



Village of Hartland

210 Cottonwood Avenue

Hartland WI 53029

PH: 262-367-2714

FAX: 262-367-2430

www.villageofhartland.wi.gov

PARK AND RECREATION BOARD AGENDA MONDAY AUGUST 4, 2025

7:00 PM

BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve the Park and Recreation minutes of the May 5th, 2025, meeting.
2. Consideration of a motion to approve the Park and Recreation minutes of the June 2, 2025, meeting.

Recreation –

3. Discussion & possible consideration for Special Event with 2 food trucks for Hartland-Lakeside Education Foundation Back to School Bash, September 12th, Nixon Park.
4. Discussion and possible consideration for Special Event for the 2nd Annual Pumpkin Party in the Park, October 11th at Nixon Park.
5. Discussion & possible consideration of Special Event, Fall in line 125, September 19th-20th, 2025, Centennial Park, Tydish Running.

Public Works –

6. Discussion of the CIP Parks Budget for 2026 and 2027.
7. Discussion and Consideration of the two options for Castle Park Playground Replacement.

Other Items for Consideration

8. Announcements: It is not contemplated that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.
9. Adjourn
Deidre Bush y
Deputy Clerk

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 the Village Clerk, at (262)367-2714. The Municipal Building is handicap accessible.

PARK AND RECREATION BOARD MINUTES
MONDAY MAY 5, 2025
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Kathy Van Thiel, Rick Conner, Randy Ferrell, and Craig Eisenhut.
Excused: Shaunta' de Boer, Nick Miller
Others: Sam Blonien, Tom Jenson, Leo Jungbluth, Heather Costa, Cory Bahr, Ben Askren, Terry Miller, and Matt Ballantyne.
7:00 PM Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to appoint a Park and Recreation Board Chairman for the upcoming year – duties involve running Park and Recreation Board meetings and being a member of the Jt. Architectural Board/Plan Commission.

Motion (Conner/Van Thiel) to appoint Tim Hallquist as Park and Recreation Board Chairman for the upcoming year. Carried (5-0).

2. Consideration of a motion to approve the Park and Recreation minutes of April 7, 2025.

Motion (Conner/Van Thiel) to approve April 7, 2025, minutes. Carried (5-0).

Recreation –

3. Discussion and consideration for Special Event Goat Yoga at Nixon Park, June 22, 2025

Katie H. was present for the Wisconsin Athletic Club and explained the event is the same as last year. It is on a Sunday and is about an hour's duration. There is about 45 minutes of yoga and then some social time with the baby goats. Katie said she will have another staff member with her as well as two people from the farm that have the goats. It will be set up in a fenced area and they supervise the goats. She said they have done it for several years and it has been good.

Motion (Ferrell/Eisenhut) to recommend approval to the Village Board for the Special Event Goat yoga on June 22, 2025. Carried (5-0).

4. Discussion and consideration of Mobile Food Vendor Code update-

Hallquist said the code gets updated quarterly and the last ordinance was updated in January of this year. He said they will go through the Food Truck policy first and asked if there were any changes or additions that should be made or included. The topic of electricity was brought up, where one place it says no electricity is provided and in another it says it will be, so it is confusing. Hallquist said we want

PARK BOARD MINUTES

MONDAY MAY 5, 2025

7:00 PM

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them to be self-sustaining so they can have power where there may not be power available. Hallquist pointed out that the Mobile Food Truck policy does not pertain to Special Events, because whoever is running the Special Events decides how many food trucks they want.

Eisenhut commented that they should make an effort to allow the option for more food trucks, because it seems to be a growing trend. Hallquist said this has come about due to Beer Snobs taking over the Beer Garden and it has been brought to our attention that we need to tweak the Park Food Truck Policy. Hallquist said it goes along with the ordinance. Hallquist said it should be specific times and days not generalities and if they do not show there should be a fine involved as well as a contract for those that are there on a regular basis. Eisenhut said a contract is not necessarily a bad thing. Hallquist said the Park Board worked a long time on the policy but now it needs to be looked at again. Ferrell said they should try to protect the brick & mortar for Hartland area businesses, and they may want exclusive rights to some things and does not think that is going to be able to happen especially if someone goes through our policy and procedure and pays the fee. Discussion on how to regulate that.

Eisenhut said there is a demand to have food down at the Beer Garden. There was discussion on supporting local businesses and the Beer Garden. Ferrell asked if it is a requirement to have food at the Beer Garden. Discussion on beer and food at the Beer Garden. The Discussion on Mobile Food trucks at other parks besides Nixon. Discussion on locations at the park where Mobile Food Vendors could park. There was discussion on the contract for the Hartland Beer Garden.

Motion (Eisenhut/Conner) to recommend to the Village Board to update Mobile Food Vendor Code with 3 Mobile Food Trucks, a contract with each and brick & mortar or resident owned businesses and not franchises. Carried (5-0).

5. Discussion and possible consideration of S3 Deli food truck at Nixon Park-

Matt Ballantyne from S3 Deli explained he would like to have a food truck at the Beer Garden Thursday – Sunday and wants to be open when the Beer Garden is open. He said he will have an expanded menu. He also has a self-contained power source and would pick up the food truck every night. It was stated that the Village has a contract with Beer Snobs and the contract was signed not knowing that someone else might be selling food.

Motion (Ferrell/Connor) to recommend approval to the Village Board for S3 Deli Food Truck at Nixon Park pending location from DPW in the park, review Beer Garden's contract and approval of food truck applications. Carried (3/1/1) Hallquist voted no and Eisenhut abstained.

Public Works –

6. Discussion and consideration of Little Dipperz ice cream cart in the Parks –

Tanya Little said she has done this for 3 summers and would like approval to do it again. She said in reviewing the ordinance it says a license it says something about the Village Manager can approve someone, Ord. section 22-169-c. She said Beer Garden is not serving ice cream. Hallquist asked her to be more specific on times. Hallquist asked her if it is the same cart she used last year and she said yes. Hallquist asked her how she keeps it cold, and she said she has to plug it in at her shop. Tanya Little said it would be ideal if she could plug into the warming shed. Eisenhut asked if she would need a contract like everyone else. Jungbluth said she did it last year, and Tanya said last year what she was approved

for was much more than she could handle so Thursday and maybe Sunday afternoons is what she will be doing during the warm weather season.

