



## Village of Hartland

210 Cottonwood Avenue

Hartland WI 53029

PH: 262-367-2714

FAX: 262-367-2430

[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

---

### VILLAGE BOARD AGENDA MONDAY, FEBRUARY 10, 2025 ▪ 6:30 PM BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

Pledge of Allegiance – Trustee Pfeiffer

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion. This meeting will be recorded and will be available online through the Village's website.

1. Approval of Minutes for January 27, 2025
2. Items related to vouchers
  - a. Consideration of vouchers for payment in the amount of \$ 7,555,633.19
3. Actions related to Licenses and Permits
  - a. Consideration of Special Event Application – Hartland Kiwanis, Bark River Bash - May 3, 2025 with request to waive fees
  - b. Consideration of Special Event Application – Lake County Family Fun, Hartland Kids Day – July 30, 2025
  - c. Consideration of bartender application – Richard J. LaRusso, Jr.

#### Other Items for Consideration

4. Consideration of Second Reading of Bill for an Ordinance No. 01/27/2025 “An Ordinance Amending Section 10-208 Special Event Permits”
5. Discussion and consideration to award Zignego Company, Inc. the 2025 Utilities Program contract in the amount of \$295,308.00
6. Conceptual review of Lake Country Lutheran High School expansion
7. Conceptual review of Palmer Drive Apartments as proposed by Cherry Faith Properties.
8. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regard to (1) activities taken since the previous meeting on

behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Manager or other Village Staff members.

9. Closed session: Pursuant to Sec. 1985(1)(e) Wis. Stats., upon a motion duly made, may convene in a closed session for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically related to the Nixon beer garden.

10. Reconvene in open session, to take any action if necessary, with respect to the preceding closed session.

11. Adjournment.

Ryan Bailey, Village Manager

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Sandee Policello, Village Clerk, at 262-367-2714. The Municipal Building is handicap accessible. To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The meeting ID is: 851 8683 6467 Passcode: 628760  
Or participate online: <https://us02web.zoom.us/j/85186836467?pwd=DeoSa2dnSmWV3DRi624jT7e19bJsk8.1>

**VILLAGE OF HARTLAND  
VILLAGE BOARD MINUTES  
MONDAY, JANUARY 27, 2024 · 6:30 PM  
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

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

Present: Trustees de Boer, Truttschel, Pfeiffer, Wallschlager, Conner, Hallquist, President Pfannerstill

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Fire Chief Jambretz, Kajil Sharp – FD, DPW Director Jenson, Deputy Chief DeBarge, Lt. Southern, Officer Hendriksen, State Representative Barbara Dietrich

Administration of Oaths: President Pfannerstill administered oaths to Deputy Chief Brian DeBarge, Lt. Southern and Officer Hendriksen

Public Comment: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion. This meeting will be recorded and will be available online through the Village's website.

State Representative Dietrich introduced herself. This is her 4<sup>th</sup> session to serve in the state legislature. The April election will have a voter ID referendum on the ballot. She said a Constitutional amendment was introduced today for first consideration to shore up the line-item veto power of the governor, who has the strongest veto power in the country; it will need a second affirmative vote in the assembly before it goes to referendum. She will be holding listening sessions, the first in Oconomowoc with State Senator Kapinga will be Thursday night.

Leslie Doer, spoke representing the Hartland Community Band, which is a volunteer, non-profit organization. 2024 is the first year they were not invited to play a concert at the Hometown Celebration. She is afraid that the same will happen this year. The band consists of 60 community members; they audition to be in the band. They would like to play for the Hometown Celebration.

1. Approval of Minutes for January 13, 2025  
Motion (Truttschel/Pfeiffer) to approve the Minutes of January 13, 2025. All were in favor, **motion carried.** Abstain – Conner
2. Items related to vouchers
  - a. Consideration of payment no. 3 to American Sewer Services, Inc., in the amount of \$7,504.25 to close out the 2024 Utilities Program

DPW Director Jenson said this is to close out the 2024 Utilities contract; there are no issues with the work that was done. Staff recommends payment.

Motion (Pfeiffer/Conner) to approve payment. Trustee Wallschlager questioned if the lien waivers were reviewed. Jenson confirmed they were and that it is standard language.

All were in favor, **motion carried.**

- b. Consideration of vouchers for payment in the amount of \$ 368,294.56  
Motion (Wallschlager/Hallquist) to pay vouchers in the amount of \$ 368,294.56. All were in favor, **motion carried.**

Trustee Wallschlager questioned the scoreboard installation payment and if it was for the new scoreboard. She also questioned the meter replacement program; Jenson said every 10 years we replace meters; the RT units in the vouchers is for the update to the meters, the electronics, for \$95,000.

All were in favor, **motion carried.**

3. Actions related to Licenses and Permits
  - a. Consideration of Special Event Application – Farmer’s Market, Sundays June – October, 2025, with request to waive fees

Sherry Meyers is the new manager of the Hartland farmer’s market, she appeared in person. She has a lot of early interest from participants for the upcoming year. They have not paid permit fees in the past. Overnight parking in the lot has been a small issue. Village Manager Bailey said they are public parking lots that are open 24 hours; President Pfannerstill said it’s a difficult situation – we want people to not drink and drive and to use the lots. He said we would look into it. Chief Misko said it is something that has come up in the past; he said the same issue would exist if it were held in the library parking lot; Nixon Park would be a good location in this regard, however, it is a less visible location. Meyers asked if their banner could be displayed at the Hwy 16 off ramp; Bailey said they don’t have an issue with that as it is a village approved event.

President Pfannerstill proposed that the \$75 fee be paid to offset some of the village resources that will be used; Trustee Conner agreed. Trustee Hallquist said fees in the past have been waived for non-profits, and the vendors are for profit. Meyers said she is trying to turn the market around and paying the fee may require her to increase vendor fees. She monitors the garbage left at the lot and they clean up after themselves.

Motion (Conner/Pfeiffer) to approve the special event application for the farmers market without waiving the fees. All were in favor, **motion carried.**

- b. Consideration of bartender application – Timothy Groves

Chief Misko said he has approved this application. The applicant has paraphernalia and possession of THC convictions from 2017; this was the result after an investigation for OWI that was not charged through Pewaukee. Groves said he has not had any incidents since these citations.

Motion (Truttschel/Hallquist) to approve the bartender application for Timothy Groves. All were in favor, **motion carried.**

Other Items for Consideration

4. Discussion and consideration of request to surplus the Police Department's Taser X26P Equipment

Chief Misko presented his plan to sell 2 of the old, out of service tasers to another police department for \$350 each; sell 13 to a company that will refurbish the units for \$200 each; sell the battery packs and cartridges for \$10 and \$5 each; the 4 units with critical error messages can be traded in to Axon for \$100 each unit.

Motion (Pfeiffer/Truttschel) to sell and dispose of the tasers per Chief Misko's recommendations.

President Pfannerstill asked how long the process will take. Misko said he could have everything gone by the end of the week. Pfannerstill asked that Misko bring the receipts back to the Board when they are available. Misko said he will do that. Bailey said we didn't want the liability with putting this equipment on the surplus website.

All were in favor, **motion carried.**

5. Consideration of Second Reading of Bill for an Ordinance No. 01/13/2025 "An Ordinance Amending Article VII. of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors".

Village Manager Bailey said this is the second reading. This ordinance amendment would allow the village manager or the clerk to approve mobile food vendor permits. This wouldn't change anything for special events. It would only apply to short notice for a permit to sell outside of a village park.

Motion (Truttschel/Pfeiffer) to suspend the rules. All were in favor, **motion carried.**

Motion (Truttschel/Pfeiffer) to waive the third reading and approve bill for an ordinance No. 01/13/2025 "An Ordinance Amending Article VII. of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors". All were in favor, **motion carried.**

6. Consideration of First Reading of Bill for an Ordinance No. 01/27/2025 "An Ordinance Amending Section 10-208 Special Event Permits"

Village Manager Bailey said the concept was recently approved to update the application process to allow special event applications to be reviewed if they are submitted less than 60 days prior to an event.

This completes the second reading.

7. Discussion and consideration of hiring Ruekert & Mielke for Right-of-Way verification on Cottonwood Avenue

Village Manager Bailey said staff have been planning for improvements to Cottonwood Avenue. Ruekert & Mielke would complete the necessary surveying and come up with a plan. We are looking for ways to bury the power lines and create larger terraces. The timeline for the paving project is 2027.

Motion (Hallquist/Conner) to approve hiring Ruekert & Mielke for Right-of-Way verification on Cottonwood Avenue.

Trustee Wallschlager asked if we do the terrace/road improvements before the building improvements are done, wouldn't that potentially damage the new construction? Bailey said we will be cognizant of the timeline and adjustments would be made as necessary. We would install concrete for the road and the improvements will be approximately \$5 – 6 million.

All were in favor, **motion carried.**

8. Discussion and consideration of Advanced Life Support (ALS) Agreement with the Village of Merton Fire Department

Fire Chief Jambretz presented. Lisbon has previously provided this service for the Village of Merton. Pewaukee has taken over service for Lisbon and will not be providing this service to the Village of Merton. We can take this over to provide the service. This agreement allows Hartland to be paid by Medicare, Medicaid and the VA for our services. The Village of Merton has their own fire department; they are looking for a provider of ALS service, which they don't provide. We would hold the licensure to provide services to their patients.

Motion (Conner/Wallschlager) to approve the Advanced Life Support (ALS) Agreement with the Village of Merton Fire Department.

President Pfannerstill said there are a lot of people that work for both departments and asked how that would work with this agreement. Jambretz said if they are clocked in for Merton, they will be working at a basic level and someone clocked in for Hartland would need to provide the ALS service.

All were in favor, **motion carried.**

9. Discussion and consideration to award Big Fish Contracting the contract for salt dome roof replacement for the sum of \$50,475.00

DPW Director Jenson said last year the walls of the salt dome were reconstructed; this year they are looking at replacing the roof. Multiple estimates were obtained. Big Fish came in as the lowest bidder and staff recommends approval. The salt will not need to be removed for this project.

Motion (Pfeiffer/Truttschel) to approve the contract with Big Fish Contracting for salt dome roof replacement for the sum of \$50,475.00.

Trustee Conner asked how much the next lowest bidder was; Jenson said it was \$5,000 more than Big Fish. We have used Big Fish in the past. Pfannerstill asked who the other bidders were. Jenson said LeFevre and two other contractors bid on the project. He will put all bid information for this project in the weekly update. Conner asked that the other bidders be included in the memo in the future. Jenson will do that.

All were in favor, **motion carried.**

10. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regard to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Manager or other Village Staff members.

DPW Director Jenson said Westrock is moving along; the new watermain is being installed and staff is monitoring. Letters will be sent to residents to sample for lead; they are looking for residents to volunteer to participate. The ice rink is open. Related to the new scoreboard installment, another 1" conduit will be installed for an additional \$1,200. Our guys will do some of the concrete work that originally was going to be done by the contractor.

Chief Jambretz said the 3 full timers have finished the academy and will start their first shift February 1<sup>st</sup>. Jambretz will have surgery Thursday and will be off for 2 weeks.

Trustee Wallschlager said February 14<sup>th</sup> and 15<sup>th</sup> is the sleep out at the Legion Hall in Hartland to raise money for veterans. Miles will be playing on Friday and Nice Rack on Saturday, please come out. A small house like those provided for veterans will be there for viewing.

Village Manager Bailey said Sara Rennekamp, Recreation Director has resigned effective Feb. 7<sup>th</sup>. We will post a job announcement. A closed session will be on the next agenda to discuss the future of the beer garden. He has a meeting this week with the new director of the Chamber. Derrick Green is from Beaver Dam.

President Pfannerstill said The Inn is now open and very nice. The sleepout is February 14<sup>th</sup> and 15<sup>th</sup> at the Legion, please donate. Hartland-Lakeside has a primary on the February ballot for school board. He encouraged residents to be safe out on the lakes. The ice rink is open.

Trustee Hallquist thanked Sara Rennekamp on behalf of the park board for all of her work and she will be missed.

11. Adjournment.

Motion (Pfeiffer/Conner) to adjourn. All were in favor, **motion carried.** Meeting adjourned at 7:47 pm.

Respectfully submitted,

Sandee Policello  
Village Clerk

To: Village President & Board of Trustees  
From: Tonia Smith, Fiscal Clerk  
Date: February 5, 2025  
RE: Voucher List & January Tax Settlements

---

Attached is the voucher list for the February 10, 2025  
Village Board Meeting

February 10, 2025 Checks:	\$ 241,226.21
January Manual Checks:	<u>\$ 29,476.64</u>
Subtotal of Checks:	\$ 270,702.85

Listed below are the January Tax Settlements for:

Arrowhead High School	\$ 1,893,338.09
Hartland Lakeside School	\$ 2,208,204.74
Lake Country School	\$ 388,382.24
Merton School	\$ 138,452.42
Swallow School	\$ 781,388.65
Waukesha County	\$ 1,380,534.28
WCTC	\$ 263,385.27
Other January Wires	<u>\$ 198,110.90</u>
Total January Wires	\$ 7,251,796.59
January Credit Credit Cards	\$ 33,133.75
Total Amount of all Checks, Wires, and Credit Cards	<u><u>\$ 7,555,633.19</u></u>

**VILLAGE OF HARTLAND**  
**VOUCHER LIST - FEBRUARY 10, 2025**

Account Descr	Search Name	Comments	Amount
G 101-23000 SPECIAL DEPOSITS	ARBOR PRO LLC	178 GRANARY CIRCLE RIGHT OF WAY REFUND	\$2,000.00
G 101-31630 HOMETOWN CELEBRATION DONATIONS	AREA RENTAL & SALES	TENTS AND RENTABLES FOR HTC	\$4,146.47
G 101-12110 PROPERTY TAX REFUNDS	CORELOGIC	REFUND FOR DUPLICATE TAX PAYMENT FOR 205 MERT	\$2,824.10
G 204-23400 DEPOSITS DUE TO DEL-HART	DELAFIELD-HARTLAND WATER	CONNECTION CHARGES	\$10,766.00
G 101-12110 PROPERTY TAX REFUNDS	LUEDTKE, GLORIA	0725029 2024 PROPERTY TAX OVERPAYMENT REFUND	\$154.12
G 101-12110 PROPERTY TAX REFUNDS	MCNEIL, KEVIN	0757001001 2024 PROP TAX OVERPAYMENT	\$10,009.89
G 101-23000 SPECIAL DEPOSITS	MOBILITY DOC	138 NORTH AVE BUSINESS OCCUPANCY REFUND	\$500.00
G 101-31680 ICE RINK	PORT-A-JOHN	PORTABLE RESTROOMS NIXON	\$116.00
G 101-12110 PROPERTY TAX REFUNDS	ROLLER, DANIEL & SARAH	0727072 2024 PROPERTY TAX OVERPAYMENT REFUND	\$154.12
G 101-12110 PROPERTY TAX REFUNDS	RORTVEDT, PETER & KARA	0728059 LOTTERY CREDIT REIMBURSEMENT	\$154.12
G 101-12320 DELINQUENT PERS PROP TAXES	WAUKESHA CTY TREASURER	DELQ TAXES DUE TO WAUKESHA CTY COLLECTIONS	\$137.98
			\$30,962.80
<b>AMBULANCE</b>			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	BOUND TREE MEDICAL	VARIOUS MEDICAL SUPPLIES	\$90.99
E 101-52300-800 CAPITAL OUTLAY	GE MEDICAL SYSTERMS ULTRASOUND	VSCAN ULTRASOUND	\$8,990.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$30.00
E 101-52300-360 VEHICLE MAINT/EXPENSE	INTERSTATE BATTERIES	BATTERIES	\$488.85
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SUPPORT	\$150.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	THINLINE PSYCHOLOGICAL SERVICES	NEW HIRE EVALUATION	\$275.00
E 101-52300-800 CAPITAL OUTLAY	VERATHON	GLIDE SCOPE BLADES	\$1,100.00
E 101-52300-800 CAPITAL OUTLAY	VERATHON	GLIDE SCOPE	\$4,300.00
E 101-52300-800 CAPITAL OUTLAY	VERATHON	GLIDE SCOPE BLADES	\$880.00
			\$16,304.84
<b>AMBULANCE</b>			
E 101-54910-350 EQUIPMENT PURCHASE	BIEBELS TRUE VALUE	TRIMMER	\$436.99
<b>CEMETERY</b>			
			\$436.99
<b>ECONOMIC DEVELOPMENT</b>			
E 804-56700-724 WEB SITE HOSTING & MAINT	CYBERLYNK	WEBSITE HOSTING	\$39.98
E 804-56700-746 TELEPHONE	ELAN FINANCIAL SERVICES	ATT	\$127.73
E 804-56700-719 EVENTS	OBRIEN, DAN	HARTLAND TREE LIGHTING SOUND	\$1,350.00
E 804-56700-724 WEB SITE HOSTING & MAINT	OCREATIVE	DOMAIN RENEWAL	\$75.00
E 804-56700-732 GENERAL OPERATION OVERSIGHT	ONTECH SYSTEMS, INC	OFFICE 365	\$12.50
E 804-56700-713 SIGN/AWNING/PAINTING GRANTS	RADTKE, AMY	GRANT - SANDWICH BOARD	\$50.00
E 804-56700-718 DISTRICT ADV & MARKET POSITION	VILLAGE GRAPHICS	PRINTING AND TYPESET FOR 2025 CALENDARS	\$207.00
			\$1,862.21
<b>ELECTIONS</b>			

