

***AMENDED VILLAGE BOARD AGENDA
MONDAY, JANUARY 23, 2023
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Pledge of Allegiance – Trustee Hallquist

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 January 9, 2023 and Special Village Board minutes of January 5, 2023.
2. Consideration of items related to vouchers.
 - a. Consideration of vouchers for payment in the amount of \$135,773.28
3. Actions related to Licenses and Permits
 - a. Consideration of Operator's (Bartender) Licenses
 - b. Consideration of a Temporary Operator's (Bartender) License
4. Consideration of Second Reading for an Ordinance No. 01/09/2023 "An Ordinance Amending Chapter 12 of the Village of Hartland Municipal Code Pertaining to Private Alarm Systems".

Item referred from the January 16, 2023 Plan Commission meeting

5. Consideration of an application for renovations to the site and exterior of the building at 128 Cottonwood Ave., Boardwalk Financial.

Other Items for Consideration

6. Consideration of a Special Events Permit for Hartland Chamber of Commerce Street Dance, July 22, 2023.
7. Discussion and consideration of an Agreement with HydroCorp for the 2022/2023 Utilities Cross Connection Inspections Program in the amount of \$11,556.
8. Consideration of appointment of Rob Little to the Police & Fire Commission by President Pfannerstill.
9. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on

VILLAGE BOARD AGENDA
MONDAY, JANUARY 23, 2023
6:30 PM
PAGE 2

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.

10. 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 Darlene Igl, 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 826 4351 8088.

Or participate online:

<https://us02web.zoom.us/j/82643518088?pwd=NXVEVmVnOGFmdjZGMlRrSDVudFIZUT09>

VILLAGE BOARD MINUTES
MONDAY, JANUARY 9, 2023
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD

Call to Order

Roll Call

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

Others Present: Village Manager Bailey, Clerk Igl, Chief Misko, Lieutenant DeBarge, Interim DPW Director Felkner, DPW Operations Supervisor Jungbluth, Fire Chief Jambretz, Rec Director Rennekamp, Trevor de Boer, Donna Dorau, other interested parties.

Pledge of Allegiance – Trustee Conner

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.

Trevor de Boer raised concerns about the new GFL containers for garbage and recycling stating that the fluorescent green bins are unsightly lining the streets and sides of houses and are the first thing people see when coming into the Village. He asked that the Village Board taken some action to see if the color of the bins can be changed as he feels they are bringing down the aesthetics of the Village.

1. Motion (Pfeiffer/Conner) to approve the Village Board minutes of December 12, 2022. Motion carried. Truttschel abstained.
2. Consideration of items related to vouchers.
 - a. Consideration of Contractor's Application for Payment No. 1 to Pieper Electric, Inc. in the amount of \$6,175.00 for the Arlene Lift Station Upgrade
Interim DPW Director Felkner stated that this project was budgeted in 2002 and included upgrades to facilities expansion. He stated that the generator has been ordered but is not arriving until March. Staff recommended payment as requested. Motion (Conner/Hallquist) to approve Contractor's Application for Payment No. 1 to Pieper Electric, Inc. in the amount of \$6,175.00 for the Arlene Lift Station Upgrade. Motion carried.
 - b. Motion (Wallschlager/Truttschel) to approve vouchers for payment in the amount of \$601,069.00. Motion carried. Connor abstained. Trustee Wallschlager asked what an invoice for grinding was for. Interim DPW Director Felkner stated that it was for grinding materials brought to the DPW garage by residents and is only done once a year.
3. Actions related to Licenses and Permits
 - a. Consideration of an application for Operator's License recommended for denial
Chief Misko referenced his memo outlining a recommendation for denial for an Operator's License for Shaunteana Verner-Lepak as she has pending felony charged in court. He stated

that no license may be issued to any person convicted of a felony unless duly pardoned. He stated that if she is convicted of any of the felony charges, she would not be able to hold an operator' license. He stated that in consultation with the Village Attorney, he recommended denial until the court case is closed. He stated that if the applicant is found not guilty, she may reapply at that time. He stated that in addition, the applicant had inaccurately completed the application marking the box that she did not have any pending charges.

The applicant provided her background and circumstances leading up to the charges that were filed. She stated that she wanted to find employment within walking distance from her home and had been hired at Triangle Tap. She stated that she has legal representation for the case and if granted the license, would be willing to check in the police department if necessary. She stated that she wants to show that sobriety is her number one priority.

Stacy Smith, Triangle Tap, stated that she wants to give the applicant a chance, has started training her and would take responsibility for the applicant. She stated that she does not allow her bartenders to drink and that no drugs are allowed in her bar. She stated that if the applicant was granted the license, she would hold onto it and would contact the police department immediately to turn in license should the applicant be found guilty.

President Pfannerstill stated that the ability to bartend does not end with a conviction but that holding a license as the responsible party for upholding the laws at the establishment would. Stacy Smith stated that she intends for the applicant to be able to bartend alone in the establishment. President Pfannerstill asked the applicant why she had marked the box that she had no charged pending and she responded that she didn't realize that the charges would show as "pending" so soon. Trustee Truttschel stated that he has known the owner of the establishment for a long time, and he trusts her judgment. Trustee Hallquist stated that he wants the Village to maintain control of licensing and that the applicant could bartend without a license with supervision. Trustee Pfeiffer asked how long this type of court case could take and Chief Misko responded that it can vary dramatically from county to county but that realistically it can take six months to get through the process.

Motion (Truttschel/Wallschlager) to approve the Operator's license for Shaunteana Verner-Lepak. Trustee Pfeiffer clarified that the license would need to be renewed in 2024. Trustee Wallschlager asked what the process would be if she is found guilty. President Pfannerstill stated that if serving after found guilty, the operator would be doing so illegally. He stated that the license would be null and void at the time of conviction. Trustee Conner stated that he is concerned with setting a precedent for future applications. Roll call vote taken; motion carried (5-2). Conner and Hallquist voted against.

b. Consideration of Operator's (Bartender) Licenses

It was noted that applicant Jonah Mueller was removed from the list for consideration as his background check is pending. Motion (Pfeiffer/Conner) to approve Operator's Licenses with the exception of Jonah Mueller. Motion carried.

c. Consideration of a Temporary Operator's (Bartender) License

Motion (Wallschlager/Truttschel) to approve a Temporary Operator's License for Donna Dorau for the Chamber of Commerce Annual Dance. Motion carried.

4. Consideration of First Reading for an Ordinance No. 01/09/2023 "An Ordinance Amending Chapter 12 of the Village of Hartland Municipal Code Pertaining to Private Alarm Systems".

Chief Misko stated that this ordinance was still in the code from when the Village had its own dispatch center and that he recommended removing this language as it no longer applies. It was stated that this was a first reading and will appear on the next agenda.

5. Consideration of Second Reading for an Ordinance No. 12/12/2022 "An Ordinance Amending §22-168 through §22-173 of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors".

Village Manager Bailey stated that an ordinance had been adopted, however changes were requested. Motion (Wallschlager/Pfeiffer) to suspend the rules. Motion carried. Motion (Wallschlager/Pfeiffer) to adopt Ordinance No. 12/12/2022 "An Ordinance Amending §22-168 through §22-173 of the Village of Hartland Code of Ordinances Regulating Mobile Food Vendors". Motion carried.

6. Consideration of Resolution No. 01/09/2023 "A Resolution Amending Appendix B of the Code of Ordinances for the Village of Hartland Concerning the Schedule of Municipal Deposits".

It was stated that this Resolution will set the violation for not having a mobile food vendor license when required at \$187. Chief Misko stated that this has been approved by the Lake Country Municipal Court Judge as required. Motion (Conner/Hallquist) to approve Resolution No. 01/09/2023 "A Resolution Amending Appendix B of the Code of Ordinances for the Village of Hartland Concerning the Schedule of Municipal Deposits". Motion carried.

7. Discussion and consideration of squad cameras.

Chief Misko stated that the department had received a safer community grant from the state for \$21,021 and a safety grant from the League of WI Municipalities Mutual Insurance for \$2,601. He stated that he would like to use the grant funds to implement a squad camera system in five squads. He stated that he is recommending squad cameras rather than body cameras as they are more durable. He stated that nine vendors had been contacted, demonstrations of the equipment were completed, and the options were narrowed down. He stated that references were checked, and staff contacted squad equipment installation providers as well. He stated that that all departments using the Getac system and equipment installers familiar with the system had nothing but good things to say about the product.

The quote for the Getac system was \$26,325 with an annual cloud video storage cost of \$2,340. The installation cost per squad will be \$700 with the cameras installed in five squads. Trustee Truttschel asked how long of a warranty the product provides and Chief Misko responded that it included a five-year warranty. Motion (Conner/Truttschel) to approve the purchase of the Getac squad camera system at a cost of \$26,325 plus \$700 installation per squad (for five squads). Motion carried.

8. Discussion and consideration related to Hometown Celebration.

Rec Director Rennekamp stated that she is in the process of organizing the Hometown Celebration events planned for Nixon Park and stated that it has been determined that the costs would be more than double the budgeted amount of \$25,000 that was initially approved. She stated that she was looking for approval to move forward with securing essential equipment such as the reservation of a large tent and stage, bathroom facilities, and transportation. She stated that there are five different levels of sponsorship available to be used in fundraising efforts. She stated that there is only a verbal agreement with the band in place with the contract due out later this month. It is anticipated that the event will draw 3,000 to 5,000 attendees.

Village Manager Bailey stated that any excess funds will be set aside in a fund for future events. The budget requested was stated as \$56,000 to \$60,000 with the understanding that staff will raise the dollars needed. Motion (Hallquist/Pfeiffer) to cap the budget for the event at \$60,000. Motion carried.

9. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards 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.

Rec Director Rennekamp stated that registration for t-ball opens on Jan. 10.

Chief Misko stated that shift changes have taken place as planned. He stated that he has been accepted into the final program at the Harvard Kennedy School of Government. He stated that Lieutenant DeBarge will be attending the Northwestern Command School at WCTC which is a 10-week course.

Interim DPW Director Felkner stated that the department has handled water main breaks recently. He also stated that the employment banner is out as the Village is looking to fill two positions.

Chief Jambretz stated that the high call volume continues. The new pay structure started January 1. It is anticipated that the ambulance on order will arrive in July.

Village Manager Bailey stated that Waste Management will pick up the remaining carts on Friday, Jan. 13. Residents were advised to have the empty carts at the curb by 6 a.m. President Pfannerstill stated that staff will look into what can be done about the color of the cans.

President Pfannerstill stated that he had received a request for clarification to the sign ordinance related to sign size. He stated that language to eliminate any restrictions for political signage unless a public safety concern will be brought to the Village Board for consideration.

VILLAGE BOARD MINUTES
MONDAY, JANUARY 9, 2023
6:30 PM
PAGE 5

10. Motion (Pfeiffer/Conner) to recess to closed session pursuant to SS 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 regarding the Village Manager performance evaluation. Roll call vote taken; adjourned to closed session at 7:54 p.m.

11. Consider and take any action deemed appropriate pursuant to the previously held closed session.

Reconvene in open session at 8:51 p.m. Motion (Pfeiffer/Wallschlager) to give the Village Manager a raise of 4% on top of current salary for an increase of \$5,600. Motion carried.

12. Adjournment.

Motion (Pfeiffer/Hallquist) to adjourn at 8:57 p.m. Motion carried.

Respectfully submitted,

Darlene Igl
Village Clerk

VILLAGE BOARD MINUTES
Special Meeting
Thursday, January 5, 2023
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order

Roll Call

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

Others present: Village Attorney de la Mora, Police Chief Misko, Clerk Igl, John Freuler, interested parties

1. Pursuant to Village of Hartland Ordinance Section 66-12 (e), the Village Board will hear the appeal of John Freuler to be exempted from the moratorium regulating residency in the village.

Attorney de la Mora provided background on the sex offender moratorium for the benefit of new board members. He stated that a sex offender cannot move into the Village unless they have exercised their appeal rights. He stated that the ordinance has reduced the saturation level as it is going down slowly.

It was stated that in late October, Mr. Freuler was charged for an offense that was committed in the Hartbrook mall area. As a result of the investigation, the Police Department learned that he previously lived in CA and obtained information that due to an offense in 2015, is a registered sex offender in CA. It was stated that his record in WI identified some violations, however none of these violations are listed in our ordinance. The Police Department informed Mr. Freuler at that time that to live in the Village of Hartland he must have consent from the Village Board by means of an appeal. Mr. Freuler did file an appeal asking to appear before the Village Board. Mr. Freuler was notified of the hearing date and the meeting was posted as required, however, it was learned on Jan. 3 that the Department of Justice could not obtain documents that would enable them to register him as a sex offender in Wisconsin. It was stated that it cannot be established that Mr. Freuler is subject to the Village moratorium as he is not registered as a sex offender in WI and DOJ cannot confirm that he is registered in CA.

Attorney de la Mora felt that rather than cancel the proceeds, it was imperative that the Village Board have the opportunity to hear from the parties. He stated that even if Mr. Freuler is convicted for the October violation, the violation is not on the list of violations that the Village's ordinance includes.

Chief Misko stated that his communication has been directly with CA Department of Justice Sex Registry personnel. They did confirm that Mr. Freuler is on the registry in CA, that they have spoken to Mr. Freuler and he is willing to comply with the registry requirements. He stated that the Village believed that state statute was clear in referencing that if an individual is on a registry in another state they must register in WI and therefore would fall under the Village's ordinance. However, WI will not switch over the registration without proper paperwork from CA so this is pending. It was stated that the Village Board may table the matter until DOJ resolved the registry issue. It was stated that there was a probation violation in May, 2021 which took place in Brown County.

Attorney de la Mora recommended that no determination be made at this meeting and Mr. Freuler be allowed to remain. Attorney de la Mora read the written appeal of Mr. Freuler into the record stating that it was dated Nov. 27, 2022. Attorney de la Mora stated that he was concerned about the amount of time that had passed since learning of Mr. Freuler being listed on the registry.

Village President Pfannerstill commented on the reasoning for creation of the moratorium was primarily to provide public safety as the Village's saturation rate was so high per capital compared to other municipalities in the county. He reiterated that if Mr. Freuler committed the same offense in WI that he committed in CA which caused him to be registered, he would not have to go on the registry in WI. He stated that the Police Department and Village Attorney took the property steps, however, at this point there is no need for an appeal. Additionally, he stated that there is nothing in our ordinance pertaining to his October offense. It was stated that the statute needs to be interpreted by WI DOC and then appropriate actions taken. President Pfannerstill allowed Mr. Freuler to speak if he desired but he declined.

Chief Misko stated that CA personnel communicated that they have advised Mr. Freuler that he is in violation which would require him to go back to CA in person. Mr. Freuler stated that he was told he could go through the process by phone but now is being told that he didn't do it correctly.

2. Following the submission of testimony under oath /evidence, the Village Board will deliberate in open session and render a decision regarding the appeal.

There was discussion related to next steps including that if he becomes registered as a sex offender in Wisconsin, Mr. Freuler will have to file an appeal with the Village Board for consideration. Motion (Truttschel/Pfeiffer) to table the matter indefinitely. Motion carried.

3. Adjournment

Motion (Conner/Wallschlager) to adjourn at 7:45 p.m.

