

**VILLAGE BOARD AGENDA
MONDAY, JANUARY 8, 2024
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Wallschlager

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. Consideration of Village Board minutes of December 11, 2023.
2. Items related to vouchers.
 - a. Consideration of Contractor’s Application for Payment, Wolf Paving, in the amount of \$31,078.50
 - b. Consideration of vouchers for payment in the amount of \$702,299.26.

Items referred from the December 5, 2023 and January 2, 2024 Park & Recreation Board Meetings

3. Discussion and consideration of special events
 - a. Trailtessa Retreat, Ice Age Trail Alliance, with request to waive fees
4. Consideration of food vendor application for Little Dipperz
5. Consideration of First Reading of an Ordinance Repealing Prior Resolutions 1-25-2016-01 and 11-27-2017-01 and Creating § 70-31 of the Village of Hartland Code of Ordinances With Respect to the Park and Recreation Board by Establishing a Subcommittee of Same

Other Items for Consideration

6. Discussion and consideration of Sons of the American Legion request for banner for Operation Homeless Veterans
7. Discussion and consideration of modification to BID grant funds for façade improvements and flower basket maintenance invoicing.

8. Consideration of First Reading of an Ordinance Amending § 50-232 of the Village of Hartland Municipal Code Pertaining to Impact Fees and schedule of public hearing
 - a. Consideration of setting a date for a Public Hearing on January 22, 2024
9. Discussion and consideration of site license agreement with CCATT for the cell tower property located at 671 Hill Street.
10. Discussion of building needs analysis and possible action creating a committee.
11. Discussion and consideration of new Village logo.
12. 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 Administrator or other Village Staff members.
13. 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 Meeting ID: 853 9573 2622 Passcode: 334337

Or participate online:

<https://us02web.zoom.us/j/85395732622?pwd=Y0RUWm03eFNWNTBNU01BcTdvd3dnQT09>

**VILLAGE OF HARTLAND
VILLAGE BOARD MINUTES
MONDAY, DECEMBER 11, 2023 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, President Pfannerstill, Wallschlager, Conner, Hallquist

Others Present: Village Manager Bailey, Clerk Policello, Police Chief Misko, Fire Chief Jambretz, Public Works Director Felkner, Recreation Director Rennekamp

Pledge of Allegiance – President Pfannerstill

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.

No one wished to speak for Public Comment.

1. Consideration of Village Board minutes of November 27, 2023.
Motion (Conner/Pfeiffer) to approve the Village Board minutes of November 27, 2023. All were in favor, **motion carried**.
2. Items related to vouchers
 - a. Motion (Wallschlager/Hallquist) to approve vouchers for payment in the amount of \$776,571.53.
All were in favor, **motion carried**.
3. Actions related to Licenses and Permits
 - a. Motion (Hallquist/Conner) to approve bartender application for Samantha Zimdars. All were in favor, **motion carried**.
 - b. Ylli Buresha, owner of Sweet Dreams appeared in person. He has a Class B Beer license for his location, specifically suite A and would like to include the arcade area, suite B, in the licensed premise area. He has one LLC that leases both suites.
Motion (Wallschlager/Pfeiffer) to approve the modification of premise description for Hartland Sweet Dreams LLC. All were in favor, **motion carried**.
4. Discussion and consideration of special events
Director Rennekamp said all three events are repeat events.

Winter Play Day – Kiwanis – The event will take place on January 20, 2024 in Nixon Park from 2 – 4 pm. They are requesting to use power in the park; they will have activities; in the past the fee has been waived; there will be free hot chocolate; this is a free community event.

Full Moon Hike – Ice Age Trail Community - The event will take place on January 25, 2024 and start at the warming shed in Nixon Park; there will be free hot chocolate with a hike of the Hartland segment of the Ice Age Trail and circle back. There were over 170 participants last year. They would like the Police Department to assist participants with crossing Maple Avenue if

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they are available. Chief Misko said their assistance would be dependent on call volume that night; he recommended volunteers assist with the crossing that they would be willing to train. This would be a backup plan. The volunteers will wear vests. There is a request that the special event fee be waived. President Pfannerstill asked Director Rennekamp to contact the Ice Age Trail Community to inform them that volunteers will be needed. Trustee Wallschlager offered to volunteer.

Bark River Bash – Kiwanis and BID – This event will take place on May 4, 2024 in Nixon Park in the open space, shelter 4 and the Fine Arts Center for a band performance. This is a fundraising event. There is a request that the fee be waived.

Trustee Hallquist said the Park Board reviewed all three applications and they had no issues.

Motion (Hallquist/de Boer) to approve the special event applications with waiving of the fees. All were in favor, **motion carried**.

5. Discussion and possible consideration of modifications to park shelter deposits. Director Rennekamp said the park facility reservation fees were recently reviewed and modified by the Village Board. They would like to change the refundable deposit to mirror the rental fee modifications. No deposit would be required for rentals up to 100 attendees; \$200 deposit for 101-200 attendees; a \$300 deposit for over 200 people. Staff recommends that no deposit be required for 1 – 100 attendees, as it would be time consuming due to the bulk of the reservations falling in this attendee category. The need for the Village to keep a deposit has been rare. President Pfannerstill suggested a signed waiver might be considered in the future, which may foster more responsibility.

Motion (Pfeiffer/Hallquist) to approve the modifications to the park shelter deposits. All were in favor, **motion carried**.

6. Discussion and consideration of Resolution 12/11/2023 “Tax Incremental District Termination Resolution” for Tax Incremental District No. 5.

Village Manager Bailey said at the last meeting the Board approved Baker Tilly to assist with the closing of TID 5. This needs to be submitted to the state to begin the process. This is the Culver’s TID.

Motion (Hallquist/Pfeiffer) to approve Resolution 12/11/2023 “Tax Incremental District Termination Resolution” for Tax Incremental District No. 5. All were in favor, **motion carried**.

7. Consideration of a motion to approve Election Inspectors with terms to expire December 31, 2025.

Motion (Conner/de Boer) to approve proposed Election Inspectors with terms to expire December 31, 2025. All were in favor, **motion carried**.

8. Discussion and consideration of BID’s nominations of Jim Muenzenberger, Tabi McBride and Cheryl Pfundtner to the BID Board.

Motion (Pfeiffer/Conner) to approve BID's nomination of Jim Muenzenberger, Tabi McBride and Cheryl Pfundtner to the BID Board. All were in favor, **motion carried**.

9. Discussion and consideration of modification to grant funds to the BID for façade improvements.

Village Manager Bailey said he has had discussions with the Hartland Business Improvement District regarding this. Annually our Public Works Department does the watering of the hanging baskets at a cost of \$5,000 - \$6,000 annually. We have up to \$20,000 available for matching façade improvement grants. Currently the BID pays us \$5,000 for the watering of the flower baskets. The idea is to lower the façade match grant to \$15,000 annually. This would be a way to keep the flower baskets, which are expensive to maintain.

DPW Director Felkner said the baskets should be watered every 2 – 3 days depending on the weather. The BID thought the pricing was a little high this year. We don't charge BID for the tractor, just a portion of the labor and the water. Summer help waters the Village's flowers while they are out watering the flower baskets. This expense has been brought up in the past. President Pfannerstill said this is something that the Village would take over if the BID did not continue it. He suggested meeting with the BID members. Felkner said summer staff maintains the baskets, not full-time staff; he thinks the baskets look great. Trustee Conner asked what BID's annual budget is. Bailey said it is \$74,800 and they have a part-time employee; he said BID hasn't raised their fees to the businesses in over a decade. Conner suggested the Village could split the cost with the BID. Conner asked how much of the grant funds get utilized; Bailey said not all funds in the façade grant get utilized.

Trustee Wallschlager asked what flowers are ours? Felkner said the flower baskets on the light poles are BID's; the Village owns the flowers in pots by the gas station, two at Village Hall and two in the parks; the ground flowers are the Village's. Wallschlager said the flowers are important and they beautify Hartland.

Motion (Conner/Pfeiffer) to table this to the January 8th meeting and invite bid in to discuss; All were in favor, **motion carried**.

10. Discussion and consideration of letter of credit reduction for Sandhill Development contingent on receiving the as-built drawings.

John Siepman and Chris Siepman of Siepman Realty appeared in person requesting a reduction of letter of credit per the developer's agreement. 20 units are sold and 15 buildings under construction with 3 units occupied. Village Manager Bailey said Ruckert Mielke is recommending approval of this contingent on the as built drawings.

Director Felkner said Seipman came to the Village Board and they reduced the number of 4 families and they cut them back to 2 families, so that is why they had to redesign to add more water and sewer laterals, so once we get them drawn up, we can get our as built drawings. Felkner said they are adding the laterals when they construct the buildings.

Motion (Hallquist/Wallschlager) for letter of credit reduction for Sandhill Development contingent on receiving the as-built drawings. Bailey said the reduction in the letter of credit will be from \$300,330.26 to \$51,720. All were in favor, **motion carried**.

11. Discussion and consideration of phone system upgrade.

Village Manager Bailey said the phone system is beginning to fail. We have received several proposals. We currently have Allworx. We are looking to go with a cloud-based system; we will only need to upgrade telephones as they fail. Going with another vendor would cause us to buy new hardware. Scott Howard said as it stands now if power is out and the Village Hall is on generator, the Allworx server that's on site couldn't do anything with the phone calls. With Allworx hosted the call will be able to go to a voicemail and an email would be generated to the intended recipient and they would decide how to contact the caller. Trustee Hallquist asked to hear from department heads.

Chief Misko said over the last year the phones have been down several times. 911 calls go to WCC but the Police Department gets a lot of non-emergency calls. They have had to do several hard resets, which is not good for the hardware. They have been unable to receive and make calls. This has happened frequently and on weekends. It got to the point that the Police Department had to get a hard-wired phone installed for backup. Misko said our dispatch center is looking to go to a cloud-based system as well. Scott Howard said phone recording capabilities will not change at all. Fire Chief Jambretz said they have had the same phone issues in the recent past requiring resets that Scott has walked them through. Emergency calls come through dispatch. Jambretz said they do sometimes have to refer emergency calls from their non-emergency line to dispatch.

Trustee Wallschlager asked if there is a backup generator for doors. Jambretz said they have a backup generator that operates the doors and lights. The Police Department has generators as well.

Motion (Pfeiffer/Hallquist) to approve the phone system upgrade with Allworx. All were in favor, **motion carried.**

12. Discussion and consideration of Resolution 12/11/2023A "Amending Appendix A of the Code of Ordinances for the Village of Hartland Concerning the Schedule of Municipal Fees and Charges".

Clerk Policello said the solicitor fee is currently \$30.00 and \$10.00 for additional applications from the same company. Record checks are \$7.00 and an ID card with lanyard is supplied to the applicant, so the current fees do not cover our costs. Area municipalities charge \$100 - \$125.

Village Manager Bailey said that our building fees have not been updated in a long time and we have historically been lower than neighboring communities. We aren't raising the fees to try and make money, we are looking to bring them to market rate.

Director Felkner reviewed the requested increase for stormwater management; the fee now is \$75 with a \$1,000 bond; he is requesting that go to a \$150 fee with a \$2,000 deposit; he would like to change the bond requirements to cash deposits; it is too difficult to recover a bond if needed. Curb and gutter is currently \$75, he is suggesting that go to \$150 with a \$2,000 deposit; street excavations and openings he is suggesting increase to \$150 with a \$2,000 deposit. Felkner said the \$1000 deposit doesn't cover cost if DPW has to do the work if the permit holder fails to complete the work; this has happened a few times. The fees were last

changed in 2013. Felkner reviewed the requested changes to the building permit fees: the agricultural building fee has been removed as we don't have ag property with buildings on it. The re-inspection fee is proposed to go up from \$50 to \$100. Deck permits are currently \$30; elaborate decks are being installed so looking to change that to \$8/1,000 of value of the deck. There is a proposed increase for sewer main permits to \$2/linear foot; private utilities are now more common. Public utilities are inspected by Ruekert & Mielke, with private utilities inspected by the building inspector, requiring multiple inspections when infrastructure is going in. Proposed storm sewer fees are \$1/linear foot; the price difference is due to storm sewer installation at only 3 feet underground. The building inspector is recommending that permits and fees no longer be required for water heaters and softeners for one and two family dwellings; a lot of times owners install these themselves or the contractor puts the permit responsibility on the owner after the fact and the inspector doesn't want to collect money from the resident because if he keeps the resident's money, they would have to go after the contractor to recover that money. Under electrical permits, generators are currently at .50/KW; the proposed increase is \$5.00/KW due to more elaborate units requiring a more involved inspection. Under HVAC the building inspector is recommending no permit or fees be required for furnace and air conditioning replacements. The revised fees will go into effect January 1, 2024.

Motion (Conner/Pfeiffer) to approve Resolution 12/11/2023A "Amending Appendix A of the Code of Ordinances for the Village of Hartland Concerning the Schedule of Municipal Fees and Charges". All were in favor, **motion carried**.

13. Discussion and consideration of Narcan Agreement.

Chief Misko said this was reviewed in June of this year since then the County DHHS has updated the contract. Sec. 2(b) is the only update – this says if we would have the ability to distribute Narcan to the public; we do not do that in Hartland – this is strictly for officers to use. That added language does not apply to us.

Motion (Pfeiffer/Hallquist) to approve the Contract for Training Services and Naloxone Distribution Agreement with Waukesha County Department of Health and Human Services. All were in favor, **motion carried**.

14. Presentation of building study by Zimmerman Architectural Studios.

John Sabinash, Zimmerman Architectural Studios provided his presentation. He has updated cost estimates from his previous presentation.

President Pfannerstill asked if the current board room would be untouched in a remodel? Sabinash said if new HVAC is in it, then no; if sprinklers are added, then it would have to be reconstructed. The previous cost estimate was based on top down estimating. Another budget approach is bottom up; start with a fixed value, i.e. \$14 million and determine what that will yield in terms of what can be built. Remodeling the current building is a cost of approximately \$4 million. With a \$14 million fixed expenditure, this would allow \$10 million to be spent on an addition, for an approximate 17,000 sq ft building on Cottonwood, which is a fraction of what the program identified, but it's a way to approach the budgeting. If \$14 million were to be spent

for a new location for the Police Department and Village Hall, we would get about a 24,000 square foot building, which is slightly larger than what we currently have.

Trustee Wallschlager said she brought up Hartbrook Park as a location, but she didn't see that location in the report. Sabinash said the cost wouldn't change based on a location. Sanitary sewer is not currently at the Cottonwood site. Bailey said the point of the presentation was not to have a vote. Sabinash said the most important thing is to determine where we want to be; do we want to be in the same place? If the desire is to stay downtown, that will drive decisions; if it is not important to stay downtown, then that will drive decisions. Pfannerstill said the question could be presented to residents in a referendum or the Board can make the decision to borrow the money.

Chief Misko asked for Sabinash's professional opinion of the options. Sabinash said he doesn't like the option to add on to this building; adding a 4 level area for a police department is not ideal. Building new is the biggest bang for the buck. If we can build new it can be more efficient and better designed for the Police Department.

This item will go on the next Board agenda for discussion.

15. Discussion and consideration of new Village logo.

Clerk Policello said the deadline for a new logo with the website refresh is February 15th. Trustee Hallquist said he likes graphic artist #3, design A. He said he would not be upset with any of the presented designs. Trustee Conner said he likes graphic artist #2, design A. Trustee Wallschlager does not like the designs by graphic artist #3 because they are too much; designs by graphic artist #2 are too dark for a letterhead. If it is going to be one of the presented designs, she would pick graphic artist #1, design B without the clouds. President Pfannerstill would like to see more symbolism in a logo. He likes the train bridge over the foot bridges used in the presented designs. Trustee Pfeiffer agreed with what Pfannerstill said. If he had to pick from the presented designs, he would pick graphic artist #2, design A with one house removed. If he had to go with artist #3, he would pick design B because it is less busy with the smaller trees. He thinks that we could do better. Trustee de Boer said she has been looking at these and would agree with one less house for graphic artist #2, design A. The more she looks at them, the more they mesh together and she suggested we re-evaluate. Pfannerstill thinks we should work toward a new logo by February 1st.

16. Announcements.

Chief Misko said the Police Department is still working through background checks with the hiring process. There have been recruitment challenges with on boarding of new candidates. They are in the background process with one candidate to fill a vacancy. Officer Adam Mueller has accepted a new position with probation and parole and his last day will be January 1; he has over 25 years with the Department. Today Misko toured the Waukesha County Crisis Resource Center. The voluntary treatment option does not require medical clearance; they are hopeful that this will reduce the number of emergency detentions.

Chief Jambretz said the Fire Department is in the midst of their hiring process; they received three applications from good candidates. They continue to work with 5 Bugle on the strategic plan. They will be meeting with area businesses as a part of that process.

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Recreation Director Rennekamp thanked Police, Fire and DPW for their help with the Hartland Lights and Holiday Train events; both were very successful. She thanked the BID for putting on the Hartland Lights event. The carriage rides were well received. The Holiday Train event raised \$6150 and had over 4800 lbs of food was collected; both are an increase from last year. She thanked the volunteers for a successful event. They are in the process of hiring a part-time recreation assistant.

Director Felkner said a new employee just started in Public Works, Jason Held came from another municipality and has good water background and experience. They have interviewed for a part-time utility clerk position and expect to make an offer on Monday.

President Pfannerstill said there was a huge turnout for the Holiday Train event. Hartland Lights is presented by the BID. There are businesses in other parts of the Village that are requesting participation in an event. He thanked staff for their work. The December 25th meeting has been canceled. He expressed his condolences to Trustee Wallschlager for the loss of her mother.

17. Consideration of a motion to recess to closed session pursuant to State Statute §19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the Village Manager performance evaluation.

Motion (Conner/Wallschlager) to recess to closed session pursuant to State Statute §19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the Village Manager performance evaluation.

The roll call vote was unanimous. The Board went into closed session at 8:38 pm.

18. Motion (Pfeiffer/Conner) to return to open session. All were in favor, **motion carried**.
The Board returned to open session at 9:38 pm.
19. Motion (Conner/Wallschlager) to give Village Manager Bailey a 3% pay increase (\$4,368) to raise his salary to \$149,968. All were in favor, **motion carried**.
20. Adjournment
Motion (Pfeiffer/Wallschlager) to adjourn. All were in favor, **motion carried**.

Meeting adjourned at 9:40 pm.

Respectfully submitted,

Sandee Policello
Village Clerk

Contractor's Application for Payment No. 4

	Application Date: 12/6/2023	Application Period: 11/3/2023-12/5/2023
To (Owner): Village of Hartland	From (Contractor): Wolf Paving Co., Inc.	Via (Engineer): Ruekert & Mielke, Inc.
Contact: Dave Felkner	Contact: Jay Trepanier	Contact: Peter W. Gesch, P.E.
Project: 2023 Paving Program	Address: 1320 Walnut Ridge Drive Suite 100 Hartland, WI 53029	Address: W233 N2080 Ridgeview Parkway Waukesha, WI 53188
Owner's Contract No.:	Contractor's Project No.:	Engineer's Project No.: 09-10090.300

Change Order Summary

Approved Change Orders				
Number	Additions	Deductions (Enter as Positive Number)		
TOTALS				
NET CHANGE BY CHANGE ORDERS				

1. ORIGINAL CONTRACT PRICE	\$	1,360,316.40
2. Net change by Change Orders	\$	-
3. CURRENT CONTRACT PRICE (Line 1 + Line 2)	\$	1,360,316.40
4. TOTAL COMPLETED TO DATE (Column L Total on Progress Estimates)	\$	1,170,194.38
5. RETAINAGE:		
a. 5% X \$680,158.20 Work Completed	\$	34,007.91
6. RETAINAGE REDUCTION TO DATE (Enter as Positive Number) ..	\$	
7. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5a. + Line 6)	\$	1,136,186.47
8. LESS PREVIOUS PAYMENTS (Line 7 from Prior Application)	\$	1,105,107.97
9. AMOUNT DUE THIS APPLICATION	\$	31,078.50

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge:

(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;

(2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner per Article 15 of the General Conditions; and

(3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: Date: 12/11/2023

Payment of: \$ 31,078.50
 (Line 9 or other - attach explanation of the other amount)

Recommended by: _____ 12/18/2023
 Peter W. Gesch (Engineer) (Date)

Payment of: \$ _____
 (Line 9 or other - attach explanation of the other amount)

Approved by: _____ (Date)
 (Owner) (Date)

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

4

For (Project): 2023 Paving Program							Application Date: 12/6/2023					
Application Period: 11/3/2023-12/5/2023							Owner's Contract No.: 09-10090.300					
							Engineer's Project No.: 09-10090.300					
A	B	C	D	E	F	G	H	I	J	K	L	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously Estimated Quantity Installed	Work Completed Previously Value of Work Installed (\$)	Work Completed This Period Estimated Quantity Installed	Work Completed This Period Value of Work Installed (\$)	Total Work Completed to Date Estimated Quantity Installed	Total Work Completed to Date Value of Work Installed (\$)	
Richards Road												
1	Traffic Control	L.S.	1.00	\$ 1,750.00	\$ 1,750.00	1.00	\$ 1,750.00		\$ -	1.00	\$ 1,750.00	
2	Erosion Control	L.S.	1.00	\$ 360.00	\$ 360.00	1.00	\$ 360.00		\$ -	1.00	\$ 360.00	
3	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	5,400.00	\$ 2.25	\$ 12,150.00	5,400.00	\$ 12,150.00		\$ -	5,400.00	\$ 12,150.00	
4	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	290.00	\$ 65.36	\$ 18,954.40	329.00	\$ 21,503.44		\$ -	329.00	\$ 21,503.44	
5	Base Patching - Remove & Replace 12-Inch Material	S.Y.	400.00	\$ 21.00	\$ 8,400.00		\$ -		\$ -		\$ -	
6	3-Inch Asphalt Driveway Replacement	S.Y.	75.00	\$ 38.00	\$ 2,850.00	15.50	\$ 589.00		\$ -	15.50	\$ 589.00	
7	6-Inch Concrete Driveway Replacement	S.F.	900.00	\$ 10.90	\$ 9,810.00		\$ -		\$ -		\$ -	
8	3-Inch Asphalt Binder Patch	S.Y.	475.00	\$ 19.00	\$ 9,025.00	230.00	\$ 4,370.00		\$ -	230.00	\$ 4,370.00	
9	2 1/2-Inch Asphalt Surface Course	TON	750.00	\$ 68.00	\$ 51,000.00	750.71	\$ 51,048.28		\$ -	750.71	\$ 51,048.28	
10	Adjust Manhole	EA.	9.00	\$ 1,475.00	\$ 13,275.00	8.00	\$ 11,800.00		\$ -	8.00	\$ 11,800.00	
11	Adjust Valve Box	EA.	3.00	\$ 132.00	\$ 396.00	1.00	\$ 132.00		\$ -	1.00	\$ 132.00	
12	Epoxy Striping - 18" White Stop Bar	L.F.	40.00	\$ 32.00	\$ 1,280.00		\$ -	60.00	\$ 1,920.00	60.00	\$ 1,920.00	
13	Restoration - Topsoil & Sod	S.Y.	100.00	\$ 11.95	\$ 1,195.00		\$ -	48.72	\$ 582.20	48.72	\$ 582.20	
TOTAL ALL RICHARDS ROAD					\$ 130,445.40		\$ 103,702.72		\$ 2,502.20		\$ 106,204.92	
James Drive												
14	Traffic Control	L.S.	1.00	\$ 2,090.00	\$ 2,090.00	1.00	\$ 2,090.00		\$ -	1.00	\$ 2,090.00	
15	Erosion Control	L.S.	1.00	\$ 480.00	\$ 480.00	1.00	\$ 480.00		\$ -	1.00	\$ 480.00	
16	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	4,750.00	\$ 2.25	\$ 10,687.50	4,400.00	\$ 9,900.00		\$ -	4,400.00	\$ 9,900.00	
17	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	240.00	\$ 65.36	\$ 15,686.40	321.00	\$ 20,980.56		\$ -	321.00	\$ 20,980.56	
18	Base Patching - Remove & Replace 12-Inch Material	S.Y.	450.00	\$ 21.00	\$ 9,450.00		\$ -		\$ -		\$ -	
19	3-Inch Asphalt Driveway Replacement	S.Y.	20.00	\$ 49.00	\$ 980.00	42.50	\$ 2,082.50		\$ -	42.50	\$ 2,082.50	
20	6-Inch Concrete Driveway Replacement	S.F.	360.00	\$ 10.00	\$ 3,600.00		\$ -		\$ -		\$ -	
21	3-Inch Asphalt Binder Patch	S.Y.	450.00	\$ 19.00	\$ 8,550.00	130.00	\$ 2,470.00		\$ -	130.00	\$ 2,470.00	
22	2 1/2-Inch Asphalt Surface Course	TON	675.00	\$ 68.00	\$ 45,900.00	580.00	\$ 39,440.00		\$ -	580.00	\$ 39,440.00	
23	Adjust Manhole	EA.	8.00	\$ 1,475.00	\$ 11,800.00	8.00	\$ 11,800.00		\$ -	8.00	\$ 11,800.00	
24	Adjust Valve Box	EA.	3.00	\$ 132.00	\$ 396.00		\$ -		\$ -		\$ -	
25	Epoxy Striping - 18" White Stop Bar	L.F.	40.00	\$ 32.00	\$ 1,280.00		\$ -	40.00	\$ 1,280.00	40.00	\$ 1,280.00	
26	Restoration - Topsoil & Sod	S.Y.	75.00	\$ 11.95	\$ 896.25		\$ -	36.00	\$ 430.20	36.00	\$ 430.20	
TOTAL ALL JAMES DRIVE					\$ 111,796.15		\$ 89,243.06		\$ 1,710.20		\$ 90,953.26	
Walnut Ridge Drive												
27	Traffic Control	L.S.	1.00	\$ 1,092.00	\$ 1,092.00	1.00	\$ 1,092.00		\$ -	1.00	\$ 1,092.00	
28	Erosion Control	L.S.	1.00	\$ 960.00	\$ 960.00	1.00	\$ 960.00		\$ -	1.00	\$ 960.00	
29	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	14,200.00	\$ 2.25	\$ 31,950.00	14,200.00	\$ 31,950.00		\$ -	14,200.00	\$ 31,950.00	
30	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	1,000.00	\$ 64.37	\$ 64,370.00	916.00	\$ 58,962.92		\$ -	916.00	\$ 58,962.92	
31	Base Patching - Remove & Replace 12-Inch Material	S.Y.	600.00	\$ 21.00	\$ 12,600.00		\$ -		\$ -		\$ -	
32	3-Inch Asphalt Driveway Replacement	S.Y.	75.00	\$ 38.00	\$ 2,850.00	65.00	\$ 2,470.00		\$ -	65.00	\$ 2,470.00	
33	6-Inch Concrete Driveway Replacement	S.F.	675.00	\$ 10.00	\$ 6,750.00	131.00	\$ 1,310.00		\$ -	131.00	\$ 1,310.00	
34	3-Inch Asphalt Binder Patch	S.Y.	600.00	\$ 19.00	\$ 11,400.00	301.00	\$ 5,719.00		\$ -	301.00	\$ 5,719.00	
35	2 1/2-Inch Asphalt Surface Course	TON	1,950.00	\$ 66.00	\$ 128,700.00	2,026.00	\$ 133,716.00		\$ -	2,026.00	\$ 133,716.00	
36	Adjust Manhole	EA.	36.00	\$ 1,475.00	\$ 53,100.00	34.00	\$ 50,150.00		\$ -	34.00	\$ 50,150.00	
37	Adjust Valve Box	EA.	8.00	\$ 132.00	\$ 1,056.00	4.00	\$ 528.00		\$ -	4.00	\$ 528.00	
38	Epoxy Striping - 18" White Stop Bar	L.F.	20.00	\$ 32.00	\$ 640.00		\$ -	20.00	\$ 640.00	20.00	\$ 640.00	
39	Restoration - Topsoil & Sod	S.Y.	250.00	\$ 11.95	\$ 2,987.50		\$ -	198.33	\$ 2,370.04	198.33	\$ 2,370.04	
TOTAL ALL WALNUT RIDGE DRIVE					\$ 318,455.50		\$ 286,857.92		\$ 3,010.04		\$ 289,867.96	
Tree Ridge Court												
40	Traffic Control	L.S.	1	\$ 350.00	\$ 350.00	1.00	\$ 350.00		\$ -	1.00	\$ 350.00	
41	Erosion Control	L.S.	1	\$ 120.00	\$ 120.00	1.00	\$ 120.00		\$ -	1.00	\$ 120.00	
42	Mill & Remove 2-Inches Asphalt	S.Y.	1,050	\$ 2.45	\$ 2,572.50	1,050.00	\$ 2,572.50		\$ -	1,050.00	\$ 2,572.50	
43	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	50	\$ 83.98	\$ 4,199.00	57.00	\$ 4,786.86		\$ -	57.00	\$ 4,786.86	
44	Base Patching - Remove & Replace 12-Inch Material	S.Y.	200	\$ 24.00	\$ 4,800.00		\$ -		\$ -		\$ -	
45	3-Inch Asphalt Driveway Replacement	S.Y.	10	\$ 109.00	\$ 1,090.00	10.00	\$ 1,090.00		\$ -	10.00	\$ 1,090.00	
46	6-Inch Concrete Driveway Replacement	S.F.	180	\$ 13.76	\$ 2,476.80		\$ -		\$ -		\$ -	
47	2 1/2-Inch Asphalt Binder Patch	S.Y.	200	\$ 19.00	\$ 3,800.00	158.00	\$ 3,002.00		\$ -	158.00	\$ 3,002.00	
48	2 1/4-Inch Asphalt Surface Course	TON	150	\$ 73.00	\$ 10,950.00	133.00	\$ 9,709.00		\$ -	133.00	\$ 9,709.00	
49	Adjust Manhole	EA.	1	\$ 1,475.00	\$ 1,475.00	1.00	\$ 1,475.00		\$ -	1.00	\$ 1,475.00	