Account Descr	Search Name	Comments	Amount
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY TREASURER	BALLOTS	\$180.00
ELECTIONS			\$180.00
ENVIRONMENTAL SERVICES			
E 101-53635-800 CAPITAL OUTLAY	BIEBELS TRUE VALUE	CHAINSAW	\$429.87
E 201-53635-440 RECYCLING	WAUKESHA CTY TREASURER	HAZARDOUS WASTE PROGRAM	\$488.27
ENVIRONMENTAL SERVICES			\$918.14
FINANCIAL ADMINISTRATION			
E 101-51500-500 PROPERTY ASSESSMENT	CATALIS TAX & CAMA INC	ASSESSMENT SERVICES	\$4,587.50
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	HRA FEES	\$179.17
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SUPPORT	\$718.72
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	OFFICE 365	\$58.85
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$48.59
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$18.00
FINANCIAL ADMINISTRATION			\$5,610.83
FIRE PROTECTION			
E 101-52200-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	CABLES/ HOOK	\$40.36
E 101-52200-255 BLDGS/GROUNDS	BRAHM PLUMBING	PLUMBING SERVICES	\$532.50
E 101-52200-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	PERFECT VIEW/ FIT	\$23.77
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	GEXPRO	CHAINSAW/ BATTERIES	\$1,059.25
E 101-52200-255 BLDGS/GROUNDS	NORTH WOODS CHEMICAL CORP.	CLEANERS	\$357.31
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$162.50
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$162.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$42.00
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SUPPORT	\$150.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	THINLINE PSYCHOLOGICAL SERVICES	NEW HIRE EVALUATION	\$275.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	THOMAS, BRYAN	WOOD FOR FORCIBLE ENTRY DOOR	\$14.35
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY FIRE CHIEFS ASSOC	DUES - VILLAGE OF HARTLAND	\$200.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	XEROX CORPORATION	COPIER SERVICES	\$58.40
FIRE PROTECTION			\$3,077.44
GENERAL ADMINISTRATION			
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	CIVIC PLUS	MUNICODE PAGES	\$788.20
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$32.41
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$54.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$18.00
GENERAL ADMINISTRATION			\$892.61
INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$6.00
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$12.50

Account Descr	Search Name	Comments	Amount
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WI BUILDING INSPECTIONS	JANUARY PERMITS/ INSPECTIONS	\$29,175.59
INSPECTION			\$29,194.09
LAW ENFORCEMENT			
E 101-52100-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	TRIM ADHESIVE	\$132.36
E 101-52100-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	TRIM ADHESIVE	\$60.38
E 101-52100-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	HEX HEAD PLUG	\$1.49
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	DELAFIELD, CITY OF	SCIT DUES	\$7,956.75
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	EXECU PRINT	CARDS/ NAMEPLATE	\$86.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#4 OIL CHANGE AND TIRE SENSOR	\$162.48
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENICATION	\$144.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$283.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SUPPORT	\$600.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$291.60
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	RHYME BUSINESS PRODUCTS LLC	COPIER CHARGERS	\$254.61
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	BADGES	\$340.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	FIRING RANGE/ CLASSES	\$865.00
LAW ENFORCEMENT			\$11,177.67
LIBRARY			
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$27.99
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$55.98
E 101-55110-255 BLDGS/GROUNDS	KAESTNER AUTO ELECTRIC CO	FLAGS	\$76.98
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	REMOTE SUPPORT	\$112.50
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$178.20
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SUPPORT	\$262.50
E 101-55110-310 BOOKS & MATERIALS	PLAYAWAY PRODUCTS	VARIOUS AUDIO PLAYAWAYS	\$99.98
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	COPIER SERVICES STAFF ROOM	\$96.01
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	COPIER SERVICES LIBRARY FLOOR	\$96.01
E 101-55110-310 BOOKS & MATERIALS	WILS (WI LIBRARY SERVICES)	2025 BUYING POOL	\$2,701.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ZOOBEAN	BEANSTACK PLUS	\$860.63
LIBRARY			\$4,567.78
MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	MAT SERVICES	\$254.24
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	BLUNT BULB	\$8.95
E 101-51600-255 BLDGS/GROUNDS	BUMPER TO BUMPER	WATER PUMP	\$164.40
E 101-51600-255 BLDGS/GROUNDS	BUMPER TO BUMPER	WATER PUMP RETURN	-\$57.49
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	OTIS ELEVATOR CO	ELEVATOR SERVICES 2/1/25 - 4/30/25	\$428.31
MUNICIPAL BUILDING			\$798.41
PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	NUTS AND BOLTS	\$76.46

Account Descr	Search Name	Comments	Amount
E 101-55200-370 ATHLETIC FACILITY MAINTENANCE	KIMBALL MIDWEST	VARIOUS HARDWARE	\$738.00
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	LUMBER	\$685.58
PARKS			\$1,500.04
PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	ADAPTORS/ LATCH SET	\$47.13
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	CYLINDER/ LEVEL	\$72.74
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	VARIOUS HARDWARE	\$88.30
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	PLUG	\$8.88
E 101-53000-430 SNOW & ICE REMOVAL	BIEBELS TRUE VALUE	COUPLING/ CONNECTOR	\$62.84
E 101-53000-360 VEHICLE MAINT/EXPENSE	BOBCAT PLUS INC	HOSE/ TOOTH	\$1,034.12
E 101-53000-360 VEHICLE MAINT/EXPENSE	BOBCAT PLUS INC	CREDIT ON ACCOUNT	-\$259.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	BOBCAT PLUS INC	PLUGS	\$21.41
E 101-53000-180 OTHER BENEFITS	BUCHOLTZ, NICK	CLOTHING REIMBURSEMENT	\$50.67
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	ABSORBENT	\$152.18
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	DIRECTIONAL	\$451.52
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	SWITCH	\$22.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	V-BELT RETURN	-\$20.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	V BELT	\$20.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	DIESEL	\$489.42
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	ULTRA BLACK	\$16.38
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BLEND	\$49.62
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	TRANS FIX	\$14.29
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	REC ROPE	\$169.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	DIRCTIONAL LOW	\$451.52
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	TRITON LED	\$279.96
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CARWASH/ SQUEEGEE/ DIRECTIONAL LOW	\$295.52
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	INSULATED CABLE	\$59.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CLEANER/ MAT	\$210.63
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	REPAIR KIT	\$16.95
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO-LEAD FUEL	\$2,162.40
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDFD FUEL	\$645.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	EXECU PRINT	NOW HIRING SIGNS	\$534.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	FLEET US LLC	SLA BATTERY	\$251.03
E 101-53000-360 VEHICLE MAINT/EXPENSE	HAHN ACE HARDWARE	STIHL FILES/ CHAIN LOOP	\$258.25
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$218.05
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$162.70
E 101-53000-360 VEHICLE MAINT/EXPENSE	KAESTNER AUTO ELECTRIC CO	WIRE SHEILDED 14/2 16/2	\$104.99
E 101-53000-430 SNOW & ICE REMOVAL	KAESTNER AUTO ELECTRIC CO	STROBE	\$173.25
E 101-53000-430 SNOW & ICE REMOVAL	KAESTNER AUTO ELECTRIC CO	STROBE RETURN	-\$173.25
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	DEGREASER	\$107.88
E 101-53000-360 VEHICLE MAINT/EXPENSE	KIMBALL MIDWEST	VARIOUS HARDWARE	\$739.05

Account Descr	Search Name	Comments	Amount	
E 101-53000-410	STREETS GEN MAINT	LANGE ENTERPRISES INC	DRIVE STICKERS	\$26.00
E 101-53000-365	BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	WOOD FOR SHELVING	\$626.56
E 101-53000-365	BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	TUBING/ FITTINGS	\$762.78
E 101-53000-430	SNOW & ICE REMOVAL	MS LANDSCAPING LLC	SNOW REMOVAL	\$737.50
E 101-53000-360	VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	VARIOUS FILTERS	\$450.63
E 101-53000-360	VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	TRUFUEL	\$42.26
E 101-53000-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$12.00
E 101-53000-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$129.60
E 101-53000-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$75.00
E 101-53000-430	SNOW & ICE REMOVAL	PRICE ENGINEERING	BRASS PIPE	\$61.18
E 101-53000-360	VEHICLE MAINT/EXPENSE	PROVEN POWER INC	FILTER ELEMENT	\$204.96
E 101-53000-365	BLDGS/GROUNDS MAINT EXPENSE	RINDERLE DOOR CO	SHOP DOOR	\$4,011.61
E 101-53000-365	BLDGS/GROUNDS MAINT EXPENSE	TIMS AUTO PARTS	VARIOUS PAINTS	\$790.56
E 101-53000-360	VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	FITTING	\$6.86
E 101-53000-290	OUTSIDE SERVICES/CONTRACTS	WI DEPT OF TRANSPORTATION	PLATE TRANSFER	\$169.50
PUBLIC WORKS				\$17,096.68
RECREATION PROGRAMS/EVENTS				
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	JAN NIA CLASSES	\$256.00
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	EBERLE, KYLE	FFOA JAN CLASSES	\$384.00
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	FLOWER GARDEN	FLORAL DESIGN CLASSES	\$240.00
E 101-55300-302	TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	ADULT DANCE CLASSES	\$1,664.00
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	JAN BARRE CLASSES	\$273.60
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	NELSON BRANDON, LISA	JAN YOGA CLASSES	\$1,276.80
E 101-55300-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$26.75
E 101-55300-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$32.40
E 101-55300-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$18.00
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	SANCHEZ, TERRIE	JAN LINE DANCING	\$30.00
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	JAN QIGONG CLASSES	\$83.20
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	TEAS, NANCY	JAN LINE DANCING	\$30.00
E 101-55300-290	OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	JAN YOGA CLASSES	\$1,811.20
RECREATION PROGRAMS/EVENTS				\$6,125.95
SEWER SERVICE				
E 204-53610-290	OUTSIDE SERVICES/CONTRACTS	BAKER TILLY	AUDIT BILLING	\$1,312.50
E 204-53610-297	FWW LIFT STATION OPERATING	BUMPER TO BUMPER	FILTER/ OIL	\$56.89
E 204-53610-290	OUTSIDE SERVICES/CONTRACTS	CONLEY MEDIA LLC	UTIL PROGRAM ADVERTISEMENTS	\$70.57
E 204-53610-270	TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	TOTAL USER FEES	\$100,667.99
E 204-53610-290	OUTSIDE SERVICES/CONTRACTS	DIGGERS HOTLINE INC	UTILITY LOCATES	\$1,266.00
E 204-53610-290	OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	HRA FEES	\$27.56
E 204-53610-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$32.40
E 204-53610-300	OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$31.25

Account Descr	Search Name	Comments	Amount
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$9.00
SEWER SERVICE			\$103,474.16
TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$42.00
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$113.40
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$28.00
TRUSTEES			\$183.40
WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	BADGER METER INC	BEACON AND ORION HOSTING	\$311.13
E 620-53700-923 OUTSIDE SERVICES	BAKER TILLY	AUDIT BILLING	\$1,312.50
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	ELECTRICAL CONNECTIONS	\$28.09
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	BUMPER TO BUMPER	OIL FILTER	\$36.97
E 620-53700-923 OUTSIDE SERVICES	CONLEY MEDIA LLC	UTIL PROGRAM ADVERTISEMENTS	\$70.57
E 620-53700-923 OUTSIDE SERVICES	CTW CORPORATION	WELL 2 FAN	\$333.00
E 620-53700-923 OUTSIDE SERVICES	DIGGERS HOTLINE INC	UTILITY LOCATES	\$1,267.00
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	HRA FEES	\$68.91
E 620-53700-923 OUTSIDE SERVICES	HYDROCORP	CROSS CONNECTION PROGRAM	\$1,173.00
E 620-53700-653 MAINTENANCE OF METERS	MIDWEST FINISHING SYSTEMS, INC	GLASS BEADS, SANDBLASTER	\$36.50
E 620-53700-923 OUTSIDE SERVICES	MIDWEST METER INC	METER TECH SUPPORT	\$1,900.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLE TESTING	\$87.00
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365	\$31.25
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	MULTIFACTOR AUTHENTICATION	\$9.00
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$32.40
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	IT SUPPORT	\$37.50
E 620-53700-653 MAINTENANCE OF METERS	VILLAGE GRAPHICS	METER CARDS	\$41.50
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	WOLTER, INC	FILTER KIT	\$85.85
WATER UTILITY			\$6,862.17
			\$241,226.21



VILLAGE OF HARTLAND

Payments

Current Period: JANUARY 2025

Payments Batch JAN25MC

\$29,476.64

Refer	2291 DELTA DENTAL PLAN OF WISCON	Ck# 009257	1/22/2025		
Cash Payment	G 101-21535 VISION INSURANCE	VISION INSURANCE			\$294.04
Invoice	2290547		1/22/2025		
Transaction Date	1/28/2025	GF Checking	11100	<b>Total</b>	\$294.04
Refer	2288 ELAN FINANCIAL SERVICES	Ck# 009254	1/8/2025		
Cash Payment	E 804-56700-746 TELEPHONE	ATT			\$127.62
Invoice	510056342062		1/23/2025		
Cash Payment	E 804-56700-742 SUBSCRIPTIONS	ADOBE PRODUCTS			\$20.99
Invoice	510056342062		1/23/2025		
Cash Payment	E 804-56700-719 EVENTS	ORIENTAL TRADING HARTLAND LIGHTS			\$196.73
Invoice	510056342062		1/23/2025		
Cash Payment	E 804-56700-719 EVENTS	AMAZON HARTLAND LIGHTS			\$41.95
Invoice	510056342062		1/23/2025		
Cash Payment	E 804-56700-744 OFFICE SUPPLIES	AMAZON COPY PAPER			\$46.19
Invoice	510056342062		1/23/2025		
Cash Payment	E 804-56700-719 EVENTS	FACEBOOK ADS			\$122.10
Invoice	510056342062		1/23/2025		
Transaction Date	1/28/2025	GF Checking	11100	<b>Total</b>	\$555.58
Refer	2289 SECURIAN FINANCIAL GROUP INC	Ck# 009255	1/10/2025		
Cash Payment	E 101-51400-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$66.72
Invoice	002832L		1/10/2025		
Cash Payment	E 101-51500-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$30.86
Invoice	002832L		1/10/2025		
Cash Payment	E 101-55300-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$14.88
Invoice	002832L		1/10/2025		
Cash Payment	E 101-52200-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$52.31
Invoice	002832L		1/10/2025		
Cash Payment	E 101-52300-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$52.30
Invoice	002832L		1/10/2025		
Cash Payment	E 101-55110-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$19.32
Invoice	002832L		1/10/2025		
Cash Payment	E 101-52100-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$200.54
Invoice	002832L		1/10/2025		
Cash Payment	E 101-53000-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE			\$133.54
Invoice	002832L		1/10/2025		
Cash Payment	G 101-21560 LIFE INSURANCE DEDUCT	LIFE INSURANCE			\$1,053.46
Invoice	002832L		1/10/2025		
Transaction Date	1/28/2025	GF Checking	11100	<b>Total</b>	\$1,623.93
Refer	2290 WE ENERGIES	Ck# 009256	1/13/2025		
Cash Payment	E 620-53700-622 POWER FOR PUMPIN	ENERGY SERVICES			\$405.10
Invoice	070431870800005		1/3/2025		
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	ENERGY SERVICES			\$17.07
Invoice	070431870800005		1/3/2025		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES			\$11.89
Invoice	070574458200001		1/6/2025		



