

Village of Mukwonago
MEETING OF THE VILLAGE OF MUKWONAGO
COMMITTEE OF THE WHOLE

Notice of Meeting and Agenda
Tuesday, July 5, 2016

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 **Wednesday, July 6, 2016, 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. Approval of June 7, 2016 regular meeting minutes

4. Committee Reports

Discussion and Possible Action on the Following Items

A. Finance Committee

- 1) Vouchers payable batches
 - a. M-6-2016-1 \$181,218.78
 - b. M-6-2016-2 \$1,299.00
 - c. LIBAP62016 \$15,412.83
 - d. AP-7-2016-1 \$71,569.39
- 2) Approval of purchase requisitions (Committee Approval Only)
 - a. DPW – Purchase of asphalt patching in the amount of \$24,992
 - b. DPW – Purchase of transverse crack leveling in the amount of \$14,960
 - c. DPW – Purchase of critical spot sprayer in the amount of \$7,531
- 3) Contract renewal for assessment services with Associated Appraisal Services
- 4) Proposals to perform a hotel facility market study
- 5) Monthly Treasury Report *(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.)*

B. Health and Recreation Committee

- 1) Village Boat Launch Improvements Project Engineer Task Order

C. Judicial

- 1) Request for authorization to allow Village Clerk-Treasurer to issue Operators Licenses
- 2) Naming of CTH NN and CTH NN E to Village street name

D. Personnel Committee

- 1) Update on Police Clerk-Dispatcher position opening
- 2) Update on Department Head competency

E. Protective Services Committee

- 1) Request to Wisconsin Railroad Commission to investigate Indianhead Park railroad crossing safety issues and measures
- 2) Update on Median opening at STH 83 and Arrowhead Drive
- 3) Agreement for signal design at STH 83 and Wolf Run intersection
- 4) Update on upcoming negotiations with Mukwonago Professional Firefighters, International Association of Firefighters, Local 4585
- 5) Monthly Police Report *(This report is from Staff to Committee members. No item in the report 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 report, the Committee will direct that item to be placed on the next Committee agenda.)*

F. Public Works Committee

- 1) Request by Village Engineer to file claim against letter of credit for Fairwinds subdivision
- 2) Request by Joe Bukovich, Point Real Estate, for a reduction in the letter of credit for The Orchards of Mukwonago Addn #2 subdivision
- 3) Update on Sewer Dept. skidster purchase and possible considerations regarding trade-in and purchase of new equipment
- 4) Update on CTH NN Water Main Relay Project
- 5) Monthly Report for Water and Sanitary Sewer Utilities, Public Works Department, and Engineering Department *(These reports are 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.)*

5. Adjournment

It is possible that members of, and possibly a quorum of, members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services. For additional information or to request this service, contact the Clerk's Office, 440 River Crest Court, (262) 363-6420, Option 4.

MINUTES OF THE REGULAR COMMITTEE OF THE WHOLE MEETING **Tuesday, June 7, 2016**

Call to Order

Village Clerk-Treasurer Steven Braatz, Jr. 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: Jay Vermuelen
 Darlene Johnson
 Jim Decker
 Mark Penzkover
 Kelly Klemme
 Ken Werner

Committee member excused: Fred Winchowky, Village President

Also present: Dave Brown, Utilities Director
 Ron Bittner, Director of Public Works
 Robert Harley, Building Codes Official
 John Weidl, Administrator
 Steven Braatz, Jr., Clerk-Treasurer
 Paul Frantz, Village Auditor
 Diana Doherty, Finance Director
 Jeff Belongia, Bond Adviser
 Bruce Kaniewski, Village Planner
 Steve LaDue, Police Lieutenant

Motion by Decker/Werner to appoint Penzkover as acting Committee of the Whole chairperson carried.

Minutes

Motion by Decker/Johnson to approve the May 2, 2016 Regular and May 4, 2016 Special Committee of Whole meeting minutes carried.

Committee Reports

Finance Committee

Vouchers payable

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

- a. M-5-2016-1 \$292,372.77
- b. AP-6-2016-1 \$420,529.86

Purchase requisitions

Motion by Johnson/Werner to approve the purchase requisition for Department of Public Works for the purchase of costs associated with micro surfacing from Fahrner Asphalt Sealers in the amount of \$17,993 carried.

2015 Financial Audit Report

Paul Frantz, Baker Tilly, presented the 2015 Financial Statements to the Committee. Motion by Decker/Vermuelen to recommend the Village Board accept the 2015 Financial Audit Report as drafted and presented carried.

\$3,100,000 General Obligation Promissory Notes, Series 2016A

The resolution authorizing the issuance and sale of approximately \$3,100,000 General Obligation Promissory Notes, Series 2016A with final interest rates will appear before the Village Board on June 21, 2106 for consideration.

\$5,610,000 Waterworks System and Sewerage System Revenue Bonds, Series 2016B

The resolution amending and supplementing Resolution No. 2002-03; providing for the issuance and sale of approximately \$5,610,000 Waterworks System and Sewerage System Revenue Bonds, Series 2016B; and providing for the payment of said bonds and other details and covenants with respect thereto with final interest rates will appear before the Village Board on June 21, 2106 for consideration.

Budget amendments

Doherty explained the DOR calculation to remain within the limits for expenditure restraint rounded up and still showed we needed to remove another \$197 from the budget. Motion by Vermuelen/Johnson to recommend the Village Board approve the budget amendment to the 2016 General Fund budget to remain within expenditure restraint qualification carried.

Doherty explained some invoices for the 2015 911 project came in after the allowable time to be automatically included in the 2015 expenditures. The money that was left over was placed into a reserve account, and this amendment is using this money. Motion by Vermuelen/Decker to recommend the Village Board approve the budget amendment to the 2016 Capital Equipment Fund budget to cover the balance due from the 2015 911 project carried.

Hotel facility market study

Weidl explained that there are interested parties looking to build different kinds of hospitality developments. He is recommending a study be done by a professional to determine what the market is calling for. However, he would like this to remain in Committee to work on some items. HMI, Inc. was recommended by UW-EX. Vermeulen asked Weidl to see about getting a quote from another company, for comparison. Item remains in Committee.

Monthly Report

The April 2016 monthly Treasury report is on file in the Clerk's Office.

Health and Recreation Committee

Special event permits

Motion by Vermuelen/Johnson to recommend the Village Board approve the special event permit requested by Mukwonago Lions Foundation, Inc. for the event known as Mukwonago Lions Summerfeste to be held on June 16-19, 2016 carried.

Motion by Werner/Decker to recommend the Village Board approve the special event permit requested by CFU Lodge 993 John Movrich Lodge for the event known as Mukwonago Croatian Day Fest to be held on July 9, 2016 carried.

Request for Proposals for Comprehensive Outdoor Recreation Plan

Kaniewski and Bittner noted they will be making several changes to the document presented in the packet. The final document will be included in the Village Board packet. The Committee will review the responses and have an opportunity to consider the selection of a firm at a later meeting. At this point they are simply seeking approval to be able to send out an RFP. Motion by Werner/Decker to recommend the Village Board authorize staff to send out request for proposals to various firms to conduct an update to the Comprehensive Outdoor Recreation Plan carried.

Creation of a sub-committee for potential Bandshell/Auditorium project

Motion by Decker/Penzkover to appoint Ken Werner, Jim Decker, Kevin Schmidt, Ron Bittner, Tim Novotny, Jay Campbell, Ray Goodden, Linda Forster, and Joline Palatino as members of the Mukwonago Outdoor Performance Stage (MOPS) Ad-hoc Sub-Committee carried.

Judicial

Licenses

Motion by Klemme/Decker to recommend the Village Board grant the following 2016-17 Renewal Class B Fermented Malt Beverage and Class C Wine License carried:

- a. Mario's Natural Roman Pizza Inc. (Charlene A. Edwards-Reitman – Agent), 225 Bay View Rd. #500, d/b/a Mario's Pizza
- b. Wild Flower Café LLC (Jefte Galvan – Agent), 1015 CTH NN E, d/b/a Wild Flower Café

Pam Turner, Pam's Fines Wines, is asking to include her proposed outdoor seating area as part of the alcohol license premises description. She will be appearing before the Plan Commission on June 14 to request a conditional use permit to allow the seating. Motion by Klemme/Penzkover to recommend the Village Board approve the request by Pam's Fine Wines LLC, Pamela L. Turner (Agent), 100 Main Street Suite 1, d/b/a Pam's Fine Wines, to amend premises description of 2016-17 Class B Fermented Malt Beverage and Intoxicating Liquors License to include outdoor seating, contingent upon the approval of the conditional use permit to approve the outdoor seating carried.

Motion by Klemme/Decker to recommend the Village Board authorize the Village Clerk-Treasurer to grant Temporary Class B Beer and Wine Licenses subject to Police Chief recommendation carried.

Parking limitations

A recent Police Department audit discovered a few areas in the Village that were not listed in the parking limitations resolution concerning no-parking. Motion by Klemme/Decker to recommend the Village Board approve the amendments to the parking limitations resolution carried.

Elected and Appointed Official Handbook

Village Clerk provided the final draft. Decker asked for a policy concerning attendance of Village Board and Committee members.

Protective Services Committee

Lynch Ventures

Bittner noted that the language should be changed to state that Lynch will be doing the snow plowing of the parking stalls, and the DPW will assist. Any plowing by DPW will occur during a normal schedule. Motion by Johnson/Decker to recommend the Village Board approve the amendment to the Developers Agreement for Lynch Ventures Wolf Run/Certified Survey Map 11223 related to parking on East Wolf Run, with the amendment as stated and subject to final review by the Village Attorney carried.

Median opening at STH 83 and Arrowhead Drive and possible signals at STH 83 and Wolf Run

Weidl explained the Village is still dealing with WiDOT on the median opening at STH 83 and Arrowhead Drive and possible signals at STH 83 and Wolf Run. Staff believes the safest way to move traffic is with a protected left turn. Ultimately, the Committee and Board will need to choose a priority between having the safest intersection at Wolf Run or keeping the Arrowhead Dr. median open. Item remains in Committee.

Mukwonago Professional Firefighters, International Association of Firefighters, Local 4585

The Protective Services – Fire Dept. sub-committee will be setting up a meeting with the Town's Protective Services Committee to begin strategy regarding the upcoming Mukwonago Professional Firefighters union negotiations.

Monthly Report

The April 2016 monthly Police report is on file in the Clerk's Office.

Public Works Committee

527 Bay St. utility bill

Motion by Penzkover/Johnson to recommend the Village Board approve a refund to the sewer portion of the utility bill in the amount of \$825.30 for the property located at 527 Bay St. due to a leak where the water did not enter the sanitary sewer system carried.

The Glen of Mukwonago subdivision

Bittner explained the general rule for completion of roads is when the development reaches around 75% capacity, which The Glen of Mukwonago is beyond. However, the

binder has to be replaced, Wahlen is asking for an extension to wait until the spring when the final three units are sold, and the entire development can have a brand new road. Motion by Penzkover/Decker to recommend the Village Board approve the request by John Wahlen, Cornerstone Development of SE WI, LLC, to extend the deadline of street improvements completion for The Glen of Mukwonago subdivision to May 31, 2017, contingent upon the letter of credit being extended to at least July of 2017 and that renewed letter of credit is backed up by new construction quotes carried.

We Energies Non-standard street lighting agreement

Motion by Penzkover/Decker to recommend the Village Board approve the We Energies Non-standard street lighting agreement, Option B, for Orchards Add #2 located at Regees Rd and CTH ES carried.

2016 crack sealing project

Motion by Penzkover/Decker to recommend the Village Board award the 2016 Crack Sealing Project contract to Fahrner Asphalt Sealers, LLC in the amount of \$78,938 carried.

Fairwinds Subdivision

Committee directed staff to prepare a letter to the Fairwinds Subdivision developer stating the Village's intent to withdraw monies from the letter of credit to complete outstanding development work, and outlining the developer's options. If the matter is ready, it may appear on the June 21 Village Board agenda. Otherwise it will appear on the next Committee agenda.

Wi DNR NR 208 Compliance Maintenance Annual Report

Motion by Penzkover/Decker to recommend the Village Board adopt the resolution approving the submittal of the Wisconsin Department of Natural Resources NR 208 Compliance Maintenance Annual Report carried.

Monthly Reports

The April 2016 monthly Water and Sanitary Sewer Utilities, Public Works Department, and Engineering Department reports are on file in the Clerk's Office.

Adjournment

Meeting adjourned at 7:39 p.m.

Respectfully Submitted,

Steven Braatz, Jr.
Clerk-Treasurer

Vouchers Payable Cover Sheet

Manuals batch M-6-2016-1	\$181,218.78
Manuals batch M-6-2016-2	\$ 1,299.00
Library batch LIBAP62016	\$ 15,412.83
Payments batch AP-7-2016-1	\$ 71,569.39
Total for board approval:	\$269,500.00

The Preceding List of Bills Payable Was Reviewed & Approved for Payment

Approved By: _____

Date

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 1

Payments

Current Period: June 2016

Batch Name	M-6-2016-1 Payments	User Dollar Amt	\$181,218.78		
		Computer Dollar Amt	\$181,218.78		
			\$0.00	In Balance	
Refer	<u>75952 VANTAGEPOINT TRANSFER AGEN</u>	<u>Ck# 020126 6/3/2016</u>			
Cash Payment	G 100-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$1,607.88
Invoice	5/27 6/3/2016				
Cash Payment	G 150-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$37.91
Invoice	5/27 6/3/2016				
Cash Payment	G 220-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$33.99
Invoice	5/27 6/3/2016				
Cash Payment	G 410-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$36.94
Invoice	5/27 6/3/2016				
Cash Payment	G 440-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$352.47
Invoice	5/27 6/3/2016				
Cash Payment	G 500-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$14.43
Invoice	5/27 6/3/2016				
Cash Payment	G 610-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$327.44
Invoice	5/27 6/3/2016				
Cash Payment	G 620-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$263.13
Invoice	5/27 6/3/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$2,674.19
Refer	<u>75953 OAK CREEK PD</u>	<u>Ck# 020127 6/3/2016</u>			
Cash Payment	G 100-233200 Court Partial Payments	CHRIS PEROW CASE #B456914-3			\$222.80
Invoice	B456914-3 6/3/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$222.80
Refer	<u>75954 NEW BERLIN POLICE DEPT</u>	<u>Ck# 020128 6/3/2016</u>			
Cash Payment	G 100-233200 Court Partial Payments	CHRIS PEROW CASE #AO-16-265			\$124.00
Invoice	AO-16-265 6/3/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$124.00
Refer	<u>75955 GREENFIELD POLICE DEPT</u>	<u>Ck# 020129 6/3/2016</u>			
Cash Payment	G 100-233200 Court Partial Payments	THEORORE HANSEN CASE #1234.SID28870974			\$394.00
Invoice	123004 6/3/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$394.00
Refer	<u>75956 MUKWONAGO POLICE DEPT</u>	<u>Ck# 020130 6/3/2016</u>			
Cash Payment	G 100-233200 Court Partial Payments	ANNIE KRENN n1329068			\$564.00
Invoice	N1329068 6/3/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$564.00
Refer	<u>75957 MUKWONAGO POLICE DEPT</u>	<u>Ck# 020234 6/13/2016</u>			
Cash Payment	G 100-233200 Court Partial Payments	HOLLY PEARSON W015649			\$811.00
Invoice	W015649 6/13/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$811.00
Refer	<u>75958 PEARSON HOLLY</u>	<u>Ck# 020235 6/13/2016</u>			
Cash Payment	G 100-233200 Court Partial Payments	W015649 OVERPAYMENT			\$34.00
Invoice	W015649 6/13/2016				
Transaction Date	6/13/2016	Citizens	111000	Total	\$34.00

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 2

Payments

Current Period: June 2016

Refer	75959	WAUKESHA POLICE DEPT	Ck# 020236	6/13/2016			
Cash Payment	G 100-233200	Court Partial Payments	JOSE RAMIREZ ROCHA WKPD 121769				\$114.00
Invoice	121769	6/13/2016					
Transaction Date	6/13/2016		Citizens	111000		Total	\$114.00
Refer	76044	VANTAGEPOINT TRANSFER AGEN	Ck# 020237	6/17/2016			
Cash Payment	G 100-215250	Deferred Compensation	P/R ENDING 6/10/16				\$1,631.09
Invoice	6/10	6/17/2016					
Cash Payment	G 150-215250	Deferred Compensation	P/R ENDING 6/10/16				\$35.95
Invoice	6/10	6/17/2016					
Cash Payment	G 220-215250	Deferred Compensation	P/R ENDING 6/10/16				\$33.99
Invoice	6/10	6/17/2016					
Cash Payment	G 410-215250	Deferred Compensation	P/R ENDING 6/10/16				\$36.94
Invoice	6/10	6/17/2016					
Cash Payment	G 440-215250	Deferred Compensation	P/R ENDING 6/10/16				\$349.60
Invoice	6/10	6/17/2016					
Cash Payment	G 500-215250	Deferred Compensation	P/R ENDING 6/10/16				\$14.43
Invoice	6/10	6/17/2016					
Cash Payment	G 610-215250	Deferred Compensation	P/R ENDING 6/10/16				\$405.22
Invoice	6/10	6/17/2016					
Cash Payment	G 620-215250	Deferred Compensation	P/R ENDING 6/10/16				\$196.82
Invoice	6/10	6/17/2016					
Transaction Date	6/16/2016		Citizens	111000		Total	\$2,704.04
Refer	76045	AFLAC	Ck# 020238	6/17/2016			
Cash Payment	G 100-215300	Insurance Payable	JUNE 2016				\$399.59
Invoice	729189	6/17/2016					
Cash Payment	G 150-215300	Insurance Payable	JUNE 2016				\$210.36
Invoice	729189	6/17/2016					
Cash Payment	G 220-215300	Insurance Payable	JUNE 2016				\$0.64
Invoice	729189	6/17/2016					
Cash Payment	G 410-215300	Insurance Payable	JUNE 2016				\$2.38
Invoice	729189	6/17/2016					
Cash Payment	G 610-215300	Insurance Payable	JUNE 2016				\$123.78
Invoice	729189	6/17/2016					
Cash Payment	G 620-215300	Insurance Payable	JUNE 2016				\$70.96
Invoice	729189	6/17/2016					
Transaction Date	6/16/2016		Citizens	111000		Total	\$807.71
Refer	76046	VILLAGE OF MUKWONAGO MRA	Ck# 020239	6/17/2016			
Cash Payment	G 100-215350	Flexible Spending Contributi	JUNE 2016				\$1,100.92
Invoice	JUNE 16	6/17/2016					
Cash Payment	G 150-215350	Flexible Spending Contributi	JUNE 2016				\$222.00
Invoice	JUNE 16	6/17/2016					
Cash Payment	G 220-215350	Flexible Spending Contributi	JUNE 2016				\$11.46
Invoice	JUNE 16	6/17/2016					
Cash Payment	G 410-215350	Flexible Spending Contributi	JUNE 2016				\$5.76
Invoice	JUNE 16	6/17/2016					
Cash Payment	G 440-215350	Flexible Spending Contributi	JUNE 2016				\$1.22
Invoice	JUNE 16	6/17/2016					
Cash Payment	G 500-215350	Flexible Spending Contributi	JUNE 2016				\$3.24
Invoice	JUNE 16	6/17/2016					

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 3

Payments

Current Period: June 2016

Cash Payment	G 610-215350 Flexible Spending Contributi	JUNE 2016			\$43.12
Invoice	JUNE 16	6/17/2016			
Cash Payment	G 620-215350 Flexible Spending Contributi	JUNE 2016			\$16.88
Invoice	JUNE 16	6/17/2016			
Transaction Date	6/16/2016	Citizens	111000	Total	\$1,404.60
Refer	76047	MUKWONAGO PROFESSIONAL PO	Ck# 020240	6/17/2016	
Cash Payment	G 100-215500 Union Dues Payable	DUES JUNE 2016			\$462.00
Invoice	JUNE 16	6/17/2016			
Transaction Date	6/16/2016	Citizens	111000	Total	\$462.00
Refer	76048	MUKWONAGO PROFESSIONAL FI	Ck# 020241	6/17/2016	
Cash Payment	G 150-215500 Union Dues Payable	DUES JUNE 2016			\$270.00
Invoice	JUNE 16	6/17/2016			
Transaction Date	6/16/2016	Citizens	111000	Total	\$270.00
Refer	76049	MINNESOTA LIFE INSURANCE	Ck# 020242	6/17/2016	
Cash Payment	G 100-215300 Insurance Payable	JULY 2016			\$1,056.30
Invoice	JULY 16	6/17/2016			
Cash Payment	G 150-215300 Insurance Payable	JULY 2016			\$130.14
Invoice	JULY 16	6/17/2016			
Cash Payment	G 220-215300 Insurance Payable	JULY 2016			\$10.16
Invoice	JULY 16	6/17/2016			
Cash Payment	G 410-215300 Insurance Payable	JULY 2016			\$11.73
Invoice	JULY 16	6/17/2016			
Cash Payment	G 440-215300 Insurance Payable	JULY 2016			\$84.93
Invoice	JULY 16	6/17/2016			
Cash Payment	G 500-215300 Insurance Payable	JULY 2016			\$6.00
Invoice	JULY 16	6/17/2016			
Cash Payment	G 610-215300 Insurance Payable	JULY 2016			\$67.99
Invoice	JULY 16	6/17/2016			
Cash Payment	G 620-215300 Insurance Payable	JULY 2016			\$60.01
Invoice	JULY 16	6/17/2016			
Transaction Date	6/16/2016	Citizens	111000	Total	\$1,427.26
Refer	76069	WI CENTRAL LTD	Ck# 020243	6/20/2016	
Cash Payment	G 610-000108 CIP-Utility Mains Projects	CTH NN FLAGGING			\$2,600.00
Invoice	NN FLAG	6/20/2016		Project W00004	
Transaction Date	6/21/2016	Citizens	111000	Total	\$2,600.00
Refer	76070	WI CENTRAL LTD	Ck# 020244	6/20/2016	
Cash Payment	G 610-000108 CIP-Utility Mains Projects	CTH NN WATER MAIN VALVE REPLACEMENT			\$500.00
Invoice	NN VLAVE	6/20/2016		Project W00004	
Transaction Date	6/21/2016	Citizens	111000	Total	\$500.00
Refer	76071	WE ENERGIES MLWAUKEE	Ck# 020245	6/20/2016	
Cash Payment	E 480-5700-5850 Multi-Use Trail	CTH NN, STH 83 TO R/R			\$5,435.65
Invoice	NN RELOCATE	6/20/2016			
Transaction Date	6/21/2016	Citizens	111000	Total	\$5,435.65
Refer	76072	PAYROLLDATA.COM	Ck# 005970	5/31/2016	
Cash Payment	E 100-5142-5399 Other	MARCH SUPPLEMENTAL/RECON FEES			\$261.40
Invoice	MAR 16-2	5/31/2016			

