 2027 for payments due in the years 2020 through 2028 in the amounts set forth on the Schedule.

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

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



Section 6. Segregated Debt Service Fund Account.

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

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2019B" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished . There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the Village above the par value of the Notes and accrued interest thereon ; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

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

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

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

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

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

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

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

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

Section 13. Persons Treated as Owners: Transfer of Notes. The Village shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

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

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

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

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

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

Section 17. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

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



Section 18. Record Book. The Village Clerk/Treasurer shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk/Treasurer are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk/Treasurer including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded February 6, 2019.

\_\_\_\_\_  
Fred Winchowky  
President

ATTEST:

\_\_\_\_\_  
Judith A. Taubert  
Village Clerk/Treasurer

(SEAL)

EXHIBIT A

Note Purchase Proposal

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

(See Attached)

EXHIBIT B-1

Pricing Summary

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

(See Attached)



EXHIBIT B-2

Debt Service Schedule and Irrepealable Tax Levies

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

(See Attached)

[EXHIBIT MRP

Mandatory Redemption Provision

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

For the Term Bonds Maturing on March 1,

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
	\$ _____
	_____ (maturity)

For the Term Bonds Maturing on March 1,

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
	\$ _____
	_____ (maturity)

For the Term Bonds Maturing on March 1,

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
	\$ _____
	_____ (maturity)

For the Term Bonds Maturing on March 1,

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
	\$ _____
	_____ (maturity)]

EXHIBIT C

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS  
STATE OF WISCONSIN  
WAUKESHA AND WALWORTH COUNTIES  
NO. R- VILLAGE OF MUKWONAGO \$\_\_  
GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2019B

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:  
March 1, February 20, 2019 % \_\_\_\_\_

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: \_\_\_\_\_ THOUSAND DOLLARS  
(\$\_\_)

FOR VALUE RECEIVED, the Village of Mukwonago, Waukesha and Walworth Counties, Wisconsin (the "Village"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2020 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by Associated Trust Company, National Association, Green Bay, Wisconsin (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

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

This Note is one of an issue of Notes aggregating the principal amount of \$4,225,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the Village pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for public purposes, including paying the cost of projects included in the Village's Capital Improvement Plan and tax incremental district project costs, as authorized by a resolution

adopted on February 6, 2019. Said resolution is recorded in the official minutes of the Village Board for said date.

The Notes maturing on March 1, 2027 and thereafter are subject to redemption prior to maturity, at the option of the Village, on March 1, 2026 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

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

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

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

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

This Note is transferable only upon the books of the Village kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the Village appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together

with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the Village for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and Village may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

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

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

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

VILLAGE OF MUKWONAGO  
WAUKESHA AND WALWORTH COUNTIES,  
WISCONSIN

By: \_\_\_\_\_  
Fred Winchowky  
President

(SEAL)

By: \_\_\_\_\_  
Judith A. Taubert  
Village Clerk/Treasurer

Date of Authentication: \_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

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

ASSOCIATED TRUST COMPANY,  
NATIONAL ASSOCIATION,  
GREEN BAY, WISCONSIN

By \_\_\_\_\_  
Authorized Signatory



ASSIGNMENT

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

\_\_\_\_\_  
(Name and Address of Assignee)

\_\_\_\_\_  
(Social Security or other Identifying Number of Assignee)

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

Dated: \_\_\_\_\_

Signature Guaranteed:

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

\_\_\_\_\_  
(Depository or Nominee Name)

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

\_\_\_\_\_  
(Authorized Officer)

# RatingsDirect®

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## Summary:

# Mukwonago Village, Wisconsin; General Obligation

### **Primary Credit Analyst:**

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

### **Secondary Contact:**

Joseph Vodziak, Chicago + 1 312 233 7094; [joseph.vodziak@spglobal.com](mailto:joseph.vodziak@spglobal.com)

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## Summary:

# Mukwonago Village, Wisconsin; General Obligation

### Credit Profile

US\$4.225 mil GO prom notes ser 2019B dtd 02/20/2019 due 03/01/2028		
<i>Long Term Rating</i>	AA/Stable	New
US\$2.475 mil taxable GO rfdg bnds ser 2019A dtd 02/20/2019 due 03/01/2026		
<i>Long Term Rating</i>	AA/Stable	New
Mukwonago Vill GO		
<i>Long Term Rating</i>	AA/Stable	Affirmed

## Rationale

S&P Global Ratings assigned its 'AA' rating and stable outlook to Mukwonago Village, Wis.' series 2019A general obligation (GO) refunding bonds and series 2019B GO promissory notes and affirmed its 'AA' rating, with a stable outlook, on the village's existing GO debt.

Mukwonago's full-faith-and-credit pledge and agreement to levy ad valorem property taxes, without limitation as to rate or amount, secure the bonds and other GO obligations.

Officials intend to use series 2019A bond proceeds to refund certain existing obligations, including the 2014 notes at maturity on March 1, 2019, and series 2019B note proceeds to fund capital improvement plan (CIP) projects and incremental-tax-district-project costs.

Overall, the village's strong economy, evidenced by growing market value and increasing building permits, remains a credit positive. What we consider the village's consistently strong budgetary performance and reserves, supported by a fund-balance policy, will likely continue to anchor the rating. We note the village's debt profile is weak and carrying charges are elevated. However, very rapid amortization somewhat offsets these factors. If debt service carrying charges were to become elevated to the point budgetary flexibility is limited, rating pressure could result.

The rating reflects our opinion of Mukwonago's:

- Strong economy, with access to a broad and diverse metropolitan statistical area (MSA);
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with an operating surplus in the general fund and a slight operating surplus at the total governmental-fund level in fiscal 2017;
- Very strong budgetary flexibility, with available fund balance in fiscal 2017 of 48% of operating expenditures;
- Very strong liquidity, with total government available cash at 84% of total governmental-fund expenditures and 2.3x

governmental debt service, and access to external liquidity we consider strong:

- Weak debt-and-contingent-liability position, with debt service carrying charges at 35.8% of expenditures and net direct debt that is 342.9% of total governmental-fund revenue, but rapid amortization, with 93.6% of debt scheduled to be retired within 10 years; and
- Adequate institutional framework score.

### **Strong economy**

We consider Mukwonago's economy strong. The village, with an estimated population of 8,057, is in Walworth and Waukesha counties in the Milwaukee-Waukesha-West Allis MSA, which is broad and diverse. The village has a projected per capita effective buying income of 104.6% of the national level and per capita market value of \$108,899. Overall, market value grew by 4.5% during the past year to \$877.4 million in fiscal 2018. The counties' weight-averaged unemployment was 2.9% in 2017.

Mukwonago is a largely residential community, approximately 30 miles southwest of Milwaukee. The 10 leading taxpayers are very diverse, representing about 12% of the property tax base. Leading employers include:

- Mukwonago Area School District (633 employees);
- AptarGroup Inc. (485), injection molding; and
- Empire Level (250), tool manufacturer.

### **Strong management**

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

In developing the annual budget, Mukwonago uses, at least, three years of historical data for revenue and expenditure assumptions. The village provides monthly reports on budget-to-actual results to its board, regarding budgetary performance. It does not maintain a long-term financial plan. However, it has a five-year, long-term CIP it updates annually with identified funding sources.

Mukwonago has an investment-management policy, and it provides monthly investment-performance reports to the board. The village also maintains a debt-management policy that provides restrictions on issuing certain debt types. In addition, its general-fund policy allots 25% of the ensuing year's budgeted expenditures for cash flow, which it complies with currently.

### **Strong budgetary performance**

Mukwonago's budgetary performance is strong, in our opinion. The village had surplus operating results in the general fund of 5.6% of expenditures and slight surplus results across all governmental funds of 1.5% of expenditures in fiscal 2017. Our assessment accounts for the fact that we expect budgetary results could deteriorate somewhat from fiscal 2017 results during the next few fiscal years.

Our view of Mukwonago's budgetary performance includes adjustments for recurring transfers and bond-proceed

spending. After reporting a 2% general fund surplus at fiscal year-end Dec. 31, 2016, Mukwonago reported a 5.6% surplus in fiscal 2017. Similar to previous fiscal years, officials largely attribute the fiscal 2017 surplus to increased building-permit revenue.

Unaudited fiscal 2018 general fund results show a \$136,000, or 3.1% of expenditures, operating surplus due to higher-than-budgeted building permit revenue. While we note the village expects a surplus, we recognize it is now as strong as fiscal 2017. Therefore, we believe budgetary performance will likely remain strong in fiscal 2018, upon the completed audit.

The fiscal 2019 budget calls for breakeven general fund results. At this point in fiscal 2019, management reports it is on track with the budget. We expect budgetary performance will likely be, at least, adequate during the next two fiscal years.

Property taxes generated 57% of general fund revenue in fiscal 2017 while intergovernmental revenue accounted for 19% and licenses and permits for 11%.

#### **Very strong budgetary flexibility**

Mukwonago's budgetary flexibility is very strong, in our view, with available fund balance in fiscal 2017 of 48% of operating expenditures, or \$2.2 million. We expect available fund balance to remain above 30% of expenditures for the current and next fiscal years, which we view as a positive credit factor.

Mukwonago's fund-balance policy calls for maintaining reserves at no lower than 25% of the following year's expenditures. The village does not currently plan to draw down reserves during the next few fiscal years, and we expect budgetary flexibility will likely remain very strong.

#### **Very strong liquidity**

In our opinion, Mukwonago's liquidity is very strong, with total government available cash at 84% of total governmental-fund expenditures and 2.3x governmental debt service in fiscal 2017. In our view, the village has strong access to external liquidity if necessary.

We consider Mukwonago's access to external liquidity strong because it has regularly issued GO and revenue debt. We do not consider the village's investments aggressive because it primarily has funds in local banks and the Wisconsin Local Government Investment Pool. We do not expect Mukwonago's liquidity to deteriorate during the next few fiscal years.

The village does not have any privately placed or direct-purchase debt.

#### **Weak debt-and-contingent-liability profile**

In our view, Mukwonago's debt-and-contingent-liability profile is weak. Total governmental-fund debt service is 35.8% of total governmental-fund expenditures, and net direct debt is 342.9% of total governmental-fund revenue.

Approximately 93.6% of direct debt is scheduled to be repaid within 10 years, which is, in our view, a positive credit factor.

The debt service carrying charge as a percent of total governmental-fund expenditures is high, which we consider a credit weakness. Officials currently plan to issue approximately \$4 million of additional debt within the next two years

for road projects; however, we do not expect additional issuance to negatively affect the debt profile.

Mukwonago's pension contributions totaled 3% of total governmental-fund expenditures in fiscal 2017. The village made its full annual required pension contribution in fiscal 2017.

Mukwonago participates in the Wisconsin Retirement System (WRS), a cost-sharing, multiple-employer, defined-benefit pension plan. Using updated reporting standards in accordance with Governmental Accounting Standards Board Statement Nos. 67 and 68, the village reported a net pension liability of \$224,000 for its proportionate share of WRS' net pension liability. Due to Mukwonago's low pension costs and the fact WRS is fully funded, we do not view pension liabilities as a credit weakness. Mukwonago does not have any additional postemployment benefits.

### **Adequate institutional framework**

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

## **Outlook**

The stable outlook reflects S&P Global Ratings' expectation Mukwonago will likely maintain its very strong budgetary flexibility and strong management during the two-year outlook period. We believe the village's participation in the Milwaukee-Waukesha-West Allis MSA further supports the rating. We do not expect to change the rating during the next two years.

### **Upside scenario**

We could raise the rating if Mukwonago were to sustain improved economic characteristics and the debt-and-contingent-liability profile were to improve.

### **Downside scenario**

We could lower the rating if budgetary performance were to weaken for a sustained period, resulting in lower available reserves.

## **Related Research**

- S&P Public Finance Local GO Criteria: How We Adjust Data For Analytic Consistency, Sept. 12, 2013
- Incorporating GASB 67 And 68: Evaluating Pension/OPEB Obligations Under Standard & Poor's U.S. Local Government GO Criteria, Sept. 2, 2015
- 2018 Update Of Institutional Framework For U.S. Local Governments

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

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# Village of Mukwonago

## AGENDA ITEM REQUEST FORM

Committee/Board:	Finance
Topic:	Purchasing Policy Revision
From:	Diana Doherty, John Weidl, Trustee Penzkover
Department:	Finance
Presenter:	Diana Doherty, John Weidl, Trustee Penzkover
Date of Committee Action (if required):	February 6, 2019
Date of Village Board Action (if required):	February 20, 2019

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### Information

**Subject:** Revision to Purchasing Policy to increase overall approval limits; modify requirements for purchases made through a cooperative purchasing program; change the methodology for determining change order approvals; add approval authority for change directives and add further language under the section of emergency purchases.

**Background Information/Rationale:** The overall themes of the proposed revisions are to increase efficiency in the purchasing process or to expedite changes that might otherwise delay progress in the case of capital projects.

The proposed increases to department or administration dollar limit approvals are a reflection of the current prices of goods and services typically purchased by the Department Heads. Through observations of how their budgets have been managed, they have all shown themselves to be good stewards of the Village's resources when it comes to purchasing needed equipment and services and can be entrusted with higher authority limits. If the purchase occurs through a cooperative purchasing program – which provides already negotiated prices – and the need to obtain multiple quotes is eliminated, in addition to saving money, Department Heads are also saving time by not needing to gather multiple quotes and preparing an analysis of the information for approval.

The proposed changes to methodology for the approval of project change orders is based on the size of the project and its approved contingency as opposed to a flat dollar amount. The larger the project, the larger the amount that could be approved the Administrator. By including the contingency in the calculation, the change orders would remain within the overall amount budgeted for the project. This change in policy would prevent delays in the project which might otherwise occur while the change orders went through the current Village Board approval process. The addition of authority for the Administrator to approve change directives is also meant to prevent project delays.

The additional language added under emergency purchases is to clarify the process that should be followed in the event the expenditure substantially exceeds \$25,000 which, under normal circumstances, would require public bidding.



**Key Issues for Consideration:** The Village Board's comfort level with Administration and Department Head judgement in spending Village resources and whether sufficient oversight exists, keeping in mind that all major capital projects and equipment purchases (with the exception of emergency situations) are approved in the budget prior to any purchasing activity.

**Fiscal Impact (If any):** None – these are changes to approval authorities within budgeted amounts.

**Requested Action by Committee/Board:** Recommend for adoption the proposed revisions to the Village's Purchasing Policy.

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### Attachments

Current Purchasing Policy with proposed revisions.

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## VILLAGE OF MUKWONAGO PURCHASING POLICY

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- I. **General.** The intent of this policy is to provide guidelines that will insure that the expenditure of public funds by all Village Departments is consistent with policies set by the Village Board.
- II. **Guidelines.** The Village reserves the right to accept the bid or quote which is most beneficial to the Village, as well as the right to reject any or all bids or quotes. The determination of the most beneficial purchase shall be recommended, as required under "**Purchasing Procedures**" described below, to the Village Board, which shall make the final determination when required. No contractual award for capital improvements over \$25,000 is final until formally approved by the Village Board.
  - A. **Delegation of Authority.** Each Department Head is authorized to delegate authority to an employee(s) of that department to make and approve purchases not exceeding \$510,000. The Department Head will need to sign off on the invoices prior to payment. While delegation of authority is realistic in how Village business is conducted, the Department Head is ultimately responsible for all purchases made by employees of the department.
  - B. **Planning.** Both short and long term planning for purchases will minimize the amount of clerical and supervisory time spent documenting purchases. Each department should strive to purchase its goods and services in quantities within the foreseeable needs of the department, which maximize possible discounts. The overall plan for purchasing begins with the preparation of the Annual Budget.
  - C. **Purchase in Excess of Budgeted Amount.** Department Heads contemplating a purchase that will exceed an account's budgeted amount shall insure that provisions are made for the necessary allocation within their departmental budget prior to initiating the purchase. All expenditures, which exceed the amount of the adopted budget for the department, as well as all expenditures from any contingency account shall be presented to the Finance Committee for recommendation to the Village Board for approval.
  - D. **Quality.** Quality and service are just as important as price. It is the duty of each department to secure the best quality for the purpose intended. Quality buying is the buying of goods and services that will meet, but not exceed, the requirements for which they are intended. In some instances the primary consideration may be durability. In other instances it may be a question of immediate availability, ease of installation, frequency of repair or efficiency of operation. It is the responsibility of each Department Head to become familiar with available equipment to determine the appropriate quality required.
  - E. **Sales Tax.** The Village is exempt from paying all local and state sales taxes or Federal Excise taxes. The Clerk/Treasurer's Office can provide necessary exemption documents to vendors upon request.
  - F. **Endorsements.** Neither the Village's name nor any employee's name or position is to be used to endorse or support a product or vendor, unless specifically authorized by the Village Board.
  - G. **Ethics Laws.** Public officials and employees of the Village shall comply with all federal, state and Village ethics laws regarding conflict of interest as well as ethics regarding all purchase decisions.



**III. Purchasing Procedures.** The following procedures are established to regulate the degree of formality to be followed in the purchase of goods and services, depending on the costs of the items to be purchased. Exceptions to these procedures are noted under the **"Special Requirements"** section of this policy. Good documentation to insure that all vendors are treated fairly is in the Village's best interest. **All purchasing scenarios described in this policy assume the funds are available within the department's budget. Capital Equipment/Improvement Projects exceeding \$2530,000 in value must be preapproved in the Village's Capital plan and Annual Budget processes.**

- A. Purchases under \$510,000. Department Heads are authorized for any purchase under \$510,000. The Department Head need not secure the approval of the Finance Director in order to make purchases in this price range. It is the responsibility of each Department Head to insure control over this segment of the purchasing process. Department Heads may designate employees the authority to make purchases; and shall provide internal controls to insure that all purchases are for legitimate public purposes.
- B. Purchases from \$510,000 to \$2530,000. The Finance Director or Village Administrator is authorized to approve any purchase in the amount of \$510,000 to \$2530,000 if the service, materials, or supplies were included as part of a Department's authorized budget. Prior to securing goods or services in that range, the Department Head must obtain three (3) or more written quotes from qualified vendors, suppliers, or contractors. The Department Head must be able to show proof of the quotations and compile the information in a way that allows for comparison. If departments are unable to secure three (3) written quotations, an explanation why less than three (3) qualified vendors were available must be noted for the Finance Director. The form used to compare the quotations, as approved by the Finance Director, shall be attached to the payment authorization. The use of written quotation forms requires appropriate planning to insure that adequate lead time is available to satisfy the purchasing requirements. The preferred procedure is to mail, fax, or email the Request for Quotation form to the vendors and have it returned by mail, fax, or email. Every effort should be made to allow at least three (3) full business days between the receipt of the form by the vendor and the deadline for returning quotations. The requirement for 3 written quotes may be waived if the item or service can be purchased through a Cooperative Purchasing Program.
- C. Purchases in Excess of \$2530,000
1. Services. Departments anticipating the purchase of services exceeding \$2530,000 in value shall prepare specifications or requirements, as appropriate, to meet the Village's needs. The specifications or requirements shall be forwarded to the Finance Director for review, comment, and recommendation. Upon the Finance Director's recommendation, the Department Head can either prepare a Request for Proposal (RFP) as outlined under **"Special Requirements - Professional Services"** or prepare the Request for Quotation form as outlined in the **"Purchases from \$510,000 to \$2530,000"** section. Services purchased in this category must be presented to the Finance/Public Works Committee for recommendation to the Village Board for approval.
  2. Equipment. Departments anticipating the budgeted purchase of equipment exceeding \$2530,000 in value shall prepare specifications or requirements, as appropriate, to meet the Village's needs. The



specifications or requirements shall be forwarded to the Finance Director for review, comment, and recommendation. Upon the Finance Director's approval, the Department Head can either prepare the Request for Quotation form as outlined in the "**Purchases from \$510,000 to \$2530,000**" section or, prepare a bid package, as outlined in the "**Capital Improvements and Construction Projects**" section. Equipment purchases in this category must be presented to the Finance/Public Works Committee for recommendation to the Village Board for approval.

3. Capital Improvements and Construction Projects. For capital improvements and construction projects exceeding \$25,000 in value, Departments shall prepare specifications based upon standards appropriate to meet the Village's needs. Specifications shall be forwarded to the Village Administrator for review, comment, and recommendation. Upon the Village Administrator's recommendation, the Department Head will then prepare the necessary bid package, public notices, and advertisements to meet the Village purchasing policy and will also send invitations to bid to qualified vendors. A bid packet containing an invitation to bid, specifications, and general bid documents will be sent to qualified vendors as well as those that respond to the legal notice.

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

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

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

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

#### D. Approval of Change Orders on Construction Projects

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

i. For example, if a \$4.4M project includes a \$400,000 contingency, cumulative change orders up to \$200,000 could be approved by the Finance Director or Village Administrator provided none of the individual change orders exceeded \$50,000



- ii. In an example of a \$880,000 project with an \$80,000 contingency, only \$40,000 in cumulative change orders could be approved by the Finance Director or Village Administrator.
            - b. On construction projects without an established contingency in the approved contract amount, the Finance Director or Village Administrator is authorized to approve change orders up to 5% of the contract amount if the Village Engineer (if involved in the project) concurs with the change order.
            - c. The Village Board, at its discretion, can authorize the Finance Director or Village Administrator to approve change orders up to a specified percentage of the total contract amount.
- E. Change orders that are over the limits described for authorization by the Finance Director or Village Administrator can be approved by the Public Works Committee Chairperson prior to formal Village Board approval to avoid delays in the project timeline.
- F. Village Administrator is authorized to initiate work change directives based on pending change orders that have been reviewed by the Village Engineer and the Chair of Public Works.

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

- A. Sole Source. In the event there is only one vendor capable of providing a particular good or service, then the competitive shopping procedures outlined in this policy may be waived by the Finance Director. When a Department determines that goods or services must be purchased from a "sole source vendor", e.g., computers and related equipment and software, the Department Head shall document why only one company or individual is capable of providing the goods or services required. The documentation shall be attached to the payment authorization and submitted to the Finance Director for approval.
- B. Special Exception. Exceptions to the procedures outlined, above, under Purchasing Procedures, are granted for the following purchases:
  - 1. Internal financial operations such as payroll;
  - 2. Fund to fund transfers;
  - 3. Utility payments;
  - 4. Multi-year service contracts
  - 5. Bond payments and such other similar obligations of the Village; and,
  - 6. Salt, gasoline, crushed stone, office supplies (including recurring office forms and paper products), polymers, vehicle/equipment related parts and repairs such as, engine and transmission parts, hydraulic pumps and rams, tires, rebuilding services, annual maintenance contracts and all other recurring expenses needed in the usual and ordinary operation of the Village government and its departments in a sum not to exceed the budgeted amount.
- C. Cooperative Purchasing Programs. Departments are encouraged to use cooperative purchasing programs sponsored by the State or other jurisdictions. Such programs prove advantageous by relieving department personnel of the paper work necessary to document the purchase and by taking advantage of large quantity purchases made by such cooperatives.



- D. Professional Services. Normal competitive procedures cannot be utilized in securing professional services from attorneys, engineers, accountants, planners, and other professional people who, in keeping with the standards of their discipline, will not enter into a competitive bidding process. A Request for Proposal (RFP), while not always required to secure professional services, e.g., bond counsel, may be made upon the direction and at the discretion of the Village Administrator, the Finance/Public Works Committee and/or majority of the Village Board.

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

- E. Emergency Purchases. The procedures in this policy may be waived under emergency conditions when a delay may threaten the basic mission of a department. Emergency conditions are generally unforeseen circumstances, e.g., natural disasters or major mechanical equipment failures, wherein prompt corrective action is absolutely necessary. Occasionally equipment will require emergency repairs or other circumstances will necessitate emergency corrective action which cannot wait for compliance with this policy. ~~In any emergency situation, Department Heads are required to notify the Finance Director as quickly as possible.~~ In the event the emergency expenditure substantially exceeds \$25,000 and is a project that would normally require competitive bidding, the Village Board would need to make a finding that an emergency exists following the process in Wis. Stat. Sec. 62.15(b). In any emergency situation, Department Heads are required to notify the Finance Director, Village Administrator or Village President as quickly as possible.

- F. Petty Cash Accounts. Very often there is a need for immediate availability of funds. Petty Cash Funds may be used to avoid the time and expense of issuing payment authorizations for items totaling less than \$50. Petty Cash Receipts are to be maintained by the person responsible for the fund in certain departments and shall include; the amount, description of item, budget account number, and signatures of the persons receiving the funds and person issuing the funds. Individual receipts should be summarized on a monthly basis and presented to the Clerk/Treasurer's office that will then authorize a check to be issued to reimburse the Petty Cash Funds. The Finance Director may conduct unannounced audits of petty cash funds to assure the monies are being properly accounted for. The use of petty cash funds for personal use, even for very short periods of time, is prohibited and may be grounds for disciplinary action.

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

- Identify minimum requirements;
- Allow for a competitive bid or quote, when possible;



- Be capable of objective review; and
  - Provide for an equitable award at the lowest possible cost.
- A. General Guidelines. Specs should be kept as simple as possible while still maintaining the exactness required to keep bidders from utilizing loopholes to avoid providing the quality desired or to take advantage of their competitors. To promote competition, specs should be written in clear simple language, free of vague terms or those subject to variations of interpretation.

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

- B. Types of Specifications. Specifications need to be structured to protect the integrity of the purchasing system and to insure that the needs of the Village are met. Methods of structuring specs include:
1. Qualified Products or Acceptable Brands List. These lists are developed where it is not possible to write specs adequate to identify the quality and performance required, or when tests necessary to determine compliance with technical specs are lengthy, costly, or require complicated technical equipment.
  2. Specification by Brand or Trade Name. Brand or trade names should be used where brand name products have been found to be superior to others for the purpose intended or when their composition is secret, unknown or patented. The use of brand names establishes a quality standard, but is not intended to eliminate or limit competition. When this method is used the specs shall provide for bidding of competitive or equal grades. It is incumbent on a vendor who bids on goods of supposed equal quality to document that the goods and services are, in fact, of equal quality.
  3. Specifications by Blueprint or Dimension Sheet. Specs of construction projects shall be written to reference the blueprints or dimension sheets prepared by the engineer or architect.
  4. Specifications by Performance, Purpose or Use. Specs which include a set of performance criteria will provide flexibility for vendors to design products or programs specifically aimed at meeting the standards the Village has established. These types of specs usually generate a great deal of competition since they allow vendors to exercise some creativity in the process. Bottom line or minimum standards must be included in the specs to insure that the Village's expectations are met.
  5. Specifications by Industry Standards. Specs will often refer to industry-wide standards or standards set by other public jurisdictions. Lumber grading, standards set by asphalt or concrete industries, or referencing standard specs of the State Department of Transportation of other State of Federal agencies are typical examples.
  6. Specifications by Samples. A sample is a good way to make requirements perfectly clear. Printing bids, where artwork or existing forms would be utilized is an example. Departments utilizing samples

shall insure that adequate supplies of the samples are made available so that originals can be sent with all bid invitations.

Revised Policy Adopted this ~~3<sup>rd</sup>-20<sup>th</sup>~~ day of ~~June~~February, ~~2014~~2019.