Respectfully submitted,

Darlene Igl
Village Clerk

TO: Village President & Board of Trustees
From: Tonia Smith, Fiscal Clerk
Date: January 18, 2023
RE: Voucher List

Attached is the voucher list for the
January 23, 2023 Village Board Meeting

January 23, 2023 Checks:	\$ 96,995.19
January 23, 2023 Checks (2022 Expenses):	\$ 38,778.09
Total Amount of all Checks:	<u>\$ 135,773.28</u>

VILLAGE OF HARTLAND
VOUCHER LIST - JANUARY 23, 2023 (2023 EXPENSES)

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-31630 4TH OF JULY PARADE DONATIONS	AREA RENTAL & SALES	TENT RENTAL DEPOSIT	\$3,529.88
G 101-12110 PROPERTY TAX REFUNDS	BARTH, JAY	2022 PROPERTY TAX REFUND 0426001	\$3,859.82
G 101-12110 PROPERTY TAX REFUNDS	BROOKS, DENNIS & SHARON	2022 PROPERTY TAX REFUNDS 0727190	\$2,814.46
G 101-12110 PROPERTY TAX REFUNDS	DOMACINOVICH, MARIO	2022 PROPERTY TAX REFUND 0423981026	\$4,681.02
G 101-12110 PROPERTY TAX REFUNDS	FILO, MICHAEL	2022 PROPERTY TAX REFUND 0428018	\$2,798.64
G 101-12110 PROPERTY TAX REFUNDS	GARNEAU, GEORGE & LINDSEY	2022 PROPERTY TAX REFUND 0729182	\$3,172.26
G 101-12110 PROPERTY TAX REFUNDS	GRIEPENTROG, MARK & JENNIFER	2022 PROPERTY TAX REFUND 0391091	\$289.94
G 101-12110 PROPERTY TAX REFUNDS	HEIN, DEREK & LAUREN	2022 PROPERTY TAX REFUND 0726162	\$6,316.60
R 101-46730 RECREATION CLASSES	KNOP, RUTH	REFUND FOR BEGINNER PICKLEBALL	\$30.00
G 101-12110 PROPERTY TAX REFUNDS	LEMEROND, LINDA	2022 PROPERTY TAX REFUND 0424149	\$2,429.92
G 101-34160 AMBULANCE DONATIONS/EQUIPMENT	MACQUEEN EMERGENCY	FIRE HELMENTS	\$4,690.00
G 101-12110 PROPERTY TAX REFUNDS	MCKANDES, TINA	2022 PROPERTY TAX REFUND 0430120031	\$5,009.59
G 101-12110 PROPERTY TAX REFUNDS	MILAZZO, PHILLIP & MARILYN	2022 PROPERTY TAX REFUND 0387996024	\$176.11
G 101-12110 PROPERTY TAX REFUNDS	MISCAVAGE, MAISON AND JANE	2022 PROPERTY TAX REFUND 0391074	\$9,239.21
G 101-12110 PROPERTY TAX REFUNDS	PLUMMER, BAILEY AND ANDREW	2022 PROPERTY TAX REFUND 0727116	\$3,326.81
G 101-12110 PROPERTY TAX REFUNDS	REBLIN, THOMAS	2022 PROPERTY TAX REFUND 0427999003	\$317.72
G 101-12110 PROPERTY TAX REFUNDS	SCHMITZ, LINDA J	2022 PROPERTY TAX REFUND 0428039	\$2,429.37
G 101-12110 PROPERTY TAX REFUNDS	TW COTTONWOOD HARTLAND, LLC	2022 PROPERTY TAX REFUND 0732997001	\$618.80
G 101-12110 PROPERTY TAX REFUNDS	TWD INVESTMENTS LLC	2022 PROPERTY TAX REFUND 0762019	\$279.32
G 101-12110 PROPERTY TAX REFUNDS	TWD INVESTMENTS LLC	2022 PROPERTY TAX REFUND 0762011	\$278.78
G 101-12110 PROPERTY TAX REFUNDS	TYSON B WEBBER AND LORI E WEBBER	2022 PROPERTY TAX REFUND 0430094	\$305.48
G 101-31680 ICE RINK	WERNER ELECTRIC SUPPLY	CEILING OCC SENSOR	\$80.24
G 101-31680 ICE RINK	WERNER ELECTRIC SUPPLY	VARIOUS ELECTRICAL PARTS FOR WARMING SHED	\$147.18
G 101-12110 PROPERTY TAX REFUNDS	ZAMIATALA, MICHAEL	2022 PROPERTY TAX REFUND 0726167	\$2,143.80
EXPENSE Descr			\$58,964.95
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	SERVICE RENEWAL	\$321.27
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	VARIOUS MEDICAL SUPPLIES	\$255.97
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY SERVICES MARKETING	YEAR 4 OF 5 YEAR SUBSCRIPTION FEES	\$330.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	STATION AUTOMATION INC	ANNUAL SUBSCTIPTION	\$1,837.00
EXPENSE Descr AMBULANCE			\$2,744.24
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-722 WEB SITE DEVELOPMENT	OCREATIVE	DOMAIN NAME RENEWAL	\$25.00
EXPENSE Descr ECONOMIC DEVELOPMENT			\$25.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	JANUARY HRA FEES	\$270.93

Account Descr	Search Name	Comments	Amount
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	FEI BEHAVIORAL HEALTH INC	CONTRACT PLAN 2023	\$3,750.00
E 101-51500-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$32.50
EXPENSE Descr FINANCIAL ADMINISTRATION			<u>\$4,053.43</u>
EXPENSE Descr FIRE PROTECTION			
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY SERVICES MARKETING	YEAR 4 OF 5 YEAR SUBSCRIPTION FEES	\$330.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	NOTCH, JACOB	REIMBURSEMENT PLUGS FOR ENGINE AND LADDER	\$410.93
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$195.00
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	STATION AUTOMATION INC	ANNUAL SUBSCRIPTION	\$1,837.50
E 101-52200-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$1,771.57
EXPENSE Descr FIRE PROTECTION			<u>\$4,545.00</u>
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$52.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	RHYME BUSINESS PRODUCTS LLC	COPIER SERVICES	\$700.87
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$177.16
EXPENSE Descr GENERAL ADMINISTRATION			<u>\$930.03</u>
EXPENSE Descr INSPECTION			
E 101-52400-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$13.00
EXPENSE Descr INSPECTION			<u>\$13.00</u>
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ADVANTAGE POLICE SUPPLY	DEMO PLATE/ CLOTHING	\$125.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BIEBELS TRUE VALUE	NOZZLE	\$14.37
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	CUSTOM SERVICE INFORMATION	ANNUAL POLICY UPDATE 2023	\$550.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$260.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$1,653.47
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WI DEPT OF JUSTICE - TIME	TIME ACCESS CHARGES	\$1,587.00
EXPENSE Descr LAW ENFORCEMENT			<u>\$4,189.84</u>
EXPENSE Descr LIBRARY			
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$31.15
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$91.00
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	ONTECH SYSTEMS, INC	SECURITY SUBSCRIPTION RENEWAL	\$364.00
E 101-55110-255 BLDGS/GROUNDS	ULINE	DOLLY/ TRASH CANS	\$176.06
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$59.05
EXPENSE Descr LIBRARY			<u>\$721.26</u>
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	BATTERIES	\$6.27
E 101-51600-255 BLDGS/GROUNDS	ULINE	DOLLY/ TRASH CANS	\$176.06
EXPENSE Descr MUNICIPAL BUILDING			<u>\$182.33</u>

Account Descr	Search Name	Comments	Amount
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	PICNIC TABLE SUPPLIES	\$191.36
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	MENARDS- PEWAUKEE	LIGHTS/ KNIVES/ HEATER	\$71.32
EXPENSE Descr PARKS			\$262.68
EXPENSE Descr PUBLIC WORKS			
E 101-53000-360 VEHICLE MAINT/EXPENSE	BOBCAT PLUS INC	VARIOUS COUPLERS	\$316.03
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BRAKE CALIPER	\$143.49
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BRAKES	\$111.76
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	DIESEL TRE/ 55 GAL	\$560.74
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BRAKE CALIPER	-\$60.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDFD FUEL	\$496.30
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PSF FUEL	\$1,999.73
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD FUEL	\$1,167.31
E 101-53000-360 VEHICLE MAINT/EXPENSE	GRAY S INC	VARIOUS ITEMS FOR PLOW BLADES	\$3,689.55
E 101-53000-430 SNOW & ICE REMOVAL	HOME DEPOT	LUMBER FOR SALT DOME	\$239.12
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	HOME DEPOT	LIGHTS	\$409.66
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	LAUNDRY SERVICES	\$117.99
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	LAUNDRY SERVICES	\$146.65
E 101-53000-430 SNOW & ICE REMOVAL	MADISON TRUCK EQUIPMENT	SPRING/ WING FORK ON #39	\$617.60
E 101-53000-360 VEHICLE MAINT/EXPENSE	NAPA AUTO PARTS	VARIOUS FILTERS	\$205.56
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$117.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	TRUCK COUNTRY OF WISCONSIN	DEF FLUID	\$183.75
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$1,240.10
EXPENSE Descr PUBLIC WORKS			\$11,702.34
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	FARMER-TIEFENTHALER, SUSAN	ART STUDIO FOR ADULTS	\$2,640.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HOOPER HANDS BASKETBALL AC	LITTLE HOOPER HANDS	\$1,460.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	LAKE COUNTRY FINE ARTS SCHOOL	WINTER CLASSES	\$740.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$19.50
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$59.05
EXPENSE Descr RECREATION PROGRAMS/EVENTS			\$4,918.55
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIVERSIFIED BENEFIT SERVICES	JANUARY HRA FEES	\$41.68
E 204-53610-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$19.50
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$236.21
EXPENSE Descr SEWER SERVICE			\$297.39
EXPENSE Descr TRUSTEES			
E 101-51100-300 OPERATING SUPPLIES/EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$91.00

Account Descr	Search Name	Comments	Amount
EXPENSE Descr TRUSTEES			\$91.00
EXPENSE Descr WATER UTILITY			
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	BIEBELS TRUE VALUE	NUTS AND BOLTS	\$1.79
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	BIEBELS TRUE VALUE	NUT AND BOLTS	\$5.54
E 620-53700-923 OUTSIDE SERVICES	DIVERSIFIED BENEFIT SERVICES	JANUARY HRA FEES	\$104.21
E 620-53700-674 METERS	MIDWEST METER INC	SUPPORT PROGRAM	\$1,700.00
E 620-53700-930 MISC GENERAL EXPENSES	ONTECH SYSTEMS, INC	FORTIFY AND ENDPOINT	\$19.50
E 620-53700-652 MAINTENANCE OF SERVICES	OZINGA	SIDEWALK CONCRETE	\$533.41
E 620-53700-632 WATER TREATMENT-SUPPLIES/EXP	USA BLUE BOOK	FLUORIDE TESTING AMPULES	\$243.20
E 620-53700-923 OUTSIDE SERVICES	WAUKESHA COUNTY TREASURER	OEPRATING COSTS	\$531.47
E 620-53700-641 TRANS/DISTRIBUTION-SUPPLY/EXP	WERNER ELECTRIC SUPPLY	WELL 3 ELECTRICAL BOX	\$10.03
E 620-53700-923 OUTSIDE SERVICES	WIS EMERGENCY MANAGEMENT	2023 FEES	\$205.00
EXPENSE Descr WATER UTILITY			\$3,354.15
			\$96,995.19

VILLAGE OF HARTLAND
VOUCHER LIST - JANUARY 23, 2023 (2022 EXPENSES)

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-31670 ICE AGE TRAIL	BEST EDGE MARKETING LLC	ICE AGE TRAIL PINS	\$456.25
G 101-23000 SPECIAL DEPOSITS	ETHOS ANALYTICS, LLC	112 E CAPITOL DR, UNIT 204 BUSINESS OCCUPANCY R	\$500.00
G 101-23000 SPECIAL DEPOSITS	PALADIN PARTNERS, LLC	138 NORTH AVE OCCUPANCY DEPOSIT REFUND	\$500.00
G 101-12110 PROPERTY TAX REFUNDS	STARK TRUST, THE	2022 PROPERTY TAX REFUND 0387996019	\$176.11
EXPENSE Descr			\$1,632.36
EXPENSE Descr AMBULANCE			
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	AIRGAS USA LLC	CYLINDER LEASE RENEWAL	\$47.37
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	ELECTRODES/ MASK	\$88.31
EXPENSE Descr AMBULANCE			\$135.68
EXPENSE Descr CORPORATE RESERVE EXPENSES			
E 402-59900-810 ADMINISTRATION EXPENSE	ZIMMERMAN ARCHITECTURAL	ARCHITECTURAL AND ENGINEERING FEES	\$6,172.14
EXPENSE Descr CORPORATE RESERVE EXPENSES			\$6,172.14
EXPENSE Descr FIRE PROTECTION			
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	EXCHANGE OF BRUSH SWEEP	\$1.80
E 101-52200-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	HOSE MENDER, EXTENTION, BRUSH SWEEP	\$35.58
EXPENSE Descr FIRE PROTECTION			\$37.38
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE	BARTENDER/SOLICITOR RECORD CHECK	\$14.00
EXPENSE Descr GENERAL ADMINISTRATION			\$14.00
EXPENSE Descr INSPECTION			
E 101-52400-290 OUTSIDE SERVICES/CONTRACTS	WISCONSIN BUILDING INSPECTIONS	DECEMBER 2022 PERMITS	\$11,200.03
EXPENSE Descr INSPECTION			\$11,200.03
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	LEXISNEXIS	PHONE SEARCHES	\$136.50
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE (LAB BILLING)	LEGAL LAB DRAW	\$72.10
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	T-MOBILE	TIMING ADVANCE	\$25.00
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	WI DEPT OF JUSTICE	PD RECORD CHECK	\$7.00
EXPENSE Descr LAW ENFORCEMENT			\$240.60
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-255 BLDGS/GROUNDS	AUTOMATIC ENTRANCES	VILLAGE HALL DOOR REPAIR	\$1,218.57
E 101-51600-255 BLDGS/GROUNDS	DILLETT MECHANICAL SERVICE	CONTRACTED FURNACE SERVICES	\$685.00
EXPENSE Descr MUNICIPAL BUILDING			\$1,903.57
EXPENSE Descr PUBLIC WORKS			

Account Descr	Search Name	Comments	Amount
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$137.55
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$117.99
E 101-53000-180 OTHER BENEFITS	ITU ABSORBTECH INC	UNIFORM SERVICES	\$146.65
E 101-53000-360 VEHICLE MAINT/EXPENSE	LF GEORGE, INC	CHIPPER BLADE/ SHARPENING	\$228.90
E 101-53000-300 OPERATING SUPPLIES/EXPENSES	OLSEN SAFETY EQUIPMENT CORP	GLOVES	\$86.79
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	PROHEALTH CARE MEDICAL ASSOC	RANDOM DOT TESTING	\$142.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	STRIETER FARM TRUCK SERVICE	STONE HAULING	\$307.50
E 101-53000-180 OTHER BENEFITS	ZIMMERMAN, MATT	CLOTHING ALLOWANCE	\$76.37
EXPENSE Descr PUBLIC WORKS			<u>\$1,243.75</u>
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	CZEKALSKI, VALERIE	NOVEMBER TTP CLASSES	\$732.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	CZEKALSKI, VALERIE	DECEMBER TTP CLASSES	\$732.80
EXPENSE Descr RECREATION PROGRAMS/EVENTS			<u>\$1,465.60</u>
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	DIGGERS HOTLINE INC	DIG LOCATES	\$159.10
E 204-53610-800 CAPITAL OUTLAY	XYLEM WATER SOLUTIONS USA INC	FLUSH VALVE REPAIR KIT	\$543.40
E 204-53610-800 CAPITAL OUTLAY	XYLEM WATER SOLUTIONS USA INC	FLUSH VALVE	\$2,690.85
EXPENSE Descr SEWER SERVICE			<u>\$3,393.35</u>
EXPENSE Descr WATER UTILITY			
E 620-53700-651 MAINTENANCE OF MAINS	KOPLIN EXCAVATING AND GRADING IN	3/4 CLEAR ROCK	\$404.13
E 620-53700-652 MAINTENANCE OF SERVICES	OKAUCHEE REDI-MIX INC	CONCRETE HAZEL	\$568.00
E 620-53700-652 MAINTENANCE OF SERVICES	OKAUCHEE REDI-MIX INC	SLURRY HARTWOOD	\$2,325.00
E 620-53700-652 MAINTENANCE OF SERVICES	OKAUCHEE REDI-MIX INC	CONCRETE HARTWOOD	\$820.50
E 620-53700-652 MAINTENANCE OF SERVICES	OKAUCHEE REDI-MIX INC	SLURRY HAZEL	\$800.00
E 620-53700-653 MAINTENANCE OF METERS	REARDON METAL FABRICATING	FAB WATER TEST TANKS	\$6,394.00
E 620-53700-923 OUTSIDE SERVICES	WI STATE LABORATORY OF HYGIENE	FLUORIDE	\$28.00
EXPENSE Descr WATER UTILITY			<u>\$11,339.63</u>
			<u>\$38,778.09</u>

VILLAGE OF HARTLAND
LICENSES AND PERMITS
January 23, 2023

Bartender (Operator's) Licenses

Kelsey Stevens
Alyssa Schmitt

The applicants have successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the applications and approves them after deeming the requests to be in compliance with Wis. Stats. § 125.04(5).