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 4

Payments

Current Period: June 2016

Transaction Date	6/23/2016	Citizens	111000	Total	\$261.40
Refer	76073 GREAT WEST RETIREMENT SERV	Ck# 005971	6/3/2016		
Cash Payment	G 100-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$803.48
Invoice	5/27 6/3/2016				
Cash Payment	G 150-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$86.26
Invoice	5/27 6/3/2016				
Cash Payment	G 610-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$100.63
Invoice	5/27 6/3/2016				
Cash Payment	G 620-215250 Deferred Compensation	P/R ENDING 5/27/2016			\$100.63
Invoice	5/27 6/3/2016				
Transaction Date	6/23/2016	Citizens	111000	Total	\$1,091.00
Refer	76074 GREAT WEST RETIREMENT SERV	Ck# 005972	6/17/2016		
Cash Payment	G 100-215250 Deferred Compensation	P/R ENDING 6/10/16			\$853.48
Invoice	6/10 6/17/2016				
Cash Payment	G 150-215250 Deferred Compensation	P/R ENDING 6/10/16			\$86.26
Invoice	6/10 6/17/2016				
Cash Payment	G 610-215250 Deferred Compensation	P/R ENDING 6/10/16			\$100.63
Invoice	6/10 6/17/2016				
Cash Payment	G 620-215250 Deferred Compensation	P/R ENDING 6/10/16			\$100.63
Invoice	6/10 6/17/2016				
Transaction Date	6/23/2016	Citizens	111000	Total	\$1,141.00
Refer	76075 EMPLOYEE TRUST FUNDS	Ck# 005973	6/17/2016		
Cash Payment	G 100-215300 Insurance Payable	JULY 2016 PREMIUMS			\$48,975.52
Invoice	JULY 16 6/17/2016				
Cash Payment	G 150-215300 Insurance Payable	JULY 2016 PREMIUMS			\$6,985.55
Invoice	JULY 16 6/17/2016				
Cash Payment	G 220-215300 Insurance Payable	JULY 2016 PREMIUMS			\$301.86
Invoice	JULY 16 6/17/2016				
Cash Payment	G 410-215300 Insurance Payable	JULY 2016 PREMIUMS			\$363.04
Invoice	JULY 16 6/17/2016				
Cash Payment	G 440-215300 Insurance Payable	JULY 2016 PREMIUMS			\$4,502.91
Invoice	JULY 16 6/17/2016				
Cash Payment	G 500-215300 Insurance Payable	JULY 2016 PREMIUMS			\$138.52
Invoice	JULY 16 6/17/2016				
Cash Payment	G 610-215300 Insurance Payable	JULY 2016 PREMIUMS			\$2,260.95
Invoice	JULY 16 6/17/2016				
Cash Payment	G 620-215300 Insurance Payable	JULY 2016 PREMIUMS			\$1,558.15
Invoice	JULY 16 6/17/2016				
Transaction Date	6/23/2016	Citizens	111000	Total	\$65,086.50
Refer	76076 WI RETIREMENT SYSTEM	Ck# 005974	6/25/2016		
Cash Payment	G 100-215200 Retirement	PAYMENTS FOR MAY 2016			\$22,255.94
Invoice	MAY 2016 6/25/2016				
Cash Payment	G 150-215200 Retirement	PAYMENTS FOR MAY 2016			\$6,567.22
Invoice	MAY 2016 6/25/2016				
Cash Payment	G 220-215200 Retirement	PAYMENTS FOR MAY 2016			\$316.68
Invoice	MAY 2016 6/25/2016				
Cash Payment	G 410-215200 Retirement	PAYMENTS FOR MAY 2016			\$231.72
Invoice	MAY 2016 6/25/2016				

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 5

Payments

Current Period: June 2016

Cash Payment	G 440-215200 Retirement	PAYMENTS FOR MAY 2016	\$4,318.28
Invoice	MAY 2016 6/25/2016		
Cash Payment	G 500-215200 Retirement	PAYMENTS FOR MAY 2016	\$118.46
Invoice	MAY 2016 6/25/2016		
Cash Payment	G 610-215200 Retirement	PAYMENTS FOR MAY 2016	\$2,222.80
Invoice	MAY 2016 6/25/2016		
Cash Payment	G 620-215200 Retirement	PAYMENTS FOR MAY 2016	\$1,694.06
Invoice	MAY 2016 6/25/2016		
Cash Payment	G 100-215200 Retirement	PAYMENTS FOR MAY 2016	-\$0.06
Invoice	MAY 2016 6/25/2016		
Transaction Date	6/23/2016	Citizens 111000	Total \$37,725.10
Refer	<u>76077 PAYROLLDATA.COM</u>	<u>Ck# 005975 6/17/2016</u>	
Cash Payment	E 100-5142-5399 Other	JUNE 2016 ADMIN FEES	\$182.68
Invoice	JUNE 16 6/17/2016		
Cash Payment	E 150-5221-5219 Professional Services	JUNE 2016 ADMIN FEES	\$182.68
Invoice	JUNE 16 6/17/2016		
Cash Payment	E 440-5511-5399 Other	JUNE 2016 ADMIN FEES	\$182.68
Invoice	JUNE 16 6/17/2016		
Cash Payment	E 610-6920-6930 Misc General Expenses	JUNE 2016 ADMIN FEES	\$182.68
Invoice	JUNE 16 6/17/2016		
Cash Payment	E 620-8400-8560 Misc General Expense	JUNE 2016 ADMIN FEES	\$182.68
Invoice	JUNE 16 6/17/2016		
Transaction Date	6/23/2016	Citizens 111000	Total \$913.40
Refer	<u>76078 WE ENERGIES MLWAUKEE</u>	<u>Ck# 005976 6/30/2016</u>	
Cash Payment	E 100-5160-5222 Electric	HALL	\$935.42
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5211-5222 Electric	FLASHERS	\$9.96
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5211-5222 Electric	PD	\$1,076.67
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5211-5222 Electric	PD GARAGE	\$69.58
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5254-5222 Electric	MUK DAM	\$21.97
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5323-5222 Electric	DPW ELEC	\$315.52
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5323-5224 Gas	DPW GAS	\$31.73
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5342-5222 Electric	STREET LIGHTS	\$10,976.63
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5342-5222 Electric	STREET LIGHTS	\$102.51
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5342-5222 Electric	SCH CROSS LIGHTS	\$15.99
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5512-5222 Electric	MUSEUM	\$107.45
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	ANDREWS ST	\$104.57
Invoice	JUNE 16 6/30/2016		

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 6

Payments

Current Period: June 2016

Cash Payment	E 100-5521-5222 Electric	FLD PARK	\$119.98
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	FLD PK BASEBALL LIGHTS	\$213.23
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	PaRKS	\$37.75
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	CONSESSION BLDG	\$211.07
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	PaRKS	\$27.55
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	FLD PARK SUMP PUMP	\$20.19
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	PaRKS	\$111.89
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 100-5521-5222 Electric	MINIWAUKAN PARK	\$38.56
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 150-5221-5222 Electric	FD	\$850.88
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 440-5511-5222 Electric	LIB ELEC	\$2,908.69
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 440-5511-5224 Gas	LIB GAS	\$235.97
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #3 ELEC	\$1,968.06
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #3 GAS	\$14.66
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #4 ELEC	\$1,209.21
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #4 GAS	\$23.62
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #5	\$1,270.28
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #6	\$796.70
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	WeLL #7	\$839.09
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	GREENWALD	\$331.38
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 610-6200-6622 Fuel or Power Purchase	TOWER	\$32.54
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	ATKINSON PUMP	\$489.23
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	FOX RIVER VIEW	\$98.61
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	1224 RIVERTON	\$75.72
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 620-8020-8210 Pumping Power & Fuel	1240 N ROCHESTER	\$89.53
Invoice	JUNE 16 6/30/2016		
Cash Payment	E 620-8010-8211 WWTP Electric Power	HoLZ ELEC	\$5,836.25
Invoice	JUNE 16 6/30/2016		

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 7

Payments

Current Period: June 2016

Cash Payment	E 620-8010-8212 Nat Gas/Admin Bldg/Hea	HoLZ GAS		\$11.63
Invoice JUNE 16	6/30/2016			
Cash Payment	E 620-8010-8212 Nat Gas/Admin Bldg/Hea	DiGESTER GAS		\$9.57
Invoice JUNE 16	6/30/2016			
Transaction Date	6/23/2016	Citizens	111000	Total \$31,639.84
Refer	76079 JP MORGAN CHASE	Ck# 005977	6/28/2016	
Cash Payment	E 100-5211-5219 Professional Services	UNFI-COPIER-#1646		\$97.58
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5215-5335 Training & Travel	WCTC-STEINBRENNER - #1646		\$50.18
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5211-5335 Training & Travel	APPLEBEES-LUNCH MTG-#1646		\$22.37
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5211-5399 Other	VARIOUS-REFRESHMENTS-#1646		\$43.54
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5141-5399 Other	VARIOUS-MEMBERSHIP/PIZZA-#3311		\$319.92
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5141-5311 Supplies	VARIOUS-REFRESHMENTS/BULB-#3311		\$53.27
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5141-5335 Training & Travel	VARIOUS-HOTEL/MEALS/BOOKS-#3311		\$646.47
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5212-5311 Supplies	AmAZON-PAPER ROLLS-#5772		\$139.80
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5142-5311 Supplies	AmAZON-BOOKS-#8848		\$28.19
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5153-5399 Other	WMCA-REGISTRATION-#8848		\$20.00
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5144-5335 Training & Travel	VARIOUS-REGISTRATION-#8848		\$50.00
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5111-5335 Training & Travel	WaLMART-REFRESHMENTS-#8848ter Sales-Other		\$36.15
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5142-5335 Training & Travel	CuLVERS-MEAL-#8848		\$7.36
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5142-5332 Mileage	SpEEDWAY-GAS-#8848ecial Cost Dev		\$22.45
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5144-5332 Mileage	VARIU-HOTEL/GAS-#8848		\$208.82
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5141-5225 Telephone	GOOGLE-GMAIL-#8848		\$24.99
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5241-5225 Telephone	GOOGLE-GMAIL-#8848		\$10.71
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5142-5225 Telephone	GOOGLE-GMAIL-#8848		\$14.28
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5323-5225 Telephone	GOOGLE-GMAIL-#8848		\$7.14
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5632-5399 Other	GOOGLE-GMAIL-#8848		\$3.57
Invoice JUNE 16	6/28/2016			
Cash Payment	E 100-5111-5399 Other	GOOGLE-GMAIL-#8848		\$25.03
Invoice JUNE 16	6/28/2016			

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 8

Payments

Current Period: June 2016

Cash Payment	E 100-5241-5311 Supplies	INSPECTUSA-CANNED SMOKE-#9184	\$39.35
Invoice JUNE 16	6/28/2016		
Cash Payment	E 100-5141-5311 Supplies	VARIOUS-CARDS/PARTY SUPP-#9283	\$131.51
Invoice JUNE 16	6/28/2016		
Cash Payment	E 100-5241-5311 Supplies	HoME DEPOT-REMODEL SUPP-#9398	\$15.81
Invoice JUNE 16	6/28/2016		
Cash Payment	E 100-5211-5335 Training & Travel	VARIOUS-HOTEL/GAS-#9430	\$338.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5233-5335 Training & Travel	GRANDSTAY HOTEL-#0931	\$164.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5231-5311 Supplies	AmAZON-#0931	\$46.44
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5222-5346 Clothing Allowance	EmBROIDME-SLOCUM CLOTHING-#0931	\$74.61
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5221-5346 Clothing Allowance	EmBROIDME-NEW STAFF CLOTHING-#0931	\$1,964.16
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5221-5311 Supplies	VARIOUS-#0931	\$114.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5222-5811 Equipment (non-Capitaliz	K&R-BUNK BEDS-#2334	\$4,500.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5222-5395 Repairs & Maintenance	AUTO PAINT & SUPPY - PAINT #2334	\$148.48
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5233-5335 Training & Travel	VARIOUS-MEALS-#2334	\$124.56
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5232-5311 Supplies	WaLMART-REFRESHMENTS-#8764	\$56.24
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5222-5395 Repairs & Maintenance	WaLMART-MATTRESS FOAM-#8764	\$14.28
Invoice JUNE 16	6/28/2016		
Cash Payment	E 150-5222-5811 Equipment (non-Capitaliz	MATTRESS FIRM-MATTRESSES-#8764	\$2,100.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 410-5140-5335 Training & Travel	SpEEDWAY-GAS-#8848	\$37.56
Invoice JUNE 16	6/28/2016		
Cash Payment	E 430-5700-5718 Village-wide Capital Ben	AmAZON-HARD DRIVES-#8848	\$4,020.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 440-5511-5811 Equipment (non-Capitaliz	AmAZON-PRINTER-#1900	\$37.99
Invoice JUNE 16	6/28/2016		
Cash Payment	E 440-5511-5342 Wireless Access	TEAMSOFTWARE-PUBLIC WEB BROWSER-#1900	\$125.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 440-5511-5340 Digital Materials	MAILCHIMP-DATA-#1900	\$50.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 440-5511-5312 Printing	LiBGiG-JOB POSTING-#1900	\$199.00
Invoice JUNE 16	6/28/2016		
Cash Payment	E 440-5511-5315 Postage	PrINt PACK SHIP-SHIPPING-#1900	\$11.95
Invoice JUNE 16	6/28/2016		
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	VARIOUS-GARDEN CLUB/FLOWERS/SLP=PROGRAM SUPP-#1900	\$470.78
Invoice JUNE 16	6/28/2016		

VILLAGE OF MUKWONAGO

06/27/16 12:01 PM

Page 9

Payments

Current Period: June 2016

Cash Payment	E 440-5511-5311 Supplies	VARIOUS- POPCORN/TAPE/PULLEY/BULBS/AIR FRESHNER-#1900			\$502.40
Invoice	JUNE 16	6/28/2016			
Cash Payment	E 610-6920-6921 Office Supplies & Expen	GOOGLE-GMAIL-#8848			\$7.14
Invoice	JUNE 16	6/28/2016			
Cash Payment	E 620-8010-8240 Phosphorous Removal C	DMA-#6855			\$252.15
Invoice	JUNE 16	6/28/2016			
Cash Payment	E 620-8400-8510 Office Supplies & Expen	GOOGLE-GMAIL-#8848			\$7.14
Invoice	JUNE 16	6/28/2016			
Cash Payment	E 620-8010-8270 Operation Supply/Expen	WeBROOT SOFTWARE-#6855i			\$110.53
Invoice	JUNE 16	6/28/2016			
Cash Payment	E 620-8010-8260 Other Chemicals	5 STAR CITGO-ICE-#6855			\$5.07
Invoice	JUNE 16	6/28/2016			
Transaction Date	6/23/2016	Citizens	111000	Total	\$17,499.97
Refer	76080 HASLER MAILING SOLUTIONS	Ck# 005978	6/23/2016		
Cash Payment	E 100-5142-5315 Postage	POSTAGE			\$1,000.00
Invoice	6/23	6/23/2016			
Transaction Date	6/23/2016	Citizens	111000	Total	\$1,000.00
Refer	76081 TASC	Ck# 005979	6/24/2016		
Cash Payment	E 620-8400-8560 Misc General Expense	7 TO 9 2016 HRA ADMIN FEES			\$27.00
Invoice	816944	6/24/2016			
Cash Payment	E 610-6920-6930 Misc General Expenses	7 TO 9 2016 HRA ADMIN FEES			\$27.00
Invoice	816944	6/24/2016			
Cash Payment	E 440-5511-5399 Other	7 TO 9 2016 HRA ADMIN FEES			\$54.00
Invoice	816944	6/24/2016			
Cash Payment	E 150-5221-5399 Other	7 TO 9 2016 HRA ADMIN FEES			\$67.50
Invoice	816944	6/24/2016			
Cash Payment	E 100-5241-5399 Other	7 TO 9 2016 HRA ADMIN FEES			\$40.50
Invoice	816944	6/24/2016			
Cash Payment	E 100-5211-5399 Other	7 TO 9 2016 HRA ADMIN FEES			\$135.00
Invoice	816944	6/24/2016			
Cash Payment	E 100-5212-5399 Other	7 TO 9 2016 HRA ADMIN FEES			\$121.50
Invoice	816944	6/24/2016			
Cash Payment	E 100-5213-5311 Supplies	7 TO 9 2016 HRA ADMIN FEES			\$27.00
Invoice	816944	6/24/2016			
Cash Payment	E 100-5142-5399 Other	7 TO 9 2016 HRA ADMIN FEES			\$67.50
Invoice	816944	6/24/2016			
Cash Payment	E 100-5323-5311 Supplies	7 TO 9 2016 HRA ADMIN FEES			\$67.50
Invoice	816944	6/24/2016			
Transaction Date	6/24/2016	Citizens	111000	Total	\$634.50
Refer	76082 TASC	Ck# 005980	6/24/2016		
Cash Payment	E 620-8400-8560 Misc General Expense	JULY 2016 FLEX ADMIN FEES			\$15.63
Invoice	817602	6/24/2016			
Cash Payment	E 610-6920-6930 Misc General Expenses	JULY 2016 FLEX ADMIN FEES			\$15.63
Invoice	817602	6/24/2016			
Cash Payment	E 440-5511-5399 Other	JULY 2016 FLEX ADMIN FEES			\$26.05
Invoice	817602	6/24/2016			

VILLAGE OF MUKWONAGO

Payments

Current Period: June 2016

Cash Payment	E 150-5221-5399 Other	JULY 2016 FLEX ADMIN FEES		\$31.26
Invoice 817602	6/24/2016			
Cash Payment	E 100-5241-5399 Other	JULY 2016 FLEX ADMIN FEES		\$15.63
Invoice 817602	6/24/2016			
Cash Payment	E 100-5211-5399 Other	JULY 2016 FLEX ADMIN FEES		\$52.10
Invoice 817602	6/24/2016			
Cash Payment	E 100-5212-5399 Other	JULY 2016 FLEX ADMIN FEES		\$46.89
Invoice 817602	6/24/2016			
Cash Payment	E 100-5213-5311 Supplies	JULY 2016 FLEX ADMIN FEES		\$10.42
Invoice 817602	6/24/2016			
Cash Payment	E 100-5142-5399 Other	JULY 2016 FLEX ADMIN FEES		\$26.05
Invoice 817602	6/24/2016			
Cash Payment	E 100-5323-5311 Supplies	JULY 2016 FLEX ADMIN FEES		\$31.26
Invoice 817602	6/24/2016			
Transaction Date	6/24/2016	Citizens	111000	Total \$270.92
Refer	76083 TASC	Ck# 020344	6/24/2016	
Cash Payment	G 100-216000 Medical Reimbursement Off	HRA 2015 FORFEITURE		\$3,005.90
Invoice 813616	6/17/2016			
Transaction Date	6/24/2016	Citizens	111000	Total \$3,005.90
Refer	76084 SCHOUTEN FAYE	Ck# 020345	6/24/2016	
Cash Payment	E 150-5232-5335 Training & Travel	SLOCUM/BOYLE/CUOMO/FICKAU/SCHROEDER INSTRUCTOR RENEWAL		\$100.00
Invoice 6/22	6/22/2016			
Transaction Date	6/24/2016	Citizens	111000	Total \$100.00
Refer	76085 WI DOT	Ck# 020346	6/24/2016	
Cash Payment	E 100-5120-5311 Supplies	ADDITIONAL FUNDS REQUIRED FOR PARKING VIOLATIONS		\$300.00
Invoice TRAF VIOL 2016	6/24/2016			
Transaction Date	6/24/2016	Citizens	111000	Total \$300.00

Fund Summary

	111000 Citizens
100 GENERAL FUND	\$103,705.98
150 FIRE/AMBULANCE FUND	\$25,170.74
220 TID#3 - GENERAL	\$708.78
410 RECYCLING FUND	\$726.07
430 CAPITAL EQUIPMENT FUND	\$4,020.00
440 LIBRARY FUND	\$14,413.92
480 2004-06-07 GO NOTE	\$5,435.65
500 STORM WATER UTILITY	\$295.08
610 WATER UTILITY FUND	\$15,470.55
620 SEWER UTILITY FUND	\$11,272.01
	\$181,218.78

Pre-Written Checks	\$181,218.78
Checks to be Generated by the Computer	\$0.00
Total	\$181,218.78

VILLAGE OF MUKWONAGO

06/30/16 1:58 PM

Page 1

Payments

Current Period: June 2016

Batch Name M-6-2016-2
 Payment Computer Dollar Amt \$1,299.00 Posted

Refer 76100 TREASURER WAUKESHA COUNTY Ck# 020348 6/29/2016

Cash Payment G 100-243240 Waukesha County Court Fe JAIL FINES MAY 2016 - REPLACE CHK 20330 \$1,299.00
 Invoice

Transaction Date 6/29/2016 Due 0 Citizens 111000 Total \$1,299.00

Fund Summary

	111000 Citizens	
100 GENERAL FUND	\$1,299.00	
	<hr/>	
	\$1,299.00	

Pre-Written Checks	\$1,299.00
Checks to be Generated by the Computer	\$0.00
Total	<hr/> \$1,299.00

CHK Replacement - For # 20330
 - Void original w/ Incorrect Amount
 Amount Already Transfer. June 2016.