VILLAGE OF HARTLAND

02/03/25 8:35 AM

Page 2

Payments

Current Period: JANUARY 2025

Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES		\$26.78
Invoice	070431870800006	1/6/2025			
Cash Payment	G 204-34187	FWW LIFT STATION REPL	ENERGY SERVICES		\$131.05
Invoice	071825124400003	1/7/2025			
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES		\$21.87
Invoice	071422113700030	1/7/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$69.78
Invoice	071422113700033	1/9/2025			
Cash Payment	E 101-55110-220	UTILITY SERVICES	ENERGY SERVICES		\$718.24
Invoice	070977541400001	1/9/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$112.09
Invoice	070431870800001	1/3/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$534.05
Invoice	070431870800003	1/3/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$7,079.82
Invoice	070431870800007	1/3/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$107.11
Invoice	070615982400001	1/3/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$396.36
Invoice	071422113700024	1/3/2025			
Transaction Date	1/28/2025	GF Checking	11100	<b>Total</b>	<b>\$9,631.21</b>
Refer	2292 WE ENERGIES	Ck# 009258	1/27/2025		
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$40.78
Invoice	071422113700038	1/15/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$444.56
Invoice	070431870800004	1/15/2025			
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES		\$16.76
Invoice	070431870800011	1/15/2025			
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES		\$399.62
Invoice	071422113700021	1/17/2025			
Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES		\$1,366.56
Invoice	070431870800002	1/21/2025			
Cash Payment	E 101-51600-220	UTILITY SERVICES	ENERGY SERVICES		\$1,636.66
Invoice	071422113700009	1/21/2025			
Cash Payment	E 101-55110-220	UTILITY SERVICES	ENERGY SERVICES		\$1,833.20
Invoice	071422113700036	1/21/2025			
Cash Payment	E 101-52200-220	UTILITY SERVICES	ENERGY SERVICES		\$202.69
Invoice	070914485800001	1/20/2025			
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES		\$93.48
Invoice	071419245500001	1/20/2025			
Cash Payment	E 101-53000-220	UTILITY SERVICES	ENERGY SERVICES		\$743.92
Invoice	071422113700001	1/20/2025			
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES		\$68.46
Invoice	071422113700002	1/20/2025			
Cash Payment	E 101-51600-220	UTILITY SERVICES	ENERGY SERVICES		\$323.58
Invoice	071422113700003	1/20/2025			
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES		\$385.50
Invoice	071422113700004	1/20/2025			



# VILLAGE OF HARTLAND

02/03/25 8:35 AM

Page 3

## Payments

Current Period: JANUARY 2025

Cash Payment	E 620-53700-625	MAINTENANCE OF PU	ENERGY SERVICES	\$187.65
Invoice	071422113700005	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$20.28
Invoice	071422113700006	1/20/2025		
Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES	\$113.99
Invoice	071422113700007	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$16.76
Invoice	071422113700008	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$202.29
Invoice	071422113700010	1/20/2025		
Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES	\$80.14
Invoice	071422113700011	1/20/2025		
Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES	\$1,110.43
Invoice	071422113700012	1/20/2025		
Cash Payment	E 620-53700-625	MAINTENANCE OF PU	ENERGY SERVICES	\$80.21
Invoice	071422113700013	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$16.76
Invoice	071422113700014	1/20/2025		
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES	\$158.86
Invoice	071422113700015	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$33.60
Invoice	071422113700016	1/20/2025		
Cash Payment	E 101-53000-220	UTILITY SERVICES	ENERGY SERVICES	\$1,166.80
Invoice	071422113700017	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$19.31
Invoice	071422113700018	1/20/2025		
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES	\$148.65
Invoice	071422113700019	1/20/2025		
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES	\$31.44
Invoice	071422113700020	1/20/2025		
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES	\$408.27
Invoice	071422113700022	1/20/2025		
Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES	\$1,867.36
Invoice	071422113700023	1/20/2025		
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES	\$64.62
Invoice	071422113700025	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$70.33
Invoice	071422113700026	1/20/2025		
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES	\$52.62
Invoice	071422113700027	1/20/2025		
Cash Payment	E 101-53000-225	STREET LIGHTING	ENERGY SERVICES	\$421.78
Invoice	071422113700028	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$23.10
Invoice	071422113700029	1/20/2025		
Cash Payment	E 101-55200-220	UTILITY SERVICES	ENERGY SERVICES	\$40.60
Invoice	071422113700032	1/20/2025		
Cash Payment	E 204-53610-220	UTILITY SERVICES	ENERGY SERVICES	\$78.14
Invoice	071422113700034	1/20/2025		
Cash Payment	E 620-53700-622	POWER FOR PUMPIN	ENERGY SERVICES	\$1,449.02
Invoice	071422113700035	1/20/2025		



VILLAGE OF HARTLAND

02/03/25 8:35 AM

Page 4

Payments

Current Period: JANUARY 2025

Cash Payment	E 620-53700-622 POWER FOR PUMPIN	ENERGY SERVICES			\$304.80
Invoice	071422113700037	1/20/2025			
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	ENERGY SERVICES			\$83.46
Invoice	071422113700037	1/20/2025			
Cash Payment	E 101-52200-220 UTILITY SERVICES	ENERGY SERVICES			\$1,506.82
Invoice	071825124400001	1/20/2025			
Cash Payment	E 101-52200-220 UTILITY SERVICES	ENERGY SERVICES			\$58.02
Invoice	071825124400002	1/20/2025			
Transaction Date	1/28/2025	GF Checking	11100	<b>Total</b>	<b>\$17,371.88</b>

Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$20,823.14
204 SEWER		\$1,005.35
620 WATER FUND		\$7,092.57
804 BUSINESS IMPROVEMENT DISTRICT		\$555.58
		<u>\$29,476.64</u>

Pre-Written Checks	\$29,476.64
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$29,476.64</b>

# VILLAGE OF HARTLAND

02/03/25 12:04 PM

Page 1

## Payments

Current Period: JANUARY 2025

Payments Batch JAN25WIRE		\$7,251,796.59	
Refer	2362 BANK FIVE NINE	Ck# 2025001E 1/31/2025	
Cash Payment	E 101-51500-300 OPERATING SUPPLIE	MONTHLY BANKING FEES	\$60.00
Invoice			
Transaction Date	1/31/2025	GF Checking 11100	<b>Total</b> \$60.00
Refer	2363 AFLAC	Ck# 2025002E 1/3/2025	
Cash Payment	G 101-21592 AFLAC INS PAYABLE	MONTHLY EMPLOYEE AFLAC CONTRIBUTIONS	\$215.50
Invoice			
Transaction Date	1/31/2025	GF Checking 11100	<b>Total</b> \$215.50
Refer	2364 B2E SOLUTIONS INC	Ck# 2025003E 1/2/2025	
Cash Payment	E 804-56700-110 SALARIES	JANUARY 2 BID PAYROLL	\$1,298.28
Invoice			
Cash Payment	E 804-56700-760 PAYROLL SERVICE CH	JANUARY 2 BID PAYROLL	\$65.05
Invoice			
Transaction Date	1/31/2025	GF Checking 11100	<b>Total</b> \$1,363.33
Refer	2365 B2E SOLUTIONS INC	Ck# 2025004E 1/17/2025	
Cash Payment	E 804-56700-110 SALARIES	JANUARY 17 BID PAYROLL WIRE	\$1,350.20
Invoice			
Cash Payment	E 804-56700-760 PAYROLL SERVICE CH	JANUARY 17 BID PAYROLL WIRE	\$165.30
Invoice			
Transaction Date	1/31/2025	GF Checking 11100	<b>Total</b> \$1,515.50
Refer	2366 B2E SOLUTIONS INC	Ck# 2025005E 1/28/2025	
Cash Payment	E 804-56700-110 SALARIES	JANUARY 31 BID PAYROLL WIRE	\$1,363.19
Invoice			
Cash Payment	E 804-56700-760 PAYROLL SERVICE CH	JANUARY 31 BID PAYROLL WIRE	\$65.05
Invoice			
Transaction Date	1/31/2025	GF Checking 11100	<b>Total</b> \$1,428.24
Refer	2367 WI RETIREMENT SYSTEM	Ck# 2025006E 1/10/2025	
Cash Payment	E 101-55300-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$791.28
Invoice			
Cash Payment	E 101-51400-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$480.25
Invoice			
Cash Payment	E 101-51500-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$497.54
Invoice			
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$23,116.23
Invoice			
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$521.86
Invoice			
Cash Payment	E 101-52200-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$131.19
Invoice			
Cash Payment	E 101-52200-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$733.10
Invoice			
Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$131.19
Invoice			
Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	DECEMBER WRS PAYMENT	\$4,415.80
Invoice			

VILLAGE OF HARTLAND

02/03/25 12:04 PM

Page 2

Payments

Current Period: JANUARY 2025

Cash Payment Invoice	E 101-53000-140	RETIREMENT BENEFIT	DECEMBER WRS PAYMENT		\$4,393.79
Cash Payment Invoice	E 101-55110-140	RETIREMENT BENEFIT	DECEMBER WRS PAYMENT		\$1,705.62
Cash Payment Invoice	E 620-53700-926	EMPLOYEE PENSIONS	DECEMBER WRS PAYMENT		\$1,736.99
Cash Payment Invoice	E 204-53610-110	SALARIES	DECEMBER WRS PAYMENT		\$159.25
Cash Payment Invoice	E 204-53610-110	SALARIES	DECEMBER WRS PAYMENT		\$316.86
Cash Payment Invoice	E 204-53610-390	BILLING/COLLECTION/	DECEMBER WRS PAYMENT		\$556.78
Cash Payment Invoice	G 101-21520	RETIREMENT DEDUCTION	DECEMBER WRS PAYMENT		\$11,422.60
Cash Payment Invoice	G 101-21520	RETIREMENT DEDUCTION	DECEMBER WRS PAYMENT		\$13,619.39
Transaction Date	1/31/2025	GF Checking	11100	<b>Total</b>	\$64,729.72
Refer	2368	EMPLOYEE TRUST FUNDS	Ck# 2025007E	1/24/2025	
Cash Payment Invoice	E 101-51400-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$2,252.75
Cash Payment Invoice	E 101-51500-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$6,758.25
Cash Payment Invoice	E 101-55300-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$4,505.50
Cash Payment Invoice	E 101-52100-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$28,023.32
Cash Payment Invoice	E 101-53000-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$25,275.41
Cash Payment Invoice	E 101-55110-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$8,169.38
Cash Payment Invoice	E 101-52200-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$5,421.47
Cash Payment Invoice	E 101-52300-150	HEALTH/DENTAL/LIFE	FEBRUARY HEALTH INSURANCE PREMIUMS		\$5,421.47
Cash Payment Invoice	G 101-21530	INSURANCE DEDUCTIONS	FEBRUARY HEALTH INSURANCE PREMIUMS		\$13,068.77
Cash Payment Invoice	G 101-34140	UNFUNDED EMPLOYEE B	FEBRUARY HEALTH INSURANCE PREMIUMS		\$3,677.88
Transaction Date	1/31/2025	GF Checking	11100	<b>Total</b>	\$102,574.20
Refer	2369	WI DEFERRED COMPENSATION P	Ck# 2025008E	1/31/2025	
Cash Payment Invoice	G 101-21570	DEFERRED COMP DEDUC	MONTHLY EMPLOYEE DEFERRED COMP CONTRIBUTIONS		\$24,383.01
Transaction Date	1/31/2025	GF Checking	11100	<b>Total</b>	\$24,383.01
Refer	2370	WI SUPPORT COLLECTIONS TRUS	Ck# 2025009E	1/31/2025	
Cash Payment Invoice	G 101-21580	GARNISHMENT DEDUCTIO	MONTHLY EMPLOYEE WAGE GARNISHMENTS		\$1,149.21
Transaction Date	1/31/2025	GF Checking	11100	<b>Total</b>	\$1,149.21

# VILLAGE OF HARTLAND

02/03/25 12:04 PM

Page 3

## Payments

Current Period: JANUARY 2025

Refer	2371	ARROWHEAD HIGH SCHOOL	Ck# 2025010E	1/15/2025			
Cash Payment	G 801-24600	TAXES DUE TO SCHOOL D	JANUARY TAX SETTLEMENT				\$1,893,338.09
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$1,893,338.09
Refer	2372	HARTLAND/LAKESIDE SCHOOL DI	Ck# 2025011E	1/15/2025			
Cash Payment	G 801-24600	TAXES DUE TO SCHOOL D	JANUARY TAX SETTLEMENT				\$2,208,204.74
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$2,208,204.74
Refer	2373	LAKE COUNTRY SCHOOL	Ck# 2025012E	1/15/2025			
Cash Payment	G 801-24600	TAXES DUE TO SCHOOL D	JANUARY TAX SETTLEMENT				\$388,382.24
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$388,382.24
Refer	2374	SWALLOW SCHOOL DISTRICT	Ck# 2025013E	1/15/2025			
Cash Payment	G 801-24600	TAXES DUE TO SCHOOL D	JANUARY TAX SETTLEMENT				\$781,388.65
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$781,388.65
Refer	2375	MERTON COMMUNITY SCHOOL DI	Ck# 2025014E	1/15/2025			
Cash Payment	G 801-24600	TAXES DUE TO SCHOOL D	JANUARY TAX SETTLEMENT				\$138,452.42
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$138,452.42
Refer	2376	WAUKESHA CTY TREASURER	Ck# 2025015E	1/15/2025			
Cash Payment	G 801-24310	TAXES DUE TO COUNTY &	JANUARY TAX SETTLEMENT				\$1,380,534.28
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$1,380,534.28
Refer	2377	WCTC (2) (TAXES)	Ck# 2025016E	1/15/2025			
Cash Payment	G 801-24610	TAXES DUE TO VTAE DIST	JANUARY TAX SETTLEMENT				\$263,358.27
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$263,358.27
Refer	2378	PAYMENT SERVICE NETWORK	Ck# 2025017E	1/2/2025			
Cash Payment	E 620-53700-923	OUTSIDE SERVICES	MONTHLY CREDIT CARD PROCESSING FEES				\$49.73
Invoice							
Cash Payment	E 204-53610-290	OUTSIDE SERVICES/C	MONTHLY CREDIT CARD PROCESSING FEES				\$49.72
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$99.45
Refer	2379	WI DEPT OF REVENUE (SALES TA	Ck# 2025018E	1/31/2025			
Cash Payment	G 101-21515	SALES TAXES PAYABLE	4TH QUARTER SALES TAX				\$629.74
Invoice							
Cash Payment	R 101-48000	MISCELLANEOUS REVENU	4TH QUARTER SALES TAX				-\$10.00
Invoice							
Transaction Date	1/31/2025		GF Checking	11100	<b>Total</b>		\$619.74

VILLAGE OF HARTLAND

Payments

Current Period: JANUARY 2025

---

Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$190,961.50
204 SEWER		\$1,082.61
620 WATER FUND		\$1,786.72
801 TRUST & AGENCY FUND		\$7,053,658.69
804 BUSINESS IMPROVEMENT DISTRICT		\$4,307.07
		<hr/>
		\$7,251,796.59

Pre-Written Checks	\$7,251,796.59
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$7,251,796.59

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 1

## Payments

Current Period: JANUARY 2025

**Payments Batch JAN25CC**

\$33,133.75



Refer	0 ALLWORX SERVICES	Ck# 2025062E 1/24/2025		
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 101-52400-300 OPERATING SUPPLIE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATE	Allworx monthly billing		\$123.24
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	Allworx monthly billing		\$123.23
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b> \$1,109.15
Refer	0 AMAZON	Ck# 2025034E 1/24/2025		
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Printer Toner		\$77.00
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	9x12 & 6x9 Envelopes		\$32.13
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Under Cabinet Lights		\$33.99
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Labels, Batteries, Ship'g Labels & Screwdriver Bits		\$84.06
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Portable Radio Batteries (2 ct)		\$274.98
Cash Payment Invoice	E 101-51600-255 BLDGS/GROUNDS	engine heater		\$130.99
Cash Payment Invoice	E 101-51600-355 JANITORIAL SUPPLIES	cleaning supplies		\$58.91
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIE	stand for voice recorder		\$26.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Books for Children's Collection/DND		\$99.99
Cash Payment Invoice	E 101-51600-355 JANITORIAL SUPPLIES	vacuum bags		\$31.15
Cash Payment Invoice	E 101-53000-360 VEHICLE MAINT/EXPE	Wash Brushes		\$89.95
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Spice Club Kit Materials		\$29.64
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIE	voice recorder for meetings		\$239.99

VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 2

Payments

Current Period: JANUARY 2025

Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$24.99
Cash Payment Invoice	E 101-55110-255	BLDGS/GROUNDS	Breakroom Furniture	\$194.92
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Spice Club Kit Materials	\$17.80
Cash Payment Invoice	E 101-55110-255	BLDGS/GROUNDS	Breakroom Furniture	\$209.97
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Accessories for HPD Drone	\$26.19
Cash Payment Invoice	G 101-31630	HOMETOWN CELEBRATIO	Hometown Celebration Cash Drawer	\$118.70
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$16.01
Cash Payment Invoice	E 101-52200-255	BLDGS/GROUNDS	Cleaning supplies	\$43.14
Cash Payment Invoice	E 101-52200-300	OPERATING SUPPLIE	Desk organizer	\$29.59
Cash Payment Invoice	E 101-51500-300	OPERATING SUPPLIE	COMPUTER MOUSE	\$21.99
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Velcro Fasteners and Handgun Light with Batteries	\$374.88
Cash Payment Invoice	G 101-31630	HOMETOWN CELEBRATIO	Hometown Celebration Cash Drawer	\$118.70
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Label Tape (6 pack)	\$18.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes	\$53.81
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes	\$46.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$9.65
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes	\$74.97
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$62.27
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$25.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes	\$17.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Tuesday Tastes Program Supplies	\$84.96
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$25.64
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Spice Club Kit Materials Refund	-\$25.99
Cash Payment Invoice	E 101-53000-300	OPERATING SUPPLIE	plastic storage bags	\$19.95