Village of Mukwonago

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

ATTEST:

\_\_\_\_\_  
~~Steven A. Braatz, Jr.~~ Judith Taubert, Village Clerk-Treasurer



## Village of Mukwonago

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### AGENDA ITEM REQUEST FORM

Committee/Board: Finance Committee  
Topic: Village Hall Phase II Carpet installation  
From: Ron Bittner  
Department: Public Works  
Presenter: Ron Bittner  
Date of Committee Action 2/6/19  
(if required):  
Date of Village Board  
Action (if required):

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### Information

**Subject:** Purchase requisition for phase II carpet installation.

**Background Information/Rationale:** Replacing the remaining carpet in the Village Hall is part of a second phase improvement project included in the 2019 capital plan.

**Key Issues for Consideration:** Approval of the purchase requisition for CJ & Associates Inc.

**Fiscal Impact (If any):** \$21,059.00

**Requested Action by Committee/Board:** We are requesting approval of the carpeting R & R purchase requisition for CJ & Associates for \$21,059.00.

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### Attachments

CJ & Associates Inc. Carpeting Quote  
Handling Floor Quote

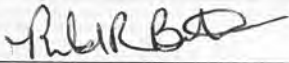
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## VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

<b>DATE:</b>	1/25/19	<b>NUMBER:</b>	
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<b>VENDOR NAME &amp; ADDRESS:</b>	<b>SHIP TO:</b>
CJ & Associates 16915 W. Victor Rd. New Berlin, WI 53151 262-786-1772	Village Hall

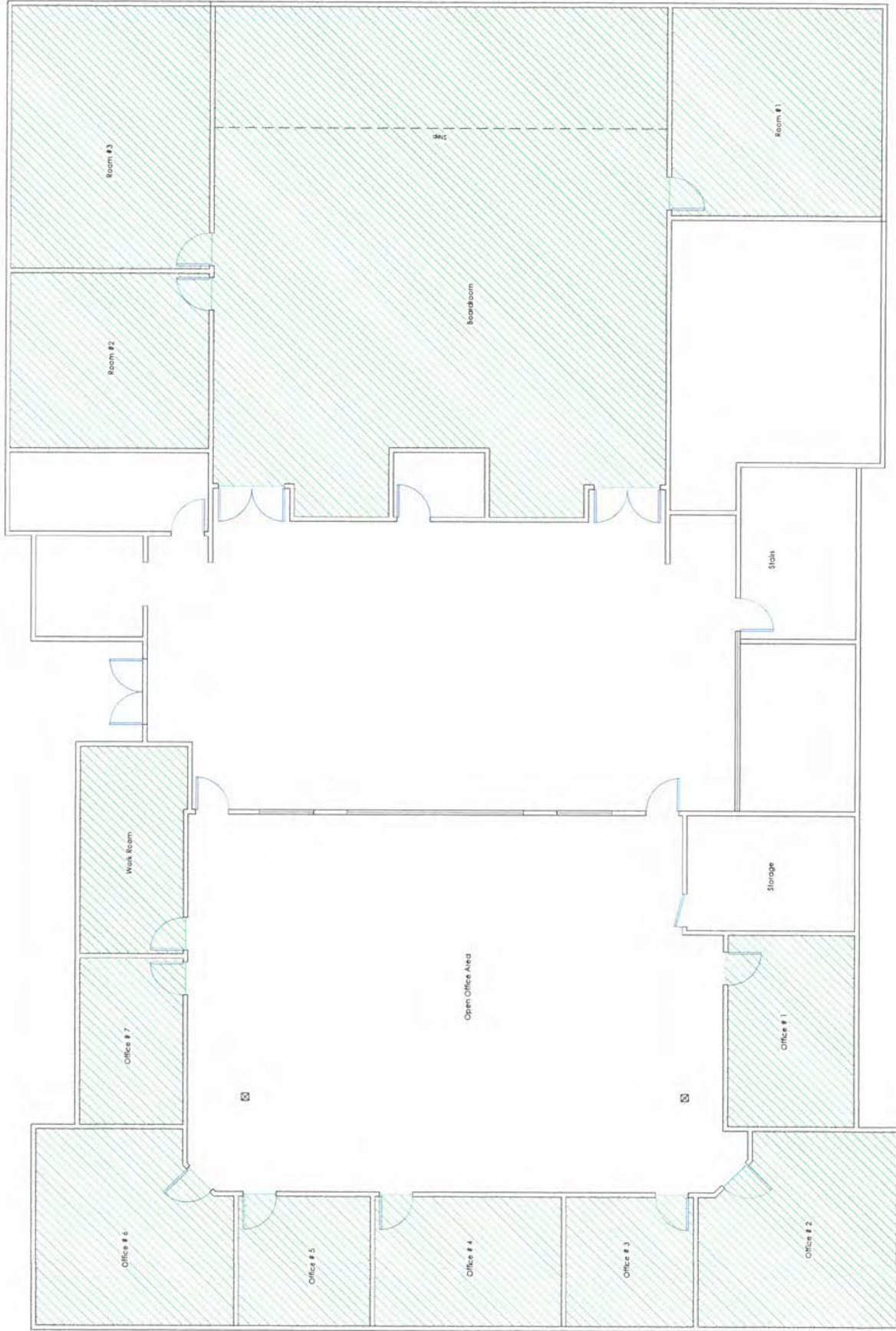
<b>DEPT NAME:</b>	<b>SUGGESTED VENDOR</b>	<b>AUTHORIZED SIGNATURE</b>
DPW	CJ & Associates	

<b>BUDGETED ITEM?</b>	Yes	<b>BUDGETED SOURCE:</b>	
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1		Board Room & Office Carpeting		\$21,059.00	
		<b>TOTAL</b>		<b>\$21,059.00</b>	430-5700-5710

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







# CJ & Associates, Inc.

It's your space  
make the most of it



Business Interiors, Since 1984

1/22/2019

Village of Mukwonago  
Ron Bittner  
Facilities Manager  
440 Rivercrest Ct  
Mukwonago, WI 53149

Project: 18270 Private Office - Community Room Carpeting Revision TWO  
**UPDATED FOR 2019 AND NEW ALTERNATE OPTION**

Dear Ron,

CJ & Associates, Inc. is pleased to present this quotation for the above referenced project.  
Our quotation is offered with and governed by the enclosed terms.

Qty	Area	Description	Investment
		Village of Mukwonago to move all furniture in phased install and reinstall after new flooring is completed This Quote Includes New Flooring in the Boardroom and (8) Private Offices	
		Remove Existing Vinyl Base and Broadloom Carpeting Prep Subfloor Furnish & Install J&J Elevated Carpet Tiles 2053 Zenith, Johnsonite # 48 Grey WG 4" Vinyl Coved Base with 6" Riser, Johnsonite RCN-48-A Stair Nosing and Carpet to Nothing Transition Strips	
		<b>Note: All Work to be Performed During First Shift Hours. Village of Mukwonago to Empty Offices and Furniture for Flooring Crew</b>	
		<b>Total Project Investment</b>	<b>\$16,471</b>

# CJ & Associates, Inc.

It's your space  
make the most of it



Business Interiors, Since 1984

## Alternate/Option 1

**Option**     4 Library Moving Carts for 1 Week     **\$150**

## Alternate 2

**Three Additional Rooms by Boardroom**     **\$5,138**

### **Labor & Materials**

Remove Existing Carpet & Vinyl Base

Prep Subfloor

Furnish & Install J&J Elevated Carpet Tiles 2053 Zenith, Johnsonite # 48

Grey WG 4" Vinyl Coved Base, 4' Strips, 1/8" Gauge

Move Furniture and Cabinets Out for Flooring and Return Later That Day and Reinstall Furniture

Additional (3) Bookcarts to Empty Out Files Getting Moved

### **General Notes:**

**We Include Moving of Large Cabinets in these Three Rooms Only**

**Owner to Empty Out Top Two Drawers of Standard File Cabinets and All**

**of Plan File Cabinets for our Guys to Slide for New Flooring**

**If Owner Removes the Furniture Completely Out and Back in for**

**Flooring, Deduct \$550.00 from this Additional cost**

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_

### Payment Terms

1. **Payment terms are 30% deposit due with order, net 15 days after project completion. Hold back/retainage allowed up to value of any open punch list items. Common carrier freight will be added at time of invoicing.**
2. A monthly service charge of 1.5% (18% per annum) will be charged on all past due account balances.
3. Credit card purchases are subject to a 5% processing fee.
4. All applicable taxes will be added at time of invoicing. Buyer will not be considered tax exempt without providing CJ & Associates, Inc. with the appropriate resale or tax exempt certificates.
5. Unless otherwise stated in the sale proposal, buyer will be charged for common carrier freight charges.

We look forward to working with you on this project.

Please let me know if you have any questions or if I can be of further assistance.

# CJ & Associates, Inc.

It's your space  
make the most of it



Business Interiors, Since 1984

Sincerely,

**CJ & ASSOCIATES, INC.**

**Daryl Hastings**

Account Executive

## **Standard Terms and Condition of Sale**

1. Upon request the buyer agrees to submit to CJ & Associates, Inc. any credit information requested in order to properly approve this order. CJ & Associates, Inc. reserves the right to change or cancel the terms of this order based on the credit rating and information obtained. CJ & Associates, Inc. also reserves the right to refuse this order for placement until any additional credit information is obtained from the buyer if requested.
2. Prices quoted are firm for 30 days against manufacturer price increases and are based on receiving the entire order as quoted.
3. The contract, scope of work (if applicable) and any drawings generated to place this order must be approved, signed, and dated by the client before order placement. Any changes will be handled via a change order or addendum.
4. Shipping is based on manufacturers' standard lead-time, after factory receives purchase order. Estimated ship dates are for manufacturer's time allowances only and do not include any time allowances for actual shipping and delivery of merchandise.
5. This order may not canceled unless agreed to in writing by management of CJ & Associates, Inc. CJ & Associates, Inc. will generally agree to cancel an order if, and only if the manufacturer agrees to restock the merchandise. CJ & Associates, Inc. will bill the client for whatever the manufacturer's restocking charge is, plus applicable freight and delivery charges. Custom products cannot be canceled. Product cannot be returned.
6. Terms inconsistent with those stated herein, which appear on purchaser's formal order, will not be binding to CJ & Associates, Inc.
7. This proposal is covered by CJ & Associates, Inc. ICR Warranty

## **General Conditions - all general conditions apply to this quotation unless otherwise noted.**

1. Architectural fees are not included in the base bid, unless otherwise noted
2. Building permit and plan review fees are not included unless otherwise noted.
3. Occupancy permit is not included. To be paid by owner if required.
4. Excludes removal or disposal of hazardous waste or materials.
5. Excludes moving of existing furniture or electronics unless otherwise noted.
6. Excludes premium or overtime pay. Work to be performed during normal business hours Monday through Friday, unless otherwise noted.
7. Excludes barrier free work including any and all allowances for ADA upgrades that may be required to bring building into code compliance outside of items listed in specific inclusions.
8. Excludes cleaning and initial floor finish of any new resilient floor, unless otherwise noted.
9. Excludes floor fill beyond minor cracks and holes. Minor floor prep is included.
10. Excludes correcting any asbestos conditions that may exist.
11. "Touch-up" included is limited to the correction of painting contractor's deficiencies in the specified work. Repairs of damage by others or latent damage are not included.
12. Final cleaning is not included.
13. Excludes phone or data cabling unless otherwise noted.
14. Hardwire electrical connection of furniture is not included, unless noted.

# Handeland Flooring Inc.

2428 W. CHESTNUT ROAD

MEQUON, WI 53092

PHONE: 262-242-8775

FAX: 262-242-8777

## PROPOSAL

QUOTE TO: VILLAGE OF MUKWONAGO  
440 RIVER CREST COURT  
MUKWONAGO, WI. 53149

PROJECT:

ATTN: RON BITTNER

DATE: 1-15-19

OUR ESTIMATE ON THE FOLLOWING:

WE PROPOSE TO REMOVE EXISTING, PREP THE SUBFLOOR,  
FURNISH AND INSTALL J&J CARPET TILE ELEVATED #2053 ZENITH AND  
VINYL WALL BASE.....\$20,750.00

IF WE SUPPLY DUMPSTER- ADD \$350

### TERMS:

All work to be accomplished by our own crew of skilled union craftsmen covered by insurance in the required limits. The above estimate is based on our regular filling of small holes and small cracks, but does not include any leveling underlayment. It is expressly agreed that there are no promises, agreements or understandings outside of this contract. Finished work is guaranteed against any defects in materials and workmanship for a period of one year from date of completion of job, but we will not be responsible for any defects due to defective subfloor or to defective work or materials of other parties, nor for unevenness in the finished work which is due to unevenness of the subfloor or wall. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

### Handeland Flooring Inc.

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

Note: This proposal may be  
withdrawn by us if not accepted within \_\_\_\_\_ days.

Date of Acceptance: \_\_\_\_\_

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



# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board: Finance Committee  
Topic: Loader Backhoe Purchase Requisition  
From: Ron Bittner  
Department: Public Works  
Presenter: Ron Bittner  
Date of Committee Action 2/6/19  
(if required):  
Date of Village Board  
Action (if required):

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### Information

**Subject:** Purchase requisition for various park equipment.

**Background Information/Rationale:** The loader backhoe was a \$120,000.00 expense identified in the capital plan for 2019. DPW solicited demonstrations and pricing on comparable pieces of equipment from three vendors. The department was able to save \$11,610.00 on the John Deere model by participating in NJPA/Sourcewell, a national cooperative purchasing program.

**Key Issues for Consideration:** Approval of the purchase requisition for a 2019 loader backhoe from Brooks Tractor Inc.

**Fiscal Impact (If any):** \$109,995.00

**Requested Action by Committee/Board:** We are requesting approval of the loader backhoe purchase requisition.

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### Attachments

Brooks Tractor Inc. Quote (John Deere)  
Fabick Cat Quote (Caterpillar)  
Miller Bradford & Risberg Quote (Case)

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## VILLAGE OF MUKWONAGO PURCHASE REQUISITION

*PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM*

<b>DATE:</b>	1/29/19	<b>NUMBER:</b>	
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<b>VENDOR NAME &amp; ADDRESS:</b>	<b>SHIP TO:</b>
Brooks Tractor Inc. 12101 West Silver Spring Drive Milwaukee, WI 53225	DPW

<b>DEPT NAME:</b>	<b>SUGGESTED VENDOR</b>	<b>AUTHORIZED SIGNATURE</b>
DPW	Brooks Tractor Inc.	

<b>BUDGETED ITEM?</b>	Yes	<b>BUDGETED SOURCE:</b>	
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
	1	Loader Backhoe with Attachments		\$109,995.00	
			<b>TOTAL</b>	<b>\$109,995.00</b>	

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



**Quote Summary**

**Prepared For:**  
 VILLAGE OF MUKWONAGO  
 627 S Rochester St  
 Mukwonago, WI 53149  
 Business: 262-363-6420

**Prepared By:**  
 GREGORY DRUCKREY  
 Brooks Tractor Incorporated  
 12101 West Silver Spring Drive  
 Milwaukee, WI 53225  
 Phone: 414-462-9790  
 gdruckrey@brookstractor.com

NJPA / Sourcewell Number 032515 - JDC

**Quote Id:** 18853345  
**Created On:** 23 January 2019  
**Last Modified On:** 24 January 2019  
**Expiration Date:** 25 February 2019

<b>Equipment Summary</b>	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
JOHN DEERE 310SL HL BACKHOE LOADER John Deere Extended Warranty- Comprehensive Warranty for 36 Months or 3,000 Hours	\$ 109,995.00	X 1 =	\$ 109,995.00
<b>Equipment Total</b>			<b>\$ 109,995.00</b>

**Quote Summary**

Equipment Total	\$ 109,995.00
SubTotal	\$ 109,995.00
Total	\$ 109,995.00
<b>Balance Due</b>	<b>\$ 109,995.00</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

# Selling Equipment

**Quote Id:** 18853345

**Customer:** VILLAGE OF MUKWONAGO

## JOHN DEERE 310SL HL BACKHOE LOADER

**Hours:**
**Stock Number:**

Code	Description	Qty
0A80T	310SL HL John Deere Backhoe Loader	1

### Standard Options - Per Unit

170C	JDLink Ultimate Cellular - 5 Years	1
1065	John Deere PowerTech Plus 4.5L Engine Final Tier 4	1
2035	Cab	1
2401	English Decals with English Operator and Safety Manuals	1
3095	Mechanical Front Wheel Drive (MFWD) with Limited Slip Differential Autoshift Transmission	1
4782	Michelin Radial - 500/70 R24 XMCL Rear & 340/80 R18 XMCL Front	1
5285	Pilot Controls Two Lever with Pattern Selection	1
5460	Rear Hydraulic Coupler for Pin-on Buckets	1
5626	18" Wide Heavy-Duty 5.1 Cu. Ft. Capacity Bucket	1
6020	Extendible Dipperstick	1
6230	Auxiliary Hydraulic with One & Two Way Flow (Hammer & Thumb/Swinger)	1
7080	Three-Function Loader Hydraulics Single Lever	1
7600	Less Loader Bucket with Pins for Buckets or Front Attachments	1
8485	1250 Lb. Front Counterweight	1
8685	Dual Maintenance Free Batteries With Disconnect and Jump Post	1
9045	Chrome Exhaust Extension	1
9080	Engine Coolant Heater	1
9110	Ride Control	1
9116	LED Light Package	1
9235	42 Inch Hydraulic Backhoe Thumb - 4 Tine	1
9505	Full MFWD Driveshaft Guard	1
9905	Strobe Light with Magnetic Mount	1
9917	Radio Bosch Basic Package	1
9919	Sun Visor	1

# Selling Equipment

Quote Id: 18853345

Customer: VILLAGE OF MUKWONAGO

9920	Exterior Rear View Mirrors (2)	1
9965	Seat Cloth Air-Suspension	1
<b>Dealer Attachments</b>		
	90A1767 JRB 416 Front Hydraulic Coupler W HYD KIT	1
	Add jump lines from cross tubes to coupler with disconnect	1
	GEM 416 60" Carriage 48"x2.5"x6" Tine Construction Forks	1
	JRB 1.5 Cubic Yard Bucket with BOE & Skid Plate with 416 Interface	1
	Hydraulic Tilt Bucket 36" 9.4 Cubic Feet Includes BOE & Pins	1
<b>Service Agreements</b>		
	John Deere Extended Warranty - Comprehensive Warranty for 36 Months or 3,000 Hours	

**Quote Id:** 18853345

**Customer:** VILLAGE OF MUKWONAGO

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### Brooks Machine Health Monitoring Service

Brooks and John Deere monitor your machine continuously for the term of basic/extended warranty.

- **JDLink Alerts** - The Brooks Tractor Machine Monitoring Team uses sophisticated software to track and monitor alerts generated from your machines through telematics and JDLink Machine Connectivity. Diagnostic Trouble Codes (DTCs) transmitted from your Deere machines are sent to the Brooks Machine Monitoring Center where the team can perform remote diagnostics including reading and clearing diagnostic codes, running diagnostic tests, and viewing/analyzing machine performance data.
- **Expert Alerts** - A team of John Deere experts at their Machine Health Monitoring Center in Dubuque, Iowa use data analytics to predict service needs and provide notifications to the Brooks Machine Monitoring Team, which enables them to contact customers about an impending or potential issue and gives them solutions to resolve the issue before it causes a machine problem.
- **Maintenance Alerts** - The Brooks team will also provide you with maintenance alerts before they become due to help with advance planning for the service.



Brooks Tractor Incorporated - Milwaukee, WI  
12101 West Silver Spring Drive  
Milwaukee, WI 53225  
Phone: 414-462-9790  
E-Mail: [admin@brookstractor.com](mailto:admin@brookstractor.com)



January 23, 2019

Ron Bittner  
 Village of Mukwonago - Public  
 440 River Crest Court  
 Mukwonago, WI 53149-1619

Dear Ron:

We are pleased to quote the following for your consideration:

(1) Caterpillar 430F2ST Backhoe Loader.

The following factory and dealer options are included:

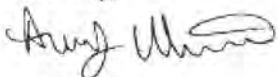
- \* Cat C4.4ACERT 108hp
- \* Stick, Extendable, 16ft
- \* Auto-Shift 4WD w/ Ride Control
- \* JRB 416 Coupler w/ Hydraulics
- \* Deluxe Cab w/ Heat and A/C
- \* Worklights (8) LED Lamps and Roof Mounted LED Light Bar
- \* Nokian All-Terrain Tire
- \* Counterweight, 1015lbs
- \* Stabilizer Pads, Flip-Over
- \* Rear Hydraulic Pin-Grabber Coupler w/ 18" Bucket
- \* Rear Auxiliary Hydraulic Package
- \* AM/FM Radio w/ Weatherband
- \* Cold Weather Package, 120V HRC
- \* Boom Wear and Stabilizer Guards
- \* Fenders, Front
- \* 1.5cyd Bucket w/ Bolt-On Cutting Edge for JRB 416
- \* Warranty is 12 Months/Unlimited Hours which covers Powertrain + Hydraulics + Tech

<b>MSRP List Price:</b>	<b>\$179,341.00</b>
<b>Less Sourcewell 26% Discount:</b>	<b>\$132,712.34</b>
<b>Less Fabick 8% Additional Discount:</b>	<b>\$10,616.99</b>
<b>Less Trade Allowance:</b>	<b>\$8,500.00 John Deere 410D SN 386073T</b>
<b>Total:</b>	<b>\$113,595.35</b>

**Additional Options:**

Ext. Warranty 84months/3000hrs	\$3,500.00
48" Long Forks	\$3,500.00
60" Long Forks	\$4,200.00
36" Ditching Bucket w/ Helac Rotator	\$9,250.00

Sincerely,



Andy Wiemero

**Milwaukee**  
 11200 West Silver Spring Rd.  
 Milwaukee, WI 53225-3118  
 414/481-8100 Tel  
 414/481-8899 Fax

**Power Systems**  
 11200 West Silver Spring Rd.  
 Milwaukee, WI 53225-3118  
 414/481-8100 Tel  
 414/616-2101 Fax

**Madison**  
 1111 Applegate Rd.  
 PO Box 299040  
 Madison WI 53725-9040  
 608/271-6200 Tel  
 608/271-1410 Fax

**Eau Claire**  
 7800 Partridge Rd.  
 PO Box 1088  
 Eau Claire, WI 54702-1088  
 715/874-5100 Tel  
 715/874-5182 Fax

**Power Systems**  
 7877 Partridge Rd. (City EE)  
 PO Box 1088  
 Eau Claire, WI 54702-1088  
 715/874-5100 Tel  
 715/874-5151 Fax

**LaCrosse**  
 1620 Lind Court  
 La Crosse, WI 54601-3000  
 608/783-4991 Tel  
 608/781-3222 Fax

**Superior**  
 111 Maccasin Mike Rd.  
 Superior, WI 54880-4350  
 715/388-9688 Tel  
 715/388-9685 Fax

**Green Bay**  
 800 Hansen Rd.  
 PO Box 19976  
 Green Bay, WI 54307-9170  
 920/498-8000 Tel  
 920/400-4844 Fax

**Power Systems**  
 2700 South Broadway  
 PO Box 19976  
 Green Bay, WI 54307-9170  
 920/498-8000 Tel  
 920/400-0898 Fax

**Wausau**  
 9601 Christie Ln.  
 PO Box 350  
 Delafield, WI 54470-0350  
 715/359-6220 Tel  
 715/359-5550 Fax

**Marquette**  
 US H. Hwy. #1 West  
 PO Box 878  
 Marquette, MI 49855-0855  
 906/475-4191 Tel  
 906/475-4054 Fax



Corporate Office:  
W250 N6851 Hwy 164  
P.O. Box 904  
Sussex, WI 53089

TO: VILLAGE OF MUKWONAGO

DATE: 1-28-19

REFERENCE: TLB QUOTE SOURCEWELL

QUOTE NUM: 01281906Q - 580SN

WE SUBMIT THE FOLLOWING PROPOSAL:

QUANTITY	DESCRIPTION	AMOUNT
1	<b>NEW CASE 580SN TRACTOR LOADER BACKHOE</b>	<b>\$121,794.00</b>
	423061 4WD Powershift S-Type Trans.	\$ 2,370.00
	9200023 305/70 R16.5 Michelin	\$ 558.00
	9300018 500/70 R24 Michelin	\$ 1,316.00
	423076 Extendahoe (EHOE)	\$ 6,386.00
	423047 Heavy Front CWT, Extndhoe	\$ 500.00
	423078 Pilot Controls w/Power Lift	\$ 3,308.00
	X20233X No Power Lift	\$ -
	423084 1-way/2-way w/ Pilot Controls	\$ 3,656.00
	442017 Coupler, Hyd. pin and release	\$ 2,766.00
	423068 18" Universal Bucket	\$ 1,200.00
	442056 Flip Over/Stabilizer Pads Comb	\$ 816.00
	XL7014X NO THUMB OPTION	\$ -
	747864 Aux. Hyd. loader w/Pilot Cont	\$ 1,309.00
	423049 Hydraulic Ldr quick attach	\$ 3,962.00
	747539 93" HD Long Lip w/cutting Edge	\$ 2,600.00
	747853 Cab. 2 Door with Heat and AC	\$ 9,500.00
	442083 Deluxe Cab Package	\$ 1,500.00
	X05105X Seat Belt, 2' retractable	\$ -
	X05112X No Comfort Steer	\$ -
	745273 BLUETOOTH RADIO	\$ 467.00
	747897 Deluxe Air Susp, Cloth - Cab	\$ 422.00
	747665 Chaff Screen	\$ 350.00
	X02140X No Locking DEF/Fuel Cover	\$ -
	745242 LED Light Package	\$ 862.00
	742803 Front Fenders	\$ 419.00
	423090 Auto Ride Control	\$ 1,357.00
	728758 Rotating beacon	\$ 237.00
	747875 Tool box	\$ 172.00
	423092 Gripper Teeth Extension	\$ 189.00
	423093 Cold Start Dual Battery	\$ 847.00
	X02112X Standard Climate	\$ -
	X47086X English for North America	\$ -
	<b>TOTAL LIST PRICE</b>	<b>\$ 168,863.00</b>
	<b>SOURCEWELL DISCOUNT (CONTRACT NUM: 032515) - 37%</b>	<b>\$ (62,479.31)</b>
	<b>TOTAL</b>	<b>\$ 106,383.69</b>
	<b>OTHER OPTIONS NOT INCLUDED IN SOURCEWELL PRICING</b>	
	FRIEGHT	\$ 915.00
	PDI	\$ 2,720.00
	STEEL SURCHARGE	\$ 2,815.00
	EXT. MIRROR, LOW PROFILE LIGHT & INSTALL	\$ 1,055.00
	<b>TOTAL ITEMS NOT INCLUDED IN SOURCEWELL</b>	<b>\$ 7,505.00</b>
	<b>TOTAL BID</b>	<b>\$ 113,888.69</b>
	<b>OTHER OPTIONS ADDED TO MACHAINE ( NOT INCLUDED IN SOURCEWELL PRICING)</b>	
	<b>48" FORKS</b>	<b>\$ 2,700.00</b>
	<b>60" FORKS</b>	<b>\$ 2,875.00</b>
	<b>36" TILTING GRADING BKT</b>	<b>\$ 5,265.00</b>
	<b>NOKIAN SNOW TIRES (580N &amp; 580SN)</b>	<b>\$ 1,700.00</b>

TERMS: NET DUE UPON DELIVERY  
DELIVERY: TBD

F.O.B.: MBR - SUSSEX  
EXPIRES: QUOTE GOOD FOR 15 DAYS

**WE THANK YOU FOR THE OPPORTUNITY TO QUOTE ON THIS EQUIPMENT**

QUOTATIONS SUBJECT TO CHANGE IN PRICE PRIOR TO SHIPMENT. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, AND UNAVOIDABLE DELAYS BEYOND OUR CONTROL.