Temporary Operator's Licenses – Chamber of Commerce Annual Dance

Donald S. Minturn, Jr.

VILLAGE OF HARTLAND
ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 22
OF THE VILLAGE OF HARTLAND MUNICIPAL CODE
PERTAINING TO PRIVATE ALARM SYSTEMS

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

Section 1: Section 22-156 of the Village of Hartland Municipal Code of Ordinances pertaining to Private Alarm Systems titled “Notice to LACS Coordinator” is hereby repealed and replaced with the phrase “Reserved”.

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

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

Adopted this _____ day of _____, 2022.

VILLAGE OF HARTLAND

By: _____
Jeffrey Pfannerstill, Village President

ATTEST:

Darlene Igl, MMC, WCPC, Village Clerk

Hartland Joint Architectural Board/Plan
Commission Application for

128 Cottonwood Avenue

January 16, 2023

Building History:

- Housed the Hartland Fire Department from 1924 – 1964
- Also housed Village Board headquarters and two jail cells during this period
- It is zoned for office use. Most recently, it was used as office space and it will serve as the office for a financial planning and investment firm, Boardwalk Financial Strategies LLC.

Building Improvement Highlights:

- Gut rehab of the interior
- Brick and tuckpointing repairs
- Bring back the look of the firehouse with large windows where the garage doors used to be
- Move the main entrance door to the side of the building where it used to be
- Remove the fire escape that has fallen into disrepair
- Replace all windows (while also enlarging south wall windows vertically)
- Fill in basement windows that have been a source of water leakage
- Add a deck off the back of the building
- Add a decorative cornice at the top of the building similar to the one that exists in old pictures

Site improvement Highlights:

- Infill a large portion of east/west driveway south of building with manicured green/natural space
- Add lighting back to the front, south side, and back of the building.
- Repave or concrete the rear parking pad and line out parking spots
- In light of significant addition of green/natural space, remove or relocate the sidewalk tree that is directly in front of the building and growing into the power lines above



**APPLICATION FOR PLAN COMMISSION
\$300 REVIEW FEE DUE AT TIME OF APPLICATION**

Project Description and Narrative: (attach additional sheet if necessary)					
Proposed Use <i>Office</i>					
Project Location <i>128 Cottonwood</i>					
Project Name					
Owner <i>Heidi + Mike Kodenbaugh</i>		Phone <i>262 490-5578</i>			
Address <i>W 298 N 3324 S. Imperial Pr.</i>		City <i>Pewaukee</i>		State <i>WI</i>	Zip <i>53078</i>
Engineer/Architect <i>Thrive - Jeremy Bault</i>		Phone		FAX	
Address		City		State	Zip
Contact Person	Phone	FAX		E-mail	

The Plan Commission meets on the third Monday of the Month at 7:00 PM in the Village Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue, Hartland.

The deadline for filing is a minimum of fifteen (15) working days before the meeting.

All of the requested information must be received prior to the deadline in order to be placed on the agenda. Village Plan Review Staff has been directed to delay placement on the Plan Commission Agenda based on incomplete submittals.

One (1) set of bound application materials and one (1) electronic copy of all materials must be submitted.

Applications that include site plans must depict the following existing and proposed information:

- Complete dimensions (lot, building, setbacks, parking, drives, etc.)
- Scale and north arrow
- All structures (include building elevations and height)
- Drainage and grades (include design calculations for drainage)
- Storm Water Management Plan
- Utilities and easements (sewer, water, storm etc.)
- Calculation of lot coverage
- Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
- Grading and erosion control
- Landscaping, including a Tree Protection Plan
- Exterior lighting details
- Exterior HVAC equipment location
- Dumpster location (screening required)
- Street right-of-way
- Miscellaneous, 100 year floodplain, wetland boundary, environmental corridor

Additional information may be requested by the Plan Commission or Staff.

All applications for consideration by the Plan Commission are subject to the policies described in this document.



**DEPARTMENT OF BUILDING INSPECTION
APPLICATION FOR ARCHITECTURAL BOARD**

Job Address 128 Cottonwood Avenue				
Lot	Block	Subdivision	Key No. HAV	
Owner		EMAIL	Phone	
Address		City	State	Zip
Contractor		Phone	FAX	EMAIL
Address		City	State	Zip

The Architectural Board meets on the **THIRD MONDAY** of the Month at 7:00 p.m. in the Board Room of the Hartland Municipal Building located at 210 Cottonwood Avenue in the Village of Hartland.

The DEADLINE for filing is **FIFTEEN WORKING DAYS PRIOR TO THE MEETING DATE** at 4:30 p.m. All of the following information must be received prior to the deadline in order to be placed on the agenda.

All applications for consideration by the Architectural Board are subject to the policies described in this document.

Commercial/Industrial/Multifamily:

One (1) bound set of plans and application material and one (1) electronic copy of all submittals.

Elevations must show all sides of the structure and state the building materials and colors. Additions must be shown with the existing building.

Signs:

One (1) color rendering of the requested sign(s) and one (1) electronic copy of all submittals. Include colors and material type. Renderings are to be dimensioned and must show placement on building and height.

Details (color picture) of all existing wall signs on the same building elevation. A photograph of the building with sign location shown is recommended.

One (1) site plan with dimensions. Not required for wall signs or other signs attached to the building.

One (1) set of lighting details. Include type, location, number and photometric plan.

Submit Sign Permit Application

NOTE: Approval by the Architectural Board is not permission to begin construction; a building permit must first be obtained.

Date Applied: _____ Date of Meeting: _____ Item No. _____

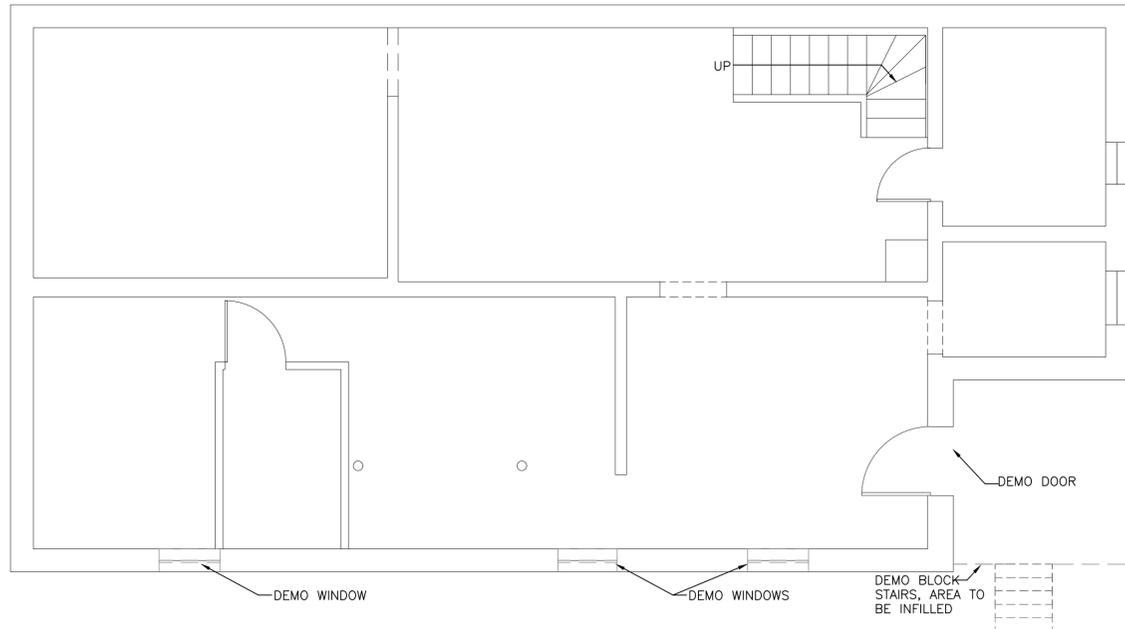
**Hartland Architectural Board
Application Review Policies**

All applicants and applications are subject to the following policies in order to be considered by the Architectural Board.

1. The deadline for filing any application is a minimum of fifteen (15) working days before the meeting.
2. All applicants for building renovations are encouraged to communicate with or meet with the Building and Zoning Official and the Village Administrator prior to submission of an application.
3. Applications for signs within the boundaries of the Hartland Downtown Business Improvement District (BID) must be reviewed by the BID prior to the meeting with the Architectural Board.
4. All requested or required information, including the application and appropriate fees, must be received prior to the deadline in order to be placed on the agenda. Village Staff has been directed to delay placement on the Architectural Board Agenda based on incomplete submittals.
5. Applications shall include professional-level drawings of all elevations impacted by the proposed project showing the proposed conditions including location and depiction of requested signage.
6. Applications for signage on existing buildings should include a scale depiction of the sign on a current photograph of the existing building.
7. One (1) set of application materials and one (1) electronic copy (PDF) of all application materials must be submitted by the deadline.
8. Applications that include site plans must depict the following existing and proposed information plus other information as appropriate or as requested:
 - a. Complete dimensions (lot, building, setbacks, parking, drives, etc.)
 - b. Scale and north arrow
 - c. All structures (include building elevations and height)
 - d. Drainage and grades (include design calculations for drainage)
 - e. Storm Water Management Plan
 - f. Utilities and easements (sewer, water, storm etc.)
 - g. Calculation of lot coverage
 - h. Parking stalls (stalls to be minimum 180 s.f., driving lanes minimum 24 ft. wide and 30 ft. maximum at street right-of-way, asphalt to be minimum 3 ft. from lot lines)
 - i. Grading and erosion control
 - j. Landscaping, including a Tree Protection Plan
 - k. Exterior lighting details
 - l. Exterior HVAC equipment location
 - m. Dumpster location (screening required)
 - n. Street right-of-way
 - o. Miscellaneous items including, but not limited to, 100 year floodplain, wetland boundary, environmental corridor
9. Additional information may be requested by the Architectural Board or Staff.
10. The Applicant must complete and submit the required Professional Services Reimbursement Form along with any required deposit at the time of application.
11. The Applicant or a representative of Applicant able to make representations on behalf of the Applicant shall attend the meeting at which the matter will be discussed. Failure to have representation will result in tabling of the request to the next meeting.

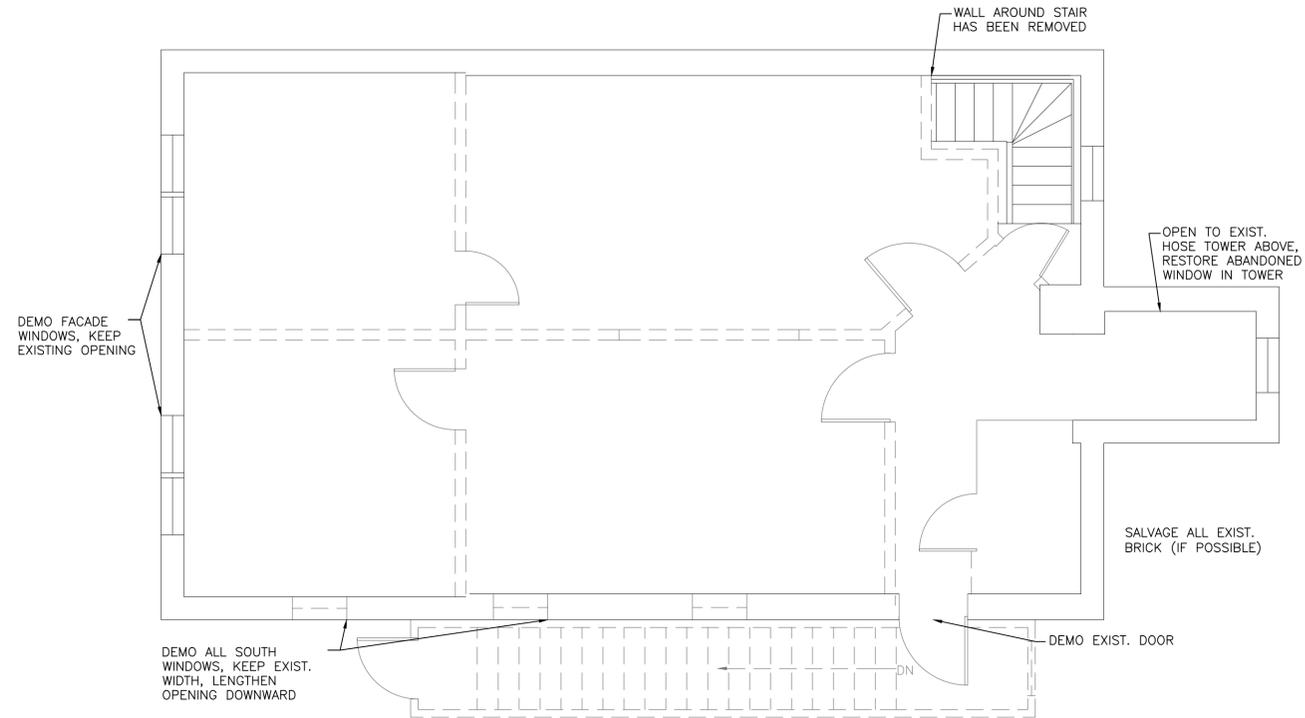
Drawn by	Checked by
ACG	DMR

Revisions		
No.	Date	Description
	12.30.2022	Plan Commission



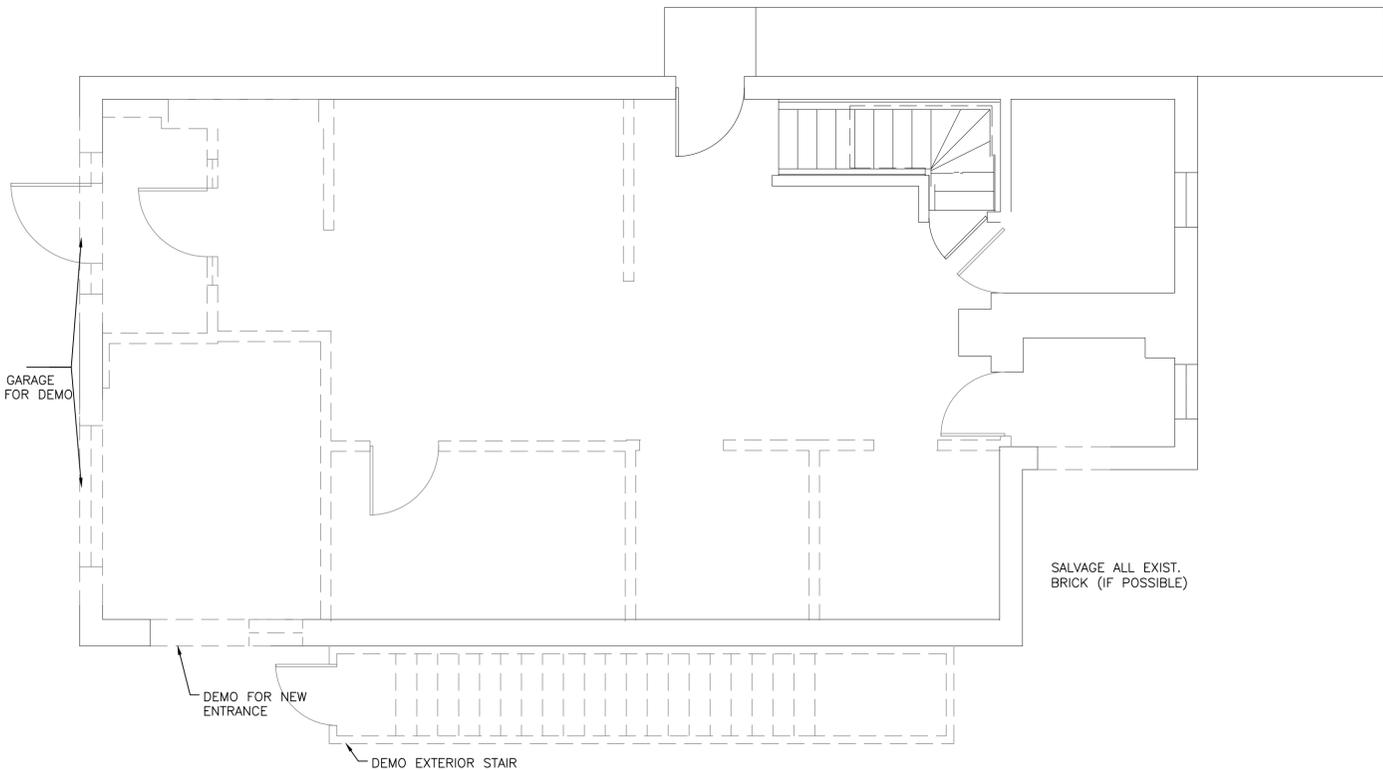
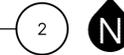
BASEMENT PLAN