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

4

For (Project): 2023 Paving Program							Application Date: 12/6/2023				
Application Period: 11/3/2023-12/5/2023							Owner's Contract No.: Engineer's Project No.: 09-10090.300				
A	B	C	D	E	F	G	H	I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
50	Adjust Valve Box	EA	1	\$132.00	\$ 132.00		\$ -		\$ -		\$ -
51	Epoxy Striping - 18" White Stop Bar	L.F.	15	\$32.00	\$ 480.00		\$ -	13.00	\$ 416.00	13.00	\$ 416.00
52	Restoration - Topsoil & Sod	S.Y.	20	\$11.95	\$ 239.00		\$ -	3.00	\$ 35.85	3.00	\$ 35.85
TOTAL ALL TREE RIDGE COURT					\$ 32,684.30		\$ 23,105.36		\$ 451.85		\$ 23,557.21
River Reserve Drive											
53	Traffic Control	L.S.	1.00	\$2,474.00	\$ 2,474.00	1.00	\$ 2,474.00		\$ -	1.00	\$ 2,474.00
54	Erosion Control	L.S.	1.00	\$420.00	\$ 420.00	1.00	\$ 420.00		\$ -	1.00	\$ 420.00
55	Mill & Remove 2-Inches Asphalt	S.Y.	5,600.00	\$2.45	\$ 13,720.00	5,600.00	\$ 13,720.00		\$ -	5,600.00	\$ 13,720.00
56	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	225.00	\$63.50	\$ 14,287.50	167.00	\$ 10,604.50		\$ -	167.00	\$ 10,604.50
57	Base Patching - Remove & Replace 12-Inch Material	S.Y.	525.00	\$21.00	\$ 11,025.00		\$ -		\$ -		\$ -
58	3-Inch Asphalt Driveway Replacement	S.Y.	30.00	\$60.00	\$ 1,800.00	10.00	\$ 600.00		\$ -	10.00	\$ 600.00
59	6-Inch Concrete Driveway Replacement	S.F.	675.00	\$10.56	\$ 7,128.00		\$ -		\$ -		\$ -
60	2 1/2-Inch Asphalt Binder Patch	S.Y.	525.00	\$19.00	\$ 9,975.00	416.00	\$ 7,904.00		\$ -	416.00	\$ 7,904.00
61	2 1/4-Inch Asphalt Surface Course	TON	750.00	\$68.00	\$ 51,000.00	716.00	\$ 48,688.00		\$ -	716.00	\$ 48,688.00
62	Adjust Manhole	EA	12.00	\$147.50	\$ 1,770.00	12.00	\$ 1,770.00		\$ -	12.00	\$ 1,770.00
63	Adjust Valve Box	EA	2.00	\$132.00	\$ 264.00		\$ -		\$ -		\$ -
64	Epoxy Striping - 18" White Stop Bar	L.F.	25.00	\$32.00	\$ 800.00		\$ -	25.00	\$ 800.00	25.00	\$ 800.00
65	Restoration - Topsoil & Sod	S.Y.	75.00	\$11.95	\$ 896.25		\$ -	42.56	\$ 508.59	42.56	\$ 508.59
TOTAL ALL RIVER RESERVE DRIVE					\$ 131,489.75		\$ 102,110.50		\$ 1,308.59		\$ 103,419.09
Cottonwood Avenue											
66	Traffic Control	L.S.	1.00	\$4,209.00	\$ 4,209.00	1.00	\$ 4,209.00		\$ -	1.00	\$ 4,209.00
67	Erosion Control	L.S.	1.00	\$660.00	\$ 660.00	1.00	\$ 660.00		\$ -	1.00	\$ 660.00
68	Mill & Remove 2 1/4-Inches Asphalt	S.Y.	6,750.00	\$2.25	\$ 15,187.50	6,244.00	\$ 14,049.00		\$ -	6,244.00	\$ 14,049.00
69	30-Inch Concrete Curb & Gutter Remove & Replace (High	L.F.	400.00	\$72.35	\$ 28,940.00	493.00	\$ 35,668.55		\$ -	493.00	\$ 35,668.55
70	4-Inch Concrete Sidewalk/ADA Ramp Replacement (High	S.F.	1,500.00	\$9.35	\$ 14,025.00	1,400.00	\$ 13,090.00	58.00	\$ 542.30	1,458.00	\$ 13,632.30
71	Detectable Warning Fields	S.F.	40.00	\$55.00	\$ 2,200.00	16.00	\$ 880.00		\$ -	16.00	\$ 880.00
72	6-Inch Concrete Sidewalk Replacement In Driveways (High	S.F.	600.00	\$10.75	\$ 6,450.00	400.00	\$ 4,300.00		\$ -	400.00	\$ 4,300.00
73	Base Patching - Remove & Replace 12-Inch Material	S.Y.	300.00	\$21.00	\$ 6,300.00		\$ -		\$ -		\$ -
74	3-Inch Asphalt Driveway Replacement	S.Y.	50.00	\$62.00	\$ 3,100.00	50.00	\$ 3,100.00		\$ -	50.00	\$ 3,100.00
75	6-Inch Concrete Driveway Replacement (High Early	S.F.	675.00	\$13.75	\$ 9,281.25	625.00	\$ 8,593.75		\$ -	625.00	\$ 8,593.75
76	3-Inch Asphalt Binder Patch	S.Y.	450.00	\$19.00	\$ 8,550.00	364.00	\$ 6,916.00		\$ -	364.00	\$ 6,916.00
77	2 1/2-Inch Asphalt Surface Course	TON	950.00	\$68.00	\$ 64,600.00	818.10	\$ 55,630.80		\$ -	818.10	\$ 55,630.80
78	Replace 36" Diameter Manhole Cone	EA	1.00	\$2,500.00	\$ 2,500.00		\$ -		\$ -		\$ -
79	Repair Storm Catch Basin - Slurry Backfill	V.F.	0.75	\$2,000.00	\$ 1,500.00		\$ -		\$ -		\$ -
80	Back Plaster Pipes In Structure	EA	1.00	\$500.00	\$ 500.00		\$ -		\$ -		\$ -
81	Adjust Manhole	EA	15.00	\$1,475.00	\$ 22,125.00	6.00	\$ 8,850.00		\$ -	6.00	\$ 8,850.00
82	Adjust Valve Box	EA	14.00	\$132.00	\$ 1,848.00		\$ -		\$ -		\$ -
83	Remove & Replace Valve Box Top Section	EA	1.00	\$900.00	\$ 900.00	2.00	\$ 1,800.00		\$ -	2.00	\$ 1,800.00
84	Epoxy Striping - 4" Yellow/White	L.F.	4,700.00	\$1.75	\$ 8,225.00	3,932.00	\$ 6,881.00		\$ -	3,932.00	\$ 6,881.00
85	Epoxy Striping - 6-Inch White Crosswalk/Lane	L.F.	450.00	\$3.00	\$ 1,350.00	630.00	\$ 1,890.00		\$ -	630.00	\$ 1,890.00
86	Epoxy Striping - 12-Inch Crosswalk w/ Diagonal Hatch -	L.F.	425.00	\$5.50	\$ 2,337.50		\$ -		\$ -		\$ -
87	Epoxy Striping - 18" White Stop Bar	L.F.	100.00	\$8.00	\$ 800.00	41.00	\$ 328.00		\$ -	41.00	\$ 328.00
88	Epoxy Striping - Railroad Crossbuck & Letters	EA	1.00	\$1,950.00	\$ 1,950.00	1.00	\$ 1,950.00		\$ -	1.00	\$ 1,950.00
89	Epoxy Striping - Words, Symbols, Arrows	EA	6.00	\$150.00	\$ 900.00	5.00	\$ 750.00		\$ -	5.00	\$ 750.00
90	Restoration - Topsoil & Sod	S.Y.	225.00	\$11.95	\$ 2,688.75	207.00	\$ 2,473.65	52.83	\$ 631.32	259.83	\$ 3,104.97
91	Canadian Pacific Railroad Flagger Allowance	L.S.	1.00	\$7,500.00	\$ 7,500.00		\$ -		\$ -		\$ -
TOTAL ALL COTTONWOOD AVENUE					\$ 218,627.00		\$ 172,019.75		\$ 1,173.62		\$ 173,193.37
Cottonwood Quiet Zone Improvements											
92	Remove Existing Concrete Median	L.F.	20.00	\$30.00	\$ 600.00		\$ -		\$ -		\$ -
93	Concrete Plow Nose	EA	1.00	\$500.00	\$ 500.00		\$ -		\$ -		\$ -
94	Crushed Aggregate Base Course	TON	10.00	\$38.00	\$ 380.00		\$ -		\$ -		\$ -
95	6" Concrete Pavement (If FRA Approval After Cottonwood	S.F.	50.00	\$18.00	\$ 900.00		\$ -		\$ -		\$ -
TOTAL ALL COTTONWOOD QUIET ZONE IMPROVEMENTS					\$ 2,380.00		\$ -		\$ -		\$ -
Nixon Park											
96	Traffic Control	L.S.	1.00	\$3,500.00	\$ 3,500.00	1.00	\$ 3,500.00		\$ -	1.00	\$ 3,500.00
97	Erosion Control	L.S.	1.00	\$13,000.00	\$ 13,000.00	1.00	\$ 13,000.00		\$ -	1.00	\$ 13,000.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

4

For (Project): 2023 Paving Program						Application Date: 12/6/2023					
Application Period: 11/3/2023-12/5/2023						Owner's Contract No.: 09-10090.300					
						Engineer's Project No.:					
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
98	Remove Existing Asphalt	S.Y.	5,700.00	\$2.63	\$ 14,991.00	4,928.00	\$ 12,960.64				
99	Remove Existing Asphalt Pathway	S.Y.	1,050.00	\$4.22	\$ 4,431.00	1,800.00	\$ 7,596.00			4,928.00	\$ 12,960.64
100	Widen Existing Pathway	L.F.	1,150.00	\$2.00	\$ 2,300.00	575.00	\$ 1,150.00			1,800.00	\$ 7,596.00
101	Construct Driveway/Parking Area to Subgrade	S.Y.	1,610.00	\$10.00	\$ 16,100.00	1,525.00	\$ 15,250.00			575.00	\$ 1,150.00
102	Grade & Shape	L.S.	1.00	\$8,752.00	\$ 8,752.00	1.00	\$ 8,752.00			1,525.00	\$ 15,250.00
103	Base Patching - Remove & Replace 12-Inch Material	S.Y.	2,700.00	\$20.30	\$ 54,810.00	1,822.50	\$ 36,996.75			1.00	\$ 8,752.00
104	Geogrid Subgrade Reinforcement	S.Y.	1,000.00	\$2.00	\$ 2,000.00	217.00	\$ 434.00			1,822.50	\$ 36,996.75
105	EBS Backfill - 3" Limestone TB	TON	450.00	\$22.00	\$ 9,900.00	20.97	\$ 461.34			217.00	\$ 434.00
106	6-inch PVC Perforated Underdrain in Sock (if needed)	L.F.	120.00	\$55.00	\$ 6,600.00	120.00	\$ 6,600.00			20.97	\$ 461.34
107	7-Inch Concrete Dumpster Pad	S.F.	240.00	\$10.62	\$ 2,548.80	265.00	\$ 2,814.30			120.00	\$ 6,600.00
108	4-Inch Concrete Sidewalk & ADA Ramp	S.F.	650.00	\$9.87	\$ 6,415.50	576.00	\$ 5,685.12			265.00	\$ 2,814.30
109	Detectable Warning Fields	S.F.	32.00	\$55.00	\$ 1,760.00	32.00	\$ 1,760.00			576.00	\$ 5,685.12
110	Crushed Aggregate Base Course	TON	2,600.00	\$18.00	\$ 46,800.00	2,765.44	\$ 49,777.92			32.00	\$ 1,760.00
111	2 1/2-Inch Asphalt Binder Course	S.Y.	6,500.00	\$9.20	\$ 59,800.00	6,430.00	\$ 49,777.92			2,765.44	\$ 49,777.92
112	1 1/2-Inch Asphalt Surface Course	S.Y.	6,500.00	\$6.75	\$ 43,875.00	6,430.00	\$ 59,156.00			6,430.00	\$ 59,156.00
113	Asphalt Speed Hump	EA.	2.00	\$1,660.00	\$ 3,320.00	2.00	\$ 3,320.00			6,430.00	\$ 59,156.00
114	3-Inch Asphalt Multi-Trail	S.Y.	1,125.00	\$14.50	\$ 16,312.50	1,800.00	\$ 26,100.00			2.00	\$ 3,320.00
115	Epoxy Striping - 4" Yellow	L.F.	3,250.00	\$1.75	\$ 5,687.50			3,328.00	\$ 5,824.00	1,800.00	\$ 26,100.00
116	Epoxy Striping - 12-Inch Crosswalk w/ Diagonal Hatch -	L.F.	150.00	\$5.50	\$ 825.00			108.00	\$ 594.00	3,328.00	\$ 5,824.00
117	Epoxy Striping - 18" White Stop Bar	L.F.	50.00	\$8.00	\$ 400.00			63.00	\$ 504.00	108.00	\$ 594.00
118	Epoxy Striping - Yellow Words, Symbols, Arrows	EA.	14.00	\$150.00	\$ 2,100.00			14.00	\$ 2,100.00	63.00	\$ 504.00
119	Restoration - Topsoil and Hydro Seed	S.Y.	1,800.00	\$8.50	\$ 15,300.00	1,800.00	\$ 15,300.00	1,400.00	\$ 11,900.00	14.00	\$ 2,100.00
TOTAL ALL NIXON PARK					\$ 341,528.30	1,800.00	\$ 15,300.00	1,400.00	\$ 11,900.00	3,200.00	\$ 27,200.00
Asphalt Pavement Patching											
120	Asphalt Pavement Patching - Misc. Areas	S.Y.	525.00	\$63.00	\$ 33,075.00	520.00	\$ 32,760.00			520.00	\$ 32,760.00
TOTAL ALL ASPHALT PAVEMENT PATCHING					\$ 33,075.00		\$ 32,760.00			520.00	\$ 32,760.00
Common To All Project Areas											
121	Additional Remove and Replace Valve Box Top Section (if needed)	EA.	10	\$900.00	\$ 9,000.00	17.00	\$ 15,300.00			17.00	\$ 15,300.00
122	Excavation Below Subgrade (EBS) (if needed)	C.Y.	35	\$35.00	\$ 1,225.00						
123	Geogrid Subgrade Reinforcement (if needed)	S.Y.	100	\$3.50	\$ 350.00						
124	Excavation Below Subgrade (EBS) Backfill - 3-Inch TB (if needed)	TON	70	\$28.00	\$ 1,960.00						
125	Crushed Aggregate Base Course (if needed)	TON	100	\$23.00	\$ 2,300.00						
126	Allowance for Additional Work (if needed)	L.S.	1	\$25,000.00	\$ 25,000.00						
TOTAL ALL COMMON TO ALL PROJECT AREAS					\$ 39,835.00		\$ 15,300.00				
ADDITIONAL ITEMS											
					\$ -		\$ -		\$ -		\$ -
TOTAL ADDITIONAL ITEMS					\$ -		\$ -		\$ -		\$ -
TOTAL ALL ITEMS					\$ 1,360,316.40		\$ 1,139,115.88		\$ 31,078.50		\$ 1,170,194.38

To: Village President & Board of Trustees
From: Tonia Smith, Fiscal Clerk
Date: January 3, 2024
RE: Voucher List

Attached is the voucher list for the
January 8, 2024 Village Board Meeting

January 8, 2024 Checks (2024 expenses):	\$ 93,289.34
January 8, 2024 Checks (2023 expenses):	\$ 42,101.09
December 28, 2023 Checks:	\$ 360,359.10
December Manual Checks:	<u>\$ 25,961.92</u>
Subtotal of Checks:	\$ 521,711.45
December Wires	<u>\$ 155,536.21</u>
December Credit Credit Cards	<u>\$ 25,051.60</u>
Total Amount of all Checks, Wires, and Credit Cards	<u><u>\$ 702,299.26</u></u>

VILLAGE OF HARTLAND
VOUCHER LIST - JANUARY 8, 2024 (2024 EXPENSES)

Account Descr	Search Name	Comments	Amount
G 101-12110 PROPERTY TAX REFUNDS	PLUMMER, BAILEY AND ANDREW	2023 PROPERTY TAX REFUND 0727116	\$3,821.91
R 101-46730 RECREATION CLASSES	TILLS, BETTY	CLASS REFUND	\$4.00
			\$3,825.91
AMBULANCE			
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	EMERGENCY SERVICES MARKETING	SUBSCRIPTION	\$330.00
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	LEXIPOL LLC	FIRE AND EMS PLATFORM	\$1,723.27
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	LEXIPOL LLC	FIRE POCEDURES AND MANUALS	\$2,375.84
			\$4,429.11
AMBULANCE			
CORPORATE RESERVE EXPENSES			
E 402-59900-820 POLICE DEPT EXPENSE	10-33 VEHICLE SERVICES	SQ#1 & SQ#3 WHELEN EQUIPMENT	\$8,559.41
E 402-59900-820 POLICE DEPT EXPENSE	ONTECH SYSTEMS, INC	DESKTOP COMPUTER/ VGA CABLES	\$5,724.00
			\$14,283.41
ECONOMIC DEVELOPMENT			
E 804-56700-752 RENT	ZEUTZIUS, CARL	2024 RENT	\$4,500.00
			\$4,500.00
ECONOMIC DEVELOPMENT			
FINANCIAL ADMINISTRATION			
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	EHLERS WI PUBLIC FINANCE SEMINAR	PUBLIC FINANCE SEMINAR	\$200.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	WI CITY/COUNTY MGMT ASSOC	2024 WCMA MEMBERSHIP	\$218.40
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	WI DEPT OF REVENUE	BUSINESS TAX REGISTRATION RENEWAL	\$10.00
E 101-51500-500 PROPERTY ASSESSMENT	WI DEPT OF REVENUE (SALES TAX)	MUNICIPAL FEE FOR ASSESSMENT OF MANUFACTURIN	\$5,442.26
			\$5,870.66
FINANCIAL ADMINISTRATION			
FIRE PROTECTION			
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	ANTIFREEZE/ PUSH AND PULL PLATES	\$62.94
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	EMERGENCY SERVICES MARKETING	SUBSCRIPTION	\$330.00
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	LEXIPOL LLC	FIRE AND EMS PLATFORM	\$1,723.27
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	LEXIPOL LLC	FIRE POCEDURES AND MANUALS	\$2,375.84
			\$4,492.05
FIRE PROTECTION			
GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	BEAR GRAPHICS	ELECTION ENVELOPES	\$779.11
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	BEAR GRAPHICS	ELECTION ENVELOPES	\$1,554.24
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	CTACCESS INC	LASERFICHE LSAP RENEWAL	\$2,982.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	HUMANE ANIMAL WELFARE SOCIETY	IMPOUNDING SERVICES	\$2,772.00
			\$8,087.35
GENERAL ADMINISTRATION			

Account Descr	Search Name	Comments	Amount
LAW ENFORCEMENT			
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	FLOCK GROUP INC	FLOCK CAMERA SYSTEM	\$10,950.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY POLICE CHIEFS	MEMBERSHIPS TM/RC	\$160.00
LAW ENFORCEMENT			<u>\$11,110.00</u>
PUBLIC WORKS			
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ENGINEERED SECURITY SOLUTIONS	ANNUAL SECURITY MONITORING FEE	\$441.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	LISBON CREEK SYSTEMS	FIRE MONITORING JAN-MAR	\$186.29
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GIS CORE SERVICES	\$7,243.33
E 101-53000-360 VEHICLE MAINT/EXPENSE	SNAP ON EQUIPMENT	MODIS EDGE	\$1,475.50
PUBLIC WORKS			<u>\$9,346.12</u>
RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	CIVIC PLUS	CIVIC REC	\$6,852.41
RECREATION PROGRAMS/EVENTS			<u>\$6,852.41</u>
SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GIS CORE SERVICES	\$7,243.33
SEWER SERVICE			<u>\$7,243.33</u>
TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	LEAGUE OF WI MUNICIPALITIES	2024 RENEWAL	\$6,005.65
TRUSTEES			<u>\$6,005.65</u>
WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	RUEKERT & MIELKE	GIS CORE SERVICES	\$7,243.34
WATER UTILITY			<u>\$7,243.34</u>
			<u>\$93,289.34</u>

VILLAGE OF HARTLAND
VOUCHER LIST - JANUARY 8, 2024 (2023 EXPENSES)

Account Descr	Search Name	Comments	Amount
G 101-12110 PROPERTY TAX REFUNDS	ESTRADA, RIGO	2023 PROPERTY TAX REFUND 0387996030	\$445.46
G 101-12110 PROPERTY TAX REFUNDS	IGNATOWSKI, TROY J	2023 PROPERTY TAX REFUND 0391046	\$526.21
G 101-12110 PROPERTY TAX REFUNDS	LUETKE, GERALD & LISA	2023 PROPERTY TAX REFUND 0727061001	\$30.87
G 101-12110 PROPERTY TAX REFUNDS	MANTER, VERNON	2023 PROPERTY TAX REFUND 0426111	\$545.04
G 101-12110 PROPERTY TAX REFUNDS	MOEHRKE, GOEFFREY & LISA	2023 PROPERTY TAX REFUND 0757047	\$629.58
G 101-12110 PROPERTY TAX REFUNDS	ROSE, KELLY	2023 PROPERTY TAX REFUND 0430038	\$1,247.16
			\$3,424.32
AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	VARIOUS MEDICAL SUPPLIES	\$328.41
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	BANDAGES	\$7.00
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$93.75
			\$429.16
AMBULANCE			
ECONOMIC DEVELOPMENT			
E 804-56700-732 GENERAL OPERATION OVERSIGHT	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$12.50
ECONOMIC DEVELOPMENT			\$12.50
ELECTIONS			
E 101-51440-290 OUTSIDE SERVICES/CONTRACTS	CONLEY MEDIA LLC	ELECTION NOTICE	\$31.80
ELECTIONS			\$31.80
FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$91.67
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$62.85
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$82.04
FINANCIAL ADMINISTRATION			\$236.56
FIRE PROTECTION			
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$402.72
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$124.66
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	MACQUEEN EMERGENCY	FACEPIECE	\$450.00
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$93.75
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$162.50
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$80.00
FIRE PROTECTION			\$1,313.63
GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$20.00
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$54.00

Account Descr	Search Name	Comments	Amount
GENERAL ADMINISTRATION			\$74.00
INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$12.50
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$0.00
INSPECTION			\$12.50
LAW ENFORCEMENT			
E 101-52100-360 VEHICLE MAINT/EXPENSE	10-33 VEHICLE SERVICES	SQ#3 LICENSE PLATE BULB	\$63.74
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	PLAQUE FOR OFFICER MUELLER	\$129.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#3 R&R TRANSMISSION SHIELD	\$77.99
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#3 TIRE SERVICE AND OIL CHANGE	\$92.68
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$937.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$270.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$200.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	RAY O HERRON CO INC	9MM LUGER	\$935.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	OC SPRAY	\$326.45
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	PURSUIT AND FIREARMS CLASSES	\$67.48
LAW ENFORCEMENT			\$3,100.34
LIBRARY			
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$100.00
E 101-55110-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$348.06
E 101-55110-310 BOOKS & MATERIALS	MIDWEST TAPE	DIGITAL MEDIA	\$455.40
E 101-55110-310 BOOKS & MATERIALS	MIDWEST TAPE	DIGITAL MEDIA	\$464.80
E 101-55110-255 BLDGS/GROUNDS	NEBEL, KRIS	FALL FLOWERS	\$105.37
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$90.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$37.50
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	BUSINESS SECURITY	\$357.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	STAFF COPIER SERVICES	\$96.01
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	FLOOR COPIER SERVICES	\$96.01
E 101-55110-255 BLDGS/GROUNDS	SCHINDLER ELEVATOR CORP	ELEVATOR MAINTENANCE	\$900.07
LIBRARY			\$3,050.22
MUNICIPAL BUILDING			
E 101-51600-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$463.71
E 101-51600-255 BLDGS/GROUNDS	PATIO PETALS	HALL FALL PLANTERS	\$555.00
E 101-51600-255 BLDGS/GROUNDS	PATIO PETALS	HALL WINTER PLANTERS	\$607.50
MUNICIPAL BUILDING			\$1,626.21
PARKS			
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$202.38
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$134.42

Account Descr	Search Name	Comments	Amount
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$56.54
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$200.24
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$120.91
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$120.22
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$121.93
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$110.62
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$320.00
PARKS			\$1,387.26
PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	STEERING PARTS	\$283.96
E 101-53000-225 STREET LIGHTING	CA LIGHTING LENSES INC	DOWNTOWN GLOBES	\$585.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	HAHN ACE HARDWARE	NEEDLE GAGE/ RIM	\$17.98
E 101-53000-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$346.14
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$159.92
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$62.50
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$80.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	OIL PAN AND GASKET	\$1,013.67
PUBLIC WORKS			\$2,549.17
RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	DECEMBER NIA	\$128.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	EBERLE, KYLE	DECEMBER FFOA	\$576.00
E 101-55300-220 UTILITY SERVICES	HARTLAND WATER & SEWER	4TH QUARTER WATER BILLS	\$367.71
E 101-55300-302 TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	DANCE CLASSES (KELSEY)	\$14,090.70
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	DECEMBER BARRE CLASSES	\$590.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NELSON BRANDON, LISA	DECEMBER YOGA CLASSES	\$560.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$26.75
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$15.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	DECEMBER YOGA CLASSES	\$2,400.00
RECREATION PROGRAMS/EVENTS			\$18,754.56
SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	AMERICAN BUSINESS TECHNOLOGIES	UTILITY BILLING	\$1,241.08
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$86.67
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$618.75
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$18.75
SEWER SERVICE			\$1,965.25
TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$28.00
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$70.00
TRUSTEES			\$98.00