WRITTEN COPY:

SIGNED

Miller-Bradford & Risberg, Inc.  


John Haen  
Territory Manager  
jhaen@miller-bradford.com  
(262) 825-6782





Committee/Board: Finance Committee  
Topic: Park Equipment Purchase Requisition  
From: Ron Bittner  
Department: Public Works  
Presenter: Ron Bittner  
Date of Committee Action 2/6/19  
(if required):  
Date of Village Board  
Action (if required):

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## Information

**Subject:** Approval of a purchase requisition for various park equipment.

**Background Information/Rationale:** Soccer goals will be installed at Rosewood Park. Dugout benches and bleachers need replacement. Fence cap will be installed on short sections of fence for safety.

**Key Issues for Consideration:** Approval of the purchase requisition.

**Fiscal Impact (If any):** \$15,789.00 as part of the parks operating budget,

**Requested Action by Committee/Board:** We are requesting approval of the park equipment purchase requisition.

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## Attachments

Keeper Goals Quote

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## VILLAGE OF MUKWONAGO PURCHASE REQUISITION

*PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM*

<b>DATE:</b>	1/19/19	<b>NUMBER:</b>	
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<b>VENDOR NAME &amp; ADDRESS:</b>	<b>SHIP TO:</b>
Keeper Goals 12400 West Silver Spring Road Butler, WI 53007	DPW

<b>DEPT NAME:</b>	<b>SUGGESTED VENDOR</b>	<b>AUTHORIZED SIGNATURE</b>
DPW	Keeper Goals	

<b>BUDGETED ITEM?</b>	Yes	<b>BUDGETED SOURCE:</b>	100-5521-531
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	
	1	Set 6'6' x 18' Soccer Goals		\$2,955.00	100-55
	6	21 FT Benches		\$3,490.00	100-55
	2	Bleachers		\$7,694.00	100-55
	5	Rolls Fence Cap		\$1,650.00	100-55
<b>TOTAL</b>				<b>\$15,789.00</b>	

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

# KEEPER GOALS

age of Mukwonago

Ron

A DIVISION OF DEMAND & PRECISION PARTS

12400 W Silver Spring Dr, Butler, WI 53007

PHONE: 262-781-7800 OR 800-594-5126

Fax: 262-781-9230

one: 262-363-6447

ail: [Ron Bittner <rbittner@villageofmukwonago.com>](mailto:Ron.Bittner@villageofmukwonago.com)

price quote

1/28/2019

By: John Moynihan

Quantity

Description

Club Unit Price Total Price

Sales tax is not included

Soccer Goals

**1 4" rd. aluminum goal with steel corners, steel backstay and steel back bar with -  
: attachment on all parts of goals backstays powder coated.**

1 pr	MAL-66186 Moveable 4"Rd Aluminum 6'6"H x 18'W Soccer Goals	\$	2,650.00	\$	2,650.00
1 pr	#NP-5-40-618-36-BR-PE 4mm soccer net 6'6" x 18'6"	\$	210.00	\$	210.00
4 ea	Plastic insert-	\$	35.00	\$	140.00
1 pr	Add Cable net attachment to back bar and side panels	\$	150.00	\$	150.00

1 lot Delivery and set up of goals (duckbills install separately)

Total

Village of Mukwonago discount if bleachers and benches are ordered at same time

Total with discount

\$	125.00	\$	125.00
\$		\$	<b>3,275.00</b>
\$		\$	(320.00)
\$		\$	<b>2,955.00</b>

Heavy duty Bench with out back rest= lead time 35 to 45 days

#GBSP-21 21' portable bench, steel frame, alum seats, with out backrest

Freight in

Total

Village of Mukwonago discount if bleachers and soccer are ordered at same time

Total with discount

\$	590.00	\$	590.00	\$	3,540.00
\$		\$		\$	300.00
\$		\$		\$	3,840.00
\$		\$		\$	(350.00)
\$		\$		\$	<b>3,490.00</b>

2 ea	Add riser and double footboards- (Not required by code)	\$	540.00	\$	1,080.00
	Unit foot print 4'10" x 31' -				
	Freight	\$		\$	300.00
					\$7,874.00
	Village of Mukwonago discount if bleachers and benches are ordered at same time	\$		\$	(480.00)
	Total with discount	\$		\$	7,694.00

Total

ice cap

5 rolls	125-515-259 Economy Cap 250' yellow rolls	\$	199.00	\$	995.00
3 bags	Plastic ties	\$	35.00	\$	105.00
	Freight	\$		\$	550.00
		\$		\$	1,650.00
	Total if all is ordered	\$		\$	15,789.00

price is valid for 30 days



Committee/Board: Health and Recreation Committee  
Topic: Miniwaukan Park Trail Agreement with WE Energies  
From: Ron Bittner  
Department: Public Works  
Presenter: Ron Bittner  
Date of Committee Action (if required): 2/6/19  
Date of Village Board Action (if required): 2/20/19

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### Information

**Subject:** WE Energies trail agreement.

**Background Information/Rationale:** As a project identified in the capital plan, the Miniwaukan Park trail extension would connect and loop the path currently in the park. The proposed section of trail would extend east from the parking lot to Holz Parkway. The location would utilize the old inter-urban RR bed currently owned by WE Energies. A license agreement is required for trails installed on WE Energies property.

**Key Issues for Consideration:** Authorization for the Public Works Director to initiate the application process for the WE Energies license agreement.

**Fiscal Impact (If any):** N/A

**Requested Action by Committee/Board:** We are requesting a recommendation to the Village Board to authorize the Public Works Director to initiate the application process for the WE Energies trail license agreement.

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### Attachments

WE Energies Trail License Agreement.  
Proposed Trail Exhibit

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## LICENSE AGREEMENT

THIS LICENSE, Made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between Wisconsin Electric Power Company, a Wisconsin corporation, doing business as We Energies, hereinafter referred to as "Licensor", and \_\_\_\_\_, a municipal corporation, hereinafter referred to as "Licensee"; (Individually sometimes referred to as "Party", collectively as "Parties").

### WITNESSETH:

Licensor, for and in consideration of the covenants, conditions, and agreements hereinafter contained, hereby grants license and permission unto Licensee, to develop, at Licensee's sole cost and expense, and use a part of Licensor's right of way lands (hereinafter "Lands") as a recreation trail (hereinafter "Premises") and to place thereon a trail for hiking, biking, and cross-country skiing and other similar non-motorized recreational uses (hereinafter "Trail") for use by the general public and for no other purpose or purposes whatsoever (except those purposes as may be determined by Licensor for its own use), which Premises is located \_\_\_\_\_, being a part of the \_\_\_\_\_ ¼ of Section \_\_\_\_\_, Township \_\_\_\_\_ North, Range \_\_\_\_\_ East, \_\_\_\_\_ of \_\_\_\_\_ in \_\_\_\_\_ County, Wisconsin. The general location of said Lands and Premises is shown highlighted on the maps marked Exhibit "A", attached hereto and made a part hereof.

The License and permission herein granted is subject to the following conditions:

1. **Term:** The term of this License Agreement (hereinafter "License") shall be for a period of five (5) years (hereinafter "Initial Term") and continue thereafter on a year to year basis subject to termination as hereinafter provided. This License shall commence on the above date which is the date the last of the Parties hereto executed this License (hereinafter "Commencement Date")
2. **Termination:** Upon expiration of the Initial Term, this License may be terminated at any time by either Party hereto by providing at least 90 days prior written notice to the other Party of such termination. Notwithstanding any of the terms and conditions contained herein, should Licensor require exclusive use of any part of its lands, including the Premises, for its purposes, then Licensor may, at any time, including during the Initial Term, terminate the License in whole or in part on such part or parts of the Lands or Premises it requires, and Licensee shall, not later than 90 days after receiving notice of such termination, at its sole cost and expense, relocate, remove or re-route the Trail from such part or parts of the Lands.
3. **Non Use:** Licensee shall have one (1) full year, beginning at the Commencement Date of this License, to begin construction of the Trail and one (1) full year after the start of construction to complete construction, as permitted herein. If Licensee fails to begin construction of the Trail within one (1) year of the Commencement Date or complete construction of the Trail within one (1) year, this License shall terminate immediately without notice from Licensor.
4. **Base Rent:** During the Initial Term and extensions thereto, no Base Rent shall be due.
5. **Assignment:** Licensee shall not assign this License nor permit any transfer by operation of law or otherwise of the interest in the herein-described Premises acquired through this License unless otherwise approved by Licensor in writing.
6. **Acceptance of Premises:** Licensor offers and Licensee agrees to take the Premises in an "as is" condition and Licensor makes no warranty or representation of any kind as to the condition, quality or suitability of the soil, subsoil or surfacing of the Premises and Lands or anything thereon or therein, unless the same is specifically set forth in this License, for the purposes to which Licensee will utilize the Premises. Licensee has examined the Premises



described hereinabove and knows the condition thereof and no representations as to the condition and repair thereof and no agreements to make any alterations, repairs or improvements in or about the licensed Lands and Trail have been made by Licensor. Licensee's taking possession of the Premises shall be conclusive evidence as against Licensee that the Premises were in good order and satisfactory condition for use as a Trail and other permitted ancillary uses. Licensor shall not be liable for any damages arising from acts or neglect of Licensee or its invitees or users of the Premises, whether authorized to use the Lands and Premises or not.

7. **Permitted and Prohibited Uses:** The Premises shall be used for the purpose of constructing, installing, operating, maintaining, using, repairing, and removing a recreation trail and permitted appurtenances thereto for hiking, biking, and cross-country skiing and other similar non-motorized recreational uses and for no other reason whatsoever. No vehicles, trucks, cars or equipment are to be parked or materials stored on said Lands or Premises at any time without specific written approval of Licensor. Furthermore, the Licensee agrees that no motorized vehicles, including but not limited to cars, trucks, snowmobiles, motor bikes, mini-bikes, motorcycles, mopeds, go-carts and all-terrain vehicles will be used, operated or permitted on the Lands or Premises. However, Licensee shall be permitted to use motorized vehicles for the patrol, maintenance and other permitted uses of the Lands and Premises. The Licensee also agrees that no horses will be used or permitted on the Lands and Premises. Licensee agrees that no kites, model airplanes or similar or dissimilar objects that may come in contact with or in close proximity to the facilities of Licensor or the American Transmission Company LLC (hereinafter "ATC") and its successors and assigns, will be used, operated or permitted on the Lands and Premises.
8. **Signage:** Licensee shall not place or maintain or allow to be placed or maintained by any person or persons, any signs or advertising billboards upon the Lands or Premises at any time, except as required or permitted by this Section. Licensee shall install and maintain signs that are necessary to identify Licensee's Trail and occupancy of the Lands and Premises at every road crossing and at least every 2,600 feet along the Trail or more frequently as desired by Licensor. Such identification signs shall include the We Energies approved corporate logo and shall state "In cooperation with We Energies" or such other signs as Licensor may reasonably require. Licensee further agrees to post, maintain at all times, and if necessary, replace signs that expressly state the uses that are permitted and prohibited under Section hereof. In addition, Licensee hereby agrees to post safety and traffic signs along the Trail and at road crossings, railroad crossings, driveways, farm crossings and any other vehicular crossings along the Trail. All signs must be approved by Licensor prior to erection or installation on the Lands or Premises.
9. **Zoning and Permits:** Licensee hereby agrees that Licensor has made no representations that the Premises are properly zoned for the proposed use by Licensee, and it is expressly understood that Licensee hereby assumes any and all obligations and responsibilities with respect to compliance with all applicable zoning laws and ordinances of any regulatory bodies which may have jurisdiction. Any change in zoning must be approved by Licensor. This License is conditioned on Licensee's obtaining all necessary permits and authority for the proposed use. All permits required hereunder shall be acquired by Licensee at its sole cost and expense. If permits are required, a copy of the final permits must be provided to the Licensor prior to the commencement of any work on the Lands or Premises by Licensee and upon reasonable time for Licensor to review the permits.
10. **Governmental Jurisdiction:** Licensee shall, in the use and occupancy of the Premises, comply with all laws, ordinances, rules and regulations of \_\_\_\_\_, \_\_\_\_\_ County, State of Wisconsin and all other governmental bodies having jurisdiction, over the operation of Licensee's or Licensor's business or occupation of the Lands and Premises.
11. **Construction and Other Liens:** Licensee shall have no authority, express or implied, to create or place any lien or encumbrance of any kind or nature whatsoever upon, or in any manner to bind, the interest of Licensor in the Premises or Lands or to charge the Base Rent payable hereunder, if any, for any claim in favor of any person dealing with Licensee, including those who may furnish materials or perform labor for any construction or repairs. Licensee covenants and agrees that it will pay or cause to be paid all sums legally due and payable by it on

account of any labor performed, materials, services or supplies furnished in connection with any work performed on the Premises and Lands by or at Licensee's direction on which any lien is or can be validly and legally asserted against its interest in the Premises or the improvements thereon and that it will save and hold Licensor harmless from any and all loss, liability, cost or expense, including costs of suit and reasonable attorney's fees, based on or arising out of asserted claims or liens against the Leasehold estate or against the right, title and interest of the Licensor in the Premises and Lands or under the terms of this License. Licensee will not permit any construction lien or any other liens which may be imposed by law affecting Licensor's or its mortgagees' interest in the Premises and Lands to be placed upon the Premises or Lands arising out of any action or claimed action by Licensee, and in case of the filing of any such lien Licensee will promptly pay same. Licensee shall provide Licensor with Lien Waivers from all contractors and subcontractors for all work performed and material and services supplied by or on its behalf at the Premises or Lands. If any such lien shall remain in force and effect for ten (10) days after written notice thereof from Licensor to Licensee and Licensee has not posted with Licensor a bond in the amount of at least 125% thereof, Licensor shall have the right and privilege of paying and discharging the same or any portion thereof without inquiry as to the validity thereof, and any amounts so paid, including expenses and interest, shall be so much Additional Rent hereunder due from Licensee to Licensor and shall be paid to Licensor immediately on presentation of a bill therefor. Notwithstanding the foregoing, Licensee shall have the right to contest any such lien in good faith and with all due diligence so long as any such contest, or action taken in connection therewith, protects the interest of Licensor and Licensor's mortgagee in the Lands, and Licensor and any such mortgagee are, by the expiration of said ten (10) day period, furnished such protection, and indemnification against any loss, liability, cost or expense related to any such lien and the contest thereof as are satisfactory to Licensor and any such mortgagee. If Licensee has posted a bond with Licensor in the amount of 125% of the liens, such liens can and will be cleared within 180 days of filing. However, Licensor reserves the right at any time prior to the expiration of said 180 day period to make a demand on said bond to clear its title in the event such liens would prevent Licensor's lawful use or transfer of its property in any way or to prevent any loss of Licensor's fee simple ownership rights. Licensor reserves the right to make demand on any such bond immediately upon expiration of said 180 day period. Licensor agrees to notify Licensee of its intent to secure the release of any such liens from the posted bond. No temporary or permanent construction may occur in wetlands. If any work is proposed within wetlands, the Licensee must obtain the appropriate permits from the Wisconsin Department of Natural Resources ("WDNR") and the Army Corps of Engineers ("ACOE"). The Licensee must provide a copy of the application and final permits to Licensor prior to working within the wetland and provided Licensor has reasonable time to review said permits.

12. **Diggers Hotline:** Licensee shall contact Diggers Hotline at (800) 242-8511 to locate any underground facilities at least five (5) days prior to any work, excavation or construction on the Lands and Premises in order to determine the location of electric, telephone, water, communication and natural gas facilities within the Lands, Premises and surrounding lands in the vicinity of the contemplated work and the applicable clearance requirements for work performed in the proximity of such facilities.
13. **Plan Review and Approval:** Licensee shall submit to Licensor and to ATC for its review and written approval, detailed site plans and construction drawings (hereinafter "Plans") showing the proposed location of the Trail with respect to the Lands and Utility Facilities, which Plans shall also include proposed grade changes, Trail cross sections, signs and other improvements to the Premises which Licensee desires to construct or install. If Licensee intends to use any fill on Licensor's Lands, Licensee shall include the type and source of any fill material on the Plans and any fill material used shall be subject to inspection and analysis by Licensor for the presence of Hazardous Material as defined in Section \_\_\_\_\_ hereinafter. Licensee will not install or construct or permit to be installed or constructed, any improvements upon, or make any alterations or substantive changes to the approved plans for the Premises without first submitting plans and specifications to Licensor and receiving Licensor's approval thereof.
14. **Height Restrictions:** Licensee hereby agrees that no vehicles or equipment will be used, stored operated or permitted on the Lands or Premises having a height in excess of 12 feet above original ground grade level, unless otherwise approved in writing by Licensor and/or ATC as their respective interests lie.

15. **Runoff Control:** Licensee and its contractors shall follow those best management practices to prevent or control site runoff and erosion in accordance with the Wisconsin Department of Natural Resources (hereinafter "WDNR") publication "Wisconsin Construction Site Best Management Practice Handbook." It shall also be the responsibility of the contractor to determine if and when a permit to discharge storm water associated with a construction activity as per Wisconsin NR 216, or subsequent statute, law, ordinance, act, rule or regulation, is required. Following the completion of Licensee's work, all adjoining areas shall be restored.
16. **Drainage and Grade Changes:** Licensee shall be permitted, at its sole cost and expense, to grade, level, and apply crushed stone and/or asphalt paving and plant grass on the Trail and Premises as may be permitted by Licensor except that the Licensee shall not in any manner alter or change the original ground grade level of the Premises, or alter in any manner the drainage on the Lands or Premises without obtaining written permission from Licensor. Licensor, at its sole discretion, may require Licensee to install such drainage facilities as Licensor may deem necessary to adequately drain the Lands and Premises, which facilities are made necessary due to or arising out of any filling, grading, leveling, paving or use by the Licensee hereunder. All such drainage facilities (including culverts, storm sewers, ditches, etc.) shall be installed by and at the expense of the Licensee and to the complete satisfaction of Licensor. Any existing culverts that run beneath Licensor's lands must be maintained or enhanced; they can not be removed, filled or otherwise blocked.
17. **Maintenance and Landscaping:** Licensee shall, at its sole cost and expense, keep the Licensed Lands and Premises routinely mowed and free of weeds to the satisfaction of the local Weed Commissioner and Licensor. Licensor reserves the right to trim and/or cut down any trees and shrubs on the Lands and Premises. Licensee further agrees that it shall maintain the entire Premises as a Trail as described hereinabove, and perform such other landscaping maintenance necessary to maintain an appearance suitable to such use as a Trail for hiking, hiking and cross-country skiing and other similar non-motorized recreational uses. Licensee shall not plant any trees or shrubs on the Lands or Premises without the express written permission of the Licensor. Licensee agrees to keep the Lands and Premises clean and free from all debris, rubbish, litter and trash. Licensee shall be permitted or upon request of Licensor, to place trash containers at convenient locations on the Premises. Such containers shall be emptied on a regular basis, prior to overflowing or creating a nuisance, by Licensee.
18. **Work Standards:** During construction, use of and repairs or maintenance to the Lands or Premises pursuant to this License, while in proximity to electrical conductors or gas facilities presently existing or to be installed at some future date, Licensee hereby agrees to conform to all laws, rules, ordinances, acts and regulations such as O.S.H.A. Safety and Health Regulations for Construction dealing with safe work practices and the operation of equipment near electrical lines and equipment and the provisions and requirements of the Wisconsin Administrative Code, Rules of the Department of Commerce and any amendments thereto. Licensee shall, at all times, comply with the provisions of the Wisconsin State Electric Code, compiled by the Department of Commerce and the Public Service Commission of Wisconsin, and all amendments thereto. Any work done by Licensee on the Lands or Premises shall be performed in such a manner as not to interfere with the use of Licensor's Lands for electric lines, gas lines, communication lines and related or unrelated facilities, both overhead and underground, which presently exist or might be installed at a later date.
19. **Damage to Facilities:** Licensee hereby agrees to effectively prevent damage to electrical facilities, communication facilities or related facilities due to or arising out of the construction, installation, operation, maintenance, repairs, removals and use of the Lands and Premises by Licensee, its employees, agents, contractors, customers or invitees. In the event the Lands, Premises or adjoining lands or existing electrical and communication facilities or related or unrelated facilities thereon are damaged as a result of activities conducted on or in any way connected with Licensee's construction, installation, operation, maintenance, repairs, removals or use of the Lands or Premises by Licensee, its employees, agents, contractors, customers or invitees, repairs shall be completed by or at the direction of Licensor and paid for by Licensee upon presentation of a bill therefor.



20. **Movement of Licensor Facilities:** In the event it is necessary for Licensor, ATC or existing tenants, permittees or licensees to reconstruct, protect, modify, adjust, replace or relocate its facilities due to the aforementioned use of Licensor's Lands and/or the construction, operation, maintenance or existence of Licensee's facilities, Licensee agrees to promptly reimburse Licensor, ATC or such affected tenants, permittees or licensees upon presentation of a bill for the costs and expenses incurred by Licensor as a result thereof but Licensee shall be given the option of moving or relocating its material and equipment to reduce or eliminate costs associated herewith.
21. **Proximity to Gas Lines/Facilities:** During construction, installation, operation, maintenance, repairs, removals and use of the Lands and Premises pursuant to this License, while in proximity to gas lines and gas facilities presently existing or to be installed at some future date, Licensee hereby agrees to exercise due caution, comply with all applicable safety laws and regulations and take or suffer no action which results in the gas lines or gas facilities being placed in violation of any applicable law or regulation. In the event the Lands, Premises, adjoining lands or existing gas facilities or related facilities thereon are damaged as a result of activities conducted on or in any way connected with Licensee's construction, installation, operation, maintenance, repairs, removals or use of the Lands or Premises by Licensee, its employees, agents, contractors, customers or invitees, repairs shall be completed by or at the direction of Licensor and paid for by Licensee upon presentation of a bill therefor.
22. **Solid Waste:** Licensee shall not cause or permit any solid wastes to accumulate or be stored in or about the Lands or Premises. All solid wastes shall be properly stored, handled and routinely disposed of off the Lands and Premises in a manner that complies with applicable federal, state and local laws, codes and/or regulations. Licensee shall not store, handle or dispose of solid wastes in a manner that will pollute or contaminate the atmosphere, ground or water or which may adversely affect the health, welfare or safety of persons whether located on the Lands, Premises or elsewhere.
23. **Hazardous Materials:** Licensee its agents, employees, contractors, and invitees shall not cause or permit any Hazardous Material to be brought upon, kept, or used in or about the Lands or Premises or Licensor's adjoining lands. The use and/or storage of Hazardous Material by or for any assignee is prohibited. Licensee shall not discharge, leak, or emit, or permit to be discharged, leaked, or emitted, any material into the atmosphere, ground, storm water or sanitary sewer system, or any body of water, if such material (as determined by the Licensor or any governmental authority) does or may pollute or contaminate the same, or may adversely affect (a) the health, welfare, or safety of persons, whether located on the Lands, Premises or elsewhere; or (b) the condition, use, or enjoyment of any other real or personal property.

As used herein, the term "Hazardous Material" means:

- a. Any "hazardous waste" as defined by the Resource Conservation and Recovery Act of 1976, as amended from time to time, and regulations promulgated thereunder;
- b. Any "hazardous substance" as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended from time to time, and regulations promulgated thereunder;
- c. Any oil, petroleum products, and their byproducts; and
- d. Any substance which is or becomes regulated by any federal, state, or local governmental authority.

Licensee agrees that it shall be fully liable for all costs and expenses related to the use, storage, and disposal of Hazardous Material kept on the Premises or Lands by the Licensee and the Licensee shall give immediate notice to the Licensor of any violation or potential violation of the provisions of this Section \_\_\_\_\_. Licensee shall defend, indemnify, and hold harmless Licensor and its agents from and against any claims, demands, penalties, fines, liabilities, settlements, damages, costs, or expenses (including, without limitation, attorneys' and consultants' fees, court costs, and litigation expenses) of whatever kind or nature, known or unknown, contingent or otherwise, arising out of or in any way related to:

- aa. The presence, disposal, release, or threatened release of any such Hazardous Material which is on, from, or affects soil, water, vegetation, buildings, personal property, persons, animals, or otherwise;
- bb. Any personal injury (including wrongful death) or property damage (real or personal) arising out of or related to such Hazardous Material;
- cc. Any lawsuit brought or threatened, settlement reached, or government order relating to such Hazardous Material; or
- dd. Any violation of any laws applicable thereto. The provisions of this Section shall be in addition to any other obligations and liabilities Licensee may have to Licensor at law or equity and shall survive the transactions contemplated herein and shall survive the termination of this License.

Provided Licensee is not in violation of any federal, state or local laws, rules, ordinances or orders existing at the signing hereof or at some future date pertaining to vehicular discharge, leak, release or emission of any antifreeze, oil, petroleum products and their byproducts from Licensee's vehicles or those of its employees, contractors, visitors and invitees affecting the Premises and Lands and provided any such discharge, release or emission is in the typically small amounts associated with parking lot and driveway usage, Licensee shall not be considered to be in violation of this Section. Any larger discharge, leak, release or emission of antifreeze, oil, petroleum products and their byproducts resulting in pooling or runoff of the products must be quickly and thoroughly cleaned up by Licensee and properly disposed of off Licensor's lands or Licensee will be considered in violation of this Section.

Licensee shall not be considered in violation of this Section due to the presence of fuel in the fuel tanks of its vehicles or the vehicles of its employees, agents, contractors and invitees.

Nothing contained herein shall be construed to preclude Licensee from using Hazardous Materials in the routine maintenance of the Lands or Premises without the prior consent of Licensor so long as such materials are readily available to the general public or are applied by a contractor licensed for such application and are used in compliance with federal, state or local laws and regulations for its intended purpose and is applied in the manner and quantities recommended by the product manufacturer and the Wisconsin Department of Agriculture, Trade and Consumer Protection.

24. **Job Inspector Notification:** Licensee agrees to contact Rollie Simatic 414-944-5955 or such other person or phone number as Licensor may from time to time designate, within the specified time limits to inform him about the following occurrences:

- a) At least seven (7) days prior to the commencement of the project herein permitted.
- b) Within seven (7) calendar days after the termination of the License herein permitted with a plan for restoration.

- c) Within seven (7) calendar days after the restoration has been completed.
- d) Within seven (7) calendar days after a lapse of six (6) months since Licensee accepted this License if the project herein permitted has not been undertaken by such date; within seven (7) calendar days after each six (6) month interval thereafter until the project herein permitted is undertaken.