SCALE: 1/4"=1'-0" (22x34); 1/8"=1'-0" (11x17)



FLOOR TWO

SCALE: 1/4"=1'-0" (22x34); 1/8"=1'-0" (11x17)



FLOOR ONE

SCALE: 1/4"=1'-0" (22x34); 1/8"=1'-0" (11x17)



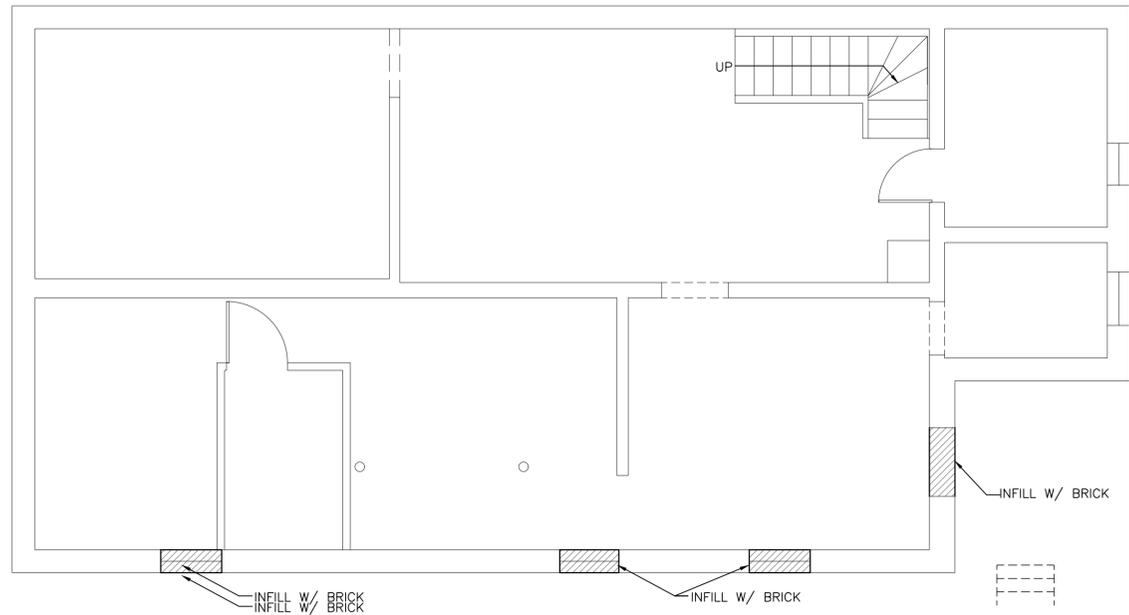
GENERAL DEMOLITION NOTES

1. REMOVE ALL EXISTING CONSTRUCTIONS AND FINISHES NECESSARY FOR THE COMPLETION OF THE WORK AS DEPICTED ON THE DRAWINGS. INCLUDING BUT NOT LIMITED TO, ITEMS SHOWN ON THE PLANS WITH DASHED LINES. NECESSARY DISCONNECTS AND ALTERATIONS TO EXISTING MECHANICAL, PLUMBING AND ELECTRICAL SYSTEMS SHALL BE INCLUDED AND VERIFIED WITH ARCHITECT IF NOT SPECIFIED ON DRAWINGS. PATCH AS REQUIRED ALL CONSTRUCTIONS TO REMAIN IN ACCORDANCE WITH THE CONTRACT DRAWINGS. WHERE CONTRACTOR IS DESIGNATED TO MAKE REMOVALS, DISPOSITION OF MATERIALS IS THE RESPONSIBILITY OF THE CONTRACTOR. VERIFY WITH OWNER, THE DISPOSITION AND REMOVAL OF ANY COMPONENTS OF SALVAGEABLE VALUE.
2. G.C. TO COORDINATE WITH OWNER ANY SALVAGING AND RE-USING OF ANY REMOVALS.
3. ALL REMOVALS AND SALVAGE, UNLESS SPECIFICALLY NOTED OR REQUESTED BY THE OWNER SHALL BECOME THE PROPERTY OF THE CONTRACTOR.
4. CONTACT THE ARCHITECT PRIOR TO REMOVAL OF ANY STRUCTURAL COMPONENTS, I.E. BEARING WALLS, BEAMS, HEADERS, LOAD BEARING CONSTRUCTION AND PARTITIONS, ETC. CONTACT THE ARCHITECT PRIOR TO REMOVAL OF ANY CONSTRUCTION IN QUESTION OR DEVIATING FROM THE DESIGN INTENT.
5. WHERE APPLICABLE, PATCH AND REPAIR AS REQUIRED EXISTING WALLS GYPSUM DRYWALL OR PLASTER TO MATCH EXISTING OF SUFFICIENT THICKNESS TO MAINTAIN UNIFORM WALL THICKNESS.
6. WHERE APPLICABLE, PATCH, REPAIR AND LEVEL ALL EXISTING FLOORS AS REQUIRED TO RECEIVE NEW FLOOR FINISHES.

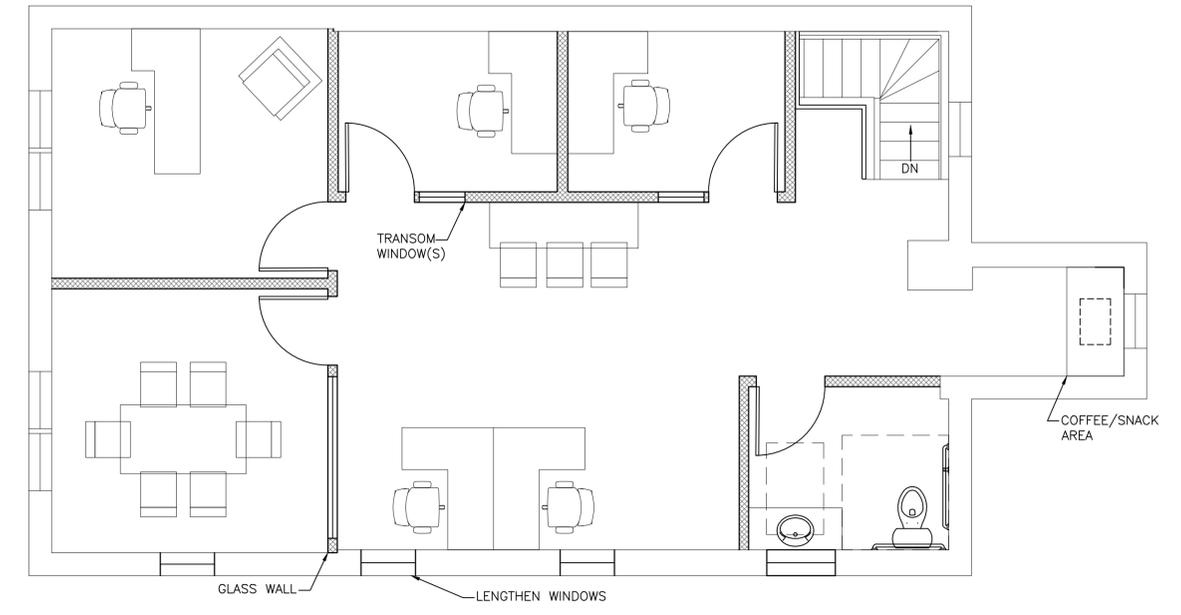
NOT FOR CONSTRUCTION

Drawn by	Checked by
ACG	DMR

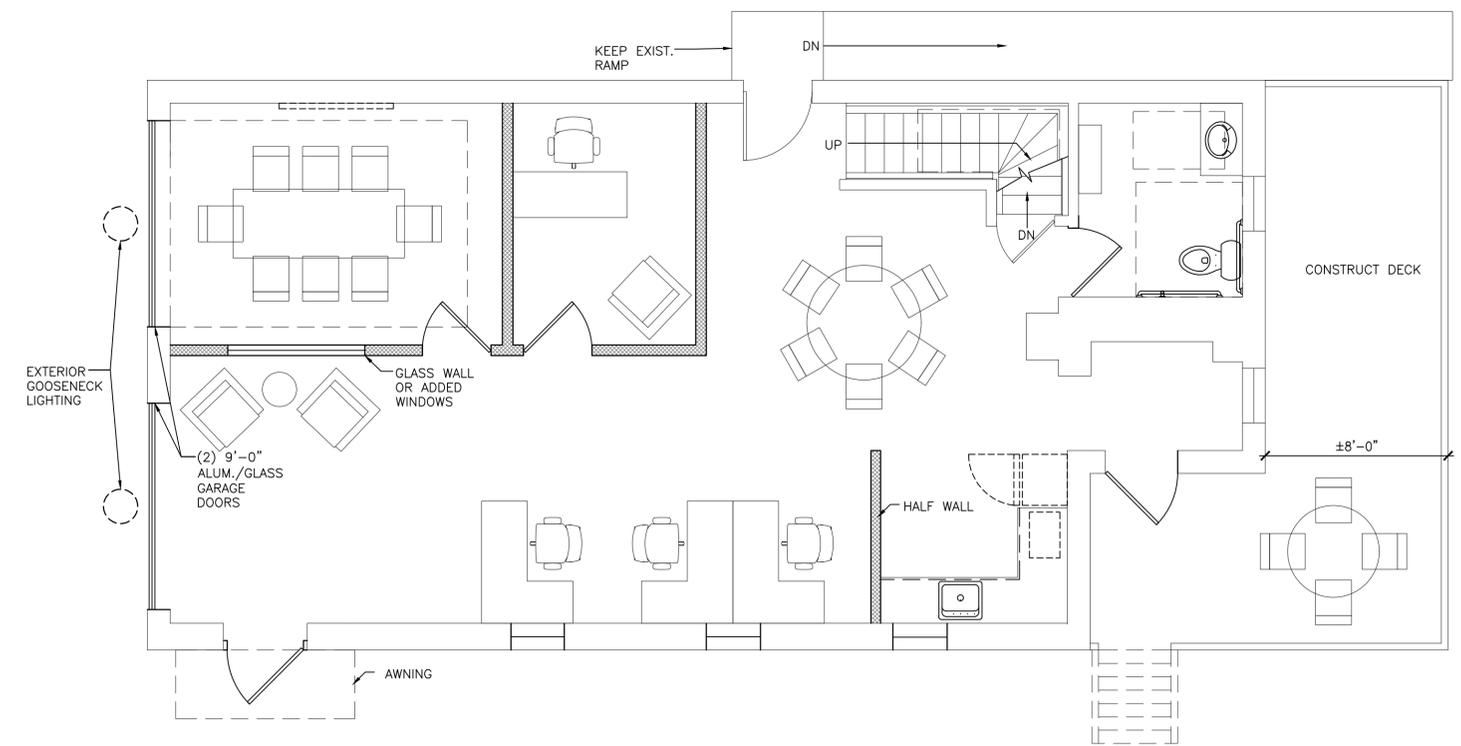
Revisions		
No.	Date	Description
	12.30.2022	Plan Commission



BASEMENT PLAN
SCALE: 1/4"=1'-0" (22x34); 1/8"=1'-0" (11x17) 3



FLOOR TWO
SCALE: 1/4"=1'-0" (22x34); 1/8"=1'-0" (11x17) 2



FLOOR ONE
SCALE: 1/4"=1'-0" (22x34); 1/8"=1'-0" (11x17) 1

NOT FOR CONSTRUCTION



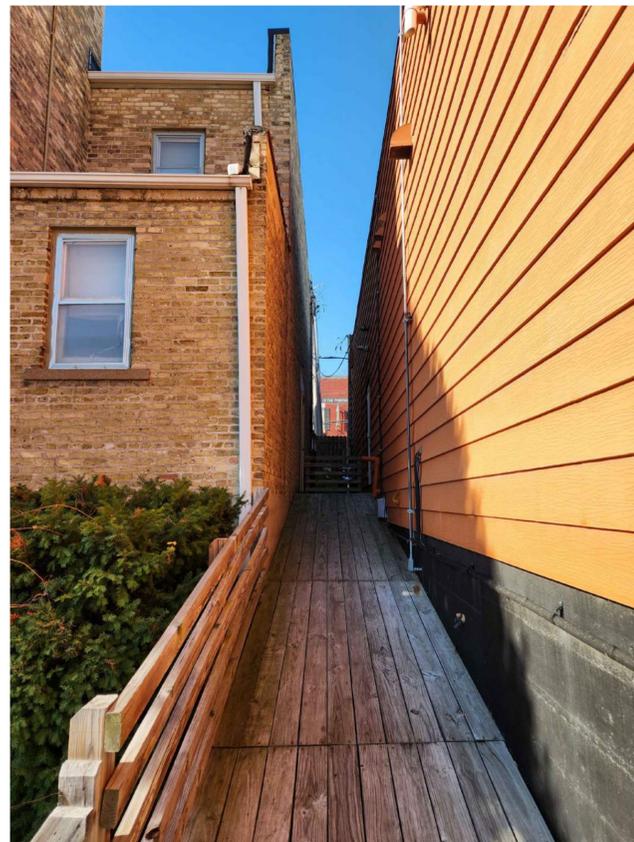
EAST WALL (BACK OF BUILDING)

5



SOUTH WALL

4



EXISTING RAMP CONDITION (NORTH WALL)

3



FACADE - HISTORICAL INSPIRATION FROM EXISTING BUILDING

2



EXISTING FACADE

1

Drawn by	Checked by
ACG	DMR

Revisions		
No.	Date	Description
	12.30.2022	Plan Commission

NOT FOR CONSTRUCTION

Issuance and Revisions:

Date	Number	Description
12/29/22		Client Review Submittal
12/30/22		Plan Commission Submittal
01/09/23		Owner Requested Revisions / Plan Commission Re-Submittal

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Sheet Title:
PROPOSED LANDSCAPE PLAN,
GENERAL NOTES,
AND PLANT MATERIAL TABLE

Date of Drawing: 01/09/23
Scale: 1" = 10'-0"
Drawn By: MCD
Job Number: L22-093
Sheet Number:

LSP1.1

SITE INFORMATION

USDA PLANT HARDINESS ZONE	5a (-20 to -15 Degrees F)
LOT ZONING	B-3 - Central Business/Mixed Use
LOT AREA	4,827 SQ. FT. (0.11 Acres)
SITE BUILDING AREA	22,245 SQ. FT.
TOTAL IMPERVIOUS	4,250 SQ. FT. (0.10 Acres)
EXISTING GREENSPACE	345 SQ. FT. (0.008 Acres)
TOTAL PROPOSED GREENSPACE	577 SQ. FT. (0.013 Acres)
SITE LANDSCAPE PERCENTAGE	12.0%
TOTAL PARKING STALLS	5 STALLS

EXISTING CONDITIONS GENERAL NOTES

- INFORMATION PERTAINING TO EXISTING CONDITIONS GIVEN ON THESE LANDSCAPE DRAWINGS REPRESENTS TO THE BEST OF OUR KNOWLEDGE THE ACTUAL EXISTING FIELD CONDITIONS. INSITE LANDSCAPE DESIGN, INC. MAKES NO WARRANTY AS TO THEIR ACCURACY. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS IMPERATIVE TO THEIR NEW WORK. REPORT ANY DISCREPANCIES BETWEEN THE DRAWINGS AND FIELD CONDITIONS TO THE LANDSCAPE ARCHITECT FOR REVIEW. ANY WORK PERFORMED PRIOR TO RESOLUTION OF DISCREPANCIES BY THE LANDSCAPE ARCHITECT IS SUBJECT TO REMOVAL AND REPLACEMENT AT NO ADDITIONAL COST TO THE CONTRACTOR.
- THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS PLAN ARE APPROXIMATE. THERE MAY BE UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA OF DISTURBANCE THAT ARE NOT SHOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES.
- VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND ALIGNMENT OF WALLS. BRING ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECTS ATTENTION PRIOR TO FABRICATION / CONSTRUCTION BEGINS.
- VERIFY LOCATION OF ACCESS PANELS w/ MECHANICAL AND ELECTRICAL EQUIPMENT FOR ACCESSIBILITY OF MECHANICAL & ELECTRICAL ITEMS. VERIFY LOCATIONS OF ALL BURIED UTILITIES AND STRUCTURES AND LOCATIONS OF ALL OVERHEAD WIRES.
- VERIFY LOCATION OF ALL EXISTING EASEMENTS.
- INSITE LANDSCAPE DESIGN, INC. ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF INSITE LANDSCAPE DESIGN, INC.