Motion (Ferrell/Connor) to recommend approval to the Village Board for Little Dipperz pending on review of application and review of Beer Garden contract. Motion (Ferrell/Connor) Carried (3-1-1). Hallquist voted no and Eisenhut abstained.

7. Discussion and consideration for Special Event for the Annual Lake Country Rotary Splash Pad lunch on July 18th, 2025-

This event is the same as last year and it is a good event for the Village of Hartland. Board to make the decision to waive the fees.

Motion (Ferrell/Connor) Carried (5-0). Recommend approval to the Village Board with the Board making the decision on waiving the fee.

8. Discussion and possible consideration for Special Event for the Library Summer Reading Kickoff, June 6, 2025, Nixon Park-

This is the same event as last year and they will be collaborating with local businesses. Last year's attendance was approximately one thousand people. It is a Special Event with several food trucks also bought ice cream from Little Dipperz. Summer Reading Kickoff will be held on June 6, 2025.

Motion (Eisenhut/Ferrell) to recommend approval to the Village Board for the Special Event for the Library Summer Reading Kickoff program June 6, 2025. Carried (5-0).

Public Works -

9. Discussion on possible basketball court at Castle Park-

Hallquist this will have to go through the budget process. Jenson said they have several different options where to put it. Jungbluth said they just went through this process at Penbrook Park with the same money. Jungbluth this park is up for the budget process in the fall for next year. Jenson said his concern is it is not easy to monitor, the potential noise and not seen from the road. Discussion on reaching out to the HOA to get their thoughts on it. Discussion on a half-court or a full court.

10. Discussion and possible consideration to budget for a disk golf course at Cottonwood Wayside -

DPW Director Jenson said they have had communication with Ben Askren on this, and Terry Miller has been working with Ben Askren. Jenson said on the last page of the map is the course they have laid out. He said this will have to be a budget item and it will be approximately \$20,000 and that does not include labor. Terry Miller has set up many courses around the country. Mr. Miller said he is not confident for a full 18-hole course after walking through the park. He said this would be a great introductory course. Jungbluth commented that the park area is not graded or has grass. They received two calls this week about woodchuck holes there. It was stated it looks more like a 9-hole course there. Discussion on the park area and maintaining the area.

Motion (Ferrell/Eisenhut) to bring back to Park Board with a new layout of a 9-hole design. Carried (5-0).

Other items for Consideration-

11. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.

None.

- Email list going out this week for Hometown Celebration volunteer sign-up.
- Fishing Clinics are coming up.
- Everyone is hired for the Day camp.
- Concert Series will be starting soon.
- DPW finished Hartbrook Playground.
- DPW is working to make sure Nixon has power for Hometown Celebration.

12. Adjourn -

Motion (Eisenhut/Conner) to adjourn. Carried (5-0).

Meeting adjourned at 8:52 pm.

Respectfully submitted By Recording Secretary,
Deidre Bushey - Deputy Clerk

PARK AND RECREATION BOARD MINUTES
MONDAY JUNE 2, 2025
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Kathy Van Thiel, Rick Conner (arrived at 7:05), Randy Ferrell, Shaunta De Boer, and Nick Miller.

Excused: Craig Eisenhut

Others: Sam Blonien, Tom Jenson, Leo Jungbluth, Cory Bahr, and Elaine Houdek.

7:00 PM Call to Order

Public comments for those items not included on this agenda: (Please be advised the Park and Recreation Board will receive information from the public for a three-minute time period per person with time extensions per the Park and Recreation Chairperson's discretion. Be it further advised that there may be limited discussion on the information received, however, no action will be taken under public comments.)

1. Consideration of a motion to approve the Park and Recreation minutes of May 5, 2025.

Motion (Ferrell/Van Thiel) to approve May 5, 2025, minutes. (3 -0) two abstentions, not a quorum so this will need to come back to next meeting.

Public Works –

2. Discussion to have Hartbrook baseball field moved to Centennial Park-

DPW supervisor Jungbluth said the if the Village decides to build a new building for Admin and the Police Department at Hartbrook Park, Hartbrook would lose the baseball field there. DPW Director said the President Pfannerstill asked that this be brought to Park Board level to see if Park Board has any input on moving Hartbrook baseball field to Centennial because they are thinking of removing the Hartbrook field. He said the only plans they have right now at centennial and that is in the packet. He said there has been talk in the past of moving it to the Cottonwood Wayside. Brief discussion on where lacrosse would go if Hartbrook baseball field was moved to centennial where the soccer field is. Brief discussion on the dimensions of Hartbrook and soccer and locations of the fields. Hallquist said if we wanted to make it more utilized for older kids, we would need to make that field bigger which would knock two of those options out. Hallquist said the only other place would be the Cottonwood Wayside. Ferrell said it is a good thing to look at our green spaces, and the Cottonwood Wayside would be a great place to have a sports complex with multiple ball diamonds, disc golf etc. Jenson said the worst thing about Cottonwood Wayside is sewer & water and there is no access to It there. He said at Cottonwood Wayside there is a need for a lift station and that would be a lot of money. Hallquist said a benefit to putting a field on the south side of Centennial would be there could be two games going on at once and then possibly add food options. Ferrell said it would be awesome if the Village had a sports complex and a local business to go into corporation and run that. Jenson said it is either the Wayside or Centennial and it was stated Centennial would be cheaper. Discussion on how often the football field is used. It was

stated there are a lot of teams in the area that want to use our fields. Hallquist said he gets a lot of compliments on the fields, and he said DPW does a great job taking care of them. Hallquist said so the general consensus is that we do not want to lose it. Brief discussion on both areas.

3. Discussion and consideration to add a basketball court at Castle Park to the CIP budget-

Jenson said Jungbluth got some numbers to add to the CIP budget, he got numbers for both a full court and half court. The Houdek's were present and said they received a lot of signatures and that they did not have anyone say anything negative about adding a basketball court. Discussion on full court or half court. Jungbluth said a half court would be easier to fit in. Discussion on best location so it can be seen better visually. Jenson said for a half court it would cost about \$40,000 and for a full court about \$65,000.

Motion (Nick Miller/Conner) to add half-court basketball court to CIP budget for next year as an advisory to the Village Board. Carried 6-0.

Other items for Consideration-

4. Announcements: It is not completed that these matters will be discussed or acted upon and may include items for future consideration. The following individuals may provide announcements: Park and Recreation Board members or other Village Staff members.