VILLAGE OF MUKWONAGO

06/20/16 2:11 PM

Page 1

Payments

18 checks

Current Period: June 2016

Batch Name	LIBAP62016	User Dollar Amt	\$15,412.83		
	Payments	Computer Dollar Amt	\$15,412.83		
				\$0.00	In Balance
Refer	76051 ASSOCIATED BANK				
Cash Payment	E 440-5511-5329 AV Material	AV MATERIALS			\$2,719.63
	Invoice 060716				
Transaction Date	6/20/2016	Citizens	111000	Total	\$2,719.63
Refer	76052 BAKER & TAYLOR INC.				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$2,641.53
	Invoice 5/31-6/14 6/14/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$2,641.53
Refer	76053 BRODART				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$659.88
	Invoice B4534534 5/24/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$15.11
	Invoice B4523943 5/20/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$923.88
	Invoice B4559016 6/2/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$667.60
	Invoice B4564408 6/6/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			-\$21.42
	Invoice B4487028-C 5/10/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$1,341.81
	Invoice B4568158 6/9/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$3,586.86
Refer	76054 CLEAN MATS				
Cash Payment	E 440-5511-5311 Supplies	MATS/DUSTERS/TOWELS			\$74.05
	Invoice 39127 6/12/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$74.05
Refer	76055 DEMCO				
Cash Payment	E 440-5511-5311 Supplies	SUPPLIES			\$154.14
	Invoice 5890576 6/3/2016				
Cash Payment	E 440-5511-5311 Supplies	SUPPLIES			-\$92.75
	Invoice 5882582-C 5/23/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$61.39
Refer	76056 DOOR COUNTY SLED DOGS				
Cash Payment	E 440-5511-5331 Programming	PROGRAMMING			\$275.00
	Invoice 66049 6/16/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$275.00
Refer	76057 FRISCH LAURA				
Cash Payment	E 440-5511-5332 Mileage	MILEAGE REIMBURSE			\$52.38
	Invoice MAY 2016 5/31/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$52.38
Refer	76058 GALE				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$27.99
	Invoice 58134588 6/1/2016				

VILLAGE OF MUKWONAGO

06/20/16 2:11 PM

Page 2

Payments

Current Period: June 2016

Cash Payment	E 440-5511-5328 Books	BOOKS			\$158.36
Invoice	58159488 6/6/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$25.59
Invoice	58142297 6/2/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$28.79
Invoice	58105795 5/25/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$25.59
Invoice	58159379 6/6/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$209.53
Invoice	58177804 6/8/2016				
Cash Payment	E 440-5511-5328 Books	BOOKS			\$27.19
Invoice	58168260 6/7/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$503.04
Refer	76059 GRUNAU				
Cash Payment	E 440-5511-5395 Repairs & Maintenance	MAINTENANCE/INSPECTION			\$2,342.50
Invoice	364641 6/7/2016				
Cash Payment	E 440-5511-5395 Repairs & Maintenance	COOLING ISSUES			\$1,260.38
Invoice	364642 6/7/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$3,602.88
Refer	76060 MATERIALS DISTRIBUTION SERVI				
Cash Payment	E 440-5511-5311 Supplies	OFFICE SUPP			\$73.92
Invoice	05/16MD24119 6/7/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$73.92
Refer	76061 AMY MUELLER				
Cash Payment	E 440-5890-5806 Donated Fund Expenditu	PROGRAMMING			\$200.00
Invoice	JUNE 16 6/29/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$200.00
Refer	76062 NEKOLA PAT				
Cash Payment	E 440-5511-5331 Programming	PROGRAMMING			\$300.00
Invoice	66051 6/8/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$300.00
Refer	76063 PENKALSKI TAMMY				
Cash Payment	E 440-5511-5332 Mileage	MILEAGE REIMBURSE			\$18.25
Invoice	060116 6/8/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$18.25
Refer	76064 QUILL CORPORATION				
Cash Payment	E 440-5511-5311 Supplies	OFFICE SUPP			\$92.05
Invoice	6402905 6/6/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$92.05
Refer	76065 STRUTZ CURT				
Cash Payment	E 440-5511-5331 Programming	PROGRAMMING			\$300.00
Invoice	66141 1/19/2016				
Transaction Date	6/20/2016	Citizens	111000	Total	\$300.00
Refer	76066 DAVID W STOKES				
Cash Payment	E 440-5511-5331 Programming	PROGRAMMING			\$285.00
Invoice	66145 6/7/2016				

VILLAGE OF MUKWONAGO

06/20/16 2:11 PM

Page 3

Payments

Current Period: June 2016

Transaction Date	6/20/2016	Citizens	111000	Total	\$285.00
Refer	76067 UNIQUE MANAGEMENT				
Cash Payment	E 440-5511-5310 Outside Services	PLACEMENTS			\$26.85
Invoice	429225	6/1/2016			
Transaction Date	6/20/2016	Citizens	111000	Total	\$26.85
Refer	76068 WISC DEPT OF ADMINISTRATION				
Cash Payment	E 440-5511-5343 Data Lines	DATA LINES			\$600.00
Invoice	505-000008169	6/6/2016			
Transaction Date	6/20/2016	Citizens	111000	Total	\$600.00

Fund Summary

	111000 Citizens
440 LIBRARY FUND	\$15,412.83
	<u>\$15,412.83</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$15,412.83
Total	\$15,412.83

Handwritten notes and check numbers:

002
 0.00
 15,520.29
 15,574.54
 Village Report
 16,194.93
 15,412.83
 782.10
 0.00
 520.29
 200.00
 320.29
 438.56
 196.56
 123.00
 43.75
 785.62
 94.32
 49.80
 87.79
 12.93
 199.25
 12.00
 11.30
 150.95
 125.00
 15.00
 26.06
 37.05
 37.99
 782.10
 782.10
 0.00
 0.00

019
 020

Items paid 100
 Generated Village Bank

Checks
 20246-20263

VILLAGE OF MUKWONAGO

06/30/16 12:53 PM

Page 1

Payments

Current Period: July 2016

Batch Name	AP-7-2016-1	User Dollar Amt	\$71,569.39		
	Payments	Computer Dollar Amt	\$71,569.39		
				\$0.00	In Balance
Refer	76086 AM TOWING				
Cash Payment	E 100-5212-5219 Professional Services	TOWING			\$125.00
Invoice	30208 6/16/2016				
Cash Payment	E 100-5212-5219 Professional Services	TOWING			\$125.00
Invoice	30232 6/25/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$250.00
Refer	76087 ARNOLDS ENVIRONMENTAL SER				
Cash Payment	E 100-5521-5311 Supplies	CONSTRUCTION UNIT			\$148.00
Invoice	42183 7/2/2016				
Cash Payment	E 100-5521-5311 Supplies	CONSTRUCTION UNIT			\$74.00
Invoice	42184 7/2/2016				
Cash Payment	E 100-5521-5311 Supplies	CONSTRUCTION UNIT			\$74.00
Invoice	42185 7/2/2016				
Cash Payment	E 100-5521-5311 Supplies	CONSTRUCTION UNIT			\$74.00
Invoice	42186 7/2/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$370.00
Refer	76088 CLEAN MATS				
Cash Payment	E 100-5211-5394 Bldg Repairs & Maintena	MATS			\$89.00
Invoice	39109 6/9/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$89.00
Refer	76089 EXCEL BUILDING SERVICES				
Cash Payment	E 100-5211-5394 Bldg Repairs & Maintena	JUNE CLEANING SERV			\$975.00
Invoice	2603 6/8/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$975.00
Refer	76090 FICKAU WOODWORKING				
Cash Payment	E 100-5512-5821 Improvements	MUK MUSEUM			\$1,025.10
Invoice	1473 6/3/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$1,025.10
Refer	76091 GARDEN MART/THE				
Cash Payment	E 100-5160-5311 Supplies	LANDSCAPE MULCH			\$48.00
Invoice	46947 6/20/2016				
Cash Payment	E 100-5160-5311 Supplies	LANDSCAPE MULCH			\$24.00
Invoice	46964 6/20/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$72.00
Refer	76092 GATEWAY TECHNICAL COLLEGE				
Cash Payment	E 150-5232-5335 Training & Travel	S BOYLE - CPR TRAINING			\$36.18
Invoice	21453 6/13/2016				
Transaction Date	6/29/2016	Citizens	111000	Total	\$36.18
Refer	76093 G & K SERVICES				
Cash Payment	E 610-6920-6923 Outside Services Employ	JUNE			\$25.57
Invoice	1019507751 6/3/2016				
Cash Payment	E 620-8010-8270 Operation Supply/Expen	JUNE			\$25.58
Invoice	1019507751 6/3/2016				

VILLAGE OF MUKWONAGO

06/30/16 12:53 PM

Page 2

Payments

Current Period: July 2016

Cash Payment	E 610-6920-6923 Outside Services Employ	JUNE			\$25.57
Invoice	1019510935	6/10/2016			
Cash Payment	E 620-8010-8270 Operation Supply/Expen	JUNE			\$25.58
Invoice	1019510935	6/16/2016			
Cash Payment	E 620-8010-8270 Operation Supply/Expen	JUNE			\$25.57
Invoice	1019514084	6/17/2016			
Cash Payment	E 610-6920-6923 Outside Services Employ	JUNE			\$25.58
Invoice	1019514084	6/17/2016			
Cash Payment	E 610-6920-6923 Outside Services Employ	JUNE			\$25.57
Invoice	1019517202	6/24/2016			
Cash Payment	E 620-8010-8270 Operation Supply/Expen	JUNE			\$25.58
Invoice	1019517202	6/24/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$204.60
Refer	76094 HAWKINS WATER TREATMENT	-			
Cash Payment	E 610-6300-6631 Chemicals	CHEMICALS			\$3,865.56
Invoice	3897402	6/9/2016			
Cash Payment	E 620-8010-8240 Phosphorous Removal C	CHEMICALS			\$1,119.69
Invoice	3897365	6/9/2016			
Cash Payment	E 620-8010-8240 Phosphorous Removal C	CHEMICALS			\$621.78
Invoice	3901404	6/16/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$5,607.03
Refer	76095 HIPPENMEYER, REILLY	-			
Cash Payment	E 100-5130-5219 Professional Services	MISC MATTERS			\$2,536.75
Invoice	42773	6/29/2016			
Cash Payment	G 100-211425 Developer Escrow	FAIRWINDS			\$140.25
Invoice	42774	6/29/2016		Project D00007	
Cash Payment	G 100-211400 Billable Disbursements	LYNCH - NEW PURCHASE			\$206.25
Invoice	42775	6/29/2016			
Cash Payment	E 100-5130-5219 Professional Services	PROSECUTION			\$1,421.39
Invoice	42776	6/29/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$4,304.64
Refer	76096 JNA CONTRACTORS	-			
Cash Payment	G 610-134500 T&D Services	CONCRETE WK 1214 TRAIL CT			\$3,650.00
Invoice	0059	5/24/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$3,650.00
Refer	76097 JEFFERSON FIRE & SAFETY	-			
Cash Payment	E 150-5222-5395 Repairs & Maintenance	FIRE RESEARCH BULB			\$36.56
Invoice	227719	6/16/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$36.56
Refer	76098 KUNKEL ENGINEERING GROUP	-			
Cash Payment	E 220-5335-5219 Professional Services	EROSION CONTROL INSP			\$375.00
Invoice	167544	6/13/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$375.00
Refer	76099 KAESTNER AUTO ELECTRIC	-			
Cash Payment	E 150-5222-5311 Supplies	CAR 1 - STAR LIGHT			\$182.52
Invoice	242488	6/8/2016			

VILLAGE OF MUKWONAGO

06/30/16 12:53 PM

Page 3

Payments

Current Period: July 2016

Cash Payment	E 100-5212-5395	Repairs & Maintenance	NEW SQUAD - BLUE/RED RECTANGL	\$234.00
Invoice	242525	6/6/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$416.52
Refer	76101	LARK UNIFORM, INC		
Cash Payment	E 100-5213-5346	Clothing Allowance	C DEMOTTO - BOOTS	\$120.00
Invoice	223095	6/13/2016		
Cash Payment	E 100-5213-5346	Clothing Allowance	C DEMOTTO - SHIRT/SGT STRIPES	\$43.95
Invoice	223020	6/13/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$163.95
Refer	76102	MOELLER RYAN		
Cash Payment	E 150-5222-5346	Clothing Allowance	BOOTS	\$50.00
Invoice	607628	5/31/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$50.00
Refer	76103	MUKWONAGO FIRE DEPT		
Cash Payment	G 720-250015	Due to Fire/Ambulance	MONTHLY FIRE DEPT TAX	\$17,500.00
Invoice	JULY16	7/7/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$17,500.00
Refer	76104	NORTHERN LAKE SERVICE		
Cash Payment	E 620-8010-8255	Dry Sludge Hauling	SLUDGE TESTING	\$610.75
Invoice	294819	5/10/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$610.75
Refer	76105	PROHEALTH CARE INC		
Cash Payment	E 150-5221-5219	Professional Services	D. OLESON	\$116.05
Invoice	12915182	6/13/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$116.05
Refer	76106	QUILL CORPORATION		
Cash Payment	E 100-5241-5311	Supplies	BLUE CARD STOCK	\$39.98
Invoice	6613053	6/14/2016		
Cash Payment	E 100-5211-5395	Repairs & Maintenance	(2) CHAIRS	\$435.00
Invoice	6613166	6/14/2016		
Cash Payment	E 100-5211-5311	Supplies	OFFICE SUPPLIES	\$220.92
Invoice	6555247	6/10/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$695.90
Refer	76107	PIRANHA PAPER SHREDDING		
Cash Payment	E 100-5211-5394	Bldg Repairs & Maintena	SHREDDING	\$50.00
Invoice	1570061616	6/16/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$50.00
Refer	76108	REINDERS, INC.		
Cash Payment	E 100-5323-5395	Repairs & Maintenance	TOTO PARTS	\$727.12
Invoice	1639726	6/15/2016		
Cash Payment	E 100-5323-5395	Repairs & Maintenance	TORO PARTS	\$49.58
Invoice	1639733	6/15/2016		
Cash Payment	E 100-5323-5395	Repairs & Maintenance	TORO PARTS	\$138.72
Invoice	1639726	6/16/2016		
Transaction Date	6/29/2016	Citizens	111000	Total \$915.42
Refer	76109	RICOH AMERICAS CORPORATION		

VILLAGE OF MUKWONAGO

06/30/16 12:53 PM

Page 4

Payments

Current Period: July 2016

Cash Payment	E 150-5221-5311 Supplies	COPIES			\$89.98
Invoice	5042082854	5/11/2016			
Cash Payment	E 150-5221-5311 Supplies	COPIES			\$104.28
Invoice	5042082854	5/11/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$194.26
Refer	76110 SBA STRUCTURES	-			
Cash Payment	E 100-5211-5219 Professional Services	ANNUAL TOWER RENTAL			\$500.04
Invoice	IN15500870	7/1/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$500.04
Refer	76111 SOMAR ENTERPRISES	-			
Cash Payment	E 100-5212-5346 Clothing Allowance	NELSON UNIFORM ALLOWANCE			\$136.99
Invoice	99787	6/20/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$136.99
Refer	76112 UNDERWATER CONNECTION	-			
Cash Payment	E 150-5222-5311 Supplies	WEIGHTS			\$579.78
Invoice	30610	6/11/2006			
Transaction Date	6/29/2016	Citizens	111000	Total	\$579.78
Refer	76113 VERIZON	-			
Cash Payment	E 100-5141-5225 Telephone	TELEPHONE			\$119.79
Invoice	9767033648	6/13/2016			
Cash Payment	E 620-8010-8270 Operation Supply/Expen	TELEPHONE			\$62.80
Invoice	9767033648	6/13/2016			
Cash Payment	E 100-5241-5225 Telephone	TELEPHONE			\$63.08
Invoice	9767033648	6/13/2016			
Cash Payment	E 610-6920-6921 Office Supplies & Expen	TELEPHONE			\$62.81
Invoice	9767033648	6/13/2016			
Cash Payment	E 150-5221-5225 Telephone	TELEPHONE			\$465.64
Invoice	9767008562	6/12/2016			
Cash Payment	E 150-5221-5225 Telephone	TELEPHONE			\$35.10
Invoice	9766464966	6/3/2016			
Cash Payment	E 610-6920-6921 Office Supplies & Expen	TELEPHONE			\$85.53
Invoice	9767078762	6/13/2016			
Cash Payment	E 620-8300-8400 Operation Supply/Expen	TELEPHONE			\$85.53
Invoice	9767078762	6/13/2016			
Cash Payment	E 610-6920-6921 Office Supplies & Expen	TELEPHONE			\$111.90
Invoice	9767078761	6/13/2016			
Cash Payment	E 620-8300-8400 Operation Supply/Expen	TELEPHONE			\$111.90
Invoice	9767078761	6/13/2016			
Cash Payment	E 100-5323-5225 Telephone	TELEPHONE			\$119.92
Invoice	9767078765	6/13/2016			
Cash Payment	E 440-5511-5225 Telephone	TELEPHONE			-\$43.62
Invoice	9766288702	6/1/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$1,280.38
Refer	76114 VILLAGE OF MUKWONAGO	-			
Cash Payment	E 610-6920-6408 Taxes - Village	JULY - MO WATER UTIL TAX			\$30,000.00
Invoice	JULY16	7/7/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$30,000.00

VILLAGE OF MUKWONAGO

06/30/16 12:53 PM

Page 5

Payments

Current Period: July 2016

Refer	76115 WI RURAL WATER ASSOCIATION				
Cash Payment	E 610-6920-6923 Outside Services Employ TRAINING				\$119.01
Invoice	2973	6/16/2016			
Cash Payment	E 610-6920-6923 Outside Services Employ TRAINING				\$478.02
Invoice	2981	6/22/2016			
Cash Payment	E 620-8400-8520 Outside Services Employ TRAINING				\$478.02
Invoice	2981	6/22/2016			
Cash Payment	E 620-8400-8520 Outside Services Employ TRAINING				\$119.01
Invoice	2973	6/16/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$1,194.06

Refer	76116 ZAESKE DEBORAH				
Cash Payment	E 100-5211-5335 Training & Travel LEAP CONVENTION - OSHKOSH				\$170.18
Invoice	JUNE16	6/18/2016			
Transaction Date	6/29/2016	Citizens	111000	Total	\$170.18

Fund Summary

	111000 Citizens	
100 GENERAL FUND	\$10,255.01	
150 FIRE/AMBULANCE FUND	\$1,696.09	
220 TID#3 - GENERAL	\$375.00	
440 LIBRARY FUND	(\$43.62)	
610 WATER UTILITY FUND	\$38,475.12	
620 SEWER UTILITY FUND	\$3,311.79	
720 TAX ESCROW AGENCY FUND	\$17,500.00	
	<u>\$71,569.39</u>	

*Reviewed 6/30/16
Dora Doherty*

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$71,569.39
Total	<u>\$71,569.39</u>

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	6/14/16	NUMBER:	
--------------	---------	----------------	--

VENDOR NAME & ADDRESS:	SHIP TO:
Johnson & Sons Paving LLC. 20275 W. Good Hope Rd. Lannon, WI 53046	Village of Mukwonago

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Johnson & Sons Paving LLC.	<i>Ronald R Bettner</i>

BUDGETED ITEM?	Yes	BUDGETED SOURCE:
-----------------------	-----	-------------------------

ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	11,800 SFT mill & fill 2" Asphalt Patching (Bay View Rd. curb line)		\$24,992.00	480-5700-5861
			TOTAL	\$24,992.00	

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



20275 W Good Hope Rd
Lannon, WI 53046
Phone: 262-251-5585 Fax: 262-251-3477
Web: www.johnsonandsonspaving.com

Johnson & Sons Paving, LLC

Proposal

Billing Information
Ron Bittner
Village of Mukwonago
630 CTH NN E
Mukwonago, WI 53149

Site Address
Bayview Rd
Mukwonago, WI

Proposal GK507
#:

Date: 04/08/16

Paving Proposal: 5' Strip 2" Asphalt Surface Patching

This proposal is based on 11,800 square feet of asphalt patching (2,360' linear feet).

Mill the areas to be patched to a depth of 2".

All materials removed will be 100% recycled for our environment.

Apply a tack coat to the existing pavement and to the vertical edges to be matched.

Construct a 2" compacted hot mix asphalt pavement in one lift using E-1 12.5mm hot mix asphalt.

Machine roll for final compaction.

All work will be completed in one day to keep the disruption to the roads to a minimum.

Price: \$24,992.00

Disclaimer

Terms and Conditions: This is a Guaranty of payment and is a continuing Guaranty. Liability shall continue regardless of the payment, reduction, creation or any change in the amount of the obligations hereby guaranteed until each and all such obligations have been paid and satisfied in full. This Guaranty shall inure to the benefit of Johnson & Sons Paving, LLC and its successors and assigns and shall be binding upon Property/Business Owner and the executors, administrators and other legal representatives and/or agents of the Property/Business Owner. One mobilization is included to each job site, ("one trip to site by the paving crew") unless 2 or more trips are noted. All permits are the responsibility of Property/Business Owner or their Agent Johnson & Sons Paving, LLC's warranty for materials and workmanship is of the term of one year from the last substantial labor date and is in lieu of any other warranty or remedy required by law. Johnson & Sons Paving, LLC's warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Johnson & Sons Paving, LLC, its subcontractors or suppliers, improper or insufficient maintenance, improper operation, normal wear and tear under normal usage, or excessive manipulation over the original designed criteria. Johnson & Sons Paving, LLC is not responsible for damage to or injuries caused by any privately (not installed by a Public Utility) placed underground wires, pipes, sewers, conduits, obstructions or restrictions. Property/Business Owner or their agent agrees to indemnify and hold harmless Johnson & Sons Paving, LLC from any and all claims, liabilities, costs and expenses whatsoever arising from the above. This Contract does not contemplate the encountering of underlying contaminates, blocks, brick, railroad ties, concrete, wood, fabrics or other unsuitable materials or unusual conditions encountered during the work. Should these conditions be encountered, Property/Business Owner or their agent will be charged for the extra work incurred. Johnson & Sons Paving, LLC is not responsible for damage to landscaping as a result of work preparation, execution or completion. Johnson & Sons Paving, LLC is not responsible for any restoration of adjacent areas disturbed as a result of the work. Johnson & Sons Paving, LLC is also not responsible for changes needed in landscaping to insure the proper continuation of drainage flow from the project area. It is the Property/Business Owner's or their agent's responsibility to back fill edges of paved areas. Johnson & Sons Paving, LLC is not responsible for low spots in asphalt of less than 1/2 inch. Parking lots with pitch of 1% or less may occur water ponding. The mean value of sawed core samples shall govern for determining compacted asphalt thickness. The State of Wisconsin Department of Transportation Standard Specifications, 1998 Edition, is as follows: 405.5.10.3.1 General. 405.5.10.2.2 Thickness. The thickness of leveling, binder and surface courses shall be in reasonably close conformity with the thickness shown on the plans or established by the engineer. Johnson & Sons Paving, LLC is not responsible for concrete breakage due to normal construction equipment traffic. Heaving and cracking of asphalt pavements caused by, but not limited to wet conditions, expansive soils, reflective cracking, and freeze-thaw cycles is not the responsibility of Johnson & Sons Paving, LLC. Property/Business owner or their agent understands this risk is inherent in this kind of work. Grading: The grading Johnson & Sons Paving, LLC performs may not prevent unwanted water from accumulating on the property. Johnson & Sons Paving, LLC does not warrant (express or implied) that its grading work will prevent, eliminate or reduce unwanted on site water accumulation or flowage on the property. However, Johnson & Sons Paving, LLC does warrant that its grading will meet applicable industry standards as to percentage grade requirements. Johnson & Sons Paving, LLC is responsible for constructing average asphalt thickness as stated per this contract, which conforms to standard Wisconsin Department of Transportation practices and specifications. Should a dispute arise between the parties concerning this contract or the rights and duties of either party, Johnson & Sons Paving, LLC may elect, at its sole discretion, to have the dispute settled by arbitration held in accordance with the Construction Industry Rules of the American Arbitration Association in effect at the time Johnson & Sons Paving, LLC makes the election for arbitration. Johnson & Sons Paving, LLC must make the election to arbitrate no later than 60 days after the proper service of a summons. Any written notice required to be given the undersigned Property/Business Owner or their agent pursuant to this Contract shall be sent registered mail, postage prepaid to the undersigned Property/Business Owner or their agent at the address in this Contract's caption. Upon Contract acceptance, if cancellation notice is not received in writing prior to 3 business days after date of acceptance, in accordance with the terms below, Johnson & Sons Paving, LLC assumes that the Property/Business Owner or their agent accepts the work herein described and the terms and conditions of sale.