Account Descr	Search Name	Comments	Amount
WATER UTILITY			
E 620-53700-651 MAINTENANCE OF MAINS	AGG RESOURCE LLC	FRACTURED STONE	\$376.64
E 620-53700-923 OUTSIDE SERVICES	AMERICAN BUSINESS TECHNOLOGIES	UTILITY BILLING	\$1,241.08
E 620-53700-923 OUTSIDE SERVICES	BADGER METER INC	ORION AND BEACON SERVICES	\$271.23
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	EH WOLF	OIL FOR #6	\$296.00
E 620-53700-651 MAINTENANCE OF MAINS	GEO-SYNTHETICS	SEDIMENT BAGS	\$163.50
E 620-53700-923 OUTSIDE SERVICES	HYDROCORP	CROSS CONNECTION INSPECTIONS	\$963.00
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	FORTIFY ENDPOINT & MONTHLY SITE FEE	\$86.66
E 620-53700-921 OFFICE SUPPLIES & EXPENSES	ONTECH SYSTEMS, INC	OFFICE 365 LICENSES	\$18.75
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	IT SERVICES	\$618.75
			<hr/>
WATER UTILITY			\$4,035.61
			<hr/>
			\$42,101.09

VILLAGE OF HARTLAND
VOUCHER LIST - DECEMBER 28, 2023

Account Descr	Search Name	Comments	Amount
G 101-23000 SPECIAL DEPOSITS	AMARA THERAPY LLC	BUSINESS OCCUPANCY	\$500.00
G 101-23000 SPECIAL DEPOSITS	CSP ENTERPRISES, LLC	557 COTTONWOOD AVE, STE 107 OCCUPANCY REFUND	\$500.00
G 204-23400 DEPOSITS DUE TO DEL-HART	DELAFIELD-HARTLAND WATER	CONNECTION CHARGES	-\$4,405.25
G 101-21535 VISION INSURANCE	DELTA DENTAL PLAN OF WISCONSIN	VISION INSURANCE	\$238.00
R 204-48000 MISCELLANEOUS REVENUE	DHCH PROPERTIES	REFUND OF INCREASED D.U.E.S	\$5,222.00
G 204-23400 DEPOSITS DUE TO DEL-HART	DHCH PROPERTIES	REFUND OF INCREASED D.U.E.S	\$9,336.25
G 101-12110 PROPERTY TAX REFUNDS	DOWELL, DEBRA KAY	2023 PROPERTY TAX REFUND 0762004	\$474.81
G 101-12110 PROPERTY TAX REFUNDS	ESTILL, BRIAN & HOLLY	2023 PROPERTY TAX REFUND 0757057	\$1,340.89
G 101-12110 PROPERTY TAX REFUNDS	FARIAS, HOMER AND KATHY	2023 PROPERTY TAX REFUND 0387996014	\$440.68
G 101-12110 PROPERTY TAX REFUNDS	FELTON, JAY & KIMBERLY	2023 PROPERTY TAX REFUND 0391038	\$468.87
G 101-12110 PROPERTY TAX REFUNDS	GRUNEWALD, ERIC AND HEIDI	2023 PROPERTY TAX REFUND 0430090	\$1,908.45
G 101-12110 PROPERTY TAX REFUNDS	KOSKI, MARK	2023 PROPERTY TAX REFUND 0427103	\$406.99
G 101-12110 PROPERTY TAX REFUNDS	KRAUS, MARK A	2023 PROPERTY TAX REFUND 0423982038	\$187.44
G 101-12110 PROPERTY TAX REFUNDS	LANDRY, DARRELL	2023 PROPERTY TAX REFUND 0430156	\$1,225.99
G 101-12110 PROPERTY TAX REFUNDS	MANCHESTER, ANDREW	2023 PROPERTY TAX REFUND 0430020	\$987.74
G 101-12110 PROPERTY TAX REFUNDS	MCBRIDE111 PROPERTIES LLC	2023 PROPERTY TAX REFUND 0729985	\$433.68
G 101-12110 PROPERTY TAX REFUNDS	ORZECHOWSKI, MICHAEL & KELLY	2023 PROPERTY TAX REFUNDS 0391092	\$446.44
R 101-46730 RECREATION CLASSES	PAULSEN, HOLLY	REC CLASS OVERPAYMENT	\$28.00
G 403-31753 ST CHARLES EXPANSION	RUEKERT & MIELKE	EROSION CONTROL INSPECTIONS	\$512.07
G 403-31840 HOMESTEAD	RUEKERT & MIELKE	DESIGN/CONSTRUCTION REVIEW	\$582.82
G 101-12110 PROPERTY TAX REFUNDS	SANTHARAM, RAJESH	2023 PROPERTY TAX REFUNDS 0430046	\$1,763.16
G 101-12110 PROPERTY TAX REFUNDS	SCHICK, MICHAEL	2023 PROPERTY TAX REFUND 0762030006	\$26.67
G 101-12110 PROPERTY TAX REFUNDS	STEEPLE VIEW APARTMENTS LLC	2023 PROPERTY TAX REFUND 0726035002	\$750.77
G 101-12110 PROPERTY TAX REFUNDS	STEEPLE VIEW APARTMENTS LLC	2023 PROPERTY TAX REFUND 0427187001	\$1,264.72
G 101-12110 PROPERTY TAX REFUNDS	SUSITTI, DIANNA	2023 PROPERTY TAX REFUND 0729192	\$383.70
G 101-12110 PROPERTY TAX REFUNDS	THE ALEXANDRU MURESAN TRUST	2023 PROPERTY TAX REFUND 0430051	\$3,539.25
G 101-12110 PROPERTY TAX REFUNDS	THOMAS ARTMANN REVOCABLE TRUST	2023 PROPERTY TAX REFUND 0387996021	\$5,565.95
G 101-12110 PROPERTY TAX REFUNDS	WESTPHAL, JEREMY	2023 PROPTERY TAX REFUND 0757065	\$442.41
			\$34,572.50
AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	OXYGEN CYLINDER	\$59.98
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	VARIOUS MEDICAL SUPPLIES	\$318.62
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$142.92
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	ELECTRODES	\$90.00

Account Descr	Search Name	Comments	Amount
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$305.63
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	VARIOUS MEDICAL SUPPLIES	\$198.90
E 101-52300-360 VEHICLE MAINT/EXPENSE	JEFFERSON FIRE & SAFETY INC	RUB RAIL/ SIDE ENTRY HANDLE	\$332.02
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	LISBON FIRE DEPARTMENT	AHA ANNUAL FEE	\$150.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	PROHEALTH CARE MEDICAL ASSOC	DRUG/BAT SCREEN	\$330.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	PROHEALTH PHARMACY OCON	VARIOUS MEDICATIONS	\$79.32
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	TELEFLEX	VARIOUS NEEDLES	\$379.50
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY EMERGENCY MAN	ID CARD	\$0.75
AMBULANCE			<u>\$2,387.64</u>
CABLE TELEVISION			
E 101-55370-290 OUTSIDE SERVICES/CONTRACTS	RMC PRODUCTIONS	VIDEO SHOOT/ HOLIDAY LIGHTS/ HOLIDAY TRAIN	\$750.00
CABLE TELEVISION			<u>\$750.00</u>
CEMETERY			
E 101-54910-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	DRILL/ SAW	\$378.00
CEMETERY			<u>\$378.00</u>
COTTONWOOD - ALL			
E 401-70520-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$523.04
E 401-70520-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$1,173.62
COTTONWOOD - ALL			<u>\$1,696.66</u>
DPW GARAGE ALARM SYSTEM			
E 401-79225-285 CONSTRUCTION COSTS	LISBON CREEK SYSTEMS	SECURITY SYSTEM	\$182.81
DPW GARAGE ALARM SYSTEM			<u>\$182.81</u>
ECONOMIC DEVELOPMENT			
E 804-56700-715 STREETScape PROGRAM	BOUDREAU, NICOLE	SCULPTURE IDEA PRIZE	\$50.00
E 804-56700-724 WEB SITE HOSTING & MAINT	CYBERLYNK	WEBSITE HOSTING	\$39.98
E 804-56700-715 STREETScape PROGRAM	DAVIS, FRANCIS	SCULPTURE IDEA PRIZE	\$50.00
E 804-56700-719 EVENTS	FAIRYTALE BIRTHDAY COMPANY LLC	HARTLAND LIGHTS CHARACTERS	\$250.00
E 804-56700-713 SIGN/AWNING/PAINTING GRANTS	GRENDAHL, NATHAN T	MODERN WOODMAN SIGN GRANT	\$310.50
E 804-56700-738 MEMBERSHIPS	HARTLAND AREA CHAMBER COMMERCE	ANNUAL DUES	\$175.00
E 804-56700-715 STREETScape PROGRAM	LEONI, SAMUEL	SCULPTURE IDEA PRIZE	\$50.00
E 804-56700-715 STREETScape PROGRAM	MECHENICH, BRADY	SCULPTURE IDEA PRIZE	\$50.00
E 804-56700-715 STREETScape PROGRAM	MILLIKIN, SEAN	SCULPTURE IDEA PRIZE	\$50.00
E 804-56700-719 EVENTS	OBRIEN, DAN	SOUND SYSTEM FOR HARTLAND LIGHTS	\$1,200.00
E 804-56700-715 STREETScape PROGRAM	RAVENROCK HEALING ARTS	HARTLAND IN BLOOM GRANT	\$76.30
E 804-56700-715 STREETScape PROGRAM	SCHMIEDING, MATTHEW	SCULPTURE IDEA PRIZE	\$50.00
E 804-56700-719 EVENTS	VILLAGE GRAPHICS	COPIES FOR HARTLAND LIGHTS	\$90.00
E 804-56700-719 EVENTS	VILLAGE GRAPHICS	HARTLAND LIGHTS COPIES	\$155.50

Account Descr	Search Name	Comments	Amount
ECONOMIC DEVELOPMENT			\$2,597.28
ELECTIONS			
E 101-51440-300 OPERATING SUPPLIES/EXPENSES	DELAFIELD, CITY OF	REIMBURSEMENT FOR SVD ENVELOPES	\$57.17
ELECTIONS			\$57.17
ENVIRONMENTAL SERVICES			
E 101-53635-480 ECOS PLANNING	INSIGHT FS	GARLON/ CROSSBOW/ GREENYARD	\$2,016.76
ENVIRONMENTAL SERVICES			\$2,016.76
FINANCIAL ADMINISTRATION			
E 101-51500-500 PROPERTY ASSESSMENT	CATALIS TAX & CAMA INC	ASSESSMENT SERVICES DEC	\$4,587.50
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	DEC FSA FEES	\$101.62
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ACRONIS SERVER BACKUP	\$40.00
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$344.54
FINANCIAL ADMINISTRATION			\$5,073.66
FIRE PROTECTION			
E 101-52200-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	DEICER	\$10.72
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	STIHL PARTS	\$159.48
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	COMPETITOR AWARDS & ENGRAVING	WATCH ENGRAVING	\$70.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	FITNESS MACHINE TECHNICIANS	CABLES	\$239.71
E 101-52200-360 VEHICLE MAINT/EXPENSE	JEFFERSON FIRE & SAFETY INC	REPAIR HYDRO LEAK	\$510.95
E 101-52200-255 BLDGS/GROUNDS	NORTH WOODS CHEMICAL CORP.	CLEANER	\$196.08
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	PAPER AND DIVIDERS	\$93.73
E 101-52200-255 BLDGS/GROUNDS	PIONEER SUPPLY LLC	PAPER TOWEL	\$42.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	RUSCH ELECTRIC MOTOR REPAIR	DIAGNOSE FAN MOTOR	\$375.00
E 101-52200-255 BLDGS/GROUNDS	WIL-KIL	PEST CONTROL	\$73.90
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	XEROX CORPORATION	COPIER SERVICES	\$75.72
FIRE PROTECTION			\$1,847.29
GENERAL ADMINISTRATION			
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$9,731.10
E 101-51400-210 LEGAL SERVICES	VON BRIESEN & ROPER	LEGAL SERVICES	\$5,491.93
GENERAL ADMINISTRATION			\$15,223.03
IMPACT FEE EXPENSES			
E 206-59000-960 USE OF PARK IMPACT FEES	ACE REDI-MIX INC	CONCRETE FOR PICKLEBALL COURTS	\$1,269.80
E 206-59000-960 USE OF PARK IMPACT FEES	ROBERTS TOPSOIL	TOPSOIL FOR GRADING AT PICKLEBALL COURTS	\$440.00
IMPACT FEE EXPENSES			\$1,709.80
JAMES DRIVE			

Account Descr	Search Name	Comments	Amount
E 401-70585-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$523.04
E 401-70585-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$1,710.20
JAMES DRIVE			<u>\$2,233.24</u>
LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	DISCOVER RESTITUTION	RESTITUTION FOR FULFILLING SUBPOENA	\$22.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	SHIRTS AND EMBROIDERY	\$212.37
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#6 OIL CHANGE	\$67.59
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SPARE TIRE SERVICE	\$30.02
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	INSTALL NEW BATTERY	\$34.95
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	MOUNT NEW TIRES	\$156.18
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	NOVEMBER 2023 SERVICES	\$154.50
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	PAPER	\$99.98
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$2,400.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PERSONNEL EVALUATION INC	PEP TEST	\$35.00
E 101-52100-360 VEHICLE MAINT/EXPENSE	POMPS TIRE SERVICE INC	TIRES	\$1,395.40
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LEGAL LAB DRAW	\$111.39
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	DOT LAB	\$47.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICES	\$56.77
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICES	\$82.82
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	SUNSET LAW ENFORCEMENT	HORNADY 223 REM/HORNADY 9MM LUGER	\$1,996.20
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	VERTEX AMMUNITION	.223 55 GR FMJ 1000 RD CASE	\$1,660.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA CTY TREASURER	INMATE BILLING	<u>\$39.44</u>
LAW ENFORCEMENT			<u>\$8,601.61</u>
LIBRARY			
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	4IMPRINT	UMBRELLA/ CLOTHING/ MUGS	\$3,148.80
E 101-55110-255 BLDGS/GROUNDS	ADELMAN MAINT CORP	LIBRARY CARPET CLEANING	\$2,670.00
E 101-55110-255 BLDGS/GROUNDS	BALLANTINE, MARY	FLORAL ARRANGEMENT	\$50.00
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	BAYSCAN TECHNOLOGIES	LABEL PRINTER	\$88.01
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	DOTY, EMILY	HOT CHOCOLATE BAR REIMBURSEMENT	\$13.08
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$30.33
E 101-55110-255 BLDGS/GROUNDS	HOME DEPOT	CORE BITS/ EPOXY	\$179.62
E 101-55110-255 BLDGS/GROUNDS	HOME DEPOT	EPOXY FOR LIBRARY RAILING	\$28.84
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$225.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	LIBRARY CLOUD BACKUP	\$50.00
E 101-55110-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	TOLIET PAPER/ CANLINERS	\$150.00
E 101-55110-310 BOOKS & MATERIALS	PLAYAWAY PRODUCTS	FICTION PLAYAWAYS	\$1,249.85
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	FLOOR COPIER SERVICES	\$94.79
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	STAFF COPIER SERVICES	\$257.16
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF ADMINISTRATION	TEACH SERVICES	\$600.00

Account Descr	Search Name	Comments	Amount
LIBRARY			\$8,835.48
LONG MEADOW DRIVE			
E 401-70620-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$2,311.34
LONG MEADOW DRIVE			\$2,311.34
MAPLE AVE CROSSWALK AT LINDENW			
E 401-75030-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MAPLE AVE CROSSWALK	\$1,397.80
MAPLE AVE CROSSWALK AT LINDENW			\$1,397.80
MISC STORM SEWER REPAIR			
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	UTILITY UPDATES	\$232.50
E 401-74010-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MISC STORM SEWER REPAIRS	\$2,084.00
E 401-74010-285 CONSTRUCTION COSTS	VISU-SEWER, INC.	LINE STORM SEWER	\$67,527.00
MISC STORM SEWER REPAIR			\$69,843.50
MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	MAT SERVICES	\$220.06
E 101-51600-355 JANITORIAL SUPPLIES	PIONEER SUPPLY LLC	TOLIET PAPER/ CANLINERS	\$150.00
E 101-51600-255 BLDGS/GROUNDS	PIONEER SUPPLY LLC	ICE MELT	\$600.25
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	WIL-KIL	PEST CONTROL	\$75.00
MUNICIPAL BUILDING			\$1,045.31
NIXON PARK PARKING LOT			
E 401-79290-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$523.04
E 401-79290-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$20,922.00
NIXON PARK PARKING LOT			\$21,445.04
PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	PORT-A-JOHN	PORTABLE RESTROOMS FOR PARKS	\$141.00
PARKS			\$141.00
PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	B&M AUTO	REAR DIFFERENTIAL	\$550.00
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	LIFEPAK BATTERY	\$399.17
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	HARD HAT/ CHAPS	\$224.98
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	PLUG	\$4.27
E 101-53000-360 VEHICLE MAINT/EXPENSE	BIEBELS TRUE VALUE	NUTS AND BOLTS	\$3.42
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	RETURN HUB ASSEMBLY	-\$180.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CV SHAFT	\$107.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	ADAPTER	\$12.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	OIL FILTER	\$56.62

Account Descr	Search Name	Comments	Amount
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	VARIOUS NUTS	\$70.83
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	VARIOUS FILTERS	\$308.62
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	REAR HUB ASSEMBLY	\$180.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	AIR ELEMENT	\$232.05
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	TRI BALL HITCH	\$63.69
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	WHEEL LUG NUT	\$39.45
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	SWAY BAR	\$35.68
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	ADAPTERS	\$57.77
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	NYLON TIE STRAPS	\$29.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$91.59
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$29.73
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	DIESEL OIL FOR PLOW TRUCK	\$1,600.35
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$795.58
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$1,309.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO-LEAD REFOR	\$1,312.40
E 101-53000-360 VEHICLE MAINT/EXPENSE	INTERSTATE BATTERIES	GROUP 31 FOR #28	\$437.85
E 101-53000-800 CAPITAL OUTLAY	ITU ABSORBTECH INC	UNIFORM SERVICES	\$101.97
E 101-53000-800 CAPITAL OUTLAY	ITU ABSORBTECH INC	UNIFORM SERVICES	\$149.54
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$120.02
E 101-53000-225 STREET LIGHTING	JD ELECTRIC, INC.	LIGHT POLE DAMAGE REPAIR	\$1,050.00
E 101-53000-180 OTHER BENEFITS	KONEN, TONY	CLOTHING ALLOWANCE	\$199.57
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	BOOTS/ RAIN PANTS	\$64.30
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	IBUPROFEN	\$37.72
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	EARMUFFS	\$37.18
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$300.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	POMPS TIRE SERVICE INC	SERVICE CALL FOR LOADER TIRE	\$714.09
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	RAPID DRUG SCREEN	\$45.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	PROVEN POWER INC	FILTER COVER	\$45.55
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	BRAKES TRUCK 19	\$674.21
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	BRAKES	\$522.01
E 101-53000-360 VEHICLE MAINT/EXPENSE	VAN HORN FORD	SEALS	\$96.34
PUBLIC WORKS			\$11,930.72
RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	LAKE COUNTRY FINE ARTS SCHOOL	GLASS FUSING WORKSHOP	\$24.00
E 101-55300-295 TRIPS	MENOMONEE FALLS SCHOOL DISTRIC	CHRISTMAS STARS TRIP	\$410.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	REC ASSISTANT COMPUTER	\$1,438.50
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$300.00
RECREATION PROGRAMS/EVENTS			\$2,172.50
REPLACE HARTBROOK BRIDGE			

Account Descr	Search Name	Comments	Amount
E 401-76160-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$1,213.50
REPLACE HARTBROOK BRIDGE			\$1,213.50
RICHARDS ROAD			
E 401-70595-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$523.04
E 401-70595-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$2,502.20
RICHARDS ROAD			\$3,025.24
RIVER RESERVE DRIVE			
E 401-70600-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$2,311.35
E 401-70600-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$1,308.59
RIVER RESERVE DRIVE			\$3,619.94
SEWER SERVICE			
E 204-53610-270 TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	TOTAL USER FEES	\$81,464.63
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	DEC FSA FEES	\$15.63
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$18.75
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	DPW CLERK COMPUTER	\$719.25
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	IT SERVICES	\$150.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	ACRONIS SERVER BACKUP	\$40.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	MISC SANITARY SEWER REPAIRS	\$924.00
E 204-53610-800 CAPITAL OUTLAY	RUEKERT & MIELKE	CONSTRUCTION ADMIN AND INSPECTION	\$1,624.00
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	2023 SCADA SERVICE WORK	\$13,322.88
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	VISU-SEWER, INC.	SEWER CLEANING	\$23,516.42
SEWER SERVICE			\$121,795.56
STORM SWR CATCH BASIN REPAIR			
E 401-74075-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	MISC CATCH BASIN REPAIRS	\$696.00
STORM SWR CATCH BASIN REPAIR			\$696.00
STORM WATER MGMT PLAN			
E 401-74097-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	2023 TMDL PERMIT CONDITIONS	\$3,216.50
STORM WATER MGMT PLAN			\$3,216.50
TIF FUND EXPENSES			
E 217-58300-290 OUTSIDE SERVICES/CONTRACTS	EHLERS & ASSOCIATES	2024 TID #7	\$4,500.00
TIF FUND EXPENSES			\$4,500.00
TRAILS EDGE COURT			
E 401-70615-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$2,311.34
TRAILS EDGE COURT			\$2,311.34

Account Descr	Search Name	Comments	Amount
TREE RIDGE COURT			
E 401-70605-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$451.85
TREE RIDGE COURT			<u>\$451.85</u>
UNBUDGETED			
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	PROFESSIONAL SERVICE INDUSTRIE	ENGINEERING SERVICES	\$625.00
E 401-57300-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	GENERAL SERVICES QUARRY	\$3,829.00
UNBUDGETED			<u>\$4,454.00</u>
WALNUT RIDGE DRIVE			
E 401-70590-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	CONSTRUCTION REVIEW AND ADMIN	\$523.04
E 401-70590-285 CONSTRUCTION COSTS	WOLF PAVING CO INC	WOLF CONTRACT PMT 4	\$3,010.04
WALNUT RIDGE DRIVE			<u>\$3,533.08</u>
WATER UTILITY			
E 620-53700-651 MAINTENANCE OF MAINS	ACE REDI-MIX INC	FIVE YARDS CONCRETE	\$1,022.00
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	BUMPER TO BUMPER	GASKET MAKER	\$19.28
E 620-53700-933 TRANSPORTATION EXPENSES	BUMPER TO BUMPER	SENSOR	\$67.09
E 620-53700-651 MAINTENANCE OF MAINS	CORE & MAIN LP	STEMS/ GLANDS FOR FOUR WINDS/ VALVE REPAIRS	\$2,855.00
E 620-53700-651 MAINTENANCE OF MAINS	CORE & MAIN LP	HYMAX CLAMP	\$273.80
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	DEC FSA FEES	\$39.09
E 620-53700-623 PUMPING - SUPPLIES/EXPENSES	JX ENTERPRISES INC	GASKET	\$35.19
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLING BACTI	\$150.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLING VOC	\$260.16
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLING PHOSPHORUS	\$26.22
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLING BACTI	\$100.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	WATER SAMPLING NITRATES	\$48.52
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	DPW CLERK COMPUTER	\$719.25
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	ACRONIS SERVER BACKUP	\$40.00
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	IT SERVICES	\$18.75
E 620-53700-923 OUTSIDE SERVICES	ONTECH SYSTEMS, INC	IT SERVICES	\$150.00
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	SURVEY, DRAFTING AND DESIGN	\$2,872.00
E 620-53700-673 TRANS&DIST MAINS	RUEKERT & MIELKE	MISC VALVE REPAIRS	\$1,020.75
E 620-53700-678 HYDRANTS	RUEKERT & MIELKE	MISC HYDRANT REPAIRS	\$1,035.50
E 620-53700-923 OUTSIDE SERVICES	WI STATE LABORATORY OF HYGIENE	FLUORIDE	\$28.00
WATER UTILITY			<u>\$10,780.60</u>
WOODS DRIVE			
E 401-70610-290 OUTSIDE SERVICES/CONTRACTS	RUEKERT & MIELKE	DESIGN AND BIDDING	\$2,311.35
WOODS DRIVE			<u>\$2,311.35</u>

Account Descr	Search Name	Comments	Amount
			\$360,359.10

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Payments

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Payment Batch DEC23MC

\$25,961.92

Refer	292593 ELAN FINANCIAL SERVICES	Ck# 009170 12/6/2023		
Cash Payment	E 804-56700-758 MEETINGS	FOOD FOR MEETING		\$72.70
Invoice	1630587 11/27/2023			
Cash Payment	E 804-56700-719 EVENTS	FACEBOOK AD		\$2.84
Invoice	1630587 11/27/2023			
Cash Payment	E 804-56700-719 EVENTS	FACEBOOK AD		\$4.25
Invoice	1630587 11/27/2023			
Cash Payment	E 804-56700-746 TELEPHONE	ATT BILL		\$127.33
Invoice	1630587 11/27/2023			
Cash Payment	E 804-56700-729 BUSINESS EDUCATION	FOOD		\$260.51
Invoice	1630587 11/27/2023			
Cash Payment	E 804-56700-742 SUBSCRIPTIONS	ADOBE		\$20.99
Invoice	1630587 11/27/2023			
Transaction Date	12/11/2023	GF Checking	11100	Total \$488.62

Refer	292592 SECURIAN FINANCIAL GROUP INC	Ck# 009171 12/11/2023		
Cash Payment	E 101-51400-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$43.85
Invoice	2832L 12/11/2023			
Cash Payment	E 101-51500-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$26.15
Invoice	2832L 12/11/2023			
Cash Payment	E 101-55300-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$5.88
Invoice	2832L 12/11/2023			
Cash Payment	E 101-52200-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$48.71
Invoice	2832L 12/11/2023			
Cash Payment	E 101-52300-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$48.70
Invoice	2832L 12/11/2023			
Cash Payment	E 101-55110-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$15.34
Invoice	2832L 12/11/2023			
Cash Payment	E 101-52100-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$204.77
Invoice	2832L 12/11/2023			
Cash Payment	E 101-53000-150 HEALTH/DENTAL/LIFE	LIFE INSURANCE		\$194.29
Invoice	2832L 12/11/2023			
Cash Payment	G 101-21560 LIFE INSURANCE DEDUCT	LIFE INSURANCE		\$906.57
Invoice	2832L 12/11/2023			
Transaction Date	12/11/2023	GF Checking	11100	Total \$1,494.26

Refer	292594 WE ENERGIES	Ck# 009172 12/12/2023		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$269.86
Invoice	07043187080000 12/1/2023			
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	ENERGY SERVICES		\$14.18
Invoice	07043187080000 12/1/2023			
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$11.96
Invoice	07057445820000 12/4/2023			
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$25.69
Invoice	07043187080000 12/4/2023			
Cash Payment	G 204-34187 FWW LIFT STATION REPLA	ENERGY SERVICES		\$102.68
Invoice	07135265610000 12/5/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$23.18
Invoice	07142211370003 12/6/2023			

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Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$71.43
Invoice	07142211370003 12/7/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$110.43
Invoice	07043187080000 12/6/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$526.75
Invoice	07043187080000 12/6/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$7,401.53
Invoice	07043187080000 12/6/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$105.45
Invoice	07061598240000 12/6/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$390.72
Invoice	07142211370002 12/6/2023			
Transaction Date	12/11/2023	GF Checking	11100	Total \$9,053.86
Refer	292687 WE ENERGIES	Ck# 009173	12/22/2023	
Cash Payment	E 101-55110-220 UTILITY SERVICES	ENERGY SERVICES		\$302.64
Invoice	70977541400001 12/7/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$436.67
Invoice	70431870800004 12/13/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$17.27
Invoice	70431870800011 12/13/2023			
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$386.14
Invoice	71422113700021 12/15/2023			
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$1,229.54
Invoice	70431870800002 12/19/2023			
Cash Payment	E 101-51600-220 UTILITY SERVICES	ENERGY SERVICES		\$1,501.08
Invoice	71422113700009 12/20/2023			
Cash Payment	E 101-55110-220 UTILITY SERVICES	ENERGY SERVICES		\$1,939.45
Invoice	71422113700036 12/20/2023			
Cash Payment	E 101-52200-220 UTILITY SERVICES	ENERGY SERVICES		\$118.35
Invoice	70914485800001 12/18/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$72.21
Invoice	71419245500001 12/18/2023			
Cash Payment	E 101-53000-220 UTILITY SERVICES	ENERGY SERVICES		\$616.55
Invoice	71422113700001 12/18/2023			
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$57.93
Invoice	71422113700002 12/18/2023			
Cash Payment	E 101-51600-220 UTILITY SERVICES	ENERGY SERVICES		\$336.34
Invoice	71422113700003 12/18/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$79.11
Invoice	71422113700004 12/18/2023			
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	ENERGY SERVICES		\$99.48
Invoice	71422113700005 12/18/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$20.29
Invoice	71422113700006 12/18/2023			
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$43.48
Invoice	71422113700007 12/18/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$17.27
Invoice	71422113700008 12/18/2023			
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$164.77
Invoice	71422113700010 12/18/2023			