None.

- Area by DPW shop was seeded and hoping to be able to move forward with an archery site.
- Bonien said she is still looking for Hometown Celebration volunteers. Also preparing for Summer Camp.
- Jenson said Terry Miller reached out to him and they are meeting next week to go over the two different maps for the disc golf.

5. Adjourn -

Motion (de Boer/Conner) to adjourn. Carried (6-0).

Meeting adjourned at 7:40 pm.

Respectfully submitted By Recording Secretary,
Deidre Bushey - Deputy Clerk



210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
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 REQUESTED 60 DAYS PRIOR TO YOUR EVENT. EVENTS WITHIN 60 DAYS ARE SUBJECT TO DENIAL BY VILLAGE STAFF OR THE VILLAGE BOARD.

ORGANIZATION INFORMATION

Name of Organization Hartland-Lakeside Education Foundation			
Street Address 800 North Shore Drive	City Hartland	State WI	Zip 53029
Phone Number (216)456-6722	Are you a 501(c)3 Organization?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Event Contact Person (First & Last Name) Mallory Kaul			
Address N70W30514 Bette Ann Drive	City Hartland	State WI	Zip 53029
Email mkaul@thehief.org	Phone Number (216)456-6722	Day of Event Phone Number (216)456-6722	
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 Back to School Bash	Date(s) of Event Fri, Spt 12, 2025
Event Start Time 4:00pm	Event End Time 8:00pm
Location of the Event* Nixon Park	
Will your event take place in a Village of Hartland Park?	<input checked="" type="radio"/> Yes <input type="radio"/> No
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.	
*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.	

OTHER INFORMATION

Generally describe your event and its purpose
 The Back to School Bash is a community event, specifically ^{for} members of the Hartland-Lakeside School district, but open to everyone. Its an opportunity for families to gather and celebrate the end of summer and beginning of the school year. Kids will primarily be on the playgrounds while adults socialize.

Estimated Number of Participants ~100	Spectators	Vendors 2
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Will alcohol be sold/served? *If yes, liquor and bartender licenses are necessary under separate application.* -Beer Garden open Yes No

Will you be selling/serving food? Yes No

Will you have food trucks? *If yes, you will need to obtain Outside Food Vendor Permits under separate application.* Yes No

If yes, how many food trucks will be at the event? 2

Will you be selling merchandise? *If yes, you will need to obtain a Solicitor's Permit under separate application.* Yes No

Does the event involve fireworks? *If yes, you will need to obtain a Fireworks Permit under separate application.* Yes No

Does the event involve amplified music? Yes No

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

Hours of amplified music:

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? Yes No

Hours of street closure:

Diagram for Street Closure Provided? X Yes No

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

How many barricades needed for your event? X

"Road Closed" signs requested? Yes No

Will you be erecting any tents, canopies or other temporary structure(s)? *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.* Yes No

Will you be providing portable restrooms and wash stations? Yes 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?

Public parking

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?

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.

Amalloy Kaul
 Signature of Applicant

7-15-2025
 Date

For staff use only

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

Application forwarded to:

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

Village Board approval, if necessary, on:

Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk				
Fire				
Police				
Public Works				
Rec				

Fees

_____ Outside Food Vendors	_____ Special Event Permit	TOTAL FEES _____
_____ 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** _____

 = Mobile food trucks

 = Nixon Park Shelter 4, Reserved by HLEF

 = Public parking

 = Lake Country Beer Garden



 Outlook

RE: Nixon Park Facility Rental - September 12

From Sam Blonien <samb@villageofhartland.wi.gov>
Date Tue 7/1/2025 8:10 AM
To Mallory Kaul <mkaul@thehle.org>

Hello!

I have it blocked off for that date. Were you planning to have food trucks?

Sam

**Sam Blonien**

Village of Hartland
Recreation Director

210 Cottonwood Avenue, Hartland, WI 53029

Ph: 262-367-0352 | F: 262-367-2430 |

samb@villageofhartland.wi.gov | www.villageofhartland.wi.gov

From: Mallory Kaul <mkaul@thehle.org>
Sent: Sunday, June 29, 2025 9:12 AM
To: Sam Blonien <samb@villageofhartland.wi.gov>
Subject: Re: Nixon Park Facility Rental - September 12

Hi Sam,

I hope you were able to relax and enjoy some of the carnival this weekend! I'm just checking to make sure we're good for September 12 or if you need anything else from me.

Thanks,
-Mal

From: Mallory Kaul <mkaul@thehle.org>
Date: Wednesday, June 25, 2025 at 4:47 PM
To: Sam Blonien <samb@villageofhartland.wi.gov>
Cc: Cecilia Coons <ccoons@thehle.org>
Subject: Re: Nixon Park Facility Rental - September 12

Hi Sam,

Here's the form and our tax-exempt info. Let me know what you need next.

Thanks!
-Mal

From: Sam Blonien <samb@villageofhartland.wi.gov>
Date: Wednesday, June 25, 2025 at 7:28 AM
To: Mallory Kaul <mkaul@thehle.org>
Cc: Cecilia Coons <ccoons@thehle.org>
Subject: RE: Nixon Park Facility Rental - September 12

Hi there!

Can you fill out the park facility rental application PDF and send back to me? https://link.edgepilot.com/s/a2b59dab/9-brZlb_4kG0xjQTMHEUAA?u=https://www.villageofhartland.wi.gov/145/Parks

Thanks!
Sam

**Sam Blonien**

Village of Hartland
Recreation Director

210 Cottonwood Avenue, Hartland, WI 53029

Ph: 262-367-0352 | F: 262-367-2430 |

samb@villageofhartland.wi.gov | www.villageofhartland.wi.gov

From: Mallory Kaul <mkaul@thehle.org>
Sent: Friday, June 20, 2025 9:23 AM
To: Sam Blonien <samb@villageofhartland.wi.gov>
Cc: Cecilia Coons <ccoons@thehle.org>
Subject: Re: Nixon Park Facility Rental - September 12

You're awesome, thank you!

-Mal

From: Sam Blonien <samb@villageofhartland.wi.gov>
Date: Friday, June 20, 2025 at 9:21 AM
To: Mallory Kaul <mkaul@thehleef.org>
Cc: Cecilia Coons <ccoons@thehleef.org>
Subject: RE: Nixon Park Facility Rental - September 12

Yes, I can send you that information. But let me first check about the pavilion rental that Cecilia won and get back to you on next steps!!