Terms	Total Due Upon Completion
Rep	Greg Krahn
Email	gregk@johnsonandsonspaving.com

Date: _____

Customer Signature: _____

Rep Signature: _____

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	June 16, 2016	NUMBER:	
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VENDOR NAME & ADDRESS:	SHIP TO:
Fahrner Asphalt Services LLC	Village of Mukwonago

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
DPW	Fahrner Asphalt Services LLC	<i>Ronald R. Bittner</i>

BUDGETED ITEM?	Yes	BUDGETED SOURCE:
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ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	Transverse crack leveling		\$14,960.00	480-5700-5840
			TOTAL	\$14,960.00	

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

PROPOSAL / CONTRACT

Job No. _____

Date: June 10, 2016



PLOVER, WI 54457
2800 Mecca Drive
Ph.: 715.341.2868
Fax: 715.341.1054

WAUNAKEE, WI 53597
316 Raemisch Road
Ph.: 808.849.8486
Fax: 808.849.6470

KAUKAUNA, WI 54130
860 Eastline Road
Ph.: 920.759.1008
Fax: 920.759.1019

EAU CLAIRE, WI 54703
6515 U.S. Hwy 12 W
Ph.: 715.874.6070
Fax: 715.874.6717

Pavement Maintenance Contractors

EEO/AA Employer

CORPORATE OFFICE: 1.800.332.3360

FREDERIC, WI 54837
3468 115th Street
Ph.: 715.853.2535
Fax: 715.853.2553

SAGINAW, MI 48601
2224 Veterans Memorial Pkwy
Ph.: 989.752.9200
Fax: 989.752.9205

DUBUQUE, IA 52002
7688 Commerce Park
Section C
Ph.: 563.556.6231
Fax: 563.588.1240

OAKDALE, MN 55128
7500 Hudson Blvd., Sta. 305
Ph.: 651.340.6212
Fax: 651.340.6221

Contact Name: RON BITTNER	Contract Price \$14,960.00
PURCHASER: VILLAGE OF MUKWONAGO	TELEPHONE: (262) 363-6447
ADDRESS: 440 RIVER CREST COURT MUKWONAGO, WI 53149	DESCRIPTION OF PROPERTY: VILLAGE OF MUKWONAGO - 2016 CRACKFILLING 440 RIVER CREST COURT MUKWONAGO, WI 53149

1. FAHRNER Asphalt Sealers, L.L.C. (CONTRACTOR) and PURCHASER agree that, CONTRACTOR shall furnish the labor and materials to complete certain construction in accordance with the following specifications:

**BCI FLEX PATCH
LEVEL TRANSVERSE AREAS ON VARIOUS VILLAGE STREETS**

Blow out and clean cracks with compressed air and heat lance. Flood area with BCI Flex-Patch to repair as necessary. Cover immediately with 1/8" dried trap rock.

PRICE PER ROAD

- 1.) PERKINS DR...15 TRANSVERSE AREAS...\$1,650.00
- 2.) SWAN DR.....11 TRANSVERSE AREAS...\$1,210.00
- 3.) BAXTER DR...6 TRANSVERSE AREAS...\$660.00
- 4.) MCKENZIE RD (INDUSTRIAL AREA) 28 TRANSVERSE AREAS..\$3,080.00
- 5.) MCKENZIE RD (RESIDENTIAL AREA) 13 TRANSVERSE AREAS..\$1,430.00
- 6.) SMALL FARM...27 TRANSVERSE AREAS...\$2,970.00
- 7.) HOLTZ.....36 TRANSVERSE AREAS...\$3,960.00

THIS CONTRACT IF ACCEPTED CAN BE ADDED TO THE CRACKFILL CONTRACT THAT FAHRNER WAS ALREADY AWARDED.

This proposal may be withdrawn if not accepted and received by CONTRACTOR within 20 days of the date above and/ or at any time before performance of the work hereunder upon CONTRACTOR'S determination that the PURCHASER is not creditworthy.

- 2. If proposal is accepted please sign, retain one copy and forward a copy to our office.
- 3. The undersigned ("PURCHASER") agrees to pay CONTRACTOR the total price of \$14,960.00 and/or the unit prices specified above for the labor and materials specified above which payment shall be due upon completion of each stage of work. PURCHASER acknowledges that the specifications, conditions and price quotes specified above are satisfactory and hereby accepted.

Acceptance of this Proposal includes acceptance of all the terms and conditions on back.

CONTRACTOR:
Fahrner Asphalt Sealers, LLC:

PURCHASER:
I have read and understand the terms and conditions on both sides of this contract.

Joe Bass Cell: (608) 381-7117

(PRINT OR TYPE NAME)

(PRINT OR TYPE NAME)

By: Joe Bass
CONTRACTOR REPRESENTATIVE)

By: _____
(PURCHASER AUTHORIZED REPRESENTATIVE)

Date: June 10, 2016

Date of acceptance: _____

VILLAGE OF MUKWONAGO PURCHASE REQUISITION

PLEASE TYPE OR PRINT IN INK CLEARLY ON THIS FORM

DATE:	June 21, 2016	NUMBER:	
--------------	---------------	----------------	--

VENDOR NAME & ADDRESS:	SHIP TO:
VariTech Industries Inc.	Village of Mukwonago DPW

DEPT NAME:	SUGGESTED VENDOR	AUTHORIZED SIGNATURE
Public Works	VariTech Industries Inc.	<i>Ronald R. Bittner</i>

BUDGETED ITEM?		BUDGETED SOURCE:	
-----------------------	--	-------------------------	--

ITEM	QTY	DESCRIPTION	UNIT PRICE	AMOUNT	ACCT #
1	1	Critical Spot Sprayer (Anti Icing)	\$7,530.30	\$7,530.30	
			TOTAL	\$7,530.30	340-5390-5811

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



VariTech Industries Inc.
 A subsidiary of FORCE America, Inc.
 501 East Cliff Road
 Burnsville, MN 55337
 (952) 707-1300

Sales Quotation

QUOTE
QT060-1004938-2

DATE
 6/21/2016
 PAGE
 2 OF 3

001663
New Customer - Ship
 4115 Minnesota St
 Alexandria MN 56308
 USA

3769
New Customer - Ship
 4115 Minnesota St
 Alexandria MN 56308
 USA

Expiration Date: 9/18/2016
Customer Ref.: CSS535-1E
Customer P/O: V/O Mukwonago
Customer Contact:
Payment Terms: Due - CredCard
Created By: Kleven, Bjorn J
Sales Rep:
F.O.B.: Alexandria, MN

Ship From: VariTech Industries Inc
 Site 160
 4115 Minnesota Street
 Alexandria MN 56308
 USA

NOTES

Revised quote 06/21/16 -- added e-start to unit
 Freight estimate listed.
 Thank you-

PRODUCT / DESCRIPTION	REQUESTED SHIP DATE	QTY	U/M	PRICE	EXTENSION
1 1115563 535 Gallon 1 Lane Critical Spot Sprayer - Galvanized frame, electric start Honda engine, closed loop, SS spraybar, VariTech controller, GPS speed sensor. <i>LDS CSS535-EGCL-1-VG</i>	6/21/2016	1	EA	7,030.30	7,030.30
2 1100020 Rev. A Freight, Estimated Charges for Quotation <i>FR-EST</i>	6/20/2016	1	EA	500.00	500.00

Freight estimate for a single unit to zip code 53149.

Unless Otherwise Noted, Prices Do Not Include Freight

Accepted By: _____
 Date: _____

MERCHANDISE TOTAL:	\$7,530.30
MISC CHARGE:	\$0.00
TAX:	\$0.00
QUOTE TOTAL:	\$7,530.30

Questions about your order? Contact us by phone at 888-208-0686 or email us at sales@varitech-industries.com

Turbo Technologies Inc.

1500 First Ave.
 Beaver Falls, PA 15010
 USA

QUOTATION

Quote Number: 2947
 Quote Date: Jun 20, 2016
 Page: 1

Voice: 1(800)822-3437
 Fax: 1(724)846-3470

Quoted To:

Village of Mukwonago
 440 River Quest Court
 Mukwonago, WI 53149
 USA

Customer ID	Good Thru	Payment Terms	Sales Rep
Village of Mukwonago	10/20/16	PO Net 30	Badger Rob

Quantity	Item	Description	Unit Price	Amount
1.00	ICS-500-08A	ICS-500-skid type ice control sprayer, 5.5 HP Honda, elec start, ace centrifugal pump, battery, self filling port, fork access, in-line filter.	3,595.00	3,595.00
1.00	EC-3	Road master series GPS compatible electronic controller, astro speed sensor, single electric valve.	3,695.00	3,695.00
1.00	B1-1T-08	Turret Boom for Gas powered units, 5 sets of 3 nozzles on a turret, adj height	495.00	495.00
			Subtotal	7,785.00
			Sales Tax	
			Freight	545.85
			TOTAL	8,330.85

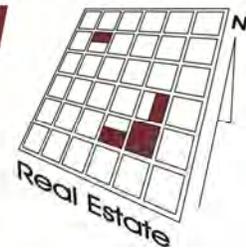
AGREEMENT FOR MAINTENANCE ASSESSMENT SERVICES

Prepared for the
VILLAGE OF MUKWONAGO
Waukesha/Walworth County

By

***Associated Appraisal
Consultants, Inc.***

Appleton ■ Hurley ■ Lake Geneva



**1314 W. College Avenue | P.O. Box 2111
Appleton, WI 54912-2111
Phone (920) 749-1995/Fax (920) 731-4158**

Lake Geneva Office
Walworth County
P.O. Box 1114
Lake Geneva, WI 53147-1114

Ironwood, Michigan Office
N10257 Lake Road
Ironwood, MI 49938

Hurley Office
Iron County
P.O. Box 342
Hurley, WI 54534-0342

AGREEMENT FOR MAINTENANCE ASSESSMENT SERVICES

This Agreement is by and between the **Village of Mukwonago, Waukesha/Walworth County, State of Wisconsin**, a municipal corporation (hereafter “Municipality”) and ASSOCIATED APPRAISAL CONSULTANTS, INC., with its principal office at 1314 W. College Avenue, Appleton, WI 54914 (hereafter “Assessor”) as follows:

I. SCOPE OF SERVICES. All services rendered shall be completed in full accordance and compliance with Wisconsin Statutes, the *Wisconsin Property Assessment Manual* and all rules and regulations officially adopted and promulgated by the Wisconsin Department of Revenue as of the date of this agreement. That being said, this agreement is being provided under the assumption all property records are in a digital format. Digital property records include digital photographs, sketches and property record data compliant with Wisconsin Department of Revenue mandates. In the event the records are not digital, there shall be an additional cost for conversion.

INSPECTIONS. The following inspection cycle is to be completed by the Assessor annually:

- 1) New construction, annexed properties, and properties with a change in exemption status shall be physically inspected, and the property record card prepared or updated as needed.
- 2) Properties affected by building removal, fire, significant remodeling (those requiring a building permit), or other major condition changes shall be physically inspected.
- 3) Improved properties under construction over a period of years shall be re-inspected.
- 4) All sales properties, legal description changes, and zoning changes shall be reviewed and inspected if deemed necessary to ensure a fair assessment.
- 5) Requests for review by property owners, made after the close of the municipal Board of Review, and prior to signing the affidavit for the next assessment roll, shall be physically inspected during the current assessment cycle.
- 6) A classification review shall be conducted annually to determine eligibility for agricultural use value assessment and the assessment of agricultural forestland and undeveloped land.

A. PARCEL IDENTIFICATION. The legal description and size of each land parcel shall be contained in the existing property records. The drawings and measurements of each primary improvement shall be contained in the existing property records. For all new records, the Assessor shall provide digital drawings and digital photographs of each primary improvement. In the event of a discrepancy found in existing records, the Assessor shall investigate and correct the record.

B. PREPARATION OF RECORDS. Appropriate records shall be used in the evaluation and collection of data for residential improvements, commercial improvements, and agricultural improvements. All information relating to the improvements shall be obtained and shown as provided on the respective forms. The Assessor shall supply to the Municipality a complete set of property records in a computer readable format compatible with the Municipality’s computer system and update records within fourteen (14) days of final adjournment of the Board of Review. Records shall be updated prior to open book and again to reflect any changes made at Board of Review.

C. APPROACH TO VALUE. Assessor shall assess all taxable real estate according to market value, as established by professionally acceptable appraisal practices, except where otherwise provided by law. Assessor shall consider the sales comparison approach, the cost approach and the income approach in the valuation of all property.

- 1) **Sales Comparison Approach.** Assessor will collect, compile and analyze all available sales data for the municipality in order to become familiar with the prevailing market conditions and activity. A detailed analysis of sales data will be prepared, including a picture book of recent residential and agricultural sales. Vacant land sales will also be compiled and analyzed. In valuing property by the sales comparison approach, subject properties will be appraised through a detailed comparison to similar properties that have recently sold, making careful consideration of similarities and differences between the subject and comparable sale properties.
- 2) **Cost Approach.** The cost approach to value will be considered for all taxable improved property. Replacement costs for residential and agricultural improvements will be calculated per Volume II of the *Wisconsin Property Assessment Manual*. Replacement costs for commercial improvements will be calculated using Marshall & Swift valuation service. All accrued depreciation, including physical deterioration, functional obsolescence, and economic obsolescence will be accurately documented and deducted from current replacement costs.
- 3) **Income Approach.** Consideration of the income approach to value will be made when the income or potential income generated by the real estate is deemed likely to affect the property's resale value. Data to be analyzed will include economic rents, typical vacancy rates and typical operation expense ratios. In the valuation of property by the income approach, adequate records will be prepared, showing a reconstruction of income and expenses, as well as all calculations used to arrive at market value, including formulas and capitalization rates as appropriate to the type of property being appraised.

D. **OPEN BOOK CONFERENCE.** Upon completion of the Assessor's review of assessments and prior to completion of the assessment roll, the Assessor shall hold open book conferences for the purpose of enabling property owners or their agents to review and compare the assessed values. The Assessor shall mail a notice of assessment for each taxable parcel of property whose assessed value has changed from the previous year. The notice form used shall be that prescribed by the Department of Revenue, and include the time and place the open book conference(s) will be held. Mailing shall not be less than fifteen days prior to the first day of the conference for the convenience of property owners. The Assessor shall take the phone calls to schedule appointments for the open book conference. The assessor shall be present at the open book conference for a time sufficient to meet with the property owners or their agents and shall be present at least two hours or as needed. Assessor shall provide the necessary staff to handle the projected attendance.

E. **COMPLETION OF ASSESSMENT ROLL AND REPORTS.** The Assessor shall be responsible for the proper completion of the assessment roll in accordance with current statutes and the *Wisconsin Property Assessment Manual*. The Assessor shall provide final assessment figures for each property to the Municipality, and the roll shall be totaled to exact balance. Assessor shall prepare and submit all reports required of the Assessor by the Wisconsin Department of Revenue including: Municipal Assessment Report (MAR), the Tax Incremental District Assessment Report (TAR), The Annual Assessment Report (AAR) and the Exempt Computer Report (ECR). Assessor shall follow the Uniform Standards of Professional Appraisal Practice (USPAP) as required by the Wisconsin Property Assessment Manual; postage is at the Assessor's expense.

F. **BOARD OF REVIEW ATTENDANCE.** The Assessor or his/her authorized representative shall attend all hearings of the Municipal Board of Review to explain and defend the assessed value and be prepared to testify under oath in regard to the values determined. All Board of Review appeals must be made in a formal manner, which complies with the State Statutes governing the assessment process. This includes filing with the Clerk, prior to the Board of Review, a properly completed objection form.

G. PERSONAL PROPERTY ASSESSMENTS. The Assessor shall prepare and distribute annual personal property statements to all businesses; postage is at the Assessor's expense. By May 1st each year the Assessor will review statements and follow up with un-filed or incorrect statements. The Assessor shall determine the appropriate assessment. The Assessor shall exercise particular care so that personal property as a class on the assessment roll bears the same relation to statutory value as real property as a class.

H. PUBLIC REQUESTS. The Assessor shall timely respond to all open records requests received by the Assessor. In so doing, the Assessor shall comply with the confidentiality provisions of the law, including sec. 70.35(3), regarding the personal property return; sec. 70.47(7)(af), regarding income and expense information provided to the assessor and board of review; and sec. 77.265, the real estate transfer return.

I. AVAILABILITY. The Assessor shall maintain a local or toll free telephone service to receive calls from the Municipality or property owners five days a week from 8:00 a.m. to 4:30 p.m. excluding holidays. Internet communication is available twenty-four hours per day. The Assessor shall timely respond to all telephone inquiries within four working days or sooner. The Assessor shall copy the municipal clerk on those issues that have been raised to the clerk or board and subsequently passed on to the Assessor.

J. MUNICIPAL RECORDS. The Municipality shall allow access and make available to the Assessor municipal records such as, but not limited to, previous assessment rolls and records, sewer and water layouts, permits, tax records, records of special assessments, plats, and any other maps currently in the possession of the municipality at no cost.

II. GENERAL REQUIREMENTS

A. OATH OF OFFICE. As the Assessor is a corporation, the person designated as responsible for the assessment shall take and subscribe to an oath or affirmation supporting the Constitution of the United States and to the State of Wisconsin and to faithfully perform the duties of Assessor. The oath shall conform to Section 19.01, Wis. Stats. and be filed with the Municipal Clerk prior to commencing duties. Assessor shall assume the appointed office of village assessor as per Wisconsin Statutes 70.05 (1) for the duration of this contract and shall perform all statutory duties appertaining to such office. As such the Municipality shall hold harmless the Assessor from all claims and liabilities relating to the assessment or taxation of property, including but not limited to claims made under Statutes 74.35, 74.37 and circuit court claims, unless otherwise specified in this agreement.

B. QUALIFICATIONS AND CONDUCT OF PERSONNEL. The Assessor shall provide at its own expense any personnel necessary and shall comply with the following:

- 1) All personnel providing services shall be currently certified in compliance with Sec. 70.05 and 73.09, Wis. Stats. and the administrative rules prescribed by the Wisconsin Department of Revenue.
- 2) Assessor's field representatives shall carry photo identification cards.
- 3) All employees, agents, or representatives of the Assessor shall conduct themselves in a safe, sober, and courteous manner while performing services within the Municipality.
- 4) The Assessor shall review any complaint relative to the conduct of the Assessor's employees and take appropriate corrective action. If the Municipality deems the performance of any of Assessor's employees unsatisfactory, the Assessor shall, for good cause, remove such employees from work upon written request by Municipality.

C. ASSESSOR PROVIDED INSURANCE AND INDEMNITY. The Assessor agrees as follows:

1) The Assessor shall obtain and maintain during the term of this contract full coverage insurance to protect and hold harmless the Municipality which insurance is to include:

(a) Workers Compensation State of Wisconsin requirements

(b) General Liability

General Aggregate	\$ 2,000,000
Products/Completed Operations	\$ 1,000,000
Each Occurrence	\$ 1,000,000
Personal & Advertising	\$ 1,000,000
Fire Damage	\$ 100,000
Medical Expense	\$ 10,000

(c) Comprehensive Auto Liability

Combined Single Limit	\$ 1,000,000
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2) The Assessor shall provide the Municipality with certificates for all required insurance, with the Municipality as a named insured. All insurance coverage shall contain a 10-day advance notice of cancellation to the Municipality. The Assessor shall timely pay all insurance premiums.

3) Liability for bodily injury, disability, and/or death of employees or any person or for damage to property caused in any way, directly or indirectly, by the operations of the Assessor within the Municipality shall be assumed by that Assessor.

D. OWNERSHIP OF RECORD. All records prepared or maintained in connection with assessments in the Municipality shall at all times be and remain the sole property of the Municipality, including (a) all records prepared in connection with assessments in the Municipality including, but not limited to property records, personal property forms, maps, and any other schedules or forms, (b) all records and materials obtained from the municipality and not previously returned to include maps, and Assessor's records, and (c) materials specifically obtained and/or used for performance of assessment work for the Municipality, to include aerial photos, maps, depth factor tables, copies of leases, correspondence with property owners, sales data, copies of real estate transfer returns, and operating statements of income property, and (d) if the record system is computerized, at a minimum, provide that the software be able to create an exportable text file of data (e) if the municipality requires a conversion of the electronic assessment records to a neutral file format, such as a text file format or a tab delimited format, the municipality agrees to pay the actual cost of such conversion.

III. TERM AND TERMINATION

A. TERM. The term of this Contract is for the 2017, 2018, and 2019 assessment years. The assessor shall have completed all work under this agreement on or before the second Monday of May or 30 days thereafter, excluding appearances beyond the Board of Review. The date of completion may be extended, if necessary, under the terms of this contract and by mutual consent.

B. TERMINATION. Either party may terminate this Contract only with cause, cause being defined as default of the other party of terms of this Contract upon sixty (60) days written notice to the other party. Upon termination by either party, Assessor shall deliver to the Municipality all records and materials in

Assessor's possession used or created during this Contract. During the 60-day wind down period, both Assessor and the Municipality shall act in good faith with each other and cooperate in the orderly transfer of records.

C. **AUTOMATIC RENEWAL.** This Agreement will automatically renew for successive annual assessment years unless either party, on or before July 1 of the preceding year, notifies the other party by certified mail of their desire to non-renew.