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Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$37.60
Invoice	71422113700011	12/18/2023		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$868.32
Invoice	71422113700012	12/18/2023		
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	ENERGY SERVICES		\$32.04
Invoice	71422113700013	12/18/2023		
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$17.78
Invoice	71422113700014	12/18/2023		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$134.80
Invoice	71422113700015	12/18/2023		
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$36.80
Invoice	71422113700016	12/18/2023		
Cash Payment	E 101-53000-220 UTILITY SERVICES	ENERGY SERVICES		\$493.53
Invoice	71422113700017	12/18/2023		
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$26.02
Invoice	71422113700018	12/18/2023		
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$142.35
Invoice	71422113700019	12/18/2023		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$30.13
Invoice	71422113700020	12/18/2023		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$372.41
Invoice	71422113700022	12/18/2023		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$1,728.81
Invoice	71422113700023	12/18/2023		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$45.87
Invoice	71422113700025	12/18/2023		
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$47.32
Invoice	71422113700026	12/18/2023		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$55.06
Invoice	71422113700027	12/18/2023		
Cash Payment	E 101-53000-225 STREET LIGHTING	ENERGY SERVICES		\$406.32
Invoice	71422113700028	12/18/2023		
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$22.38
Invoice	71422113700029	12/18/2023		
Cash Payment	E 101-55200-220 UTILITY SERVICES	ENERGY SERVICES		\$17.78
Invoice	71422113700032	12/18/2023		
Cash Payment	E 204-53610-220 UTILITY SERVICES	ENERGY SERVICES		\$71.89
Invoice	71422113700034	12/18/2023		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$1,404.69
Invoice	71422113700035	12/18/2023		
Cash Payment	E 620-53700-622 POWER FOR PUMPING	ENERGY SERVICES		\$300.28
Invoice	71422113700037	12/18/2023		
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	ENERGY SERVICES		\$38.78
Invoice	71422113700037	12/18/2023		
Cash Payment	E 101-52200-220 UTILITY SERVICES	ENERGY SERVICES		\$1,126.50
Invoice	71825124400001	12/18/2023		
Cash Payment	E 101-52200-220 UTILITY SERVICES	ENERGY SERVICES		\$29.15
Invoice	71825124400002	12/18/2023		
Transaction Date	12/21/2023	GF Checking	11100	Total \$14,925.18

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Payments

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Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$18,497.82
204 SEWER		\$882.73
620 WATER FUND		\$6,092.75
804 BUSINESS IMPROVEMENT DISTRICT		\$488.62
		<u>\$25,961.92</u>

Pre-Written Checks	\$25,961.92
Checks to be Generated by the Computer	\$0.00
Total	<u>\$25,961.92</u>

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Payments Batch DEC23WIRE

\$155,536.21

Refer	292738	AFLAC	Ck# 2023772E 12/8/2023	
Cash Payment	G 101-21592	AFLAC INS PAYABLE	MONTHLY EMPLOYEE AFLAC CONTRIBUTIONS	\$195.82
Invoice				
Transaction Date	12/8/2023	GF Checking	11100	Total \$195.82
Refer	292739	B2E SOLUTIONS INC	Ck# 2023773E 12/8/2023	
Cash Payment	E 804-56700-110	SALARIES	DECEMBER 8 BID PAYROLL WIRE	\$1,238.89
Invoice				
Cash Payment	E 804-56700-760	PAYROLL SERVICE CH	DECEMBER 8 BID PAYROLL WIRE	\$65.05
Invoice				
Transaction Date	12/8/2023	GF Checking	11100	Total \$1,303.94
Refer	292740	B2E SOLUTIONS INC	Ck# 2023774E 12/22/2023	
Cash Payment	E 804-56700-110	SALARIES	DECEMBER 22 BID PAYROLL WIRE	\$1,238.89
Invoice				
Cash Payment	E 804-56700-760	PAYROLL SERVICE CH	DECEMBER 22 BID PAYROLL WIRE	\$65.05
Invoice				
Transaction Date	12/22/2023	GF Checking	11100	Total \$1,303.94
Refer	292741	WI RETIREMENT SYSTEM	Ck# 2023775E 12/29/2023	
Cash Payment	E 101-55300-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$459.80
Invoice				
Cash Payment	E 101-51400-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$440.84
Invoice				
Cash Payment	E 101-51500-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$443.42
Invoice				
Cash Payment	E 101-52100-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$16,727.08
Invoice				
Cash Payment	E 101-52100-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$477.48
Invoice				
Cash Payment	E 101-52200-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$119.19
Invoice				
Cash Payment	E 101-52200-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$738.08
Invoice				
Cash Payment	E 101-52300-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$119.19
Invoice				
Cash Payment	E 101-52300-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$2,390.30
Invoice				
Cash Payment	E 101-53000-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$3,624.05
Invoice				
Cash Payment	E 101-55110-140	RETIREMENT BENEFIT	NOVEMBER WRS PREMIUMS	\$1,304.08
Invoice				
Cash Payment	E 620-53700-926	EMPLOYEE PENSIONS	NOVEMBER WRS PREMIUMS	\$1,710.13
Invoice				
Cash Payment	E 204-53610-110	SALARIES	NOVEMBER WRS PREMIUMS	\$318.21
Invoice				
Cash Payment	E 204-53610-110	SALARIES	NOVEMBER WRS PREMIUMS	\$338.22
Invoice				

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Cash Payment Invoice	E 204-53610-390 BILLING/COLLECTION/	NOVEMBER WRS PREMIUMS			\$500.14
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION	NOVEMBER WRS PREMIUMS			\$9,854.75
Cash Payment Invoice	G 101-21520 RETIREMENT DEDUCTION	NOVEMBER WRS PREMIUMS			\$10,213.13
Transaction Date	12/29/2023	GF Checking	11100	Total	\$49,778.09
Refer	292742 EMPLOYEE TRUST FUNDS		Ck# 2023776E 12/26/2023		
Cash Payment Invoice	E 101-51400-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$2,068.28
Cash Payment Invoice	E 101-51500-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$6,204.84
Cash Payment Invoice	E 101-55300-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$2,068.28
Cash Payment Invoice	E 101-52100-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$29,021.56
Cash Payment Invoice	E 101-53000-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$19,454.96
Cash Payment Invoice	E 101-55110-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$5,430.04
Cash Payment Invoice	E 101-52200-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$4,556.78
Cash Payment Invoice	E 101-52300-150 HEALTH/DENTAL/LIFE	JANUARY HEALTH INSURANCE PREMIUMS			\$4,556.78
Cash Payment Invoice	G 101-21530 INSURANCE DEDUCTIONS	JANUARY HEALTH INSURANCE PREMIUMS			\$9,189.04
Transaction Date	12/26/2023	GF Checking	11100	Total	\$82,550.56
Refer	292743 WI DEFERRED COMPENSATION P		Ck# 2023777E 12/31/2023		
Cash Payment Invoice	G 101-21570 DEFERRED COMP DEDUC	MONTHLY EMPLOYEE DEFERRED COMP CONTRIBUTIONS			\$18,787.91
Transaction Date	12/31/2023	GF Checking	11100	Total	\$18,787.91
Refer	292744 WI SUPPORT COLLECTIONS TRUS		Ck# 2023778E 12/31/2023		
Cash Payment Invoice	G 101-21580 GARNISHMENT DEDUCTIO	MONTHLY EMPLOYEE WAGE GARNISHMENTS			\$1,417.58
Transaction Date	12/31/2023	GF Checking	11100	Total	\$1,417.58
Refer	292745 PAYMENT SERVICE NETWORK		Ck# 2023779E 12/4/2023		
Cash Payment Invoice	E 620-53700-923 OUTSIDE SERVICES	DECEMBER CREDIT CARD PROCESSING FEES			\$99.19
Cash Payment Invoice	E 204-53610-290 OUTSIDE SERVICES/C	DECEMBER CREDIT CARD PROCESSING FEES			\$99.18
Transaction Date	12/31/2023	GF Checking	11100	Total	\$198.37

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Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$149,863.26
204 SEWER		\$1,255.75
620 WATER FUND		\$1,809.32
804 BUSINESS IMPROVEMENT DISTRICT		\$2,607.88
		<hr/>
		\$155,536.21

Pre-Written Checks	\$155,536.21
Checks to be Generated by the Computer	\$0.00
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Total	\$155,536.21

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Payments

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Payments Batch DEC23CC

\$25,051.60

Refer	0 AMAZON	Ck# 2023745E 12/24/2023	
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	CD Refund	-\$3.00
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$24.96
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Paper Napkins	\$3.07
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$17.98
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$118.75
Invoice			
Cash Payment	E 101-51440-350 EQUIPMENT PURCHA	headphones	\$9.99
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Charger and Book	\$36.66
Invoice			
Cash Payment	E 101-51600-355 JANITORIAL SUPPLIES	cleaning supplies	\$8.48
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$27.99
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Scotch Tape	\$38.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$21.98
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Music CD	\$22.99
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Storytime Program Supplies	\$12.98
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$19.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$12.99
Invoice			
Cash Payment	E 101-52100-300 OPERATING SUPPLIE	Paper Plates and 9 Volt Batteries (6 pk)	\$63.39
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Video Games	\$59.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	DVDs	\$119.86
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Break Room Supplies	\$5.69
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Music CD	\$14.98
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	Adult Fiction	\$40.58
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Door Chimer	\$15.99
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIE	Among Us Program Supplies	\$37.28
Invoice			

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Cash Payment Invoice	E 101-51600-255	BLDGS/GROUNDS	Channel Lock for Hall	\$19.95
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Library of Things Carpet Cleaner	\$89.00
Cash Payment Invoice	E 101-53000-300	OPERATING SUPPLIE	HANGING FILE FRAME	\$34.58
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs	\$42.91
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs	\$223.22
Cash Payment Invoice	E 101-51400-300	OPERATING SUPPLIE	NOTE PADS	\$42.95
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Coffee Cups for Coffee Cart	\$18.99
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	DVDs	\$122.32
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Replacement Book	\$10.39
Cash Payment Invoice	E 101-51440-300	OPERATING SUPPLIE	boxes for absentee ballots	\$37.21
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Supplies for Coffee Cart	\$21.84
Cash Payment Invoice	E 620-53700-651	MAINTENANCE OF MAI	Marking Paint	\$64.06
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Music CD	\$11.97
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$64.82
Cash Payment Invoice	E 101-51400-300	OPERATING SUPPLIE	AAA BATTERIES	\$11.02
Cash Payment Invoice	E 101-52300-300	OPERATING SUPPLIE	CPR cards UTILITRA	\$160.65
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Winter Holiday Party Supplies	\$55.97
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	3 Volt Lithium Batteries (10 ct)	\$88.40
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Battery Back-up/Surge Protector for Server Room	\$97.05
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Among Us Program Supplies	\$61.08
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Spoons for Break Room	\$13.16
Cash Payment Invoice	E 101-53000-225	STREET LIGHTING	Fuses for Street Lights	\$47.00
Cash Payment Invoice	E 620-53700-652	MAINTENANCE OF SE	Copper Lead test strips	\$32.18
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$174.39

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Payments

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Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$29.99
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Receipt Printers	\$1,073.85
Invoice				
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Television - Replacement for Garage Sec. Cameras	\$89.99
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Storytime Party Supplies	\$7.99
Invoice				
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Plastic Knives and Forks	\$40.94
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$51.90
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Office Supplies	\$13.38
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$19.99
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Black Mats	\$59.98
Invoice				
Cash Payment	E 101-55110-255	BLDGS/GROUNDS	Light bulbs for the library	\$82.84
Invoice				
Cash Payment	E 101-53000-225	STREET LIGHTING	Fuses for Street Lights	\$67.42
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Tuesday Taste Supplies	\$79.94
Invoice				
Cash Payment	E 620-53700-653	MAINTENANCE OF ME	Electrical Box's for Sandhill Meter Pit	\$42.99
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Hot Cocoa Programming Supplies	\$86.19
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$78.90
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$487.75
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Soap Dispenser	\$34.81
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Spice Club Kit Materials	\$42.49
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$53.99
Invoice				
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Soap Dispenser	\$46.20
Invoice				
Cash Payment	E 101-53000-360	VEHICLE MAINT/EXPE	light for vehicles	\$139.92
Invoice				
Cash Payment	E 101-55110-255	BLDGS/GROUNDS	Light bulbs for the library	\$30.98
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$54.95
Invoice				
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Video Games	\$44.96
Invoice				

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Payments

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Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Pencil Erasers (12 ct)	\$9.98
Cash Payment Invoice	E 101-53000-225	STREET LIGHTING	Electrical box for street light damage by maxmeyer	\$42.99
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Memory Cafe Programming Supplies	\$93.61
Cash Payment Invoice	E 620-53700-653	MAINTENANCE OF ME	Electrical Box's for Sandhill Meter Pit	\$85.12
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Ornament Hooks	\$6.99
Cash Payment Invoice	E 101-51440-300	OPERATING SUPPLIE	scanner for recording absentee ballots	\$95.00
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Spice Club Kit Materials	\$40.98
Cash Payment Invoice	E 101-53000-300	OPERATING SUPPLIE	Garage Light Bulbs	\$34.50
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	Sign Holders	\$107.04
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Adult Nonfiction Books	\$68.04
Transaction Date	12/24/2023	GF Checking	11100	Total \$5,624.26
Refer	0 APPLE		<u>Ck# 2023756E 12/24/2023</u>	
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	Apple TV Yearly Subscription	\$103.95
Transaction Date	12/24/2023	GF Checking	11100	Total \$103.95
Refer	0 ARLO TECHNOLOGIES		<u>Ck# 2023757E 12/24/2023</u>	
Cash Payment Invoice	E 101-52100-290	OUTSIDE SERVICES/C	Arlo Security Camera Monthly Service Fee	\$4.99
Transaction Date	12/24/2023	GF Checking	11100	Total \$4.99
Refer	0 ARNOLDS ENVIRONMENTAL		<u>Ck# 2023736E 12/24/2023</u>	
Cash Payment Invoice	E 101-51400-395	COMMUNITY RELATIO	HOLIDAY TRAIN RESTROOMS	\$950.00
Transaction Date	12/24/2023	GF Checking	11100	Total \$950.00
Refer	0 AT&T		<u>Ck# 2023724E 12/24/2023</u>	
Cash Payment Invoice	E 101-52300-300	OPERATING SUPPLIE	FD FIRSTNET	\$281.00
Cash Payment Invoice	E 101-52200-300	OPERATING SUPPLIE	FD FIRSTNET	\$281.00
Cash Payment Invoice	E 101-51400-300	OPERATING SUPPLIE	ATT PHONE SERVICE	\$31.96
Cash Payment Invoice	E 101-52400-300	OPERATING SUPPLIE	ATT PHONE SERVICE	\$31.96
Cash Payment Invoice	E 101-51500-300	OPERATING SUPPLIE	ATT PHONE SERVICE	\$31.96
Cash Payment Invoice	E 101-55300-300	OPERATING SUPPLIE	ATT PHONE SERVICE	\$31.96

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Cash Payment Invoice	E 101-52200-220	UTILITY SERVICES	ATT PHONE SERVICE		\$31.96
Cash Payment Invoice	E 101-55110-220	UTILITY SERVICES	ATT PHONE SERVICE		\$31.96
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	ATT PHONE SERVICE		\$31.96
Cash Payment Invoice	E 101-53000-220	UTILITY SERVICES	ATT PHONE SERVICE		\$31.96
Cash Payment Invoice	E 620-53700-923	OUTSIDE SERVICES	ATT PHONE SERVICE		\$31.97
Cash Payment Invoice	E 204-53610-290	OUTSIDE SERVICES/C	ATT PHONE SERVICE		\$31.97
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	ATT PD INTERNET		\$80.25
Transaction Date	12/24/2023		GF Checking	11100	Total \$961.87
Refer	0	<u>BAKER & TAYLOR CREDIT CARD</u>		<u>Ck# 2023746E 12/24/2023</u>	
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$2,334.51
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$207.30
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$96.18
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$366.99
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$77.60
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$16.31
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$292.08
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$414.57
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$67.18
Cash Payment Invoice	E 101-55110-310	BOOKS & MATERIALS	BOOKS		\$240.20
Transaction Date	12/24/2023		GF Checking	11100	Total \$4,112.92
Refer	0	<u>BIRCH & BANYAN COFFEE LLC</u>		<u>Ck# 2023744E 12/24/2023</u>	
Cash Payment Invoice	E 101-55110-300	OPERATING SUPPLIE	First Line Contest Prize		\$20.00
Transaction Date	12/24/2023		GF Checking	11100	Total \$20.00
Refer	0	<u>BLAUER MANUFACTURING</u>		<u>Ck# 2023749E 12/24/2023</u>	
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	Refund from Blauer - Offc Wandaogo Clothing Allow		-\$157.98
Transaction Date	12/24/2023		GF Checking	11100	Total -\$157.98
Refer	0	<u>BUFFALO WILD WINGS</u>		<u>Ck# 2023761E 12/24/2023</u>	

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Cash Payment	E 101-53000-345	STAFF EDUCATION/TR	Travel for Training		\$10.55
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$10.55
Refer	0	COMPETITOR AWARDS & ENGRAV	Ck# 2023730E	12/24/2023	
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	engraving for memorial bench		\$35.00
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$35.00
Refer	0	DOMINOS PIZZA	Ck# 2023738E	12/24/2023	
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Teen Advisory Board Food		\$29.36
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$29.36
Refer	0	FABICK CAT	Ck# 2023768E	12/24/2023	
Cash Payment	E 101-53000-360	VEHICLE MAINT/EXPE	Truck Parts		\$802.57
Invoice					
Cash Payment	E 101-53000-360	VEHICLE MAINT/EXPE	Truck Parts Return		-\$802.57
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$0.00
Refer	0	FOX BROS PIGGLY WIGGLY	Ck# 2023725E	12/24/2023	
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Tuesday Taste Food/Memory Cafe Supplies		\$99.72
Invoice					
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	food and drink for programs		\$34.22
Invoice					
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Tuesday Tastes Programming Supply		\$8.29
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$142.23
Refer	0	GALL S, INC.	Ck# 2023769E	12/24/2023	
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Handcuffs for Offc Wandaogo - Clothing Allowance		\$78.73
Invoice					
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Belt & T-shirts - Offc Maciejewski - Cloth. Allow.		\$133.33
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$212.06
Refer	0	GOOD HOUSEKEEPING MAGAZIN	Ck# 2023760E	12/24/2023	
Cash Payment	E 101-55110-325	PERIODICALS	Good Housekeeping Renewal		\$20.00
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$20.00
Refer	0	HULU	Ck# 2023754E	12/24/2023	
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Hulu Yearly Subscription		\$84.39
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$84.39
Refer	0	IACP	Ck# 2023733E	12/24/2023	
Cash Payment	G 101-15005	PREPAID ITEMS	2024 - 2026 IACP 3 Year Membership Dues		\$499.00
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$499.00
Refer	0	JOURNAL SENTINEL INC	Ck# 2023734E	12/24/2023	

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Cash Payment	E 101-55110-325	PERIODICALS	Journal Sentinel Subscription		\$48.00
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$48.00
Refer	0	<u>LITTLE FREE LIBRARY</u>	<u>Ck# 2023762E 12/24/2023</u>		
Cash Payment	E 101-55110-300	OPERATING SUPPLIE	Little Free Libraries		\$1,183.84
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$1,183.84
Refer	0	<u>NATIONAL SHERIFFS ASSN</u>	<u>Ck# 2023750E 12/24/2023</u>		
Cash Payment	G 101-15005	PREPAID ITEMS	2024 NSA Membership Dues		\$56.00
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$56.00
Refer	0	<u>NETFLIX</u>	<u>Ck# 2023755E 12/24/2023</u>		
Cash Payment	E 101-55110-310	BOOKS & MATERIALS	Netflix		\$24.14
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$24.14
Refer	0	<u>OFFICEMAX</u>	<u>Ck# 2023726E 12/24/2023</u>		
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	PD Award Cardstock		\$45.76
Invoice					
Cash Payment	E 101-51400-300	OPERATING SUPPLIE	COPY PAPER		\$59.19
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$104.95
Refer	0	<u>PAYPRO</u>	<u>Ck# 2023751E 12/24/2023</u>		
Cash Payment	E 101-55110-290	OUTSIDE SERVICES/C	Deep Freeze Contract		\$145.53
Invoice					
Cash Payment	E 101-55110-290	OUTSIDE SERVICES/C	Deep Freeze Contract Refund		-\$6.93
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$138.60
Refer	0	<u>RE-SOURCE INDUSTRIES INC.</u>	<u>Ck# 2023763E 12/24/2023</u>		
Cash Payment	E 101-53000-430	SNOW & ICE REMOVA	Garage door Parts for Salt dome		\$60.33
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$60.33
Refer	0	<u>SALOMON ARMADA ATOMIC USA</u>	<u>Ck# 2023764E 12/24/2023</u>		
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Work boots for Offc Wandaogo - Clothing Allowance		\$128.63
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$128.63
Refer	0	<u>SP BLADETECH HOLSTER</u>	<u>Ck# 2023765E 12/24/2023</u>		
Cash Payment	E 101-52100-300	OPERATING SUPPLIE	Holster for Offc Wandaogo - Clothing Allowance		\$16.95
Invoice					
Transaction Date	12/24/2023		GF Checking	11100	Total \$16.95
Refer	0	<u>SPECTRUM ENTERPRISE</u>	<u>Ck# 2023753E 12/24/2023</u>		
Cash Payment	E 101-52200-300	OPERATING SUPPLIE	SPECTRUM FIBER FD		\$379.00
Invoice					
Cash Payment	E 101-53000-220	UTILITY SERVICES	DPW FIBER		\$126.34
Invoice					

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Current Period: DECEMBER 2023

Cash Payment Invoice	E 620-53700-605	MAINTENANCE-WATE	DPW FIBER		\$126.33
Cash Payment Invoice	E 204-53610-385	MAINTENANCE-COLLE	DPW FIBER		\$126.33
Cash Payment Invoice	E 101-53000-220	UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE		\$33.62
Cash Payment Invoice	E 620-53700-605	MAINTENANCE-WATE	SPECTRUM ENTERPRISE VOICE		\$33.61
Cash Payment Invoice	E 204-53610-385	MAINTENANCE-COLLE	SPECTRUM ENTERPRISE VOICE		\$33.61
Cash Payment Invoice	E 101-52200-220	UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE		\$104.05
Cash Payment Invoice	E 101-51400-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-52400-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-51500-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-55300-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-55110-220	UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-53000-220	UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 620-53700-605	MAINTENANCE-WATE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 204-53610-385	MAINTENANCE-COLLE	SPECTRUM ENTERPRISE VOICE		\$42.69
Cash Payment Invoice	E 101-51400-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 101-52400-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 101-51500-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 101-55300-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 101-52100-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 101-53000-220	UTILITY SERVICES	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 620-53700-605	MAINTENANCE-WATE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 204-53610-385	MAINTENANCE-COLLE	SPECTRUM ENTERPRISE INTERNET		\$84.48
Cash Payment Invoice	E 101-55370-300	OPERATING SUPPLIE	SPECTRUM ENTERPRISE INTERNET		\$43.16

Transaction Date	12/24/2023	GF Checking	11100	Total	\$2,066.10
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Refer 0 SPRINGFIELD ARMORY Ck# 2023742E 12/24/2023

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Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIE	Misko Clothing Allowance			\$90.28
Transaction Date	12/24/2023	GF Checking	11100	Total	\$90.28
Refer	0 TARGET	<u>Ck# 2023748E 12/24/2023</u>			
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Library supplies and gift card for delivery driver			\$47.84
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Xmas Tree			\$131.25
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Video Games			\$146.45
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Video Games			\$41.85
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Video Games			\$57.54
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Winter Holiday Party Supplies			\$147.42
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Winter Holiday Party Supplies			\$55.86
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Winter Holiday Party Supplies			\$10.50
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIE	Winter Holiday Party Supplies			\$25.20
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	Video Games			\$73.25
Transaction Date	12/24/2023	GF Checking	11100	Total	\$737.16
Refer	0 TREETOP PRODUCTS	<u>Ck# 2023743E 12/24/2023</u>			
Cash Payment Invoice	E 101-55110-255 BLDGS/GROUNDS	LIBRARY FURNITURE			\$4,891.69
Transaction Date	12/24/2023	GF Checking	11100	Total	\$4,891.69
Refer	0 U.S. CELLULAR	<u>Ck# 2023728E 12/24/2023</u>			
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIE	US CELLULAR PHONE SERVICES			\$26.66
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	US CELLULAR PHONE SERVICES			\$118.96
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATE	US CELLULAR PHONE SERVICES			\$118.96
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	US CELLULAR PHONE SERVICES			\$118.96
Transaction Date	12/24/2023	GF Checking	11100	Total	\$383.54
Refer	0 US POSTAL SERVICE	<u>Ck# 2023740E 12/24/2023</u>			
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	ILL shipping			\$11.87
Transaction Date	12/24/2023	GF Checking	11100	Total	\$11.87
Refer	0 USA TODAY	<u>Ck# 2023759E 12/24/2023</u>			
Cash Payment Invoice	E 101-55110-325 PERIODICALS	USA Today Subscription			\$34.00
Transaction Date	12/24/2023	GF Checking	11100	Total	\$34.00

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Current Period: DECEMBER 2023

Refer	0	<u>UW TS PARKING RAMP EMV</u>	<u>Ck# 2023766E 12/24/2023</u>		
Cash Payment	E	101-53000-345	STAFF EDUCATION/TR	Travel for Training	\$12.00
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$12.00
Refer	0	<u>UWCC REGISTRATIONS</u>	<u>Ck# 2023758E 12/24/2023</u>		
Cash Payment	E	101-53000-345	STAFF EDUCATION/TR	Tom Jenson Training	\$195.00
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$195.00
Refer	0	<u>VERIZON WIRELESS</u>	<u>Ck# 2023727E 12/24/2023</u>		
Cash Payment	E	101-52100-290	OUTSIDE SERVICES/C	VERIZON MODEM AND PHONE	\$266.07
Invoice					
Cash Payment	E	101-52100-290	OUTSIDE SERVICES/C	VERIZON PHONE	\$258.27
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$524.34
Refer	0	<u>WALGREEN CO</u>	<u>Ck# 2023739E 12/24/2023</u>		
Cash Payment	E	101-51400-395	COMMUNITY RELATIO	HOLIDAY TRAIN CANDY CANES FOR SANTA	\$16.76
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$16.76
Refer	0	<u>WALMART</u>	<u>Ck# 2023747E 12/24/2023</u>		
Cash Payment	E	101-55110-300	OPERATING SUPPLIE	Winter Wonderland Party supplies	\$124.03
Invoice					
Cash Payment	E	101-55300-300	OPERATING SUPPLIE	Bingo prizes	\$50.94
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$174.97
Refer	0	<u>WAUKESHA CTY REGISTER OF DE</u>	<u>Ck# 2023771E 12/24/2023</u>		
Cash Payment	E	101-51400-205	ADMINISTRATIVE SER	convenience fee - copy of St. Charles Stormwater	\$2.00
Invoice					
Cash Payment	E	101-51400-205	ADMINISTRATIVE SER	copy of St. Charles Stormwater Mgmt Agreement	\$17.00
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$19.00
Refer	0	<u>WI CHIEFS OF POLICE ASSOC INC</u>	<u>Ck# 2023731E 12/24/2023</u>		
Cash Payment	G	101-15005	PREPAID ITEMS	2024 WCPA Membership Dues	\$150.00
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$150.00
Refer	0	<u>WI DMV</u>	<u>Ck# 2023741E 12/24/2023</u>		
Cash Payment	E	101-52100-290	OUTSIDE SERVICES/C	WI DOT Vehicle Suspension Fee	\$3.00
Invoice					
Cash Payment	E	101-52100-290	OUTSIDE SERVICES/C	WI DOT Vehicle Suspension Fee	\$0.06
Invoice					
Transaction Date		12/24/2023	GF Checking	11100	Total \$3.06
Refer	0	<u>WI LIBRARY ASSOC</u>	<u>Ck# 2023732E 12/24/2023</u>		
Cash Payment	E	101-55110-300	OPERATING SUPPLIE	SRP Performer Showcase	\$132.00
Invoice					
Cash Payment	E	101-55110-345	STAFF EDUCATION/TR	WLA Membership	\$20.00
Invoice					