Sam

**Sam Blonien**

Village of Hartland

Recreation Director

210 Cottonwood Avenue, Hartland, WI 53029

Ph: 262-367-0352 | F: 262-367-2430 |

samb@villageofhartland.wi.gov | www.villageofhartland.wi.gov

From: Mallory Kaul <mkaul@thehleef.org>
Sent: Friday, June 20, 2025 8:46 AM
To: Sam Blonien <samb@villageofhartland.wi.gov>
Cc: Cecilia Coons <ccoons@thehleef.org>
Subject: Re: Nixon Park Facility Rental - September 12

Good morning (again, ha!)

Cecilia said she won a pavilion rental from the chamber silent auction for Jump Joy Cheer so we can use. How can we use that for the rental? Copying her here, thanks!

-Mal

From: Sam Blonien <samb@villageofhartland.wi.gov>
Date: Thursday, June 19, 2025 at 4:10 PM
To: Mallory Kaul <mkaul@thehleef.org>
Subject: RE: Nixon Park Facility Rental - September 12

I removed the special event for the 12th and you should be able to reserve now! 😊

Let me know if you have any other questions!

Sam

**Sam Blonien**

Village of Hartland

Recreation Director

210 Cottonwood Avenue, Hartland, WI 53029

Ph: 262-367-0352 | F: 262-367-2430 |

samb@villageofhartland.wi.gov | www.villageofhartland.wi.gov

From: Mallory Kaul <mkaul@thehleef.org>
Sent: Thursday, June 19, 2025 3:38 PM
To: Sam Blonien <samb@villageofhartland.wi.gov>
Subject: Re: Nixon Park Facility Rental - September 12

Hi Sam -

Just checking in on the availability of the Nixon Pavilion on Sept 12.

Thanks!

-Mal

**Mallory Kaul***Secretary*

216-456-6722

mkaul@thehleef.orgwww.thehleef.org

From: Sam Blonien <samb@villageofhartland.wi.gov>
Sent: Friday, June 13, 2025 3:48 PM
To: Mallory Kaul <mkaul@thehleef.org>
Subject: RE: Nixon Park Facility Rental - September 12

Hi Mallory!

It does show it is reserved for a special event but does not say what it is for. Let me check with the person who booked it and get back to you! They are currently out of the office, but I will have an answer by Monday!

Sam



Sam Blonien

Village of Hartland

Recreation Director

210 Cottonwood Avenue, Hartland, WI 53029

Ph: 262-367-0352 | F: 262-367-2430 |

samb@villageofhartland.wi.gov | www.villageofhartland.wi.gov

From: Mallory Kaul <mkaul@thehle.org>

Sent: Thursday, June 12, 2025 6:41 PM

To: Rick Conner <rickc@villageofhartland.wi.gov>

Cc: Sam Blonien <samb@villageofhartland.wi.gov>

Subject: Re: Nixon Park Facility Rental - September 12

Great, thank you!

Mallory

Sent from my Verizon, Samsung Galaxy smartphone

Get [Outlook for Android](#)

From: Rick Conner <rickc@villageofhartland.wi.gov>

Sent: Thursday, June 12, 2025 5:48:34 PM

To: Mallory Kaul <mkaul@thehle.org>

Cc: Sam Blonien <samb@villageofhartland.wi.gov>

Subject: Re: Nixon Park Facility Rental - September 12

Mallory,

I'm connecting you with Sam who is our rec director and she can look further into this for you. Please let me know if there is anything else I can do for you.

Rick

Sent from my iPhone

On Jun 12, 2025, at 3:57 PM, Mallory Kaul <mkaul@thehle.org> wrote:

Hello Rick,

My name is Mallory, and I'm the Secretary of the Hartland-Lakeside Education Foundation as well as the coordinator for our Back-to-School Bash, which we're planning for September. I tried to reserve Pavilion #4 at Nixon Park for the event, but I noticed there's already a reservation listed for Friday, September 12 from 7:00 AM to 10:00 PM.

Before making other plans, I wanted to check whether that's a confirmed reservation or possibly a placeholder, especially since it appears to be repeating the following Friday as well. If there's any flexibility, we'd love to use the pavilion from about 4:00 PM to 8:00 PM that day (including set-up and clean-up times).

Thanks so much for checking, and I appreciate any information you can share!

-Mallory



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 262-367-2714 FAX: 262-367-2430
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 REQUESTED 60 DAYS PRIOR TO YOUR EVENT. EVENTS WITHIN 60 DAYS ARE SUBJECT TO DENIAL BY VILLAGE STAFF OR THE VILLAGE BOARD.

ORGANIZATION INFORMATION			
Name of Organization <i>Hartland Public Library, Kiwanis, HLEF, Hartland Lake County Rotary (w/support from Village Rec & DPW Depts.)</i>			
Street Address <i>110 E. Park Ave.</i>	City <i>Hartland</i>	State <i>WI</i>	Zip <i>53029</i>
Phone Number <i>262-367-3350</i>	Are you a 501(c)3 Organization?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Event Contact Person (First & Last Name) <i>Andy Kristensen</i>			
Address <i>110 E. Park Ave.</i>	City <i>Hartland</i>	State <i>WI</i>	Zip <i>53029</i>
Email <i>akristensen@hartland.lib.wi.us</i>	Phone Number <i>262-957-4919</i>	Day of Event Phone Number <i>Same</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>Pumpkin Party in the Park - 2nd Annual</i>	Date(s) of Event <i>Saturday, Oct. 11th (2025)</i>
Event Start Time <i>4 PM (set up begins)</i>	Event End Time <i>8 PM</i>
Location of the Event* <i>Nixon Park (late morning/early afternoon)</i>	
Will your event take place in a Village of Hartland Park?	<input checked="" type="radio"/> Yes <input type="radio"/> No
<p>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.</p> <p>*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.</p>	

OTHER INFORMATION

Generally describe your event and its purpose

See attached sheet for general description

Estimated Number of Participants

750-1,000

Spectators

Vendors

Will alcohol be sold/served? *If yes, liquor and bartender licenses are necessary under separate application.*

Beer Garden

Yes

No

Will you be selling/serving food?