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 3

## Payments

Current Period: JANUARY 2025

Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Gloves - Offc Nelson's Clothing Allowance	\$25.99
Cash Payment Invoice	E 101-53000-365	BLDGS/GROUNDS MAI	Office supplies	\$5.58
Cash Payment Invoice	E 101-53000-300	OPERATING SUPPLIE	Welding Jacket	\$29.98
Cash Payment Invoice	E 620-53700-921	OFFICE SUPPLIES & E	Office supplies	\$12.59
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection Refund	-\$19.95
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection Refund	-\$49.90
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	-\$28.04
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection	\$29.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Book Repair/Processing Supplies	\$82.55
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection	\$14.90
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Books in Linda's Name Donations	\$35.40
Cash Payment Invoice	E 101-55200-365	BLDGS/GROUNDS MAI	Sand Paper	\$71.99
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Adult Nonfiction Books	\$21.91
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Office Supplies	\$12.34
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection	\$26.96
Cash Payment Invoice	E 101-52200-255	BLDGS/GROUNDS	Floor cleaning supplies 25 Budget	\$20.42
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes	\$23.88
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Replacement Material	\$6.75
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes	\$6.97
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection	\$12.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies	\$33.98
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Book for Children's Collection	\$8.36
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs for Collection	\$21.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Book Repair/Processing Supplies	\$34.60
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Book Club Book Exchange Supplies	\$45.65

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 4

## Payments

Current Period: JANUARY 2025

Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Craft Supplies		\$28.04
Cash Payment Invoice	E 101-51600-355	JANITORIAL SUPPLIES	batteries		\$39.38
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Plastic Forks (500 ct)		\$58.75
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Back-up Power Supply for Computers (2 ct)		\$205.54
Cash Payment Invoice	E 101-55110-255	BLDGS/GROUNDS	Breakroom Furniture		\$93.98
Cash Payment Invoice	E 101-55110-255	BLDGS/GROUNDS	Breakroom Furniture		\$107.99
Cash Payment Invoice	E 101-52100-360	VEHICLE MAINT/EXPE	Carpet for Patrol Car boxes		\$149.78
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes		\$20.70
Cash Payment Invoice	E 101-51400-395	COMMUNITY RELATIO	beverage supplies - board room		\$14.50
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Reading Program Prizes		\$20.99
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$4,049.40
Refer	0	<u>AMERICAN HEART SHOPCPR</u>		<u>Ck# 2025058E 1/24/2025</u>	
Cash Payment Invoice	E 101-52300-300	OPERATING SUPPLIE	ACLS card		\$6.80
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$6.80
Refer	0	<u>ARLO TECHNOLOGIES</u>		<u>Ck# 2025049E 1/24/2025</u>	
Cash Payment Invoice	E 101-52100-290	OUTSIDE SERVICES/C	Arlo Security Camera Monthly Service Fee		\$7.99
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$7.99
Refer	0	<u>AT&amp;T</u>		<u>Ck# 2025019E 1/24/2025</u>	
Cash Payment Invoice	E 101-52200-300	OPERATING SUPPLIE	FD FIRSTNET		\$193.55
Cash Payment Invoice	E 101-52300-300	OPERATING SUPPLIE	FD FIRSTNET		\$193.55
Cash Payment Invoice	E 101-51400-300	OPERATING SUPPLIE	ATT PHONE SERVICE		\$32.70
Cash Payment Invoice	E 101-52400-300	OPERATING SUPPLIE	ATT PHONE SERVICE		\$32.70
Cash Payment Invoice	E 101-51500-300	OPERATING SUPPLIE	ATT PHONE SERVICE		\$32.70
Cash Payment Invoice	E 101-55300-300	OPERATING SUPPLIE	ATT PHONE SERVICE		\$32.70
Cash Payment Invoice	E 101-52200-220	UTILITY SERVICES	ATT PHONE SERVICE		\$32.70
Cash Payment Invoice	E 101-55110-220	UTILITY SERVICES	ATT PHONE SERVICE		\$32.70
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	ATT PHONE SERVICE		\$32.70

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 5

## Payments

Current Period: JANUARY 2025

Cash Payment	E 101-53000-220	UTILITY SERVICES	ATT PHONE SERVICE		\$32.69
Invoice					
Cash Payment	E 620-53700-923	OUTSIDE SERVICES	ATT PHONE SERVICE		\$32.69
Invoice					
Cash Payment	E 204-53610-290	OUTSIDE SERVICES/C	ATT PHONE SERVICE		\$32.69
Invoice					
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	ATT PD INTERNET		\$85.60
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$799.67
Refer	0	<u>BAKER &amp; TAYLOR CREDIT CARD</u>	<u>Ck# 2025035E</u>	<u>1/24/2025</u>	
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$606.19
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$86.52
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$375.57
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$20.25
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$342.59
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$39.30
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$54.71
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$1,525.13
Refer	0	<u>BEER SNOBS</u>	<u>Ck# 2025045E</u>	<u>1/24/2025</u>	
Cash Payment	G 101-23005	EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards		\$100.00
Invoice					
Cash Payment	E 101-51400-395	COMMUNITY RELATIO	Employee Recognition Gift Cards		\$3.15
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$103.15
Refer	0	<u>BETTY BRINN CHILDRENS</u>	<u>Ck# 2025024E</u>	<u>1/24/2025</u>	
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Explore Pass Renewal		\$500.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$500.00
Refer	0	<u>BIRCH &amp; BANYAN COFFEE LLC</u>	<u>Ck# 2025055E</u>	<u>1/24/2025</u>	
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Coffee for System Directors' Meeting		\$48.30
Invoice					
Cash Payment	G 101-23005	EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards		\$100.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$148.30
Refer	0	<u>CELLEBRITE</u>	<u>Ck# 2025048E</u>	<u>1/24/2025</u>	
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Cellebrite Training and Certification for Det Shea		\$4,465.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$4,465.00
Refer	0	<u>CONDE NAST TRAVEL</u>	<u>Ck# 2025051E</u>	<u>1/24/2025</u>	

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 6

## Payments

Current Period: JANUARY 2025

Cash Payment Invoice	E 101-55110-325 PERIODICALS	Conde Nast Traveler			\$29.99
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$29.99
Refer	0 CREOLE CAFÉ & CATERING LLC	Ck# 2025041E	1/24/2025		
Cash Payment Invoice	G 101-23005 EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards			\$100.00
Cash Payment Invoice	E 101-51400-395 COMMUNITY RELATIO	St. Charles election thank you			\$35.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$135.00
Refer	0 CRIMEDEX	Ck# 2025042E	1/24/2025		
Cash Payment Invoice	E 101-52100-290 OUTSIDE SERVICES/C	CRIMEDEX ACCOUNT ANNUAL DUES			\$79.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$79.00
Refer	0 CULVERS	Ck# 2025036E	1/24/2025		
Cash Payment Invoice	G 101-23005 EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards			\$100.00
Cash Payment Invoice	E 101-51400-395 COMMUNITY RELATIO	Employee Recognition Gift Cards			\$25.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$125.00
Refer	0 DELL HIGHER EDU	Ck# 2025068E	1/24/2025		
Cash Payment Invoice	E 402-59900-820 POLICE DEPT EXPENS	Squad Laptops - Corporate Reserve Fund			\$8,550.15
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$8,550.15
Refer	0 DETECTACHEM INC	Ck# 2025059E	1/24/2025		
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Drug Testing Pouches (30 ct.)			\$135.06
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$135.06
Refer	0 DISNEY PLUS	Ck# 2025046E	1/24/2025		
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Roku Subscription			\$11.60
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Roku Subscription			\$11.60
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$23.20
Refer	0 DUKES BAR AND GRILL	Ck# 2025067E	1/24/2025		
Cash Payment Invoice	E 101-51400-395 COMMUNITY RELATIO	Building Needs Dinner			\$173.85
Cash Payment Invoice	G 101-23005 EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards			\$200.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$373.85
Refer	0 FAA	Ck# 2025070E	1/24/2025		
Cash Payment Invoice	E 101-52100-290 OUTSIDE SERVICES/C	FAA Drone Registration (3 yrs)			\$5.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$5.00
Refer	0 FIRE DEPT COFFEE	Ck# 2025038E	1/24/2025		
Cash Payment Invoice	E 101-52200-300 OPERATING SUPPLIE	coffee pods			\$80.94

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 7

## Payments

Current Period: JANUARY 2025

Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$80.94
Refer	0 FOX BROS PIGGLY WIGGLY	<u>Ck# 2025020E 1/24/2025</u>			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Staff Meeting Breakfast Food			\$31.76
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Staff Meeting Breakfast Supplies			\$25.66
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Winter Wonderland food			\$86.09
Invoice					
Cash Payment	E 101-55300-300 OPERATING SUPPLIE	Bingo prizes			\$68.79
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Tuesday Tastes supplies			\$72.37
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIE	Cake & Water for DC Collura Retirement Ceremony			\$43.98
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Tuesday Tastes Supplies			\$30.94
Invoice					
Cash Payment	G 101-23005 EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards			\$100.00
Invoice					
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$459.59
Refer	0 GALLS	<u>Ck# 2025031E 1/24/2025</u>			
Cash Payment	E 101-52100-300 OPERATING SUPPLIE	Credit for return			-\$30.31
Invoice					
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	-\$30.31
Refer	0 GARDENING	<u>Ck# 2025069E 1/24/2025</u>			
Cash Payment	E 101-55110-325 PERIODICALS	Fine Gardening subscription			\$34.95
Invoice					
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$34.95
Refer	0 GLASSNOTE CANDLE BAR	<u>Ck# 2025071E 1/24/2025</u>			
Cash Payment	E 205-59100-305 EXPENSES-OTHER	Team Building Event for February			\$43.16
Invoice					
Cash Payment	E 205-59100-305 EXPENSES-OTHER	Team Building Event for February			\$21.58
Invoice					
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$64.74
Refer	0 GREEN BAY PACKERS	<u>Ck# 2025027E 1/24/2025</u>			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Packers Hall of Fame Pass			\$115.00
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Packers Hall of Fame Pass			\$100.00
Invoice					
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$215.00
Refer	0 HARTBROOK CAFE	<u>Ck# 2025039E 1/24/2025</u>			
Cash Payment	G 101-23005 EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards			\$100.00
Invoice					
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Employee Recognition Gift Cards			\$4.00
Invoice					
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$104.00
Refer	0 ICE AGE TRAIL ALLIANCE	<u>Ck# 2025025E 1/24/2025</u>			

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 8

## Payments

Current Period: JANUARY 2025

Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Ice Age Trail guidebook		\$47.13
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$47.13
Refer	0	<u>JOURNAL SENTINEL</u>		<u>Ck# 2025065E 1/24/2025</u>	
Cash Payment	E 101-55110-325	PERIODICALS	Milwaukee Journal Sentinel Monthly Subscription		\$50.99
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$50.99
Refer	0	<u>KWIK TRIP</u>		<u>Ck# 2025033E 1/24/2025</u>	
Cash Payment	G 101-23005	EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards		\$100.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$100.00
Refer	0	<u>MARRIOTT HOTEL</u>		<u>Ck# 2025026E 1/24/2025</u>	
Cash Payment	E 101-51500-300	OPERATING SUPPLIE	bailey conference lodging		\$98.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$98.00
Refer	0	<u>MONKS MIDDLETON</u>		<u>Ck# 2025066E 1/24/2025</u>	
Cash Payment	E 101-51500-300	OPERATING SUPPLIE	bailey conference meal		\$29.51
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$29.51
Refer	0	<u>NETFLIX</u>		<u>Ck# 2025047E 1/24/2025</u>	
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Roku Subscription		\$32.53
Invoice					
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Roku Subscription		\$32.53
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$65.06
Refer	0	<u>NFPA</u>		<u>Ck# 2025023E 1/24/2025</u>	
Cash Payment	E 101-52200-300	OPERATING SUPPLIE	NFPA membership 25 Budget		\$225.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$225.00
Refer	0	<u>NOTHING BUNDT CAKES</u>		<u>Ck# 2025044E 1/24/2025</u>	
Cash Payment	E 101-51400-395	COMMUNITY RELATIO	desserts for holiday gathering		\$248.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$248.00
Refer	0	<u>OFFICE DEPOT CREDIT PLAN</u>		<u>Ck# 2025063E 1/24/2025</u>	
Cash Payment	E 101-51500-300	OPERATING SUPPLIE	1099 FORMS		\$177.83
Invoice					
Cash Payment	E 101-51400-300	OPERATING SUPPLIE	COPY PAPER		\$79.98
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$257.81
Refer	0	<u>OFFICE FURNITURE WAREHOUSE</u>		<u>Ck# 2025040E 1/24/2025</u>	
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	12 Office Chairs		\$1,876.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$1,876.00
Refer	0	<u>PALMERS STEAKHOUSE</u>		<u>Ck# 2025030E 1/24/2025</u>	

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 9

## Payments

Current Period: JANUARY 2025

Cash Payment Invoice	G 101-23005 EMPLOYEE RECOGNITION	Donated Employee Recognition Gift Cards			\$100.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$100.00
Refer	0 SENDIKS ACCOUNT	Ck# 2025064E	1/24/2025		
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Linda's goodbye treat			\$3.49
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	DC Retirement Flowers			\$26.24
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$29.73
Refer	0 SPECTRUM ENTERPRISE	Ck# 2025057E	1/24/2025		
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	DPW FIBER			\$150.00
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATE	DPW FIBER			\$150.00
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	DPW FIBER			\$150.00
Cash Payment Invoice	E 101-52200-220 UTILITY SERVICES	SPECTRUM VOICE			\$106.01
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	SPECTRUM VOICE			\$34.24
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATE	SPECTRUM VOICE			\$34.25
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	SPECTRUM VOICE			\$34.25
Cash Payment Invoice	E 101-52200-300 OPERATING SUPPLIE	SPECTRUM FIBER FD			\$379.00
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIE	SPECTRUM INTERNET			\$106.72
Cash Payment Invoice	E 101-52400-300 OPERATING SUPPLIE	SPECTRUM INTERNET			\$106.72
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIE	SPECTRUM INTERNET			\$106.72
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIE	SPECTRUM INTERNET			\$106.72
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	SPECTRUM INTERNET			\$106.72
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	SPECTRUM INTERNET			\$106.72
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATE	SPECTRUM INTERNET			\$106.71
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	SPECTRUM INTERNET			\$106.71
Cash Payment Invoice	E 101-55370-300 OPERATING SUPPLIE	SPECTRUM INTERNET			\$64.26
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$1,955.75
Refer	0 STAPLES	Ck# 2025061E	1/24/2025		
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIE	COPY PAPER AND TAPE			\$42.78

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 10

## Payments

Current Period: JANUARY 2025

Cash Payment Invoice	E 101-52300-300 OPERATING SUPPLIE	Pens and highlighters			\$11.06
Cash Payment Invoice	E 101-52300-300 OPERATING SUPPLIE	Paper ream			\$57.97
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$111.81
Refer	0 TARGET			<u>Ck# 2025037E 1/24/2025</u>	
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	winter party			\$6.18
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Winter Wonderland Program Supplies Refund			-\$4.76
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Winter Wonderland Party Supplies			\$104.57
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$105.99
Refer	0 TRAFFIC VIOLATIONS			<u>Ck# 2025072E 1/24/2025</u>	
Cash Payment Invoice	E 101-52100-290 OUTSIDE SERVICES/C	Traffic Violation & Registration Program Fees			\$9.18
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$9.18
Refer	0 U.S. CELLULAR			<u>Ck# 2025021E 1/24/2025</u>	
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIE	US CELLULAR PHONE SERVICES			\$71.82
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	US CELLULAR PHONE SERVICES			\$118.73
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATE	US CELLULAR PHONE SERVICES			\$118.73
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	US CELLULAR PHONE SERVICES			\$118.73
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$428.01
Refer	0 US POSTAL SERVICE			<u>Ck# 2025032E 1/24/2025</u>	
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	ILL shipping			\$9.51
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$9.51
Refer	0 US WEEKLY			<u>Ck# 2025052E 1/24/2025</u>	
Cash Payment Invoice	E 101-55110-325 PERIODICALS	US Weekly Subscription			\$99.99
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$99.99
Refer	0 USA TODAY			<u>Ck# 2025053E 1/24/2025</u>	
Cash Payment Invoice	E 101-55110-325 PERIODICALS	USA Today Subscription			\$34.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$34.00
Refer	0 UW CE REGISTRATION CENTER			<u>Ck# 2025073E 1/24/2025</u>	
Cash Payment Invoice	E 205-59100-305 EXPENSES-OTHER	Emily Grad Certificate Classes			\$1,115.00
Transaction Date	1/24/2025	GF Checking	11100	<b>Total</b>	\$1,115.00
Refer	0 VERIZON COMMUNICATIONS			<u>Ck# 2025029E 1/24/2025</u>	
Cash Payment Invoice	E 101-52100-290 OUTSIDE SERVICES/C	VERIZON MODEM AND PHONE			\$413.64