It is not Licensor's intent to serve as or in lieu of a building inspector, but to serve and protect Licensor's interest in the Lands and Premises and other improvements and its communication, electrical, gas and other facilities. In the event Licensor's inspector(s) reasonably determines that communication, electric, gas or other facilities of Licensor are in danger of being damaged or certain construction activity poses a threat to human life, Licensee hereby agrees that Licensor's inspector(s) is empowered to immediately shut down and stop all threatening activity and the work shall not restart until Licensor's inspector is satisfied that the dangerous situation has been resolved to his or her satisfaction. The cost of Licensor's reasonable supervision shall be itemized and billed separately to Licensee and Licensee agrees to promptly reimburse Licensor for its reasonable cost.

- 25. **Indemnification/Insurance:** Licensee hereby agrees to indemnify, save and hold harmless Licensor, its affiliated corporations and their respective directors, officers and employees against any and all loss, cost, liability, damage and expense, including attorney's fees incurred by Licensor on account of any injury to or death of any person or persons whomsoever or on account of damage to property sustained by any person or persons whomsoever caused by, connected with or arising directly or indirectly, wholly or in part, from any use, permitted or not, or operation of the Lands and Premises resulting in any manner from the privileges herein given and whether authorized for such use or not, or the failure of Licensee to observe the covenants of this License; excepting, however, any claims or actions arising out of the sole negligence or willful acts of Licensor. Licensee agrees to deliver to the Licensor a certificate to the effect that it has in full force and effect a comprehensive general liability insurance policy, which may be supplemented by an umbrella policy, issued by a reputable insurance company and Bodily Injury Liability coverage in the amount of \$1,000,000 each person, \$2,000,000 each accident, and Property Damage Liability coverage in the amount of \$250,000 each accident, and further providing that Licensor will receive at least ten (10) days notice in writing of any cancellation thereof and naming Licensor as an additional insured. Licensee agrees to continue such insurance in force during the entire term of this License, and shall furnish like certificates for any renewal thereof.
- 26. **Safety and Protection:** The Licensee hereby agrees, at its sole cost and expense, to erect and maintain any barricades, guard rails, fencing, and/or safety devices for protection as they relate to the protection of the Licensor's and ATC's electric facilities, gas facilities and related construction and operational procedures. The Licensee agrees to maintain the same in good condition, repair and appearance at all times. Licensee will submit to Licensor any and all plans and specifications for the installation of barricades, guard rails, fencing and/or safety devices or protection which may be installed on the Lands and Premises and such installations shall not be made without the consent and prior written approval of Licensor. No fencing, barricades or other improvements shall be installed or erected for any purpose which will obstruct, interfere with or impede the free access of Licensor or ATC to the Lands, Premises or facilities.
- 27. **Galvanic/Stray Current/Grounding:** Licensee agrees to release Licensor from any responsibility for damage or personal injury resulting from electromagnetic fields electrolysis due to local galvanic or stray current conditions on or along said Lands. Further, Licensee agrees to assume all costs for electrolysis protection. All improvements, including bridges, shall be grounded unless otherwise approved in writing by Licensor.
- 28. **Removal of Improvements:** Licensee hereby agrees, upon the expiration or early termination of this License by forfeiture, lapse of time or otherwise, if so requested in writing by Licensor, to remove promptly, at its sole cost and expense, all or part of its improvements including Trail surfaces and drainage structures from the Lands or



Premises. In the event Licensee cannot or is unable or unwilling to remove said improvements and related facilities as directed by Licensor, Licensee hereby authorizes Licensor to do so, and Licensee hereby agrees to reimburse Licensor for any and all expenses incurred in connection therewith, including restoration as hereinafter required, upon presentation of a bill therefor, and Licensee hereby agrees to indemnify and save harmless Licensor from all liability of any kind whatsoever that Licensor may have incurred by such removal.

29. **Restoration:** Licensee agrees to restore or cause to restore the Lands and Premises of Licensor to the condition existing prior to any disturbance to such Lands and Premises. Licensee further agrees that upon the earlier termination or expiration of this License by either Party, the Lands, including the Premises shall be restored to the condition existing prior to any disturbance or improvement from the aforementioned use on the Lands and Premises. Included, but not limited to, in such restoration, after construction and subsequent to termination of this License, shall be the spreading of topsoil and sowing perennial type grass seed on any disturbed areas, replacement of crushed stone and/or paved surfacing, replanting of shrubs and other ground cover and repair of fences and gates or other damages incurred due to or arising out of the permission herein given.
30. **Snow Plowing:** Licensee shall be permitted to plow, but not pile, the snow on the Premises in the event it desires to do so.
31. **Taxes:** During the License Term, Licensee shall be responsible for all taxes on the Licensed Space, such taxes being defined as any and all federal, state and local governmental, quasi-governmental or public authority taxes, assessments and charges of any kind or nature, whether general, special, ordinary or extraordinary (but not including income or franchise taxes or any other taxes imposed upon or measured by Licensor's income or profits, except as provided below), or payments to governmental authorities in lieu thereof, whether or not in contemplation of the parties to this License, which Licensor shall pay or become obligated to pay because of or in connection with the ownership, renting, or operation of the Licensed Space (including but not limited to charges for the installation, maintenance, repair and replacement of sewer/water, curb, gutter and roadway) and of the personal property, fixtures, machinery, equipment, systems and apparatus located thereon or used in connection therewith. Taxes shall include, without limitation, all real and personal property taxes (attributable to the year in which paid), sales taxes, assessments (special or otherwise), fire inspections, transit taxes and ad valorem taxes but shall not include penalties or late fees thereon unless the penalty and/or late fees are directly attributable to Licensee. Taxes shall also include all fees, costs and expenses (including, legal fees and court costs) paid by Licensor in connection with protesting or contesting or seeking a refund or reduction of and/or negotiating with public authorities with respect to any of the aforesaid taxes, regardless of whether Licensor is ultimately successful. If at any time during the term hereof, a tax or excise on rents or other tax however described, other than an income tax, is levied or assessed by the United States or the State of Wisconsin, or any political subdivision thereof, on account of the rents hereunder or the interest of Licensor under this License, such tax shall constitute and be included in taxes. Any taxes paid by Licensor hereunder shall be reimbursable to Licensor by Licensee as Additional Rent
32. **Breach of License:** In the event Licensee shall breach or violate any of the terms, conditions or provisions of this License, or if any governmental agency having jurisdiction shall serve any demand, order or notice, including violations relating to zoning or municipal ordinances, upon Licensor or Licensee, the Licensee shall, at its sole cost and expense, correct said breach or violation and comply with said demand, order or notice within 30 days of its receipt of such written notice or as stated within said demand, order or notice. In the further event that Licensee does not correct said breach or violation or comply with said demand, order or notice within the required time period, it shall be lawful for Licensor, without liability to Licensee, without notice or demand, to declare said License terminated and to re-enter the Premises either with or without process of law and to expel, remove and put out Licensee or any person or persons occupying the Premises, using such force as may be necessary so to do and to repossess and enjoy the Lands and Premises again as before this grant of License without prejudice to any remedies which might otherwise be used for the preceding breach of covenants;

Licensee hereby expressly waiving all right to any notice or demand under any statute relating to forcible entry and detainer. The decision of Licensor shall be final and binding upon Licensee concerning any breach or default in the covenants and agreements contained in this License. Licensee shall be liable to Licensor for any and all costs incurred, including reasonable attorneys' fees owing to or arising out of any action taken pursuant to this provision in which Licensor prevails.

33. **Licensor Right to Enter:** The Licensor reserves unto itself and ATC and for their employees, agents and contractors the right, at any time, to enter upon the Lands and Premises by any means necessary i) for performing studies, gathering of air, water, soil and other material samples, ii) for inspection of the Premises in order verify Licensee's compliance with the Lease terms, iii) for access to Licensor's Lands including the Premises, iv) to inspect, patrol, construct, install, operate, maintain, replace and repair electric lines, gas lines, communication equipment and related and unrelated facilities and equipment, both overhead and underground, upon, over, across, in and beneath the Premises and the Lands without liability to Licensee, the same as though this License had not been entered into. Licensor or ATC through Licensor may, without liability to Licensee, require Licensee to immediately vacate all or part of the Premises upon notice to do so in the event Licensor deems it necessary to make emergency repairs to its facilities. In the event it becomes necessary for Licensor or ATC to install or erect additional electric lines, natural gas lines, communication lines and/or related facilities at some future date, Licensee hereby agrees to vacate as much of the Premises as Licensor and/or ATC deems necessary and for such periods of times as may be necessary to install, modify, reconstruct or erect such facilities upon receipt of notice from Licensor to do so. Licensor and/or ATC shall perform and complete all work under this Section as quickly as is reasonable possible to minimize the inconvenience to Licensee.

Licensee further agrees that it shall immediately vacate the Premises and close down the Trail upon notification by Licensor that weather conditions exist or may develop which could cause dangerous conditions such as icing on trees and wires.

34. **Paramount Rights:** The rights of the Licensor and ATC to utilize the Lands and Premises in their utility business will at all times be and remain paramount to the rights herein granted to Licensee and nothing stated herein is to be construed as restricting Licensor from granting rights to other Parties or persons in, upon or under the Lands and/or Premises for but not limited to driveways, streets, sidewalks, sewers, water pipes and mains, drainage tiles and pipes, gas mains and pipelines, communication circuits and other allied uses. It is understood and agreed that this License is subject to all existing easements, grants and licenses.
35. **Fees and Charges:** As a condition of the agreement, Licensee shall not charge at any time fee for the use of the Trail except that Licensee may be permitted to charge a fee for group activities or special events upon written consent of Licensor, which consent shall not be unreasonably withheld.
36. **Alcoholic Beverages Prohibited:** Licensee covenants and agrees that alcoholic liquors or beverages are not permitted on the Lands and Premises.
37. **Police Protection:** Licensee shall be permitted to provide or arrange for the provision of all law enforcement and shall be permitted to reasonably require such law enforcement personnel to patrol the Premises as it deems reasonable under this License.
38. **Notices:** All notices to Licensor shall be sent by a reputable overnight delivery service, registered or certified mail, addressed to Wisconsin Electric Power Company, Property Management, Room A252, 231 West Michigan Street, Milwaukee, Wisconsin 53201, or at such other address or place as Licensor may from time to time designate in writing. Personal delivery with a signature acknowledgement of receipt by Licensor is always an acceptable means of delivery.

All notices to Licensee shall be sent by a reputable overnight delivery service, registered or certified mail addressed to \_\_\_\_\_ or at such other place as Licensee may from time to time designate in writing. Personal delivery with a signature acknowledgement of receipt by Licensee is always an acceptable means of delivery.

39. **Waiver of Terms and Conditions:** Failure of Licensor or Licensee to enforce or insist upon compliance with any of the terms or conditions of this License shall not constitute a general waiver or relinquishment of any such terms or conditions, but the same shall be and remain at all times in full force and effect.
40. **Costs and Attorney Fees:** Licensee shall pay and discharge all reasonable costs, expenses and attorney fees that may be incurred or paid by Licensor in enforcing the covenants and agreements of this License where litigation is not commenced. In the event litigation is commenced by Licensor or Licensee to enforce any provision of this License, the prevailing Party (as determined by a judgment in favor of one Party or the other) shall be entitled to recover from the other, as additional costs, its reasonable attorney fees and costs incurred in connection with such action.
41. **No Joint Venture:** The agreements contained herein are not intended, nor shall the same be deemed or construed, to create a partnership between Licensor and Licensee, to make them joint ventures, nor to make Licensor in any way responsible for the debts or losses of Licensee.
42. **Obligations Survive:** All obligations of Licensee hereunder not fully performed as of the expiration or earlier termination of the term of this License shall survive the expiration or earlier termination of the term hereof, including without limitation, all payment obligations with respect to taxes and all obligations concerning the condition of the Lands.
43. **Binding Effect:** The covenants and agreements herein contained shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns, except as otherwise provided in Section hereof.
44. **Captions:** The captions in this License are inserted only as a matter of convenience and for reference and in no way define, limit, construe or describe the scope or intent of such sections or paragraphs of this License nor in any way affect this License.
45. **Severability of Provisions:** If any term, covenant or condition of the License or the application thereof to any person or Party or circumstance shall, to any extent, be invalid or unenforceable at any time, the remainder of the License, or the application of such term, covenant or condition to persons, Parties, or circumstance other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this License shall be valid and be enforced to the fullest extent permitted by law.
46. **Interpretation:** The laws of the State of Wisconsin shall govern the validity, performance and enforcement of this License. Whenever the singular number is used, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders.
47. **Acceptance:** Licensee hereby accepts this License upon the terms, conditions, restrictions hereinbefore set forth, and do covenant to keep and perform each and every one of said terms conditions and restrictions.

The covenants herein contained shall bind the Parties mutually and their respective successors and assigns.

**IN WITNESS WHEREOF**, the said **WISCONSIN ELECTRIC POWER COMPANY** has caused these presents to be signed by James T. Raabe, its Manager of Property Management on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, and the said \_\_\_\_\_, has caused these presents to be signed by its \_\_\_\_\_ and its \_\_\_\_\_ and its corporate seal to be hereunto affixed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

In Presence Of:

\_\_\_\_\_

**WISCONSIN ELECTRIC POWER COMPANY**  
(Licensor)

By \_\_\_\_\_  
James T. Raabe, Manager of Property Management

\_\_\_\_\_

**(FILL IN NAME OF LICENSEE HERE)**  
(Licensee)

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_

By \_\_\_\_\_

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This document was drafted by Julie Simmons on behalf of We Energies, P. O. Box 2046, Milwaukee, Wisconsin 53201.





**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" = 257'

**VILLAGE OF MUKWONAGO**

440 River Crest Court

PO Box 206

Mukwonago, WI 53149

262-363-6420

Print Date: 1/4/2019

## Schedule for Successor of Agent

If there is a change in agent, each club, corporation, or limited liability company who holds a retail permit to sell fermented malt beverages and/or intoxicating liquor must appoint a successor agent pursuant to sec. 125.04(6), Wis. Stats. There is a \$10 change in agent processing fee due with this form. The following questions must be answered by the Agent. The appointment must be signed by an officer of the corporation/organization or one member of limited liability company. (Only one signature is required). The appointment must be approved by the licensing authority.

MUKWONAGO Wisconsin Wis. 20 19  
(Municipality) (Date)

1. Name of agent John BAKER

- |    | Yes                                 | No                                  |  |
|----|-------------------------------------|-------------------------------------|--|
| 2. | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Are you of legal drinking age?   |
| 3. | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Have you been a resident of Wisconsin for at least 90 continuous days prior to the date of appointment as agent? |
| 4. | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Have you ever been convicted of a federal law violation? <u>11/30/57</u>   |
| 5. | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Have you ever been convicted of a state law violation?   |
| 6. | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Have you ever been convicted of a local ordinance violation?   |
| 7. | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Have you completed the required responsible beverage server program per sec. 125.04(5)(a)5, Wis. Stats.?         |

**UNDER PENALTY OF LAW,** I declare that all of the above information is true and correct to the best of my 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.

John Baker  
(Signature of Agent)  
1523 Fox River Run  
(Address)  
MUKWONAGO WI. 53149

### SUCCESSOR AGENT

The undersigned appoints John Baker as agent  
in accordance with sec. 125.04(6), Wis. Stats.

Name of Permittee American Legion Post 375

Date 1/9/2019 20\_\_

By James Brady 1<sup>st</sup> Vice  
(Signature of Officer / Member)

I hereby accept appointment as agent for American Legion Post 375 and assume full responsibility of the conduct of the business relative to fermented malt beverages and intoxicating liquors.

Date 1/9/2019 20\_\_

John A. Baker  
(Signature of Agent)

THE AGENT APPOINTED ABOVE MUST BE APPROVED BY THE LICENSING AUTHORITY TO BE EFFECTIVE.  
(See sec. 125.04(6), Wis. Stats.)

\_\_\_\_\_  
(Municipality) WI \_\_\_\_\_ 20\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Official)

\_\_\_\_\_  
(Title)





# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee: Judicial  
Topic: Request from Mary Haase to Consider Zoning Amendment to Allow Developmentally Disabled Support Services within Single Family Zoning Districts  
From: Bruce Kaniewski  
Department: Planning  
Date of Committee Action: February 6, 2019  
Date of Village Board Action: NA

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### Information

**Subject:** Mary Haase of 1235 River Park Circle West recently approached the Village Administrator and Village Planner to occupy a home within a single-family neighborhood to provide support services training to persons with intellectual and/or developmental disabilities, ages 18 to 35. Attached please find the R-1 zoning district standards, of which the allowed uses are the same in all single-family zoning districts. Since the proposed use is not licensed by the State, and there would be no one residing within the home, the proposed use does not conform to any of the permitted or conditional uses allowed in single-family zoning, such as an Adult Family Home. Ms. Haase was advised to ask if the Village Board would consider starting a process to amend single-family zoning districts to allow the proposal.

**Background Information/Rationale:** Attached please find detailed background information from Ms. Haase. Basically, Ms. Haase desires to purchase a single family home (preferably a ranch with no steps) to train young adults with special needs to live on their own.

**Key Issues for Consideration:** Family Day Care Homes, Foster Homes, Adult Family Homes and Community Based Residential Facilities allowed in Village single-family zoning districts are mandates of Federal and State law dating to the late 1980's. Ms. Haase was advised placing a business within a residential neighborhood may not be acceptable to citizens of the Village; therefore, the suggestion to start the request with a presentation to the Village Board. Furthermore it was noted the proposed use would be allowed in homes with business zoning under the standards of the Village Center Overlay Zoning District.

**Fiscal Impact:** No known impacts at this time, except if use becomes property tax exempt.

**Requested Action by Committee/Board:** Provide direction to either:

- 1) Request further review by the Plan Commission to define the proposed use and prepare a zoning ordinance amendment to allow the use in single-family zoning districts (permitted or conditional use), or
- 2) Inform Ms. Haase the proposed use is not appropriate in single-family zoning districts.

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### Attachments

Background Information from Ms. Haase  
R-1 Single-Family Medium Lot Residential Zoning District

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**Village of Mukwonago**  
**Request to Amend Local Ordinance**  
Mary L. Haase, The Haase House, Inc  
January 29th, 2019

**Introduction:**

- Mary Haase, The Haase House, Inc, Business Owner/Director
- Current Place of Business/LLC: N9080 County Road ES, East Troy, WI
- Provider of Self-Directed IRIS and Community Care support services, Medicaid Waiver program for adults with disabilities

**Purpose of the THH Business: Mission/Vision:**

- Our mission at The Haase House is dedicated to providing hourly, self-directed support services to young adults with disabilities that uphold the key concepts of *self-determination* for our clients to control their own futures, develop attitudes and abilities to set goals, and take charge of their own lives and dreams.
- Our vision strives to provide a progressive approach to the typical adult day program by offering individualized goal setting, scheduling, and interventions dictated by the clients' goals to optimize their potential for independence and community integration.

**Primary Request:**

- To amend the zoning ordinance to allow my business the use of a property in a single-family zoning district

**Primary Reasons for Request:**

- THH is looking for a home that better aligns to our mission for optimum integration into the community. An in-town location in Mukwonago would:
  - Significantly increase the opportunities for regular activity at local parks, businesses, schools, etc.
  - Expand employment or volunteering opportunities for our clients.
  - Provide an environment where there is interaction with neighbors and promote active participation in the neighborhood community
- An in-town location will help resolved challenges around transportation by:
  - Reducing commute times to local businesses and other community settings - this time savings will allow us to maximize our time with the clients
  - Allowing other modes of mobility in the community (ie. walking, biking) for flexibility and better health benefits.
- THH prefers a residential home without stairs or minimal stairs. This is important not only for safety reasons, but to also enable all clients to get maximum use out of the programming space.

- For the Village of Mukwonago, this request for an amendment can also serve as a catalyst for expansion of support services for those persons with disabilities.

Sincerely,

Mary Haase

*Mary Haase*  
*1/29/19*

CC:

To help in your decision-making process, I thought it may be beneficial for you to have access to additional information on myself and the THH business:

APPENDIX A: Includes my background, my training and experiences, and how I started the THH business.

APPENDIX B: Includes description of the THH business operations and services offered.

APPENDIX C: Includes my rationale for why the THH support services model is great fit for the Village of Mukwonago

# APPENDIX A

## Mary Haase Background/Profile The Haase House Background

I have been an Occupational Therapist for 27 years in the xxx and xxx school systems. I obtained my Bachelor of Allied Health degree from UW-Milwaukee, and have extended education in Special Education, receiving an additional masters degree in Special Education from UW-Whitewater. My certifications include: CPR, First Aid, Autism Specialist, and Transition Specialist. I currently do grant work with families in Mukwonago funded by the WI Persons With Developmental Disabilities Board.

I have two sons, Mitchell and Bryce. Bryce is my youngest son, age 21, who has autism, seizures and cognitive delays. My goal was to one day develop some type of service agency or home in which my son and his peers could access right here in the Mukwonago community and not upheaval their lives and move away from a place they call their "community" and home.

A local special olympics coach and myself had frequently talked about serving the young adult athletes in a group home or Adult Family Home. After two years of thinking and talking about it, we both took an Entrepreneurship course, wrote a business plan and jumped right into business. I left my position in the schools systems without ever looking back. There are no regrets.

In November of 2016, we established our business name, Supported Living Enterprises, LLC. Our first client began on February 1st, 2017. We are currently in the process of changing our name to The Haase House.

We rented an adorable farmhouse on a manufacturing site and went through a long process to help get the entire storage units and house on this property rezoned B-2. The Town of East Troy granted us a conditional use permit under B-2, which would be able to fall back to R-2 if we vacate the premises. We have been at this location for the entire duration of doing business.

In March of 2018, my business partner resigned to take care of her health. I have been the sole owner of The Haase House since March of 2018. THH has grown to service 16 clients and has 8 staff on payroll currently, all part time.

Personal Statement: I have taken many steps to help Bryce be part of our Village and encouraged him to interact with our community whenever possible. Bryce currently lives with my husband and I in Mukwonago, he works, dines, attends church, managed sports teams, was active in the church choir, boy scouts, had job training at the YMCA, Pick n Save, and the school food service programs, played rec and high school sports, plays in Special Olympics, volunteered for 7 years at Linden Grove, volunteers in a variety of community settings, was a prom court member and an ambassador for Best Buddies. Bryce currently hopes to live right here in Mukwonago with his dog and friends, and he is currently planning on how to save his own work money to achieve this goal of being



independent. He is an excellent neighbor and helps them when they need it. All of these accomplishments amaze me despite his low cognitive abilities, autism and seizures. I listened to what he wanted to learn, try and just enjoy along the way. I don't just speak it, I live it and I can say that "community" is key for these individuals to feel a sense of self-worth and belonging. Without opportunities, potentials go untapped. This is the reason behind THH's mission to help all adults like Bryce to have the opportunity to express and work towards their life-long goals in their community.



# APPENDIX B

## THH Business Model and Services

### Services Provided:

- Supportive Home Care: Range of services that clients need to meet daily living needs to ensure adequate functioning in a home and safe access to the community. Assistance with eating, exercising, communication, bathing (none at THH), adaptive equipment use, time management, supervision, social skills, wellness, extension of therapy services. These SHC services can be provided in the client's home, in the community or at THH.
- Respite Care: Services that basically relieve the primary caregiver from care demands. Can occur in the client's home, in the community or at THH. These services are primarily used for Special Events/Outings outside of a scheduled service times at THH. They also may be used if there is a need to arrive early or stay late due to unforeseen circumstances (i.e. car trouble, meeting before work, funeral to attend, etc...).
- Daily Living Skills: Services that provide education and skill development or training to improve the client's ability to independently perform routine daily activities and effectively utilize community resources. May include skill development in personal hygiene, food preparation, home upkeep/maintenance, money management, accessing and using community resources, computer use, parenting and community mobility. It also can be used to provide support at a volunteer site or work setting in our community. Daily Living Skills services can occur in the client's home, in the community or at THH. DLS is provided by 1:1 or 1:2 instruction
- THH is in the process of reviewing services rendered and will be adding other service codes such as patient education, job coaching, therapeutic activities, counseling, etc.. as clients' needs are already dictating.

### Clients:

Persons with intellectual and/or developmental disabilities, Ages 18-35

Ambulatory or semi-ambulatory at this time

Reside in a home or living setting, but not at The Haase House (not a living setting)

**Client/Staff Ratio:** Our ratio of staff to clients at any given time is at maximum of 1:3. We strive to keep our ratios at this to assure safety, effective skill training and adequate management within all community settings.

**Hours of Operation:** Monday - Friday, 8:00 a.m. - 5:30 p.m.

The schedule per client varies and is set according to their needs and their approved hours through their Medicaid funding. The schedule varies for each client. This could be 3 hours per week. This could be two hours per day. This could be 3 full days per week.

**Transportation/Parking:**

The Haase House has a typical family mini-van and cars and has no intention of purchasing something that looks commercial or has any signage to identify our clients as disabled.

We keep in mind our numbers on any given day. We often split into two groups. Some are working on skills in the community while another group works at home, resulting in minimized issues with parking or traffic in a residential area.

Clients may arrive or depart via a family member or the Seniors on the Go taxi service in Mukwonago. A few clients have acquired our services under their funding to transport them to and/from their work setting to THH. We offer this when it is possible, because transportation often is very costly and impacts the overall funding needed for services. We attempt to vary the drop-off and pick-up times at THH to minimize traffic or vehicle congestion. On a busy work day, we may have 4 vehicles on the premises, but never all of these for a full day.

Given a location in a residential area, we would attempt to provide an area for transported individuals that is not located on the street. Our scheduling is not like many child daycares wherein their drop-offs and pick-ups occur during the busiest bus and commuter traffic times. At THH, we have many days where most of our clients and staff leave the house 3:30pm, so we do not anticipate any congestion on the streets leading to or surrounding our home.

**Current Staff**

- Owner/Director: Mary Haase has extensive background and training working with person with disabilities. This includes being a National and State Board Licensed Occupational Therapist, holding an additional Master's Degree in Special Education and certificates for Autism Specialist and Transition Specialist. Continuing Education is required to maintain this level of expertise and keeping current with trends in services and new legislation.
- Program Manager: A professional teacher with experience in teaching students with disabilities through Special Education. She is responsible for assisting with assessment development, assessment, review of data and designing/implementing curriculum specially designed for each individual client.
- Program Assistant: Currently we have a variety of part-time program assistants with varying levels of skill. Teachers, Occupational Therapists, Occupational Therapy grad students, Social Workers, Social Worker college students, and day care providers are noted in our current staff. All our PA's have been trained in CPR/First

Aid and Bloodborne Pathogens. Background checks and evidence of being free of communicable diseases are mandated by The Haase House.

- Business Operations Manager and Bookkeeper: THH has both of these positions on staff to keep up with current client rights, staff rights, safety, taxes, conditions, etc....both of these persons having 28 and 40 years of experience, respectively.
- Volunteers/Students: At THH we value gifts and talents others can bring to our services. We coordinate with local churches to assist with home and yard projects. We have special guests who can teach skills that are great hobbies, life skills or even skills that are becoming forgotten (i.e. sewing). We have had college students complete fieldwork with us. We have had college students volunteer to help with events (i.e spa night).