IV. COMPENSATION

- A. The Municipality shall pay the Assessor **Sixteen Thousand Dollars (\$16,000.00) for 2017, Sixteen Thousand, Two Hundred Dollars (\$16,200.00) for 2018, and Six Thousand, Four Hundred Dollars (\$16,400.00) for 2019** assessment years for maintenance services.
- B. The compensation due the Assessor shall be paid in monthly installments throughout the 2017, 2018, and 2019 assessment years.
- C. The Municipality shall not be billed for postage, mileage, or supplies.
- D. **Optional Website Posting:** The Municipality shall have the option to post their assessment data on our website for an additional cost of a penny and a half per parcel per month ($$.015 * 3381 = \50.72) payable to a third party vendor. Should the parcel count change, this cost would decrease or increase at the rate of \$.015 per parcel.
***** Please initial yes or no to post data to the website. *****
Yes _____ No _____

V. SIGNATURES



6/24/2016

Mark Brown
President
Associated Appraisal Consultants, Inc.

Date

Authorized Signature
Village of Mukwonago, Waukesha/Walworth County

Date

Steven Braatz

From: John Weidl <jweidl@villageofmukwonago.com>
Sent: Wednesday, June 01, 2016 9:18 AM
To: Steve Braatz; Diana Doherty
Subject: Fwd: Hotel Market Study Options
Attachments: SAMPLE- Comprehensive Market Study.pdf; SAMPLE- Field Research Overview Report.pdf; SAMPLE- Operational Proforma & Investment Analysis.pdf; WhyHMI.pdf

COTW - Finance.

It's in my budget, but since its a contract, I believe I need board permission to sign...

Thanks, - JSW

----- Forwarded message -----

From: Lindsey Kaptur <lkaptur@hospitalitymarketers.com>
Date: Thu, May 12, 2016 at 9:49 PM
Subject: Hotel Market Study Options
To: jweidl@villageofmukwonago.com

John,

I really enjoyed our conversation this morning and I have assembled the following regarding performing a Hotel Market Study for the Mukwonago market area.

Based upon our discussion today, I have outlined below two options for completing the market research of the Mukwonago market to support a potential hotel. Please note that both of these options would provide ample market research and analysis to be used by both the Village as well as the development team. The first option, Field Work Analysis, is performed in an overview style while the second option, the Comprehensive Market Study is more thorough and appropriate for external use (ex. franchises, investors, lenders, etc.) As we discussed, you have given consideration to developing a mid-priced, limited-service hotel on the subject site. I have outlined the options below to address this type of development.

- The subject site would be located near I-43 in Mukwonago.

- All of our reports will profile the market features including: General Market Overview, Subject Site, Economics of the Market, Lodging Demand, Food & Beverage Demand, Competitive Supply (Hotel & Food & Beverage), Issues, Risks & Opportunities, Conclusions/Operational Projections (Occupancy,

Average Daily Room Rate, Revenue), Preliminary Operational Proforma, Recommendation (Property Type, Style, Size, Room Mix, Amenities/Feature, Opening Date, etc.).

- The fees quoted below are for a Limited-Service style hotel.

- Completion of the Market Study would be around 30 to 45 days for the Field Research Analysis Report and 45 to 60 days for the Comprehensive Hotel Market Study. This time will depend upon our project schedule at the time we start to research. As soon as we complete our Field Research of the market, we could begin to provide an indication of the market's ability to support this hotel development.

- All of the fees below include all normal associated research and travel expense associated with this project.

FIELD WORK ANALYSIS REPORT- An abbreviated 10 to 15 page report highlighting the research findings of our Field Research of the market.

- This phase will involve performing comprehensive market research to make a preliminary determination about the market's ability to support a hotel in Mukwonago. At this stage we will provide a preliminary recommendation report that highlights our observation on the market and its ability to support a hotel. This includes an overview of the research information on the Economics of the Market, Lodging Demand Characteristics, Food & Beverage, Competitive Lodging Supply and other market factors that would affect this potential hotel development. Also, we will address the Type, Style and Brand of the hotel(s) best suited for the market. We will recommend the best Size for the hotel and any Special Features or amenities that should be offered. Preliminary operational projections for Occupancy, Average Daily Room Rates, Food & Beverage and Sales Revenue will be presented at a stabilized year. Should the market show the lack of support for a hotel, we would inform you accordingly with the reasons for the lack of support. If desired, the Hotel Market Study Project could be terminated at this stage.

- The Fee would be- \$4,950

- The Fee to Expand to a Comprehensive Hotel Market Study would depend upon the timing- (Within a reasonable time period- typically within 6 Months)- \$5,150.

COMPREHENSIVE HOTEL MARKET STUDY- A comprehensive 60 to 80 page complete Hotel Market Study Report.

- This phase will involve performing comprehensive market research to make a preliminary determination about the market's ability to support a hotel in ???.

- Upon completion of our field research, we could pause and discuss our preliminary field research findings and recommendations for the market with you.

- Should the market look positive, we can continue with the Comprehensive Hotel Market Study.

- Should there be some concerns with the market to support a new hotel, you would have the option of terminating the Comprehensive Hotel Market Study.

- The Comprehensive Hotel Market Study will provide a detailed recommendation report that highlights our observation on the market and its ability to support a hotel. This includes the Economics of the Market, Lodging Demand Characteristics, Food & Beverage, Competitive Lodging Supply and other market factors that would affect this potential hotel development. This includes a detailed presentation of the research information on the Economics of the Market, Lodging Demand Characteristics, Competitive Lodging Supply and other market factors that would affect this potential hotel development. Also, we will address the Type, Style and Brand of the hotel(s) best suited for the market. We will recommend the best Size for the hotel and any Special Features or amenities that should be offered. Preliminary operational projections for Occupancy, Average Daily Room Rates, Food & Beverage and Sales Revenue will be presented at a stabilized year.

- The Fee would be- \$8,550

OPERATIONAL PROFORMA & INVESTMENT ANALYSIS- Billed on a pro-rated per hour fee of \$212.00.

- Fee would be to Assemble or Review a Pre-Assembled Report by you, your management company or another third party- Not-to-Exceed- \$1,500.

*** The fees quoted above are offering a discount from our normal fees of \$10,250 for a Comprehensive Hotel Market Study and \$1,875 for the Operational Proforma & Investment Analysis.

Lastly, please allow ample time for the completion of this research. All of our projects depend upon your authorization to proceed. We will expedite the completion as best as our schedule allows.

John, I hope this provides the information you were looking for. Both options will provide the information needed for the Village to determine the feasibility for the village to support a hotel and the Comprehensive Market Study can be completed without completing the Fieldwork Analysis as a first step and may provide a more expedited path to getting the project completed. Please let me know if you have any questions or need more detail. I hope we have the opportunity to work with you on this market research project in the Mukwonago community.

Regards,

Lindsey Kaptur

Hospitality Marketers International, Inc.

Professionally Serving The United States & Canada Since 1982

Offices In Milwaukee, Wisconsin And Fort Myers, Florida

Lindsey Kaptur

Midwest Regional Director

Hospitality Marketers International, Inc.

Direct: [262.490.0573](tel:262.490.0573)

P: [800.657.0835](tel:800.657.0835)

lkaptur@hospitalitymarketers.com

www.hospitalitymarketers.com

Milwaukee, Wisconsin

Fort Myers, Florida

5415 South Majors Drive

10014 Majestic Avenue

New Berlin, Wisconsin 53146

Fort Myers, Florida 33913

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Please consider the environment before printing this e-mail!

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Best, - JSW

John S. Weidl

Village Administrator, Mukwonago WI

440 River Crest Court/PO Box 206, 53149

O: [262-363-6420](tel:262-363-6420) Ext. 2100

www.linkedin.com/in/johnsweidl

Interested in relocating or developing in Mukwonago? Start with: www.villageofmukwonago.com

Then call me. We have a team of experts waiting to help.

-The best compliment you can give to us is to share your positive experiences working with the Village...

**Proposal for a Proposed Hotel Development
To be located in
Mukwonago, Wisconsin**

June 14, 2016

Prepared for:

**Mr. John S. Weidl
Village Administrator**

Village of Mukwonago

Patek Hospitality Consultants, Inc.
N57 W27841 Walnut Grove Court
Sussex, Wisconsin 53089
(262) 538-0445

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Sussex, Wisconsin 53089
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June 14, 2016

Mr. John S. Weidl
Village Administrator
Village of Mukwonago
440 River Crest Court
P.O. Box 206
Mukwonago, Wisconsin 53149

Dear Mr. Weidl:

It was a pleasure to speak with you this week and we are pleased to submit this proposal to conduct a study of potential market demand for a proposed hotel to be located in Mukwonago, Wisconsin.

To assist you and other interested parties in evaluating the feasibility of the project and to provide critical planning parameters, we have provided a proposal in three phases. Phase I is an internal use document that would identify potential market demand for the subject hotel. Phase II would proceed if it is determined that there is demand for a hotel in Mukwonago and would include recommendations on the type of property best suited for the market as well as a five-year estimate of occupancy and average daily rate. Phase III would be the preparation of a statement of estimated annual operating results that will be included in the full feasibility report and could be used to obtain financing, a franchise or management agreement. We intend to conduct a study as detailed below.

APPROACH TO THE STUDY

The study would be concerned with the determination of current and potential future demand for hotel accommodations in the market area, assessment of existing and potential future competitive supply and the share of the market that could reasonably be attained by the proposed project. Our approach to such a study would be as follows:

PHASE I

Phase I is an internal use document that would be used to identify potential market demand for a hotel. We would visit Mukwonago and meet with you and other interested parties to gather information about the community and the potential need for a hotel. We would tour the community and conduct research and analysis as follows:

Site Analysis

We understand there are potentially three sites that could be considered for the development of the proposed hotel. The following attributes of each site will be evaluated: access, visibility, surrounding area, present use, relationship to demand generators, relationship to area amenities, and advantages/disadvantages of the site as compared to the competition. We will make a recommendation on the most appropriate site based on these criteria.

Area Review

Based on economic data gathered during the fieldwork, it will be determined whether the market area appears to be economically viable to support hotel development.

Primary Research

Primary research would consist of interviews with key demand generators and those persons knowledgeable with the local economic development situation and local hotel market. These interviews could include, but not be limited to:

- City officials in planning and economic development
- Chamber of Commerce
- Convention & Visitors Bureau
- Competitive hotels
- Major demand generators

We understand you have conducted an informal survey of local companies as to their needs for hotel rooms and received some input. We would again reach out to these companies explaining the importance of this information and how it will be used in our analysis to determine the need for a hotel as well as the type of hotel desired, the facilities and amenities deemed important, the rate range they are willing to pay, and desired location of the hotel.

In order for this survey to be beneficial to the study and the Village of Mukwonago, we would ask for your assistance in providing us with a list of companies with at least 50 employees together with a contact name and telephone number. The contact person should be someone that is responsible for making hotel reservations for that company. An introduction to this person would also be helpful whether this is done through email or a telephone call. The surveys we conduct will be completed by telephone as we have found actually speaking with someone results in better information provided. This information will then be summarized in a table format and included with our Phase I letter.

Recommended Facilities

Based on the information gathered in our research, it will be determined whether there is demand for a new hotel in Mukwonago. Should we find demand exists, recommendations for appropriate facilities will be provided for the proposed hotel, based on our market findings which will best meet demonstrated market demand. These facilities could include: type of hotel (i.e. full-service, limited-service, extended-stay, all-suite), number and type of guest rooms, meeting rooms, and other amenities and facilities deemed appropriate such as food and beverage outlets and recreational features. Recommendations provided in this phase will be on a preliminary basis and will be further defined during our Phase II analysis should the project move forward to this phase.

Upon completion of the fieldwork and analysis, we will provide you with our findings and recommendations verbally and in a letter. Based on this information, you will make the decision on whether to proceed with the study or discontinue the work if it is determined that the project is questionable or not market supported. If, at the completion of Phase I, we form an initial opinion that there is insufficient demand for the project, all work will be stopped at that point and the findings will be discussed with you and presented in a letter. Should you decide to proceed with the study, we will continue on with Phase II as discussed below.

PHASE II

Supply and Demand

Based on research conducted, estimates of future growth in supply and demand for hotel rooms in the market area would be prepared.

We will determine the major segments of demand and discuss the growth in demand for each of those segments, based on historical data. Based on our research, we will estimate demand for hotel rooms over a five- to seven-year period.

The historical and future growth in the supply of hotel rooms in the market area will be determined. This will allow us to prepare an estimate of the future supply and demand of hotel rooms and estimate the occupancy of the competitive supply.

Recommended Facilities

The type of property, number of guest rooms, and facilities and amenities as described in Phase I will be finalized in Phase II as well as potential branding options. Since this report could be shared with hotel developers and possibly hotel franchise companies, the report will reference the type of property and not a specific brand. We will provide you with a separate letter with a list of hotel brands that have indicated interest to us in developing a hotel in Mukwonago.

These recommendations could assist an architect and planner with the basis for a design program for the subject hotel and will provide the basis for our estimate of occupancy and average daily rate as discussed in the next paragraph.

Market Position of the Subject Property

After completing the estimate of the future supply and demand for rooms in the market area and based on the type of property best suited for the market, we will estimate the share of the market that the subject property should reasonably be expected to capture, by market segment, for its first five years of operation including an estimate of the property's market segmentation. Occupancy and average daily rate for the subject hotel for each of those first five years will be estimated. We will evaluate the future market position of the subject hotel versus the existing competition.

PHASE III (Optional)

Using the market research as a basis, we could prepare a statement of estimated annual operating results that would include occupancy, average daily rate, sales and operating expenses for each of the first five years of operation. This statement would include all revenues and expenses and result in a "bottom line" of Income Before Rent, Depreciation, Interest and Taxes on Income. Since the estimated operating results would be based on estimates and assumptions that are subject to uncertainty and variation, we would not represent them as results that will actually be achieved.

The report including the statement of estimated annual operating results could be used in obtaining mortgage financing, or in negotiating a lease, franchise or management agreement.

REPORT

Phase I will be presented in a letter for your internal use to determine whether to proceed with development of this hotel. The Phase II report encompasses the information from Phase I and includes a discussion of the market area, the site, the competitive hotel market, and recommendations on the type of property best suited for the market as well as estimates of occupancy and average daily rate for the first five years of operation. The Phase III statement of estimated annual operating results, if commissioned, will be included in the Phase II report.

Three copies of the report will be delivered to you at the completion of the assignment as well as an electronic copy. Additional bound copies are available at an additional cost. The following section headings will appear in the final report:

- Executive Summary
- Site Analysis
- Market Area Overview
- Hotel Supply and Demand Analysis
- Market Position and Penetration of the Subject Hotel
- Statement of Estimated Annual Operating Results (if requested)

LIMITATIONS OF THE STUDY

The report will be subject to the following limitations.

1. The conclusions reached are based upon our present knowledge of the lodging market in the competitive area as of the completion of fieldwork.
2. As in all studies of this type, the estimated annual operating results are based upon competent and efficient management and assume no significant change in the competitive position of the lodging industry in the immediate area from that set forth in the study.
3. Estimated operating results are also based on an evaluation of the present general economy of the area and do not take into account, or make provision for the effect of any sharp rise or decline in local or general economic conditions which may occur.
4. The estimates of operating results, to the best of our knowledge and belief, will reflect our best judgment, based on present circumstances of the expected conditions and the expected course of action for the operation of the hotel. There will usually be differences between the projected and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.
5. It is understood that the Phase I letter is to be used internally to assist you in determining whether this hotel development should be pursued. The Phase II report will be prepared primarily to determine market demand and the future market position for the proposed hotel and provide recommendations on the type of hotel most appropriate for the market; should the economic feasibility of the project need to be determined in relation to its costs, Phase III is recommended. The Phase II report would be appropriate to share with potential hotel developers and hotel franchise companies. The report and material submitted may not be used in any prospectus or printed material used in connection with the sale of real estate, securities or participation interests to the public without our prior written consent.

6. The scope of the study would not include the possible impact of zoning or environmental regulations, licensing requirements or other such matters unless they have been brought to our attention and are disclosed in the report.
7. We have no obligation to update the findings regarding changes in market conditions that occur subsequent to the completion of fieldwork.
8. Any drafts or preliminary information communicated to you during the course of the assignment are for internal management use only, and may not be disclosed to any outside third parties without our prior written consent.
9. Our liability with respect to this report is limited to the total fees as set forth herein. Our responsibility is limited to the client and use of this report by third parties shall be solely at the risk of the client and/or third parties.
10. Payment of our fees and expenses billed to your company to conduct this assignment are payable within 30 days and payment shall not be contingent upon you and your company obtaining financing for this project or the status of the project upon completion of the study.

FEES AND STUDY TIMETABLE

At the beginning of this study, we will plan to meet with you to discuss your plans for the proposed hotel and how to proceed with the project. We will keep you informed of the progress of our work by telephone. If at any time during the course of the study, we form an initial opinion that there is insufficient demand for the project, all work will be stopped at that point and the findings will be discussed with you. If you would like the assignment to be terminated at that time, you will be billed for the total Phase I fees and expenses as discussed below.

Our fee for Phase I of this project will be \$4,000. The fees to complete Phase II would be an additional \$3,500 for a total project cost of \$7,500. The optional Phase III fee would be an additional \$500 should you choose to have it completed. Out-of-pocket expenses such as travel, meals, telephone, postage, and report production will be billed in addition to the fees. A Smith Travel Research (STR) historical trend report is an outside resource that we sometimes commission to supplement our research and analysis regarding occupancy and average daily rate trends in a market area. The cost of this report is \$475 and if commissioned, will be billed to you in our final invoice. We would discuss this with you prior to ordering it.

Our fees include meetings with city officials that are conducted during our fieldwork. Our fees do not include attending additional meetings requested such as city council, economic development, or similar such meetings to discuss our findings and recommendations. Should you require our attendance at such meetings, you would be billed for our time and travel at our regular per diem rate of \$150 per hour.

A retainer of \$2,000 is requested at the start of the assignment. The remaining Phase I fees will be billed and are payable at the completion of Phase I and prior to proceeding with Phase II. The Phase II and III (if requested) fees and expenses will be billed at the completion of the assignment and are payable within 30 days. A draft of the report will be sent to you for your review. If you do not respond to the draft report within 30 days, we may be required to update our findings at an additional fee. If the assignment does not proceed past Phase I, the remaining Phase I fees and expenses will be billed and payable within 30 days.

Based on our present scheduling, we could begin the assignment within one to two weeks of receiving your authorization and requested retainer. We anticipate delivery of our Phase I letter to you within two to three weeks from the start of the assignment, barring unforeseen circumstances. If we proceed with Phase II, the draft report would be delivered within two to three weeks from the date of your approval to proceed. Phase III would take approximately two days to complete. Upon receiving your approval of the draft report, an additional week would be required for printing the final report.

ACCEPTANCE

If this proposal, valid until September 30, 2016, is correct in stating the type of work you are requesting and if the arrangements are satisfactory, please sign a copy of this proposal and return it to us, together with the retainer, as our authorization to schedule the assignment. If you have any questions, please call us at (262) 538-0445. We appreciate the opportunity to submit this proposal and look forward to working with you.

Sincerely,

Patek Hospitality
Consultants, Inc.