# VILLAGE OF HARTLAND

02/03/25 12:11 PM

Page 11

## Payments

Current Period: JANUARY 2025

Cash Payment	E 101-52100-290	OUTSIDE SERVICES/C	VERIZON PHONE		\$395.71
Invoice					
Cash Payment	E 101-52100-290	OUTSIDE SERVICES/C	VERIZON PHONE		\$805.49
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$1,614.84
Refer	0	WALGREENS		Ck# 2025028E 1/24/2025	
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Binders, Dividers and Scrub Brush (Kitchen)		\$33.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$33.00
Refer	0	WEMSA		Ck# 2025050E 1/24/2025	
Cash Payment	E 101-52300-290	OUTSIDE SERVICES/C	WEMSA membership 25 Budget		\$900.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$900.00
Refer	0	WI CHIEFS OF POLICE ASSOC INC		Ck# 2025022E 1/24/2025	
Cash Payment	E 101-52100-290	OUTSIDE SERVICES/C	Misko WCPA Dues for 2025		\$150.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$150.00
Refer	0	WI STATE FIRE CHIEFS ASSOC		Ck# 2025054E 1/24/2025	
Cash Payment	E 101-52200-300	OPERATING SUPPLIE	WSFCA Winter in service		\$175.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$175.00
Refer	0	WMCA (DUES)		Ck# 2025060E 1/24/2025	
Cash Payment	E 101-51400-300	OPERATING SUPPLIE	WMCA membership - clerk		\$65.00
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$65.00
Refer	0	ZESTI RESTAURANT		Ck# 2025056E 1/24/2025	
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Library Board Director Review Lunch		\$82.90
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$82.90
Refer	0	ZOOM		Ck# 2025043E 1/24/2025	
Cash Payment	E 101-51400-395	COMMUNITY RELATIO	MONTHLY ZOOM ACCOUNT		\$16.79
Invoice					
Transaction Date	1/24/2025		GF Checking	11100	<b>Total</b> \$16.79

### Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$22,260.04
204 SEWER		\$565.61
205 SPECIAL LIBRARY FUND		\$1,179.74
402 CORPORATE RESERVE FUND		\$8,550.15
620 WATER FUND		\$578.21
		<u>\$33,133.75</u>

Pre-Written Checks	\$33,133.75
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$33,133.75</b>



210 Cottonwood Avenue  
 Hartland WI 53029  
 262-367-2714 FAX: 262-367-2430  
[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

## SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____

**FEES ARE NON-REFUNDABLE**

**APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT**

ORGANIZATION INFORMATION			
Name of Organization <i>Kiwanis of Greater Hartland, Hartland BID</i>			
Street Address <i>PO Box 444</i>		City <i>Hartland</i>	State <i>WI</i>
Zip <i>53029</i>		Are you a 501(c)3 Organization? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Phone Number <i>262-844-3266</i>			
Event Contact Person (First & Last Name) <i>Jim Muenzenberger</i>			
Address <i>182 Warren Ave</i>		City <i>Hartland</i>	State <i>WI</i>
Zip <i>53029</i>		Day of Event Phone Number <i>262-844-3266</i>	
Email <i>jlmuenzenberger@yahoo.com</i>	Phone Number <i>262-844-3266</i>	Day of Event Phone Number <i>262-844-3266</i>	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.			

EVENT INFORMATION	
Name of Event <i>Bark River Bash</i>	Date(s) of Event <i>May 3, 2025</i>
Event Start Time <i>8:00am</i>	Event End Time <i>3:00 pm</i>
Location of the Event* <i>Centennial Park and Nixon Park</i>	
Will your event take place in a Village of Hartland Park? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<b>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</b>	
<b>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</b>	

**OTHER INFORMATION**

Generally describe your event and its purpose  
 Canoe/kayak paddle down the Bark River starting at Centennial parking lot and finishing near the playground in Nixon Park. Rubber duck derby from covered bridge (Bark River Greenway) to Nixon Park. Hartland BID to organize vendor booths along Nixon Park path. Beer Garden, music in bandshell.  
 Purpose: Community event and fundraiser

Estimated Number of Participants unknown - weather dependent	Spectators	Vendors
---	------------	---------

Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application. Unsure, hoping Beer Garden would be open</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
--	---	-----------------------------

Will you be selling/serving food? <i>Unsure, possibly by the beer garden</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

Will you have food trucks? <i>If yes, you will need to obtain Outside Food Vendor Permits under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
---	------------------------------	--

If yes, how many food trucks will be at the event?

Will you be selling merchandise? <i>If yes, you will need to obtain a Solicitor's Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

Does the event involve fireworks? <i>If yes, you will need to obtain a Fireworks Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
---	------------------------------	--

Does the event involve amplified music?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

If yes, will the amplified music be a:	<input checked="" type="checkbox"/> Band	<input type="checkbox"/> DJ
--	--	-----------------------------

Hours of amplified music:	10:00am - 2:00pm
---------------------------	------------------

*Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.*

Is street closure requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	------------------------------	--

Hours of street closure:	
--------------------------	--

Diagram for Street Closure Provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
--------------------------------------	------------------------------	-----------------------------

Will you need barricades provided by the Village for your event?	Yes	No
--	-----	----

How many barricades needed for your event?

"Road Closed" signs requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--------------------------------	------------------------------	--

Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

*Vendors*

Will you be providing portable restrooms and wash stations?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
---	------------------------------	--

### OTHER INFORMATION CONTINUED

*If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?*

Will you provide parking for participants?

Yes  No

*If yes, where will parking be available?*

Centennial parking lot, street parking, Nixon park parking areas

Will you provide a dumpster/clean-up services?

Yes  No

*If yes, please describe your clean-up and refuse collection plan.*

Will the event require additional security?

Yes  No

Will you have an emergency plan in the event of severe weather? *Event will be cancelled*

Yes  No

Will the event require first aid and/or emergency responders?

Yes  No

### INSURANCE REQUIREMENTS

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents?

Yes  No

### DEPOSIT REQUIREMENTS

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

**TERMINATION OF AN EVENT**

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

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

James W. Menzenberg  
Signature of Applicant

1/15/25  
Date

*For staff use only*

Park/Rec. Board approval, if necessary, on: \_\_\_\_\_  
Village Board approval, if necessary, on: \_\_\_\_\_

Application forwarded to:  
 Administrator  
 Building Inspector  
 Fire Chief  
 Police Chief  
 Public Works Director  
 Rec Director  
 Date: \_\_\_\_\_

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk	1-16-25		<i>[Signature]</i>	
Fire	1/16/25		<i>[Signature]</i>	
Police	1-16-25		Chief Musko	
Public Works	1/16/25		<i>[Signature]</i>	
Rec	1/20/25		<i>[Signature]</i>	

*Fees*

\_\_\_\_\_ Outside Food Vendors  
 \_\_\_\_\_ Park Facility Fees  
 \_\_\_\_\_ Solicitor's Permit(s)  
 \_\_\_\_\_ Special Event Permit  
 \_\_\_\_\_ Temp. Bartender's  
 \_\_\_\_\_ Temp. Class B  
**TOTAL FEES** \_\_\_\_\_

All requirements for this special event have been met.

**Village Administrator approval** \_\_\_\_\_  
Date \_\_\_\_\_

*Request that fees be waived.*



**Front** ↑  
 #  
 Booth  
 12' x 12'

E Park Ave

Nixon

Lake Country  
 Rotary Splash Pad  
 Kids' summertime  
 outdoor spray park



## Vendor Locations

No parking or driving on grass. You may unload in parking lot. Please park in lots by Library or on Goodwin Ave. Marked # on grass should be in front right of tent as you are standing inside it.

Music

Ice Age Na

K Ave

World

11200



**ENDORSEMENT**

This endorsement, effective 12:01 AM 11/01/2024

Forms a part of policy no.: 013136005

Issued to: KIWANIS INTERNATIONAL, INC.

By: LEXINGTON INSURANCE COMPANY

**ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION**

(Based on CG 2026 04/13)

This endorsement modifies insurance provided by the following:

**COMMERCIAL GENERAL LIABILITY POLICY**

**SCHEDULE**

**Name of Additional Insured Person(s) or Organization(s)**

Village of Hartland  
Attn: Sara Rennekamp  
210 Cottonwood Ave.  
Hartland,, WI 53029

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

**A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

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

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

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

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;  
whichever is less.

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

All other terms and conditions of the policy remain the same.



---

Authorized Representative



# VILLAGE OF HARTLAND

210 Cottonwood Avenue | Hartland, WI 53029 | 262-367-2714

## PARK FACILITY RESERVATION APPLICATION

Organization name (if applicable): Kiwanis of Greater Hartland / Hartland BID

Tax Exempt:  No  Yes - attach WI Sales & Use Tax Exemption Certificate, form S-211

Point of contact name: Jim Muenzenberger

Phone number: 262-844-3266 Email: jlmuenzenberger@yahoo.com

Address: 182 Warren Ave Hartland, WI 53029

Additional contact: Lynn Muenzenberger

Phone number: 262-844-3265 Email: jlmuenzenberger@yahoo.com

I verify the information provided and agree to the Park Board's policy and Village Ordinances regarding park usage.

[Signature]  
Signature

1/15/25  
Date

## RENTAL INFORMATION

Reservation date: May 3, 2025 Event type: Community event / Fundraiser : Bark River Bash

Arrival time (including set up): 8:00 am Departure time (including clean up): 3:00 pm

Attendance: unknown Electricity:  Yes  No

## RENTAL FEES

Checks (payable to the Village of Hartland), cash, and credit card are accepted. All fees must be paid at the time of reservation.

### Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Centennial Park - boats launched near parking lot
- Cottonwood Wayside
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Penbrook Park (may not use if athletic field is reserved)
- Other structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) **\$100 Deposit Required**
- Open Space Reserved (describe area below)

Vendor booths

Date/time rec'vd: \_\_\_\_\_ Total: \_\_\_\_\_

Date entered: \_\_\_\_\_ Permit Number: \_\_\_\_\_

### Rental Fee (based on attendance)

Attendees	Resident	Non-Resident
<input type="checkbox"/> 0 - 50	\$85.00	\$140.00
<input type="checkbox"/> 51 - 100	\$100.00	\$155.00
<input type="checkbox"/> 101+	\$150.00	\$205.00

### Refundable Deposit (based on attendance)

Attendees	Deposit Amount
<input type="checkbox"/> 0 - 100	No deposit required
<input type="checkbox"/> 101 - 200	\$200.00
<input type="checkbox"/> 201+	\$300.00

Rental Fee \_\_\_\_\_ Request that fees be waived.

Tax (5%) on rental fee \_\_\_\_\_

Deposit \_\_\_\_\_

Structure Deposit \_\_\_\_\_

Total Due \_\_\_\_\_

# PARK SHELTER USE POLICIES

## RESERVATIONS

Picnic area shelters must be reserved for a specific site. All uses must be open to the public and free of charge. To reserve a park shelter or open space, complete the reservation application form and submit it with the required fees and deposits to the Village of Hartland. Reservations are processed on a first-come, first-serve basis. An authorized representative 18 years old or older of the group who shall be personally responsible for the conduct of the participants and for damages must sign the application. Reservation requests will be accepted beginning the first business day in January each year. All rental fees include Wisconsin sales tax (where applicable).

Athletic facilities require a separate reservation. If you wish to reserve an athletic facility (soccer field, softball field, volleyball court, etc.), please contact Village Hall staff. No park fields can be reserved with your shelter permit prior to the first Monday in March.

## LIMITS TO RESERVATION TIME

- Hours for all Village parks are sunrise to sunset.
- The Village cannot guarantee privacy to any group.
- Reservations are made for a specific time frame. Set-up and clean-up time must be included in the scheduled time. No equipment, supplies, or materials shall be placed at the facility prior to or after the scheduled reservation time.

## LIMITS ON USE OF FACILITIES

- Malt beverages are permitted in all picnic areas when a valid malt beverage permit is applied for and granted through the Village's Administrative Office or Police Department. No other intoxicating liquor products are allowed.
- Parking is permitted in designated areas only. Parking in the picnic areas on the grass is prohibited. Individuals must be at least 18 years of age to request a rental permit.
- The Village is not responsible for private equipment or material used in a Village facility.
- All pets must be licensed, on a leash not exceeding six feet in length and under control of its owner at all times. Owners must promptly remove and dispose of any pet waste in a sanitary manner.
- Facility decorations must not be removed. Individuals who wish to decorate may do so as long as the facility is returned to its original condition. Failure to do so will result in loss of the deposit.
- Participants may not pass a collection plate or solicit from the audience. Donations may be accepted at concession areas only. Material distribution must be confined to the concession areas.

## FACILITY AMENITIES

- Electricity - Some picnic shelters offer a limited number of electrical outlets. Caution is advised when using electrical services as they are all 20 amp circuits and can be easily overloaded. Due to vandalism, we cannot guarantee electrical availability. Press the red GFI button on the outlet to reset if necessary.
- Picnic tables - There are a limited number of picnic tables available in the parks for all users. Large groups will need to provide their own additional seating. Please respect the rights of others to utilize the park facilities.
- Grills - Some grills are supplied by the Village of Hartland in picnic areas. Caution should be exercised when disposing hot ashes.
- Restroom facilities and parking lots are open to park patrons and not exclusive to the permit holder.

## PERMITTED

- Tents are permitted only in certain areas when a picnic group has reserved a shelter. Tents are to be placed adjacent to the shelter. Tents may not be placed on the asphalt. Tents may only be set up on the day of the picnic and must be removed the same day. Charges will be assessed for damage incurred during the set-up or removal of tents.
- Radios are permitted in all picnic areas. The use of amplification equipment is not permitted. The volume of radios must be kept at a level so as to not unreasonably annoy or disturb the peace and quiet for other park users or surrounding residents in accordance with Section 9.07 of the Municipal Code.

## REFUNDS

- In the event of cancellation, permit fee may be refunded. A \$10.00 fee may be charged for administrative processing. **Cancellations within 2 weeks of the reservation will not be refunded.**
- Reservations may be altered online or by submitting a written request to the Village of Hartland at least 14 days prior to the reservation. Contact the Village's Administrative Office for further assistance.

## REMINDERS

- Disorderly conduct is prohibited.
- Allow time for clean-up. Leave the park and facility in the condition found.
- Any costs for damage or excessive cleanup will be invoiced or deducted from the security deposit.



## VILLAGE OF HARTLAND FINE ARTS CENTER USE POLICY

1. The goal of the establishment of the Fine Arts Center is to make available a facility that would encourage family usage with programming which could reasonably be accommodated by the size and layout of the Facility and conditions with respect to the surrounding area such as availability of parking, access routes and public safety staffing.
2. Permits for prior uses approved by the Park Board and repeated on an annual basis may be approved by staff and permits for other use of the Fine Arts Center must be submitted to the Park Board in writing on this application for approval. Requests will be granted or denied by the Park Board. (Park Board meets the first Monday of the month at 7:00 p.m. in the Village Board Room in the Village Hall). Permits must be submitted for approval two weeks prior to the Park Board meeting.
3. For scheduling purposes, uses sponsored by the Village of Hartland through a single event or series will have priority. The uses will be scheduled beginning January 1 of the year they are going to occur. Other uses may be scheduled after April 1 of the year they are going to occur. Water service and restrooms will be shut off/closed from October 15 to May 1.
4. Sponsor of Fine Arts Center use may be required to provide proof of insurance. Determination as to whether insurance will be required will be made by the Park Board. Permit holder shall submit proof of general liability coverage for not less than \$500,000 and provide an original Certificate of Insurance, naming the Village of Hartland and its agents, officers and employers as additional insured parties. Minimum 30-day notice of cancellation shall be provided.
5. All uses must be free of charge. Participants may not pass a collection plate, or solicit from the audience. Donations may be accepted at concession areas only. Material distribution must be confined to the concession areas.
6. Uses of the Fine Arts Center shall not begin before sun up and shall end no later than sun down or the specific requested closing time approved by the Park Board.
7. Sales of food or refreshments by civic groups are allowed at the concession area (defined as the window in the Fine Arts Center). Sales of any other items anywhere else at the Fine Arts Center are subject to Park Board and/or Village Board approval.
8. Vehicles cannot be parked in the picnic areas or on the grass.
9. No grills, fire or hot coals will be permitted within the FAC building.
10. All equipment and articles must be removed from the park by sun down or the closing time approved by the Park Board.
11. It will be the responsibility of the sponsor/individual reserving the Fine Arts Center to pick up litter in the area after the event, including in the Fine Arts Center, concession area, rest rooms and surrounding park area. The applicant will be responsible for any damage or excessive clean up required and the cost will be deducted from the deposit.
12. Cancellation policy. The Village reserves the right to cancel or stop use at any time. Reasons may include but are not limited to failure to comply with regulations, inclement weather with potential damage to grounds, lack of crowd control, conduct or activity not covered in original proposal. The Village Administrator, Director of Public Works, Police Chief and/or Fire Chief or their designated representatives shall have the authority to cancel an event. If the applicant desires to cancel, proper notice should be provided to the Village as soon as possible.
13. If Shelter #4 is reserved, applicant shall pay the reservation fee. See Shelter reservation application.
14. Picnic Tables Usage: There are a limited number of picnic tables available in the parks for all users. Large groups will provide their own additional seating. Please respect the rights of others to utilize the park facilities.
15. The volume of radios, sound systems, etc. must be kept at level so as to not unreasonably annoy or disturb the peace and quiet of other park users or surrounding residents in accordance with Section 9.07 of the Municipal Code.
16. Supervision: The applicant and all named persons responsible for supervision must be present from the time the facility is opened, while the event is in progress, and must wait until all users of the building have vacated the building or premises and have completed security measures. The applicant and the individuals supervising the function shall be responsible for the conduct and control of both patrons and participants of each function. The applicant and individuals supervising are responsible for seeing that no equipment or other portions of facilities are used except those that are requested in the building use application. The applicant and the persons responsible for supervision shall see that the facility is left in the same condition as when the organization entered the facility.
17. It shall be the responsibility of the applicant and those associated with applicant to avoid the violation of any provision of the Village of Hartland, State or Federal ordinances, Statutes, regulations and codes. The individual/organization using the facility assumes all responsibilities for injuries that may occur to persons or participants.
18. No smoking will be allowed in the Fine Arts Center building.
19. Keys may be picked up at the Village Hall M-F, 7:30 a.m. – 4:30 p.m. They must be returned to the Village within 48 hours after FAC use during normal office hours or may be left in the drop box located at the front of the Village Hall. It shall be the responsibility of the applicant to make sure the facility is locked up after use.
20. The FAC restrooms are open to all park patrons and are not exclusive to the permit holder.
21. **Malt Beverages:** Are permitted in all picnic areas when a valid malt beverage permit is procured from the /Admin. Office. FAC/shelter reservation is required if so desired. No other intoxicating liquor products are permitted.
22. **Refunds:** In case of cancellation, permit fee can be refunded **ONLY IF**, at least **TWO WEEKS** prior to event, a written request and **ORIGINAL PERMIT** are received by the Village Hall office. A \$10.00 fee will be charged for administrative processing. The **ORIGINAL PERMIT**, a written request and a \$10.00 fee is required to change a reservation.
23. Dogs must be licensed, on a leash not exceeding six feet in length and under the owner's control. Owners shall promptly remove and dispose of any excrement in a sanitary manner.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/16/2025