### **Insurance: THH Holds this Policy (Renewed January 1, 2019)**

#### Company: Robertson-Ryan & Associates - West Bend Mutual

- Abuse/Molestation - up to \$5 million
- Commercial Property Coverage
- Commercial General Liability
- Commercial Umbrella
- Business Auto Coverage
- Renter's Insurance
- Homeowner's Insurance would be attained if business resided in a home

All staff are covered under Workman's Compensation and current Business Insurance policy

### **Typical Day for Business**

A typical day for a client is individualized based on their own goals gathered through informal assessment and their input. **No schedule is ever the same from one day to the next.** Each hour of service includes specifically planned activities to address each client's goals. Schedules are changed as needs change, even with a given day. They can start their day, change their mind, take a stab at something new, spend a longer time on a project if it is fulfilling or productive, work a longer shift, arrive early for appointments in the community, etc...just like typical, non-disabled persons.

Activities may include cooking, cleaning, hikes, bocce in the park, hygiene, crafts, fine motor development, exercise, journaling, hobbies, board games, social skill training, counseling regarding their employment, coping skills, safety training, yardwork, flower gardening, helping a neighbor, simple home repair/maintenance, phone skills, volunteer work, functional reading and math work, time management, planning/calendar skills, etc... This certainly is not an all-inclusive list and flexible for any desires that are expressed through our clients.

It is a priority that there is a minimum of one community integration outing per day, but at least two to three is desired. THH makes every effort to design all outings as learning/teaching experience.

Weekends and weeknight services vary depending on special events and outings planned by THH and occur 1-3 times per month at most, and sometimes the home serves as a place to meet and then THH transitions to a community event. Scrapbooking, cooking class, and game nights are a few examples. The Scrooge Musical at our new theater at the high school was a wonderful evening out with dinner beforehand.

THH will be closed: 4th of July, Thanksgiving Day and day after, Christmas Eve and Christmas Day, New Year's Eve, New Year's Day, Memorial Day

# APPENDIX C

## Benefits of THH Support Services Model to the Village of Mukwonago

- We have the ability to offer a variety of services that align specifically with the goals of persons with disabilities in our community. Others are often limited to a "one size fits all" concept and approved to bill one code. We are able to truly target critical skills we determine necessary for more independent and functional lives, without limitations. All of this provides more functional adults within our community. We make every effort to help our clients blend in, carry themselves as adults, and look like typical residents. The more our clients are out in the community, the better acclimated our community will be.
  
- Many of the large facilities who provide day services in other communities have been closing or revising their business plans because of their current segregated models of service delivery. Many are in the process of moving their services into the community. This is an excellent time for Mukwonago to establish such services that are community-based in our Village and prevent our own citizens from moving to other communities. We should want them to reside here and allow them to enjoy and partake in all our Village has to offer. Mukwonago is "home" to many of our families currently. Mukwonago would be a forerunner and pioneer in a service-delivery model that truly encompasses the variety needed to meet more clients' needs. This model is not readily provided across the state today.
  
- Part of being a good citizen is being a good neighbor. We have very capable young adults who already give to their community. We are teaching others the value of this. Providing service in a neighborhood would really help us teach these individuals how to look out for others, volunteer, lend a helping hand and respect privacy and property. In what other setting could these individuals learn these kinds of skills?
  - A home/yard in a residential area in itself allows us to teach in the moment (i.e. cleaning up the street or sidewalk, garbage vs recycle day, maintaining the yard, appropriate times to cut the grass, why leave and snow removal is important, exposure to neighbor pets, being part of neighborhood watch programs or events like Halloween, etc).



- Many clients currently served by THH attended Mukwonago High School and consider the Village of Mukwonago their hometown. Those that did not attend MHS have been out in our community with THH for over two years and are feeling safe, comfortable and accepted here. We provide our community respectful, law-abiding, neighborly, helpful, socially-appropriate adults who are potential permanent residents.
- Staff/client ratio and Client Limit: In the future, our hope is to keep the number of persons served reasonable and the staff/client ratio maintained in any one setting. While our goal is to grow, like any business, in the event our client base grows outside of our staff/ratio limits, we would pursue another location in the Village of Mukwonago. We should function as typical members of our community and access the community similarly. Our expectations for our clients is to present themselves in a manner that is age-appropriate and respectful in our community at all times. Hence, the 1:3 staff to client ratio is key in order to uphold these expectations.
- Jobs. The more successful we are at THH, the more Mukwonago will reap the benefits of adding these adults to their employee base. At this time, we use our volunteer opportunities to assess employment skills, and we work to build on these skills for each individual to hopefully get them into some sort of job setting if they desire.

**Exhibit B**  
**to Ordinance No. 935**

**Section 100-101. R-1 Single-Family Medium Lot Residential District.**

The R-1 Single-Family Medium Lot Residential District is intended to provide for single-family residential with a minimum lot size of 15,000 square feet within new or existing neighborhoods designated within the Update to Comprehensive Plan 2035 as Medium Lot Single Family II.

*(1) Permitted uses.*

- a. Single-family dwellings.
- b. Family day care homes licensed under Wisconsin State Statutes.
- c. Foster homes and treatment foster homes licensed under Wisconsin State Statutes, and subject to the provisions Wisconsin State Statutes.
- d. Adult family homes licensed under Wisconsin State Statutes, subject to the provisions of Wisconsin State Statutes.
- e. Community living arrangements, as defined in Wisconsin State Statutes, with a capacity for eight or fewer persons, subject to the provisions of Wisconsin State Statutes.
- f. Home Occupations and Professional Offices, subject to the provisions of Section 100-21 (5).
- g. Essential services.

*(2) Permitted accessory uses.*

- a. Private garages, swimming pools and carports.
- b. Gardening, tool and storage sheds incidental to the residential use.
- c. Solar collectors, both roof-mounted and as an accessory structure are permitted provided they comply with all yard and height requirements for the district in which they are located, are screened from street view, and receive prior plan commission approval and a permit from the building inspector.
- d. Dish antennas, ground and building mounted, limited to 24 inches in diameter and not visible from street view.
- e. Secondary suite as defined is allowed in a single-family dwelling subject to approval of the zoning administrator in accordance to the following standards:
  1. Issuance of a building permit for the new construction or remodeling is required.
  2. Submittal of a recorded declaration of restrictions with the county register of deeds, stating the "the Village of Mukwonago Inspections Department/Zoning Administrator has approved the building permit application conditioned upon the owner signing and recording this Declaration of Restrictions indicating said dwelling will be a single family dwelling." The declaration of restrictions shall be recorded before issuance of a building permit for construction of said secondary suite.
  3. The secondary suite shall be on the first floor of the single-family dwelling, at street grade level, or, if on second floor or lower level, an elevator or chair lift shall be installed from the secondary suite to the first floor at street grade level.
  4. The secondary suite shall have non-lockable direct interior access to the entire dwelling.
  5. No more than two bedrooms shall be permitted.
  6. The principal single-family dwelling and the secondary suite shall share common water, sanitary sewer or septic and electric connections.
  7. The owner shall provide evidence to the inspections department that the water and sanitary sewer or septic facilities are adequate to serve the secondary suite.

8. The secondary suite shall be designed that the appearance of the building remains as a single-family dwelling. Any new entrances shall be located on the side or rear of the building and shall be at ground level.
9. The secondary suite shall not be constructed or established within any required garage.
10. A kitchenette means a small kitchen or area for preparing food, often as a part of a room instead of a separate room.

(3) *Conditional uses.*

- a. Community living arrangements, as defined in Wisconsin State Statutes, with a capacity for 16 or more persons, subject to the provisions of Wisconsin State Statutes.
- b. Public, parochial and private elementary and secondary schools and churches, provided the lot area is not less than two acres and all principal structures and uses are not less than 50 feet from any lot line. Associated uses within schools and churches not part of the principal use of school or church require a separate conditional use, such as a church using part of a school or a day care in a church.

(4) *Quantitative Standards for Development in R-1.*

Category	Standard
Minimum Lot Area	15,000 square feet
Minimum Lot Width	100 feet interior lot/120 feet corner lot
Maximum Building Coverage on Lot—Principle Building	25% of total lot size, not including any public right-of-way
Maximum Building Coverage on Lot—Accessory Building	5% of total lot size, not including any public right-of-way
Minimum Greenspace*	60% of total lot size, not including any public right-of-way
Minimum Building Setbacks**	Street Yard: 35 feet Interior Side Yard: a. One-story dwellings: 15 feet each side b. Other dwellings: 20 feet one side, 15 feet other side Rear Yard: 40 feet
Maximum Building Height, principal building	30 feet
Maximum Height, accessory building***	15 feet
Minimum Floor Area per Dwelling Unit	Total: 1,800 square feet  1 <sup>st</sup> floor of bi-level or 2-story: 1,200 square feet  Each other floor of bi-level or 2-story: 600 square feet

\* Land that is permanently or temporarily submerged by water shall only count toward this calculation at one-half of required land space (i.e., 200 square feet submerged = 100 square feet greenspace).

\*\*Under conditional use approval the Plan Commission and the Village Board may require increased setbacks to create additional buffers from neighboring properties.

\*\*\*Please see general standards for an accessory building elsewhere in this Chapter 100.

(5) *Parking.*

- a. For single-family, parking for each dwelling unit shall be provided in accordance with Article V of this Chapter 100.
- b. For single-family, garages shall be attached. An attached garage shall be built concurrently with construction of the dwelling and shall be a minimum of 480 square feet. The attached garage may not exceed 48 percent of the floor area of the dwelling, or 960 square feet, whichever is less. Attached garages shall not have more than three (3) overhead doors. Attached garage doors shall not exceed a total of 32 feet in length and ten (10) feet in height.
- c. Existing attached garages shall not be converted to another use and shall be maintained as an attached garage at all times, unless a new attached garage is constructed in accordance with the standards of paragraph (5) (b) above. Nothing in this paragraph shall prevent an enlargement of an existing attached garage in accordance with the standards of paragraph (5) (b) above.
- d. For other uses allowed as a permitted or conditional use in R-1, parking shall be provided in accordance with Article V of this Chapter 100.

(6) *General requirements.*

- a. For any development, adherence to all standard specifications adopted by the village board is required.
- b. For any development, a developer's agreement between the villages, the developer and the owner of the property may be required. This agreement shall address all concerns and requirements of the village and provide adequate assurances that the development will fulfill the intent of this chapter.
- c. See Chapter 34 of Municipal Code for additional standards for the preservation and the planting of trees.
- d. No topsoil may be removed from any parcel in the R-1 district without the prior written approval of the village zoning administrator. For all developments that are subject to a developer's agreement, topsoil removal shall be controlled by the terms set forth therein.





# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board: Protective Services  
Topic: Updated S.M.A.R.T. agreement  
From: Chief Kevin Schmidt  
Department: Police Department  
Presenter: Chief Kevin Schmidt  
Date of Committee Action  
(if required): February 6, 2019  
Date of Village Board  
Action (if required): February 20, 2019

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### Information

**Subject:** The Suburban Mutual Assistance Response Teams (S.M.A.R.T.) has updated their agreement with all municipality members. Each municipality is required to sign the updated agreement.

**Background Information/Rationale:** The Suburban Mutual Assistance Response Teams (S.M.A.R.T.) has existed for nearly 25 years. In 1993, law enforcement agencies realized that "situations may occur which are beyond the ability of the individual law enforcement Agency to deal with effectively in terms of personnel, equipment and available resources. Each Agency in S.M.A.R.T. expresses its intent to assist the other Agencies by assigning some of its personnel, equipment and available resources to permit the law enforcement Agency of each municipality to more fully safeguard the lives, persons and property of all citizens". Municipalities in Milwaukee and Waukesha County organized to provide a system of mutual aid among the participating law enforcement agencies. The Village of Mukwonago has been a member from the beginning. In 2018, S.M.A.R.T. is now made up of law enforcement agencies in Milwaukee, Waukesha, Walworth, Jefferson, Racine, and Kenosha Counties. Because some inconsistencies found in the agreement adopted in 2015, the S.M.A.R.T. board hired the law firm of Arenz, Molter, Macy, Riffle, Larson & Bitar Municipal Law and Litigation Group review the agreement.

A letter from the law firm to the president of the S.M.A.R.T. board, Captain Baumann of the City of Waukesha Police Department, is attached. The letter outlines the changes to the agreement.

**Key Issues for Consideration:** The League of Municipalities (our insurer) and Attorney Blum have reviewed the agreement and are satisfied with it.

If a request for our assistance comes in, we assess our ability to respond based on our needs and available staffing. We decide whether we respond and with what resources. Also, our employees remain our employees for liability purposes, workers compensation, etc... While a community providing aid can decide to bill the municipality that asked for assistance, it does not regularly happen. Because every law enforcement agency understands that one day, they will be asking for the assistance. In the few instances where our officers were activated, the assignments have been traffic control or notification to residents.





**Fiscal Impact (If any):** If we go to assist an agency, we send officers on duty at the time. Wages and benefits are paid by the Village of Mukwonago. The officer will remain our employee for liability purposes, workers compensation, etc... The benefit to the Village is should we need assistance, we won't be billed for the officers and equipment who respond to the Village of Mukwonago.

**Requested Action by Committee/Board:** Authorize the Village President, Chief of Police and Municipal Clerk to sign the updated 2019 S.M.A.R.T. agreement.

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### Attachments

- 1) Updated S.M.A.R.T. agreement
  - 2) Letter from Municipal Law & Litigation Group, S.C.
-

# Village of Mukwonago

[Municipality]

## SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAMS

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The undersigned Agencies agree pursuant to Wisconsin Statutes as follows:

### Section 1. PURPOSE OF AGREEMENT

This Agreement is made in recognition of the fact that situations may occur which are beyond the ability of the individual law enforcement Agency to deal with effectively in terms of personnel, equipment and available resources. Each Agency in S.M.A.R.T. expresses its intent to assist the other Agencies by assigning some of its personnel, equipment and available resources to permit the law enforcement Agency of each municipality to more fully safeguard the lives, persons and property of all citizens.

### Section 2. DEFINITIONS

For the purpose of this Agreement, the following terms are defined as follows:

#### A. SUBURBAN MUTUAL ASSISTANCE RESPONSE TEAMS

The Wisconsin law enforcement Agencies participating in this Mutual Aid Agreement, collectively.

#### B. INCIDENT

A situation that potentially threatens or causes loss of life and/or property or exceeds the physical and organizational capabilities of a Law Enforcement Agency. Generally, the word "Incident" within this document refers to situations (emergencies) connected to a law enforcement response to severe storms, floods, hazardous material incidents, transportation accidents, large fires, public disorders, major crimes, barricaded subjects, hostage situations, searches, traffic control, terrorist activities, dignitary protection and other similar occurrences.

#### C. AGENCY

A law enforcement organization recognized by its city, village, town, county or state.

#### D. MUTUAL AID

A definite and prearranged written agreement and plan whereby regular response and assistance is provided in the event of Incidents by Requesting Agencies by the Aiding Agency in accordance with the Police Incident Assignments as developed by the Police Chiefs and Sheriffs of the Participating Agencies. (The head of law enforcement for a Participating Agency is referred to herein as "Chief/Sheriff," and collectively the heads

of law enforcement for all Participating Agencies is referred to herein as "Chiefs/Sheriffs". Collectively, and individually the "Chief/Sheriff").

E. PARTICIPATING AGENCY

An Agency that commits itself to this Mutual Aid Agreement by adopting an ordinance or resolution authorizing participation in the program with other Agencies for rendering and receiving Mutual Aid in the event of an Incident in accordance with the Police Incident Assignments, that is accepted into membership. Eligible Agencies must operate in Southeastern Wisconsin, within the counties of Jefferson, Kenosha, Milwaukee, Racine, Walworth and Waukesha.

F. REQUESTING AGENCY

The municipality or legal jurisdiction in which an Incident occurs that is of such magnitude that it cannot be adequately handled by the local law enforcement Agency, that makes a request for Mutual Aid pursuant to this Agreement.

G. AIDING AGENCY

A municipality furnishing police equipment and personnel to a Requesting Agency, pursuant to this Agreement.

H. POLICE INCIDENT ASSIGNMENTS

A predetermined listing of Aiding Agency personnel and equipment that will respond to aid a Requesting Agency.

Section 3. AGREEMENT TO EFFECTUATE THE MUTUAL AID PLAN

The senior on-duty officer of each Participating Agency is authorized to participate with the Participating Agencies in Mutual Aid according to following:

- A. Whenever an Incident is of such magnitude and consequence that it is deemed advisable by the senior on-duty officer of the Requesting Agency to request assistance of the Aiding Agencies he or she is hereby authorized to do so under the terms of this Mutual Aid Agreement.
- B. The senior on-duty officers of the Aiding Agencies are authorized to and shall forthwith take the following action upon receipt of a request for aid pursuant to this Agreement:
  - 1. Promptly determine what resources are required according to the Mutual Aid Police Incident Assignments.
  - 2. Promptly determine if the required equipment and personnel may be committed in response to the request from the Requesting Agency.

3. If so, promptly dispatch the personnel and equipment required to the Requesting Agency in accordance with the Police Incident Assignments.
- C. The rendering of assistance under the terms of this Mutual Aid Agreement is not mandatory. The senior on-duty officer of the Aiding Agency may determine not to respond, for example, if the available personnel and equipment are required for the protection of the Aiding Agency. In that event it is the responsibility of the Aiding Agency to promptly notify the Requesting Agency of the same. The judgment of the senior on-duty officer shall be final.
  - D. The senior on-duty officer of the Requesting Agency, shall assume full responsibility and command for operations at the scene. He or she will assign personnel and equipment, of the Aiding Agencies, to positions when and where deemed necessary.
  - E. It is expected that requests for Mutual Aid under this Agreement will be initiated only when the needs exceed the resources of the Requesting Agency. Aiding Agencies will be released and returning to duty in their own community as soon as the situation is restored to the point which permits the Requesting Agency to adequately handle it with its own resources. Aiding Agencies may also return to duty in their own community at any time, upon notifying the senior on-duty officer of the Requesting Agency, if the senior on-duty officer of the Aiding Agency determines the required equipment and personnel should no longer be committed to the Incident.

Section 4. STATUTORY AUTHORITIES

This Agreement is entered pursuant to Wisconsin Statutes §66.0301. The following statutory rights and responsibilities shall apply.

- A. Wisconsin Statutes §66.0313: Law enforcement; mutual assistance.
- B. Wisconsin Statutes §66.0513: Police, pay when acting outside county or municipality.
- C. Wisconsin Statutes §895.35: Expenses in actions against municipal and other officers.
- D. Wisconsin Statutes §895.46: State and political subdivisions thereof to pay judgments taken against officers.

To ensure compliance with State laws and to avoid ambiguity, all future amendments and recodification of the foregoing statutes, and judicial interpretations thereof, are incorporated herein and shall apply. Nothing contained within this paragraph or Agreement is intended to be a waiver or estoppel of the municipality or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained with Wisconsin Statutes 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin law.



Section 5. COOPERATION

Nothing herein shall be interpreted to prevent member municipalities from voluntarily cooperating in law enforcement services, including voluntary sharing of equipment or facilities, and voluntarily providing services without seeking reimbursement of costs. Each Participating Agency hereby authorizes its Chief/Sheriff to exercise discretion in cooperating with Participating Agencies. Such discretion includes, but is not limited to, the discretion to waive rights of reimbursement of costs incurred in customary, routine and ordinary activities involving costs, salaries and benefits other than worker's compensation. Such waiver of rights of reimbursement of costs for worker's compensation or significant events involving death or catastrophic injury shall be exercised by the Chief/Sheriff upon consultation with and approval by the municipality's governing body.

Section 6. INSURANCE

Each Participating Agency shall maintain insurance coverage to protect against risks arising out of this Agreement, which shall include general liability coverage, automobile liability coverage, workers compensation coverage, and such additional coverage and amounts as further specified by the Chiefs/Sheriffs. Such coverage shall be endorsed, if necessary, to cover claims arising out of contractual liabilities.

Section 7. NO THIRD PARTY BENEFICIARIES

This Agreement is solely between the Participating Agencies, each of whom acts individually in the performance of this Agreement. There are no third party beneficiaries to this Agreement. No separate entities are hereby created.

Section 8. ADMINISTRATION

This Agreement shall be administered by the Chiefs/Sheriffs of the Participating Agencies. The Chiefs/Sheriffs are empowered to carry out the intentions of this Mutual Aid Agreement through all administrative means including the following:

- A. *Determination of membership.* The Chiefs/Sheriffs may determine eligibility for membership, accept new Agencies into membership, maintain records of who is currently a member at any time, determine criteria for termination from membership, and enforce termination of membership.
- B. *Membership fees/dues.* The Chiefs/Sheriffs may establish a fee to join into membership, and dues that may be required on a periodic basis to pay for the operations associated with administering this Agreement.
- C. *Officers and directors.* The Chiefs/Sheriffs may delegate their administrative responsibilities by creating administrative subunits, officers, directors and system managers, whose authority and duties may be described in by-laws and operating



procedures that the Chiefs/Sheriffs may adopt. All such officers, directors, by-laws and operating procedures in effect pursuant to the predecessor to this Agreement on the effective date of this Agreement remain in effect following the effective date of this Agreement.

- D. *Request and response protocols.* The Chiefs/Sheriffs may further define all protocols for making requests and responding to requests for service pursuant to this Mutual Aid Agreement.
- E. *Status.* All Chiefs/Sheriffs administering this Agreement, in any capacity, do so solely by virtue of their capacity as Police Chief or County Sheriff, and shall not be compensated by SMART.
- F. *Testing procedures.* The Chiefs/Sheriffs may establish and execute testing procedures, to ensure readiness for timely Mutual Aid response.
- G. *Method of decision making.* Actions taken by the Chiefs/Sheriffs shall be by majority vote of the quorum of Chiefs/Sheriffs or their designees present and voting, with 50% of the Chiefs/Sheriffs constituting a quorum, except that the Chiefs/Sheriffs may delegate these authorities and modify these terms within the duly adopted by-laws and operating procedures.

Section 9. TERMINATION

Any Agency may withdraw from the Suburban Mutual Assistance Response Teams Agreement by notifying the Chiefs/Sheriffs of the other Participating Agencies in writing, whereupon the withdrawing Agency will terminate participation ninety (90) days from the date of written notice. The Chiefs/Sheriffs may adopt procedures for terminating Agencies who fail to comply with the terms of this Agreement as administered by the Chiefs/Sheriffs, and may exercise that authority.

Section 10. EFFECTIVE DATE

This Agreement supersedes an agreement on the same subject between the same parties. The effective date for this Agreement and the termination of the prior agreement shall be as follows:

- A. This Agreement shall first take effect when it has been duly approved in writing by all municipalities shown in attached Appendix 1 (the "Current Members"), and executed by such authorized officials. On the date of the last such approval, the predecessor to this Agreement is thereby terminated and this Agreement is effective.
- B. In the event fewer than all of the Current Members choose to enter this Agreement prior to March 1, 2019, those municipalities who have approved this Agreement and executed it may give notice and terminate their participation in the prior agreement per

its terms, in which case this Agreement shall be effective for such members on the date of their termination of participation in the prior agreement.

- C. Following its initial effective date, this Agreement shall thereafter be effective for Agencies joining thereafter when the Agreement has been duly approved in writing by such Agency, duly executed by authorized officers of the Agency, and the Agency has been accepted into membership by the Chiefs/Sheriffs of the Participating Agencies. The adoption and signature on this Agreement constitutes an offer, which becomes a binding contract upon acceptance by the Chiefs/Sheriffs.

Section 11. COUNTERPARTS.

This Agreement may be executed in multiple counterparts, each of which is an original and all of which taken together form one single document. Signatures delivered in original form or facsimile shall be effective.

*[signatures follow on page 7]*

**Signature Page for Suburban Mutual Assistance Response Teams Agreement**

IN WITNESS WHEREOF, this Agreement has been duly executed by the following parties on the  
\_\_\_\_ Day of \_\_\_\_\_, 2018.

Village of Mukwonago

\_\_\_\_\_  
[Municipality/Legal Jurisdiction]

\_\_\_\_\_  
[Municipal Official]

\_\_\_\_\_  
[Chief of Police or Sheriff]

ATTEST:

\_\_\_\_\_  
[Municipal Clerk/Witness]

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**ARENZ, MOLTER, MACY, RIFFLE, LARSON & BITAR**

MUNICIPAL LAW & LITIGATION GROUP, S.C.

730 N. GRAND AVENUE  
WAUKESHA, WISCONSIN 53186  
Telephone (262)548-1340  
Facsimile (262)548-9211

Email: elarson@ammr.net or rbitar@ammr.net

DALE W. ARENZ, RETIRED  
DONALD S. MOLTER, JR., RETIRED  
JOHN P. MACY  
COURT COMMISSIONER  
H. STANLEY RIFFLE  
COURT COMMISSIONER  
ERIC J. LARSON  
REMZY D. BITAR

PAUL E. ALEXY  
MATTEO REGINATO  
R. VALJON ANDERSON  
LUKE A. MARTELL  
SAMANTHA R. SCHMID  
STEPHEN J. CENTINARIO, JR.  
TIMOTHY A. SUHA

October 24, 2018

Dan Baumann  
Captain of Police  
Waukesha Police Department  
1901 Delafield St.  
Waukesha, WI 53188

**Re: Suburban Mutual Assistance Response Teams  
Intergovernmental Agreement**

Dear Captain Baumann:

It has been our pleasure to work with you and the S.M.A.R.T. Executive Board and membership over these last several months. This process began when one of your new members noted certain inconsistencies in the Agreement. My office was also initially contacted by a municipal insurer that expressed concerns. Although the S.M.A.R.T. Agreement has existed for some 25 years and has operated relatively smoothly, the legal foundation had developed into a patchwork and it was time to closely consider the legal documents. Through the course of several drafts and review and discussion with your group, we now have a final product that we are prepared to present to the member municipalities. Remzy and I have asked the major municipal insurers that operate in Wisconsin to consider the final product, and all have noted their approval, and they also have agreed to cover the costs of this drafting project. It is now time to forward the document to member municipalities and seek their approval. To that end, I am writing to outline the major issues that have been considered in this revision process. If any lawyers for the member municipalities would like a further explanation of these changes, I would be happy to discuss the matter with them individually and they should feel free to contact me. That said, given the large number of participants, it will quickly become unwieldy and unworkable to revisit these terms, which is why we have taken such care with the drafting process.