LANDSCAPE PLAN GENERAL NOTES

- PLANT MATERIAL SHOWN ON LANDSCAPE PLAN IS DEPICTED AT MATURE GROWTH.
- AT LEAST SEVENTY-TWO HOURS PRIOR TO ANY EXCAVATION, CONTRACTOR SHALL VERIFY UTILITY LOCATIONS AS GIVEN BY THE ELECTRIC, GAS, TELEPHONE, WATER, SEWER, AND CABLE TELEVISION COMPANIES, UTILITIES OR ENTITIES. REVIEW WITH OWNER'S REPRESENTATIVE SITE MECHANICAL, SITE ELECTRICAL AND LIGHTING, SITE GRADING AND DRAINAGE, SITE IRRIGATION AND ALL OTHER DRAWINGS PERTAINING TO UNDERGROUND UTILITY LOCATIONS. RECORD SET OF INFORMATION THE SAME AS IN POSSESSION OF OWNER'S REPRESENTATIVE. ALSO REVIEW OWNER'S "MARK SETS" OF ALL OF THESE DRAWINGS IN POSSESSION OF THE CONTRACTOR OR OWNER. MARK ALL SUCH UTILITIES ON THE SITE PRIOR TO COMMENCING. COORDINATE WITH OWNER BEFORE AND DURING CONSTRUCTION. REPAIR ANY DAMAGE TO ANY SYSTEM THAT IS CAUSED BY LANDSCAPE CONTRACTOR AT NO COST TO OWNER.
 - ALL PLANTINGS SPECIFIED FOR THE BOARDWALK FINANCIAL/128 COTTONWOOD PROJECT PLANTING TABLES SHALL COMPLY WITH STANDARDS AS DESCRIBED IN AMERICAN STANDARD OF NURSERY STOCK ANSI Z60.1 2014 AND ANSI STANDARDS FOR PLANTING 2012.
 - ALL DEVIATIONS FROM THE APPROVED BOARDWALK FINANCIAL/128 COTTONWOOD PROJECT PLANS SHALL BE NOTED ON THE RECORD DRAWINGS BY THE CONTRACTOR AND MAY BE EXECUTED ONLY WITH PRIOR APPROVAL FROM THE LANDSCAPE ARCHITECT AND OWNER'S REPRESENTATIVE. VERBAL AGREEMENTS OR REVISIONS WITHOUT A CHANGE ORDER WILL NOT BE RECOGNIZED BY LANDSCAPE ARCHITECT AND OWNER.
 - ALL PLANTS MUST BE BID AND SELECTED PER THE SPECIES SPECIFIED ON THE PLANS. ANY SPECIES SUBSTITUTIONS MUST BE APPROVED IN WRITING BY LANDSCAPE ARCHITECT. THE SIZES OF PLANT MATERIAL LISTED HEREIN IS A MINIMUM ACCEPTABLE SIZE. ADDITIONALLY, IF EXCESSIVE PRUNING REDUCES THE CROWN THE PLANT SHALL BE REPLACED.
 - PROTECT PUBLIC FROM CONSTRUCTION WITH BARRIERS AND BARRICADES.
 - ALL AREAS THAT WERE DISTURBED DURING CONSTRUCTION AND AREAS NOT COVERED WITH PAVEMENT, BUILDING, PLANTING BEDS, OR TREE PITS ARE TO BE TOPSOILED 3" DEEP (MIN.) AND SHALL BE SODDED/SEEDED WITH SPECIFIED LAWN GRASS. LANDSCAPE CONTRACTOR SHALL INCLUDE COST PER SQUARE YARD FOR ADDITIONAL SEED OPERATIONS AS MAY BE POSSIBLY REQUIRED TO REESTABLISH ADJACENT TURF GRASS AREAS WHICH MAY BECOME DAMAGED DURING THE CONSTRUCTION PROCESS OR TO REPAIR DAMAGE DONE BY OTHERS.
 - CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL MATERIALS, TOOLS, EQUIPMENT, LABOR, AND PLANTS NECESSARY FOR PROPER PLANTING AND INSTALLATION OF ALL LANDSCAPE MATERIAL.
 - QUANTITIES ON PLANT MATERIALS LIST ARE FOR CONVENIENCE OF BIDDING ONLY. CONTRACTOR IS RESPONSIBLE FOR ALL PLANTS SHOWN ON LANDSCAPE PLANS AND COVERAGE OF ALL AREAS DELINEATED. THE PLANS ARE TO SUPERSEDE THE PLANT LIST IN ALL CASES.
 - CONTRACTOR IS RESPONSIBLE FOR ALL ESTIMATING AND BIDDING, ALL AREAS, QUANTITIES MATERIALS SHOULD BE FIELD VERIFIED WITH SITE CONDITION.
 - WHERE DISCREPANCIES OCCUR BETWEEN THE LANDSCAPE PLANS AND/OR ARCHITECTURAL AND/OR THE CIVIL DRAWINGS (AND ANY OTHER SITE DRAWINGS) THE DISCREPANCIES MUST BE BROUGHT TO THE LANDSCAPE ARCHITECTS ATTENTION FOR COORDINATION AND RESOLUTION.
 - ALL DISEASED, NOXIOUS OR INAPPROPRIATE MATERIALS SHALL BE REMOVED FROM THE PROPOSED SITE PRIOR TO THE START OF CONSTRUCTION AND DURING THE MAINTENANCE PERIOD.
 - GENERAL CONTRACTOR SHALL LEAVE THE SITE FREE OF CONSTRUCTION DEBRIS.
 - ALL LAWN AND PLANTING AREAS SHALL SLOPE TO DRAIN A MINIMUM OF 2% UNLESS NOTED OTHERWISE AND REVIEWED WITH OWNER'S REPRESENTATIVE FOR FINAL APPROVAL.
 - FINISH GRADES FOR SHRUB AND GROUND COVER AREAS SHALL BE HELD 1" BELOW TOP OF ADJACENT PAVEMENTS AND CURBS, UNLESS NOTED OTHERWISE ON THE PLANS. REFER TO LSP1.2 FOR FURTHER INFORMATION.
 - ALL PERENNIAL, ANNUAL AND GROUND COVER AREAS TO RECEIVE A BLEND OF ORGANIC SOIL AMENDMENTS PRIOR TO PLANTING. TILL THE FOLLOWING MATERIALS INTO EXISTING TOPSOIL TO A DEPTH OF APPROXIMATELY 8". A DEPTH OF 12" IN TREE PITS. PROPORTIONS AND QUANTITIES MAY REQUIRE ADJUSTMENT DEPENDING ON THE CONDITION OF EXISTING SOIL. REFER TO LSP1.2 FOR FURTHER INFORMATION.
PER EVERY 100 SQUARE FEET ADD: ONE - 2 CUBIC FOOT BALE OF PEAT MOSS, 2 POUNDS OF 5-10-5 GARDEN FERTILIZER, 1/4 CUBIC YARD OF COMPOSTED MANURE OR OTHER COMPOSTED, ORGANIC MATERIAL.
 - ALL SHRUBS TO BE POCKET PLANTED WITH A 50/50 MIX OF COMPOSTED, ORGANIC MATERIAL AND EXISTING SOIL. INSTALL TOPSOIL INTO ALL BEDS AS NEEDED TO ACHIEVE PROPER GRADE. REMOVE ALL EXCESSIVE GRAVEL, CLAY AND STONES. REFER TO LSP1.2 FOR FURTHER INFORMATION.
 - PLANT ALL TREES SLIGHTLY HIGHER THAN FINISHED GRADE AT ROOT FLARE. BACK FILL HOLE WITH 2/3 EXISTING TOPSOIL AND ORGANIC SOIL AMENDMENTS SPECIFIED IN NOTE 15. AVOID ANY AIR POCKETS. DISCARD ANY GRAVEL CLAY OR STONES. REFER TO LSP1.2 FOR FURTHER INFORMATION.
 - ALL TREES TO BE INSTALLED, STAKED AND GUYED ACCORDING TO DETAILS. REFER TO ANSI STANDARDS FOR PLANTING 2012 AND DETAILS ON LSP1.2 FOR FURTHER INFORMATION.
 - PROVIDE A 4'-0" - 5'-0" DIAMETER MULCH RING AT THE ROOT BALL FLARE OF ALL LAWN TREES.
 - ALL PLANTINGS TO BE WATERED AT THE TIME OF PLANTING, THROUGHOUT CONSTRUCTION AND UPON COMPLETION OF PROJECT AS REQUIRED.
 - WHERE SPECIFIED, ALL PLANT BEDS, PITS AND TREE RINGS ARE TO RECEIVE A MINIMUM OF 2" - 3" DRESSING OF SHREDDED HARDWOOD OAK BARK MULCH SHAVINGS FREE OF GROWTH, WEEDS, FOREIGN MATTER DETRIMENTAL TO PLANT LIFE OR GERMINATION INHIBITING INGREDIENTS. LANDSCAPE CONTRACTOR TO PROVIDE A SAMPLE TO OWNER FOR APPROVAL. CONTRACTOR TO TAKE CARE WITH INSTALLATION NOT TO DAMAGE OR COVER PLANTS. REFER TO LSP1.2 FOR FURTHER INFORMATION.
 - LAWN INSTALLATION: CONTRACTOR TO FURNISH AND PREPARE TOPSOIL (3" MIN) AND SEED BED (REMOVE ALL STONES 1" OR LARGER), APPLY STARTER FERTILIZER AND SEED UNIFORMLY. PROVIDE A MULCH COVERING SUITABLE TO GERMINATE AND ESTABLISH TURF. EROSION CONTROL MESH SHOULD BE USED IN SWALES AND STEEP GRADES WHERE APPLICABLE. METHODS OF INSTALLATION MAY VARY AT THE DISCRETION OF CONTRACTOR. IT IS HIS/HER RESPONSIBILITY TO ESTABLISH AND GUARANTEE A SMOOTH, UNIFORM, QUALITY TURF. IF STRAW MULCH IS USED AS A COVERING, A TACKIFIER MAY BE NECESSARY TO AVOID WIND DAMAGE.
 - DELUXE 50 GRASS SEED MIX REINDER'S (800) 785-3301**
20% KENTUCKY BLUE GRASS
15% NEWPORT KENTUCKY BLUE GRASS
15% SR 2100 Kentucky Bluegrass
25% Creeping Red Fescue
15% Replicator Perennial Ryegrass
10% Fiesta 4 Perennial Ryegrass
APPLY AT A RATE OF 200 POUNDS PER ACRE. REFER TO SUPPLIERS SPECIFICATIONS & INSTALLATION CUT SHEETS FOR FURTHER FORMATION

DURING THE INITIAL "30 DAY MAINTENANCE PERIOD" THE LANDSCAPE CONTRACTOR IS REQUIRED TO PROVIDE AND ON-GOING PLEASANT VISUAL ENVIRONMENT WHEREAS ANY PLANT WHICH IS NOT RESPONDING TO TRANSPANTING OR THRIVING SHALL IMMEDIATELY BE REPLACED. NEW LAWNS SHALL BE WATERED AND REPAIRED AND WEEDS MUST CONSTANTLY BE REMOVED, NO EXCEPTIONS WILL BE GRANTED.

- MAINTENANCE NOTE:
MAINTENANCE IS THE RESPONSIBILITY OF THE PROPERTY OWNER TO MAINTAIN REQUIRED LANDSCAPING IN ACCORDANCE WITH THE MUNICIPALITY'S PROPERTY MAINTENANCE CODE AND AN APPROVED MAINTENANCE PLAN. THE MAINTENANCE MUST INCLUDE, AT A MINIMUM, METHODS FOR PROVIDING THE FOLLOWING:
- NECESSARY IRRIGATION (IF REQUIRED)
 - INTEGRATED PEST MANAGEMENT,
 - PROPER FERTILIZATION
 - TREE CARE AND PRUNING, SHRUB TIP CLIPPING AND SHAPING AS REQUIRED
 - REPLACEMENT OF LOST VEGETATION, AND ALL DISEASED, DAMAGED, OR DEAD MATERIAL WILL BE REPLACED BY THE END OF THE FOLLOWING PLANTING SEASON IN PERPETUITY.
 - WEED MANAGEMENT AND BED CARE.

- ALL NEWLY PLANTED TREES AND SHRUBS ARE TO RECEIVE AN APPLICATION OF AN ANTI-TRANSPIRANT SPRAY THAT WILL EFFECTIVELY REDUCE THE WATER LOSS OF TRANSPIRATION OF PLANT MATERIAL AND REDUCE THE STRESS OF TRANSPLANTATION. IT IS RECOMMENDED AS PART OF THE ONGOING MAINTENANCE THAT ANY BROADLEAF EVERGREEN AND CONIFEROUS TREE AND SHRUBS (EXCLUDING ARBORVITAE) RECEIVE AN APPLICATION OF AN ANTI-DESICCANT SPRAY TO REDUCE THE LOSS OF MOISTURE DUE TO WINTER DESICCATION.
- MAINTENANCE. THE OWNER SHALL TEND AND MAINTAIN ALL PLANT MATERIALS IN A HEALTHY GROWING CONDITION AS PER THE APPROVED PLAN. PLANTINGS SHALL BE REPLACED WHEN NECESSARY AND KEPT FREE FROM REFUSE & DEBRIS. ALL PLANTING MATERIAL WHICH IS DYING OR DAMAGED BEYOND RECOVERY SHALL BE REPLACED WITHIN SIX (6) MONTHS OR BY THE NEXT PLANTING SEASON, WHICHEVER COMES FIRST.
- LANDSCAPE / SITE DEMOLITION CONTRACTOR TO VERIFY LOCATIONS OF EXISTING TREES AND SHRUBS TO BE SALVAGED AND CLEARLY TAG THEM WITH MARKING TAPE AND CONSTRUCTION FENCE.