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

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

<b>PRODUCER</b> Hylant - Indianapolis 10401 North Meridian St, Ste 200 Indianapolis IN 46290	<b>CONTACT NAME:</b> Lisa Christenson	
	<b>PHONE (A/C, No, Ext):</b> 317-817-5172	<b>FAX (A/C, No):</b> 317-817-5151
<b>E-MAIL ADDRESS:</b> kiwaniscert@hylant.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Lexington Insurance Company		19437
<b>INSURER B:</b>		
<b>INSURER C:</b>		
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**INSURED**  
 Kiwanis International, All Clubs and Their Members  
 3636 Woodview Trace  
 Indianapolis IN 46268

KIWANIS

**COVERAGES**                      **CERTIFICATE NUMBER:** 1271104178                      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	013136005	11/1/2024	11/1/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Liquor Liability \$1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED <input type="checkbox"/> AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		013136005	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED      RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE      OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Self-Insured Retention		013136005	11/1/2024	11/1/2025	All Claims \$150,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 The Certificate Holder and others as defined in the written agreement are additional insured subject to the terms, conditions, and exclusions on the policy with respect to the General Liability only regarding the following Kiwanis event (setup, take down & rain date(s) during the policy term are included).  
 May 3, 2025, or any future date(s) during the policy term.  
 Canoe/Kayak Run and Duck Derby  
 Nixon and Centennial Park Hartland, WI  
 Kiwanis Club of Greater Hartland

<b>CERTIFICATE HOLDER</b>  Village of Hartland Attn: Sara Rennekamp 210 Cottonwood Ave. Hartland, WI 53029	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Judy K. Wilson</i>
---	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

**ENDORSEMENT**

This endorsement, effective 12:01 AM 11/01/2024

Forms a part of policy no.: 013136005

Issued to: KIWANIS INTERNATIONAL, INC.

By: LEXINGTON INSURANCE COMPANY

**ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION**

(Based on CG 2026 04/13)

This endorsement modifies insurance provided by the following:

**COMMERCIAL GENERAL LIABILITY POLICY**

**SCHEDULE**

**Name of Additional Insured Person(s) or Organization(s)**

Village of Hartland  
Attn: Sara Rennekamp  
210 Cottonwood Ave.  
Hartland,, WI 53029

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

**A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

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

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

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

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;  
whichever is less.

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

All other terms and conditions of the policy remain the same.



---

Authorized Representative



210 Cottonwood Avenue  
 Hartland WI 53029  
 262-367-2714 FAX: 262-367-2430  
[www.villageofhartland.wi.gov](http://www.villageofhartland.wi.gov)

## SPECIAL EVENT PERMIT APPLICATION

Permit approved	_____	Date	_____
Permit fees paid	_____	Date	_____
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____

**FEES ARE NON-REFUNDABLE**

**APPLICATION AND PERMIT FEES ARE DUE 60 DAYS PRIOR TO YOUR EVENT**

ORGANIZATION INFORMATION			
Name of Organization Lake Country Family Fun (LCFF, LLC)			
Street Address PO Box 596	City Okauchee	State WI	Zip 53069
Phone Number 920-390-0263	Are you a 501(c)3 Organization?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Event Contact Person (First & Last Name) Erin Guenterberg			
Address N8886 Leiger Lane	City Ixonia	State WI	Zip 53036
Email hartlandkidsday@gmail.com	Phone Number 920-390-0263	Day of Event Phone Number 920-390-0263	
If applicant is a partnership, provide names, addresses and phone numbers for all partners. Provide names, addresses and phone numbers for all officers and directors if corporation or members if applicant is a limited-liability company.			

EVENT INFORMATION	
Name of Event Hartland Kids Day	Date(s) of Event Wednesday, July 30, 2025
Event Start Time 9:00 am	Event End Time 1:00 pm
Location of the Event* Nixon Park	
Will your event take place in a Village of Hartland Park?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<i>You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.</i>	
<i>*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.</i>	

**OTHER INFORMATION**

Generally describe your event and its purpose Hartland Kids Day is vendor style event with bounce houses and a rock wall. There will be no selling of products. Admission and all the activities are free to the general public, outside of food for purchase. The purpose is to give families a free fun day in the park to make memories with their children. Memories and experiences are all we really have.

Estimated Number of Participants <b>About a thousand</b>	Spectators <b>1000</b>	Vendors <b>100</b>
---	------------------------	--------------------

Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
---	------------------------------	--

Will you be selling/serving food?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
-----------------------------------	---	-----------------------------

Will you have food trucks? <i>If yes, you will need to obtain Outside Food Vendor Permits under separate application.</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

If yes, how many food trucks will be at the event?	<b>6-8</b>
--	------------

Will you be selling merchandise? <i>If yes, you will need to obtain a Solicitor's Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--	------------------------------	--

Does the event involve fireworks? <i>If yes, you will need to obtain a Fireworks Permit under separate application.</i>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
---	------------------------------	--

Does the event involve amplified music?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

If yes, will the amplified music be a:	<input type="checkbox"/> Band	<input checked="" type="checkbox"/> DJ
--	-------------------------------	--

Hours of amplified music:	<b>9 am to 1 pm</b>
---------------------------	---------------------

*Noise is regulated within the Village of Hartland. The Village ordinance states that no person shall make loud noise such as may tend to unreasonably annoy or disturb the peace and quiet of another in the vicinity. Music for special events shall terminate at 9:00 p.m. if the event held Sunday through Thursday and at 11:00 p.m. if the event is held on a Friday, Saturday or holiday weekend.*

Is street closure requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	------------------------------	--

Hours of street closure:	
--------------------------	--

Diagram for Street Closure Provided?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
--------------------------------------	------------------------------	-----------------------------

Will you need barricades provided by the Village for your event?	Yes	No
--	-----	----

How many barricades needed for your event?	<b>4</b>
--	----------

"Road Closed" signs requested?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
--------------------------------	------------------------------	--

Will you be erecting any tents, canopies or other temporary structure(s)? <i>If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.</i>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

Will you be providing portable restrooms and wash stations?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	---	-----------------------------

**OTHER INFORMATION CONTINUED**

*If yes, how many will you provide and where will they be located? Also how will solid waste be disposed of?* 4 port o potties and 1 wash station to be located at the farthest north end of the parking lot, near the fine arts stage.

Will you provide parking for participants?

Yes  No

*If yes, where will parking be available?* Some parking will be available in the lot for vendors. Attendees will need to utilize street or public parking.

Will you provide a dumpster/clean-up services?

Yes  No

*If yes, please describe your clean-up and refuse collection plan.* A dumpster will be arranged to be dropped off on Tuesday, July 29 and picked up on Thursday, July 31, 2025. All refuse from the event will be placed in that dumpster. The park has always, in every year that I have been running Hartland Kids Day, been left in a cleaner state than it was found in the morning upon my arrival. I have a team of volunteers that picks up trash throughout the event as well.

Will the event require additional security?

Yes  No

Will you have an emergency plan in the event of severe weather?

Yes  No

Will the event require first aid and/or emergency responders?

Yes  No

**INSURANCE REQUIREMENTS**

The Special Event Sponsor will obtain liability insurance for the event. Proof of this insurance with coverage no less than \$1,000,000, must list the Village of Hartland as an additional insured party and is due no later than 20 days before the event.

Are you able to provide these insurance documents?

Yes  No

**DEPOSIT REQUIREMENTS**

For events to held in a Village Park: The applicant may be required to submit to the Village a refundable deposit based on number of attendees (see Park Facility Reservation Application). The deposit shall be refunded to applicant, if, upon inspection, all is in order, or a prorated portion thereof as may be necessary to reimburse the Village for loss or cleaning costs. The Village reserves the right to retain the entire deposit if cleanup is not completed satisfactorily in the time frame as specified in the permit. Unless otherwise stated in the permit, the applicant shall be fully responsible for all necessary cleanup associated with the permitted event to be completed within twelve (12) hours after the conclusion of the event.

**TERMINATION OF AN EVENT**

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

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

Erin Guenterberg \_\_\_\_\_

1/16/2025 \_\_\_\_\_

Signature of Applicant

Date

*For staff use only*

Park/Rec. Board approval, if necessary, on:

\_\_\_\_\_

Village Board approval, if necessary, on:

\_\_\_\_\_

Application forwarded to:

- Administrator
- Building Inspector
- Fire Chief
- Police Chief
- Public Works Director
- Rec Director

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

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk	1-16-25		[Signature]	
Fire	1/16/25		[Signature]	
Police	1/16/25		Cindy Misko	
Public Works	1/16/24		[Signature]	
Rec	1/20/25		[Signature]	

*Fees*

_____ Outside Food Vendors	_____ Special Event Permit	<b>TOTAL FEES</b>
_____ Park Facility Fees	_____ Temp. Bartender's	_____
_____ Solicitor's Permit(s)	_____ Temp. Class B	

All requirements for this special event have been met.

Village Administrator approval

Date

\_\_\_\_\_



# VILLAGE OF HARTLAND

210 Cottonwood Avenue | Hartland, WI 53029 | 262-367-2714

## PARK FACILITY RESERVATION APPLICATION

Organization name (if applicable): Lake Country Family Fun (LCFF, LLC)

Tax Exempt:  No  Yes - attach WI Sales & Use Tax Exemption Certificate, form S-211

Point of contact name: Erin Guenterberg

Phone number: 920-390-0263 Email: hartlandkidsday@gmail.com

Address: Po Box 596 Okanoches, WI 53069

Additional contact: Stephanie Cutler

Phone number: 414-639-5707 Email: lakecountryfamilyfun@gmail.com

I verify the information provided and agree to the Park Board's policy and Village Ordinances regarding park usage.

[Signature]  
Signature

1/16/2025  
Date

## RENTAL INFORMATION

Reservation date: 7/30/25 Event type: Vendor / family fair

Arrival time (including set up): 10am Departure time (including clean up): 3pm

Attendance: 1000 Electricity:  Yes  No

## RENTAL FEES

Checks (payable to the Village of Hartland), cash, and credit card are accepted. All fees must be paid at the time of reservation.

### Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Centennial Park
- Cottonwood Wayside
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Penbrook Park (may not use if athletic field is reserved)
- Other structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) **\$100 Deposit Required**
- Open Space Reserved (describe area below)

### Rental Fee (based on attendance)

Attendees	Resident	Non-Resident
<input type="checkbox"/> 0 - 50	\$85.00	\$140.00
<input type="checkbox"/> 51 - 100	\$100.00	\$155.00
<input type="checkbox"/> 101+	\$150.00	\$205.00

### Refundable Deposit (based on attendance)

Attendees	Deposit Amount
<input type="checkbox"/> 0 - 100	No deposit required
<input type="checkbox"/> 101 - 200	\$200.00
<input type="checkbox"/> 201+	\$300.00

Nixon Lane All grass south of E Park Dr, west of the park's main entrance; parking lot

Rental Fee \_\_\_\_\_

Tax (5%) on rental fee \_\_\_\_\_

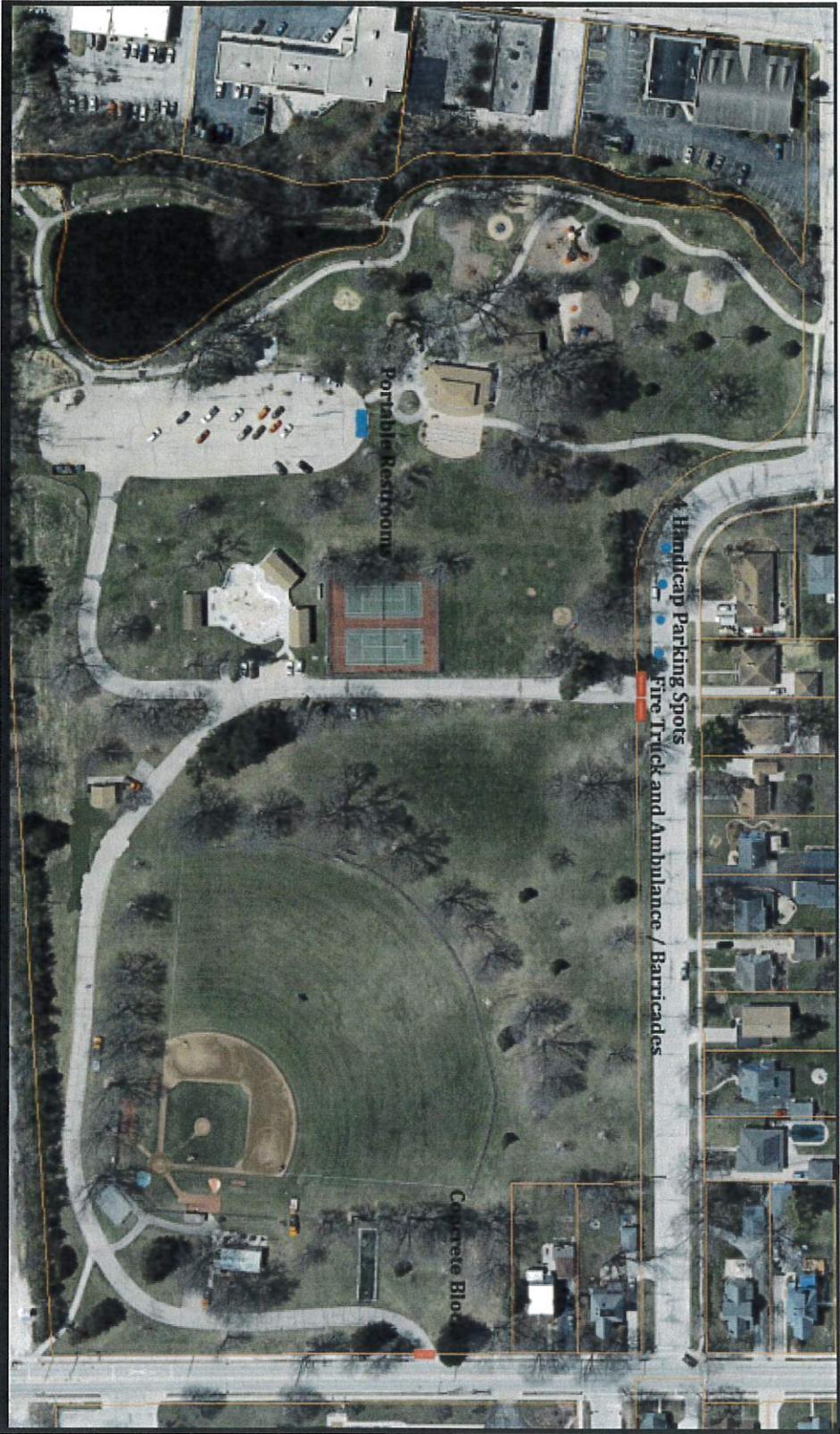
Deposit \_\_\_\_\_

Structure Deposit \_\_\_\_\_

Total Due \_\_\_\_\_

Date/time rec'vd: \_\_\_\_\_ Total: \_\_\_\_\_

Date entered: \_\_\_\_\_ Permit Number: \_\_\_\_\_



# 262289. 19297



July 1, June 30,  
**2024-2026**

**APPLICATION FOR:**

**REGULAR OPERATOR LICENSE**  
To serve fermented malt beverages and intoxicating liquors  
License expires June 30, 2026

NEW APPLICANT (\$50)     RENEWAL APPLICANT (\$40)  
(Not applicable after 8/31/24)

Regular Operator License Only \$50.00

Renewal: \$40.00

Total Amount: 50.00

Date Paid: 1-31-25

Receipt No. 262289.19297

PRINT the answers to the following questions fully and completely:

Name Richard James LaRusso Sr.  
(First, Middle, Last)

Date of Birth: 11/30/1981 Driver's License No. and State [REDACTED]

Address: W243 N2358 Saddle Brook Dr.