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Transaction Date	12/24/2023	GF Checking	11100	Total	\$152.00
Refer	0 WI MUNICIPAL CLERKS ASSOC <u>Ck# 2023729E 12/24/2023</u>				
Cash Payment	E 101-51400-300 OPERATING SUPPLIE	WMCA District 5 meeting 11-29-23			\$20.00
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIE	POLICELLO WMCA DUES			\$65.00
Invoice					
Transaction Date	12/24/2023	GF Checking	11100	Total	\$85.00
Refer	0 WISCONSIN EMS ASSOCIATION <u>Ck# 2023735E 12/24/2023</u>				
Cash Payment	E 101-52300-300 OPERATING SUPPLIE	WEMSA membership			\$900.00
Invoice					
Transaction Date	12/24/2023	GF Checking	11100	Total	\$900.00
Refer	0 WISCONSIN PARK AND REC. ASS <u>Ck# 2023737E 12/24/2023</u>				
Cash Payment	E 101-51400-300 OPERATING SUPPLIE	Job posting fee			\$75.00
Invoice					
Transaction Date	12/24/2023	GF Checking	11100	Total	\$75.00
Refer	0 YOURMEMBERSHIP <u>Ck# 2023767E 12/24/2023</u>				
Cash Payment	E 101-52200-300 OPERATING SUPPLIE	Full time hire job posting			\$49.50
Invoice					
Cash Payment	E 101-52300-300 OPERATING SUPPLIE	Full time hire job posting			\$49.50
Invoice					
Transaction Date	12/24/2023	GF Checking	11100	Total	\$99.00
Refer	0 ZOOM <u>Ck# 2023752E 12/24/2023</u>				
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	MONTHLY ZOOM ACCOUNT			\$16.79
Invoice					
Transaction Date	12/24/2023	GF Checking	11100	Total	\$16.79

Fund Summary

	11100 GF Checking
101 GENERAL FUND	\$23,951.17
204 SEWER	\$438.04
620 WATER FUND	\$662.39
	\$25,051.60

Pre-Written Checks	\$25,051.60
Checks to be Generated by the Computer	\$0.00
Total	\$25,051.60



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 DUE 60 DAYS PRIOR TO YOUR EVENT

ORGANIZATION INFORMATION				
Name of Organization Ice Age Trail Alliance				
Street Address 2110 Main St, PO Box 128		City Cross Plains	State WI	Zip 53528
Phone Number 608-798-4453 ext. 233		Are you a 501(c)3 Organization?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Event Contact Person (First & Last Name) Amy Lord				
Address 2110 Main St, PO Box 128		City Cross Plains	State WI	Zip 53528
Email amy@iceagetrail.org	Phone Number 608-220-4999		Day of Event Phone Number 608-220-4999	
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 Trailtessa Retreat		Date(s) of Event Friday, June 21
Event Start Time 6:00 PM	Set-up Time 5:00 PM	Event End Time 9:00 PM
Location of the Event* Hartland Marsh and surrounding trails, Cottonwood Wayside		
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 Trailtessa is an outreach platform that engages women and girls in the outdoors and ice age trail. Light refreshments will be served under shelter at Cottonwood Wayside. 10-12 picnic tables would be needed. 2-3 pop-up tents would be utilized (no stakes). Ice Age Trail Alliance would coordinate a portable restroom. Additional parking coordinated through Dorner.		
Estimated Number of Participants 50	Spectators 0	Vendors 0
Will alcohol be sold/served? <i>If yes, liquor and bartender licenses are necessary under separate application.</i>	Yes	<input checked="" type="radio"/> No
Will you be selling/serving food?	Yes	<input checked="" type="radio"/> 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="radio"/> 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="radio"/> 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="radio"/> No
Does the event involve amplified music?	Yes	<input checked="" type="radio"/> 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	<input checked="" type="radio"/> No
Hours of street closure:		
Diagram for Street Closure Provided?	Yes	<input checked="" type="radio"/> No
Will you need barricades provided by the Village for your event?	Yes	<input checked="" type="radio"/> No
How many barricades needed for your event?		
"Road Closed" signs requested?	Yes	<input checked="" type="radio"/> 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="radio"/> Yes	No
Will you be providing portable restrooms and wash stations?	<input checked="" type="radio"/> 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?

One port-a-potty for event
Trash bins for garbage

Will you provide parking for participants?

Yes

No

If yes, where will parking be available?

Additional parking has been coordinated through the neighboring business, Dorner.

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? *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.

ghump
Signature of Applicant

12-21-23
Date

For staff use only

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

pending 1-2-24

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	<input checked="" type="checkbox"/>		<u>B. Beliveau</u>	
Fire	<input checked="" type="checkbox"/>		<u>[Signature]</u>	
Police	<input checked="" type="checkbox"/>		<u>Chief Misko</u>	
Public Works	<input checked="" type="checkbox"/>		<u>[Signature]</u>	
Rec	<input checked="" type="checkbox"/>		<u>ghump</u>	

Fees

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

TOTAL FEES

Req fees waived

All requirements for this special event have been met.

Village Administrator approval

[Signature]

Date

1/2/2024



Village of Hartland Park Facility Reservation Application

210 Cottonwood Ave, Hartland, WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

Permit # _____

Contact Information

Organization Name (if applicable) Ice Age Trail Alliance
 Renter or Responsible Party Amy Lord
 Home/Cell Phone 608-220-4999 Email amy@icedgetrail.org
 Address 2110 Main St, PO Box 128 City/Zip Cross Plains, WI 53528
 If above person cannot be reached: Sara Rennekamp Phone 262-490-9982

Rental Information

Event Date Friday, June 21 Event Type social gathering / hike
 Arrival Time (include set-up time) 5:00 PM Departure Time (include clean-up time) 9:30 PM
 Attendance 50 Electricity - Yes No Tax Exempt - Yes No (If yes, please include certificate)

Rental Fees

Check, cash and credit card are accepted (checks payable to **Village of Hartland**). Fees and deposits must be paid at the time of reservation.

Park Shelter/Open Space

- Bark River (may not use if athletic field is reserved)
- Hartbrook Park
- Nixon Splash Pad Shelter 1
- Nixon Splash Pad Shelter 2
- Nixon Park Shelter 4 (by Fine Arts Center)
- Nixon Warming Shed (flat fee \$85)
- Penbrook (may not use if athletic field reserved)
- Centennial Shelter
- Other Structures to be placed in park (bounce house, dunk tank, climbing wall, etc.) Deposit Required
- Open Space Reserved (describe area below)

Cottonwood Wayside Shelter + Surround

Rental Fee (based on number of attendees)

Attendees	Resident	Non-resident
* 0-50	\$85	\$140
51-100	100	155
101+	150	205

Asking to be waived

Refundable Deposit (based on number of attendees)

- 1 - 100 No deposit required
- 101 - 200 \$200
- 201+ \$300

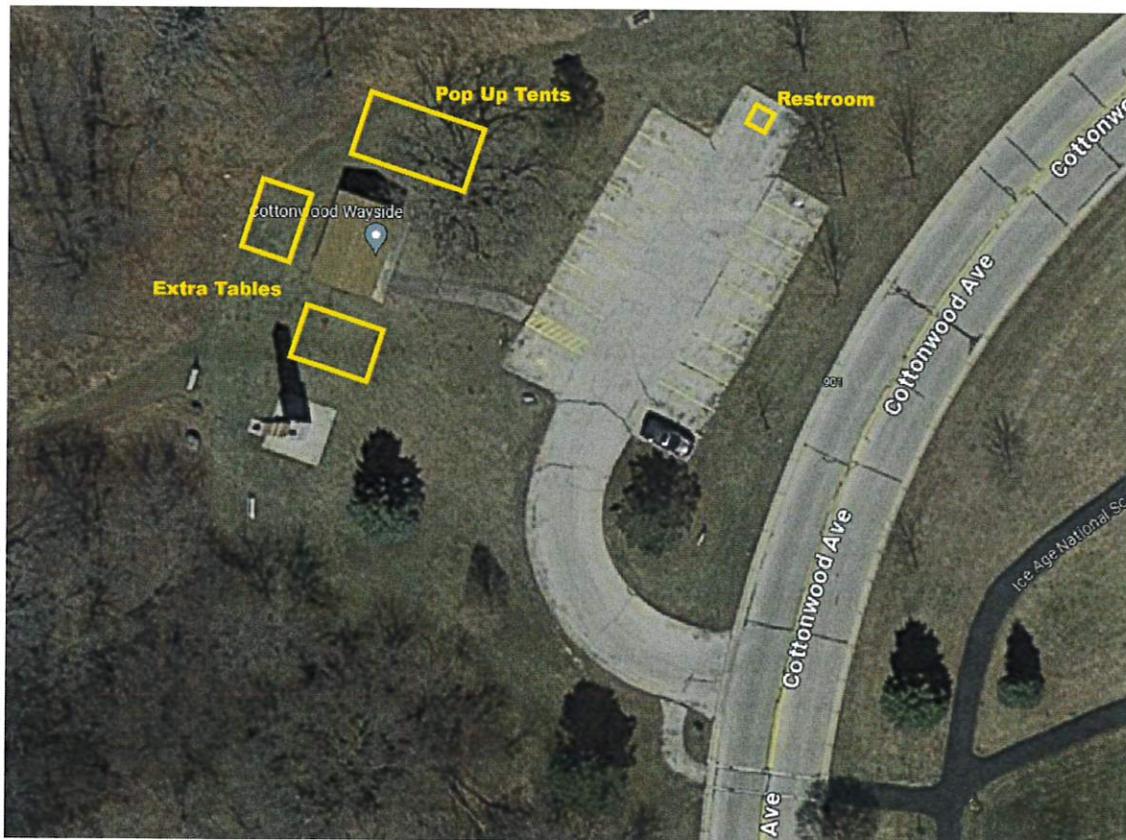
I verify the information provided and agree to the Park Board's Policy and Village Ordinance regarding Park Usage.

Sara Rennekamp 12-21-23
 Renter's Signature Date
Sara Rennekamp
 Renter's Name (please print)

Rental Fee	_____
Tax (5% on Rental Fee)	_____
Deposit (if required)	_____
Structures deposit (\$100)	_____
Total Due	_____

[Trailtessa Retreats \(iceagetrail.org\)](http://iceagetrail.org)

- Friday, June 21, 6-9 PM
- Main event will take place 6-8:30 PM, with an extra 30 minutes for participants to watch the sunset
- Set up at 5 PM, clean up would be done at the end of the event
- Hiking through Hartland Marsh, event starting at Cottonwood Wayside
- Extra parking at Dorner
- Use of main shelter and picnic tables (requesting 10-12 tables)
- 2-3 easy-up canopy tents will also be used
- Light refreshments (food/snacks and drink) will be available to attendees
- Would like to bring in a port-a-potty on site
- Max number of attendees would be 50
- Asking rental fees to be waived
- Event will have a small registration fee to cover the cost of the port-a-potty and refreshments





Village of Hartland

Mobile Food Vendor Application

210 Cottonwood Ave., Hartland WI 53029
Office: (262) 367-2714 Fax: (262) 367-2430

FOOD TRUCK REQUIREMENTS

Please carefully read the Village's Mobile Food Vendor Ordinance for complete specifications and restrictions.

- Copy of insurance
- Copy of Mobile Retail Food Facilities
- Site plan with map of location
- Written permission from the property owner if event is on private property
- Fee

CONTACT INFO

Applicant/Business **Little DippeRz**

Name Of Agent **Tanya Little**

Street Address **278 Hickory Court** City **Hartland** State **WI** Zip **53029**

Phone Number **7152105792** Email **tanya@littledipperz.net**

EVENT INFO

Event **Little DippeRz Ice Cream Cart**

Address **230 Pawling Avenue**

Date **Ongoing: March 1, 2024 - December 31, 2024**

Time **11:30 am/6 pm** Departure **1 pm/8 pm**

FEES

- \$25 one-time
- \$150 annual

Cash, check, credit card accepted. Payable to Village of Hartland.

VENDOR DETAILS

Describe the food truck or mobile food vendor.

Little DippeRz ice cream cart is a non-motorized push cart offering pre-packaged ice cream products.

Where will the food truck be located? What is the address of the property? Where on the property will the truck be situated?

The cart will originate from Little DippeRz at 230 Pawling Avenue, Hartland, Wisconsin; enter Nixon Park via the Cottonwood entrance; circulate through Nixon Park, and return to Little DippeRz, weather permitting.

What days/hours will the truck be on site?

11:30 am - 1 pm Wednesdays and Saturdays
6 pm - 8 pm Wednesdays and Thursdays

Describe your plan to address sanitation.

Little DippeRz, at 230 Pawling Avenue, Hartland, will serve as the mobile food establishment base and will be licensed as such upon approval of this application. The cart will comply with mobile food establishment regulations and be licensed as such upon approval of this application. Compliance with Wisconsin's Mobile Food Establishment code will be ensured by serving prepackaged, single serve items, transported via temperature controlled, non-motorized push cart. The cart will also include a mobile handwashing station.

Describe your plan to address pedestrian and traffic safety.

The cart will circulate through Nixon Park, where pedestrian and vehicle traffic areas are marked and controlled.

APPLICANT'S STATEMENT

I hereby certify that this application is complete, true and correct to the best of my knowledge. I will do my best to avoid producing excessive noise and other nuisances and to abide by the regulations established in §22-168 through §173 of the Village of Hartland Municipal Code. I agree to comply with the laws of the State of Wisconsin and to the provisions of the Village of Hartland Municipal Code including the provision that this license may be revoked or suspended for violations to this ordinance.

Tanya Little

Printed Name of Applicant

Signature of Applicant

12-9-23

Date

For staff use only

Fees collected with application submission:

PERMIT FEES CHARGED _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Police	_____	_____	_____	_____
Fire	_____	_____	_____	_____

Business Plan

Little Dipperz Ice Cream and Treats Hartland, WI

October 9, 2023

This business plan details an ice cream cart affiliated with a locally owned ice cream shop located in the Village of Hartland, Wisconsin's downtown and business improvement district. Little Dipperz anticipates success of the ice cream cart due to its mobility and premium ice cream offerings.

INTRODUCTION

The purpose of this business plan is to outline the parameters under which the principal will pursue the operation of a non-motored ice cream cart in the Village of Hartland.

Owners Tanya Little is confident that Little Dipperz Ice Cream Cart, named Crestopher Walkin', will be successful as it brings a popular treat to potential customers in the village.

EXECUTIVE SUMMARY

Crestopher Walkin' is a non-motored pushcart based at 230 Pawling Avenue, that will sell hand-dipped ice cream and other treats.

The cart's primary customers will be drawn from the Village of Hartland's 9,320 residents, and visitors to Hartland's parks and beer garden. There is no direct competition within the Village of Hartland, and no outside competition within 4 miles of the shop.

Tanya Little will be the hands-on manager for daily operations, employee management, inventory control, and accounting but will retain her present position as a Training Manager for Medline Industries in Hartland. Additionally, approximately three employees will be hired to work shifts during peak sales periods. Other part-time employees may be hired on an "as needed" basis for special functions.

Based on a preliminary timetable it is anticipated that the cart will be operational for business no later than February 1, 2024. Seasonal hours of operations are tentatively set for:

Monday	11 am – 1 pm	5 pm – 8 pm
Tuesday	11 am – 1 pm	5 pm – 8 pm
Wednesday	11 am – 1 pm	5 pm – 8 pm
Thursday	11 am – 1 pm	5 pm - 9 pm
Friday	11 am – 1 pm	5 pm – 9 pm
Saturday	11 am – 1 pm	5 pm – 9 pm

Sunday	11 am – 1 pm	5 pm - 7 pm
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DESCRIPTION OF THE BUSINESS/OBJECTIVES

Crestopher Walkin' will be a mobile ice cream cart dedicated to selling high quality, Wisconsin made hand-dipped ice cream and treats. The main items for sale will be hand dipped ice cream cups/cones, and other frozen novelty treats. Most of these items will be consumed immediately on the premises.

The mission of Little Dipperz Ice Cream and Treats and is as follows: *"Little Dipperz is dedicated to serving the community by providing high-quality, locally sourced ice cream and treats while delivering a stellar customer experience."*

Service is at the heart of this business. But service goes beyond that of service to the customer. Little Dipperz is dedicated to serving Wisconsin makers and dairy farmers by serving the finest ice cream products and locally sourced treats. Little Dipperz will serve its employees by offering service-learning opportunities and scholarships for continuing and secondary education. Little Dipperz will serve the natural environment by using sustainable products and practices to the maximum degree possible.

THE MARKET

The purchase of hand-dipped ice cream and related products is basically an impulse-type purchase by a consumer relating to one of the following stimuli:

- Passing by the cart on the way to another destination,
- Visual contact with the cart
- Observing someone else consuming one of the cart's products,

Basing the cart at 230 Pawling Avenue, which is only 1.5 blocks from Cottonwood Avenue's, Nixon Park entrance, gives the cart the opportunity to maintain supply of ice cream and treats decreasing disruptions in service, which motivates the consumer to purchase the products offered.

Crestopher Walkin' is additional marketing strategy of Little Dipperz by generating off-site sales. Additionally, there are many fairs, festivals, and celebrations within the Little Dipperz geographic service area where significant additional sales may be generated on ice cream bars and other novelties. Most importantly, these outside sales will give the shop name recognition which will help make it a primary destination for an expanded segment of the market.

Additional methods of enhancing the shop's name recognition will be local and social media advertising with coupons, special promotions, and discounts to employees, first responders, and military personnel.

Lastly, additional sales revenue and name recognition for the shop will be generated by sponsoring sports, social, educational, and fund-raising activities within the communities served by Little Dipperz. The principals have numerous fund-raising ideas and plans for community involvement that will help make the shop a money-maker.

COMPETITIVE ANALYSIS

Crestopher Walkin' would feature hard-scoop Cedar Crest ice cream. There are no other scoop shops within 4 miles of the village. Mobile vendors of frozen desserts that frequent the area are shaved ice, soft-serve ice cream, and custard.

MANAGEMENT

The principal will manage this business. Tanya Little will be the hands-on manager for the daily operation of the shop. Tanya Little will also oversee the responsibilities and performance of the following duties:

- Plan, coordinate and execute merchandising and promotion of Crestopher Walkin', including Grand Opening activities, and a year round calendar of holidays, special events and numerous other promotional activities.
- Prepare all products to be sold, sourcing the most cost-effective suppliers on goods. Maintain adequate levels of inventory, while maximizing inventory turns and losing no sales due to out-of-stocks.
- Ensure that standards of product quality control and shop cleanliness required by the local, county, state laws, and company are maintained daily.
- Recruit, select, interview, and hire all cart personnel.
- Perform orientation, training, and re-training of all cart personnel.
- Perform or hire all required accounting functions for the shop.
- Personally make a commitment to give 100% best effort and a personal commitment to operating the cart to its greatest potential. Tanya will demonstrate the leadership necessary to operate the shop successfully daily, and to ensure an acceptable return on the initial investment.

PERSONNEL

Two people may be hired to work the cart on a part-time basis. There will be no full-time employees other than management.

Tanya Little has developed an orientation and training program which all cart employees must complete prior to starting work. A written policies and procedures manual will be the foundation for that training. All cart employees will be trained to perform all customer service, quality control, and cleanliness and sanitation procedures utilized by the shop, and will know exactly what is expected of them as a Little Dipperz employee.

The principal holds a Master's degree in Adult Education and Professional Development, a Doctorate of Education, with a Higher Education Leadership concentration, and has worked for

many different supervisors over the years. Tanya Little has extensive experience in customer service, inventory control, employee management, and training.

DEVELOPMENT TIMETABLE

The proposed timetable for the project is as follows:

TASK	TARGET TIMETABLE
Cart Improvements	February 1, 2024
Cart inspections	March 1, 2024
Cart Launch	April 1, 2024 (weather permitting)

1 STATE OF WISCONSIN WAUKESHA COUNTY VILLAGE OF HARTLAND

2 ORDINANCE NO. _____

3 AN ORDINANCE

4 REPEALING PRIOR RESOLUTIONS 1.25-2016-01 and 11-27-2017-01
5 and CREATING §70-31 OF THE VILLAGE OF HARTLAND CODE OF ORDINANCES
6 WITH RESPECT TO THE PARK AND RECREATION BOARD BY ESTABLISHING AN
7 AD HOC COMMITTEE OF SAME
8
9

10
11 **THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS**
12 **FOLLOWS:**

13 **SECTION 1:** PRIOR RESOLUTIONS 1.25-2016-01 and 11-27-2017-01 OF THE VILLAGE OF
14 HARTLAND are hereby repealed as follows:

15 Finding and intent

16 The Village Board has re-examined its prior resolutions 1.25-2016-01 and 11-27-2017-01 and
17 finds that objectives underscoring the creation of the Ice Age Trail Community Committee and the
18 Environmental Corridor and Open Space Committee are in certain respects interrelated but in need
19 of greater administrative focus and oversight by the Park and Recreation Board.

20 Hence, it is hereby determined that it is in the best interests of the Village to:

21 (1) formally declare that the certain Memorandum of Understanding (“MOU,” dated 9.14.2015)
22 entered into by the Village with the Ice Age Trail Alliance is now concluded and the goals of that
23 instrument are hereby reconsidered, modified, transferred and superseded by this organizational
24 amendment;

25 (2) dissolve the *Hartland Ice Age Trail Community Committee* and terminate all appointments
26 thereto effective upon the passage of this Ordinance Amendment;

27 (3) formally declare that the duties of the *Environmental Corridor and Open Space Committee* are
28 hereby reconsidered, modified, transferred and superseded by this organizational amendment;

29 (4) dissolve the *Environmental Corridor and Open Space Committee* and terminate all
30 appointments thereto effective upon the passage of this Ordinance Amendment;

31 It is directed that the codified version of this ordinance include the Findings and Intent section
32 which is made a part of and incorporated in this ordinance.

33 **SECTION 2:** Chapter 70 of the Village of Hartland Municipal Code of Ordinances pertaining to
34 Parks and Recreation is hereby amended by the creation of the additions shown as follows:

35

36 **70-31 Ad Hoc Committee to the Parks and Recreation Board for Village Open Areas**

37 (a) An Ad Hoc Committee is to be made up of village residents and shall report to the Park
38 and Recreation Board.

39 (b) No compensation shall be paid to members of the Ad Hoc Committee except for
40 reimbursement for authorized expenses.

41 (c) Any action taken by the Ad Hoc Committee shall be communicated to the Parks and
42 Recreation Board through its liaison to same but shall only be advisory to, and non-
43 binding on any governmental unit or subunit of the Village.

44 (d) The scope of the Ad Hoc Committee may from time to time involve but not necessarily
45 include the following:

46 (1) Assisting in maintaining an inventory of Village owned, other publicly or non-
47 profit held and privately held parcels of land that contain stands of woods, wetlands,
48 open fields and other varied environmental corridors within the boundaries of the
49 Village of Hartland.

50 (2) Assisting in monitoring the condition of those environmental areas in the prior
51 paragraph with priority on the condition of such environmental areas owned by the
52 Village.

53 (3) Assisting in the development and implementation of an educational plan for the
54 environmental areas owned by the public or by private parties.

55 (4) Assisting in promoting the increased usage and awareness of the Ice Age National
56 Scenic Trail through responsible tourism development.

57 (5) Assisting in carrying out any tasks assigned to it by the Parks and Recreation Board
58 with respect to any Open Areas using the resources allocated, if any, for such tasks by
59 same.

60

61 **SECTION 3:** If any section, sentence, clause, phrase or portion of this ordinance is for any reason
62 held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be
63 deemed a separate, distinct and independent provision, and such holding shall not affect the
64 validity of the remainder of such ordinance.

65

66

67

68

69 **SECTION 4:** This ordinance shall take effect and be in full force from and after its passage.

70

71

72 Passed and approved this _____ day of January, 2024.

73

74

75 VILLAGE OF HARTLAND

76

77 By: _____
78 Jeffrey Pfannerstill, Village President

79 ATTEST:

80 _____
81 Sandee Policello, Village Clerk

82

My name is Terry Casper I am the Adjutant of the Sons of the American Legion Squadron 294. Squadron 294 would like to request that we be allowed to have a banner hung over Capitol Drive to advertise our upcoming event, Operation Homeless Veterans where we sleep out in boxes and tents to raise money, food and clothing to help Homeless Veterans. Our understanding of the current banner policy is that a new banner must be for an event that has been historically active for 10 years and hosts at least 2,000 people. However, while our event will be holding only its 5th annual occurrence, we believe it brings a lot of attention to Hartland and is for a very an extremely good cause. The reasons we believe this are listed below.

But first a brief description of our event. The event started in February of 2020. As mentioned earlier we sleep in boxes and tents to raise awareness, money, food and clothing to help homeless veterans in Southeast wisconsin. . I have attached a flier that we distribute that contains more details of our event, the monies we have raised and where the donations collected go. We send those fliers and letters to businesses in the Lake country area seeking support. We place posters and fliers in local shops and establishments to hopefully get the word out about our event.

But we have learned that many people who live in Hartland are not aware of our event.

That is why we are asking for permission to have a banner to be hung across Capitol Drive in the hopes to get the word out ro more people about our important event.

Listed here are the reasons we believe we should get permission to hang the banner:

- We have gotten news coverage from Fox 6 news every year for our event and that coverage brings attention to Hartland. Below are a few links to the Fox 6 coverage for you to view if desired.
 - 2023
 - <https://www.fox6now.com/news/hartland-sleepout-for-veterans-donation>
 - 2022
 - <https://www.fox6now.com/news/hartland-american-legion-post-donations>
 - <https://www.fox6now.com/news/hartland-sleepout-for-veterans>
 - 2021
 - <https://www.fox6now.com/news/hartland-2nd-annual-sleepout-for-veterans>
- We also got coverage from CBS 58 in 2023
- WTKM Hartford advertises for us the week prior to each event.
- Our story was also written up in the National American Legion newspaper bringing even more attention to our event nationwide.
- We work hand in hand with the Hartland Fire Department and Police department for this event making it a very strong community event. . The Fire department brings the hook and ladder truck every year and flies the gigantic American Flag. People in attendance gather in the parking lot to say the Pledge of Allegiance.