Kiwanis

Yes

No

Will you have food trucks? *If yes, you will need to obtain Outside Food Vendor Permits under separate application.*

Yes

No

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

—

Will you be selling merchandise? *If yes, you will need to obtain a Solicitor's Permit under separate application.*

Yes

No

Does the event involve fireworks? *If yes, you will need to obtain a Fireworks Permit under separate application.*

Yes

No

Does the event involve amplified music?

Yes

No

If yes, will the amplified music be a:

Band

DJ

Hours of amplified music:

4 PM-8 PM

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?

Yes

No

Hours of street closure:

3:30 PM-8 PM

Diagram for Street Closure Provided?

Yes

No

Will you need barricades provided by the Village for your event?

Yes

No

How many barricades needed for your event?

8

"Road Closed" signs requested?

Yes

No

Will you be erecting any tents, canopies or other temporary structure(s)? *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.*

Bounce House

Yes

No

Will you be providing portable restrooms and wash stations?

Yes

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?

N/A Using normal park bathrooms like last year

Will you provide parking for participants?

Yes

No

If yes, where will parking be available?

Streets alongside park, municipal/local parking lots near park and municipal buildings

Will you provide a dumpster/clean-up services?

Yes

No

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

We will use normal trash cans at Nixon Park for any waste.

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.

Signature of Applicant 7/22/25
Date

For staff use only

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

Village Board approval, if necessary, on:

Application forwarded to:
 Administrator *Police Chief*
 Building Inspector *Public Works Director*
 Fire Chief *Rec Director*
Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk				
Fire				
Police				
Public Works				
Rec				

Fees

_____ Outside Food Vendors	_____ Special Event Permit	TOTAL FEES _____
_____ 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**
 _____ _____

The general purpose of this event is to hold a Fall Fest-like special event, with the goals being to provide a fun autumn-themed activity for local area families and to raise funds for the upcoming Children's Area remodel in the Hartland Public Library. This would be the second year hosting this event after last year's successful inaugural event.

In order to do this, the Hartland Public Library, Kiwanis, the Hartland Lakeside Education Foundation, Hartland Lake Country Rotary Club, and Hartland's Recreation and Department of Public Work departments will hold this event in Nixon Park from 4 PM-8 PM on Saturday, October 11th. During the event, there will be several free activities alongside events that will help raise money for the aforementioned cause. Below are a list of both free and 'fundraising' activities:

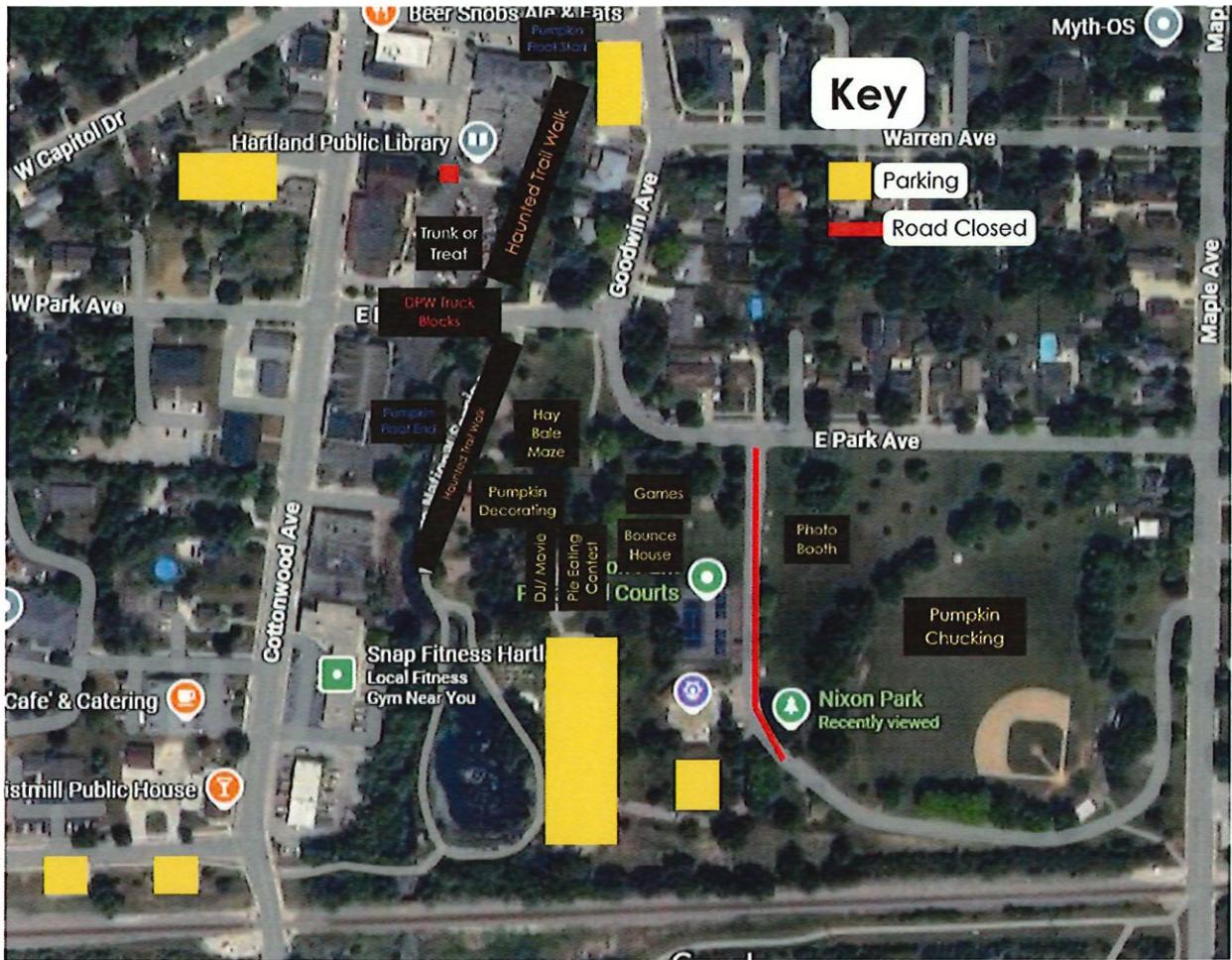
Free

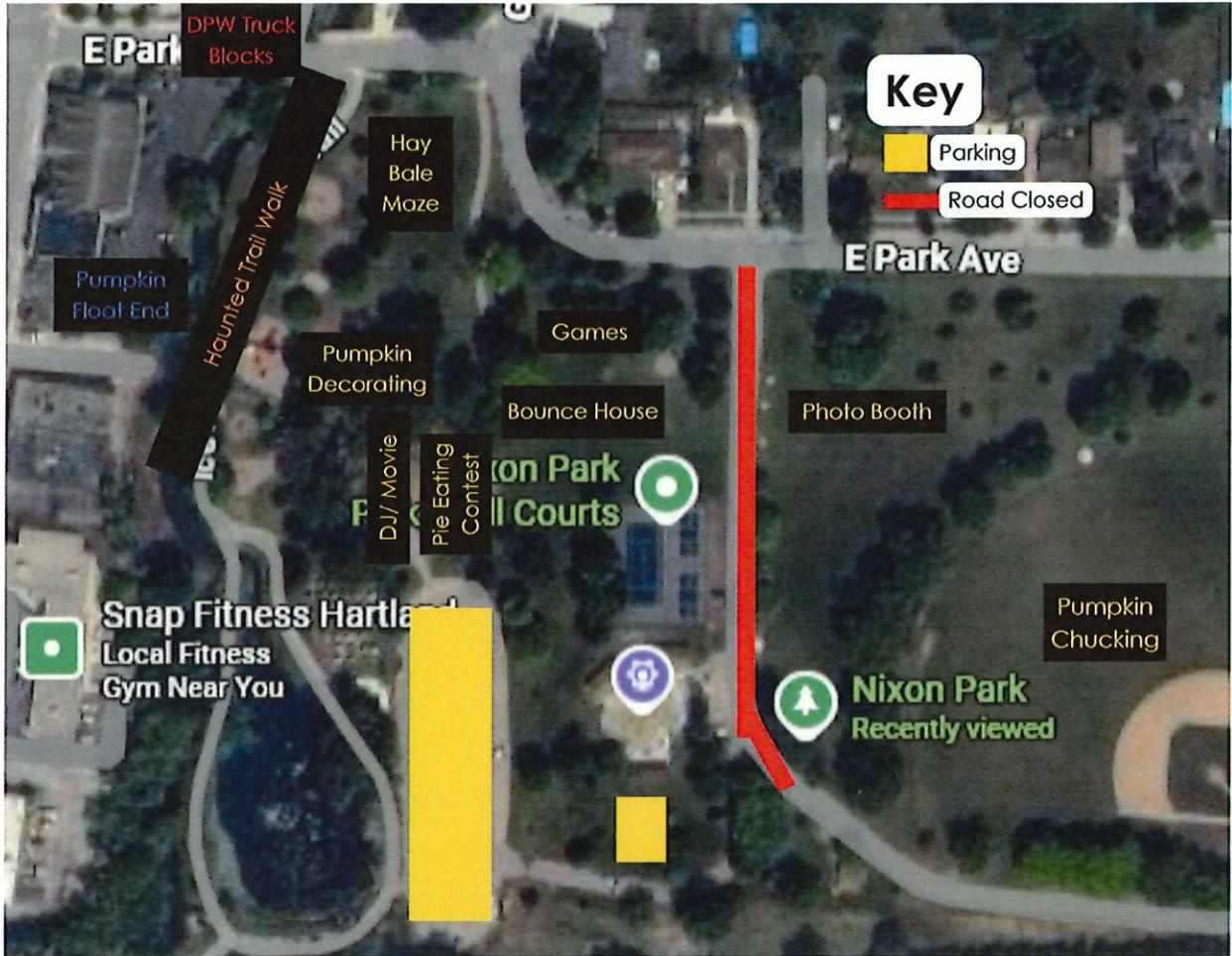
- Inflatable Bounce House
 - Rent a bounce house from a local vendor and allow kids of the appropriate age to bounce inside for a set time. Set up a donation jar outside for extra donations if possible.
- 'Carnival Games'
 - Free to play
 - Bowling with Gourds, Plastic Axe Throwing, Mummy Wrap Race, Pop Goes the Pumpkin
- Hay Bale Maze (tentative as of 7/22/25)
 - Stacking hay bales two-high, we would have about a 20'x20' maze made out hay bales for toddlers and very young children.
- Haunted Halloween Trail Walk
 - This would consist of six - fifteen 'spooky' displays spread out along the Ice Age Trail from Haight Street to the pond at Nixon Park. We will be soliciting sponsorship from local businesses—they will have the choice to either make the display themselves, or they can have their logo present in the display while DPW/Library staff sets up the display itself. DPW/Library staff can assist with set-up if needed the day of the event.
- Movie
 - Using the inflatable screen and projector that the Recreation Department has, we will show a family-friendly movie on the screen from the Fine Arts Center stage.
- Photo Station (tentative as of 7/22/25)