TO OBTAIN LOCATION OF PARTICIPANTS UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

DIGGERS HOT LINE

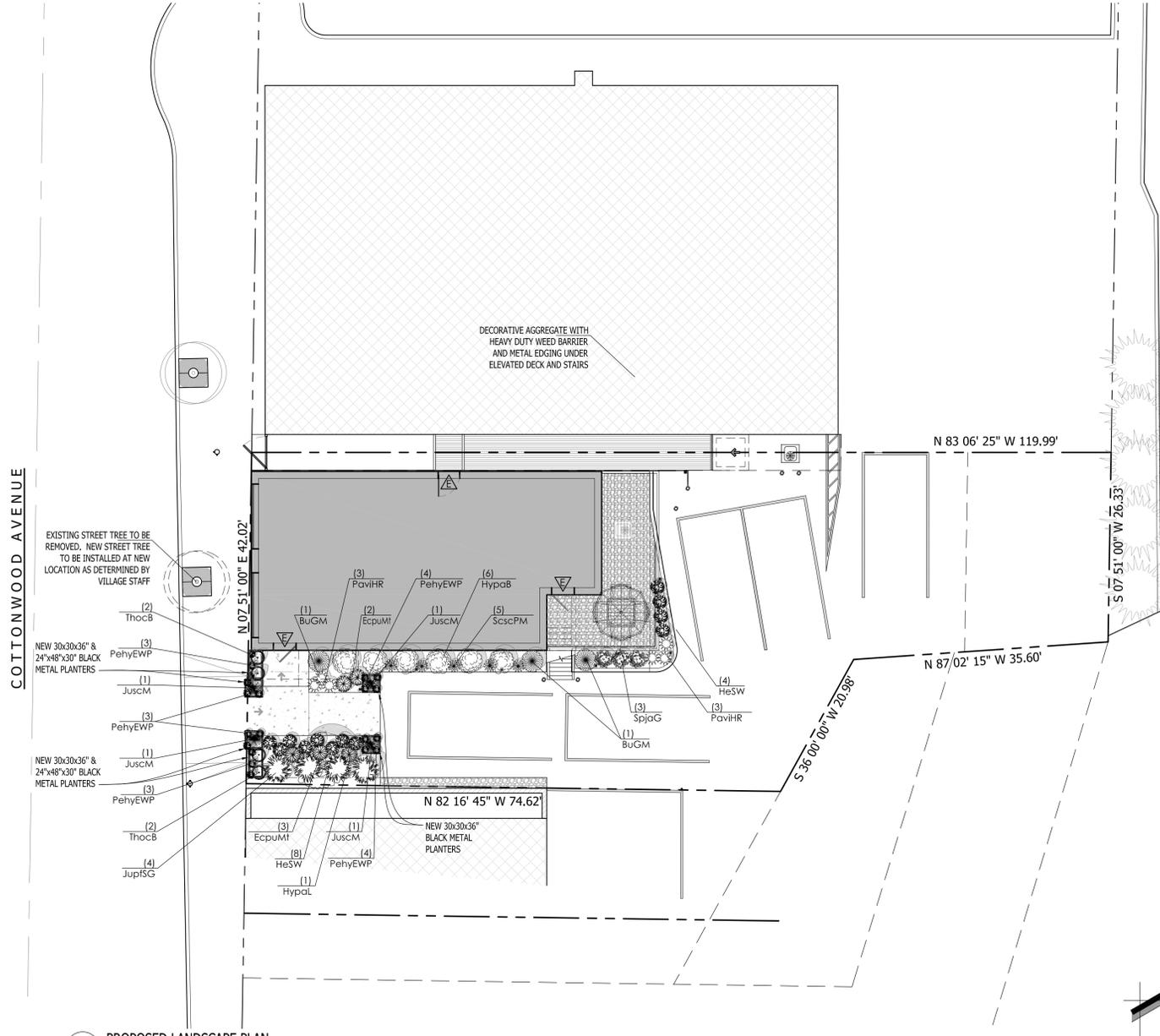
WISCONSIN STATUTE 182.0175 (1974) REQUIRES A MINIMUM OF 3 DAYS NOTICE BEFORE YOU EXCAVATE (NOT INCLUDING SATURDAY, SUNDAY OR LEGAL HOLIDAYS)

UNDERGROUND SEWER AND UTILITY INFORMATION AS SHOWN IS OBTAINED FROM THE RECORDS OF MUNICIPALITY AND LOCAL UTILITY COMPANIES. THE ACCURACY OF WHICH CAN NOT BE GUARANTEED OR CERTIFIED. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS SURVEY ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

TO OBTAIN LOCATION OF PARTICIPANTS UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN CALL THE MILWAUKEE UTILITY ALERT NETWORK (800)-242-8511, (262) 432-7910 (877) 500-9592
www.DiggerHotline.com OR



811
Know what's below.
Call before you dig.



1 PROPOSED LANDSCAPE PLAN

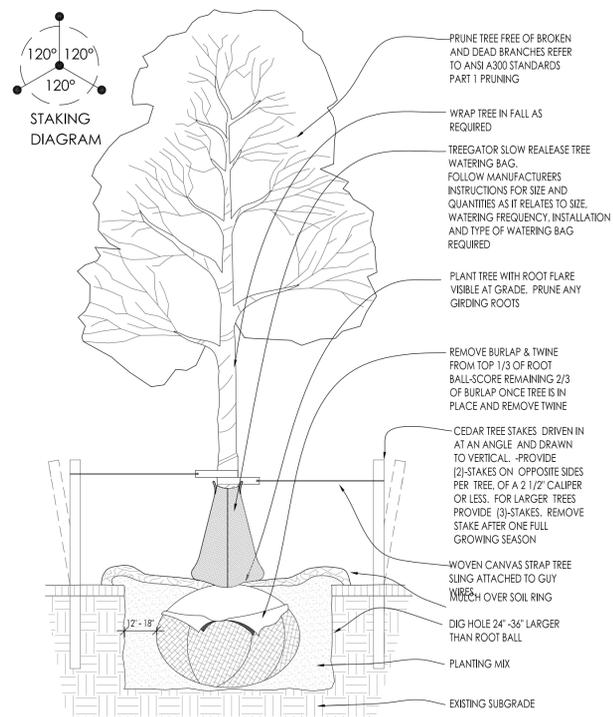
Proposed Plant Material Table

Quantity	Code Name	Symbol	Scientific Name	Common Name	Planting Size	Comments
Broadleaf Deciduous Tree						
1	Extg	⊙	Existing To be Removed	Existing To be Removed	Existing	1, 2
Broadleaf Deciduous Shrub						
6	HypaB	⊙	Hydrangea paniculata 'Bobo'	Bobo Hardy Hydrangea	18" - 24" - Cont	4
1	HypaL	⊙	Hydrangea paniculata 'Limelight'	Limelight Hardy Hydrangea	3' - 4' - Cont	4, 6
3	SpjaG	⊙	Spiraea japonica 'Galen'	Double Play Artist Spirea	18" - Cont	4
Broadleaf Evergreen Shrub						
3	BuGM	⊙	Buxus 'Green Mountain'	Green Mountain Boxwood	3' - B&B	3
Conifer Evergreen Shrub						
4	JuscM	⊙	Juniperus scopulorum 'Medora'	Medora Juniper	3' - 4' - B&B	3
4	JupISG	⊙	Juniperus x pfitzeriana 'MonSan'	Sea of Gold Juniper	18" - 24" - B&B	4
4	ThocB	⊙	Thuja occidentalis 'Bobazam'	Mr. Bowling Ball Arborvitae	15" - 18" - Cont	4
Perennial Grass						
6	PaviHR	⊙	Panicum virgatum 'Hot Rod'	Hot Rod Switch Grass	1-Gal - Cont	5
5	ScscPM	⊙	Schizachyium scoparium 'Prairie Munchkin'	Prairie Munchkin Little Bluestem	1-Gal - Cont	5
Perennial						
5	EcpuMt	⊙	Echinacea purpurea 'Merlot'	Merlot Coneflower	1-Gal - Cont	5
12	HeSW	⊙	Hemerocallis x 'Swirling Water'	Swirling Water Daylily	4 1/2' pot	5
Annual						
20	PehyEWP	⊙	Petunia 'Easy Wave Purple'	Easy Wave Purple Petunia	4" pot	5

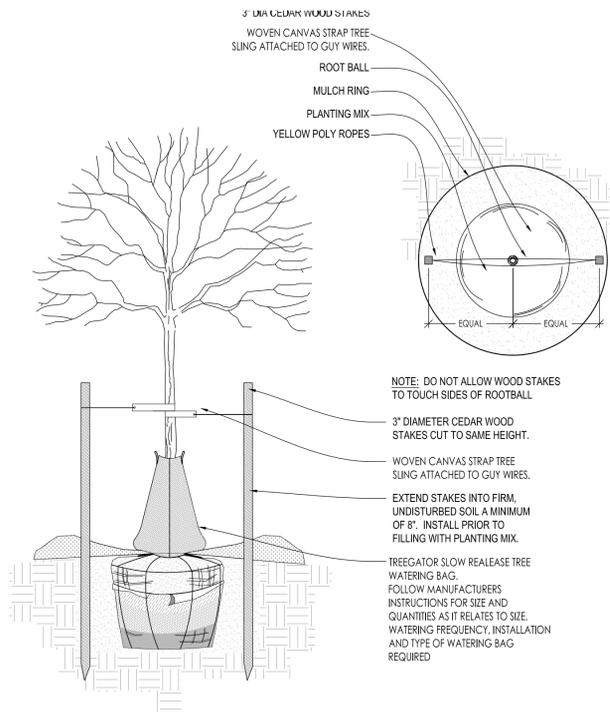
Comments

- Remove tree in its entirety and grind stump to a minimum of 6" below adjacent grade. Remove grinding chips and fill hole with topsoil and sow turf grass seed as required.
- New Street Tree to be installed at a New Location Selected by Village Staff. Tree Species as Determined By Village Staff.
- Evenly shaped upright topiary tree/shrub with full branching to the ground.
- Full, well rooted plant, evenly shaped.
- Full, well rooted plant.
- Tree form, Single Stem Specimen

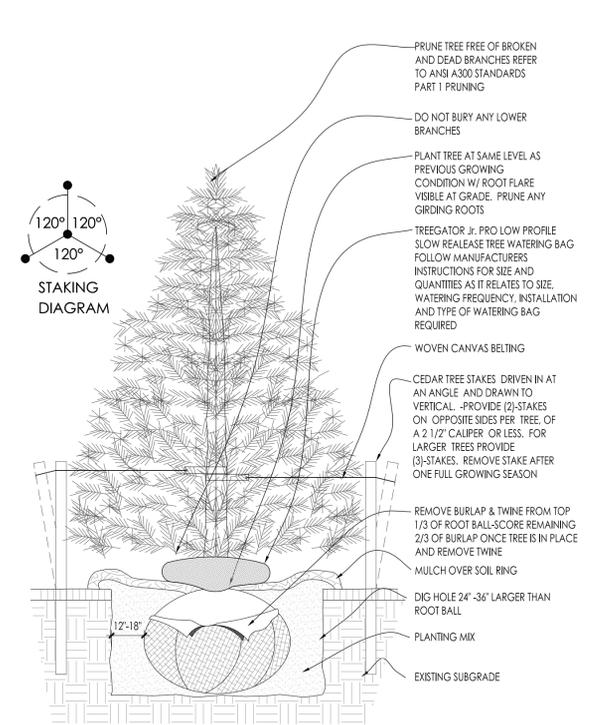
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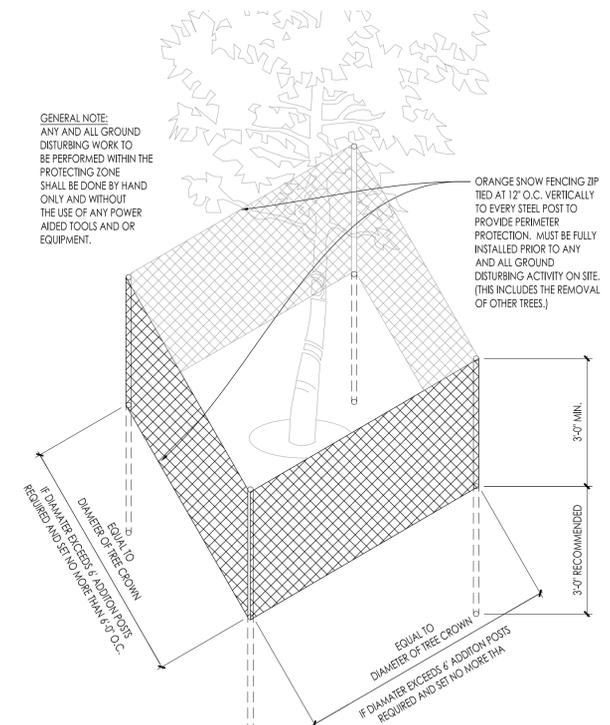
1 DECIDUOUS TREE PLANTING DETAIL SCALE: NONE



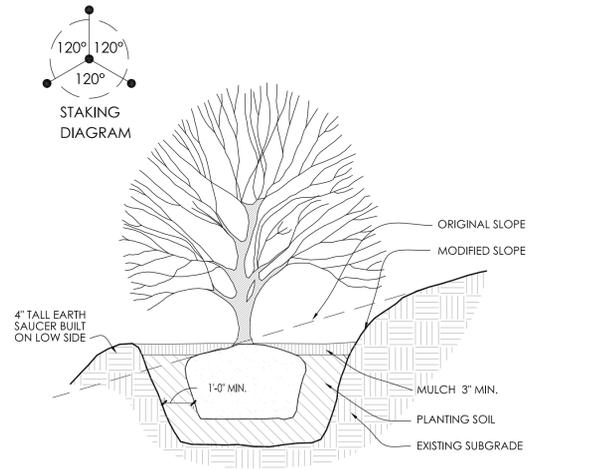
2 DECIDUOUS TREE STAKING PARKING ISLAND/RESTRICTED AREAS SCALE: NONE



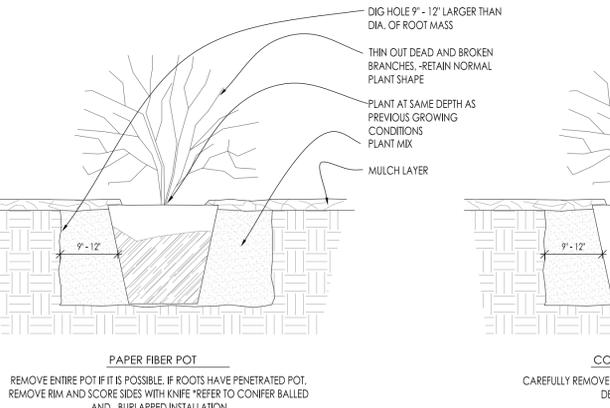
3 CONIFEROUS TREE PLANTING DETAIL SCALE: NONE



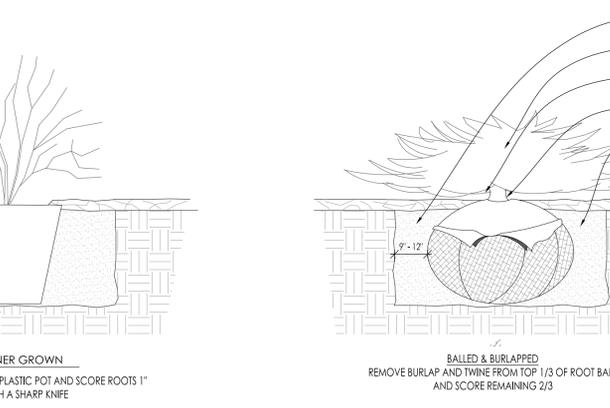
4 EXISTING TREE PROTECTION DETAIL SCALE: NONE



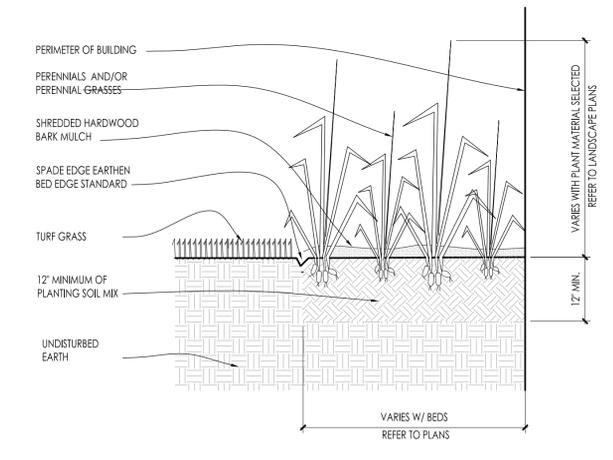
5 SLOPE PLANTING DETAIL SCALE: NONE REFER TO TYPICAL DECIDUOUS TREE DETAIL FOR STAKING