Digitally signed by Patek Hospitality Consultants, Inc.
DN: cn=Patek Hospitality Consultants, Inc., o, ou,
email=patekhc@aol.com, c=US
Date: 2016.06.14 15:00:18 -05'00'

Patek Hospitality Consultants, Inc.
Brenda S. Patek, President

ACCEPTED:

BY: _____

DATE: _____

GENERAL VILLAGE

100-111xxx	General Fund	2,122,055.91	107,477.31	300.00	914,214.30	1,100,064.30
100-111005/020/033	Checking/MRA/Accrued Sick	443,151.14		234,320.45	208,830.69	
150-111000	Fire/Ambulance	186,544.95	186,544.95			
200-110xxx	2014 Taxable Note - Lynch Purchase	969,093.63	2,234.18		966,859.45	
210-111xxx	Wisc Development	202,270.41	-			202,270.41
220-111xxx	TID#3-General	975,327.46	9,052.49		616,655.97	349,619.00
300-111xxx	Debt Service	1,179,539.86	726,555.43		452,984.43	
320-111000	Ambulance-designated	218,961.43	48,766.53		170,194.90	
340-111xxx	Designated Funds	354,836.56	8,324.75		346,511.81	
410-111000	Recycling	202,503.45	151,346.96		51,156.49	
430-111000	Capital Equipment	212,246.57	35,210.46		177,036.11	
440-111xxx	Library	337,466.40	223,412.28	-	114,054.12	
450-111xxx	Library Bldg	203,100.50	181,897.41	-		21,203.09
480-111xxx	2004/07/08 G.O. Note	949,724.87	2,803.53		540,922.03	405,999.31
490-111xxx	2009 G.O. Note	-	-		-	
500-111000	Stormwater District #1	13,510.22	12,425.53		1,084.69	
600-111xxx	Impact Fees	194,902.93	13,652.94		181,249.99	-
720-111xxx	Taxroll	376,910.57	192,468.20	-	184,442.37	
810-111xxx	Parkland Site	170,008.35	4,053.23		165,955.12	
TOTAL		9,312,155.21	1,906,226.18	234,620.45	5,092,152.47	2,079,156.11

WATER UTILITY

610-111000	Cash	160,396.89	160,396.89			
610-111200	Bonds & Unrestricted Cash	833,993.49			833,993.49	
610-111050	Current Year Debt Reserve	97,545.35	60,307.08		37,238.27	
610-111060	Required Debt Reserve	437,197.51	-			437,197.51
610-111080	Impact Fee	88,305.14	3,842.86		84,462.28	
610-111033	Accrued Sick Pay	49,847.49				49,847.49
TOTAL		1,667,285.87	224,546.83	-	955,694.04	487,045.00

SEWER UTILITY

620-111000	Cash	140,077.47	140,077.47			
620-111200	Bonds & Unrestricted Cash	4,927.83			4,927.83	
620-111030	Reserve Capacity Assessment	720,244.99	10,649.30		237,829.58	471,766.11
620-111060	Required Debt Reserve	756,622.96	-		-	756,622.96
620-111050	Current Year Debt Reserve	215,503.23	170,982.25		44,520.98	
620-111070	Equipment Replacement Fund	690,221.87	-		-	690,221.87
620-111080	Impact Fee	293,618.22	5,782.51		287,835.71	
620-111033	Accrued Sick Pay	2,160.86			-	2,160.86
TOTAL		2,823,377.43	327,491.53	-	575,114.10	1,920,771.80

GRAND TOTAL	13,802,818.51	2,458,264.54	234,620.45	6,622,960.61	4,486,972.91
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Prepared by Diana Doherty

balance check

13,802,818.51

VILLAGE OF MUKWONAGO
Revenue Guideline - Village Board
May 2016

Cat	Cat Descr	2016 Adopted	2014 Revised Budget	2016 YTD Amt	YTD Balance	%YTD Budget	Fund
Fund 100 GENERAL FUND							
4100	TAXES	\$2,717,784.00	\$2,717,784.00	\$2,128,583.49	\$589,200.51	78.32%	100
4300	INTERGOV T REVENUES	\$825,577.00	\$825,577.00	\$221,154.71	\$604,422.29	26.79%	100
4410	LICENSES	\$28,090.00	\$28,090.00	\$32,229.00	-\$4,139.00	114.73%	100
4430	PERMITS & FEES	\$224,995.00	\$224,995.00	\$63,119.07	\$161,875.93	28.05%	100
4500	LAW & ORDINANCE VIOLATIONS	\$148,000.00	\$148,000.00	\$76,565.00	\$71,435.00	51.73%	100
4600	PUBLIC CHARGES FOR SERVICES	\$17,480.00	\$17,480.00	\$6,857.29	\$10,622.71	39.23%	100
4620	PUBLIC SAFETY	\$9,530.00	\$9,530.00	\$2,746.13	\$6,783.87	28.82%	100
4670	LEISURE ACTIVITIES	\$94,000.00	\$94,000.00	\$23,651.23	\$70,348.77	25.16%	100
4700	INTERGOV T CHARGES FOR SERVICE	\$140,869.00	\$140,869.00	\$36,810.41	\$104,058.59	26.13%	100
4800	MISC REVENUE	\$1,300.00	\$1,300.00	\$1,760.71	-\$460.71	135.44%	100
4810	INTEREST REVENUE	\$5,000.00	\$5,000.00	\$5,515.79	-\$515.79	110.32%	100
4820	COMMERCIAL REVENUE	\$17,000.00	\$17,000.00	\$7,470.00	\$9,530.00	43.94%	100
4900	OTHER FINANCING SOURCES	\$26,132.00	\$26,132.00	\$0.00	\$26,132.00	0.00%	100
Fund 100 GENERAL FUND		\$4,255,757.00	\$4,255,757.00	\$2,606,462.83	\$1,649,294.17	61.25%	

VILLAGE OF MUKWONAGO
Revenue Guideline - Village Board
May 2016

Cat	Cat Descr	2016 Adopted	2014 Revised Budget	2016 YTD Amt	YTD Balance	%YTD Budget	Fund
Fund 150 FIRE/AMBULANCE FUND							
4100	TAXES	\$210,000.00	\$210,000.00	\$87,500.00	\$122,500.00	41.67%	150
4300	INTERGOV T REVENUES	\$5,900.00	\$5,900.00	\$0.00	\$5,900.00	0.00%	150
4600	PUBLIC CHARGES FOR SERVICES	\$13,050.00	\$13,050.00	\$7,554.25	\$5,495.75	57.89%	150
4620	PUBLIC SAFETY	\$1,010,923.00	\$1,010,923.00	\$348,957.09	\$661,965.91	34.52%	150
4700	INTERGOV T CHARGES FOR SERVICE	\$210,000.00	\$210,000.00	\$70,000.00	\$140,000.00	33.33%	150
4800	MISC REVENUE	\$0.00	\$0.00	\$3,090.00	-\$3,090.00	0.00%	150
4810	INTEREST REVENUE	\$200.00	\$200.00	\$191.35	\$8.65	95.68%	150
4820	COMMERCIAL REVENUE	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	0.00%	150
Fund 150 FIRE/AMBULANCE FUND		\$1,451,073.00	\$1,451,073.00	\$517,292.69	\$933,780.31	35.65%	

VILLAGE OF MUKWONAGO
Revenue Guideline - Village Board
May 2016

Cat	Cat Descr	2016 Adopted	2014 Revised Budget	2016 YTD Amt	YTD Balance	%YTD Budget	Fund
Fund 610 WATER UTILITY FUND							
4010	METERED SALES	\$1,658,000.00	\$1,658,000.00	\$395,029.56	\$1,262,970.44	23.83%	610
4020	OTHER OPERATING REVENUE	\$148,800.00	\$148,800.00	\$103,255.03	\$45,544.97	69.39%	610
4200	SPECIAL ASSESSMENTS	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	0.00%	610
4420	IMPACT FEES COLLECTED	\$97,500.00	\$97,500.00	\$4,012.00	\$93,488.00	4.11%	610
4800	MISC REVENUE	\$2,700.00	\$2,700.00	\$454.89	\$2,245.11	16.85%	610
4810	INTEREST REVENUE	\$1,990.00	\$1,990.00	\$2,366.82	-\$376.82	118.94%	610
Fund 610 WATER UTILITY FUND		\$1,916,990.00	\$1,916,990.00	\$505,118.30	\$1,411,871.70	26.35%	

VILLAGE OF MUKWONAGO
Revenue Guideline - Village Board
May 2016

Cat	Cat Descr	2016 Adopted	2014 Revised Budget	2016 YTD Amt	YTD Balance	%YTD Budget	Fund
Fund 620 SEWER UTILITY FUND							
4010	METERED SALES	\$1,420,500.00	\$1,420,500.00	\$340,609.11	\$1,079,890.89	23.98%	620
4020	OTHER OPERATING REVENUE	\$215,900.00	\$215,900.00	\$40,571.09	\$175,328.91	18.79%	620
4200	SPECIAL ASSESSMENTS	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	0.00%	620
4420	IMPACT FEES COLLECTED	\$90,000.00	\$90,000.00	\$4,875.00	\$85,125.00	5.42%	620
4700	INTERGOV T CHARGES FOR SERVICE	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	0.00%	620
4800	MISC REVENUE	\$500.00	\$500.00	\$0.00	\$500.00	0.00%	620
4810	INTEREST REVENUE	\$4,550.00	\$4,550.00	\$2,262.16	\$2,287.84	49.72%	620
4900	OTHER FINANCING SOURCES	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	0.00%	620
Fund 620 SEWER UTILITY FUND		\$1,751,450.00	\$1,751,450.00	\$388,317.36	\$1,363,132.64	22.17%	

VILLAGE OF MUKWONAGO
Revenue Guideline - Village Board
May 2016

Cat	Cat Descr	2016 Adopted	2014 Revised Budget	2016 YTD Amt	YTD Balance	%YTD Budget	Fund
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VILLAGE OF MUKWONAGO

Expenditure Guideline Village Board

May 2016

Cat	Cat Descr	2016 Adopted	2016 YTD Budget	2016 YTD Amt	YTD Balance	%YTD Budget
Fund 100 GENERAL FUND						
Cat Alt Code 31-General Government						
5111	VILLAGE BOARD	\$61,454.00	\$61,454.00	\$21,955.88	\$39,498.12	35.73%
5112	HISTORIC PRESERVATION	\$400.00	\$400.00	\$65.00	\$335.00	16.25%
5120	MUNICIPAL COURT	\$34,920.00	\$34,920.00	\$16,489.75	\$18,430.25	47.22%
5130	VILLAGE ATTORNEY	\$73,000.00	\$73,000.00	\$31,187.85	\$41,812.15	42.72%
5141	VILLAGE ADMINISTRATION/FINANCE	\$187,737.00	\$187,737.00	\$78,532.15	\$109,204.85	41.83%
5142	CLERK-TREASURER	\$165,578.00	\$165,578.00	\$61,008.74	\$104,569.26	36.85%
5144	ELECTIONS	\$20,058.00	\$20,058.00	\$8,726.08	\$11,331.92	43.50%
5151	INDEPENDENT AUDITING	\$12,000.00	\$12,000.00	\$10,238.92	\$1,761.08	85.32%
5153	ASSESSMENT OF PROPERTY	\$19,150.00	\$19,150.00	\$5,449.08	\$13,700.92	28.45%
5154	RISK & PROPERTY INSURANCE	\$127,298.00	\$127,298.00	\$51,080.93	\$76,217.07	40.13%
5160	VILLAGE HALL	\$34,802.00	\$34,802.00	\$22,245.10	\$12,556.90	63.92%
5191	UNCOLLECTIBLE TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
5192	JUDGEMENTS AND LOSSES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
5247	BOARD OF APPEALS	\$650.00	\$650.00	\$201.22	\$448.78	30.96%
Cat Alt Code 31-General Government		\$737,047.00	\$737,047.00	\$307,180.70	\$429,866.30	41.68%
Cat Alt Code 32-Public Safety						
5211	POLICE ADMINISTRATION	\$940,339.00	\$940,339.00	\$410,113.32	\$530,225.68	43.61%
5212	POLICE PATROL	\$1,032,148.00	\$1,032,148.00	\$372,539.94	\$659,608.06	36.09%
5213	CRIME INVESTIGATION	\$219,896.00	\$219,896.00	\$85,510.12	\$134,385.88	38.89%
5215	POLICE TRAINING	\$6,400.00	\$6,400.00	\$3,861.20	\$2,538.80	60.33%
5220	FIRE STATION (Village)	\$5,515.00	\$5,515.00	\$757.71	\$4,757.29	13.74%
5235	EMERGENCY GOVERNMENT	\$1,550.00	\$1,550.00	\$775.78	\$774.22	50.05%
5241	BUILDING INSPECTOR	\$180,012.00	\$180,012.00	\$65,055.05	\$114,956.95	36.14%
5254	DAMS	\$13,520.00	\$13,520.00	\$3,052.33	\$10,467.67	22.58%
Cat Alt Code 32-Public Safety		\$2,399,380.00	\$2,399,380.00	\$941,665.45	\$1,457,714.55	39.25%
Cat Alt Code 33-Public Works						
5300	DPW GENERAL ADMINISTRATION	\$210,452.00	\$210,452.00	\$95,507.27	\$114,944.73	45.38%
5323	GARAGE	\$45,855.00	\$45,855.00	\$24,686.43	\$21,168.57	53.84%
5324	MACHINERY & EQUIPMENT	\$97,890.00	\$97,890.00	\$35,578.48	\$62,311.52	36.35%
5335	ENGINEERING	\$50,000.00	\$50,000.00	\$21,436.87	\$28,563.13	42.87%
5341	STREETS & ALLEYS	\$36,730.00	\$36,730.00	\$3,824.30	\$32,905.70	10.41%

VILLAGE OF MUKWONAGO
Expenditure Guideline Village Board

May 2016

Cat	Cat Descr	2016 Adopted	2016 YTD Budget	2016 YTD Amt	YTD Balance	%YTD Budget
5342	STREET LIGHTING	\$138,200.00	\$138,200.00	\$55,993.17	\$82,206.83	40.52%
5343	CURBS GUTTERS & SIDEWALKS	\$1,338.00	\$1,338.00	\$0.00	\$1,338.00	0.00%
5344	STORM SEWER	\$14,880.00	\$14,880.00	\$1,101.31	\$13,778.69	7.40%
5345	STREET CLEANING	\$9,880.00	\$9,880.00	\$2,149.18	\$7,730.82	21.75%
5346	BRIDGES & CULVERTS	\$5,851.00	\$5,851.00	\$0.00	\$5,851.00	0.00%
5347	SNOW & ICE CONTROL	\$125,423.00	\$125,423.00	\$80,161.32	\$45,261.68	63.91%
5348	STREET SIGNS & MARKINGS	\$11,865.00	\$11,865.00	\$4,591.49	\$7,273.51	38.70%
5349	TREE & BRUSH CONTROL	\$0.00	\$0.00	\$535.82	-\$535.82	0.00%
5362	GARBAGE COLLECTION	\$4,190.00	\$4,190.00	\$679.56	\$3,510.44	16.22%
Cat Alt Code 33-Public Works		\$752,554.00	\$752,554.00	\$326,245.20	\$426,308.80	43.35%
Cat Alt Code 34-Health & Human Services						
5431	ANIMAL POUND	\$2,800.00	\$2,800.00	\$2,670.00	\$130.00	95.36%
Cat Alt Code 34-Health & Human Services		\$2,800.00	\$2,800.00	\$2,670.00	\$130.00	95.36%
Cat Alt Code 35-Culture/Rec/Education						
5512	MUSEUM	\$10,550.00	\$10,550.00	\$2,333.58	\$8,216.42	22.12%
5521	PARKS	\$166,888.00	\$166,888.00	\$39,962.90	\$126,925.10	23.95%
5522	CELEBRATIONS	\$9,530.00	\$9,530.00	\$2,231.02	\$7,298.98	23.41%
Cat Alt Code 35-Culture/Rec/Education		\$186,968.00	\$186,968.00	\$44,527.50	\$142,440.50	23.82%
Cat Alt Code 36-Conservation & Development						
5611	FORESTRY	\$20,839.00	\$20,839.00	\$10,294.70	\$10,544.30	49.40%
5613	WEED CONTROL	\$935.00	\$935.00	\$9.82	\$925.18	1.05%
5632	PLANNING DEPARTMENT	\$108,358.00	\$108,358.00	\$43,442.36	\$64,915.64	40.09%
5660	STORMWATER MASTER PLAN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
5670	ECONOMIC DEVELOPMENT	\$46,876.00	\$46,876.00	\$11,571.08	\$35,304.92	24.68%
Cat Alt Code 36-Conservation & Development		\$177,008.00	\$177,008.00	\$65,317.96	\$111,690.04	36.90%
Cat Alt Code 37-Capital Outlay						
5880	USE OF GRANTS/DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Cat Alt Code 37-Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Cat Alt Code 60-Transfers Out						
5900	OTHER FINANCING USES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Cat Alt Code 60-Transfers Out		\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Fund 100 GENERAL FUND		\$4,255,757.00	\$4,255,757.00	\$1,687,606.81	\$2,568,150.19	39.65%

VILLAGE OF MUKWONAGO
Expenditure Guideline Village Board

May 2016

Cat	Cat Descr	2016 Adopted	2016 YTD Budget	2016 YTD Amt	YTD Balance	%YTD Budget
Fund 150 FIRE/AMBULANCE FUND						
Cat Alt Code 31-General Government						
5140	ADMINISTRATIVE & GENERAL	\$24,029.00	\$24,029.00	\$9,249.83	\$14,779.17	38.49%
Cat Alt Code 31-General Government		\$24,029.00	\$24,029.00	\$9,249.83	\$14,779.17	38.49%
Cat Alt Code 32-Public Safety						
5221	FIRE ADMINISTRATION	\$713,003.00	\$713,003.00	\$226,992.87	\$486,010.13	31.84%
5222	FIRE SUPPRESSION	\$101,096.00	\$101,096.00	\$19,052.90	\$82,043.10	18.85%
5223	FIRE TRAINING	\$40,131.00	\$40,131.00	\$19,528.33	\$20,602.67	48.66%
5231	AMBULANCE	\$444,982.00	\$444,982.00	\$157,334.66	\$287,647.34	35.36%
5232	AMBULANCE TRAINING	\$22,300.00	\$22,300.00	\$9,700.10	\$12,599.90	43.50%
5233	CRITICAL CARE TRANSPORTS	\$0.00	\$0.00	\$2,572.52	-\$2,572.52	0.00%
Cat Alt Code 32-Public Safety		\$1,321,512.00	\$1,321,512.00	\$435,181.38	\$886,330.62	32.93%
Cat Alt Code 37-Capital Outlay						
5880	USE OF GRANTS/DONATIONS	\$0.00	\$0.00	\$2,802.21	-\$2,802.21	0.00%
Cat Alt Code 37-Capital Outlay		\$0.00	\$0.00	\$2,802.21	-\$2,802.21	0.00%
Cat Alt Code 60-Transfers Out						
5900	OTHER FINANCING USES	\$105,532.00	\$105,532.00	\$0.00	\$105,532.00	0.00%
Cat Alt Code 60-Transfers Out		\$105,532.00	\$105,532.00	\$0.00	\$105,532.00	0.00%
Fund 150 FIRE/AMBULANCE FUND		\$1,451,073.00	\$1,451,073.00	\$447,233.42	\$1,003,839.58	30.82%

VILLAGE OF MUKWONAGO
Expenditure Guideline Village Board

May 2016

Cat	Cat Descr	2016 Adopted	2016 YTD Budget	2016 YTD Amt	YTD Balance	%YTD Budget
Fund 610 WATER UTILITY FUND						
Cat Alt Code 30-Operation/Maintenance						
6200	PUMPING OPERATIONS	\$95,580.00	\$95,580.00	\$40,435.09	\$55,144.91	42.30%
6210	PUMPING MAINTENANCE	\$13,000.00	\$13,000.00	\$1,089.60	\$11,910.40	8.38%
6300	WATER TREATMENT OPERATIONS	\$75,600.00	\$75,600.00	\$20,890.72	\$54,709.28	27.63%
6310	WATER TREATMENT MAINTENANCE	\$5,300.00	\$5,300.00	\$921.39	\$4,378.61	17.38%
6450	T&D-DISTR RSRVR/STNDP MAINT	\$2,220.00	\$2,220.00	\$1,129.62	\$1,090.38	50.88%
6451	T&D-MAINS MAINTENANCE	\$41,000.00	\$41,000.00	\$23,256.21	\$17,743.79	56.72%
6452	T&D-SERVICES MAINTENANCE	\$14,500.00	\$14,500.00	\$2,628.53	\$11,871.47	18.13%
6453	T&D-METERS MAINTENANCE	\$8,600.00	\$8,600.00	\$6,961.54	\$1,638.46	80.95%
6454	T&D-HYDRANTS MAINTENANCE	\$17,200.00	\$17,200.00	\$3,425.99	\$13,774.01	19.92%
6901	METER READING LABOR	\$2,500.00	\$2,500.00	\$116.54	\$2,383.46	4.66%
6902	ACCOUNTING & COLLECTING LABOR	\$66,810.00	\$66,810.00	\$22,984.90	\$43,825.10	34.40%
6920	ADMINISTRATIVE & GENERAL EXP	\$792,312.00	\$792,312.00	\$318,412.01	\$473,899.99	40.19%
Cat Alt Code 30-Operation/Maintenance		\$1,134,622.00	\$1,134,622.00	\$442,252.14	\$692,369.86	38.98%
Cat Alt Code 31-General Government						
5140	ADMINISTRATIVE & GENERAL	\$0.00	\$0.00	\$171.12	-\$171.12	0.00%
Cat Alt Code 31-General Government		\$0.00	\$0.00	\$171.12	-\$171.12	0.00%
Cat Alt Code 60-Transfers Out						
5900	OTHER FINANCING USES	\$393,358.00	\$393,358.00	\$0.00	\$393,358.00	0.00%
Cat Alt Code 60-Transfers Out		\$393,358.00	\$393,358.00	\$0.00	\$393,358.00	0.00%
Fund 610 WATER UTILITY FUND		\$1,527,980.00	\$1,527,980.00	\$442,423.26	\$1,085,556.74	28.95%

VILLAGE OF MUKWONAGO
Expenditure Guideline Village Board

May 2016

Cat	Cat Descr	2016 Adopted	2016 YTD Budget	2016 YTD Amt	YTD Balance	%YTD Budget
Fund 620 SEWER UTILITY FUND						
Cat Alt Code 30-Operation/Maintenance						
8010	WWTP-TREATMENT/DISPOSAL/GP	\$294,900.00	\$294,900.00	\$102,213.93	\$192,686.07	34.66%
8020	LIFT STATIONS/PUMPING EQUIP	\$16,500.00	\$16,500.00	\$31,127.03	-\$14,627.03	188.65%
8030	WASTEWATER COLLECTION SYSTEM	\$78,200.00	\$78,200.00	\$8,275.75	\$69,924.25	10.58%
8100	DPW	\$3,000.00	\$3,000.00	\$27.81	\$2,972.19	0.93%
8300	ACCOUNTING/COLLECTING	\$67,010.00	\$67,010.00	\$23,741.63	\$43,268.37	35.43%
8400	ADMINISTRATIVE & GENERAL	\$528,417.00	\$528,417.00	\$196,586.70	\$331,830.30	37.20%
Cat Alt Code 30-Operation/Maintenance		\$988,027.00	\$988,027.00	\$361,972.85	\$626,054.15	36.64%
Cat Alt Code 31-General Government						
5140	ADMINISTRATIVE & GENERAL	\$0.00	\$0.00	\$83.18	-\$83.18	0.00%
Cat Alt Code 31-General Government		\$0.00	\$0.00	\$83.18	-\$83.18	0.00%
Cat Alt Code 60-Transfers Out						
5900	OTHER FINANCING USES	\$70,923.00	\$70,923.00	\$0.00	\$70,923.00	0.00%
Cat Alt Code 60-Transfers Out		\$70,923.00	\$70,923.00	\$0.00	\$70,923.00	0.00%
Fund 620 SEWER UTILITY FUND		\$1,058,950.00	\$1,058,950.00	\$362,056.03	\$696,893.97	34.19%

VILLAGE OF MUKWONAGO
Expenditure Guideline Village Board
May 2016

Cat	Cat Descr	2016 Adopted	2016 YTD Budget	2016 YTD Amt	YTD Balance	%YTD Budget
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TASK ORDER

This is Task Order No. (2016-14),
consisting of 4 pages.
Village of Mukwonago
Village Boat Launch Improvements

Task Order

In accordance with the Agreement between Village of Mukwonago (Owner) and Ruckert-Mielke, Inc. (Engineer) dated December 4, 2014, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: Village Boat Launch Improvements
- B. Description: Engineering services for the design and bidding services for improvements to the Village's boat launch adjacent to Andrews Street and Phantom Lake.

2. Services of Engineer

Provide survey, obtain boat ramp General Permit, obtain a grading Individual Permit, prepare bidding documents, and assist Village with the bidding of the above project.

Project Understanding:

The project will include design of the existing boat launch to provide a new launch, dock, parking lot, and storm water features. Upon initial investigation with the Village and staff, the project will need to obtain a boat ramp General Chapter 30 Permit and grading Individual Chapter 30 Permit before applying for the grant through the WDNR and constructing the project. Ruckert & Mielke, Inc. (R/M) will work with WDNR staff to apply for and obtain these permits. R/M will draw up plans and prepare specifications for the design of the boat ramp, adjacent parking lot, and storm water features in the park. Once these plans have been prepared, R/M will obtain the Chapter 30 permits listed above. The Village will work to fill out and submit to the DNR for a grant funding opportunity that is available for boat launch sites. When the Village has obtained the grant funding, R/M will advertise the project for bidding, open the bids, and provide a recommendation of award to the Village.