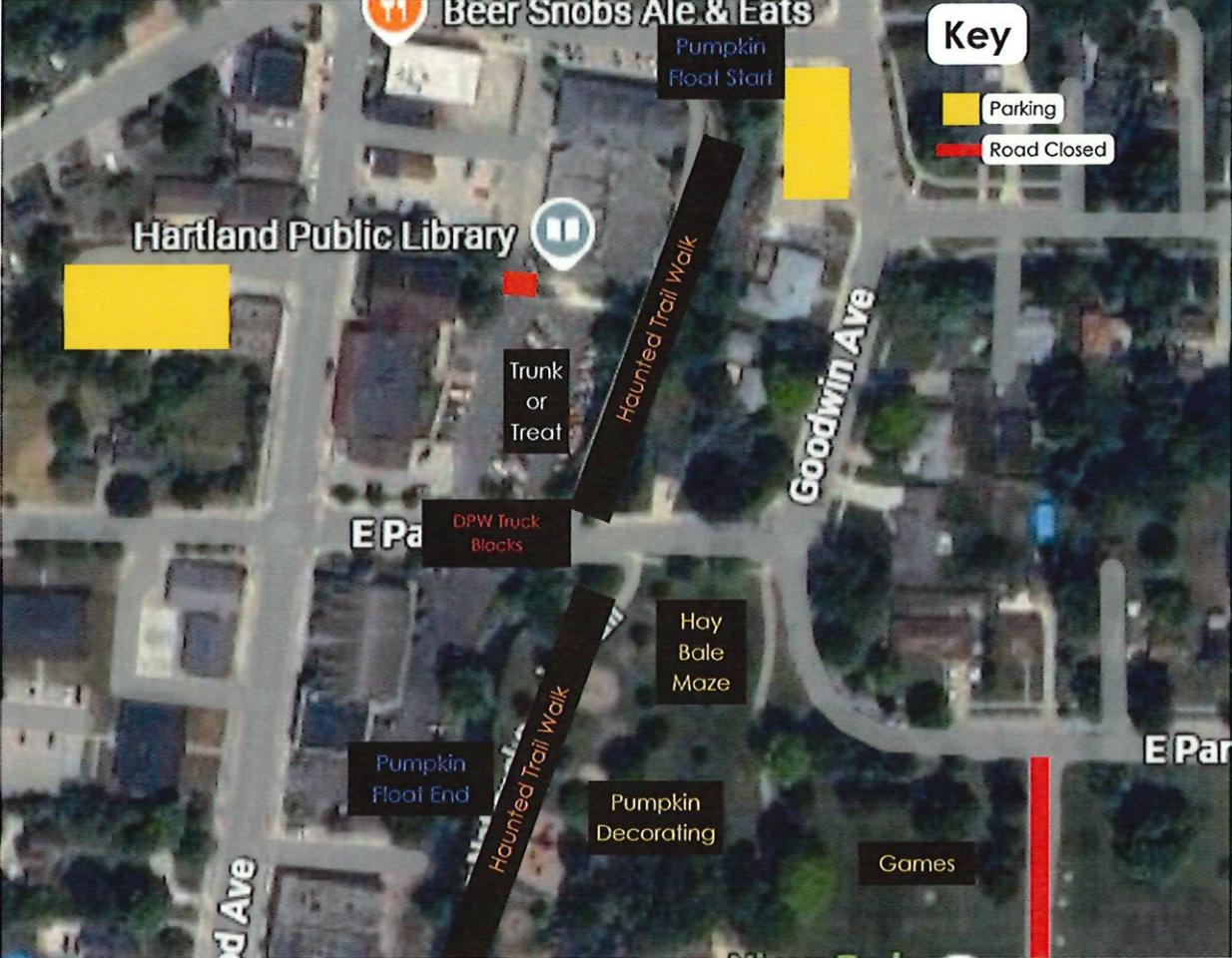
- Staff will set-up a photo backdrop, consisting of hay bales, cornstalks, and gourds, that families can take pictures in front of.
- Pumpkin Pie Eating Contest
 - Winner gets bragging rights and a cool Pumpkin King trophy
- Guess the Weight of the Pumpkin (tentative as of 7/22/25)
 - A Giant Atlantic pumpkin will be borrowed for this event, and attendees will be able to guess the weight for a dollar, with the winner receiving a prize of a large pumpkin or a cut of the money raised.
- Trunk or Treat
 - This will be run by HLEF; they want to do it in the parking lot shared by the Library and Village Hall/Police. They are requesting that it's shut down for the day so that set-up isn't an issue (it would start at 3:30 PM), or at least closes no later than sometime around noon to ensure no cars are left there that aren't a part of the Trunk or Treat event.

Fundraising/Monied Events

- Kiwanis Concession Stand
 - Kiwanis members will sell hot dogs, hot cider, and popcorn from a tent.
- Caramel Apple Station
 - Will be ran in conjunction with the Kiwanis Concession Stand
- Lake Country Beer Garden
 - Beer Snobs has been contacted and confirmed they will be open for this event.
- Pumpkin Chucking (tentative as of 7/22/25)
 - Local Boy Scout members will build a trebuchet to launch pumpkins at a series of scarecrow targets.
- Pumpkin River Race
 - Up to 1,000 mini-pumpkins will be dropped in the Bark River by Haight Street and 'race towards the finish line' near the pond in Nixon Park, similar to the Bark River Bash Duck Race. The mini-pumpkins will be sold for \$5, and participants will be able to keep the pumpkin after the race and decorate it at the craft table.
- Pumpkin Decorating
 - Attendees can purchase a mini pumpkin and decorate it with paint and craft supplies.









210 Cottonwood Avenue
 Hartland WI 53029
 262-367-2714 FAX: 262-367-2430
www.villageofhartland.wi.gov

SPECIAL EVENT PERMIT APPLICATION

265424

Permit approved	_____	Date	_____
Permit fees paid	75.00	Date	7/28/25
Deposit paid	_____	Date	_____
Deposit returned	_____	Date	_____

FEEES ARE NON-REFUNDABLE

APPLICATION AND PERMIT FEES ARE REQUESTED 60 DAYS PRIOR TO YOUR EVENT. EVENTS WITHIN 60 DAYS ARE SUBJECT TO DENIAL BY VILLAGE STAFF OR THE VILLAGE BOARD.

ORGANIZATION INFORMATION

Name of Organization				TyDISH Running?			
Street Address		City	State	Zip			
W330N299 County Rd C.		Delafield	WI	53018			
Phone Number		Are you a 501(c)3 Organization?		Yes	No		
262-227-5885					<input checked="" type="checkbox"/>		
Event Contact Person (First & Last Name)							
Nicole Friedrich							
Address		City	State	Zip			
"		"	"	"			
Email		Phone Number	Day of Event Phone Number				
tydish1150@yahoo.com		262-227-5885	262-227-5885				
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		Date(s) of Event	
Fall inline 125		Sept. 19 th - 21 st	
Event Start Time		Event End Time	
11AM on the 19 th		12pm on the 21 st	
Location of the Event*			
Greenbush Rec. Area → The Fuzzy Pig.			
Will your event take place in a Village of Hartland Park?			Yes <input checked="" type="checkbox"/> No

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.

***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.**

Map attached where a small tent will be put up next to the Pavilion.



 = 10x10 tent
camp like
tent.

Directional flow
of
runners

Village of Hartland GIS

DISCLAIMER:



Village of Hartland
210 Cottonwood Ave
Hartland, WI 53029
262-367-2714

OTHER INFORMATION

Generally describe your event and its purpose

A 132 mile trail running event. Starting in the Northern Kettles or Greenbush to the end of the Southern Kettles. All miles are on the Ice Age Trail.