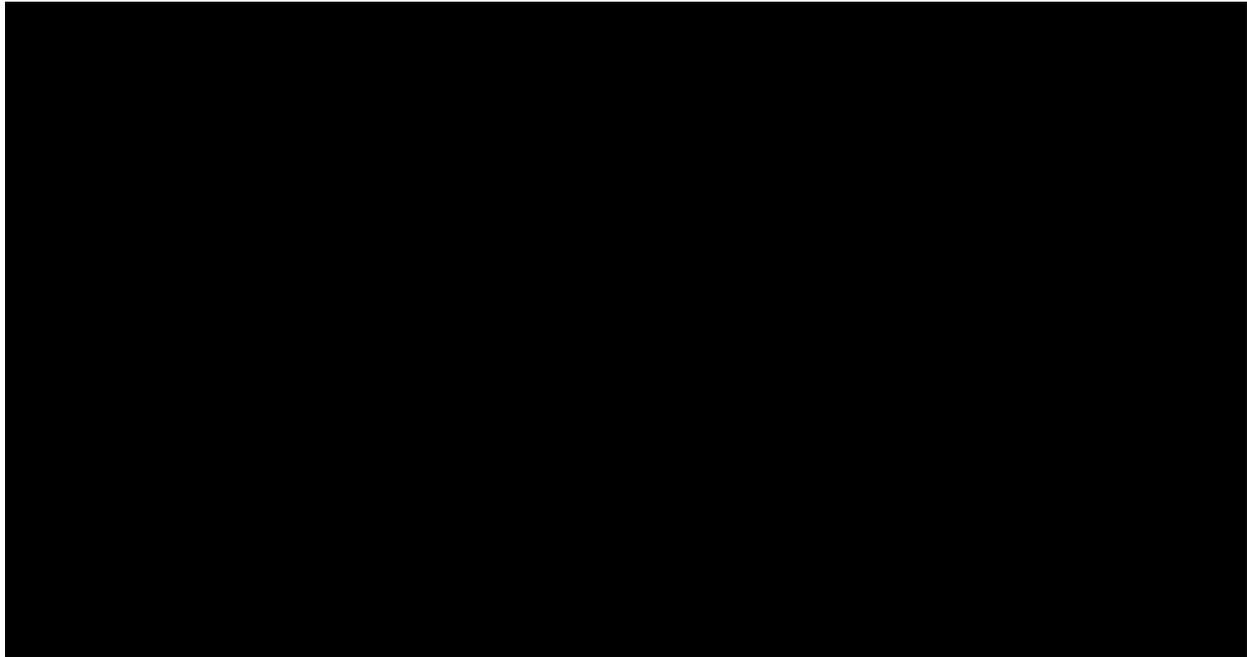
Besides this event, SAL Squadron 294 reaches beyond helping homeless Veterans in Southeast Wisconsin. SAL 294 donates annually to the Hartland Fire Department and the Hartland Police Department. We donated \$3000.00 to the Police Department when the officers were shot. We donated to the displaced families from the fire in Hartridge. SAL 294 is very involved in the community.

We hope you will consider allowing the banner so we can reach more people and hopefully raise more money and goods for Homeless Veterans in 2024.

Thank You

Terry Casper
Adjutant Sons of the American Legion Squadron 294

Banner - Preliminary Design



OPERATION HOMELESS VETERANS! 
SLEEP OUT FOR OUR VETERANS

LOCATION: LEGION POST 294, 231 GOODWIN AVE. HARTLAND



**FEBRUARY
9TH & 10TH
OF 2024**



Featuring Music By:
MILES WANGERIN
ON FRIDAY NIGHT
NICE RACK
ON SATURDAY NIGHT





OPERATION HOMELESS VETERANS!! 5th Annual Sleep Out for Veterans

In February 2020, the Sons of the American Legion Squad 294 held their 1st ever "Sleepout". **It was a huge success raising over \$20,000.00 and truck loads of needed items!!** In 2021 we did it again and **raised nearly \$40,000 as well as food and other items!!** 2022 was **It kept growing - we raised \$55,000.00 and many needed food and clothing items!!!** 2023 was unbelievable!!! **We raised \$80,000.00 and again many needed food and clothing items!!!**

We will be doing it again in 2024, sleeping in the parking lot of Legion Post 294 at 231 Goodwin Ave, Hartland, WI, on **February 9th and 10th of 2024**. Our goal is to raise awareness of homeless veterans. We will be accepting cash donations as well as non-perishable food items and clothing.

100% of the donations will be kept in Southeast Wisconsin and donated to the organizations listed below. The Legion Post will be open and there will be live music featuring Myles Wangerin on Friday night and Nice Rack on Saturday Night.

Please stop by and visit our cardboard village. Thank you!! For more information about the organizations we are donating to, go to their websites listed below.

Milwaukee Homeless Veteran Initiative



Website:

<https://www.wisconsinvets.org/>

Veterans Outreach of Wisconsin



Website:

<https://vetsoutreachwi.us/>

Donations can be mailed to SAL 294, P.O.Box 532, Hartland, WI 53029

Checks payable to SAL 294 - Memo: Operation Homeless Veterans

Questions? Contact member Terry Casper @ 262-227-1712 or Commander Mark Pape @ 262-490-6436

Donate via Venmo: @SAL-Squad294



In February of 2020, The Sons of the American Legion Squadron 294 from American Legion Post 294, Hartland, Wisconsin, held an event at their Post to raise awareness to the "HOMELESS VETERANS" problem we have in our GREAT COUNTRY. We had several members and others sleep out in the parking lot in cardboard boxes and small tents. Our goal this 1st year was to raise \$5,000.00. To our astonishment and because of our great community we raised **\$20,000.00!!!**

So we did it again in February 2021 renaming the event to "Operation Homeless Veterans". On the Friday night of this sleepout the temperature was near or below zero and on Saturday night well below zero with a nasty wind chill. Once again the community stepped up beyond our expectations. We raised **\$35,800** writing a check of \$17,900.00 each to Milwaukee Homeless Veterans Initiative AND Veterans Outreach of Wisconsin!! Money continued to flow in and the final total was over \$40,000.00!!

This has become a big event and we are getting recognition nationwide as we did our 3rd Annual in February 2022. We exceeded expectations and raised \$55,000.00!! And a lot of you were a big part of that. We live in a great community.

The event in 2023 was Fantastic. Again, the community stepped up to help Homeless Veterans and we raised **\$80,000.00!!!** MHVI and VOW both got checks for **\$40,000.00!!**

We need you again in 2024. The Veterans in distress problem, not just homeless veterans, is worse than ever in Southeast Wisconsin according to MHVI director Debbie Buchannon. Attached is a flier with details about the event and a 501c19 tax donation form. Any help you can give whether it be monetary, a food drive, clothing drive or maybe a basket we can raffle on that weekend, would be greatly appreciated.

We are tracking "Levels of Sponsorship" again this year. Where were you last year? Time to move up a slot?

Bronze Level: \$500 to \$999. Receive a Bronze Level Certificate.

Silver Level: \$1000 to \$2499. Receive a Silver Level Certificate.

Gold Level: \$2500 to \$4999. Receive a Framed Gold Level Certificate.

Platinum Level: \$5,000.00 and over. Receive a Framed Platinum Level Certificate and your business name placed on a wood plaque that will be kept at the American Legion Post in Hartland.

Looking forward to your participation. Our sincere thanks, The Sons of the American Legion Squadron 294.

- 41 (b) *Imposed.* Pursuant to Wis. Stats. § 66.0617, ~~impact~~Impact fees are hereby imposed on developers as follows:
- 42 (1) *Department of public works facilities.* Fees for public facilities for the construction, expansion or
43 improvement of such village facilities as streets and highways, traffic control devices, water distribution
44 systems, stormwater management systems, sanitary sewerage systems, and solid waste and recycling
45 facilities shall be as set by resolution of the village board.
- 46 (2) *Park facilities.* Fees for public facilities for parks, playgrounds or land for athletic fields shall be as set by
47 resolution of the village board.
- 48 (3) *Libraries.* Fees for public facilities for libraries shall be as set by resolution of the village board.
- 49 (4) *Fire protection facilities.* Fees for public fire protection facilities shall be as set by resolution of the village
50 board.
- 51 (5) *Law enforcement facilities.* Fees for public law enforcement facilities shall be as set by resolution of the
52 village board.
- 53 (c) *On-site public facilities.* On-site Public facilities are those facilities needed to be constructed on the site of the
54 land development including, but not limited to, sanitary sewage collection facilities, sidewalks or
55 pedestrian/recreation paths, water facilities, stormwater and surface water facilities, streets, signage, traffic
56 control signals/signs and lighting. The dollar value of such on-site public facilities will be determined for each
57 land development on a case-by-case basis in the manner described in the public facilities needs assessment.
58 The developer will be required to either provide or pay for the above on-site public facilities. It is the finding
59 by the village that such on-site public facilities are not ~~impact~~Impact fees regulated by Wis. Stats. § 66.0617
60 nor do such on-site public facilities constitute ~~other a type of~~ capital costs for which a credit against or
61 reduction of ~~impact~~Impact fees may be required.
- 62 (d) *Payment.* ~~Impact fees shall be paid by the developer or property owner to the village in full upon the issuance~~
63 ~~of a building permit by the village. Except as provided under this paragraph, the Developer or the property~~
64 ~~owner shall pay Impact fees shall be payable by the developer or the property owner to the municipalityvillage~~
65 ~~in full upon the issuance of a building permit by the municipalityvillage. Except as provided in this paragraph,~~
66 ~~If the total amount of impact Impact fees due for a development will be more than \$75,000, a Ddeveloper~~
67 ~~may defer payment of the impact feesImpact fees for a period of 4 years from the date of the issuance of the~~
68 ~~building permit or until 6 months before the municipalityvillage incurs the costs to construct, expand, or~~
69 ~~improve the public facilities related to the development for which the feeImpact fee was imposed, whichever~~
70 ~~is earlier. If the Ddeveloper elects to defer payment under this paragraph, the Ddeveloper shall maintain in~~
71 ~~force a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the~~
72 ~~municipalityvillage. AThe Ddeveloper may not defer payment of Impact feesimpact fees for projects that have~~
73 ~~been previously approved.~~
- 74 (e) *Requirements for revenues.* Impact fees collected shall be placed in a segregated, interest-bearing account and
75 shall be accounted separately from other funds of the village. Impact fees and interest earned thereon may be
76 expended only for capital costs for which the ~~impact~~Impact fees were imposed.
- 77 (f) *Use/return.* The village finance director/treasurer shall keep a record of the amount and date of each ~~impact~~
78 Impact fee collected or expended by the village on a first-in, first-out basis. Impact fees, together with interest
79 earned, which are not expended to pay capital costs for which they were imposed within the time periods
80 described in this subsection shall be refunded to the ~~Developer or property owner payer or fees forcurrent~~
81 ~~owner of the property~~ to which the ~~impact~~Impact fees were imposed and paid by. The time periods for
82 expenditure of ~~impact~~Impact fees are established as follows:
- 83 (1) With regard to ~~impact~~Impact fees collected on or before December 31, 2001, not later than December
84 31, 2012.
- 85 (2) With regard to ~~impact~~Impact fees collected on or after January 1, 2003, and before April 11, 2006, not
86 later than the first day of the 120th month beginning after the date on which the fee was collected.

87 (3) With regard to ~~impact~~Impact fees collected after April 10, 2006, but on or before May 6, 2015, not later
88 than May 6, 2018 which is ten years after the effective date of the ordinance enacting ~~impact~~Impact
89 fees. The ~~ten-year~~ten-year period may be extended three additional years in accordance with Wis. Stats.
90 § 66.0617(9)(b).

91 (4) With regard to ~~impact~~Impact fees collected after May 6, 2015, but on or before April 4, 2018, 20 years
92 after the date on which the fee was collected.

93 (5) With regard to ~~impact~~Impact fees collected after April 4, 2018, 8 years after the date on which the fee is
94 collected unless the fees are for capital costs related to lift stations or collecting and treating sewage
95 that are not used within 10 years after they are collected and the time limit is extended for 3 years if a
96 resolution is adopted in conformity with Wis. Stats. § 66.0617 (9).

97 (g) Annual adjustments. The ~~impact~~Impact fees imposed under this section shall be increased annually at the
98 percent change of the U.S. Census Bureau Construction Price Index (CPI) for single-family houses under
99 construction, for the twelve-month period preceding October of the prior year, with the adjustment effective
100 January 1 of each year. The village manager or designee shall calculate the adjusted fees and maintain a copy
101 of the calculation and the adjusted ~~impact~~Impact fees schedule in the office of the village clerk.

102 (h) Appeals. Any ~~developer~~Developer or property owner upon whom an ~~impact~~Impact fee is imposed under this
103 section as a condition of the issuance of a building permit shall have the right to contest the amount, collection
104 or use of the ~~impact~~Impact fee to the village board, provided that the ~~developer~~Developer or property owner
105 files a written notice of appeal in the village clerk's office within 15 days of the ~~developer's~~Developer's or
106 property owner's filing of an application for a building permit upon which the ~~impact~~Impact fee is imposed.
107 Such notice of appeal shall be entitled "Notice of Appeal of Impact Fee" and shall state the
108 ~~developer's~~Developer or property owner's name, address, telephone number, ~~address (if available)~~ and legal
109 description of the land development upon which the ~~impact~~Impact fee is imposed, and a detailed statement
110 of the nature of and reasons for the appeal. The village clerk shall schedule the appeal for consideration by the
111 village board at a regular meeting as soon as reasonably practicable under the circumstances and shall notify
112 the ~~developer~~Developer or property owner of the time, date and place of such meeting, in writing, by regular
113 mail, deposited in the mail no later than at least three days before the date of such meeting. Upon review of
114 such appeal, the village board may adjust the amount, the collection or the use of the ~~impact~~Impact fee upon
115 just and reasonable cause shown.

116
117 **SECTION 2:** If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or
118 unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and
119 independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

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

121
122 Adopted this _____ day of _____, 2024.

123 VILLAGE OF HARTLAND

124
125 By: _____
126 Jeffrey Pfannerstill, Village President

127
128 ATTEST:

129
130
131 By: _____
132 Sandee Policello, Village Clerk

3
4 AN ORDINANCE AMENDING SEC. 50-232
5 OF THE VILLAGE OF HARTLAND MUNICIPAL CODE
6 PERTAINING TO IMPACT FEES
7

8 THE VILLAGE BOARD OF THE VILLAGE OF HARTLAND DO ORDAIN AS FOLLOWS:
9

10 **SECTION 1:** Chapter 50 of the CODE OF ORDINANCES OF THE VILLAGE OF HARTLAND is hereby
11 amended by the deletion of words marked with a ~~strike through~~ and the addition of underlined
12 words as follows:

13 **Chapter 50 – Land Division**

14 **Article VI. – Fees**

15 **Sec. 50-232 – Impact fees**

16 (a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings
17 ascribed to them in this section, except where the context clearly indicates a different meaning:

18 *Capital costs* means the capital costs to construct, expand or improve public facilities, including the cost of
19 land, and including legal, engineering and design costs to construct, expand or improve public facilities, except that
20 not more than ten percent of capital costs may consist of legal, engineering and design costs unless the village can
21 demonstrate that its legal, engineering and design costs which relate directly to the public improvement for which
22 the impact fees were imposed exceed ten percent of capital costs. The term "capital costs" does not include other
23 noncapital costs to construct, expand or improve public facilities, vehicles; or the costs of equipment to construct,
24 expand or improve public facilities.

25 *Developer* means a person that constructs or creates a land development, including land divisions and
26 condominium developments.

27 *Impact fees* means cash contributions, contributions of land or interests in land, or any other items of value
28 that are imposed on a developer by the village under this section.

29 *Land development* means the construction or modification of improvements to real property that creates
30 additional residential dwelling units within the village or that results in nonresidential uses that create a need for
31 new, expanded or improved public facilities within the village.

32 *Public facilities* means all of the following: highways as defined by Wis. Stats. § 340.01(22) and other
33 transportation facilities; traffic control devices, public sidewalks and pedestrian/recreational paths, facilities for
34 collecting and treating sewage, facilities for collecting and treating storm and surface waters, facilities for pumping,
35 storing and distributing water, parks, playgrounds and land for athletic fields, solid waste and recycling facilities, fire
36 protection facilities, law enforcement facilities, emergency medical facilities and libraries. The term "public facilities"
37 does not include facilities owned by a school district.

38 *Service area* means a geographic area delineated by the village within which there are public facilities.

39 *Service standard* means a certain quantity or quality of public facilities relative to a certain number of persons,
40 parcels of land or other appropriate measure, as specified by the village.

- 41 (b) *Imposed.* Pursuant to Wis. Stats. § 66.0617, Impact fees are hereby imposed on developers as follows:
- 42 (1) *Department of public works facilities.* Fees for public facilities for the construction, expansion or
43 improvement of such village facilities as streets and highways, traffic control devices, water distribution
44 systems, stormwater management systems, sanitary sewerage systems, and solid waste and recycling
45 facilities shall be as set by resolution of the village board.
- 46 (2) *Park facilities.* Fees for public facilities for parks, playgrounds or land for athletic fields shall be as set by
47 resolution of the village board.
- 48 (3) *Libraries.* Fees for public facilities for libraries shall be as set by resolution of the village board.
- 49 (4) *Fire protection facilities.* Fees for public fire protection facilities shall be as set by resolution of the village
50 board.
- 51 (5) *Law enforcement facilities.* Fees for public law enforcement facilities shall be as set by resolution of the
52 village board.
- 53 (c) *On-site public facilities.* On-site Public facilities are those facilities needed to be constructed on the site of the
54 land development including, but not limited to, sanitary sewage collection facilities, sidewalks or
55 pedestrian/recreation paths, water facilities, stormwater and surface water facilities, streets, signage, traffic
56 control signals/signs and lighting. The dollar value of such on-site public facilities will be determined for each
57 land development on a case-by-case basis in the manner described in the public facilities needs assessment.
58 The developer will be required to either provide or pay for the above on-site public facilities. It is the finding
59 by the village that such on-site public facilities are not Impact fees regulated by Wis. Stats. § 66.0617 nor do
60 such on-site public facilities constitute a type of capital costs for which a credit against or reduction of Impact
61 fees may be required.
- 62 (d) *Payment.* Except as provided under this paragraph, the Developer or the property owner shall pay Impact fees
63 to the village in full upon the issuance of a building permit by the village. If the total amount of Impact fees
64 due for a development will be more than \$75,000, a Developer may defer payment of the Impact fees for a
65 period of 4 years from the date of the issuance of the building permit or until 6 months before the village incurs
66 the costs to construct, expand, or improve the public facilities related to the development for which the Impact
67 fee was imposed, whichever is earlier. If the Developer elects to defer payment under this paragraph, the
68 Developer shall maintain in force a bond or irrevocable letter of credit in the amount of the unpaid fees
69 executed in the name of the village. The Developer may not defer payment of Impact fees for projects that
70 have been previously approved.
- 71 (e) *Requirements for revenues.* Impact fees collected shall be placed in a segregated, interest-bearing account and
72 shall be accounted separately from other funds of the village. Impact fees and interest earned thereon may be
73 expended only for capital costs for which the Impact fees were imposed.
- 74 (f) *Use/return.* The village finance director/treasurer shall keep a record of the amount and date of each Impact
75 fee collected or expended by the village on a first-in, first-out basis. Impact fees, together with interest earned,
76 which are not expended to pay capital costs for which they were imposed within the time periods described
77 in this subsection shall be refunded to the Developer or property owner to which the Impact fees were
78 imposed and paid by. The time periods for expenditure of Impact fees are established as follows:
- 79 (1) With regard to Impact fees collected on or before December 31, 2001, not later than December 31, 2012.
- 80 (2) With regard to Impact fees collected on or after January 1, 2003, and before April 11, 2006, not later
81 than the first day of the 120th month beginning after the date on which the fee was collected.
- 82 (3) With regard to Impact fees collected after April 10, 2006, but on or before May 6, 2015, not later than
83 May 6, 2018 which is ten years after the effective date of the ordinance enacting Impact fees. The ten-
84 year period may be extended three additional years in accordance with Wis. Stats. § 66.0617(9)(b).
- 85 (4) With regard to Impact fees collected after May 6, 2015, but on or before April 4, 2018, 20 years after the
86 date on which the fee was collected.

87 (5) With regard to Impact fees collected after April 4, 2018, 8 years after the date on which the fee is
88 collected unless the fees are for capital costs related to lift stations or collecting and treating sewage
89 that are not used within 10 years after they are collected and the time limit is extended for 3 years if a
90 resolution is adopted in conformity with Wis. Stats. § 66.0617 (9).

91 (g) *Annual adjustments.* The Impact fees imposed under this section shall be increased annually at the percent
92 change of the U.S. Census Bureau Construction Price Index (CPI) for single-family houses under construction,
93 for the twelve-month period preceding October of the prior year, with the adjustment effective January 1 of
94 each year. The village manager or designee shall calculate the adjusted fees and maintain a copy of the
95 calculation and the adjusted Impact fees schedule in the office of the village clerk.

96 (h) *Appeals.* Any Developer or property owner upon whom an Impact fee is imposed under this section as a
97 condition of the issuance of a building permit shall have the right to contest the amount, collection or use of
98 the Impact fee to the village board, provided that the Developer or property owner files a written notice of
99 appeal in the village clerk within 15 days of the Developer's or property owner's filing of an application for a
100 building permit upon which the Impact fee is imposed. Such notice of appeal shall be entitled "Notice of Appeal
101 of Impact Fee" and shall state the Developer or property owner's name, address, telephone number, and legal
102 description of the land development upon which the Impact fee is imposed, and a detailed statement of the
103 nature of and reasons for the appeal. The village clerk shall schedule the appeal for consideration by the village
104 board at a regular meeting as soon as reasonably practicable under the circumstances and shall notify the
105 Developer or property owner of the time, date and place of such meeting, in writing, by regular mail, deposited
106 in the mail no later than at least three days before the date of such meeting. Upon review of such appeal, the
107 village board may adjust the amount, the collection or the use of the Impact fee upon just and reasonable
108 cause shown.

109
110 **SECTION 2:** If any section, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or
111 unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and
112 independent provision, and such holding shall not affect the validity of the remainder of such ordinance.

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

114

115 Adopted this _____ day of _____, 2024.

116 VILLAGE OF HARTLAND

117

118 By: _____
119 Jeffrey Pfannerstill, Village President

120 ATTEST:

121

122
123
124 By: _____
125 Sandee Policello, Village Clerk

Exhibit A.

**Public Facilities
Needs Assessment
and Impact Fee
Study**



PREPARED FOR:

Village of Hartland
210 Cottonwood Ave
Hartland, WI 53029

PREPARED BY:

Ruekert & Mielke, Inc.
W233N2080 Ridgeview Pkwy
Waukesha, WI 53188

Public Facilities Needs Assessment and Impact Fee Study

October 23, 2023



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PUBLIC FACILITIES NEEDS ASSESSMENT AND IMPACT FEE STUDY

PURPOSE AND BACKGROUND

Ruekert & Mielke, Inc. (R/M) and the Village of Hartland (Hartland) have prepared impact fee studies in 1998 and 2008. This study will update those fees for the parks and recreation facilities, the library facilities, and the transportation facilities. Each section explains the basis for each recommendation. Police facilities and fire protection and emergency medical facilities will be updated in an amendment after updated facilities plans become available.

Purpose of Impact Fees

Impact fees can provide a needed source of funding for infrastructure. They are designed to recover the costs of public facilities needed to serve new growth by applying the adage "growth pays for growth." The Village has done well at doing so. It enacted impact fees well over 20 years ago, and since then, it has met many of the needs created by new growth.

This study is a public facility needs assessment under Wisconsin Statutes § 66.0617(4). This study develops and recommends impact fees that comply with the impact fee standards in Wisconsin Statutes § 66.0617(6).

Requirements and Restrictions

Requirements to impose impact fees in Wisconsin Statutes § 66.0617 include the following:

- Conduct a public needs assessment that
 - Defines the service area.
 - Provides service standards to determine the infrastructure needs.
 - Includes an inventory of existing public facilities.
 - Identifies existing deficiencies (lack of facilities for the current population).
 - Lists facilities needed to serve new growth, along with cost estimates.
 - Estimates the effect of the impact fees on the availability of affordable housing.
- Make the public needs assessment available to the public for at least 20 days before the public hearing.
- Issue a Class 1 notice about the new public needs assessment.
- Hold a public hearing.

To keep imposing impact fees, Wis. Stat. § 66.0617 require the following:

- Explain to developers what the fees will be used for when the fees are collected.
- Segregate the funds.
- Spend the money only on the capital costs for which the fees were imposed.
- Refund the money to the original payer if the money is not spent within 8 years (10 years for sewer infrastructure).
- Specify a procedure within the municipal ordinances for developers to contest the fees.

Impact fees cannot be used for

- Vehicles.
- Operation and maintenance expenses.
- Infrastructure to serve the needs of the current population (existing deficiencies).
- Infrastructure to serve needs beyond the forecast period.
- Infrastructure to comply with current law (e.g. American with Disabilities Act).
- Infrastructure that will serve new growth outside of the municipality.
- Facilities that are not listed in Wis. Stat. § 66.017(1)(f)1 such as cemeteries, community centers, and electric utilities.

As required by the Wisconsin statutes, each section of this study on a department that recommends impact fees for new projects contains an inventory of existing facilities, a list of future projects, the service standards, existing deficiencies, and the calculation of the impact fee. The study also contains the required analysis on the effect that the proposed impact fees would have on housing affordability.

Other Items of Note

- The cost for land can be included, as can legal, engineering, and design costs for the new public facilities.
- Fees must be reduced proportionate to new funding sources for the same projects. For instance, if the municipality wins a grant or levies a special assessment on a project for which impact fees are being charged, the impact fees must be reduced proportionate to the amount of this new funding.

- Fees must also bear a “rational relationship” to the need for the new public facilities required to serve new development.
- Municipalities can pay debt for new-growth projects with impact fees. That means that the fees can go toward debt payments for the life of the loan.

Example

To illustrate how impact fees are formed, a simple example is provided. Happyville anticipates a lot of residential growth. To figure out how much developers might pay for parks to serve the new growth, Happyville puts together an impact fee study. Let’s say the National Recreation and Park Association recommends 1 acre of parkland per 100 residents – that recommendation is the standard Happyville chooses to use for how much parkland it should have. Happyville has 700 residents. That means Happyville should have 7 acres. However, its current inventory for parks is 3 acres. This means Happyville has an existing deficiency of 4 acres.

The growth forecast shows that Happyville will add 300 more residents. Therefore, the future need for the community is a total of 10 acres. Happyville plans to buy 8 acres of land and develop it into parkland. After the land purchase, Happyville will have a total of 11 acres of parks, which is 1 more than what the standard says it needs. The 1 “excess” acre that will serve needs beyond the forecast period cannot be paid for with impact fees. Nor can the 4 acres that will meet an existing deficiency. That means of the 8 acres being purchased, only 3 are eligible to be paid for with impact fees. (8 acres minus 4 acres for an existing deficiency minus 1 “excess” acre = 3 acres.)

Of the total project cost, 37.5 percent is eligible to be paid for with impact fees (3 divided by 8 = 37.5 percent). Each acre is estimated to cost \$100,000 for a total of \$800,000, so \$300,000 can be collected in impact fees.

The impact fee for parks is the eligible project cost divided by the forecast number of new residential units. Happyville anticipates each new home will be occupied by 2 people each. Therefore, there will be 150 new homes in the forecast period. (300 new residents divided by 2 people/home = 150 new homes.) \$300,000 divided by 150 new homes equals an impact fee of \$2,000 per home.

Takeaways and Best Practices

- Impact fees seldom pay for entire projects.
- Thus, municipalities should develop a plan for how to pay for the rest of the projects.
- Otherwise, they may end up not following through on the projects and refunding the money. Issuing refunds may prove very challenging.
- Municipalities should follow through on their plans for serving new growth.
- Debt provides a way for municipalities to spread out the cost recovery for new growth beyond 8 years.

- Certain kinds of impact fees (parks, library) can be charged only to residential development. The rest can be charged to all kinds of development.

A Municipality's Right to Flexibility

State statutes grant much latitude to municipalities in how they spend impact fee funds. As the footnotes to Wisconsin Statutes § 66.0617 explain, the law “allows a municipality to impose impact fees for a general type of facility without committing itself to any particular proposal before charging the fees.” The footnotes to the statutes make explicit that a “municipality must be allowed flexibility to deal with the contingencies inherent in planning.” The project details that follow in this study represent Hartland’s best planning at this time, but Hartland reserves its statutory right to alter its planning to best suit evolving needs after this study is finished.

GENERAL

The growth forecast and service area give a common framework for developing impact fees for specific facility types.

Growth Forecast

Hartland's most recent comprehensive plan offers a growth forecast for land use in acres. This forecast includes both residential and nonresidential development. A column was added to show the change in acreage for each land-use category.