Aside from technical drafting issues, such as using defined terms consistently and correcting internal citations, most of the changes to the Agreement can be summarized as follows:

## MUNICIPAL LAW & LITIGATION GROUP, S.C.

Dan Baumann  
October 24, 2018  
Page 2

1. Division of liability risks. The prior Agreement was ambiguous to some extent as to responsibilities in the event of injuries or accidents arising during a S.M.A.R.T. response. The enclosed Agreement clarifies that issue by incorporating State law as shown in Section 4. The statutes require the following. Law enforcement officers can assist other officers outside their jurisdiction, and they are deemed to be employees of the Requesting Agency for purposes of liabilities arising out of that Mutual Aid work. The responding Agencies remain the employer of their officers for purposes of compensation, and wages and disabilities, but the Requesting Agencies must pay reimbursement of such costs. While we could attempt to reach different conclusions on these issues than State law requires, we would raise litigation issues by doing so. In the case of *Liebenstein v. Crowe*, 826 F. Supp. 1174 (Ed. Wis. 1992), the court refused to enforce a Mutual Aid contract which stated that the employees of each Participating Agency "shall continue to be employees of their employing municipality for all purposes." The court held that this was contrary to State law which imposes certain obligations on the Requesting Agency. The League of Wisconsin Municipalities has concluded that home rule municipalities can exercise home rule authority and choose not to be bound by the statute, which may be true, but creates some significant hurdles for the adoption of this Agreement. Home rule authority is exercised through charter ordinances, which are subject to referendum requirements in some cases, and moreover, towns and counties do not have home rule authority. I recommend, therefore, that we allow the State statutes to have their effect and avoid the possibility of dispute on these issues.
2. Cooperation. Past practice of participating agencies has been to waive reimbursement for minor responses. The overriding theory among the participants has been this: Sometimes we are the responding municipality and incur these costs, but other times we will be the requesting municipality; so everyone wins when we help one another without unduly burdening the receiving municipality with response costs. There is no guarantee that any participant would waive costs. That said, the same spirit of cooperation that has guided this organization from its beginning would likely continue over time.
3. General terms. Certain general "boilerplate" terms have been added beginning in Section 6, largely to describe the current practices of S.M.A.R.T.
4. S.M.A.R.T. lack of corporate status. The Agreement has been modified to reduce the impression that S.M.A.R.T. has separate corporate status from the participating entities. It does not. S.M.A.R.T. is only a collection of participating law enforcement agencies and does not exist as an entity unto itself. This is a mutual aide agreement and it is administered by participating police chiefs and county sheriffs in their capacity as police chief or county sheriff for their municipality.
5. Action required. The transition between the former Agreement and this new Agreement will follow a process described in Section 10. All of the participating municipalities should be advised that **action is required prior to March 1, 2019.** After that time the Agreement that is currently in effect may be terminated and



**MUNICIPAL LAW & LITIGATION GROUP, S.C.**

Dan Baumann  
October 24, 2018  
Page 3

the new Agreement may take effect with those members who have chosen to enter the new Agreement prior to March 1<sup>st</sup>.

I am also enclosing a draft resolution that municipalities can use to adopt this Intergovernmental Agreement. If you should have any questions or concerns regarding these matters, please do not hesitate to contact us.

Yours very truly,

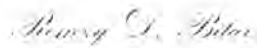
MUNICIPAL LAW & LITIGATION GROUP, S.C.



Eric J. Larson

Yours very truly,

MUNICIPAL LAW & LITIGATION GROUP, S.C.



Remzy D. Bitar

EJL/egm  
Enclosures

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**RESOLUTION 2016-065**

**A RESOLUTION ADOPTING THE 2017 SANITARY SEWER UTILITY BUDGET AND  
2017 WATER UTILITY BUDGET**

**BE IT RESOLVED**, that the Village Board of the Village of Mukwonago does hereby approve the 2017 Sewer Department Budget as follows:

Operation & Maintenance	\$1,262,293
Capital Expense	\$ 124,778
Debt Service	\$ 313,765
Depreciation	<u>\$ 692,500</u>
Total	\$2,393,336

**BE IT FURTHER RESOLVED**, that the sewer rate per thousand gallons of water used will be \$6.55, and the quarterly fixed charge per billing account will be \$21.65;

**BE IT FURTHER RESOLVED**, that the Village Board of the Village of Mukwonago does hereby approve the 2017 Water Utility Budget as follows:

Operation & Maintenance	\$1,319,105
Capital Expense	\$ 397,733
Debt Service	\$ 433,596
Depreciation	<u>\$ 389,010</u>
Total	\$2,539,444

Adopted this 20<sup>th</sup> day of December 2016.

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

Attest: \_\_\_\_\_  
Steven A. Braatz, Jr., Clerk-Treasurer



# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board:	Public Works Committee
Topic:	Task Order for Rochester Pedestrian Bump Outs
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner/Rebecca Alonge
Date of Committee Action (if required):	2/6/19
Date of Village Board Action (if required):	2/20/19

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### Information

**Subject:** Approval of the R&M task order for the Rochester St. pedestrian bump out design, permitting and bidding process.

**Background Information/Rationale:** As part of pedestrian safety in the down town area, pedestrian bump outs were identified as an improvement to accomplish this.

**Key Issues for Consideration:** Approval of the task order for the design, permitting and bidding of the project.

**Fiscal Impact (If any):** \$18,125.00

**Requested Action by Committee/Board:** We are requesting a recommendation to the Village Board to approve the R&M task order for the downtown pedestrian bump out project.

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### Attachments

R&M Task Order 2019-02

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## TASK ORDER

This is Task Order No. (2019-02),  
consisting of 3 pages  
**Village of Mukwonago**  
*Rochester Street Bump-Outs*

### Task Order

In accordance with the Agreement Amendment between Village of Mukwonago (Owner) and Ruckert-Mielke, Inc. (Engineer) dated December 21, 2017, Owner and Engineer agree as follows:

#### 1. Specific Project Data

- A. Title: Rochester Street Bump-Outs
- B. Description: Design, bidding and permitting for 5 pedestrian bump-outs to be installed along Rochester Street from Elmwood Street to Henry Street.

#### 2. Services of Engineer

Prepare bidding documents and assist Village with the bidding of the above project.

##### **Project Understanding:**

The project will include the installation of a 5 new Pedestrian bump-outs along Rochester Street between Elmwood Street and Henry Street.

Project design and bidding will include the following:

- Complete topographical survey of the proposed location for the bump-outs.
- Site visit by design engineer.
- Design bump-outs and appurtenances.
- Coordinate one meeting with Village Staff to discuss design issues.
- Develop Engineer's opinion of probable construction cost.
- Coordination with Wisconsin Department of Transportation and prepare and submit access permit.
- Prepare project specifications and other bidding documents, including advertisement.
- Upload bidding documents for online viewing/ordering.
- Answer contractor questions during bidding period.
- Attend bid opening.
- Review submitted bids and prepare recommendation of award.

##### **Work Available as Additional Services:**

The following services are not included in this effort because we have assumed they are not necessary, or the scope of such services has not yet been defined:

- Permit applications not listed.
- Permit application fees beyond those listed.



## TASK ORDER

- Services after bidding.
- Public information meetings.

### 3. Owner's Responsibilities

Owner will pay for permit application fees, cost of advertisement, Engineer's reimbursable expenses, reproduction and distribution of the bidding documents, and will refer all bidders' questions to the Engineer for response.

### 4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
200 Design	April 2019

### 5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
Design	Standard Hourly Rates	\$18,125

B. The terms of payment are set forth in the Standard Terms and Conditions.

### 6. Consultants

None.

### 7. Other Modifications to Standard Terms and Conditions

None.

### 8. Attachments

None.

### 9. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / Village of Mukwonago Master Agreement

TASK ORDER

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated December 21, 2017, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is \_\_\_\_\_, \_\_\_\_\_.

OWNER:

ENGINEER:

Village of Mukwonago

Ruekert & Mielke, Inc.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Steven C. Wurster, P.E.

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

Title: Senior Vice President/COO

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

Date: December 17, 2018

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: \_\_\_\_\_

Name: Rebecca K. Alonge

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

Title: Project Engineer

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

Address: W233 N2080 Ridgeview Parkway

Waukesha, WI 53188-1020

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

Email: ralonge@ruekert-mielke.com

Phone: \_\_\_\_\_

Phone: 262-953-3046

Fax: \_\_\_\_\_

Fax: 262-542-5631



# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board:	Public Works Committee
Topic:	Waukesha County Electronics Collection Event
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron
Date of Committee Action (if required):	2/6/19
Date of Village Board Action (if required):	2/20/19

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### Information

**Subject:** Village participation as a host site for the Waukesha County electronics recycling collection.

**Background Information/Rationale:** The Village participated in the program on December 8<sup>th</sup>, 2018. The collection site was open from 9:00 AM to Noon with 369 vehicles coming through to drop off residential electronics and appliances. A total of 50,610 pounds of recyclable material was collected during the event.

**Key Issues for Consideration:** Continuation in the county program as annual host site through December 31st, 2021

**Fiscal Impact (If any):** None

**Requested Action by Committee/Board:** We are requesting a recommendation to the Village Board authorizing the Village President to sign the Waukesha County Collection Event Agreement.

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### Attachments

Residential Electronics and Appliance Recycling collection event agreement.  
Event collection data sheet for the Village of Mukwonago site.

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**Current Event**

Location Village of Mukwonago  
 Month December  
 Year 2018

**Year to Date Information**  
 Year 2018

Row Labels	Sum of Product in LBS	Sum of Total Cars
<b>Appliance</b>	<b>15885</b>	
Air Conditioners	360	
Dehumidifiers	1440	
Dishwashers	900	
Dryers	0	
Freezers	7000	
Microwaves	0	
Oven/Ranges	4200	
Refrigerators	1150	
Stoves	525	
Washers	150	
Water Coolers	30	
Water Heaters	130	
<b>Electronics</b>	<b>34725</b>	
Consumer Scrap	7737	
CRT Monitors	0	
Laptops	350	
LCD's (TV & Monitors)	1837	
PC's	2750	
Televisions	22051	
<b>Participation</b>		<b>369</b>
Total Cars		369
<b>Grand Total</b>	<b>50610</b>	<b>369</b>

Row Labels	Sum of Product in LBS	Sum of Total Cars
<b>Appliance</b>	<b>189095</b>	
Air Conditioners	9240	
Dehumidifiers	40240	
Dishwashers	9450	
Dryers	5400	
Freezers	11000	
Microwaves	25440	
Oven/Ranges	4200	
Refrigerators	58880	
Stoves	9975	
Washers	7500	
Water Coolers	750	
Water Heaters	7020	
<b>Electronics</b>	<b>387304</b>	
Consumer Scrap	106774	
CRT Monitors	6400	
Laptops	4523	
LCD's (TV & Monitors)	21024	
PC's	26168	
Televisions	222415	
<b>Participation</b>		<b>5139</b>
Total Cars		5139
<b>Grand Total</b>	<b>576399</b>	<b>5139</b>



## Waukesha County

### *Department of Parks and Land Use*

#### **RESIDENTIAL ELECTRONICS AND APPLIANCE RECYCLING**

##### **Collection Event Agreement**

**THIS AGREEMENT** is between Waukesha County, through its Department of Parks and Land Use ("County") and the Village of Mukwonago ("Municipality").

**WHEREAS**, the County serves as a "Responsible Unit" ("RU") for recycling under Chapter 287 Wisconsin Statutes, for twenty-seven (27) participating municipalities, including the Municipality;

**WHEREAS**, the E-Cycle Wisconsin program is supported by Wisconsin's electronics recycling law (2009 Wisconsin Act 50), which bans electronics such as TVs, computers, and cell phones from Wisconsin landfills and incinerators;

**WHEREAS**, under the E-Cycle Wisconsin program, local governments/recycling RUs must inform their residents about electronics recycling and the electronics disposal bans;

**WHEREAS**, in 2018, the County facilitated the selection of a vendor on behalf of participating municipalities to continue contracting for collection events to be hosted throughout the County in partnership with local municipalities.

**NOW THEREFORE**, in consideration of these premises, the County and the Municipality hereby agree to work cooperatively on the planning and implementation of collection events for electronics and appliance recycling. Neither the Municipality nor the County shall charge for their services, as further described below:

**1. The County will:**

- a. Execute and administer contract(s) with vendor(s) to operate Electronics and Appliance collection events in the Municipality as mutually agreed and scheduled and that said contract(s) will include language requiring the vendor(s) to indemnify the Municipality.
- b. Provide a copy of the executed contract(s) to the Municipality.
- c. Coordinate the collection event schedule, site access, location, and layout for collection events with the Municipality and contracted vendor(s).
- d. Advertise collection events through news releases, web pages, and other methods to increase public awareness of the collection events.

**2. The Municipality will:**



- a. Provide a contact person and sufficient municipal staff, as the Village deems to be necessary, and provide an agreed upon location for the scheduled collection events.
- b. Maintain the host site for collection event pursuant to the Village's ordinary and customary procedures and standards as the Village deems appropriate.
- c. Provide host site with adequate public access and space for collection operations for each collection event, as determined by the Village.
- d. Advertise collection events through municipal website, social media, and other local methods available to increase public awareness of the event.

**3. Indemnification**

- a. The Municipality shall indemnify, hold harmless, and defend the County, its officers, agents, and employees from any and all liability including claims, demands, damages, actions or causes of action; together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the Municipality, its employees, agents or subcontractors (which does not include the County or the Vendor) in association with an electronics and appliance recycling collection event, or otherwise arises from or is related to a collection event, except to the extent such liability is caused or contributed to by the vendor, the County, or its agents.
4. **No Waiver.** Nothing contained in this agreement is intended to be a waiver or estoppels of the Municipality or the County or their respective insurers to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes 893.80, 895.475 through 895.62 and 345.05.
5. **Effective Date and Term.** This agreement shall become effective upon execution by both parties, and shall remain in effect until the expiration of the County contract with the current vendor (December 31, 2021), unless otherwise terminated in writing by either party upon a 90-day written notice to the other party. Upon the extension of the County contract, this Agreement shall automatically be extended for the period of the new contract, unless otherwise agreed by the parties.

**WAUKESHA COUNTY:**

By:   
Dale R. Shaver, Director – Department of Parks and Land Use

Date: 1-3-19

Municipality Name: Village of Mukwonago

Authorized Representative: \_\_\_\_\_

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

Printed name and title: \_\_\_\_\_



# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board: Public Works  
Topic: R/M 1-year review and an extension of Engineering Services Agreement through 2022  
From: Becca Alonge  
Department: Public Works/Utilities  
Presenter: Mark Penzkover & Becca Alonge  
Date of Committee Action (if required): 2/6/19  
Date of Village Board Action (if required): 2/20/19

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### Information

**Subject:**

Ruekert & Mielke 1-year review summary and extension of an Engineering Services agreement 2020-2022.

**Background Information/Rationale:**

Ruekert & Mielke met with the Village on January 22 for their 1-year review per the 2018-2019 Engineering Services Agreement.

- a. Discussions of continued Development Review monitoring occurred with RM working towards meeting a goal of 3 reviews for sites with stormwater and 2 reviews for sites without. R/M has been monitoring this goal since July and will report back in July 2019.
- b. 2018 work accomplished: 14 municipal projects, 9 private developments in construction and 6 under review for 2019 construction.
- c. Staff expressed thoughts on completed projects for the 2018 year. R/M will work on training construction review technicians to meet the expectations of Village staff for 2019 and setting midyear check-ins with Village to monitor status.
- d. Village staff has expressed concern about AssetAlly/GIS and R/M has met with departments individually for extra training and solutions to issues.
- e. The Village has expressed their satisfaction with the staffing transitions made over the last year and the team R/M has in place in the Village.
- f. Everyone discussed a 3-year extension of R/M's current contract for the years of 2020-2022.

**Key Issues for Consideration:** satisfaction with services provided.

**Fiscal Impact (If any):** N/A

**Requested Action by Committee/Board:** Recommendation of approval of an extension of Ruekert & Mielke's Engineering Services Agreement with the Village from 2020-2022.

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### Attachments

RM 2020-2022 Village Engineer Agreement.pdf

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W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

January 29, 2019

Mr. John Weidl  
Administrator  
Village of Mukwonago  
P.O. Box 206  
Mukwonago, WI 53149

RE: 2020-2022 Village Engineering Services Agreement

Dear Mr. Weidl:

I am enclosing a proposed agreement for Village Engineering Services for 2020 thru 2022. Ruekert & Mielke, Inc. (R/M) has been providing Village Engineering Services since the 1960's and we value our long-term working relationship. The proposed agreement identifies discounts that we are offering in recognition of our assignment as Village Engineer.

We are available to meet with you to discuss the proposed agreement or other ideas that you have.

If you have any questions, please feel free to call me. I look forward to continuing to work with you and your team.

Very truly yours,

RUEKERT & MIELKE, INC.



Ryan T. Amtmann, P.E. (WI, IL)

Vice President

[ramtmann@ruekert-mielke.com](mailto:ramtmann@ruekert-mielke.com)

RTA:jkc  
Enclosure

cc: Fred Winchowky, Village of Mukwonago  
Mark Penzkover, P.E., Village of Mukwonago  
Kurt A. Peot, P.E., P.E., Ruekert & Mielke, Inc.  
Rebecca K. Alonge, P.E., Ruekert & Mielke, Inc.  
File

~Marketing Dept > PROPOSALS > Proposals 2019 > CT 06\_KAP > Mukwonago, Village > 2020-2022 Village Engineer Agreement > 1  
Weidl-20190129-Engineering Services Agreement.docx~

**AGREEMENT FOR VILLAGE ENGINEER SERVICES  
FOR THE VILLAGE OF MUKWONAGO**

IT IS HEREBY AGREED that Ruekert & Mielke, Inc. (R/M) will serve as Village Engineer for the Village of Mukwonago subject to the terms and conditions of this Agreement.

**RECITALS**

1. The Village of Mukwonago is a Wisconsin municipal corporation engaged in the practice of local government in Waukesha County, Wisconsin.
2. The Village Engineer has been engaged in and has had a great deal of experience in municipal and civil engineering as well as significant historical knowledge of the Village of Mukwonago's infrastructure systems.
3. Both parties are willing to enter into this Agreement.
4. For the above reasons, and in consideration of the mutual promises and agreements hereinafter set forth, The Village of Mukwonago and the Village Engineer agree as follows:

**SECTION I: DUTIES AND RESPONSIBILITIES**

The Village of Mukwonago hereby engages R/M as the Village Engineer for the Village of Mukwonago, Wisconsin, to perform the following duties and services.

1. To perform duties as identified in Exhibit "A" of this agreement including engineering for public works, storm water, and the water and sewer utilities.
2. To perform such other municipal engineering duties and have such other responsibilities, not inconsistent with law, as shall from time to time be prescribed or directed.
3. To attend Village Board Meetings upon request and other requested meetings that may require the Village Engineer's expertise.

The Village Engineer hereby accepts and agrees to such engagement, subject to the general supervision and pursuant to the order, advice and direction of the Village Board and Village Administrator.

Agreement for Village Engineer Services

January 29, 2019

Page 2

## SECTION II: PRIMARY ENGINEER/ASSIGNABILITY

Over the course of this 3-year agreement, it is R/M's intent to continue utilizing Rebecca Alonge as the primary engineer. Rebecca Alonge will serve as the client manager and coordinate day-to-day activities with R/M's service to the Village of Mukwonago. Ryan Amtmann will serve as R/M's Principal in charge. Kurt Peot will continue to serve as a technical advisor and will support Rebecca Alonge with the historical knowledge that he has developed with his service in the Village. Other personnel in the firm may directly service the needs of the Village under the direction and coordination of Rebecca Alonge and with the consent of the Village.

R/M shall not assign any interest in this Agreement and shall not transfer any interest in same whether by assignment, notation or any other matter without the prior written consent of the Village. Provided, however, that claims for money due or to become due R/M from the Village under this Agreement, may be assigned to a bank, trust company or a financial institution without such approval. Notices of assignments or transfers shall be furnished promptly to the Village.

## SECTION III: TERM OF AGREEMENT

The term of this agreement shall be three (3) years commencing January 1, 2020, and terminating December 31, 2022, subject, however, to prior termination as provided in Section IV. At least three (3) months prior to the expiration of this Agreement the Village and Village Engineer shall renegotiate the terms of this Agreement. In the event that mutually agreeable terms cannot be reached, then this Agreement shall terminate on December 31, 2022 as provided hereof.

R/M and the Village agree that the Village will conduct semi-annual evaluations of R/M's performance of the engineering services provided for hereunder. R/M and Village staff will develop mutually agreeable metrics for which the evaluations will be conducted. The results of said evaluations shall be supplied to the Village Board and if the Board determines that the performance metrics are insufficiently being met then a six (6) month right to cure a deficiency will be given. If there is still inadequate progress made, this Agreement may be terminated by the Board upon thirty (30) days written notice.

**Audits and Inspections.** At any time during normal business hours and as often as the Village or if federal or state grants or aids are involved as the appropriate federal or state agency may deem necessary, there shall be made available to the Village or such agency for examination all of R/M's records with respect to all matters covered by this Agreement. This Agreement will permit the Village or such agency and/or representative to audit, examine or make excerpts or



Agreement for Village Engineer Services

January 29, 2019

Page 3

transcripts from such records and to make audits of all contracts, invoices, and other data relating to all matters covered by this agreement.

#### SECTION IV: COMPENSATION

The Village shall pay for the services provided under this Agreement at rates as listed in Exhibit "B" for 2020. Rebecca Alonge will be billed at the Engineer 4 level which is anticipated to have a normal hourly rate of \$151/hour. Rebecca's rate will be discounted by \$10/hour for the term of this Agreement. Rebecca may achieve a classification change to E5 during the term of this Agreement, at which point the rate of that classification would apply, less the \$10/hour discount. Kurt Peot will be billed at the Engineer 7 level which is anticipated to have a normal hourly rate of \$186/hour. Kurt's rate will be discounted by \$15/hour for the term of this Agreement. Ryan Amtmann will be billed at the Engineer 8 level which is anticipated to have a normal hourly rate of \$196/hour. Ryan's rate will be discounted by \$15/hour for the term of this Agreement.

Upon the commencing of a new year, R/M issues a new set of rates for the year. The 2020 rates listed in Exhibit B will be increased by the Consumer Price Index (CPI) within the Midwest Region for 2021 and 2022.

- A. The Village Engineer will provide task orders for each project for which the Village requires engineering services and has budgeted funds. These task orders will detail the level of effort, cost of services and timeline for providing our services. These task orders will be approved by the Village's Public Works Committee. For other day-to-day activities, the Village Engineer will bill for its services on a time and material basis.
- B. The Village Engineer shall submit to the Village an invoice statement every four weeks. The Village shall pay amounts due within thirty (30) days of the receipt of the invoice statement.
- C. The Village shall not provide administrative services or employment benefits of any kind to the Village Engineer.
- D. The Village shall reimburse the Village Engineer for all disbursements the firm makes regarding the services provided to the Village including such items as mileage, postage, copies, plots and permit fees.

#### SECTION V: ADDED VALUE DISCOUNT

Over the course of the last three years the Village has made great strides with the implementation of its cloud GIS portal. During the term of this agreement R/M will provide a discount of \$3,990/year from the Village's GIS software subscription charge.

Agreement for Village Engineer Services  
January 29, 2019  
Page 4

#### SECTION VI: CONFLICT OF INTEREST

The Village Engineer shall not advise or represent any other client in matters directly related to Village affairs, or in real or potential conflict of interest with the Village. The Village Engineer shall notify the Village Board promptly of any real or potential conflicts of interest as they arise. The firm shall withdraw from a matter as a result of any real or potential conflict of interest and request the Village appoint alternative engineering professionals for that matter.

#### SECTION VII: MODIFICATION OF CONTRACT

No waiver or modification of this Agreement or for any covenants, condition or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith. No evidence of any waiver or modification shall be offered or received in evidence in any proceeding, arbitration or litigation between the parties hereto arising out of or affecting this Agreement or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing, fully executed as aforesaid. The parties further agree that the provisions of this section may not be waived, except as specifically herein set forth.

#### SECTION VIII: STANDARD TERMS & CONDITIONS

Our Engineering related services will be provided to you under our standard terms and conditions titled *Ruekert & Mielke, Inc. Standard Terms and Conditions (Engineering Services)* and dated November 21, 2014.

Our GIS related services will be provided to you under our standard terms and conditions titled *Ruekert & Mielke, Inc. Standard Terms and Conditions (GIS Services)* and dated November 21, 2014.


Regulations. R/M agrees to comply with all of the requirements in effect at the time of performance of all federal, state and local laws, as well as codes, specifications or requirements related to the performance of the services under this agreement.

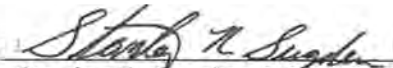
No waiver or modification of this Agreement or for any covenants, condition or limitation herein contained shall be valid unless in writing and duly signed by each party.

Agreement for Village Engineer Services  
January 29, 2019  
Page 5

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

RUEKERT & MIELKE, INC.

By:   
Ryan T. Amtmann, P.E.  
Vice President

By:   
Stanley R. Sugden, P.E.  
President

VILLAGE OF MUKWONAGO

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

ATTEST:

By: \_\_\_\_\_  
Judy Taubert  
Village Clerk/Treasurer

## EXHIBIT "A"

VILLAGE ENGINEER  
DESCRIPTION OF SERVICESScope of Services

The Village Engineer shall perform all engineering and support activities as requested by the Village Board, Plan Commission, Park Board, Village Administrator or Department Heads. The Village Engineer will report directly to the Village Administrator.

R/M and the Village agree that while the scope of this Agreement will include standard engineering consulting services by R/M for the Village, such as those services listed below, the Village reserves the right to contract for ancillary services, such as environmental matters, with other firms. In addition, the Village would also reserve the right to consult with other engineering firms for Village lead projects, partnerships with developers and TIF projects, but only with the approval of the Village Public Works Committee.

- 1) Attend meetings as requested, including but not limited to the following:
  - a) Village Board, 1 per month,
  - c) Public Hearings, as necessary
  - d) Other special meetings, as necessary.
- 2) Planning related work as requested, including but not limited to the following:
  - a) Review and comment on projects submitted by developers,
  - b) Preparation of ordinances and revisions,
  - c) Review and preparation of miscellaneous plans,
  - d) Preparation of long range utility plans, capital project improvement plans,
  - e) Review of floodplain information,
  - f) Coordination with other local, county, state & federal agencies,
  - g) Planning survey work,
  - h) Preliminary cost estimates,
  - i) Preparation of legal descriptions, easements, maps, etc.
- 3) Design engineering as requested including but not limited to the following:
  - a) Preparation of plans, specifications and cost estimates for capital improvement projects,
  - b) Preparation of special assessment reports,

**Exhibit A: Description of Services**

January 29, 2019

Page 2

- c) Design survey work,
- d) Coordination with various agencies. Construction engineering as requested, including but not limited to the following:
  - a) Construction staking,
  - b) Construction review and testing
  - c) Follow-up design work
  - d) Review of pay requests
  - e) Final project inspections
  - f) Coordination with various agencies
  - g) Preparation of as-built plans
- 4) General activities and responsibilities as necessary to complete the above listed activities:
  - a) All management and supervisory personnel
  - b) Drafting services and supervisory personnel
  - c) Survey services and personnel



W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

**EXHIBIT B**  
**VILLAGE OF MUKWONAGO RATES FOR 2020**  
**RUEKERT & MIELKE, INC.**

<u>ENGINEERING SERVICES</u>	<u>2020 Rate</u>
Engineer Technician 1	98.00
Engineer 1	104.00
Engineer Technician 2	108.00
Engineer Technician 3	120.00
Engineer 2	121.00
Engineer 3	127.00
Senior Engineer Technician	143.00
Engineer 4 (Proj Engineer)	151.00
Engineer 5 (PM)	159.00
Engineer 6 (Senior PM)	168.00
Engineer 7 (Team Leader)	186.00
Engineer 8 (President/VP's)	196.00
<u>CONSULTING SERVICES</u>	
Economic Consultant 2	137.00
Economic Consultant 3	147.00
Environmental Coordinator	149.00
Senior SCADA Analyst	179.00
<u>IT/GIS TECHNICIAN SERVICES</u>	
IT/GIS Technician 1	98.00
IT/GIS Technician 2	108.00
IT/GIS Analyst 1	121.00
IT/GIS Analyst 2	136.00
IT/GIS Analyst 4	165.00
<u>SURVEYING SERVICES</u>	
Surveying Technician	91.00
Crew Chief / Surveyor	125.00
Professional Land Surveyor	137.00
<u>CONSTRUCTION REVIEW SERVICES</u>	
Construction Review Technician 1	77.00
Construction Review Technician 2	91.00
Senior Construction Review Technician	105.00
Construction Review Manager	133.00
<u>ADMINISTRATIVE SERVICES</u>	
Project Assistant	77.00
Administrative Assistant	77.00

Note: Overtime rates will be 120% of standard rate for construction review services

~Marketing Dept > PROPOSALS > Proposals 2019 > CT 06\_KAP > Mukwonago, Village > 2020-2022 Village Engineer Agreement > Exhibit B-Village of Mukwonago 2020 Rates.doex~

## Exhibit B: Village of Mukwonago Rates for 2020

January 29, 2019

Page 2

MISCELLANEOUS2020 Rate

Mileage	
For Engineers and Technicians	.58/mile**
For Construction Review Technicians	.62/mile**
For Survey Crews	.79/mile**
Print reproductions	.50/sq. foot
Color copies	.40/page
B&W copies	.15/page
Color plots	2.50/sq. foot
Scanning	.50/scan
Flow Probe	125.00/day
GPS equipment	125.00/day
ATV fee	125.00/day
Robotics equipment	125.00/day
Road Tube Traffic Counter – day	50.00/day
Road Tube Traffic Counter – week	150.00/week
Turning Movement Traffic Counter	10.00/day

\*\* Anticipated rates. Actual rates to be indexed to Federal mileage rate table.