Project design and bidding will include the following:

- Topographical survey of the proposed boat launch area and parking lot.
- Site visit by design engineer.
- Obtain boat launch general Chapter 30 permit.
- Obtain grading individual Chapter 30 permit.
- Prepare set of drawings to 1"=20' scale of the boat launch and parking lot area.
- Coordinate delineation of existing wetlands and collect wetland flags.
- Develop Engineer's opinion of probable construction cost.
- Apply for Prevailing Wage Rate Determination.
- Prepare project specifications and other bidding documents, including advertisement.

TASK ORDER

- 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:

- Submitting grant application to DNR for boat launch
- Storm Water Management Plans,
- SEWRPC coordination,
- ACOE permitting,
- Funding requirements,
- Floodplain analysis and approvals,
- Permit applications not listed,
- 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. Owner will also be responsible for submitting the funding application for obtaining a grant through WDNR for a boat launch.

4. Times for Rendering Services

Phase	Tentative Completion Date
Bidding Document Preparation	July 30, 2016
Boat Launch General Permit and Grading Individual Permit	October 30, 2016
Advertisement for Bid	February 1, 2017
Bid Opening	February 15, 2017
Recommendation of Award	February 22, 2017

TASK ORDER

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

Category of Services	Compensation Method	Compensation for Services
Permits, Design, and Bidding	Time & Materials	\$21,500
Additional Services	Alternative Hourly Rates	Estimated as services become necessary

B. The terms of payment are set forth in the Standard Terms and Conditions

6. Consultants:

Consultant for wetland delineation

7. Other Modifications to Standard Terms and Conditions:

None

8. Attachments:

None

9. Documents Incorporated By Reference:

Ruekert & Mielke, Inc. / Village of Mukwonago "Alternative Rates" Master Agreement executed December 4, 2014.

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 between Owner and Engineer dated December 8, 2011, 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 _____, 2016.

OWNER:

ENGINEER:

By: _____

By: Steven C. Wurster

Name: Ron Bittner

Name: Steven C. Wurster, P.E.

Title: Public Works Director

Title: Senior Vice President/COO

DESIGNATED REPRESENTATIVE
FOR TASK ORDER:

Name: Ron Bittner

Name: Jerad J. Wegner, P.E.

Title: Public Works Director

Title: Project Manager

Address: 440 River Crest Court
Mukwonago, WI 53149

Address: W233 N2080 Ridgeview Parkway
Waukesha, WI 53188-1020

E-Mail: rbittner@villageofmukwonago.com

E-Mail: jwegner@ruekert-mielke.com

Phone: (262) 363-6447

Phone: (262) 953-3006

Fax: (262) 363-7197

Fax: (262) 542-5631



MEMO

DATE: July 1, 2016

TO: Judicial Committee

FROM: Steven Braatz, Jr., Clerk-Treasurer

RE: Request for authorization to allow Village Clerk-Treasurer to issue Alcohol Operators Licenses

I hereby request to be given authorization to issue Alcohol Operator's Licenses.

Unlike other licenses, there are no granting procedures for Alcohol Operator's Licenses within the Statutes. SS 125.17 (1) states, "Every municipal governing body shall issue an operator's license to any applicant who is qualified under 125.04 (5)." This means that if an applicant qualifies for a license, the Village Board must issue.

Qualifications for a license include the following:

1. Must be at least 18 years old.
2. Subject to Wisconsin's Fair Employment Law, the applicant cannot be convicted of a felony or be a habitual offender.
3. Must have taken the responsible beverage servers course or held an operators license (or been a licensee) somewhere in the State within the last two years.

These three qualifications are verified in the Clerk's Office. If they qualify, they are simply placed on the subsequent Board agenda for approval. If they do not qualify, the application is passed on to the Police Chief for further review. If the Police Chief recommends denial, the applicant is presented to the Judicial Committee, the Committee will deny, the applicant is offered a hearing Committee meeting, and either the license is issued after the hearing, or the denial is upheld.

I recently asked several communities their procedure on how to properly list licensees on the agenda. There were several that responded that the Clerk was authorized to issue, so the licenses never went to their Board or Council. In reviewing the Statutes, I came to the conclusion that placing Alcohol Operators Licenses on the Board agenda for approval is an unnecessary added step in a seemingly easy process – a true "rubber stamp." I likened these licenses to the Electrical Contractors licenses that we used to issue. The Supervisor of Inspections was granted authority to issue those licenses.

Furthermore, applicants are at the whim of the Village Board schedule, which is one meeting per month. If this change were made, the application review and approval period would be cut in half, allowing applicants to receive licenses faster.



Village of Mukwonago

Office of the Village Clerk-Treasurer

P.O. Box 206, 440 River Crest Court, Mukwonago, Wisconsin 53149
(262) 363-6420 Fax: (262)363-6425

www.villageofmukwonago.com

I am not asking to be granted the authority to deny licenses – the same steps would be followed for denial. However, I am asking that I be granted authority to approve and issue licenses for those applicant that do qualify for a license. If you were inclined to grant me authority, an ordinance will be presented at the following Board meeting, similar to the ordinance granting me authority to grant Temporary Class B Beer and Wine Licenses.

Sincerely,

VILLAGE OF MUKWONAGO

Steven A. Braatz, Jr.
Village Clerk-Treasurer

CC: Kevin Schmidt, Police Chief

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
Self	Accountability	<p>Rarely holds self or others accountable for required results.</p> <p>Department lacks clear objectives, priorities, and delegation of work.</p> <p>Avoids responsibility for mistakes or blames others; does not take corrective action.</p> <p>Repeated fails to comply with established control systems and rules.</p>	<p>Occasionally fails to hold self or others accountable for required results.</p> <p>Is inconsistent in establishing department objectives, priorities, and delegating work.</p> <p>Sometimes sidesteps responsibility for mistakes or fails to adequately correct them.</p> <p>At times does not comply with established control systems and rules.</p>	<p>Holds self and employees accountable for measurable high-quality, timely, and cost effective results.</p> <p>Determines department objectives, sets priorities, delegates work and establishes appropriate follow-up measures.</p> <p>Accepts responsibility for mistakes and implements corrective actions as quickly as possible to minimize effects.</p> <p>Implements and adheres to control systems and rules to avoid preventable issues</p>	<p>Holds self, employees, peers, and superiors accountable for required results.</p> <p>Implements cross-departmental or Village-wide objectives, sets long-term priorities, delegates assignments and establishes follow-up measures to ensure a successful result.</p>
Self	Conflict Management	<p>Rarely manages and resolves conflicts and disagreements in a constructive manner.</p> <p>Fails to anticipate and take steps to prevent needless confrontations.</p> <p>Discourages creative tension and differences of opinions; cannot handle situations that arise</p>	<p>Mostly manages and resolves conflicts and disagreements in a constructive manner.</p> <p>Sometimes fails to anticipate and takes steps to prevent unnecessary confrontations.</p> <p>Tends to avoid creative tension and differences of opinions; does not effectively handle the situation when it occurs.</p>	<p>Manages and resolves conflicts and disagreements in a constructive manner.</p> <p>Anticipates and acts to prevent counterproductive confrontations in situations where conflict is likely to occur</p> <p>Encourages creative tension and differences of opinions, facilitating dialog to ensure all sides are considered</p>	<p>Effectively mentors others in conflict management and resolution.</p> <p>Trains staff to anticipate and take steps to prevent counterproductive confrontations.</p> <p>Facilitates creative tension and differences of opinions at all levels of the organization to ensure the best outcome for the issue at hand</p>

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
Self	Personal / Professional Development	<p>Fails to assess and recognize own strengths and weaknesses.</p> <p>Rarely pursues personal or professional development to enhance skills.</p>	<p>Assesses and recognizes own strengths and weaknesses only when prompted.</p> <p>Pursues-development ineffectually; does not exhibit noticeable improvements in areas of focus.</p>	<p>Assesses own strengths and weaknesses and takes action to enhance skills or personal effectiveness.</p> <p>Pursues professional development and is able to demonstrate a concrete benefit to the Village as a result.</p>	<p>Pursues a level of development to serve a need that is currently lacking in the Village.</p> <p>Coaches others on their own development through resource sharing and constructive feedback</p>
Self	Decisiveness	<p>Makes ineffective and reactive decisions, blames limited data or avoids solutions that may produce unpleasant consequences.</p> <p>Rarely perceives the impact and implications of decisions.</p>	<p>Hesitates to make timely decisions, uncomfortable with limited data or solutions that could potentially produce unpleasant consequences.</p> <p>Sometimes misperceives the impact and implications of decisions.</p>	<p>Makes effective and timely decisions, even when data is limited or solutions may produce unpleasant consequences.</p> <p>Perceives the impact and implications of decisions and proactively develops ways to mitigate concerns.</p>	<p>Forges cross departmental and Village-wide consensus around effective and timely decisions, even when data is limited or solutions produce unpleasant consequences.</p> <p>Perceives the impact and implications of decisions and advises others on ways to mitigate concerns.</p>
Self	Flexibility	<p>Fails to demonstrate an openness to change and to consider new information.</p> <p>Does not adapt to new information, changing conditions, or unexpected obstacles</p>	<p>Can be resistant to change and to new information.</p> <p>Sometimes is slow to adapt to new information, changing conditions, or unexpected obstacles</p>	<p>Demonstrates an openness to change and to consider new information.</p> <p>Rapidly adapts to new information, changing conditions, or unexpected obstacles</p>	<p>Initiates change and incorporates new information readily.</p> <p>Trains others to rapidly adapts to new information, changing conditions, or unexpected obstacles</p>
Self	Influencing/Negotiating	<p>Often lacks persuasion to obtain consensus on an issue.</p> <p>Frequently relies on "pulling rank"</p>	<p>Is at times unable to persuade others to gain consensus on an issue.</p> <p>"Pulls rank" instead of gaining consensus</p>	<p>Effectively persuades others within the department on a particular course of action.</p> <p>Builds consensus through give and take.</p>	<p>Persuades others throughout the organization on a particular course of action.</p>

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
		Cooperation is forced or nonexistent.	Cooperation only exists in the presence of management or is “top-down.”	Gains cooperation from employees and peers to obtain information and accomplish goals.	Gains cooperation from a variety of internal and external partners to obtain information and accomplish goals.
Self	Integrity/Honesty	Rarely behaves in an honest, fair, and ethical manner. Often inconsistent in words and actions. Does not create a culture that fosters ethical standards.	Usually behaves in an honest, fair, and ethical manner. Sometimes inconsistent in words and actions. May rely on others to create a culture that fosters high ethical standards	Always behaves in an honest, fair, and ethical manner. Shows consistency in words and actions. Creates a culture that fosters high ethical standards	Coaches other to behave in an honest, fair, and ethical manner. Inspires others to create a culture that fosters high ethical standards
Self	Interpersonal Skills	Rarely treats others with courtesy, sensitivity, and respect. Fails to consider and appropriately respond to the needs and feelings of different people in different situations.	Sometimes fails to treat others with courtesy, sensitivity, and respect. Inconsistently responds to the needs and feelings of different people in different situations.	Treats others with courtesy, sensitivity, and respect. Considers and appropriately responds to the needs and feelings of different people in different situations.	Hold peers and supervisors accountable for treating others with courtesy, sensitivity, and respect. Coaches others to consider and appropriately respond to the needs and feelings of different people in different situations.
Self	Communication	Rarely makes effective oral presentations to individuals and groups. Does not listen and often misses important information or reacts negatively due to misunderstandings	Oral presentations to individuals or groups are not always effective. At times, does not listen effectively and misses important information	Makes clear and concise oral presentations to individuals and groups. Listens to and considers what is said in its entirety before responding.	Coaches others to make effective oral presentations to individuals and groups. Demonstrates active listening skills and can accurately interpret and restate what the speaker has said

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
		<p>Writing lacks a clear, concise, and organized format for the intended audience.</p> <p>Does not facilitate open communication and provides information that lacks clarity or is incorrect.</p>	<p>Writing sometimes lacks a clear, concise, and organized format for the intended audience.</p> <p>Sometimes fails to facilitate open communication and clarify misinformation</p>	<p><i>Writes in a clear, concise, organized, and convincing manner for the intended audience.</i></p> <p><i>Facilitates open communication and clarifies information as needed to employees and peers</i></p>	<p>Demonstrates the ability to write in an orderly, coherent style that is appropriate to the intended audience.</p> <p>Facilitates open communication with people at all levels</p>
Self	Resilience	<p>Fails to deal effectively with pressure, often reacting inappropriately to a given situation</p> <p>Pessimistic and lacking persistence, especially under adversity.</p> <p>Fails to recover from setbacks</p>	<p>Does not deal effectively with pressure, at times reacting inappropriately to a given situation</p> <p>Sometimes pessimistic or gives up, especially under adversity.</p> <p>Needs time to recover from setbacks</p>	<p><i>Deals effectively with pressure, retains composure and ability to think logically</i></p> <p><i>Remains optimistic and persistent, even under adversity.</i></p> <p><i>Quickly recovers from setbacks</i></p>	<p>Helps others to deal effectively with pressure.</p> <p>Quickly recovers from setbacks and coaches others to do so as well</p>
Self	Technical / Professional Credibility	<p>Fails to understand and appropriately apply principles, procedures, requirements, regulations, and policies related to specialized expertise</p>	<p>Mostly understands and appropriately applies principles, procedures, requirements, regulations, and policies related to specialized expertise</p>	<p><i>Understands and appropriately applies principles, procedures, requirements, regulations, and policies related to specialized expertise</i></p>	<p>Empowers others to appropriately apply principles, procedures, requirements, regulations, and policies related to specialized expertise</p>
Staff	Developing Others	<p>Haphazardly develops employees to perform and contribute to the organization through lack of observation and feedback.</p>	<p>Reactively develops the ability of employees to perform and contribute to the organization.</p>	<p><i>Proactively develops employees' abilities to perform and contribute to the organization by observing and providing regular feedback.</i></p>	<p>Actively mentors employees to develop them for additional personal or professional growth opportunities</p>

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
		Has not established effective methods of monitoring training requirements.	Avoids giving critical feedback and at times lacks effective methods of monitoring training requirements.	Establishes and monitors training requirements making necessary revisions to ensure desired result	Provides “outside-of-the-box” opportunities and effectively coaches employees to ensure success
Staff	Human Capital Management	<p>Lack of effective workforce management; does not use available resources effectively</p> <p>Does not hire employees with the proper qualifications for the job</p> <p>Rarely monitors performance or avoids action to address performance issues.</p> <p>Downplays serious performance issues in formal evaluations.</p>	<p>Does not use available workforce to their fullest capacity</p> <p>Hires employees to fill an immediate need but who might not be a good long-term fit for the position</p> <p>Inconsistent performance monitoring, at times failing to immediately address performance issues.</p> <p>Doesn’t always capture performance issues accurately in formal evaluations.</p>	<p>Builds and manages workforce based on departmental goals, budget considerations, and staffing needs.</p> <p>Ensures employees are appropriately recruited and selected to meet the needs of the department now and in the future</p> <p>Takes immediate action to address performance problems.</p> <p>Accurately captures employee performance in the formal evaluation from on-going discussions with the employee.</p>	Effectively makes major departmental changes to adapt to future Village needs or current realities.
Staff	Team Building	<p>Fails to recognize the need to foster team spirit, pride, trust and commitment,</p> <p>Fails to motivate team members to accomplish group goals and act in a cooperative manner</p>	<p>Does not always foster team commitment, spirit, pride, and trust.</p> <p>Sometimes fails to gain cooperation and motivation from team members to accomplish group goals</p>	<p>Fosters team commitment, spirit, pride, and trust.</p> <p>Facilitates cooperation and motivates team members to accomplish group goals</p>	Inspires cross departmental or organization spirit, pride, trust, commitment and cooperation to accomplish Village-wide goals

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
Improvement	Creativity/Innovation	<p>Does not critically evaluate processes and situations for potential improvements.</p> <p>Rarely implement any new, feasible ideas to improve processes</p> <p>Does not question conventional approaches – is satisfied with the “way it has always been done.”</p> <p>Discourages new ideas and innovations without investigating potential savings</p> <p>Avoids Risk</p>	<p>At times fails to critically evaluate processes and situations for potential improvements.</p> <p>Is sometimes slow to implement new ideas to improve processes</p> <p>Prefers not to questions conventional approaches as the current method is “easier.”</p> <p>Sometimes dismisses new ideas and innovations without investigating potential savings.</p> <p>Takes only limited risks to accomplish organizational objectives.</p>	<p>Critically evaluates processes and situations for potential improvements and encourages implementation of the necessary changes</p> <p>Questions conventional approaches and encourages the development of new ideas and innovations.</p> <p>Implements new processes to improve quality or to save resources (time and/or money)</p> <p>Considers new ideas and innovations and the impact on potential savings</p> <p>Takes calculated risks to accomplish organizational objectives and has the confidence to deal with any issues that arise as a result.</p>	<p>Mentors others to critically evaluate processes and situations for potential improvements and champions the implementation of new ideas</p> <p>Encourages questioning conventional approaches and helps others develop and implement new ideas and innovations.</p> <p>Designs and implements new processes or programs that span across departments and/or the organization.</p> <p>Positions the department for future success by identifying and helping others identify new opportunities.</p>
Improvement	Problem Solving	<p>Fails to identifies and analyze problems effectively</p> <p>Information gathered is incorrect or irrelevant.</p> <p>Fails to generate and evaluate alternative solutions.</p>	<p>Is not always effective in identifying and analyzing problems</p> <p>Sometimes weighs relevance and accuracy of information incorrectly.</p>	<p>Identifies and analyzes problems effectively – especially within area of expertise</p> <p>Weighs relevance and accuracy of information.</p>	<p>Identifies and analyzes village-wide or regional problems that potentially impact the Village.</p> <p>Coaches others on how to weigh relevance and accuracy of information in a problem-solving situation</p>

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
		Rarely makes reasonable recommendations to solve a problem	Relies on others to generate and evaluate alternative solutions. Shies from making recommendations	Generates, evaluates and facilitates the implementation of alternative solutions. Makes recommendations that are feasible to implement	
Village	Strategic Thinking	Department lacks objectives and priorities. Plans inconsistent with the long-term interests of the organization in a global environment. Failure to capitalize on opportunities and manages risks	Sometimes relies on others or fails to formulate departmental objectives and priorities. Plans occasionally inconsistent with the long-term interests of the organization. Sometimes misses opportunities and mismanages risks	Formulates departmental objectives and priorities, and implements plans consistent with the long-term interests of the organization in a regional environment. Capitalizes on opportunities and manages risks	Formulates cross-departmental or Village-wide objectives and priorities, and implements plans consistent with the long-term interests of the organization in the larger environment. Empowers others to capitalize on opportunities and manages risks
Village	Service Delivery	Rarely anticipates and meets the needs of both internal and external customers. Delivers low-quality services or results Demonstrates very little commitment to improving the quality of work performed.	Reactively meets the needs of both internal and external customers. Delivers average services or results. Demonstrates inconsistent commitment to improving the quality of work performed.	Anticipates and meets the needs of both internal and external customers. Delivers high-quality services or results. Consistently demonstrates commitment to improving the quality of work performed	Delivers high-quality services or results significantly beyond the normal expectation. Inspires others to do the same through example Demonstrates and holds self, peers, and others to a commitment of continuous improvement of the quality of work performed

Department Head Competencies

Category:	Competency	Below Expectations	Needs Improvement	Meets Expectations	Exceeds Expectations
Village	External Awareness	<p>Failure to understand local, regional, and other policies and trends that affect the department and shape stakeholders' views.</p> <p>Not aware of the department's impact on the organization and external environment.</p>	<p>Mostly understands local, regional, and other policies and trends that affect the department and shape stakeholders' views.</p> <p>Generally aware of the department's impact on the organization and external environment.</p>	<p>Understands and keeps up-to-date on local, regional, and other local government policies and trends that affect the department and shape stakeholders' views.</p> <p>Demonstrates awareness of the department's impact on other departments, the organization and external environment.</p>	<p>Understands and keeps up-to-date on local, regional, national, global and other local government policies and trends that affect the organization and shape stakeholders' views.</p> <p>Proactively leverages the department's impact on the Village and on the external environment with which we interact.</p>
Village	Financial Management	<p>Lacks understanding of the organization's financial processes and fiscal realities</p> <p>Program budget contains repetitive errors, or miscalculations, or does not correspond with department and / or organizational objectives.</p> <p>Budget lacks sufficient oversight.</p> <p>Does not reevaluate spending priorities when unanticipated expenses occur</p>	<p>Doesn't fully understand the organization's financial processes and fiscal realities</p> <p>Program budget contains some repetitive errors or miscalculations, or does not correspond to department and/or organizational objectives.</p> <p>Some areas of the budget lack sufficient oversight</p> <p>Has difficulty reevaluating spending priorities when unanticipated expenses occur</p>	<p>Understands the organization's financial processes and fiscal realities.</p> <p>Prepares, justifies, and administers the program budget.</p> <p>Oversees procurement and contracting to achieve desired results within financial boundaries.</p> <p>Monitors expenditures and uses cost-benefit thinking to set priorities</p>	<p>Ensure departmental team understands the organization's financial processes.</p> <p>Collaboratively prepares, justifies, and administers the program budget.</p> <p>Engages team to monitor expenditures and mentors the team to use cost-benefit thinking to set priorities</p>

Steven Braatz

From: Kevin Schmidt <kschmidt@mkpd.org>
Sent: Thursday, June 23, 2016 11:10 AM
To: John Weidl (jweidl@villageofmukwonago.com); Steven Braatz
Cc: Christopher DeMotto; Steven LaDue; Daniel Streit
Subject: Indianhead Park crossing for East Troy Railroad

I spoke with the Wisconsin Office of the Railroad Commissioner this morning about the above crossing. She advised that in order for them to look at the intersection, the Village needs to petition the Office for signal adequacy for the crossing. I asked how much a gate and lights would be, and she stated around \$200,000. And under the schedule of projects funded with federal and state funds, they would not be put in until 2019 at the earliest. I explained that with the limited railroad traffic, pretty much only on weekends, what are the chances. They did not sound optimistic. She said there is other options, such as putting stop signs at the crossing. Again, I explained stopping all traffic 7 days a week would not be an option. The Office advised they could possibly put flashing lights on the yield sign. Again, for them to do anything, we need to petition them and an investigator would be assigned to look into the matter. I will have Steve put this on the next COTW meeting and ask that I be allowed to request an investigation.

Steve, can you put this on the COTW for me? Thanks.