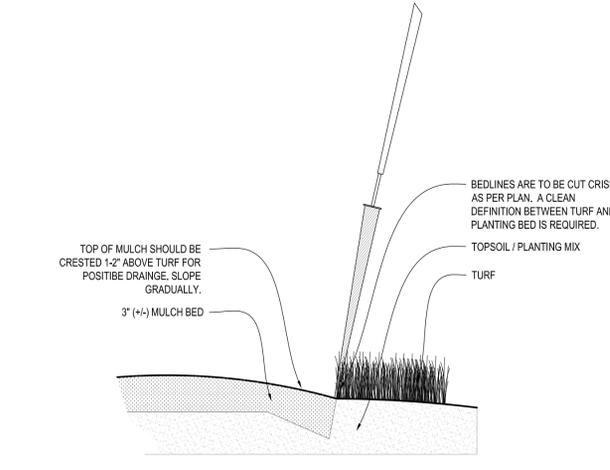
6 DECIDUOUS SHRUB PLANTING DETAIL SCALE: NONE



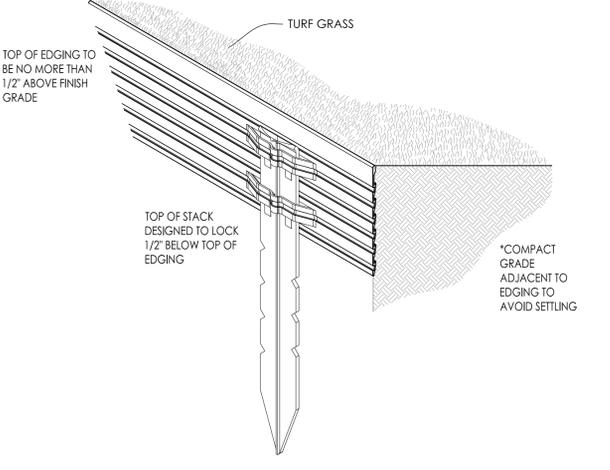
7 CONIFEROUS SHRUB PLANTING DETAIL SCALE: NONE



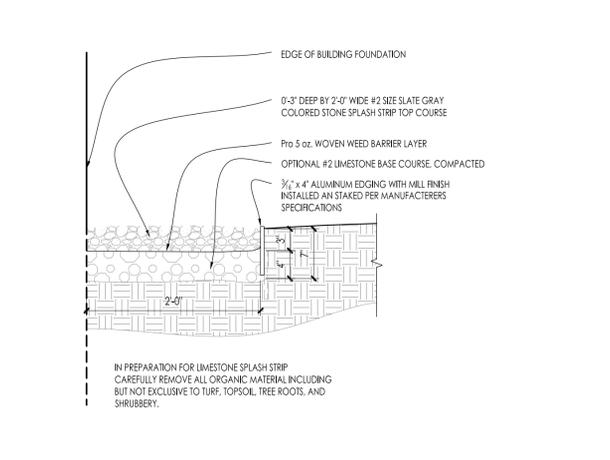
8 PERENNIAL BED PLANTING DETAIL SCALE: NONE



9 SPADE EDGE PLANT BED EDGE DETAIL SCALE: NONE



10 METAL LANDSCAPE EDGING DETAIL SCALE: 1/2\"/>



11 COMPACTED GRAVEL SPLASH STRIP SCALE: 1\"/>

Issuance and Revisions:

Date	Number	Description
12/29/22		Client Review Submittal
12/30/22		Plan Commission Submittal
01/09/23		Owner Requested Revisions / Plan Commission Re-Submittal

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Sheet Title:
PROPOSED LANDSCAPE PLAN, PLANTING DETAILS
Date of Drawing: 01/09/23
Scale: As Noted
Drawn By: MCD
Job Number: L22-093
Sheet Number:

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Sheet Title:
PROPOSED PHOTOMETRIC LIGHT LEVEL CALCULATIONS PLAN, GENERAL NOTES, AND LIGHT FIXTURE TABLE

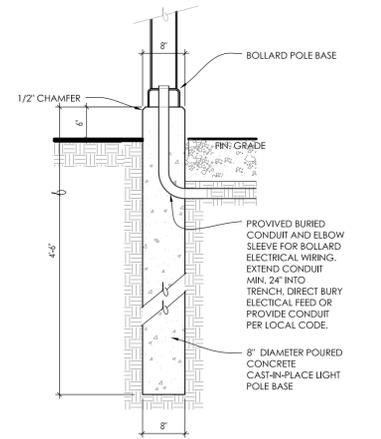
Date of Drawing: 01/09/23
Scale: 1" = 10'-0"
Drawn By: MCD
Job Number: L22-093
Sheet Number:

PHO1.1

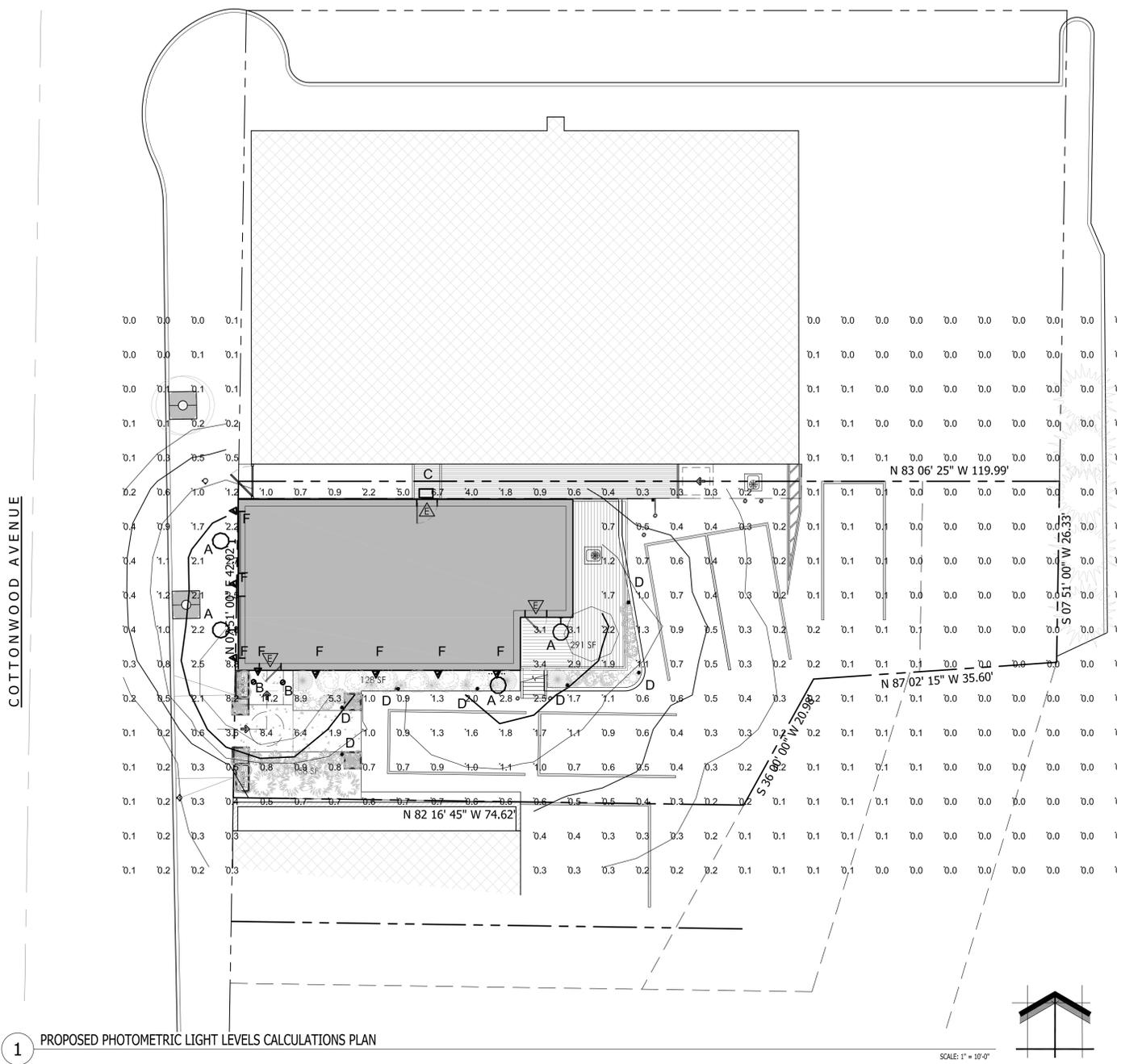
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens	LLF	Watts
○	A	4	RH14-LED14	14-1/8" DIA. X 8-15/16" H. HEAVY DUTY REFLECTOR 8 WARM WHITE LEDS, LENS, WHITE REFLECTOR		RH14-LED14.IES	Absolute	1.00	13.925
⊗	B	2	EVO 30/20 8AR WD LSS	8" EVO 3500K 80CRI 2000LM WIDE DISTRIBUTION, LSS trim finishing	LED	canopy-EVO_30_20_8AR_WD_LSS.i	Absolute	1.00	31.6
□	C	1	WST LED P1 30K VF MVOLT	WST LED, Performance package 1, 3000 K, visual comfort forward throw, MVOLT	LED	wall pack-WST_LED_P1_30K_VF_MVOLT.i	Absolute	1.00	12
EXISTING FIXTURE SHOWN FOR REFERENCE ONLY									
⊞	D	7	6633-30BZ	WAC LINE VOLTAGE BOLLARD	NA	6633-30BZ.IES	Absolute	1.00	13.1747
△	E	8	RL460WH827PK	HALO RL460 - 4IN RECESSED -HV LED FIXTURE T		RL460WH827PK.IES	Absolute	1.00	7.4

Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Calc Zone #2	+	1.0 fc	11.2 fc	0.0 fc	N / A	N / A

- LUMINAIRE NOTES**
- FIXTURE 'D' (7) ARE NEW BOLLARDS TO BE INSTALLED ON A NEW 4-6" TALL REINFORCED POURED CONCRETE FOOTING.
 - ALL PROPOSED FIXTURE HEADS ARE TO BE DARK-SKY COMPLIANT AND HAVE HARDWARE WITH ISMA FULL CUTOFF HOUSE SIDE SHIELDING WHERE REQUIRED. NEW PROPOSED POLE MOUNTED FIXTURES (HEADS AND TENONS) FINISH IS TO MATCH EXISTING W/ OPTIONAL PHOTOCELL CONTROL.
 - ALL NEW CONCRETE LIGHT POLE BASES ARE TO HAVE ALL EXPOSED FORM MARKS REMOVED. GROUND FLUSH AND THE SURFACE IS TO BE PROPERLY PREPARED TO RECEIVE A HAND TROWELED, MASONRY SKIM COAT OF APPROPRIATE THICKNESS TO ACHIEVE A DURABLE SURFACE AND LONG LASTING AESTHETIC.
 - INSTALLATION CONTRACTOR TO REFER TO ELECTRICAL PLANS FOR CONDUIT ROUTING OF BUILDING MOUNTED FIXTURES AND SIGNAGE LIGHTING CONTROL AND WIRING.
 - PROPOSED FIXTURES (HEADS AND ARMS/BOLLARDS) ARE TO HAVE A BLACK FINISH W/ OPTIONAL PHOTOCELL CONTROL.
 - ALL BUILDING MOUNTED LIGHT FIXTURES ARE TO BE COORDINATED WITH THE ARCHITECTURAL ELEVATIONS FOR EXACT MOUNTING HEIGHTS AND LOCATIONS.
- THE LIGHTING PLAN REPRESENTS ILLUMINATION LEVELS AND FOOT CANDLE VALUES IN THE PROJECT AND NOTED RELEVANT COMPASS ROSE.



2 BOLLARD BASE - SECTION
SCALE: 3/4"=1'-0"



1 PROPOSED PHOTOMETRIC LIGHT LEVELS CALCULATIONS PLAN
SCALE: 1" = 10'-0"

- PHOTOMETRIC PLAN GENERAL NOTES**
- BASED ON THE INFORMATION PROVIDED, ALL DIMENSIONS AND LUMINAIRE LOCATIONS SHOWN REPRESENT RECOMMENDED POLE PLACEMENTS AND LUMINAIRE ORIENTATION. THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO RELEVANT FIELD CONDITIONS.
 - THE DEPICTED ILLUMINATION RESULTS ARE BASED UPON ILLUMINATION MEASUREMENTS AS CALCULATED BY AN INDEPENDENT LABORATORY. LUMINAIRE CHARACTERISTICAL DATA WAS MEASURED UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH APPROVED ILLUMINATION ENGINEERING SOCIETY METHODS. ACTUAL ON-SITE PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRES MAY VARY FROM LABORATORY TEST RESULTS DUE TO VARIATIONS IN: ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS.
 - IF EXISTING LUMINAIRES ARE INCLUDED IN THIS REPORT, THEIR ILLUMINATION CHARACTERISTICS ARE BASED UPON A COMBINATION OF CUSTOMER'S PROVIDED SPECIFICATIONS & OUR BEST ESTIMATION.
 - ALL EXISTING AND NEW CONCRETE LIGHT POLE BASES ARE TO HAVE ALL FORM MARKS REMOVED, GROUND FLUSH AND THE SURFACE IS TO BE PROPERLY PREPARED TO RECEIVE A HAND TROWELED, MASONRY SKIM COAT OF APPROPRIATE THICKNESS TO ACHIEVE A DURABLE SURFACE AND LONG LASTING AESTHETIC.

- EXISTING CONDITIONS GENERAL NOTES**
- INFORMATION PERTAINING TO EXISTING CONDITIONS GIVEN ON THESE ARCHITECTURAL DRAWINGS REPRESENTS TO THE BEST OF OUR KNOWLEDGE THE ACTUAL EXISTING FIELD CONDITIONS. INSITE LANDSCAPE DESIGN, INC. MAKES NO WARRANTY AS TO THEIR ACCURACY. CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS IMPERATIVE TO THEIR NEW WORK. REPORT ANY DISCREPANCIES BETWEEN THE DRAWINGS AND FIELD CONDITIONS TO THE LANDSCAPE ARCHITECT FOR REVIEW. ANY WORK PERFORMED PRIOR TO RESOLUTION OF DISCREPANCIES BY THE LANDSCAPE ARCHITECT IS SUBJECT TO REMOVAL AND REPLACEMENT AT NO ADDITIONAL COST TO THE CONTRACT.
 - VERIFY LOCATION OF ALL EXISTING UNDERGROUND UTILITIES I.E. WATER, SEWER, ELECTRICAL, TELECOMMUNICATION AND ACCESS PANELS FOR ALL UTILITIES AND ALL ASSOCIATED EQUIPMENT FOR ACCESSIBILITY OF THOSE ITEMS.
 - VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND ALIGNMENT OF WALLS. BRING ANY DISCREPANCIES TO THE LANDSCAPE ARCHITECTS ATTENTION PRIOR TO FABRICATION / CONSTRUCTION BEGINS.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

DIGGERS HOT LINE

WISCONSIN STATUTE 182.0175 [1974] REQUIRES A MINIMUM OF 3 DAYS NOTICE BEFORE YOU EXCAVATE (NOT INCLUDING SATURDAY, SUNDAY OR LEGAL HOLIDAYS)

UNDERGROUND SEWER AND UTILITY INFORMATION AS SHOWN IS OBTAINED FROM THE RECORDS OF MUNICIPALITY AND LOCAL UTILITY COMPANIES. THE ACCURACY OF WHICH CAN NOT BE GUARANTEED OR CERTIFIED TO. THE LOCATIONS OF EXISTING UTILITY INSTALLATIONS AS SHOWN ON THIS SURVEY ARE APPROXIMATE. THERE MAY BE OTHER UNDERGROUND UTILITY INSTALLATIONS WITHIN THE PROJECT AREA THAT ARE NOT SHOWN.