City, State, Zip: Pewaukee, WI 53072

Home Phone Number: 262-751-6443 Citizen of United States? Yes  No

How long have you lived at this address? 8 months

List all previous residences for the past 10 years: (City and State Only) Chandler, AZ.  
San Diego, CA

Name of establishment where you will be serving/selling Malt Beverages and/or Intoxicating Liquors?  
Palmer's Steak House

CHECK ONE:

- I have held an operators, premises or managers license within the past two years (if in another Municipality other than the Village of Hartland, proof required)
- I have completed the "Responsible Beverage Server's Training Course" at WCTC or an On-Line Responsible Beverage Server's Training Course that is approved by the Wisconsin Department of Revenue. Certificate is required.
- I have enrolled in the "Responsible Beverage Server's Training Course" (Classes are held at Waukesha County Technical College). Copy of enrollment receipt is required.

HAVE YOU EVER BEEN CONVICTED OF ANY ALCOHOL BEVERAGE RELATED OFFENSES, INCLUDING ANY OF THE FOLLOWING, AS A JUVENILE OR AN ADULT?

Please Circle One Answer

1. Illegal purchase, sale or providing of intoxicating liquor or beer? YES  NO
2. Violation of closing hours at a licensed premise? YES  NO
3. Any other violation of laws pertaining to alcoholic beverages? YES  NO
4. Disorderly conduct or criminal damage to property that occurred at a licensed establishment? YES  NO
5. Obstruction of a police officer while on a licensed premise for the sale of alcoholic beverages? YES  NO
6. Operating a motor vehicle while under the influence of alcohol or controlled substance or with a prohibited alcohol concentration (Wis. Stat. 346.63)? YES  NO
7. Operating a motor vehicle while under age 21 with a blood alcohol of more than .0% but not more than .1% (Wis. Stat. 346.63(2)(m))? YES  NO
8. Having alcohol beverages in your possession in a motor vehicle as a driver or a passenger (Wis. Stat. 346.935)? YES  NO

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES  NO

DO YOU HAVE ANY CRIMINAL OR ORDINANCE CHARGES PRESENTLY PENDING AGAINST YOU? YES  NO

DO YOU PRESENTLY HAVE ANY OVERDUE OR OUTSTANDING FORFEITURES RESULTING FROM A VIOLATION OF AN ORDINANCE OF ANY COUNTY, CITY, VILLAGE, OR TOWN? YES  NO

If you have answered yes to any of the above questions, list the date, nature of offense and the location of the offense (City, County and State)

<u>Date</u>	<u>Nature of Offense</u>	<u>Location: City, County and State</u>
2002?	Selling to minor	Pewaukee, WI

Please list additional convictions or other pertinent information below:

---



---



---

**Approval by Municipal Authority**

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory, and I have no objection.

Approved on 02/03/25 by [Signature] Title Police Chief  
 (Date) (Signature of Proper Local Official)

I hereby apply for a license to serve Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2), and 125.68(2) of the Wisconsin Statutes and all acts amendatory and supplementary of those sections, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license is granted to me.

The license shall, if issued, be from the date of its issuance to June 30, 2026, unless the license is revoked for cause by the Village Board prior to that date.

STATE OF WISCONSIN

§

WAUKESHA COUNTY

(Please Print)

being first duly sworn on oath says that he/she is at least eighteen years of age, is of good moral character, and is the person who made and signed the foregoing application for an Operator's License; and that all the statements made by the applicant are true.

(Signature of Applicant)

IN THE EVENT THAT THE VILLAGE OF HARTLAND POLICE DEPARTMENT DECLARES ANY OBJECTION TO THE ISSUANCE OF THE LICENSE, THE APPLICANT SHALL DISCUSS THE ISSUE DIRECTLY WITH THE POLICE CHIEF.

**NOTICE:**

**TO ALL APPLICANTS FOR AN OPERATOR'S LICENSE:**

**If you have had a conviction for any alcohol related offense within the past 12 months, you should know that the Village Board policy has been to deny the application for an Operator's License until at least a 12-month period of time has elapsed since the conviction date of the offense.**

Certificate # AZB-ON-01233258

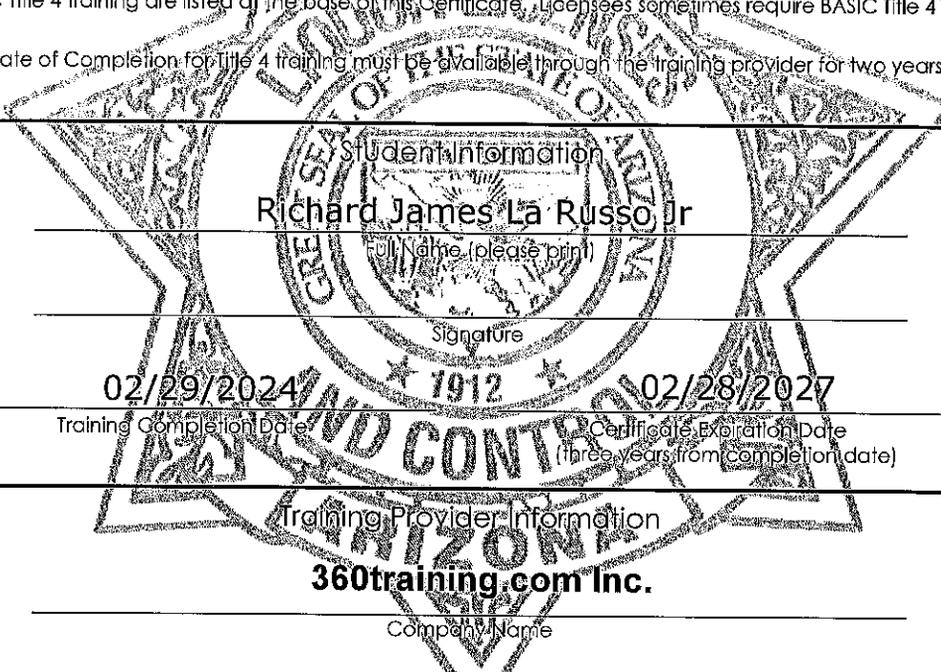
<input checked="" type="checkbox"/>	On-sale
<input type="checkbox"/>	Off-sale
<input type="checkbox"/>	On- and off-sale

Certificate of Completion  
For  
Title 4 **BASIC** Liquor Law Training

A Certificate of Completion must be on a form provided by the Arizona Department of Liquor. Certificates are completed by a state-approved training provider and, when issued, the Certificate is signed by the course participant.

The State requires BASIC Title 4 training only as a prerequisite for MANAGEMENT Title 4 training or as a result of a liquor law violation. Persons required to have BASIC Title 4 training are listed at the base of this Certificate. Licensees sometimes require BASIC Title 4 Training a condition of employment.

A replacement Certificate of Completion for Title 4 training must be available through the training provider for two years after the training completion date.



Student Information

Richard James La Russo Jr

Full Name (please print)

Signature

02/29/2024

Training Completion Date

7912

02/28/2027

Certificate Expiration Date  
(three years from completion date)

Training Provider Information

**360training.com Inc.**

Company Name

6504 Bridge Point Parkway, Suite 100, Austin, TX 78730

Mailing Address

(877) 881-2235

Daytime Contact Phone Number

I, Samantha Montalbano, certify that the above named individual did successfully complete  
Instructor Name (please print)

Title 4 BASIC Training in accordance with A.R.S. §4-112(G)(2) and Arizona Administrative Code (A.A.C.)R19-1-103 using training course content and materials approved by the Arizona Department of Liquor Licenses and Control. I understand that misuse of this Certificate of Completion can result in the revocation of State-approval for the Title 4 Training Provider named in this section as provided by A.A.C. R19-1-103(E) and (F).

*Samantha Montalbano*

Instructor Signature

02/29/2024

Day Mo Year

Persons required to complete BASIC & MANAGEMENT Title 4 training: 1) owner(s) actively involved in the daily business operations of a liquor-licensed business of a series listed below  
2) licensees, agents and managers actively involved in the daily business operations of a liquor-licensed business of a series listed below

In-state Microbrewery (series 3)  
Conveyance (series 8)  
Restaurant (series 12)

Government (series 5)  
Liquor Store (series 9)  
In-state Farm Winery (series 13)

Bar (series 6)  
Private Club (series 14)

Beer & Wine Bar (series 7)  
Hotel/Motel w/restaurant (series 11)  
Beer & Wine Store (series 10)

Liquor license applications (initial and renewal) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.

The questionnaire (which designates a manager to a location) and the agent change form (which assigns a new agent to active liquor licenses) are not complete until valid Certificates of Completion for all required persons have been submitted to the Department of Liquor.



**Village of Hartland  
Administration**

210 Cottonwood Ave, Hartland, WI 53029  
[www.villageofhartland.com](http://www.villageofhartland.com)

<b>Committee: Village Board</b>	<b>Date: 1/21/2025</b>
<b>Village Board Item Number: 5</b>	<b>Date: 1/27/2025</b>
<b>Submitted By: Sandee Policello, Clerk</b>	

**Subject:** Ordinance amending Sec. 10-208 of the Municipal Code Pertaining to Special Event Permits

**Details:** At its meeting on January 13, 2025, the Village Board agreed to change the requirement that special event permit applications must be submitted at least 60 days prior to the event. The proposed language for Sec. 10-208 would allow applications to be submitted less than 60 days prior to an event; they will be subject to denial by village staff or the village board.

**Financial Remarks:** There are no financial consequence to the proposed change

**Options & Alternatives:** If the language in the ordinance is not adopted, all special event applications must be submitted at least 60 days prior to the event.

**Executive Recommendation:** Staff recommends adopting the proposed ordinance to amend the language in sec. 10-208 to allow for special event applications to be submitted less than 60 days prior to a special event.

AN ORDINANCE AMENDING SECTION 10-208 OF THE VILLAGE OF HARTLAND MUNICIPAL CODE PERTAINING TO SPECIAL EVENT PERMITS

THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

SECTION 1: Chapter 10 of the CODE OF ORDINANCES OF THE VILLAGE OF HARTLAND is hereby amended as follows:

Article VI. Special Event Permits

Section 10-208 – Permit; when required.

Prior to application, no person shall allow or conduct a special event unless a permit has first been issued.

...

- (2) Completed applications shall are to be submitted to the village clerk at least 60 days prior to the scheduled date of the special event; applications received less than 60 days prior to the event are subject to denial by village staff or the village board.

SECTION 2: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remainder of such ordinance.

SECTION 3: This Ordinance shall take effect and be in full force after adoption and publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

VILLAGE OF HARTLAND

By: \_\_\_\_\_ Jeffrey Pfannerstill, Village President

ATTEST:

By: \_\_\_\_\_ Sandee Policello, Village Clerk

STATE OF WISCONSIN

WAUKESHA COUNTY

VILLAGE OF HARTLAND

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

AN ORDINANCE AMENDING SECTION 10-208  
OF THE VILLAGE OF HARTLAND MUNICIPAL CODE  
PERTAINING TO SPECIAL EVENT PERMITS

THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:

SECTION 1: Chapter 10 of the CODE OF ORDINANCES OF THE VILLAGE OF HARTLAND is hereby amended as follows:

**Article VI. Special Event Permits**

**Section 10-208 – Permit; when required.**

Prior to application, no person shall allow or conduct a special event unless a permit has first been issued.

...

- (2) Completed applications are to be submitted to the village clerk at least 60 days prior to the scheduled date of the special event; applications received less than 60 days prior to the event are subject to denial by village staff or the village board.

SECTION 2: If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remainder of such ordinance.

SECTION 3: This Ordinance shall take effect and be in full force after adoption and publication.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

VILLAGE OF HARTLAND

By: \_\_\_\_\_  
Jeffrey Pfannerstill, Village President

ATTEST:

By: \_\_\_\_\_  
Santee Policello, Village Clerk

January 30, 2025

Mr. Tom Jenson  
Interim Director of Public Works  
Village of Hartland  
210 Cottonwood Avenue  
Hartland, Wisconsin 53029

RE: 2025 Utilities Program

Dear Mr. Jenson:

Bids for the above project were opened on January 30, 2025 at 10:00 a.m. at Village Hall as follows:

	<b>BIDDER</b>	<b>BASE BID</b>
1.	<u>Zignego Company, Inc.</u>	<u>\$295,308.00</u>
2.	<u>All-Ways Contractors, Inc.</u>	<u>\$307,837.75</u>
3.	<u>American Sewer Services, Inc.</u>	<u>\$346,905.00</u>
4.	<u>LaLonde Contractors, Inc.</u>	<u>\$349,475.55</u>

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

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

On these bases, we recommend that Zignego Company, Inc. be awarded the 2025 Utilities Program contract in the amount of \$295,308.00. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary.

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

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

Bids remain subject to acceptance until March 31, 2025, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.

Peter W. Gesch, P.E.  
Team Leader/Project Manager  
[pgesch@ruekert-mielke.com](mailto:pgesch@ruekert-mielke.com)

PWG:sjs  
Encl: Notice of Award  
Bid Tabulation

**NOTICE OF AWARD**

---

	Date of Issuance:	_____
Contract: 2025 Utilities Program	Owner:	Village of Hartland
Bidder: Zignego Company, Inc.	Engineer:	Ruekert & Mielke, Inc.
Address: W226 N2940 Duplainville Road Waukesha, WI 53186	Engineer's Project No.:	09-10119.200

---

**TO BIDDER:**

You are notified that your Bid dated January 30, 2025, for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