Table 1 - Land Use in Acres

<u>Land Use</u>	<u>Current</u>	<u>2045</u>	<u>Increase (Decrease)</u>
Commercial	89	79	(10)
Business Park	228	247	19
Industrial	209	135	(74)
Public/Institutional	219	222	3
High Density Residential	202	251	49
Medium Density Residential	26	11	(15)
Low/Medium Density Residential	361	364	3
Low Density Residential	560	760	200
Estate Residential	130	117	(13)
Park	236	236	-
Open Space	254	249	(5)
Utility	4	13	9
Agriculture	100	-	(100)
Vacant	99	-	(99)
<u>Downtown Mixed Use</u>	-	34	34
Total	2,717	2,717	-

To determine residential growth, the change in acreage for each residential land-use category was multiplied by the estimated number of residential units per acre, and then the change in

residential units for each residential category was added together. This method of forecasting shows a net increase of 794 residential units.

Land Use	Increase (Decrease)		Current	2045	Increase (Decrease) /Units **
	in Acres	Units/Acre *			
High Density Residential	49	8.00	1,616	2,008	392
Medium Density Residential	(15)	5.00	130	55	(75)
Low/Medium Density Residential	3	2.50	903	910	8
Low Density Residential	200	1.00	560	760	200
Estate Residential	(13)	0.20	26	23	(3)
Downtown Mixed Use	34	8.00	-	272	272
Total	258		3,235	4,028	794

* All units/acre come from the ranges in Figure 21 of Hartland's comprehensive plan except downtown mixed use; that unit comes from <https://sustainablecitycode.org/brief/mixed-use-zoning/>

** Total rounded to a whole number

The US Census Bureau estimates an average of 2.53 persons per household in Hartland. An additional 794 residential units with 2.53 people per household yields 2,009 more people by 2045.

However, the large development underway at the old quarry site will build 267 units, and these units cannot be included in the impact-fee analysis since the infrastructure needed to serve them will be funded through the tax increment district (TID) in which it is occurring. Impact fees need to be adjusted whenever there is another source of funding for the infrastructure to serve new growth, whether it comes from a TID, a grant, or some other way. Subtracting 267 units from the 794 units yields 527 units eligible for impact fees, or an increase of 1,333 people eligible for impact fees.

One change from the prior study is to propose a uniform rate for residences. The prior study split residential fees into 3 categories, one for studios and one-bedroom apartments, another for two-bedroom units, and the third for three-bedroom units and single-family homes. The reason for the switch to a uniform rate is the difference of people per unit among the categories has diminished considerably. According to US Census data, the number of people per household in the Village has declined, while at the same time the number of people per apartment has risen, according to National Multifamily Housing Council data. This compression of people per unit in each category makes the distinction less significant. Additionally, having only one fee for residential units reduces variability in forecasting.

To determine nonresidential growth, land-use data was also used. The table below adds up the net change in acres from Table 1 for nonresidential land devoted to uses that would be eligible for impact fees: commercial, business park, public/institutional, and downtown mixed use. The industrial category was excluded from the total because the reduction in acreage is due to the old quarry site currently being classified as industrial land use.

Land Use	Current	2045	Increase (Decrease)
Commercial	89	79	(10)
Business Park	228	247	19
Public/Institutional	219	222	3
Downtown Mixed Use	0	34	34
Total			46

For those impact fees that can be charged to both residential and nonresidential development, the cost for new growth needs to be divided between the two kinds of development. Using equalized value provides a reasonable way to allocate costs between the two. The equalized values in the table below come from the Wisconsin Department of Revenue’s Waukesha County 2023 Statement of Changes in Equalized Values for Hartland.

Type of Development	2023 Equalized Value	Share of Total
Residential	\$ 1,378,980,500	69.9%
Nonresidential *	\$ 592,494,200	30.1%
	\$ 1,971,474,700	100.0%

* Nonresidential = Commercial + Manufacturing

This approach would allocate a little over two-thirds of the cost to residential development, with the remainder being charged to nonresidential development. To develop a fee for nonresidential development, a forecast for the gross building area of nonresidential development was created. The acreage in the table below comes from the forecast in Table 3.

Land Use	Development (Acres)	Development (sq ft)	Gross-Floor-Area-to-Total-Area Ratio	Forecast Incremental Building Floor Area (sq ft)
Nonresidential	46	2,003,760	0.25	500,940

Hartland’s current ordinance allows for redevelopment to be charged impact fees if the redevelopment adds new residential dwelling units or “or that results in nonresidential uses that create a need for new, expanded or improved public facilities within the village.” R/M recommends that Hartland keeps that section of its ordinance so that it can continue to adequately fund the cost imposed by new growth.

Service Area

Wisconsin Statutes s. 66.0617(4)(a)2 require Hartland to base impact fees on an explicitly identified service area. The service area for this study is the entire Village of Hartland.

Annual Increases

Hartland could automatically adjust its impact fees each year to account for inflation. This practice helps Hartland's fees keep pace with rising costs for projects. Hartland should consider adjusting fees each year based on a reliable yet readily accessible measure of inflation for projects, such as the US Census Bureau's Construction Price Index for single-family houses under construction. Hartland could use the change from the twelve-month period preceding October of the prior year to implement its increases in January.

Other municipalities tie their increases to such measures. Doing so provides a cogent rationale for not only the increase but also the amount of the increase itself.

PARKS AND RECREATION FACILITIES

Hartland plans to continue to impose impact fees to fund parks and recreation facilities described in the 2008 impact fee study.

The tables below come from Hartland's Comprehensive Outdoor Recreation Plan with updates from Village staff, and they inventory Hartland's parks and recreation facilities. The following table inventories the Village's parks, and the features they contain.

Public Facilities Needs Assessment and Impact Fee Study

Table 6 -- Parks Inventory

	Sunnyslope		Nottingham		Bark River		Hartbrook	Penbrook	Centennial	Nixon Park	Bark River	Mill Place	Cottonwood	Maple
	Park	Park	Joliet Park	Castle Park	Park	Park	Park	Park	Park		Greenway	Greenway	d Wayside	Wayside
Area (acres)	0.1	1.8	1.4	4.2	6.0	12.5	28.8	14.5	16.0	1.7	7.1	52.7	28.9	
Classification	M	M	N	N	N	C	C	C	C	G	G	R	R	
Park sign	1		1	1	1	1	1	1	1			1	1	
Parking lot					1	1	1	1	1			1	1	
Shelter				1	1	1	1	1	4			1		
Storage facility					1	1	1	1	2					
Restrooms			a		1	1	a	1	3					
Concession									2					
Stage (Fine Arts Center)									1					
Drinking fountain					1	1	1	1	3					
Bleacher					4	2	2	5	2					
Bench	1		4	3	6	9	5	11	12	3	3	4		
Picnic tables			2	2	10	6	4	6	32			3		
Barbeque grill						1	1		3					
Paved path		1		1	1	1	1	1	1	1	1			
Nature trail						1	1						1	
Natural/scenic area	1				1	1	1	1	1	1	1	1	1	
Sledding hill														
Play structure			1	2		1	1	1	2					
Swing, child			2	4		2		2	4					
Swing, infant			2	2		2	2	2	2					
Spring horse			2	2				2	3					
Merry-go-round			1	1		1			1					
Teeter totter														
Slide				1					1					
Balance beam									1					
Parallel bars														
Climbing structure									1					
Sand box				1					1					
Splash pad									1					
Baseball diamond						1	1	1	1					
Softball diamond					1									
T-ball field			1			1			1					
Football field									1					
Soccer field									1					
Multi-purpose field			1	1	1	1	1	1	1					
Basketball court						1	1							
Basketball 1/2 court			1											
Tennis court								1	1					
Pickleball court								4	8					
Volleyball court						1								

M = Mini park; N = Neighborhood park; C = Community park; G = Greenway; R = Conservancy area; U = Undeveloped

The next table inventories Hartland's trails in miles.

Public Facilities Needs Assessment and Impact Fee Study

Table 7 – Trails Inventory

	Total Length/ Size	Asphalt of Concrete Surface	Wood Chip, Gravel, Earthen, or Boardwalk Surface
Bark River Greenway	0.22	0.22	0.00
Bark River Park	0.47	0.28	0.19
Centennial Park	0.39	0.39	0.00
CTH E	1.26	1.26	0.00
Four Winds	0.16	0.16	0.00
Hartbrook Park	0.65	0.65	0.00
Hartridge Homeowners Assn Trail	1.27	1.27	0.00
Maple Wayside	0.13	0.13	0.00
Mary Hill	1.71	1.71	0.00
Mary Hill Park	0.04	0.04	0.00
Mill Place Trails	0.48	0.48	0.00
Nixon Park	0.56	0.49	0.07
North Shore Drive	0.44	0.44	0.00
Penbrook Trail	0.53	0.53	0.00
River Meadow Trail	0.32	0.25	0.07
River Reserve Trails	2.27	1.77	0.50
Tradition of Hartland	0.50	0.50	0.00
Village of Hartland Trail	0.84	0.84	0.00
TOTAL	12.24	11.41	0.83

The following table inventories the parks and recreation facilities within the Village.

Facility	Village Facilities	School Facilities		Other Recreation Facilities	Total	
		Publicly Accessible	Not Publicly Accessible		Publicly Accessible	All
Play structure	8	5	1	-	13	14
Splash pad	1	-	-	-	1	1
Baseball diamond	4	1	3	-	5	8
Softball diamond	1	1	5	-	2	7
T-ball field	3	3	-	-	6	6
Football field	1	-	3	-	1	4
Soccer field	1	-	1	-	1	2
Soccer field (youth)	-	11	7.5	-	11	18.5
Multi-purpose field	7	-	4	-	7	11
Basketball court	2	-	3	-	2	5
Tennis court	2	-	12	-	2	14
Pickleball court	8	-	-	-	8	8
Volleyball court	1	-	-	-	1	1
Dog park	-	-	-	-	-	-
Swimming pool	-	-	-	-	-	-
Fitness center	-	-	-	-	-	-
Disc golf course	-	-	-	-	-	-
Track	-	-	2	-	-	2

The table below lists likely future projects for parks and recreation facilities, along with their estimated costs. The cost estimate for the bathrooms comes from industry sources while the park shelter cost estimate comes from Village staff.

Project	Sq Ft	Cost
Bathrooms	N/A	250,000
Park Shelter	1,890	\$ 100,000
Total		\$ 350,000

The standards that follow come from Hartland's Comprehensive Outdoor Recreation Plan, which are in turn based on two nationally recognized industry sources, the Trust for Public Land and the National Recreation and Park Association. They are typically expressed in terms of facilities to population. For instance, the standards indicate that for every 2,191 residents, a community should have 1 play structure. The next column, Current Inventory, shows how many or how much of each facility the Village has right now. The next column shows what the Village should have for each facility based on the current Village population. The Surplus column compares the Current Goal to the Current Inventory: a positive number indicates the Village exceeds the standard while a negative number indicates the Village has an Existing Deficiency, or not enough of that facility at present.

The 2045 Goal column shows how much the Village should have of each facility based on the population forecast from Table 1. The next Surplus column compares what the Village has to what the future goal says the Village should have. A positive number indicates the Village has adequate facilities already; a negative one indicates a future need.

The Total Project Cost column has an entry only if both the project is likely to move forward and the project can be at least partially attributed to new growth. The Impact Fee Eligible column calculates how much of a facility impact fees can pay for. For a facility to be eligible, it must have a negative number in the Surplus column. The calculation does deduct Existing Deficiencies, however, since impact fees cannot pay for those. (Existing Deficiencies are current needs that are unmet. Since they are not attributed to new growth, impact fees cannot pay for them according to state law.)

The Impact Fee Eligible column is then multiplied by the Total Project Cost in the next column to yield the column on the far right, New Growth Share. The total amount at the bottom of this column is the amount that can be recovered through impact fees.

Public Facilities Needs Assessment and Impact Fee Study

Table 10 - Service Standards

Recreational Facility Type	Standard of Residents/Facility	Current		Surplus (Existing)		Surplus (Future Need due to New Growth)		Impact Fee Eligible	Total Project Cost	New Growth Share
		Inventory	Current Goal	Deficiency)	2045 Goal					
Play Structure	2,191	13.0	3.7	9.3	4.3	8.7	N/A		\$ -	
Splash Pad	10,000	1.0	0.8	0.2	1.0	0.0	N/A	\$ -	-	
Baseball Diamond	8,748	5.0	0.9	4.1	1.1	3.9	N/A		-	
Softball Diamond	4,667	4.0	1.8	2.2	2.0	2.0	N/A		-	
Tee Ball Diamond	13,267	2.0	0.6	1.4	0.7	1.3	N/A		-	
Football Field	9,879	1.0	0.8	0.2	1.0	0.0	N/A		-	
Soccer Field	6,250	1.0	1.3	(0.3)	1.5	(0.5)	21%		-	
Soccer Field (youth)	3,292	11.0	2.5	8.5	2.9	8.1	N/A		-	
Multi-purpose Field	3,292	7.0	2.5	4.5	2.9	4.1	N/A		-	
Basketball Court	3,734	2.0	2.2	(0.2)	2.5	(0.5)	36%		-	
Tennis Court	10,000	4.0	0.8	3.2	1.0	3.0	N/A		-	
Pickleball Court	20,000	1.0	0.4	0.6	0.5	0.5	N/A		-	
Volleyball Court	8,383	2.0	1.0	1.0	1.1	0.9	N/A		-	
Multi-use Court	13,736	-	0.6	(0.6)	0.7	(0.7)	10%		-	
Dog Park	43,183	-	0.2	(0.2)	0.2	(0.2)	3%		-	
Swimming Pool	10,500	-	0.8	(0.8)	0.9	(0.9)	13%		-	
Trails (miles)	6,640	12.2	1.2	11.0	1.4	10.8	N/A		-	
Bathrooms	1,500	6.0	5.5	0.5	6.3	(0.3)	89%	250,000	222,167	
Parkland (acres)	240	175.7	34.1	141.6	39.7	136.0	N/A		-	
Shelter (sq ft)	7	1,120.0	1,120.0	-	1,302.4	(182.4)	10%	100,000	9,651	
Total								\$ 450,000	\$ 231,818	

Source: Hartland's Comprehensive Outdoor Recreation Plan, except standards for Bathrooms and Shelter, which are from Village Staff, and Trails are from Trust for Public Land

The table below calculates the impact fee. It shows the relevant rows from the last three columns from the prior table. The New Growth Share is summed into a Subtotal, and then the current impact fee fund balance is deducted from it. The Total New Growth Cost is what is eligible to be recovered from impact fees. That amount is then divided by the number of future residential units to arrive at the Recommended Fee for parks and recreation facilities.

Table 11 - Impact Fee Calculation

	Impact Fee	Total Project	New Growth Share
	Eligible	Cost	
Bathrooms	89%	250,000	222,167
Park Shelter	10%	100,000	9,651
Subtotal		\$ 450,000	\$ 231,818
Less Current Impact Fee Fund Balance			160,204
Total New Growth Cost			\$ 71,614
Development Type		Forecast Units	Recommended Fee
Residential		527	\$ 136

The recommended fee is significantly less than the current fee of \$1,184 because the Village has already addressed many of its parks and recreation needs, and it has a significant balance in its impact fee fund balance for parks.

TRANSPORTATION FACILITIES

Hartland plans to continue to impose impact fees to transportation facilities described in the 2008 impact fee study. In particular, it is considering an expansion to its Department of Public Works (DPW) garage. The size of the current DPW facility is listed below.

Department of Public Works	Area (Sq Ft)
Shop Area/Storage	15,400
Cold Storage (less Police Stall)	3,040
Total	18,440

The garage expansion is listed below. The cost estimate is based on industry sources.

Project	Sq Ft	Cost
Garage Expansion	1,120	\$ 548,800
Total	1,120	\$ 548,800

The service standard is based on the expertise of Village staff, expressed in a ratio of square feet of facility space to population. Since the current facilities are adequate for the current needs, the analysis that uses this standard indicates that there are no Existing Deficiencies with the current facilities, and the proposed Additions can be completely attributed to new growth. Therefore, the entire cost of the potential projects can be recouped through impact fees.

A significant amount of debt remains from the facility expansion proposed in the 2008 study and completed since then. The calculation below applies the same percentage to the debt from the prior study. The eligible debt is then added to the cost for the proposed facility expansion in this study, and then the Current Impact Fee Fund Balance is deducted, yielding the Total New Growth Cost. This amount is then divided first between residential and nonresidential growth. The residential growth cost share is divided by the forecast number of residential units to produce the Recommended Fee per Residence. The nonresidential growth cost share is divided by the forecast gross building area to produce the Recommend Fee per 1,000 square feet of new nonresidential development. The growth forecast numbers come from the Growth Forecast section of the study.

	Estimated Eligible Cost	New Growth Share	New Growth Cost
Remaining Debt from Future Growth Projects	\$ 316,177	81.6%	\$ 258,000
New Space	\$ 548,800	100%	548,800
Subtotal			\$ 806,800
Less Current Impact Fee Fund Balance			\$ 95,272
Total New Growth Cost			\$ 711,528
Share of Costs	%	\$	
Residential	69.9%	\$ 497,690	
Nonresidential	30.1%	213,838	
Total	100.0%	\$ 711,528	
Residential Forecast			
New Residential Units (a)	527		
Residential Share of Costs (b)	497,690		
Recommended Fee per Residence (c) = (b) / (a)	\$ 944		
Nonresidential Forecast			
Forecast Incremental Building Floor Area in sq ft (a)	500,940		
Nonresidential Share of Costs (b)	\$ 213,838		
Recommended Fee per 1,000 Sq Ft (c) = (b) / (a) X 1,000	\$ 427		

The fee above would be a significant increase over the current residential fee of \$250 due to the addition of this new project.

LIBRARY FACILITIES

Hartland plans to continue to impose impact fees to fund library facilities. Hartland first imposed impact fees for its library in 2008. Since then, the library constructed the expansion proposed in the prior study.

Below is an inventory of the current library.

Space	Area (Sq Ft)
Existing Facility	24,100

The library does not anticipate needing to expand its facilities in the next ten years. Therefore, the impact-fee calculation does not include any new projects, only the debt for its prior expansion. For the standards and their application to the expansion project, which are included by reference, please see the 2008 R/M impact fee study.

The Current Impact Fee Fund Balance is deducted from the debt to arrive at the Total New Growth Cost. That amount is divided by the forecast number of residential units to arrive at the Recommended Fee.

	Eligible Cost	New Growth Share	New Growth Cost
Remaining Debt from Library Expansion	1,236,816	42.9%	530,594
Less Current Impact Fee Fund Balance			\$ 289,056
Total New Growth Cost			\$ 241,538
			Recommended
Development		Forecast Units	Fee
Residential		527	\$ 458

The proposed fee is substantially lower than the current fee of \$950 because there are no new projects being proposed, and much of the debt for the new-growth expansion has already been paid off.

HOUSING AFFORDABILITY

Most households in Hartland find housing affordable. Hartland’s median household income of \$88,382 exceeds Wisconsin’s median household income of \$67,080.

The information above provides context for evaluating the effect of impact fees on housing affordability. The table below uses the estimated average value of a new house in Hartland.

Table 17 - Effect of Recommended Impact Fees on Housing Affordability

	<u>Without Impact Fees</u>	<u>With Proposed Impact Fees</u>
Home Price ⁽¹⁾	\$ 297,400	\$ 299,081
Down Payment	\$ 29,740	\$ 29,908
Amount Financed	\$ 267,660	\$ 269,173
Principal and Interest Payment ⁽²⁾	\$ 21,570	\$ 21,692
Taxes ⁽³⁾	\$ 7,524	\$ 7,567
Insurance	\$ 1,300	\$ 1,300
Annual Housing Cost	\$ 30,394	\$ 30,558
Annual Income Required ⁽⁴⁾	\$ 108,550	\$ 109,137
Additional Annual Income Required		\$ 587
Additional Income as % of Total		0.5%

- ⁽¹⁾ Median Hartland home value per US Census data
- ⁽²⁾ Assumes a 30-year fixed mortgage at 7% annual interest
- ⁽³⁾ Assumes the following tax rate: 2.53%
- ⁽⁴⁾ Assumes debt payments are no more than 28% of income

SUMMARY AND NEXT STEPS

To fund the facilities needed by growth, we recommend revising the Village’s impact fees. The table below shows all the residential fees; the ones in italics are the ones that are proposed to be updated.

Table 18 - Summary of Residential Impact Fees

Department	Current	Proposed	Change	Change
<i>Parks</i>	\$ 1,184	\$ 136	\$ (1,048)	-89%
<i>Library</i>	\$ 950	\$ 458	\$ (492)	-52%
<i>Department of Public Works</i>	\$ 250	\$ 944	\$ 694	278%
Police	\$ 32	\$ 32	-	0%
Fire	\$ 110	\$ 110	-	0%
Total	\$ 2,526	\$ 1,681	\$ (845)	-33%

According to state statute, municipalities must now provide developers with explanations of how the impact fees being collected will be spent. R/M recommends that Hartland provides a written or electronic copy of this study to satisfy this statutory requirement.

To move forward with new impact fees, the following steps need to take place:

- 1) This study is presented to Hartland's Village Board.
- 2) The Village Board directs that a public hearing be held to hear public comment on this public facilities needs assessment and the proposed impact fees.
- 3) An ordinance is drafted to implement the recommended impact fees.
- 4) A Class 1 notice is published in the Village newspaper to provide the public with 20 days' notice prior to the public hearing as required under Wisconsin Statutes 66.0617(4)(3)(b). The needs assessment must be available 20 days prior to the public hearing to allow the public sufficient time to review.
- 5) A public hearing is held to hear public comment on the needs assessment and the proposed ordinance to impose public facilities impact fees.
- 6) After the public hearing, the Village Board may adopt the proposed ordinance as recommended or adopt the ordinance with amendments.

R/M encourages Hartland to periodically update its impact fees to ensure they reflect the best growth forecasts, as well as the best capital cost and project estimates. Revisiting the fees every 3 to 5 years can help a community adjust its plans for new growth to provide the correct level of funding and avoid changing rates as drastically as would be the case if the community waited longer to update its fees. Police and fire impact fees can be updated sooner; they can be updated shortly after new facilities plans become available.

SITE LICENSE AGREEMENT

This **SITE LICENSE AGREEMENT** (this "**LICENSE**") is effective retroactive to January 1, 2023 (the "**Effective Date**") by and between The Village of Hartland ("**LICENSOR**") and CCATT LLC, a Delaware limited liability company ("**LICENSEE**").

LICENSOR and LICENSEE agree to the following:

1. **Property Description.** LICENSOR is the owner of the real property located at 671 Hill Street, Hartland, WI 53029, as further described on **Exhibit A** (the "**Property**"). Licensor hereby grants Licensee the right to use a 6' x 10' or sixty (60) square foot portion of the the Property plus any additional portions of the Property which LICENSOR may allow for the use and operation of facilities by LICENSEE, as depicted on the Construction Drawings attached hereto as **Exhibit B** (the "**Premises**"). In addition to the square footage specified above, the Premises, as defined, shall include, but not be limited to, the following: cable runs and associated cable trays from the base transceiver station(s) (also referred to as the BTS) and the installation of power, telephone and other utility service cables provided they are also specifically shown on **Exhibit B**. It is expressly agreed that the exact and precise location of the LICENSEE's Antenna Facilities (as defined below) are subject to review and approval by the VILLAGE BOARD OF TRUSTEES ("Board") having jurisdiction over the Property. The Board hereby approves the specific locations, number and type of equipment depicted on **Exhibit B**. LICENSEE's request to alter, replace, add to, expand, enhance, modify, supplement, replace, relocate or upgrade shall at all times be submitted and documented in a written format and shall be subject to the approval in the sole discretion of the Board. LICENSEE may from time to time replace any of these items with new or different items with the same or different specifications, so long as their installation is otherwise in compliance with this LICENSE, and applicable laws, ordinances and regulations as may be adopted or amended from time to time.

2. **LICENSOR Cooperation.** LICENSOR shall cooperate with LICENSEE's due diligence activities, which shall include, but not be limited to, access to the Property for inspections, testing, permitting related to the Permitted Uses (as defined below). LICENSEE is authorized to sign, file, submit applications for permits, licenses and approvals required for the Permitted Uses from all applicable governmental and quasi-governmental entities (collectively, the "**Governmental Approvals**"), and LICENSOR grants LICENSEE and its agents a limited power of attorney to take all such actions on behalf of and in the name of LICENSOR solely with respect to the installation which is the subject of this LICENSE. LICENSOR's cooperation shall include the prompt execution and delivery of any documents necessary to obtain and maintain Governmental Approvals or utility services. so long as any such actions are not in conflict with or interfere with any other installation or improvement on the Property.

3. **Antenna Facilities and Permitted Uses.** LICENSEE is hereby granted a LICENSE as described herein on the Premises for its equipment, personal property and improvements associated with LICENSEE's wireless communications business (the "**Antenna Facilities**"). The Premises may be used for the construction, installation, operation, maintenance, repair, modification, enhancement, upgrading, removal, relocation or replacement of any and all Antenna Facilities if in full conformity with the details contained in Exhibit B attached hereto (the "**Permitted Uses**") for no fee or additional consideration. The Antenna Facilities shall remain the exclusive property of LICENSEE and shall not be considered fixtures. LICENSEE, at its expense, may use any and all reasonable means as LICENSEE deems necessary to control, secure or restrict access to the Antenna Facilities subject to the prior written approval of LICENSOR. LICENSEE may seek the consent of LICENSOR to locate a

temporary antenna facility, (e.g. a cell-on-wheels) on the Property, including all utilities associated with the use of the temporary antenna facility and a mutually acceptable location and for a specific duration upon terms, including additional consideration as may be agreed upon.

4. **LICENSE Term.**

a) The Initial Term of the LICENSE shall commence on the Effective date (also referred to as the "**Commencement Date**"), and expiring on December 31, 2027 (the "**Initial Term**"). The Initial Term, together with any Renewal Terms and Extended Periods are referred to collectively as the "**Term.**"

b) The Initial Term shall automatically renew for one (1) successive renewal term of five (5) years, with the final extension expiring on December 31, 2032 (each extension is referred to as a "**Renewal Term**"), provided, however, that LICENSEE may elect not to renew by providing one (1) year written notice of its intention not to extend the Term prior to the expiration of the then current Renewal Term.

c) The License shall be irrevocable during the Term of the License.

5. **LICENSEE FEE /Other Charges.**

a) LICENSEE shall pay LICENSOR a LICENSEE FEE in the amount of Thirty Thousand and 00/100 Dollars (\$30,000.00) per year (the "**LICENSEE FEE**") no later than January 31 of that year. LICENSEE shall deliver the LICENSEE FEE to LICENSOR at the address specified in the Notice section.

b) The LICENSEE FEE for each successive year commencing on January 1, 2024, and on the anniversary of such date every year during each Renewal Term thereafter, the LICENSE FEE shall be increased/escalate by an amount equal to 4% percent of the LICENSEE FEE for payable during the immediately preceding year. In the event of any holdover on the Premises by Licensee after the expiration of the final term of the LICENSE, the LICENSE FEE shall be at one hundred and fifty percent (150%) of the prior year's LICENSEE FEE per month of holdover without proration.

c) LICENSEE FEE for any partial month shall be prorated on a per day basis, based on the number of days in the month in question, and LICENSEE FEE for any partial year shall be prorated on a per month basis, based on the number of months in the year in question. LICENSOR and LICENSEE shall endeavor to cooperate with each other regarding the possible use of any electronic LICENSEE FEE payment systems. or the provision of any documentation updating associated with this License or pertaining to the exchange of IRS form W-9 or similar governmental form.

7. **Interference.** LICENSEE acknowledges that LICENSOR has contractually allowed other Antenna Facilities belonging to other parties to be placed in the vicinity of LICENSOR'S PROPERTY prior to the entry into this LICENSE. LICENSEE has been informed that such other Antenna Facilities agreements have provisions for future upgrading and replacement not unlike this LICENSE. LICENSEE has confirmed and warrants that such other Antenna Facilities do not interfere with the transmission capabilities of its Antenna Facilities. LICENSOR agrees that it will not permit any future antenna facilities on Licensor's Property that interferes with LICENSEE'S Antenna Facilities. LICENSEE assumes the risk of future interference with its radio frequency communications in which case it will work in good faith with LICENSOR to resolve interference issues. In the event that interference issues cannot be resolved, LICENSEE shall be able to terminate this LICENSE in accordance with section 10 hereafter without penalty and shall not be entitled to damages of any kind from any party.