**A. Standards of Performance**

The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.

**B. Authorized Representative**

With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and duties and responsibilities of Owner under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Assignment on behalf of the respective party whom the individual represents.

**C. Payments to Engineer**

Invoices will be prepared in accordance with Engineer's standard invoicing practices and will be submitted to Owner by Engineer monthly, unless otherwise agreed. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice therefore, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges.

**D. Ownership and Reuse of Documents**

1. Engineering-related services - All documents prepared or furnished by Engineer pursuant to this Agreement are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Engineer) whether or not the Project is completed. Engineer grants Owner a license as limited as herein to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all services relating to preparation of the documents. Such limited license shall not create any rights in third parties. Reuse of any documents pertaining to this Agreement by Owner shall be at Owner's sole risk; and Owner agrees to indemnify, defend, and hold Engineer harmless from all claims, damages, and expenses including reasonable attorney's fees arising out of such reuse of documents by Owner or by others acting through Owner.

2. GIS-related services - All materials developed, prepared, completed, or acquired by Engineer during the performance of the services specified in this contract, including all finished or unfinished surveys, data, drawings, maps, photographs, and reports, shall become the property of Owner and shall be delivered to Owner during the contract period. Such materials shall not be released by Engineer or used for other purposes at any time without the written approval of Owner.

**E. Construction Review**

Engineer will observe the work as agreed to for general compliance with the construction documents. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that contractor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any contractor. Engineer has no stop work authority.

**F. Environmental**

Engineer assumes no liability for the detection or removal of any hazardous substances found at or adjacent to the Project site.

**G. Owner Provided Information**

Engineer shall have the right to rely on the accuracy of any information provided by Owner. Engineer will not review this information for accuracy.

**H. Permits and Approvals**

It is the responsibility of the Owner to obtain all necessary permits and approvals for the Project. Engineer will assist the Owner in obtaining permits and approvals as mutually agreed to in writing.

**I. Access**

Owner shall arrange for safe access to and make all provisions for Engineer and Engineer's consultants to enter upon public and private property as required for Engineer to perform services under this Agreement.

J. Limit of Liability

To the fullest extent permitted by law, the total liability, in the aggregate, of Engineer and Engineer's officers, directors, partners, employees, agents, and consultants, or any of them to Owner and anyone claiming by, through, or under Owner, for any and all injuries, losses, damages and expenses, whatsoever arising out of, resulting from, or in any way related to this Agreement from any cause or causes including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, express or implied, of Engineer or Engineer's officers, directors, partners, employees, agents, and consultants, or any of them, shall not exceed the total amount of \$2,000,000.

K. Insurance

Engineer will maintain insurance coverage for Workers' Compensation, General Liability, and Automobile Liability and will provide certificates of insurance to Owner upon request.

L. Termination of Contract

Either party may at any time terminate this Agreement with 7 days written notice for cause in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Owner may terminate this Agreement for convenience with 30 days written notice, or the Project may be suspended by Owner with 30 days written notice. In the event of suspension or cancellation for convenience by Owner, Owner shall pay to Engineer all amounts owing to Engineer under this Agreement, for all work performed up to the effective date of notice.

M. Indemnification and Allocation of Risk

1. To the fullest extent permitted by law, Engineer shall indemnify and hold harmless Owner, Owner's officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused in whole or in part by the negligent acts or omissions of Engineer or Engineer's officers, directors, partners, employees, and consultants in the performance of Engineer's services under this Agreement.

2. To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer, Engineer's officers, directors, partners, employees, and consultants from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused whole or in part by the negligent acts or omissions of Owner or Owner's officers, directors, partners, employees, and consultants with respect to this Agreement.

3. To the fullest extent permitted by law, Engineer's total liability to Owner and anyone claiming by, through, or under Owner for any injuries, losses, damages and expenses caused in part by the negligence of Engineer and in part by the negligence of Owner or any other negligent entity or individual, shall not exceed the percentage share that Engineer's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.

A. Notwithstanding the foregoing, nothing contained within this agreement is intended to be a waiver or estoppel of the Village Mukwonago, or its insured's ability to rely upon the limitations, defenses and immunities contained within Wisconsin law, including, but not limited to, those contained within Wisconsin statute 893.80, 895.52 in 345.05. To the extent that indemnification is available and enforceable, the Village of Mukwonago or its insured shall not be liable in indemnity or contribution for any amount greater than limits of liability for municipal claims established by Wisconsin law. The Village's obligation to indemnify hereunder is subject to the availability and limits of applicable insurance coverage. Under no circumstances shall the Village of Mukwonago be required to indemnify the Engineer for its own negligence or intentional conduct.

4. The indemnification provision of paragraph M.1. is subject to and limited by the provisions agreed to by Owner and Engineer in paragraph J. "Limit of Liability," of this Agreement.

N. Independent Contractor

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or the Engineer. Engineer's services under this Agreement are being performed solely for the Owner's benefit, and no other entity shall have any claim against Engineer because of this Agreement or the performance or nonperformance of services hereunder. Owner agrees to include a provision in all contracts with contractors and other entities involved in this Project to carry out the intent of this paragraph.

O. Force Majure

Engineer shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond Engineer's reasonable control.

P. Severability and Waiver of Provisions

Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Engineer, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

**Q Dispute Resolution**

Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in questions between them arising out or relating to this Agreement or the breach thereof ("disputes") to mediation as a condition precedent to litigation.

**R: Public Records**

Engineer agrees to comply with the requirements of Wisconsin Statutes Sections 19.32 to 19.39 and Sections 19.81 to 19.98 – Wisconsin Public Records Law and Open Meetings Law.

A. Notwithstanding any other clause written herein, Engineer understands and agrees that the Village is a municipal entity and therefore, is subject to the open records law of the State of Wisconsin. Wisconsin Statute 19.36(3) requires governmental entities to make available for inspection and copying any records produced or collected under a contract entered into by the municipal entity to the same extent as if the record were maintained by the municipality. Therefore, in the event there is a request for any of the documentation pertaining to this agreement, then Engineer shall provide the information as requested and charge no more than the fees provided by the statutes

**END OF DOCUMENT**



Date of Issuance: January 24, 2019      Effective Date:      Upon necessary signatures

Contract: 2017 Street Projects      Owner: Village of Mukwonago  
 Contractor: Stark Pavement Corp.      Engineer: Ruekert & Mielke, Inc.  
 Address: 12845 West Burleigh Road      Engineer's Project No.: 12-10072.300  
 Brookfield, WI 53005      Effective Date of Contract: August 21, 2017

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

Description:  
 Closeout of Project.

Reason for Change Order:  
 Adjust Contract price to equal final quantities

Attachments:  
 Change Order 3 Closeout Analysis.  
 Contractors Application for Payment No. 4

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ <u>690,472.75</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Increase from previously approved Change Orders No. <u>1</u> to No. <u>2</u> : \$ <u>24,475.57</u>	●Increase● ●Decrease● from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ <u>714,948.32</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Decrease of this Change Order: \$ <u>13,879.85</u>	●Increase● ●Decrease● of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>701,068.47</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: Rebecca K Alonge  
 Engineer (Authorized Signature)

Rebecca K. Alonge  
 Ruekert & Mielke, Inc.

Date: January 24, 2019

By: \_\_\_\_\_  
 Owner (Authorized Signature)

Village of Mukwonago

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

By: 1.25.19  
 Contractor (Authorized Signature)

Stark Pavement Corporation

Date: Bar Bond

2017 Street Projects

Village of Mukwonago

Ruekert & Mielke, Inc. Analysis of Change Order No. Three (3)- Final

ORIGINAL CONTRACT AMOUNT	\$690,472.75
EXECUTED CHANGE ORDERS (1 & 2)	<u>\$24,475.57</u>
CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	\$714,948.32
AMOUNT EARNED ON ORIGINAL CONTRACT ITEMS	\$676,592.90
AMOUNT EARNED ON OTHER ITEMS	<u>\$24,475.57</u>
TOTAL AMOUNT EARNED	\$701,068.47
TOTAL AMOUNT EARNED	\$701,068.47
LESS CONTRACT PRICE PRIOR TO THIS CLOSE-OUT CHANGE ORDER	<u>(\$714,948.32)</u>
CLOSE OUT CHANGE ORDER AMOUNT	<u><u>(\$13,879.85)</u></u>

**Contractor's Application for Payment No. 4-RET**

To (Owner): Village of Mukwonago	Application Date: 1/15/2019	Application Period: 12/28/2018
Contact: Rebecca Alonge	From (Contractor): Stark Pavement Corp.	Via (Engineer): Ruekert & Mielke, Inc.
Project: 2017 Street Projects	Contact: Bruce Borden	Contact: Violet V. Razo, P.E.
Owner's Contract No.:	Address: 12945 West Burling Road Brookfield, WI 53005	Address: W233 N2080 Ridgeway Parkway Waukesha, WI 53188
	Contractor's Project No.:	Engineer's Project No.:
	177269	12-10072.300

**Change Order Summary**

Approved Change Orders	Additions	Deductions
Number	(Enter as Positive Number)	(Enter as Positive Number)
1	\$7,440.00	
2	\$17,035.57	
TOTALS	\$24,475.57	
NET CHANGE BY CHANGE ORDERS	\$24,475.57	

**Contractor's Certification**

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

(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;

(2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and

(3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By:  Thomas P Skellon - VP Date: 1/15/2019

1. ORIGINAL CONTRACT PRICE .....	\$	690,472.75
2. Net change by Change Orders .....	\$	24,475.57
3. CURRENT CONTRACT PRICE (Line 1 + Line 2) .....	\$	714,948.32
4. TOTAL COMPLETED TO DATE (Column L Total on Progress Estimates) .....	\$	701,068.47
5. RETAINAGE: a. 5% X \$357,474.16 Work Completed ....	\$	17,873.71
6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) .	\$	17,873.71
7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a + Line 6) .....	\$	701,068.47
8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application) .....	\$	680,074.76
9. AMOUNT DUE THIS APPLICATION .....	\$	20,993.71

Payment of: \$ 20,993.71 (Line 9 or other - attach explanation of the other amount)

Recommended by: Rebecca K Alonge (Engineer) 01/29/2019 (Date)

Payment of: \$ \_\_\_\_\_ (Line 9 or other - attach explanation of the other amount)

Approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)





**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment No. 4-RET**

For (Project): 2017 Street Projects

Application Date: 1/15/2019

Application Period:		12/28/18		Engineer's Project No.:		15-10072.300					
A	B	C	D	E	F	G	H	I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously Estimated Quantity Installed	Value of Work Installed (\$)	Work Completed This Period Estimated Quantity Installed	Value of Work Installed (\$)	Total Work Completed to Date Estimated Quantity Installed	Value of Work Installed (\$)
	CTH NN Concrete Sidewalk										
21	Concrete Sidewalk to Subgrade	L.S.	1	\$25,748.00	\$ 25,748.00	1	\$ 25,748.00			1.00	\$ 25,748.00
22	2" Crushed Limestone Base Course	TON	170	\$12.40	\$ 2,108.00	170	\$ 2,108.00			170.00	\$ 2,108.00
23	5-inch Concrete Sidewalk	S.F.	10,000	\$4.40	\$ 44,000.00	10,043.20	\$ 46,830.08			10,043.20	\$ 46,830.08
24	5-inch Concrete Sidewalk Curb Ramps	S.F.	250	\$4.40	\$ 1,100.00						
25	Spot Removal and Replacement of Concrete Curb and Gutter	L.F.	110	\$43.00	\$ 4,730.00	108.5	\$ 4,665.50			108.50	\$ 4,665.50
26	Decorative Warning Field	S.F.	64	\$29.76	\$ 1,910.00	64	\$ 1,910.00			64.00	\$ 1,910.00
27	Full Depth Saw Cutting	L.F.	100	\$6.00	\$ 600.00						
28	Sign Relocation/Removal	EA	8	\$125.00	\$ 1,000.00	10	\$ 1,250.00			10.00	\$ 1,250.00
29	3-inch Asphalt Driveway Replacement	S.F.	240	\$5.90	\$ 1,416.00	300	\$ 1,770.00			300.00	\$ 1,770.00
30	Block Concrete Driveway Approach	S.F.	360	\$5.25	\$ 1,890.00	354	\$ 1,858.50			354.00	\$ 1,858.50
31	Modular block retaining wall	S.F.	90	\$39.00	\$ 3,510.00	90	\$ 3,517.00			90.20	\$ 3,517.00
32	Decorative metal fence	L.F.	58	\$130.00	\$ 7,280.00						
33	Topsoil, Seed, Fertilizer and Mulch	S.Y.	1,800	\$7.80	\$ 12,480.00	1,500	\$ 9,360.00	400.00	\$ 3,120.00	1,900.00	\$ 12,480.00
34	Proton control rate	L.F.	2,000	\$6.80	\$ 13,600.00	1,961	\$ 13,314.40			1,960.50	\$ 13,314.40
35	Wheel Protection - Type B	EA	2	\$71.00	\$ 142.00	2	\$ 142.00			2.00	\$ 142.00
36	Wheel Protection - Type C	EA	6	\$76.00	\$ 456.00	6	\$ 456.00			6.00	\$ 456.00
37	Tree Removal	I/D	21	\$100.00	\$ 2,100.00	20	\$ 2,000.00			20.00	\$ 2,000.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 21 - 37)</b>					\$ 123,418.00		\$ 114,695.28		\$ 3,120.00		\$ 117,815.28
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 37)</b>					\$ 890,472.75		\$ 673,472.90		\$ 3,120.00		\$ 676,592.90
<b>ADDITIONAL ITEMS</b>											
1	Change Order # 1	L.S.	1	\$ 7,440.00	\$ 7,440.00	1.00	\$ 7,440.00			1.00	\$ 7,440.00
2	Ornate Iron # 32 - Ornamental Fence	L.S.	1	\$ 3,530.00	\$ 3,530.00	1.00	\$ 3,530.00			1.00	\$ 3,530.00
2	Extra - Slurry	CY	1	\$ 65.00	\$ 65.00	1.00	\$ 65.00			1.00	\$ 65.00
2	Extra - Man Hole Decks	EA	1	\$ 1,100.00	\$ 1,100.00	1.00	\$ 1,100.00			1.00	\$ 1,100.00
2	Extra - Man Hole Decks Slab to pay half of \$1,100.00	EA	1	\$ 550.00	\$ 550.00	1.00	\$ 550.00			1.00	\$ 550.00
2	Extra - Remove and replace stem man hole	EA	1	\$ 4,800.00	\$ 4,800.00	1.00	\$ 4,800.00			1.00	\$ 4,800.00
2	Extra - Terra Track/Soil Stabilizer Type B over mulch	SY	1587.33	\$ 0.35	\$ 555.57	1,587.33	\$ 555.57			1,587.33	\$ 555.57
<b>TOTAL ADDITIONAL ITEMS</b>					\$ 24,475.57		\$ 24,475.57				\$ 24,475.57
<b>TOTAL ALL ITEMS</b>					\$ 714,948.32		\$ 697,948.47		\$ 3,120.00		\$ 701,068.47



## Judy Taubert

---

**From:** Alonge, Rebecca <ralonge@ruekert-mielke.com>  
**Sent:** Tuesday, January 29, 2019 11:28 AM  
**To:** Diana Doherty  
**Cc:** Linda Gourdoux; Judy Taubert; Ron Bittner  
**Subject:** 2017 Street Projects Close Out Change Order and Final Payment  
**Attachments:** 2017 Street Projects Closeout Change Order and Final Payment.pdf

Hi Diana,

Attached is the closeout change order and Final payment for the 2017 Street Projects to Stark Pavement Corp. in the amount of **\$20,993.71**.

Please let me know if you have any questions.

Becca

**Rebecca K. Alonge**  
*Project Engineer*



☎ 262-953-3046  
☎ 414-828-7376  
✉ ralonge@ruekert-mielke.com  
🌐 ruekertmielke.com  
🌐 assetally.com



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**CONSENT OF  
SURETY COMPANY  
TO FINAL PAYMENT**

AIA DOCUMENT G707

OWNER   
ARCHITECT   
CONTRACTOR   
SURETY   
OTHER

Bond #WIC56687

PROJECT: 2017 Street Projects  
(name, address)

TO (Owner)  
Village of Mukwonago

ARCHITECT'S PROJECT NO:  
CONTRACT FOR: 2017 Street Projects  
CONTRACT DATE: 08/21/2017

CONTRACTOR:  
Stark Pavement Corporation

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

SURETY COMPANY, on bond of \_\_\_\_\_  
(here insert name and address of Company)

Stark Pavement Corporation, CONTRACTOR,  
heroby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the  
Surety Company of any of its obligations to Village of Mukwonago  
(here insert name and address of Owner)

\_\_\_\_\_, OWNER,  
as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF, \_\_\_\_\_  
the Surety Company has hereunto set its hand this 8th day of October, 2018.

Merchants Bonding Company (Mutual)  
Surety Company

Debbora A. Hinkes  
Signature of Authorized Representative

Debbora A. Hinkes, Attorney-in-Fact  
Title



Attest:  
(Seal):

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS, Current Edition



**MERCHANTS**  
BONDING COMPANY, INC.  
**POWER OF ATTORNEY**

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Debra A Hinkes; Pamela M Hineman; Robert M Tortelli

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

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

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

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

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

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

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 6th day of April, 2017.

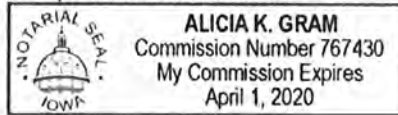


MERCHANTS BONDING COMPANY (MUTUAL)  
MERCHANTS NATIONAL BONDING, INC.

By *Larry Taylor*  
President

STATE OF IOWA  
COUNTY OF DALLAS ss.

On this this 6th day of April 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



*Alicia K. Gram*  
Notary Public

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

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

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 8th day of October, 2018.



*William Warner Jr.*  
Secretary

## SUB - SUPPLIER LIST

BARRICADE FLASHER SERVICE  
6610 SOUTH 13TH STREET  
OAK CREEK , WI 53154  
PH: 414-764-1790

OTHER  
EQUIPMENT RENTAL

CENTURY FENCE COMPANY  
PO BOX 727  
PEWAUKEE, WI 53072  
PH: 262-547-3331

SUBCONTRACTOR:  
FURNISHED AND INSTALLED FENCE

CHRISTMAN PAVEMENT CO., INC.  
N96 W21392 COUNTY LINE RD  
COLGATE, WI 53017  
PH: 262-251-2658

SUBCONTRACTOR:  
CRACK SEALER

JW SCHULTZ, INC  
N2941 BANKER RD  
FORT ATKINSON, WI 53538  
ph: 920-568-8699

SUBCONTRACTOR:  
CONCRETE CURB & GUTTER

KUEHNE COMPANY, INC.  
6830 S. HOWELL AVENUE  
P.O. BOX 287  
OAK CREEK, WI 53154-0287  
414-764-4340

SUBCONTRACTOR:  
RETAINING WALL, LANDSCAPING

PAVEMENT MAINTENANCE INC.  
N57 W13250 SHENANDOAH DRIVE  
MENOMONEE FALLS, WI 53051  
262-781-5957

SUBCONTRACTOR:  
PULVERIZE EXISTING ASPHALT

SIRRAH CONSTRUCTION, LLC  
3430 N. 53RD STREET  
MILWAUKEE, WI 53216  
414-442-7477

SUBCONTRACTOR:  
SEWER WORK

T&T TREE SERVICE  
3603 MAPLE ROAD  
BURLINGTON, WI 53103  
262-534-6578

SUBCONTRACTOR:  
TREE REMOVAL

REC'D OCT 25 2018

Signed only.

FINAL WAIVER OF LIEN

DATE: 10/23/18  
Today's Date

For value received we hereby waive full rights and claim for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

For Village of Mukwonago owner

By Barricade Flasher Service Inc supplier - subcontractor  
Your Company Name Circle your trade

for Traffic Control, same being situated in Waukesha  
Description here

County, State of Wisconsin, described as:

2017 Street Projects  
Village of Mukwonago  
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except: None

Barricade Flasher Service Inc  
Your Company Name

Tim LAMMANN VICE PRESIDENT  
Name - Title

  
Signature

RECEIVED  
OCT 23 2018  
for Rent 91.





REC'D OCT 22 2018

FINAL WAIVER OF LIEN

DATE: 10.18.18  
Todays Date

For value received we hereby waive full rights and claim for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

For Village of Mukwonago owner

By Christman Pavement Company supplier - subcontractor  
Your Company Name Circle your trade

for Joint Sealant, same being situated in Waukesha  
Description here

County, State of Wisconsin, described as:

2017 Street Projects  
Village of Mukwonago  
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except: None

Christman Pavement Company Inc.  
Your Company Name

Michael S Christman President  
Name - Title

[Signature]  
Signature

FINAL WAIVER OF LIEN

DATE: 10.8.18  
Today's Date

For value received we hereby waive full rights and claim for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

For Village of Mukwonago owner  
By JW Schultz Construction Co Inc supplier - subcontractor  
Your Company Name Circle your trade

for Concrete Work, same being situated in Waukesha  
Description here

County, State of Wisconsin, described as:

2017 Street Projects  
Village of Mukwonago  
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except: None

JW Schultz Construction Co  
Your Company Name

Jason Schultz - President  
Name - Title

[Signature]  
Signature







FINAL WAIVER OF LIEN

DATE: 10/08/2018  
Todays Date

For value received we hereby waive full rights and claim for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

For Village of Mukwonago owner

By Sirrah Construction & Co. LLC supplier – subcontractor  
Your Company Name Circle your trade

for Sewer Related Services, same being situated in Waukesha  
Description here

County, State of Wisconsin, described as:

2017 Street Projects  
Village of Mukwonago  
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except: None

Sirrah Construction & Co. LLC  
Your Company Name

James E Harris- Managing Member  
Name – Title

*James E Harris*  
Signature

REC'D OCT 22 2018

FINAL WAIVER OF LIEN

DATE: Oct 11 2018  
Todays Date

For value received we hereby waive full rights and claim for lien on land and on buildings about to be erected, being erected, erected, altered or repaired and to the appurtenances thereunto,

For Village of Mukwonago owner

By T & T Tree Service LLC supplier subcontractor  
Your Company Name Circle your trade

for Tree Clearing & Grubbing, same being situated in Waukesha  
Description here

County, State of Wisconsin, described as:

2017 Street Projects  
Village of Mukwonago  
Mukwonago, WI

for all labor performed and for all material furnished for the erection, construction, alteration or repair of said building and appurtenances, except: None

T & T Tree Service LLC  
Your Company Name

Chuck Brintnall - Member  
Name - Title

Chuck Brintnall  
Signature



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/5/2018

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

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

PRODUCER Marsh & McLennan Agency LLC 2725 South Moorland Road New Berlin WI 53151	CONTACT NAME: Carol Gau	
	PHONE (A/C, No, Ext): 262-796-8829	FAX (A/C, No): 262-785-9753
E-MAIL ADDRESS: carol.gau@marshmma.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: West Bend Mutual Insurance Co		15350
INSURER B: Argent, a Division of West Bend Mutual		15350
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

INSURED  
STARKPAVEM  
Stark Pavement Corporation  
Northwest Asphalt Products, Inc.  
12845 West Burleigh Road  
Brookfield WI 53005

COVERAGES CERTIFICATE NUMBER: 866823208 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			A070654	4/1/2018	4/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			A070654	4/1/2018	4/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			A070654	4/1/2018	4/1/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			A028023	4/1/2018	4/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Installation Floater Rented/Leased Equip			A070654	4/1/2018	4/1/2019	\$100,000 \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
job: 2017 street projects If required by written contract, the following are included as additional insured for general liability, including premises and completed operations, for work performed by the named insured, and automobile liability for the named insured's owned autos: Village of Mukwonago Ruekert & Mielke, Inc.

CERTIFICATE HOLDER  Village of Mukwonago 440 River Crest Court Mukwonago WI 53149-0000	CANCELLATION  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 

## Karen Taddey

---

**From:** Gau, Carol (MMA) <carol.gau@marshmma.com>  
**Sent:** Friday, October 5, 2018 2:14 PM  
**To:** Karen Taddey  
**Subject:** RE: 177269 2017 Street Projects - Mukwonago  
**Attachments:** Certificate.pdf

Karen,

The completed operations is included in the GL, so if they have a certificate (which they should), they already have proof of coverage, but I issued a certificate anyway...

### Carol Gau

Direct 262-796-8829

[carol.gau@marshmma.com](mailto:carol.gau@marshmma.com) | [www.marshmma.com](http://www.marshmma.com)



**From:** Karen Taddey [mailto:Karent@starkcorp.us]  
**Sent:** Friday, October 05, 2018 1:36 PM  
**To:** Hinkes, Debbie; Gau, Carol (MMA)  
**Subject:** 177269 2017 Street Projects - Mukwonago

*Deb can you please issue us a Consent of Surety for this project? Final contract value \$ 714,984.04*

*Carol they are asking for a certificate or other evidence of completed operations insurance???*

*Thank you*

Karen Taddey  
Contract Administrator



12845 W Burleigh Rd.  
Brookfield, WI 53005  
414-466-0644 ext. 157

This e-mail transmission and any attachments that accompany it may contain information that is privileged, confidential or otherwise exempt from disclosure under applicable law and is intended solely for the use of the individual(s) to whom it was intended to be addressed. If you have received this e-mail by mistake, or you are not the intended recipient, any disclosure, dissemination, distribution, copying or other use or retention of this communication or its substance is prohibited. If you have received this communication in error, please immediately reply to the author via e-mail that you received this message by mistake and also permanently





## Village of Mukwonago

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### AGENDA ITEM REQUEST FORM

Committee/Board:	Public Works Committee
Topic:	2018 Crack Seal Contract Award
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner
Date of Committee Action (if required):	2/6/19
Date of Village Board Action (if required):	2/20/18

---

### Information

**Subject:** 2018 Crack Seal Contract Award

**Background Information/Rationale:** The 2018 crack seal bid award to Thunder Road LLC was unanimously approved at the committee meeting on July 2, 2018. It was inadvertently omitted from the consent agenda for the July 18, 2018 board meeting and was not officially approved. The contract was executed, and the work satisfactorily completed.