2025 Utilities Program

The Contract Price of your Contract is: \$ 295,308.00

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

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

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

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

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

---

Owner: Village of Hartland

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

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

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

Copy: Engineer

**COST COMPARISON OF BIDDERS**

**OWNER: Village of Hartland**  
**PROJECT: 2025 Utilities Program**  
**BID OPENING DATE: January 30, 2025**

BASE BID				ZIGNEGO COMPANY, INC.		ALL-WAYS CONTRACTORS, INC.		AMERICAN SEWER SERVICES, INC.		LALONDE CONTRACTORS, INC.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>Miscellaneous Sanitary Sewer Repairs - Various Locations</b>											
1	Repair Sanitary Manhole - Slurry Backfill	V.F.	4	\$2,000.00	\$8,000.00	\$3,245.00	\$12,980.00	\$3,500.00	\$14,000.00	\$3,917.65	\$15,670.60
2	Replace Additional Adjusting Rings - Manhole	V.F.	0.5	\$1,200.00	\$600.00	\$1,280.00	\$640.00	\$3,500.00	\$1,750.00	\$1,473.00	\$736.50
3	Remove & Replace Manhole Frame & Cover	EA.	6	\$1,200.00	\$7,200.00	\$1,180.00	\$7,080.00	\$1,300.00	\$7,800.00	\$1,766.30	\$10,597.80
4	30-Inch Concrete Curb & Gutter Remove & Replace	L.F	35	\$60.00	\$2,100.00	\$56.40	\$1,974.00	\$55.00	\$1,925.00	\$70.01	\$2,450.35
5	3-Inch Asphalt Driveway Remove and Replace	S.Y.	10	\$132.00	\$1,320.00	\$69.00	\$690.00	\$120.00	\$1,200.00	\$98.67	\$986.70
6	4-Inch Asphalt Pavement Patch (Two Lifts)	S.Y.	64	\$132.00	\$8,448.00	\$69.00	\$4,416.00	\$95.00	\$6,080.00	\$99.71	\$6,381.44
7	Restoration - Topsoil and Sod	S.Y.	10	\$40.00	\$400.00	\$55.00	\$550.00	\$75.00	\$750.00	\$40.00	\$400.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 7)</b>					<b>\$28,068.00</b>		<b>\$28,330.00</b>		<b>\$33,505.00</b>		<b>\$37,223.39</b>
<b>Miscellaneous Storm Sewer Catch Basin Repairs - Various Locations</b>											
8	Repair Storm Catch Basin - Slurry Backfill	V.F.	25	\$1,200.00	\$30,000.00	\$2,985.00	\$74,625.00	\$3,800.00	\$95,000.00	\$2,755.35	\$68,883.75
9	Replace Additional Adjusting Rings - Catch Basin	V.F.	2	\$1,200.00	\$2,400.00	\$1,680.00	\$3,360.00	\$3,500.00	\$7,000.00	\$1,473.00	\$2,946.00
10	Remove & Replace Catch Basin Frame & Grate	EA.	2	\$1,200.00	\$2,400.00	\$1,380.00	\$2,760.00	\$1,000.00	\$2,000.00	\$1,956.46	\$3,912.92
11	Remove & Replace 2'x3' Catch Basin - Slurry Backfill	EA.	2	\$3,500.00	\$7,000.00	\$4,375.00	\$8,750.00	\$4,500.00	\$9,000.00	\$9,000.00	\$18,000.00
12	Excavate & Concrete Structure (40-Inch Diameter Structure)	EA.	1	\$1,500.00	\$1,500.00	\$3,830.00	\$3,830.00	\$5,000.00	\$5,000.00	\$500.00	\$500.00
13	30-Inch Concrete Curb & Gutter Remove & Replace	L.F	500	\$60.00	\$30,000.00	\$56.40	\$28,200.00	\$55.00	\$27,500.00	\$68.17	\$34,085.00
14	6-Inch Concrete Driveway Remove & Replace	S.F.	500	\$20.00	\$10,000.00	\$13.50	\$6,750.00	\$12.00	\$6,000.00	\$15.60	\$7,800.00
15	4-Inch Concrete Sidewalk Remove & Replace	S.F.	325	\$20.00	\$6,500.00	\$13.50	\$4,387.50	\$11.00	\$3,575.00	\$14.31	\$4,650.75
16	3-Inch Asphalt Driveway Remove and Replace	S.Y.	15	\$132.00	\$1,980.00	\$69.00	\$1,035.00	\$120.00	\$1,800.00	\$94.00	\$1,410.00
17	4-Inch Asphalt Pavement Patch (Two Lifts)	S.Y.	150	\$132.00	\$19,800.00	\$69.00	\$10,350.00	\$95.00	\$14,250.00	\$98.40	\$14,760.00
18	Back Plaster Pipe Connections	EA.	4	\$1,000.00	\$4,000.00	\$445.00	\$1,780.00	\$500.00	\$2,000.00	\$598.00	\$2,392.00
19	Restoration - Topsoil and Sod	S.Y.	125	\$40.00	\$5,000.00	\$55.00	\$6,875.00	\$45.00	\$5,625.00	\$40.00	\$5,000.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 8 - 19)</b>					<b>\$120,580.00</b>		<b>\$152,702.50</b>		<b>\$178,750.00</b>		<b>\$164,340.42</b>
<b>Miscellaneous Storm Sewer Repairs - Various Locations</b>											
20	Remove & Replace 48-Inch Manhole	EA.	1	\$8,000.00	\$8,000.00	\$9,480.00	\$9,480.00	\$6,000.00	\$6,000.00	\$13,000.00	\$13,000.00
21	Repair Storm Manhole - Slurry Backfill	V.F.	3.25	\$1,000.00	\$3,250.00	\$3,245.00	\$10,546.25	\$3,400.00	\$11,050.00	\$4,392.92	\$14,276.99
22	Replace Additional Adjusting Rings - Manhole	V.F.	0.25	\$1,000.00	\$250.00	\$1,280.00	\$320.00	\$3,400.00	\$850.00	\$1,473.00	\$368.25
23	4-Inch Asphalt Pavement Patch (Two Lifts)	S.Y.	45	\$132.00	\$5,940.00	\$69.00	\$3,105.00	\$95.00	\$4,275.00	\$99.40	\$4,473.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 20 - 23)</b>					<b>\$17,440.00</b>		<b>\$23,451.25</b>		<b>\$22,175.00</b>		<b>\$32,118.24</b>

**COST COMPARISON OF BIDDERS**

**OWNER: Village of Hartland**  
**PROJECT: 2025 Utilities Program**  
**BID OPENING DATE: January 30, 2025**

BASE BID				ZIGNEGO COMPANY, INC.		ALL-WAYS CONTRACTORS, INC.		AMERICAN SEWER SERVICES, INC.		LALONDE CONTRACTORS, INC.	
ITEM #	ITEM DESCRIPTION	UNIT	QTY.	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
<b>Miscellaneous Hydrant Repairs - Various Locations</b>											
24	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	30	\$100.00	\$3,000.00	\$56.40	\$1,692.00	\$55.00	\$1,650.00	\$71.34	\$2,140.20
25	Remove & Replace Hydrant Assembly and Valve - Slurry Backfill	EA.	2	\$12,500.00	\$25,000.00	\$15,440.00	\$30,880.00	\$16,500.00	\$33,000.00	\$19,000.00	\$38,000.00
26	4-Inch Asphalt Pavement Patch (Two Lifts)	S.Y.	25	\$132.00	\$3,300.00	\$69.00	\$1,725.00	\$95.00	\$2,375.00	\$96.20	\$2,405.00
27	Restoration - Topsoil and Sod	S.Y.	20	\$40.00	\$800.00	\$55.00	\$1,100.00	\$45.00	\$900.00	\$40.00	\$800.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 24 - 27)</b>					<b>\$32,100.00</b>		<b>\$35,397.00</b>		<b>\$37,925.00</b>		<b>\$43,345.20</b>
<b>Miscellaneous Water Valve Repairs - Various Locations</b>											
28	8-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	1	\$10,000.00	\$10,000.00	\$11,885.00	\$11,885.00	\$13,000.00	\$13,000.00	\$12,100.00	\$12,100.00
29	6-Inch Water Main Valve Remove & Replace - Slurry Backfill	EA.	4	\$9,500.00	\$38,000.00	\$10,820.00	\$43,280.00	\$12,000.00	\$48,000.00	\$10,000.00	\$40,000.00
30	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	30	\$60.00	\$1,800.00	\$56.40	\$1,692.00	\$55.00	\$1,650.00	\$71.34	\$2,140.20
31	4-Inch Asphalt Pavement Patch (Two Lifts)	S.Y.	60	\$132.00	\$7,920.00	\$69.00	\$4,140.00	\$95.00	\$5,700.00	\$98.40	\$5,904.00
32	Restoration - Topsoil and Sod	S.Y.	10	\$40.00	\$400.00	\$55.00	\$550.00	\$75.00	\$750.00	\$40.00	\$400.00
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 28 - 32)</b>					<b>\$58,120.00</b>		<b>\$61,547.00</b>		<b>\$69,100.00</b>		<b>\$60,544.20</b>
<b>Common to All Miscellaneous Utility Repairs - Various Locations</b>											
33	Traffic Control, Signage & Barricades -Misc. Locations	L.S.	1	\$35,000.00	\$35,000.00	\$2,980.00	\$2,980.00	\$4,000.00	\$4,000.00	\$6,800.00	\$6,800.00
34	Erosion Control - Misc. Locations	L.S.	1	\$1,000.00	\$1,000.00	\$2,980.00	\$2,980.00	\$1,000.00	\$1,000.00	\$3,212.00	\$3,212.00
35	Crushed Aggregate Base Course	TON	30	\$100.00	\$3,000.00	\$15.00	\$450.00	\$15.00	\$450.00	\$63.07	\$1,892.10
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 33 - 35)</b>					<b>\$39,000.00</b>		<b>\$6,410.00</b>		<b>\$5,450.00</b>		<b>\$11,904.10</b>
<b>TOTAL OF ALL ESTIMATED PRICES (ITEMS 1 - 35)</b>					<b>\$295,308.00</b>		<b>\$307,837.75</b>		<b>\$346,905.00</b>		<b>\$349,475.55</b>

# IN-PROGRESS VIGNETTES



VIEW OF SOUTHEAST CORNER



VIEW FROM OF EAST SIDE



VIEW OF SOUTHWEST CORNER



VIEW OF NORTHEAST CORNER



1 1ST FLOOR PLAN  
1" = 30'-0"



2 2ND FLOOR PLAN  
1" = 30'-0"

**BUILDING MATRIX**

FIRST FLOOR 1: 13,300 SF  
 SECOND FLOOR 2: 12,300 SF  
**TOTAL AREA 25,600 SF**

**PARKING 60 SPOTS (26 Garage)**  
**GUEST PARKING 7 SPOTS**

**UNIT MIX**

1-BEDROOM (~650 SF) 13 UNITS  
 2-BEDROOM (~950 SF) 13 UNITS  
**TOTAL 26 UNITS**

**ZONING INFO**

MINIMUM LOT AREA: (1) BEDROOM = 2,500 SF PER UNIT  
 (2) BEDROOM = 3,000 SF PER UNIT

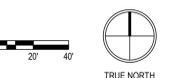
PARKING REQ: (2) SPACES PER UNIT

GUEST PARKING REQ: (0.25) SPACES PER DWELLING



## Palmer Drive Apartments (Hartland)

ARCHITECTURAL SITE PLAN  
 Scale: 1" = 30'-0"  
 Date: 01/22/2025  
 Engberg Anderson Project No.: 253827.00

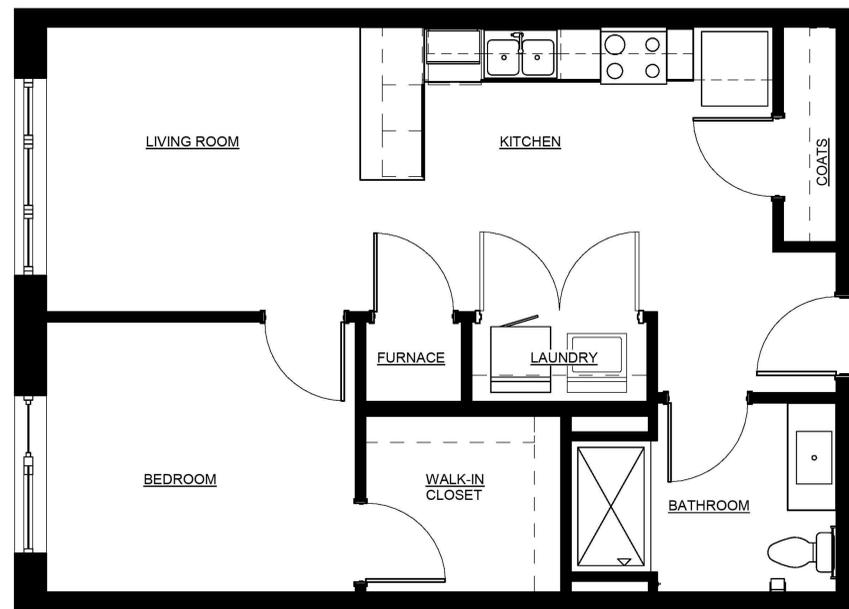




1 FIRST FLOOR PLAN  
1/16" = 1'-0"



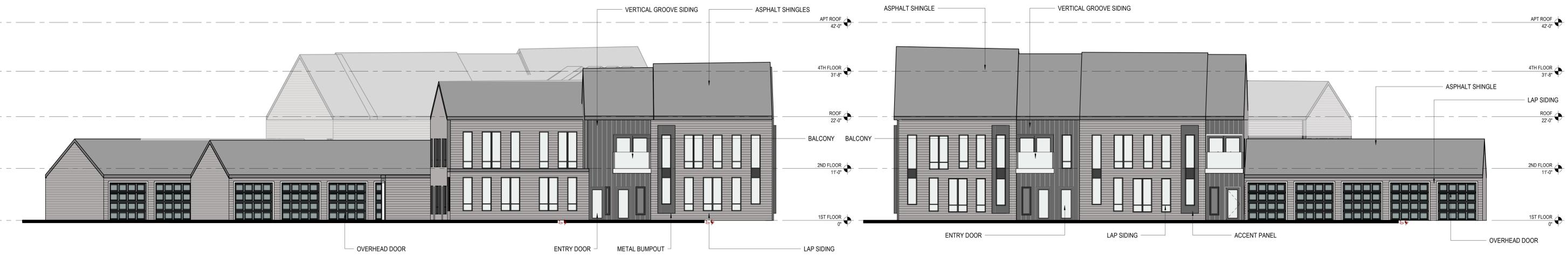
2 SECOND FLOOR PLAN  
1/16" = 1'-0"



**TYPICAL 1-BEDROOM UNIT PLAN**  
3/8"=1'-0"



**TYPICAL 2-BEDROOM UNIT PLAN**  
3/8"=1'-0"



1 South Elevation  
1/8" = 1'-0"

2 North Elevation  
1/8" = 1'-0"



4 East Elevation  
1/8" = 1'-0"



3 West Elevation  
1/8" = 1'-0"

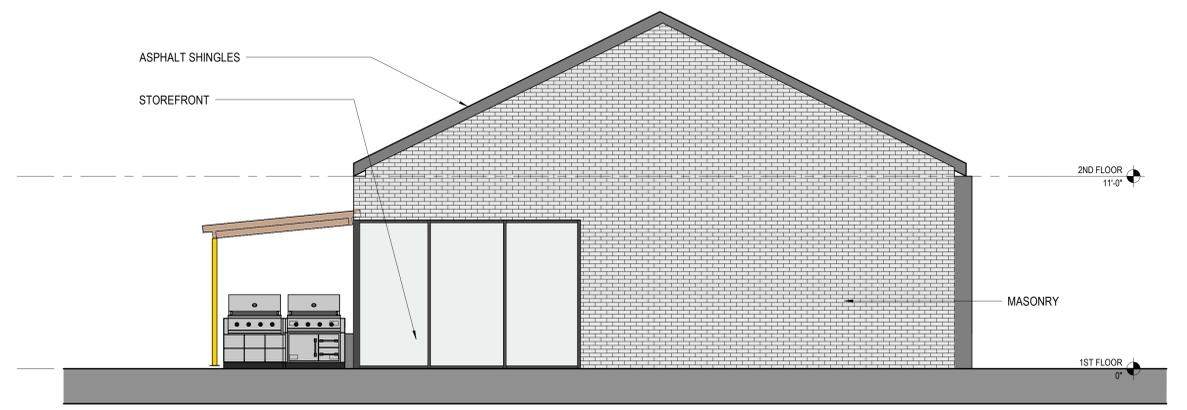


# Palmer Drive Apartments (Hartland)

BUILDING ELEVATIONS Opt.3  
 Scale: 1/8" = 1'-0"  
 Date: 01/22/25  
 Engberg Anderson Project No.: 253827.00



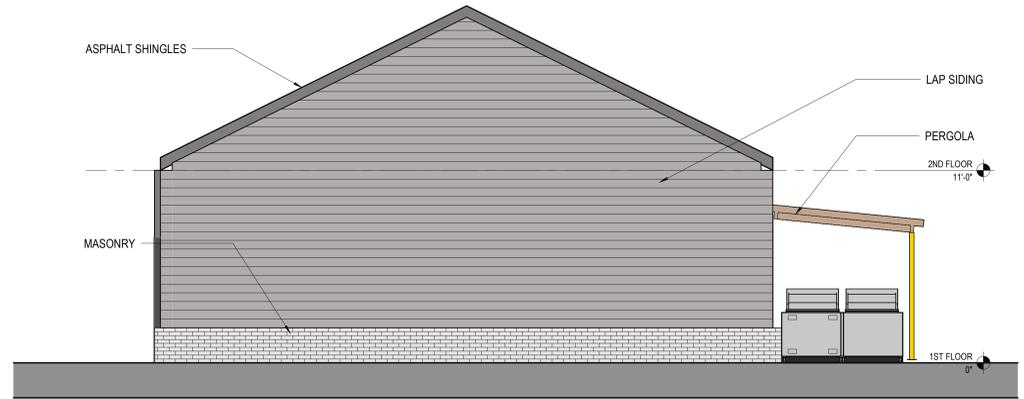
1 FIRST FLOOR COMMUNITY BUILDING  
1/4" = 1'-0"



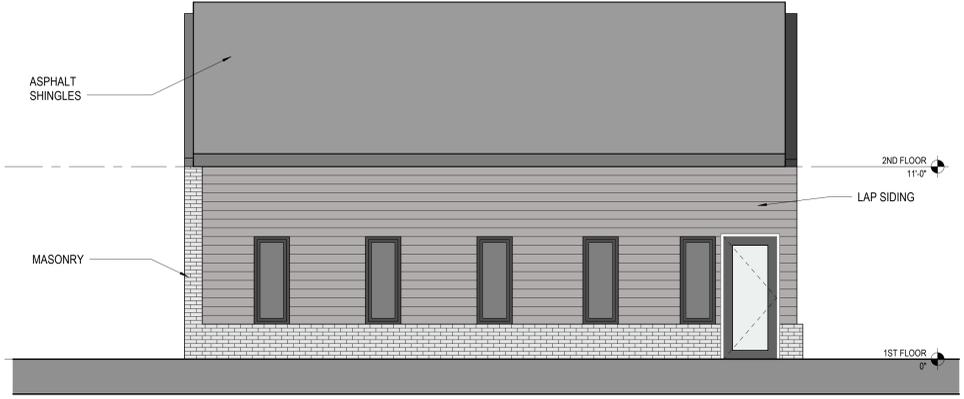
2 COMMUNITY ROOM - EAST ELEVATION  
1/4" = 1'-0"



3 COMMUNITY ROOM - SOUTH ELEVATION  
1/4" = 1'-0"



4 COMMUNITY ROOM - WEST ELEVATION  
1/4" = 1'-0"



5 COMMUNITY ROOM - NORTH ELEVATION  
1/4" = 1'-0"