8. **Utility Services.** Subject to the prior approval of LICENSOR of written plans, LICENSEE shall have permission to connect to, maintain, repair, modify, upgrade, remove or replace existing utility related equipment and/or construct and install new utility related equipment and lines, including a generator, optical fiber facilities and alternative energy related equipment, to service its Antenna Facilities (collectively, the "**Utility Facilities**"). The Utility Facilities may be brought by LICENSEE to the and the charges for utility usage (the "**Utility Fees**") shall be payable, by LICENSEE. LICENSEE may install a separate meter at any time during the Term of the LICENSE and will remit payment directly to the utility provider.

9. **Access.**

a) LICENSOR shall endeavor to furnish within its capabilities, at no additional charge to LICENSEE, reasonable access to the Premises including the Utility Facilities to LICENSEE and LICENSEE's employees and properly documented agents upon no less than 24 hours prior notice for access under non-emergency circumstances.

b) LICENSOR, at its sole discretion with respect to the means and route, shall provide LICENSEE, at no additional LICENSEE FEE or charge, access across the Premises for ingress, egress, power and, installation, construction, demolition and access to the Premises and any Utility Facilities.

10. **Termination.** LICENSEE may terminate this LICENSE upon ninety (90) days prior written notice to LICENSOR, by removing all improvements from the Premises and returning the same to its original condition for any of the following reasons: (i) changes in local or state laws or regulations which adversely affect LICENSEE's ability to operate; (ii) a Federal Communications Commission ("FCC") ruling or regulation that is beyond the control of LICENSEE; (iii) for technical reasons pertaining to unresolvable radio frequency or antenna facilities communications interference; or (iv) if it exercises such right of Termination for economic or convenience reasons, LICENSEE shall pay to LICENSOR at the time of giving notice, a termination fee equal to the LICENSEE FEE that LICENSEE would have owed to LICENSOR under this LICENSE for the following year of the Term.

11. **Casualty and Condemnation.** If the Premises or Antenna Facilities are damaged or destroyed by wind, fire or other casualty, LICENSEE shall be entitled to negotiate, compromise, receive and retain all proceeds of LICENSEE's insurance and other claims and LICENSEE may thereafter terminate the LICENSE by prior written ninety (90) days notice to LICENSOR. If the Premises, Antenna Facilities are taken or condemned by power of eminent domain or other governmental taking, then: (a) LICENSEE shall be entitled to negotiate, compromise, receive and retain all awards attributable to (i) its Antenna Facilities, (ii) LICENSEE's LICENSE interest in the Premises, (iii) any moving or relocation benefit available to LICENSEE and (iv) any other award available to LICENSEE that is not attributable to LICENSOR's title to or interest in the Property. If the Antenna Facilities are not operational or accessible, due to casualty, condemnation, or damages, LICENSEE shall have the right to terminate the LICENSE by providing ninety (90) days prior written notice to LICENSOR.

12. **Default and Right to Cure.**

(a) The following will be deemed a default by LICENSEE and a breach of this LICENSE (i) non-

payment of LICENSEE FEE if such LICENSEE FEE remains unpaid for more than thirty (30) days after receipt of written notice from LICENSOR of such failure to pay; or (ii) LICENSEE's failure to perform any other term or condition under this LICENSE within thirty (30) days after receipt of written notice from LICENSOR specifying the failure. No such failure, however, will be deemed to exist if LICENSEE has commenced to cure such default within such period, provided written evidence of such undertaking to Licensor with periodic updates every five (5) days and provided that such undertaking is prosecuted to completion with reasonable diligence. Delay in curing a default may be excused if due to demonstrated causes beyond the reasonable control of LICENSEE.

(b) The following will be deemed a default by LICENSOR and a breach of this LICENSE. LICENSOR's failure to perform any term, condition or covenant under this LICENSE within thirty (30) days after receipt of written notice from LICENSEE specifying the failure. No such failure, however, will be deemed to exist if LICENSOR has commenced to cure the default within such period and provided such efforts are prosecuted to completion with reasonable diligence. Delay in curing a default will be excused if due to causes beyond the reasonable control of LICENSOR.

13. **Taxes.** LICENSEE shall pay directly all personal property taxes attributable to its Antenna Facilities which are solely and directly attributable to the presence or installation of LICENSEE's Antenna Facilities during the Term.

14. **Insurance and Subrogation and Indemnification.**

a) During the Term, LICENSEE shall maintain Commercial General Liability Insurance in amounts of One Million and no/100 Dollars (\$1,000,000.00) per occurrence and Two Million and no/100 Dollars (\$2,000,000.00) aggregate. The required limits recited herein may be met by primary and excess or umbrella policies covering other locations provided Licensee delivers, within twenty (20) days of request, to Licensor a declaration and/or endorsements naming and identifying the Premises as specifically insured. An ACORD 25 form will not be acceptable because of its disclaimer provisions which precludes reliance on same. LICENSEE shall include Licensor as additional insured under blanket additional insured endorsement to the General Liability policy required under this Agreement. LICENSEE shall maintain "all risk" or "special causes of loss" property insurance on a replacement cost basis for its respectively owned personal property.

15. **Notices.** All notices, requests, demands and other communications shall be in writing and shall be effective three (3) business days after deposit in the U.S. mail, certified, return receipt requested or upon receipt if personally delivered or sent via a nationally recognized courier to the addresses set forth below. LICENSOR or LICENSEE may from time to time designate any other address for this purpose by providing written notice to the other party.

If to LICENSEE, to:

CCATT LLC
Attn: Legal - Real Estate
2000 Corporate Drive,
Canonsburg, PA 15317-8564

If to LICENSOR, to:

Village of Hartland
c/o Village Clerk
210 Cottonwood Avenue
Hartland, Wisconsin 53029

Email address of Clerk:

darlenei@villageofhartland.com

Per the W-9 Form LICENSEE FEE is to be paid to:

Payee's Name>: Village of Hartland
c/o Village Clerk
210 Cottonwood Avenue
Hartland, Wisconsin 53029

16. **Environmental Laws.** LICENSOR and LICENSEE shall comply with all federal, state and local laws in connection with any substances brought onto the Property that are identified by any law, ordinance or regulation as hazardous, toxic or dangerous (collectively, the "**Hazardous Substances**"). LICENSEE agrees to be responsible for all losses or damage caused by any Hazardous Substances that it may bring onto the Property and will indemnify LICENSOR for all such losses or damages. LICENSOR represents that it has no knowledge of any Hazardous Substances on the Property.

17. **Assignment, Sublicense and Encumbrance.**

a) Subject to the sole discretion of Licensor, upon obtaining prior written consent LICENSEE shall have the right to assign, sublicense or otherwise transfer this LICENSE, upon one hundred and eighty days prior written notice to LICENSOR. LICENSEE shall also have permission to provide access rights existing under this LICENSE, for the purposes of bringing in Utility Facilities, including fiber equipment.

20. **Marking and Lighting Requirements.** If any tower or other support structure for LICENSEE's Antenna Facilities is owned by LICENSOR, LICENSOR acknowledges that LICENSOR shall be responsible for compliance with all marking and lighting requirements of the Federal Aviation Administration and the FCC.

21. **Miscellaneous.**

a) This LICENSE constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations and other agreements with respect to the subject matter and Property. Any amendments to this LICENSE must be in writing and executed by both parties.

b) LICENSOR agrees to cooperate with LICENSEE in executing any documents which LICENSEE deems necessary to insure and protect LICENSEE's rights in, or use of, the Premises. LICENSOR shall execute and deliver: (i) a Memorandum of LICENSE in substantially the form attached as **Exhibit C**;

c) This LICENSE shall be construed in accordance with the laws of the state or territory in which the Property is located, without regard to the principles of conflicts of law.

d) If any term of this LICENSE is found to be void or invalid, the remaining terms of this LICENSE shall continue in full force and effect. Any questions of particular interpretation shall be interpreted as to their fair meaning.

e) Each party hereby represents and warrants to the other that this LICENSE has been duly authorized, executed and delivered by it, and that no consent or approval is required by any lender or other person or entity in connection with the execution or performance of this LICENSE.

f) If either party is represented by any broker or any other leasing agent, such party is responsible for all commission fee or other payment to such agent.

g) This LICENSE may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute a single instrument. Signed, scanned and emailed copy and electronic copies of this LICENSE shall legally bind the parties to the same extent as original documents.

[Signature Pages follow]

LICENSOR: Village of Hartland

By: _____

Printed Name: _____

Title: _____

Date: _____

Lessor affirms that this Agreement was approved at a
duly noticed public meeting held on _____
2022

LICENSEE: CCATT LLC, a Delaware limited liability company

By: _____

Printed Name: _____

Title: _____

Date: _____

EXHIBIT A
Legal Description

Property address of 671 Hill Street, Hartland, WI 53029

The Property is legally described as follows:

10/18/96 10:50 VILLAGE-OF-HARTLAND - 414 290 5001 NO. 025 P02

Exhibit A

ANCI LEASE SITE DESCRIPTION:

A PARCEL OF LAND FOR LEASE SITE PURPOSES LOCATED WITHIN THAT PART OF THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 7 NORTH, RANGE 18 EAST OF THE FOURTH PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE EAST LINE OF THE HILL STREET CONNECTION TO RELOCATED S.T.H. # 83 PER DOCUMENT NO. 871726 AND AS CORRECTED BY DOCUMENT NO. 882105 WITH THE SOUTH LINE OF HILL STREET, SAID POINT BEING 7094.18 FEET, N89°56'26"E, OF THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 3; THENCE N89°56'26"E, ALONG SAID SOUTH LINE OF HILL STREET, 182.00 FEET; THENCE S100°03'34"E, PERPENDICULAR TO THE LAST DESCRIBED COURSE, 75.00 FEET; THENCE S89°56'26"W, PARALLEL WITH THE SOUTH LINE OF HILL STREET, 82.96 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING S89°56'26"W, ALONG SAID PARALLEL LINE, 30.00 FEET; THENCE N00°03'34"W, PERPENDICULAR TO THE LAST DESCRIBED COURSE, 53.00 FEET; THENCE N89°56'26"E, PARALLEL WITH THE SOUTH LINE OF HILL STREET, 30.00 FEET; THENCE S00°03'34"E, PERPENDICULAR TO THE LAST DESCRIBED COURSE, 53.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1590.00 SQUARE FEET, IN DELAFIELD TOWNSHIP, WAUKESHA COUNTY, WISCONSIN.

MIL - ECC 77
HARTLAND, WISCONSIN
JOB NO: 220358

EXHIBIT B
Construction Drawings

Subject to the terms and conditions of this LICENSE, the location of the Premises is generally described and depicted as shown below or in the immediately following attachment(s).

EXHIBIT C
Memorandum of LICENSE

(Separate Document to be Executed)

Document No.	MEMORANDUM OF LICENSE
[Please see attached document]	
Recording Area	
After recording return to: CCATT LLC c/o Post Closing – Recording 8020 Katy Freeway Houston, TX 77024	
Tax Key No.:	
HAV-0730-987-001	

MEMORANDUM OF LICENSE

A Site LICENSE Agreement (the "LICENSE") by and between The Village of Hartland, ("LICENSOR") and CCATT LLC, a Delaware limited liability company ("LICENSEE") was made regarding a portion of the following property (as more particularly described in the LICENSE, the "Premises"):

See Attached **Exhibit A** incorporated herein for all purposes.

Without limiting the terms and conditions of the LICENSE, LICENSOR and LICENSEE hereby acknowledge the following:

1. Capitalized terms used, but not otherwise defined herein, shall have the meanings ascribed to such terms in the LICENSE.
2. The initial term of the LICENSE shall commence on the Effective Date of the License, namely January 1, 2023 and expire on December 31, 2027.
3. LICENSEE shall have the right to extend the LICENSE for five (5) additional years, which shall be automatically exercised.
4. This memorandum is not a complete summary of the LICENSE. It is being executed and recorded solely to give public record notice of the existence of the LICENSE with respect to the Premises. Provisions in this memorandum shall not be used in interpreting the LICENSE provisions and in the event of conflict between this memorandum and the said unrecorded LICENSE, the unrecorded LICENSE shall control.
5. This memorandum may be signed in any number of counterparts, each of which shall be an original, with the same effect as if the signatures thereto were upon the same instrument.

IN WITNESS WHEREOF, the parties hereto have respectively executed this memorandum effective as of the date of the last party to sign.

[Signature Pages follow]

LICENSEE:

CCATT LLC, a Delaware limited liability company

By: _____

Print Name: _____

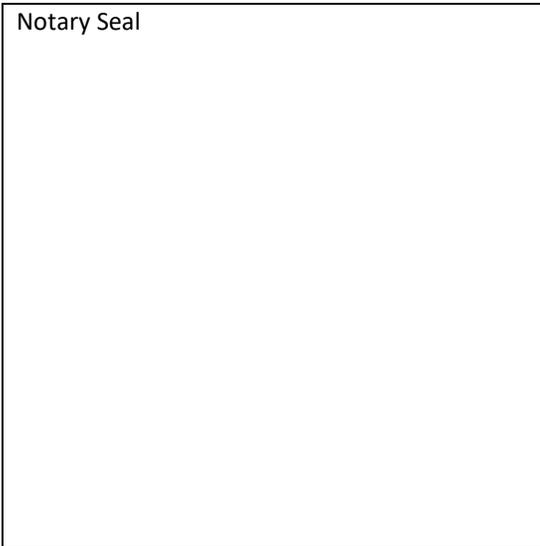
Title: _____

Execute As Separate Document

STATE OF _____)
)ss.
COUNTY OF _____)

On this ____ day of _____ 2022, before me, the subscriber, a Notary Public in and for said State and County, personally appeared _____, the _____ of CCATT LLC, known or identified to me to be the person whose name is subscribed to the foregoing Memorandum of License, and in due form of law acknowledged that he/she is authorized on behalf of said company to execute all documents pertaining hereto and acknowledged to me that he/she executed the same as his/her voluntary act and deed on behalf of said company.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my seal in said State and County on the day and year last above written.



(Signature of Notary)

Title of office

My Commission Expires: _____

Memorandum of LICENSE - Exhibit A
Legal Description

The Property is legally described as follows:

10/10/96 10:50 VILLAGE-OF-HARTLAND + 414 298 5001 NO. 025 P02

Exhibit A

AMCI LEASE SITE DESCRIPTION:

A PARCEL OF LAND FOR LEASE SITE PURPOSES LOCATED WITHIN THAT PART OF THE NORTHWEST QUARTER OF SECTION 3, TOWNSHIP 7 NORTH, RANGE 18 EAST OF THE FOURTH PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF THE EAST LINE OF THE HILL STREET CONNECTION TO RELOCATED S.T.H. # 83 PER DOCUMENT NO. 871726 AND AS CORRECTED BY DOCUMENT NO. 882105 WITH THE SOUTH LINE OF HILL STREET, SAID POINT BEING 7094.18 FEET, N89°56'26"E., OF THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF SAID SECTION 3; THENCE N89°56'26"E., ALONG SAID SOUTH LINE OF HILL STREET, 182.00 FEET; THENCE S00°03'34"E., PERPENDICULAR TO THE LAST DESCRIBED COURSE, 75.00 FEET; THENCE S89°56'26"W., PARALLEL WITH THE SOUTH LINE OF HILL STREET, 82.96 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING S89°56'26"W., ALONG SAID PARALLEL LINE, 30.00 FEET; THENCE N00°03'34"W., PERPENDICULAR TO THE LAST DESCRIBED COURSE, 53.00 FEET; THENCE N89°56'26"E., PARALLEL WITH THE SOUTH LINE OF HILL STREET, 30.00 FEET; THENCE S00°03'34"E., PERPENDICULAR TO THE LAST DESCRIBED COURSE, 53.00 FEET TO THE POINT OF BEGINNING, CONTAINING 1590.00 SQUARE FEET, IN DELAFIELD TOWNSHIP, WAUKESHA COUNTY, WISCONSIN.

MIL - ECC 77
HARTLAND, WISCONSIN
JOB NO: 220358

39070543_1.DOCX



Lessee Site Name: WI-CCI-T-840323
 Lessee Site No.: MWMKE00067A

Lessor Site Name: HARTLAND
 JDE Business Unit: 840323

SITE LEASE AGREEMENT
 (FOR INSTALLATION ON A TOWER SITE)

This Site Lease Agreement (“SLA”) is made and entered into as of _____ (the “SLA Date”), by and between DISH Wireless L.L.C., a Colorado limited liability company (“Lessee”), and CCATT LLC, a Delaware limited liability company (“Lessor”), with respect to Lessee’s use of certain Leased Space at the following site (the “Site”) in connection with the order attached hereto as **Exhibit A** (the “Order”):

Site Identifiers:

Crown Castle BU#: 840323
Lessee Site ID: MWMKE00067A

General Terms and Conditions Information:

Version ID: 2547113
Version Date: 6/3/2022
Lessee Approval Date: 6/3/2022

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to be legally bound as follows:

- 1. INCORPORATED AND DEFINED TERMS:** The General Terms and Conditions referenced above (the “**General Terms and Conditions**”) are hereby incorporated herein and made part of this SLA; provided, however, in the event of any inconsistencies between this SLA and the General Terms and Conditions, the terms of this SLA shall control. Unless otherwise clear from the context in which they are used, all capitalized terms used in this SLA shall have the same meaning ascribed to them in the General Terms and Conditions.
- 2. GRANT OF LEASE; EQUIPMENT:** Lessor hereby grants a lease to Lessee to install, operate and maintain on the Site the Equipment described in the Order and the Site Plan attached hereto as **Exhibit B**, within the locations set forth in the Order and Site Plan, which Order and Site Plan are incorporated herein by this reference. Such lease is subject to the Installation Standards, the provisions set forth in the General Terms and Conditions, and the Building Rules (if applicable).
- 3. LEASED SPACE & UTILITY ROUTE:** The Leased Space consists of those certain locations designated for Lessee’s exclusive use for the placement of Equipment on the tower, on the ground, within an existing equipment shelter, within or on a Building, and/or on the rooftop, as described in the Order and, if applicable, as shown in the Site Plan attached hereto as **Exhibit B**. For clarity, and the avoidance of doubt, the following spaces shall not be exclusive for Lessee’s use: (a) any space which Lessee uses solely for the placement of cables or similar tangible infrastructure for the purpose of connecting equipment to the common utility demarcation point(s) for fiber or electrical power at the Site, and (b) any space occupied by any grounding rings, ground rods, grounding bars, waveguides, ice bridges, cabling, power cords and other similar tangible infrastructure. Lessor hereby grants to Lessee a non-exclusive license and right-of-way to install, maintain, operate and repair utility lines, wires, cables, pipes, lines, or any other means of providing utility service, including but not limited to electric, fiber and telephone service, from the public right of way to the Leased Space and between portions of the Leased Space, and the Parties acknowledge and agree such non-exclusive

TT: 2547093Non-Standard
 Prepared by: Z. Hunkapiller
 Prepared on: 9/13/2023
 Revised on:
 DISH Excluded Sites SSLA

App Rev #: 14
 LRF Rev #: 3
 MLA #: 2547113



Lessee Site Name: WI-CCI-T-840323
Lessee Site No.: MWMKE00067A

Lessor Site Name: HARTLAND
JDE Business Unit: 840323

license and right-of-way are not specified or identified in this SLA, the Order, or the Site Plan. Such non-exclusive license and right-of-way are subject to the Installation Standards, the Building Rules (if applicable) and the provisions set forth in the General Terms and Conditions.

4. SLA TERM: The following shall be used to define the SLA Term of this SLA:

- A. **“Term Commencement Date”:** The first (1st) day of the month following full execution of this SLA occurs
- B. Duration of Initial SLA Term: 10 years
- C. Number of Renewal SLA Terms: 5
- D. Duration of each Renewal SLA Term: 5 years
- E. Required minimum number of days written notice Lessee must provide to Lessor of Lessee’s election not to renew: ninety (90) days prior to expiration of the then-current term.

5. BASIC PAYMENT:

- A. **“Basic Payment Commencement Date”:** The earlier of: i) the first (1st) day of the month following the commencement of the installation of Lessee's Equipment at the Site, or ii) December 1, 2023
- B. Basic Payment: One Thousand Seven Hundred and 00/100 Dollars (\$1,700.00) per month commencing on the Basic Payment Commencement Date.
- C. Recurring Escalation: 3% per year, beginning on the first anniversary of the Basic Payment Commencement Date
- D. Payee: CCATT LLC
- E. Payee Address: PO Box 732462, Dallas, Texas 75373-2462
- F. Lessee shall include the Crown Castle BU# specified above on or with each payment of the Basic Payment.

6. OTHER PAYMENTS:

- A. **Inspection Fee.** If Lessee does not engage Crown Castle to perform the installation of Lessee’s Equipment as specified herein, Lessee shall pay to Crown Castle an Inspection Fee of \$3,500.00 within sixty (60) days following the date on which Lessor provides a correct final invoice therefor to Lessee, which Inspection Fee is intended to defray Lessor’s costs associated with Crown Castle’s inspection of such work.
- B. INTENTIONALLY OMITTED.



Lessee Site Name: WI-CCI-T-840323
Lessee Site No.: MWMKE00067A

Lessor Site Name: HARTLAND
JDE Business Unit: 840323

7. NOTICE ADDRESSES:

<p>Lessee’s Address for Notices:</p> <p>DISH Wireless L.L.C. 9601 South Meridian Blvd. Englewood, Colorado 80112 Attention: Office of the General Counsel Facsimile: (303) 723-1699</p>	<p>Lessor’s Address for Notices:</p> <p>Crown Castle 2000 Corporate Drive Canonsburg, PA 15317 Attention: Legal Department Telephone: (724) 416-2000</p>
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8. PRIME AGREEMENT DOCUMENTS: Per Section 18.1 of the General Terms and Conditions, unless otherwise agreed to by the Parties, the Parties hereby memorialize that Lessor has previously provided Lessee with complete, accurate and legible copies of the Prime Agreement and any amendment(s), modification(s) or other agreement(s) with respect to such Prime Agreement for such Site without any redactions or other obstruction of the terms and conditions thereof, other than the specific redactions set forth in Section 18.1.

9. ADDITIONAL PROVISIONS (IF APPLICABLE):

9.1. **Lessee’s Ground Space.** Notwithstanding anything to the contrary herein or in the General Terms and Conditions, the Parties acknowledge and agree that as of the SLA Date, Lessor is not granting to Lessee an interest in any Ground Space at the Site as Lessor and Prime Lessor remain in negotiations relating to the sublease of said Ground Space to Lessee (the “Add Land Negotiations”). Lessee agrees that it will not commence installation within the Ground Space until such time that: (a) the Prime Agreement is amended to allow for the sublease of the Ground Space to Lessee, and (b) Lessor has issued a written notice to proceed with installation (“NTP”) to Lessee. Lessee acknowledges that the Add Land Negotiations may result in additional rental or other fees payable by Lessee. Lessor shall obtain Lessee’s consent to any additional rental or other fees applicable to the SLA prior to finalizing the Add Land Negotiations, and if approved by Lessee, the Parties shall amend the SLA to reflect said additional rent or fees. In the event that the Add Land Negotiations are not completed within one hundred eighty (180) days following the SLA Date, either Party may terminate the SLA by providing the other Party thirty (30) days’ notice.

[Remainder of page intentionally left blank. Signatures to immediately follow.]



Lessee Site Name: WI-CCI-T-840323
Lessee Site No.: MWMKE00067A

Lessor Site Name: HARTLAND
JDE Business Unit: 840323

IN WITNESS WHEREOF, the parties have made and executed this SLA on the SLA Date set forth above.

LESSOR:

CCATT LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: _____

LESSEE:

DISH Wireless L.L.C.,
a Colorado limited liability company

By: _____

Name: _____

Title: _____



Lessee Site Name: WI-CCI-T-840323
Lessee Site No.: MWMKE00067A

Lessor Site Name: HARTLAND
JDE Business Unit: 840323

EXHIBIT A
to Site Lease Agreement

APPROVED ORDER

TT: 2547093Non-Standard
Prepared by: Z. Hunkapiller
Prepared on: 9/13/2023
Revised on:
DISH Excluded Sites SSLA

App Rev #: 14
LRF Rev #: 3
MLA #: 2547113



Lessee Site Name: WI-CCI-T-840323
Lessee Site No.: MWMKE00067A

Lessor Site Name: HARTLAND
JDE Business Unit: 840323

**EXHIBIT B
to Site Lease Agreement**

SITE PLAN

TT: 2547093Non-Standard
Prepared by: Z. Hunkapiller
Prepared on: 9/13/2023
Revised on:
DISH Excluded Sites SSLA

App Rev #: 14
LRF Rev #: 3
MLA #: 2547113

Graphic Artist 1



VILLAGE OF
HARTLAND
— EST. 1892 —

Option for Envelope

Graphic Artist 2



Envelope/smaller version

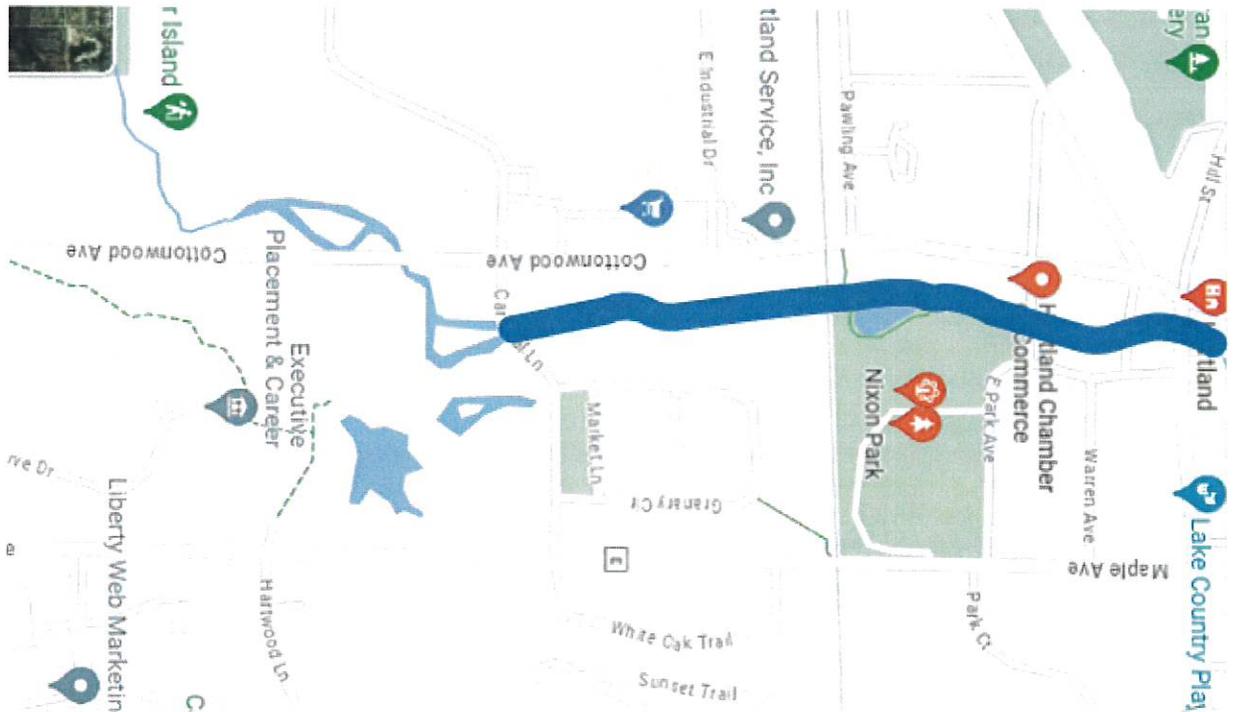
Graphic Artist 3



Option for Envelope

VILLAGE OF
HARTLAND
WISCONSIN

VILLAGE OF
HARTLAND
WISCONSIN



Current Logo Design