Estimated Number of Participants 10-25.	Spectators 10-25	Vendors 0
--	---------------------	--------------

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

Will you be selling/serving food? <i>Free for the athletes.</i>	Yes	<input checked="" type="checkbox"/>	No
---	-----	-------------------------------------	----

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

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

If yes, will the amplified music be a:

Band DJ

Hours of amplified music:

0

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?	Yes	<input checked="" type="checkbox"/>	No
------------------------------	-----	-------------------------------------	----

Hours of street closure:

0

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

Will you need barricades provided by the Village for your event?	Yes	<input checked="" type="checkbox"/>	No
--	-----	-------------------------------------	----

How many barricades needed for your event? 0

"Road Closed" signs requested?	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> 10x10 camp tent	Yes	<input checked="" type="checkbox"/>	No
---	-----	-------------------------------------	----

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

Hoping you can leave the Restrooms on site open for us overnight.

OTHER INFORMATION CONTINUED

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

0

Will you provide parking for participants? Yes No

If yes, where will parking be available?

The lot itself is ample. There will maybe be 10 cars at the most at one time.

Will you provide a dumpster/clean-up services? Yes No

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

We will pack out our garbage, as well as clean up after ourselves?

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.

M. Madwick

Signature of Applicant

7/22/2025

Date

For staff use only

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

Application forwarded to:

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

Village Board approval, if necessary, on:

Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk				
Fire				
Police				
Public Works				
Rec				

Fees

_____ Outside Food Vendors *75⁰⁰* Special Event Permit
 _____ Park Facility Fees _____ Temp. Bartender's
 _____ Solicitor's Permit(s) _____ Temp. Class B

TOTAL FEES *75⁰⁰*

All requirements for this special event have been met.

Village Administrator approval

Date

Crew Access?	Drop Bag	Sleep Station	Mileage points from FarOut App	991.5	Start @ Greenbush	
Yes	No	No	Aid Station #1	975.5	Maurhe Lake	Mile 16
Yes	No	No	Aid Station #2	963.7	Sunburst	Mile 27.8
No	Yes	No	Aid Station #3	952.7	Paradise Dr.	Mile 38.8
Yes	No	No	Aid Station #4	941.9	Nature Trail (Pike)	Mile 49.5
Yes	Yes	No	Aid Station #5	930.7	Emerald Dr.	Mile 60.7
Yes	No	Yes	Aid Station #6	918.5	Centennial Park	Mile 73
Yes	No	Yes	Aid Station #7	905	Lapham Tower	Mile 86.4
Yes	Yes	Yes	Aid Station #8	891.9	Scuppermong Lot	Mile 99.5
Yes	No	Yes	Aid Station #9	882.2	Southern KM HQ Lot	Mile 109.3
Yes	No	No	Aid Station #10	867	Hwy 12/Blackhawk	Mile 124.5
			Finish		Clover Valley Rd - Fuzzy Pig	Mile 131.7

Runner Pace	
10 Minute Mile	22 Minute Mile
Day 1	Day 1
1:40 PM	4:52 PM
Day 1	Day 1
3:38 PM	9:10 PM
Day 1	Day 2
5:28 PM	1:15 AM
Day 1	Day 2
7:15 PM	5:15 AM
Day 1	Day 2
9:07 PM	9:18 AM
Day 1	Day 2
11:10 PM	1:46 PM
Day 2	Day 2
1:24 AM	6:40 PM
Day 2	Day 2
3:35 AM	11:30 PM
Day 2	Day 3
5:13 AM	3:05 AM
Day 2	Day 3
7:40 AM	8:39 AM
Day 2	Day 3
9:20 AM	11:46 AM

Will set up bag 9pm.
 Majority no runners will be in around 1am. They are at mile 73 so will be tired and quiet.
 Its a small production. Maybe 5-10 people will be there at a time.

From: [Nicole Diedrick](#)
To: [Santee Policello](#)
Subject: Fwd: Fallinline 125 permit
Date: Monday, July 28, 2025 11:47:12 AM
Attachments: [image0.png](#)



Sent from my iPhone

Begin forwarded message:

From: Nicole Diedrick <nicole.diedrick@yahoo.com>
Date: June 26, 2025 at 11:12:02 AM CDT
To: Lemke Brian DNR <Brian.Lemke@wisconsin.gov>
Subject: Re: Fallinline 125 permit

That's not due until 30 days prior to. I'll have it to you in August.
I'll let you know when I mail it out.
It's an expense I wait to spend right before in the event something happens.....otherwise it's \$250 I won't get back.
It's yet on the list to get done.

On Jun 26, 2025, at 9:12 AM, Lemke, Brian - DNR
<Brian.Lemke@wisconsin.gov> wrote:

Hi Nicole,

I need a copy of your certificate of insurance for the event. Since it will cover multiple properties, use the Madison address and not any of the properties. WI DNR and it's employees. PO Box 7921. Madison, WI 53707

We are committed to service excellence.

Visit our survey at

<https://link.edgepilot.com/s/ac37cc70/C77cri8GfkGUZ8yUVhfGQA?u=http://dnr.wi.gov/customersurvey> to evaluate how I did.

Brian Lemke
Phone: (262) 470-6952
brian.lemke@wisconsin.gov

From: Lemke, Brian - DNR
Sent: Tuesday, June 24, 2025 10:48 AM
To: Nicole Diedrick <nicole.diedrick@yahoo.com>
Subject: Fallinline 125 permit

Hi Nicole,

Here is a signed copy of the permit. if you need any stickers, it may be easiest to work with Mike or Mary at Lapham since you are right there. reach out to me a week or two before hand to talk about the placement of your aid station and port-a-john at the HQ. if conditions are dry enough, I think the area circled in red would work best. I don't know if they will deliver a potty out on the trail or not, but it doesn't hurt to ask.

Thanks

<image006.png>

We are committed to service excellence.

Visit our survey at

<https://link.edgepilot.com/s/ac37cc70/C77cri8GfkGUZ8yUVhfGQA?u=http://dnr.wi.gov/customersurvey> to evaluate how I did.

Brian Lemke

Pronouns: he/him/his

Superintendent

Kettle Moraine State Forest – Southern Unit

Kettle Moraine State Forest – Mukwonago River Unit

Wisconsin Department of Natural Resources

Cell Phone: (262)470-6952

Fax: (262) 594-6222

brian.lemke@wisconsin.gov

<image007.png>

dnr.wi.gov

<image008.png>

<image009.png>

<image010.png>

<image011.png>

le Park Opt 1
Hartland, WI CD227475



www.miracle-recreation.com

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le Park Opt 2
Hartland, WI CD227476



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