Thunder Road LLC for \$48,735.00 Motion by Decker/Johnson to Recommend to the Village Board to Award the 2018 Crack Seal Contract to Thunder Road LLC for \$48,735.00, carried.

**Key Issues for Consideration:** Board approval to award the 2018 crack seal contract to Thunder Road LLC.

**Fiscal Impact (If any):** None

**Requested Action by Committee/Board:** We are requesting the 2018 crack seal contract for Thunder Road LLC be placed on the agenda for approval at the February 20<sup>th</sup> board meeting.

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### Attachments

July 2, 2018 Committee of the Whole Minutes.

July 2, 2018 A.I.R.F.

2018 Crack Seal Bid Tab.

Award Recommendation Letter

Thunder Road LLC Contract

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# Village of Mukwonago

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## AGENDA ITEM REQUEST FORM

Committee/Board:	Public Works Committee
Topic:	2018 Crack Seal Bid Recommendation
From:	Ron Bittner
Department:	Public Works
Presenter:	Ron Bittner
Date of Committee Action (if required):	7/2/18
Date of Village Board Action (if required):	7/18/18

---

### Information

**Subject:**

Crack sealing for 2018.

**Background Information/Rationale:**

Crack sealing is part of the annual street maintenance.

**Key Issues for Consideration:**

Recommendation to the Village Board to approve the contract with Thunder Road Asphalt for the 2018 crack sealing project.

**Fiscal Impact (If any):**

\$48,735.00

**Requested Action by Committee/Board:**

We are asking for a recommendation to the Village Board to approve and authorize the Village President to sign the contract with Thunder Road Asphalt for the 2018 Crack Sealing Project in the amount of \$48,735.00.

---

### Attachments

DPW recommendation to award letter.  
Project Bid Tab.  
Thunder Road Asphalt contract.

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## **MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING Monday, July 2, 2018**

### **Call to Order**

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

### **Roll Call**

Committee members present:     Jim Decker  
  Darlene Johnson  
  Jay Vermeulen  
  Fred Winchowky, Village President  
  Mark Penzkover

Committee member excused:     Karl Kettner  
  Jason Wamser

Also present:                     Ron Bittner, Public Works Director  
  Mark Blum, Village Attorney  
  Rebecca Alonge, Village Engineer  
  Dave Brown, Utilities Director  
  Diana Doherty, Finance Director  
  John Weidl, Administrator  
  Bob Harley, Supervisor of Inspections  
  Kevin Schmidt, Police Chief  
  Chris DeMotto, Police Sergeant  
  Linda Gourdoux, Deputy Clerk-Treasurer

### **Committee of the Whole Business Minutes**

Motion by Johnson/Decker to approve the minutes for June 6, 2018 regular meeting carried.

### **Committee Reports**

#### **Finance Committee**

##### **Vouchers payable batches**

Motion by Penzkover/Johnson to recommend the Village Board approve the following batches of vouchers payable carried:

- a. Payments batch AP-7-2018 - \$165,220.66
- b. Payments batch LIBAP-6-2018 - \$21,597.92

##### **Monthly Treasury Report**

Motion by Johnson/Decker to accept the May 2018 monthly Treasury report carried. The May 2018 monthly Treasury report is on file in the Clerk's Office.

**Recommendation to the Village Board for approval of authorizing the Police Department to sign the agreement with Mindshare for two (2) 100500MAXplus Dispatch Processors and other equipment listed in proposal #170925001R1**

Discussion on how funding will work. Weidl/Doherty told the Board that funding from ProHealth Care is very likely to continue and these monies will come from the Police Department operating budget. Motion by Johnson Decker to approve authorizing the Police Department to sign the agreement with Mindshare for two (2) 100500MAXplus Dispatch Processors and other equipment listed in proposal #170925001R1 carried

#### **Health and Recreation Committee**

**Village Board to approve Special Event Permit to American Legion Post #375 for Maxwell Street Days on June 9-10, July 21-22, August 18-19, and September 8-9, 2018**

Motion by Johnson/Decker to approve the Special Event Permit to American Legion Post #375 for Maxwell Street Days on June 9-10, July 21-22, August 18-19, and September 8-9, 2018 carried

**Village Board to approve Special Event Permit to Mukwonago Lions Foundation, Inc. for Mukwonago Lions Summerfeste on June 14-17, 2018**

Discussion on why it is before Committee after the event dates. Explained this was a Clerk office oversight. Motion by Johnson/Vermeulen to approve the Special Event Permit to Mukwonago Lions Foundation, Inc. for Mukwonago Lions Summerfeste on June 14-17, 2018 carried

**Village Board to approve Special Event Permit to CFU John Movrich Lodge 993 for Mukwonago Croatian Day Fest on July 14, 2018**

Motion by Johnson/Penzkover to approve the Special Event Permit to CFU John Movrich Lodge 993 for Mukwonago Croatian Day Fest on July 14, 2018

**Presentation on fundraising for basketball court upgrades at Washington Ave Park – Information Only**

No Discussion. Keep in Committee

**Resolution accepting funds for the purchase of Four sets of Bleachers and an infield tarp**

Motion by Johnson/Penzkover to approve Resolution 2018-40 accepting funds for the purchase of Four sets of Bleachers and an infield tarp carried

#### **Personnel Committee**

**Introduction of new employees** – Cody Delikat, Utilities and Jason Duffy, DPW to the Village Board

**Recommendation to the Village Board to approve the change in the Employee Handbook Vacation policy to allow one week of vacation upon hire for eligible employees (Resolution 2018-039)**

Discussion on various issues. Decided to return to Committee with changes to: Recommend Department Head negotiates with new hire and to be available after 90 days of employment

**Recommendation to the Village Board to approve the revised Grievance and Appeals Procedures as drafted by the labor attorney (Resolution 2018-039)**

Motion by Penzkover/Decker to recommend to the Village Board to approve the revised Grievance and Appeals Procedures as drafted by the labor attorney (Resolution 2018-039)

#### **Judicial Committee**

**Recommendation to the Village Board to approve the expenditure and voice your support of reversing the Dark Store Loophole**

Motion by Penzkover/Decker to Recommend to the Village Board to approve the expenditure and voice Village support of reversing the Dark Store Loophole

**Discussion to appeal decision to deny 2018/219 Operator's License to Adam C. Smalley**

Chief Schmidt explained reasons for denial of license. Mr. Smalley explained his reasons to reverse denial of his operator's license. Motion by Penzkover/Decker to deny the 2018/2019 Operator's License to Adam C. Smalley, carried

**Discussion to appeal decision to deny 2018/219 Operator's License to Michael S. Fohr**

Chief Schmidt explained reasons for denial of license. Mr. Fohr explained his reasons to reverse denial of his operator's license. Motion by Penzkover/Decker to deny the 2018/2019 Operator's License to Michael S. Fohr, carried

**Recommendation to the Village Board to approve the "Click and Collect" Ordinance**

Motion by Penzkover/Decker to recommend to the Village Board to approve the "Click and Collect" Ordinance, carried

**Recommendation to the Village Board to accept Victoria Smith as the Agent for the Mukwonago Express Mart**

Motion by Decker/Johnson to Recommend to the Village Board to approve Victoria Smith as the Agent for the Mukwonago Express Mart, carried

**Public Works Committee**

**Recommendation to the Village Board for approval of TID #5 change Order #3**

Motion by Decker/Johnson to recommend to the Village Board for approval of TID #5 change Order #3, carried

**Recommendation to the Village Board for approval of the Heavy Traffic Ordinance**

No action – Keep in Committee

**Recommendation to the Village Board to Award the 2018 Crack Seal Contract to Thunder Road LLC for \$48,735.00**

Motion by Decker/Johnson to Recommend to the Village Board to Award the 2018 Crack Seal Contract to Thunder Road LLC for \$48,735.00, carried

**Recommendation to the Village Board to allow the crew from Advance Construction to work on July 4<sup>th</sup> between the hours of 8 a.m. and 6 p.m. (Grand Ave Project)**

Motion by Decker/Johnson to allow Advance Construction to work on July 4<sup>th</sup> between the hours of 8 a.m. and 6 p.m. contingent upon there being no excessive disturbance to the residents. Motion carried

**Protective Services Committee**

**Letter of Appreciation from the Wisconsin Department of Justice Training and Standards Bureau after audit – Information Only**

**Adjournment**

Meeting adjourned at 6:20 p.m.

Respectfully Submitted,

Linda Gourdoux  
Deputy Clerk-Treasurer



Crack Seal Bid  
Thursday, June 2018  
10:00 AM

Company Name	Bid Amount
American Pavement Solutions	Bond \$49,739.00
Thunder Road LLC	Bond \$48,730.00
Fahrner Asphalt Sealers	Bond \$72,682.70
Apparent Winning Bid	Thunder Road LLC \$4,873,500

Village of Mukwonago

MEMO



DATE: June 28, 2018  
TO: Public Works Committee  
FROM: Ron Bittner  
RE: 2018 Crack Seal Bid

Bids for the above project were opened on June 28, 2018 at 10:00 a.m. and were as follows:

American Pavement Solutions	\$49,739.00
Thunder Road LLC	\$48,730.00
Fahrner Asphalt Sealers	\$72,682.70

The DPW has 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
3. Low bidder has successfully completed similar projects over the last several years

On these bases, we recommend Thunder Road LLC for the 2018 Crack Sealing contract.

COPY



June 27, 2018

Thunder Road LLC

612 N Sawyer Rd

Oconomowoc, WI 53066

We hereby submit the enclosed prices for 2018 Crack Sealing Program to the Village of Mukwonago.

Proposal submitted by:

Nick Sirota

Estimator

Phone: 262-490-7181

Fax: 866-462-4293

nick@trasphalt.com

Thank you,

A handwritten signature in black ink, appearing to read "Michelle Growel", is written over a horizontal line.

Michelle Growel

Owner

Thunder Road LLC



**PROJECT ADDRESS**

Village of Mukwonago  
440 River Crest Court  
Mukwonago, WI

**BILLING ADDRESS**

612 N. Sawyer Road Oconomowoc, WI

"Sealing your investments one step at a time!"

CONTACT: Ron Bitter  
PHONE # 262-383-6447  
FAX: 262-383-7197

DBE/ SBE/ WBE/ MBE Certified Contractor  
PH - 262-649-2100  
FAX 668-462-4293

Proposal Date  
6/27/2018

NICK @ 262-490-7181

**Contractor will perform the following:**

<b>CLEAN &amp; CRACKFILL ROADS</b>	<p>Clean out weeds and vegetation as needed.  Rout cracks to a 1:1 ratio per specs. (3/4" x 3/4")  Blow out cracks and remove debris with compressed air.  Heat lance to remove moisture.  Fill cracks with Crafcro Roadsaver 201 which meets all ASTM 6690 and ASTM 3405 Requirements.  Includes flagging and traffic control as needed for project.  Bid includes Approx. 29,000 lbs of 201 Roadsaver. Project during is approx. 6 Days.  Warranty period of 1 year.  See attached sheet for price per road.</p>
<b>PROJECT TOTAL</b>	
<b>\$48,735.00</b>	

**NOTES**

Temperatures: This proposal is based on crackfilling work completed by October 20th, 2018, based on typical weather conditions of the season. Crackfilling requires overnight temperatures of 40 degrees and rising for proper application. Any crackfilling done at the owners request outside of this temperature requirement will be without any warranty.

This proposal EXCLUDES: any items not listed, paving; concrete; asphalt patching; sealing; line striping; milling; aggregate/shouldering; signage; restoration of lawn areas.

**CONTRACTOR:**  
THUNDER ROAD, LLC

EST. BY NICK SIROTA

**AUTHORIZED PURCHASER**

Please sign and return one copy and keep one copy for your records.

\_\_\_\_\_  
PRINT OR TYPE NAME

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED PURCHASER

6/27/18  
DATE

## ADVERTISEMENT FOR BIDS

### 2018 Street Crack Sealing Program

Village of Mukwonago  
Waukesha/Walworth Counties, Wisconsin

Sealed Bids will be received by the Village of Mukwonago at 440 River Crest Court, Mukwonago, WI 53149 no later than 10:00 a.m. local time on June 27th, 2018. Bids will be publicly opened and read aloud at the above time and place.

Project involves routing roadway cracks and joints, followed by installation of prescribed crack sealing compounds.

The Project Manager for this Project is Ron Bittner, who may be contacted at Village of Mukwonago Department of Public Works, 440 River Crest Court, Mukwonago, WI 53149, (262) 363-6447, regarding the project.

All Work is included in a single prime contract.

Bidding Documents, including Drawings and Specifications, may be examined at the offices of the Village of Mukwonago.

Bidding Documents, including Drawings and Specifications, may be viewed in digital (PDF) format online at the Village of Mukwonago website (<http://www.villageofmukwonago.com/business-development-2/village-of-mukwonago-development-and-projects/village-projects/>). Bidding Documents may also be picked up in person at the Village Clerk's Office, 440 River Crest Court, Mukwonago, WI 53149 if ordered beforehand. Call (262) 363-6420 Option 4 for pricing.

A Bidder's qualification statement must be delivered to the Village of Mukwonago at least 5 days before the Bid opening date

The Village of Mukwonago reserves the right to accept the most advantageous Bid, or to reject any and all Bids. Award of Work described herein is subject to the provisions of the Wisconsin Statutes.

Village of Mukwonago

Judith Taulbert., Village Clerk-Treasurer

Phone: (262) 363-6420 Option 4

Fax: (262) 363-6425

Published: June 20, 2018

June 27, 2016



W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

January 16, 2019

Mr. Mark G. Blum  
Village Attorney  
Village of Mukwonago  
c/o Hippenmeyer Reilly & Moodie & Blum, SC  
P.O. Box 766  
Waukesha, WI 53187-0766

RE: Village of Mukwonago  
Premier Woods Letter of Credit  
Reduction #3 and Final

Dear Mr. Blum:

We have received a request from Sarah Hillenbrand of PRE/3 LLC to reduce the Letter of Credit for the above referenced project. The requested reduction is for final punch list items which have all been completed. We have discussed the items with Village Department Heads and they have agreed that the punch list items have been completed to their satisfaction. We, therefore, recommend that the Letter of Credit which we understand is currently set at \$15,000.00 be reduced to \$0. By copy of this letter, we request that the development team provide copies of all lien waivers prior to the reduction being granted by the Village.

If you have any questions or comments, please feel free to contact me.

Very truly yours,

RUEKERT & MIELKE, INC.



Christopher M. Genellie, P.E., CPESC (WI)  
Associate/Senior Project Manager  
[cgenellie@ruekert-mielke.com](mailto:cgenellie@ruekert-mielke.com)

CMG:sjs

Enclosure

cc: John Weidl, Village of Mukwonago  
Bruce Kaniewski, Village of Mukwonago  
Chris Slater, Premier Real Estate Management, LLC  
Joe A. Goldberger, North Shore Legal  
Sarah Hillenbrand, PRE/3, LLC  
Kari Pearson, PRE/3, LLC  
Kurt A. Peot, P.E., Ruekert & Mielke, Inc.  
File

~12-10016 Premier Woods > 300 Phase I Construction > Correspondence > Blum-20190116-LOC Reduction 3 and final.docx~



Committee/Board: Public Works  
Topic: CTH NN Closeout  
From: Becca Alonge  
Department: Utilities  
Presenter: Becca Alonge  
Date of Committee Action (if required): Informational  
Date of Village Board Action (if required): Informational

---

### Information

**Subject:**

Close out of CTH NN Water Main Relay project.

**Background Information/Rationale:** Contractor has not responded to attempts to contact them to close out the project and pay out the retainage. It has been 13 months since the last payment and 12 months since requesting closeout documentation. The Village Attorney and Engineer have discussed this and feel it is time to close-out the project and reallocate funds.

**Key Issues for Consideration:**

**Fiscal Impact (If any):** \$11,367.07 of retainage on project to reallocate.

**Requested Action by Committee/Board:** None, information only.

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### Attachments

Winchowky-20190129-Closeout of Project.pdf

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W233 N2080 Ridgeview Parkway • Waukesha, WI 53188-1020 • Tel. (262) 542-5733

January 29, 2019

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

Re: Closeout of C.T.H. NN Water Main Relay Project

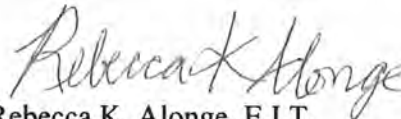
Dear Mr. Winchowky:

Genesis Excavators, Inc. completed the C.T.H. NN Water Main Relay Project in the Village in July, 2016. Since then the Village has negotiated a \$33,000 Change Order which was paid to the Contractor in late December, 2017. I received an email from the Contractor about project closeout in January, 2018 and sent them the marked up Final Payment Request, Closeout Change Order and closeout documents request on January 25, 2018. The project has \$11,367.07 remaining in retainage due to Genesis Excavators, Inc. upon submittal of the closeout documents. I have yet to receive a response from the Contractor about this and have followed up twice since January 25, 2018. The Contract has no deadline for a Contractor to claim their retainage. Last May I sent you a letter stating the Village Attorney recommended we wait one-year since the last payment (December 2017) and if funds have not been requested within that time, the Village can closeout the project and reallocate the funds.

We have come to the one-year mark since the last payment and it's been one-year since I sent the closeout documents request. I have discussed this item with the Village Attorney and he agrees we can closeout the project and reallocate the funds at this time.

Very truly yours,

RUEKERT & MIELKE, INC.



Rebecca K. Alonge, E.I.T.

Project Engineer

[ralonge@ruekert-mielke.com](mailto:ralonge@ruekert-mielke.com)

RKA:tmg

cc: Judy Taubert, Village of Mukwonago  
Mark G. Blum, Village of Mukwonago  
Dave Brown, Village of Mukwonago  
John Weidl, Village of Mukwonago  
Ron Bittner, Village of Mukwonago  
Mark Penzkover, P. E., Village of Mukwonago  
Kurt A. Peot, P.E., Ruekert & Mielke, Inc.  
Violet V. Razo, P.E., Ruekert & Mielke, Inc.  
File

~12-10049 CTH NN Water Main Relay and Utility Adjustment > 300 Construction > Correspondence > Winchowky-20190129-Closeout of Project.docx~



## Village of Mukwonago

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### AGENDA ITEM REQUEST FORM

Committee/Board: Village Board  
Topic: Temporary Assistance with Clerk's Duties  
From: Judith Taubert  
Department: Clerk's Office  
Presenter:  
Date of Committee Action 2-6-19  
(if required):  
Date of Village Board 2-6-19  
Action (if required):

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### Information

**Subject:** To temporarily hire Kathy Karalewitz, Town of Mukwonago Administrator/Clerk Treasurer, to instruct the Clerk with various Clerk duties and files

**Background Information/Rationale:** The Clerk-Treasurer duties are fairly new for me and I feel that I need some instruction for some of the Clerk's duties to become comfortable with the new position.

**Key Issues for Consideration:** Kathy has many years of experience being the Clerk and she has work for the Village before with other projects.

**Fiscal Impact (If any):** Money is in the budget not to exceed \$2500

**Requested Action by Committee/Board:** Approve the temporarily hiring of Kathy Karalewitz to further instruct the Clerk/Treasurer with Clerk/Treasurer duties

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### Attachments

Services Agreement

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## ***SERVICES AGREEMENT***

This Agreement is made and entered into this \_\_\_\_ day of February, 2019, by and between the VILLAGE OF MUKWONAGO, a Wisconsin municipal corporation (hereinafter referred to as the "Village") and KATHY KARALEWITZ (hereinafter referred to as "Service Provider"). These conditions shall constitute the entire agreement between the parties with respect to the scope of services being provided. It is expressly agreed that no statement, arrangement, warranty or understanding, oral or written, expressed or implied, shall be recognized unless it is stated in or otherwise permitted by these terms and conditions and in the hereinafter described Scope of Services. These terms and conditions are solely for the benefit of the Village and the Service Provider and are not intended for the benefit of any other party.

1. Services to be Provided. Service Provider agrees to provide consulting assistance to the Village of Mukwonago regarding public records and general municipal clerk duties. Service Provider agrees to provide these services at the rate of \$20.00 per hour, which services will be invoiced by the Service Provider to the Village on a monthly basis. It is estimated that the services will total approximately 100 hours. In the event the total cost of providing the services is expected to exceed \$2,500.00, the Service Provider agrees to communicate that fact to the Village and further agrees that no additional services will be provided unless approved, in writing, by the Village.

2. Service Provider Responsibilities. Service Provider is solely responsible for and shall have sole control of the methods, sequence and coordination of the work described herein unless expressly stated to the contrary. All services provided hereunder will be furnished in accordance with normal, professional standards and practices.

3. Access. Service Provider shall have access to Village property to perform the work.

4. Relationship Between the Parties. The parties warrant that no employer/employee relationship is established between the Service Provider and the Village by virtue of the terms of this Agreement. It is further understood by the parties hereto that the Service Provider is an independent contractor and as such, is not an employee of the Village for purposes of tax reporting and social security withholding. All such filings and tax reporting shall be the responsibility of the Service Provider.

5. Modification to Agreement. In the event the parties determine that a modification to the terms of providing the services is necessary, such change shall not be effective until executed by authorized representatives of both parties.

6. Governing Law. This Agreement shall be deemed to have been made and governed under the laws of the State of Wisconsin. Any suit or action with regard to these terms and conditions of this Agreement shall be venued in the Waukesha County Circuit Courts. The parties mutually agree to arbitration and/or mediation in the place of civil litigation.



7. Indemnity and Hold Harmless. Service Provider agrees to defend and hold harmless the Village as and against any and all claims, actions, demands or causes of action brought by a third party for damages or losses arising out of the Service Provider's performance of the work under this Agreement. This obligation to indemnify shall not exist to the extent of the Village's own negligence or intentional conduct.

8. Confidentiality. Service Provider acknowledges that during the course of providing the services hereunder, the Service Provider will be given access to confidential information of the Village, including, but not limited to, matters that may have been discussed in Closed Session of the Village of Mukwonago Village Board, confidential employment records, confidential information regarding pending or threatened litigation involving the Village or other matters which may have come before the Village of Mukwonago Village Board in Closed Session, and which are not otherwise completed or resolved. Service Provider agrees to maintain the confidentiality of such information received and not to disclose that information to any third party without the expressed written permission of the Village of Mukwonago. Service Provider further agrees not to duplicate, forward, transmit or otherwise assign said confidential information without the express permission of the Village of Mukwonago.

9. Schedule for Providing Services. Unless specifically noted, all work included in this Agreement is to be on a schedule to be agreed upon by the Village Clerk and the Service Provider.

VILLAGE:  
Village of Mukwonago

SERVICE PROVIDER:

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

\_\_\_\_\_  
Kathy Karalewitz

By: \_\_\_\_\_  
Judith Taubert, Clerk

1/21/19

Hi John.

Here is my expanded list and approximate time lines for hiring an experienced Clerk to gain more knowledge

To become a more efficient and confident Clerk.

Filing Management – 8 hours

Preparing the files for Electronic Filing – 16 hours

Better Record Retention not just with files but emails and notifying the Historical Society – 8 hours

Organizing files – 8 hours

Better understanding of reports- when & filling them out – 8 hours

Better understanding of proper procedures for certain correspondence ( information that is sent to me, do I need to do anything with it or just file it) – 8 hours

More information on Ordinances and Resolutions-procedures and retention – 8 hours

Meetings management – 4 hours

Elections – 8 hours

Licensing – 4 hours

Taxes - 4 hours

Statutory duties ( Board of Review, Weed Notices, Municipal Codes) – 8 hours

I am figuring a total of about 100 hours. It will be 2 days a week for about 2 hours. We will start at about 5:00p.m. to minimize any interruptions. If this will be satisfactory, I look forward to the boards approval and getting started.

Have a good day.

Judy

**RESOLUTION 2019-008**

**A RESOLUTION AMENDING THE 2019 SCHEDULE OF FEES  
FOR THE VILLAGE OF MUKWONAGO**

**WHEREAS**, the cost for providing services increases from time to time; and

**WHEREAS**, the various Department Heads have recommended amendments to the Schedule of Fees to offset service costs for 2019; and

**WHEREAS**, the Finance Committee has reviewed the fee schedule revisions and recommends their adoption; and

**WHEREAS**, the Village of Mukwonago 2019 Schedule of Fees as shown on the attached Exhibit A was adopted by the Village Board in November, 2018; and

**WHEREAS** there was an error in the rate established in said schedule for the residential quarterly recycling fee; and

**WHEREAS** the Village is desirous of amending that fee.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Village Board of the Village of Mukwonago does hereby amend the quarterly residential recycling fee for 2019 to be \$19.35 per quarter per unit as shown on the attached Exhibit A.

Adopted this \_\_ day of February 2019.

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

Attest: \_\_\_\_\_  
Linda Gourdoux, Deputy Clerk-Treasurer

## Inspections/Zoning Department Fees

Section	Type of Fee	Fee/Charge	Units/Duration	Comments
<b>Residential Garbage Fee for New Construction (paid with the building permit)</b>				
66-30	January	\$120.00	each	
66-30	February	\$110.00	each	
66-30	March	\$100.00	each	
66-30	April	\$90.00	each	
66-30	May	\$80.00	each	
66-30	June	\$70.00	each	
66-30	July	\$60.00	each	
66-30	August	\$50.00	each	
66-30	September	\$40.00	each	
66-30	October	\$30.00	each	
66-30	November	\$20.00	each	
66-30	December	\$10.00	each	

<b>Residential Recycle Fee (paid with the utility bill)</b>				
	Residential Recycling Fee	\$15.75	quarter/unit	5/B 19.35

<b>Satellite Dishes</b>				
	Plan Review	\$50.00	each	
	Permit Fee	\$60.00	each	Residential
	Permit Fee	\$100.00	each	Commercial

<b>Sign Permits</b>				
	Plan Review - up to 50 sq. ft.	\$50.00	each	
	Plan Review - 50.01-100 sq. ft.	\$100.00	each	
	Plan Review - 100.01 sq. ft. or more	\$200.00	each	
	Zoning Review	\$50.00	each	
	Permit Fee	\$3.00	sq. ft.	
	Minimum Permit Fee	\$50.00	each	
	Wall Sign	\$60.00	each	on same raceway or panel box
	Ground/Roof/Projecting Signs	\$90.00	each	

<b>Zoning Review</b>				
	Principal Structure - 1 and 2-family Residential	\$250.00	each	
	Principal Structure - Multi-family	\$250 + \$10 per unit	each	maximum fee of \$750
	Accessory Structures - up to 150 sq. ft.	\$30.00	each	
	Accessory Structures - 150.01 sq. ft. or more	\$60.00	each	

## **Linda Gourdoux**

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**From:** Ron Bittner  
**Sent:** Wednesday, January 16, 2019 3:09 PM  
**To:** Linda Gourdoux  
**Subject:** Recycling Fee 19.35/ QTR

Ron Bittner  
Public Works Director  
Village of Mukwonago  
262-363-6447