Kevin Schmidt
Chief of Police
Village of Mukwonago Police Department



AGREEMENT FOR ENGINEERING SERVICES

THIS AGREEMENT is entered into between the **Village of Mukwonago** (Client) and **Traffic Analysis & Design, Inc.** (Engineer), based upon Client's intention to conduct Traffic Signal Plans, Specifications and Estimate for the STH 83 intersection with Wolf Run in the Village of Mukwonago, Wisconsin (the Project) and Client's requirement for certain engineering services in connection with the Project (the Services) which Engineer is prepared to provide.

1. Engineer shall provide the Services described in Attachment A, "Scope of Services", according to Attachment A, "Schedule".
2. Client shall pay Engineer in accordance with Attachment A, "Compensation". Invoices shall be due and payable upon receipt. Invoice amounts not paid within 30 days after receipt shall accrue interest at the rate of 1.5% per month (or the maximum rate permitted by law, if less), with payments applied first to accrued interest and then to unpaid principal.
3. The same degree of care, skill, and diligence shall be exercised in the performance of the Services as is ordinarily possessed and exercised by a member of the same profession, currently practicing, under similar circumstances. No other warranty, express or implied, is included in this Agreement or in any drawing, specification, report, opinion, or other instrument of service, in any form or media, produced in connection with the Services.
4. Engineer shall not be liable to Client for any consequential damages resulting in any way from the performance of the Services. To the fullest extent permitted by law, Engineer's liability under this Agreement shall not exceed Engineer's total compensation actually received under this Agreement.
5. Engineer and Client waive all rights against each other for damages covered by property insurance during and after the completion of the Services.
6. Notwithstanding anything to the contrary in any Attachments hereto, Engineer has no responsibility for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project; or (b) the failure of any contractor, subcontractor, vendor, or other Project participant, not under contract to Engineer, to fulfill contractual responsibilities to Client or to comply with federal, state, or local laws, regulations, and codes.
7. To the fullest extent allowable by law, the contractor hereby indemnifies and shall defend and hold harmless the Village of Mukwonago, its elected and appointed officials, officers and employees or authorized representatives or volunteers and each of them from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interests, attorney's fees costs and expenses of whatsoever kind or nature, whether arising before, during or after completion of the work hereunder and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part or claim to be caused, occasioned or contributed to in whole or in part by reason of any action, omission, fault or negligence whether active or passive of a contractor or of anyone acting under its direction or control or on its behalf in connection with or incident to the performance of this agreement. Contractors' aforesaid indemnity and hold harmless agreement shall not be applicable to any liability caused by the sole fault, sole negligence or willful misconduct of the Village of Mukwonago or its elected and appointed officials, officers, employees or authorized representatives or volunteers. This indemnity provision shall survive the termination or expiration of this agreement. The indemnification obligation under this section shall not be limited in any way by any limitation on the amount or types of damages, compensation or benefits payable by or for the contractor or any subcontractor under workers compensation acts, disability benefit acts or other employee benefit acts.
8. Engineer does not guarantee that proposals, bids, or actual Project costs will not vary from Engineer's cost estimates or that actual schedules will not vary from Engineer's projected schedules.
9. This Agreement may be terminated upon written notice at Client's convenience or by either party in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. Engineer shall terminate performance of Services on a schedule acceptable to Client, and Client shall pay Engineer for all Services performed and reasonable termination expenses. Paragraphs 4 and 5 shall survive any termination or completion of this Agreement.
10. All documents prepared by Engineer pursuant to this Agreement are instruments of service in respect to the Project. Any use except for the specific purpose intended by this Agreement will be at the user's sole risk and without liability or legal exposure to Engineer. Engineer shall retain its ownership in its data bases, computer software, and other proprietary property. Intellectual property developed, utilized, or modified in the performance of the Services shall remain the property of Engineer.
11. The Services provided for in this Agreement are for

the sole use and benefit of Client and Engineer. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Client and Engineer.

12. Any notice required by this Agreement shall be made in writing to the address specified below:

Client: Village of Mukwonago
625 S. Rochester Street
Mukwonago, WI 53149

Attn: Mr. Fred Winchowsky, Village President

Engineer: Traffic Analysis & Design, Inc.
N36 W7505 Buchanan Street
Cedarburg, WI 53012

Attn: Mr. John A. Bieberitz, P.E., PTOE

IN WITNESS WHEREOF, Client and Engineer have executed this Agreement, effective as of June 20, 2016.

Village of Mukwonago (Client)

By: _____

Title: _____

Date: _____

Traffic Analysis & Design, Inc. (Engineer)

By:  _____
John A. Bieberitz, P.E., PTOE

Date: 6/20/16

ATTACHMENT A

SCOPE OF SERVICES

Traffic Signal Plans

Engineer will prepare plans, specifications, and estimates for permanent traffic signals at the following intersection:

- STH 83 at Wolf Run

All work will be performed according to Wisconsin Department of Transportation standards as contained in the Facilities Development Manual. All materials will be prepared to be inserted into the Client's PS&E package.

Plans, specifications, quantities, and estimates will be prepared in English units.

Meetings

It is anticipated that project coordination can be accomplished primarily via telephone and e-mail. Any meetings will be considered extra work and may require a contract amendment to attend.

Preliminary Engineering

The Engineer will perform a field visit to the project intersections to determine the following items:

- Location of overhead obstructions and sight distance restrictions
- Probable locations of equipment
- Obtain a photo inventory of the intersections

Design of any intersection lighting powered from the traffic signal cabinet is included in this scope of services. Additional modification of any other system lighting will be considered a utility relocation; the Engineer will assist the Client in determining the location of any light poles to be moved but any additional design work in this regard is excluded from this scope of services.

Design of emergency vehicle preemption for all intersection approaches is included in this scope of services.

Design of insertion of the traffic signal controller into the Department's existing fiber-optic communications network (from the ramps to Wolf Run) at the point of the intersection is included in this scope of services. Design of any extensions of or to the existing fiber optic network (from the ramps to Wolf Run) is included in this scope of services.

The Client shall provide an electronic base map file in AutoCAD format showing the location of existing roadway features, proposed roadway features, above- and below-ground utility installations, right-of-way limits, and surface obstructions. The Client provided AutoCAD file must conform to the WisDOT coordinate system. The Engineer is required to reformat the CAD files to meet the Department FDM Standards for line types, colors, styles, layers, and coordinate systems.

Engineer will prepare traffic signal plans using AutoCAD Civil 3D 2014 in accordance with Department CAD standards as described in the Facilities Development Manual.

More specifically, the preliminary plans will consist of the following:

- Permanent Traffic Signal Layout Sheets

- Traffic Signal Interconnect Sheet (ramps to Wolf Run)
- Permanent Sequence of Operation Sheet
- Cable Routing Sheets
- Intersection Communication Plan Sheet
- Miscellaneous Quantities Sheets
- Required Standard Detail Drawings

An electronic copy of the preliminary signalization plans (Adobe Acrobat format, 11"x17" pages) will be submitted to the Client for inclusion in the Client's plan set for review and comments. The Engineer will not provide paper copies for this submittal.

Engineer will prepare specifications utilizing the 2016 WisDOT specifications. One set of specifications (Adobe Acrobat format electronic file) will be submitted to the Client for inclusion in the Client's plan set for review and comments.

It is assumed that the WisDOT will prepare and implement the traffic signal timing plans. Engineer will not prepare the actuated or coordinated traffic signal timing plans as part of this scope of services.

Final PS & E

Upon receiving comments from the Client and Department on the preliminary plans and specifications, the Engineer will revise the design and specifications.

Based on the final project quantities, Engineer will provide an engineer's estimate in electronic format (Adobe Acrobat) to the Client.

Engineer will create an Adobe Acrobat file of the final plans (in 11"x17" format), and paper and electronic files of the specifications and estimate for submittal to the Client for inclusion in the Client's plan set. Additionally, Engineer will forward electronic copies of plans in AutoCAD Civil 3D 2014 format, specifications in MS Word format, and estimate in MS Excel format to the Client and to WisDOT.

SCHEDULE

Engineer will provide the deliverables listed above according to the following schedule:

<u>Deliverable</u>	<u>Date</u>
Preliminary plans and specifications	5 weeks after receipt of WisDOT-approved roadway plans
Final PS&E	2 week after receipt of 90% review comments

COMPENSATION

For the services described in the above Scope of Services, Client shall pay Engineer a Lump Sum fee of Sixteen Thousand Nine Hundred Eighty Dollars (\$16,980.00).

All services not cited in Attachment A, Scope of Services, will be conducted as additional services under an Amendment to this Agreement.

*VILLAGE OF MUKWONAGO
POLICE DEPARTMENT*



MONTHLY REPORT

May 2016



Citation Summary

** For official use only **

Village of Mukwonago Police

Reporting Period: 05/01/16 - 05/31/16

	Total
	195
Automobile Following Too Clos	2
CTTLand (943.13)	2
Disorderly Conduct (947.01)	3
Display of Power (Tire Squeal)	1
Display Unauth. Veh. Registra	2
Dog Causing Injury-Without Notic	1
Fail/Attach Front Regis. Deca	3
Fail/Display Vehicle License	11
Fail/Return Vehicle Registrat	1
Fail/Stop at Stop Sign	8
Fail/Stop for Unloading Schoo	5
Failure to Obey Traffic Offic	9
FYR to Ped/Bicycle/EPAMD/Unco	1
Illegal Pass of School Bus Re	1
Inattentive Driving	6
No Tail Lamp/Defective Tail L	9
Operate M/V w/o Insurance	11
Operate M/V w/o Proof of Insur	3
Operate Motor Veh. w/o Adequa	1
Operate Motorcycle w/o Valid	1
Operate Vehicle w/o Registrat	2
Operate Vehicle w/o Stopping	11
Operate w/o Carrying License	1
Operate w/o Valid License	4
Operator Fail/Have Passenger/	6
Parking Lot Traffic Violation	4
Possess Cont Subst 961.41(3g)(b)	3
Possess Drug Paraphernalia	2
Possess Open Intoxicants in M	2
Possession of Drug Paraphernali	2
Resisting or Obstructing an O	2
Speeding in School Zones	1
Theft under \$2,500 943.20(1)	1
Unclean/Defective Lights or R	35
Unlicensed Dog	1
Unreasonable and Imprudent Sp	1
Unsafe Lane Deviation	1
Vehicle Operator Fail/Wear Se	15
Wrong Way on Divided Highway	1
Total	371

Report includes all charges per citation.



Arrests By Statute

** For official use only **

Reporting Period: 05/02/16 - 05/30/16

This report contains all arrest charges.

	Felony	Misdemeanor	Non-Criminal
125.07(4)(b) - Underage Persons:prohibitions	1	1	
14-27(11) - Unlicensed Dog	1		1
174.02(2)(a) - Dog Causing Injury-Without Notice	1		1
346.63(1)(a) - Operating While Intoxicated - 1st Offense	1		1
54-1(1) - Retail Theft (Shoplifting)	6		6
54-1(24) - Theft (under \$2500.00)	2		2
54-1(G) - Disorderly Conduct	5		5
54-1(M) - Obstructing or Resisting an Officer	2		2
54-1(V) - Possession of a Controlled Substance	5		5
54-1(V1) - Possession of Drug Paraphernalia	4		4
813.12(4) - Violate a Domestic Abuse Injunction	1	1	
940.19(1) - Battery	1	1	
943.13(1m)(a) - Trespass to Land	2		2
943.23(3m) - Take and Drive vehicle without Owners Consent - Abandon Vehicle	1	1	
943.50(1m)(b) - Retail Theft-Intentionally Take >\$500-\$5,000	2	2	
948.02(2) - 2nd Degree Sexual Assault of Child	2	2	
FUGM - Fugitive Warrant Other Municipal	8		8
Total	45	4	37



Village of Mukwonago Police
627 S. Rochester St | Mukwonago, WI 53149 | Phone: (262) 363-6435

Sunday, June 19, 2016
9:39:18 am

Monthly Case Overview

** For official use only **

Reporting Period: 05/01/16 - 05/31/16

Village of Mukwonago Police - 1122

	Total
	81
911 Call	1
Abandoned Vehicle or Property	1
Administrative/Informational	8
Ambulance Request	1
Animal Complaints-Bite	2
Assist Other Dept/Service/Request by Citizen	2
Burglary-No Force/Res/Unkown	1
Burglary-No Forced Entry/Nonres/Night	1
Criminal Damage-Private	2
Disorderly Conduct	3
Disorderly Conduct:Fighting	2
Dog at large	2
Emergency Detention/M.O.	2
Found Property	1
Found/Recovered-Property	2
Fraud Complaint	1
Fraud-Illeg Use Credit Card	1
Illegal Dumping	1
Marijuana-Possession	4
Obstructing Police	1
OWI/DWI-Liquor	1
PI Accident	1
Retail Theft \$50-\$200	1
Retail Theft <\$50	5
Retail Theft >\$200	1
Simple Assault	1
Station Contact	1
Theft - All Others \$50-\$200	1
Theft - All Others <\$50	2
Theft - All Others >\$200	1
Traffic Complaint	1
Traffic Offense/Traffic Other	22
Traffic Stop	3
Viol of Court Order Incl DV	1



Village of Mukwonago Police
 627 S. Rochester St | Mukwonago, WI 53149 | Phone: (262) 363-6435

Sunday, June 19, 2016
 9:43:11 am

Traffic Crash Inquiry

** For official use only **

Village of Mukwonago Police

Accident Date	Case No	Crash No	Officer	Total Units	Total Injured	Total Killed	Crash Type	EMS#
05/03/16 18:23		16-000025	Wilson, Chet F - cwil47	2	0	0	C	
05/02/16 16:26		16-000026	Nelson, Eric D - enel45	1	1	0	C	
05/04/16 16:10		16-000027	Melo, Robert C - rmel44	2	1	0	C	
05/05/16 11:00		16-000028	Petted, Joseph J - jpet43	2	0	0	C	
05/07/16 12:36		16-000029	Schubel, John - jsch48	2	0	0	C	
05/08/16 12:57		16-000030	Wilson, Chet F - cwil47	1	0	0	C	
05/11/16 16:49		16-000031	Melo, Robert C - rmel44	3	3		C	
05/13/16 22:00		16-000032	Ortiz, Jose - jort41	1	0	0	C	
05/18/16 17:18		16-000033	Melo, Robert C - rmel44	2	0	0	C	
05/18/16 14:10		16-000034	Nelson, Eric D - enel45	2	0	0	C	
05/20/16 07:12		16-000035	Ortiz, Jose - jort41	2	0	0	C	
05/18/16 14:20	16-028093	16-000036	Petted, Joseph J - jpet43	2	0	0	C	
05/22/16 12:50		16-000037	Petted, Joseph J - jpet43	2	0	0	C	
05/24/16 20:28		16-000038	Melo, Robert C - rmel44	2	0	0	C	
05/15/16 18:52	16-027449	16-000039	Wilson, Chet F - cwil47	2	1	1	C	
05/25/16 11:50	16-029548	16-000040	Petted, Joseph J - jpet43	2	0	0	C	
05/26/16 10:30		16-000041	Kreiser, Robert S - rkre39	2	0	0	C	
05/26/16 21:34		16-000042	Kirkpatrick, Cory - ckir37	2	1	0	C	
05/31/16 08:30		16-000043	Schubel, John - jsch48	1	0	0	C	
05/30/16 14:20	16-030689	16-000044	Petted, Joseph J - jpet43	2	0	0	C	
05/27/16 08:32		16-000045	Nelson, Eric D - enel45	1	0	0	C	
05/12/16 07:47	16-026716	16-000046	Schubel, John - jsch48	2	0	0	C	
05/30/16 11:22	16-030649	16-000047	Kreiser, Robert S - rkre39	1	1	0	C	
Village of Mukwonago Police				41	8	1		

Police Contacts - Village

First Shift	2276
Second Shift	1768
Third Shift	670
911 Calls	145
TOTAL CALLS	4859

Police Contacts - Town

First Shift	414
Second Shift	878
Third Shift	498
911 Calls	38
TOTAL CALLS	1828

Mukwonago Fire Department

All Calls for Service	211
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Eagle Spring Boat Patrol

Stops/All Calls

TOTAL CALLS	15
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Phantom Lake Boat Patrol

Stops/All Calls

TOTAL CALLS	10
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TOTAL CONTACTS

6923

FLEET MILES AND GAS USAGE

	<u>24</u> <u>15 Ford</u>	<u>26</u> <u>10 Ford</u>	<u>32</u> <u>13 Dodge</u>	<u>33</u> <u>97 Chev</u>	<u>34</u> <u>13 Dodge</u>	<u>36</u> <u>12 Dodge</u>	<u>638</u> <u>06 Chev</u>
Speedometer 30/31	50,150	50,566	87,504	135,854	102,866	135,975	66,776
Speedometer 1st	45,890	49,606	86,546	135,726	99,563	135,342	66,174
Total Miles	4,260	960	958	3,128	3,303	633	602
Total Gas (Gallons)	335	66	122	23	288	64	37

Respectfully Submitted,

Chief Kevin Schmidt
Village of Mukwongo Police Department



13400 Bishop's Lane
Suite 270
Brookfield, WI 53005
Office: (262) 797-9400
Fax: (414) 908-9157
www.PointRE.com

June 15, 2016

Kurt Peot
Ruekert & Mielke, Inc.
W233 N2080 Ridgeview Parkway
Waukesha, WI 53188

RE: The Orchards of Mukwonago Addn. #2 – Letter of Credit Reduction #1

Dear Mr. Peot:

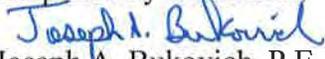
Please accept this request to reduce the letter of credit for The Orchards of Mukwonago Addn. #2 by the following:

Grading and erosion control (90%)	\$183,510.00
Stormwater pond construction	\$27,520.00
Sanitary sewer	\$192,387.00
Watermain	\$150,639.00
Storm sewer	\$156,628.00
Multi-use trail grading & utility const.	\$18,500.00
Total	\$729,184.00

The reduction of \$729,184.00 from the letter of credit will leave a remaining balance of \$586,761.20. Please note the items listed above are requested to be reduced by 100% unless otherwise noted and a reduction to the contingency was not requested because the improvements have not been accepted by the Village or the binder course installed.

Enclosed herewith is the invoice from DF Tomasini to support the reduction and a spreadsheet tracking the letter of credit amounts. Please call me at (262) 424-5997 with any questions or concerns you may have.

Respectively Submitted,


Joseph A. Bukovich, P.E.

Vice President Development

Enclosures

TO OWNER:
The Orchards of Mukwonago LLC
11600 W Lincoln Avenue
West Allis, WI 53227

PROJECT:
The Orchards of Mukwonago Addn #2
Mukwonago, WI

APPLICATION NO:

1 Distribution to:



PERIOD TO:

5/25/16

FROM CONTRACTOR:
D.F. Tomasini Contractors, Inc.
N70 W25176 Indian Grass Lane
Sussex, WI 53089

VIA ARCHITECT:
Pinnacle Engineering Group
15850 W Bluemound Rd
Brookfield, WI 53005

PROJECT NOS:

CONTRACT FOR: Site Improvements

CONTRACT DATE:

3/24/2016

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM \$ 708,226.00
2. Net change by Change Orders \$ 0.00
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 708,226.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 628,506.00

CONTRACTOR: D.F. TOMASINI CONTRACTORS, INC.

By: [Signature]
Kirk Dexheimer, President

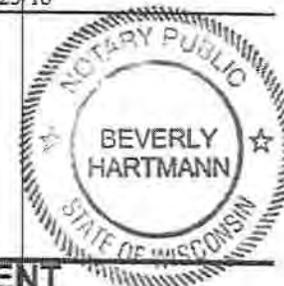
Date: 5/25/16

5. RETAINAGE:
a. 5 % of Completed Work \$ 31,425.30
b. % of Stored Material \$ 0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 31,425.30
6. TOTAL EARNED LESS RETAINAGE \$ 597,080.70
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 0.00
8. CURRENT PAYMENT DUE \$ 597,080.70
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 111,145.30

State of: Wisconsin County of: Ozaukee
Subscribed and sworn to before me this 25th day of May, 2016

Notary Public: [Signature]

My Commission expires: 07/01/17



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Table with 3 columns: CHANGE ORDER SUMMARY, ADDITIONS, DEDUCTIONS. Rows include Total changes approved in previous months by Owner, Total approved this Month, TOTALS, and NET CHANGES by Change Order.

CONTINUATION SHEET

AIA DOCUMENT G703

2 of 2

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%		
1	Sanitary Sewer	167,261.00	-	167,261.00	-	167,261.00	100.00%	-	8,363.05
2	Water Main	142,776.00	-	142,776.00	-	142,776.00	100.00%	-	7,138.80
3	Storm Sewer	166,740.00	-	166,740.00	-	166,740.00	100.00%	-	8,337.00
4	Grading	226,149.00	-	146,429.00	-	146,429.00	64.75%	79,720.00	7,321.45
5	Alternates - Clear & Grub	5,300.00	-	5,300.00	-	5,300.00	100.00%	-	265.00
		708,226.00	-	628,506.00	-	628,506.00	89%	79,720.00	31,425.30

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity

The Orchards of Mukwonago Addition #2 - Letter of Credit

	<u>ITEM</u>	<u>LOC AMOUNT</u>	<u>REDUCTION #1</u>	<u>REDUCTION #2</u>	<u>REDUCTION #3</u>	<u>REDUCTION #4</u>	<u>REDUCTION #5</u>	<u>REDUCTION #6</u>	<u>BALANCE</u>
1	Grading and erosion control	\$ 203,900.00	\$ 183,510.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,390.00
2	Storm water pond construction	\$ 27,520.00	\$ 27,520.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Biofiltration restoration	\$ 16,470.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,470.00
4	Complete sanitary sewer construction	\$ 192,387.00	\$ 192,387.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Complete water system construction	\$ 150,639.00	\$ 150,639.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Complete storm sewer construction	\$ 156,628.00	\$ 156,628.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Road paving incl. stone base, curb, binder & sidewalk	\$ 217,516.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 217,516.00
8	Mutli-use trail grading & utility installation	\$ 18,500.00	\$ 18,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Mutli-use trail paving	\$ 29,156.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,156.00
10	Surface course paving (2017)	\$ 40,493.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,493.00
11	Entrance landscaping	\$ 22,297.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,297.00
12	Street trees	\$ 21,115.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,115.00
13	Contingency (20%)	\$ 219,324.20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 219,324.20
	TOTAL	\$ 1,315,945.20	\$ 729,184.00	\$ -	\$ 586,761.20				

Notes:

Guarantee for improvements expires _____.