TO OBTAIN LOCATION OF PARTICIPANT'S UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN CALL THE MILWAUKEE UTILITY ALERT NETWORK (800)-242-8511, (262) 432-7910 (877) 500-9992 www.DiggersHotline.com OR

811
Know what's below.
Call before you dig.

NOT FOR CONSTRUCTION - PRELIMINARY - FOR ESTIMATING AND REVIEW ONLY - DO NOT SCALE THESE DRAWINGS - These progress documents reflect progress & intent & may be subject to change, including additional notes and detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

127 E CAPITOL LLC
142 E CAPITOL DR STE 300
HARTLAND, WI 53029-2104

128 COTTONWOOD LLC
W298N33324 S IMPERIAL DR
PEWAUKEE, WI 53072

AUGUST E & DONA J FABYAN 1998
LIVING TRUST
115 E CAPITOL DR
HARTLAND, WI 53029-2103

AUGUST E & DONA J FABYAN 1998
LIVING TRUST
115 E CAPITOL DR
HARTLAND, WI 53029-2103

BEHREND PROPERTY LLC
220 E CAPITOL DR
HARTLAND, WI 53029-2106

VLC, LLC
4141 S 108TH ST
GREENFIELD, WI 53228-1905

CARL & CHRISTINE ZEUTZIUS
N68W30836 CLUB CIR E
HARTLAND, WI 53029-9766

CHRISTOPHER HENNING
203 W CAPITOL DR
HARTLAND, WI 53029-2027

COTTONWOOD INVESTMENTS INC
724 WINSTON WAY
HARTLAND, WI 53029-2538

COTTONWOOD PROPERTIES LLC
PO BOX 102
HARTLAND, WI 53029-0102

EPPLER ENTERPRISES LLC
N51W35369 RIVER RD
OCONOMOWOC, WI 53066-3306

FLANAGAN-DORN POST #294 THE
AMERICAN LEGION
231 GOODWIN AVE
HARTLAND, WI 53029

GD HOLDING LLC
W300N9083 E COUNTY RD E
HARTLAND, WI 53029-9512

GILBETTI-COTTONWOOD, LLC
249 PAWLING AVE STE 201
HARTLAND, WI 53029-2053

HARVEY H MILLER
221 GOODWIN AVE
HARTLAND, WI 53029-2108

HEARTFELT PROPERTIES LLC
N46W28654 WILLOW BROOK CT
HARTLAND, WI 53029-2290

HJH 211 LLC
211 COTTONWOOD AVE
HARTLAND, WI 53029-2016

HL SALONS LLC
140 COTTONWOOD AVE
HARTLAND, WI 53029

MICHAEL K KRETSCHMER JR & SARA A
KRETSCHMER
141 W CAPITOL DR
HARTLAND, WI 53029-2026

PETCOFF INC
141A COTTONWOOD AVE
HARTLAND, WI 53029-2014

PETCOFF INC
141A COTTONWOOD AVE
HARTLAND, WI 53029-2014

ROBERT J WACHOWIAK AND PILAR A
JOSEPH
151 W CAPITOL DR
HARTLAND, WI 53029-2026

TERRANCE J GUNDERSON
227 GOODWIN AVE
HARTLAND, WI 53029

WOODMOOR LLC
W178N9912 RIVERCREST DR STE 101
GERMANTOWN, WI 53022-4662



Village of Hartland

Administration

210 Cottonwood Ave, Hartland, WI 53029

www.villageofhartland.com

Committee: Village Board	Date: January 18, 2022
Village Board Item Number:	Date: January 23, 2022
Submitted By: Sara Rennekamp, Recreation Director	Presenter: Donna Dorau, Lynn Minturn
Subject: Consideration of a motion to approve the Street Dance, Hartland Chamber of Commerce, on July 22, 2023.	
Details: Included in the Village Board packet is a general letter to the board with the event timeline, a map of the event layout, the event logo, application for special event permit, application for temporary class B license, certificate of insurance, quote for a large street banner, and a list with signatures of the businesses that will be affected by the road closure on July 22, 2023. Event includes a tented stage, bar, children's area, food vendors, portable restrooms, and cornhole toss.	
Executive Recommendation: Staff recommends approval of this event.	
Financial Remarks: This is a free community event and annual fundraiser for the Hartland Chamber of Commerce.	
Options & Alternatives: None at this time.	



300 Cottonwood Ave., Ste. 12
Hartland, WI 53029
(262)367-7059
chamberdirector@hartland-wi.org
www.hartland-wi.org

CHAMBER OF COMMERCE

Village of Hartland
210 Cottonwood Avenue
Hartland, WI 53029

January 1, 2023

To Whom It May Concern:

Per Village requirements, the Hartland Chamber of Commerce respectfully submits the following information in regards to the annual Street Dance (aka Party In The Park) to be held July 22, 2023.

1. A drawing with required specifications is attached.
2. Operations Plan:
 - a. The Hartland Police Department takes care of all traffic related issues. A member of the police department will be invited to our committee meetings to be well-informed as it relates to their staffing needs and associated responsibilities.
 - b. Set-up/tear-down for the event is done with a volunteer staff of chamber directors, ambassadors and members. We are requesting that set-up begin at 12 noon. Tear-down begins approximately 11:15 pm and is scheduled to be completed between 12:00 and 1:00 am - this timeframe is directly correlated to the band tear down efforts. Chamber volunteers will pick up large portions of trash during tear down. Chamber members return the following morning for another walk-through of the surrounding blocks to pick-up litter that was not visible during the evening hours.
 - i. Detailed Timeline:
 1. Set-Up starts at 12 Noon
 2. Cornhole Toss Tournament begins at 3:00 pm
 3. Children's activities begin at 3:00
 4. Food, alcohol and beverage sales 3:00 -11:00
 5. Solo artists 3:00-7:00
 6. DJ Music from Stage 7:00 – 7:30
 7. Stage musicians 7:30-11:00
 - c. The Hartland Police Department provides security and staffs officers accordingly.
 - d. The Hartland Police and Fire Departments determine access for emergency vehicles and uses officers as necessary. Volunteer chamber staff work with the police to help where appropriate.
 - e. Tented stage, bar, children's area, food vendors, portable bathrooms and cornhole toss areas noted on map.
 - f. Electrical runs are from outside the east wall of the Keller Williams building.
 - g. The band provides the audio equipment and lighting used at all their public performances.
3. Certificate of Insurance is attached.

Key



Single Port-a-John



Dunk Tank



[E]

BANK

U

c e

Haight Dr
Ale & Eats



**STREET
DANCE**

**Hartland
Chamber of
Commerce**



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 HARTLAND CHAMBER OF COMMERCE				
Street Address 300 COTTONWOOD AVENUE Ste 12	City HARTLAND	State WI	Zip 53029	
Phone Number 262.367.7059	Are you a 501(c)3 Organization? 501(c)6		Yes	No
Event Contact Person (First & Last Name) LYNN MINTURN				
Address 300 COTTONWOOD AVENUE, Ste 12	City HARTLAND	State WI	Zip 53029	
Email chamberdirector@hartland-wi.org	Phone Number 262.367.7059	Day of Event Phone Number 262.370.9079		
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 STREET DANCE	Date(s) of Event 7.22.2023	
Event Start Time SET UP 12 NOON - EVENT 3:00	Event End Time 11:00 PM CLEAN UP BY 1:00 AM	
Location of the Event* E. CAPITOL DRIVE		
Will your event take place in a Village of Hartland Park?	Yes	<input checked="" type="checkbox"/> No
You MUST attach a detailed map/diagram of your event indicating the specific location and layout for event including vendors, generators, parking, proposed road closures, structures and portable toilets.		
*If you are using a Village Park, you must complete the Park Facility Reservation Application and reserve the park facility prior to getting your special event permit approved by the Village Board.		

OTHER INFORMATION

Generally describe your event and its purpose

FREE COMMUNITY EVENT
 ANNUAL Fundraiser for the Hartland Chamber of Commerce

Estimated Number of Participants

Spectators

2000

Vendors

10

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

Yes

No

Will you be selling/serving food?

Yes

No

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

Yes

No

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

UP to 10

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

Yes

No

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

Yes

No

Does the event involve amplified music?

Yes

No

If yes, will the amplified music be a:

Band

DJ

Hours of amplified music:

7:00 PM TO 11:00 PM

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

Is street closure requested?

Yes

No

Hours of street closure:

12:00 PM to 12 midnight or when stage cleared

Diagram for Street Closure Provided?

Yes

No

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

Yes

No

How many barricades needed for your event?

Police Determine

"Road Closed" signs requested?

POLICE DETERMINE: They are at meetings

Yes

No

Will you be erecting any tents, canopies or other temporary structure(s)? *If yes, You will need to provide a plan for their proposed locations and the Department of Public Works will need to inspect these structures prior to the start of your event. Tents over 400 sq. feet will require inspection by the Building Inspector.*

Yes

No

Will you be providing portable restrooms and wash stations?

Yes

No

OTHER INFORMATION CONTINUED

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

20-25 units - dropped Friday; picked up Monday
 Located in US BANK parking lot
 Contracted with Arnolds Environmental Services

Will you provide parking for participants? Yes No

If yes, where will parking be available?

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

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

Located back end of US Parking lot. Dropped Friday; retrieved Monday
 Waste containers placed throughout venue and maintained by
 Volunteers during event.
 Volunteers return Sunday A.M. to pick up additional refuse

Will the event require additional security? Yes No

Will you have an emergency plan in the event of severe weather? *Weather always monitored* Yes No

Will the event require first aid and/or emergency responders? *Police/Fire Determine* 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.

Luca M. Santoro

 Signature of Applicant

12.5.2022

 Date

For staff use only

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

Village Board approval, if necessary, on:

Application forwarded to:

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

Date: _____

DEPT.	APPROVE	DENY	BY	REASON (if denied)
Bldg. Insp.				
Clerk	X		<i>Olga</i>	
Fire	X		<i>John</i>	
Police	X		<i>R. P. M.</i>	
Public Works	X		<i>D. J. M.</i>	
Rec	X		<i>Shirley</i>	

Fees

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

All requirements for this special event have been met.

Village Administrator approval

Date

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ _____

Application Date: 12/05/2022

Town Village City of Hartland

County of Waukesha

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 07/22/2023 and ending 07/22/2023 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Hartland Chamber of Commerce

(b) Address 300 Cottonwood Avenue Ste 12 Hartland WI 53029
(Street) Town Village City

(c) Date organized 07/01/1950

(d) If corporation, give date of incorporation 07/01/1950

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Lynn Minturn, 300 Cottonwood Avenue, Ste 12 Hartland WI 53029

Vice President CHAIRMAN Jim Wilde, Entourage Expeditions PO Box 1078 Oconomowoc WI 53066

Secretary NONE

Treasurer Alex Barta, Skye Financial Services, 720 Industrial Ct. Ste 8 Hartland WI 53029

(g) Name and address of manager or person in charge of affair: _____

Lynn Minturn, Hartland Chamber of Commerce, 300 Cottonwood Avenue Ste 12 Hartland WI53029

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Near 155 E. Capitol Drive Hartland WI 53029

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Hartland Chamber of Commerce Street Dance

(b) Dates of event 07/22/2023 Plus 07/21/2023 for delivery of wine

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Lynn Minturn 1.1.2023
(Signature / Date)

Hartland Chamber of Commerce
(Name of Organization)

Date Filed with Clerk _____

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



Avalon Graphics

- QUOTATION -

To: Lynn Minturn
Hartland Chamber of Commerce
300 Cottonwood Ave
Hartland, WI 53029
Fax: (262) 367-2980 Phone: (262) 367-7059
admin@hartland-wi.org

Date: 1/4/2023

Quote#: 0104232
Contact: Bob Wisniewski
Phone: (262) 367-9002

Description: Street Dance Street Banner 2023
Size: 25' X 3'
Stock: 18 oz banner vinyl
Artwork: Provided by you
Colors: 4/c process
Finishing: Print 2 sided, grommet (top) & cut wind slits
Packing: Bulk
Lead Time: 7-10 days
Quantity: 1
Price: \$395.00 each

F.O.B. AVALON GRAPHICS - QUOTE EFFECTIVE FOR 15 DAYS FROM ABOVE DATE.
PRICES SUBJECT TO REVIEW OF ART - ANY OVER RUNS WILL BE SHIPPED AND INVOICED WITH YOUR
ORDER UNLESS SPECIFIED OTHERWISE ON YOUR PURCHASE ORDER OR IN WRITING - TERMS NET 10
DAYS FROM DATE OF INVOICE.

1 1/2% INTEREST CHARGED MONTHLY ON ALL PAST DUE INVOICES.
CHANGES TO THE ABOVE QUOTATION MAY BE SUBJECT TO ADDITIONAL CHARGES
I.E., RECEIPT TIME OF ARTWORK

Hello Residents and or Business Owners.

This letter is to inform you that the Chamber of Commerce is hoping to take its summer dance back out to the Street in 2023. We will be going in front of the Village Board on January 23, 2023, to request the following:

We the Hartland Chamber of Commerce would like to hold our annual dance back on East Capital Dr. The Hartland Street Dance will be held on Saturday July 22, 2023, from 3pm – 11pm. We would like the East Capital Drive from North Ave to Church Street to shut down at 12 noon on the July 22, for set up.

If you have questions, comments, or concerns we strongly encourage you to attend the Village Board meeting on the January 23rd to let your elected official know. The Board Meetings are held at the Village Board Room located at the Municipal Building, 210 Cottonwood Avenue Hartland, at 6 pm.

Hope to see you at the Hartland Street Dance

Sincerely, The Hartland Chamber 2023 Dance Committee

I have been made aware of The Hartland Chambers intent to bring their dance back out to the Street for 2023. That I will have the ability to attend the January 23rd Village Board meeting to express any concerns.

- 1 Scott Tracy 301 E Capitol dr 
- 2 Jackey Vosters 200E Capitol Dr 
- 3 US Bank 160 E Capitol Dr 
- 4 Birch & Bayan Cafe, Jessie Puzach, 150 E Capitol Drive 
- 5 Eman Demco 142 E. Capitol Bldg. 
- 6 ~~Bourman~~ 128 E. Capitol Dr
- 7 Michelle Hay 109 E. Capitol Dr.
- 8 Bruce Muhammad 121 E Capitol Dr.
- 9 Paul Zani 129E " "
- 10 Mopine Derrimon 131 E. Cap. Dr.
- 11 Jan Munzabg 139 E Capitol.
- 12 ~~Relisha Witten~~ 139 E Capitol
- 14 Lynda Muehlert 151 E. Capitol Drive
- 15 ~~Porter~~ 155 E Capitol Drive
- 16 ~~Ed An.~~ 155 E Capitol Dr.
- 17 ~~Donny Hayes~~ 155 E. Capitol Dr.
- 18 Heather Johnson - 155 E. Capitol Dr #1
- 19 ~~Jon Scott~~ - 155 E. Capitol #3
- 20 ~~Gavin Kord~~ 155 E Capitol Dr #2
- 21 ~~Carl Bantwell~~ 207 E Capitol Dr
- 22 ~~Steve Price~~ 213 E. Capitol Dr.
- 23 Helena Fehelahr 151 E Capitol Dr.
- 24 Tabitha McBride 111 E Capitol Dr. Hartland
- 25 Jennifer Boutin 130 Capitol Dr.
- Nycan Rutcliff 1334 Capitol Drive

26 Tony Alvarez - Palmer 122 east Capital Admiers
27 Gale Johnson 133 E. Capital -

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**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

Committee: Village Board	Date: 1/13/2023
Village Board Item Number:	Date: 1/23/2023
Submitted By: Dave Felkner, DPW Director	
Subject:: Hydro Corp Cross Connection Renewal Propossal	

Details: The Village of Hartland is required by the Wisconsin DNR to inspect and comply with the state code for cross connection and back flow prevention. The Village hired Hydro Corp in the past to perform these commercial and four family or larger developments inspections. In 2022 the cost was \$11,208.00. The renewal cost for the 2023 year is \$11,556.00.

Financial Remarks: The contract for 2023 year is \$11,556.00 is budgeted under the account #620-53700-923.

Options & Alternatives:

Don't renew this proposal and have potential of contamination to the water system.

Executive Recommendation: Staff recommends renewing the cross connection program with Hydro Corp Inc. for the 2023 year for the sum of \$11,556.00.

PROPOSAL

CROSS-CONNECTION CONTROL SERVICES

Village of Hartland

210 Cottonwood Ave.
Hartland, WI 53029

January 3rd 2023

KEEPING DRINKING WATER SAFE FOR INDUSTRIES AND MUNICIPALITIES

For over 30 years, HydroCorp™ has been dedicated to safe drinking water for companies and communities across North America. Fortune 500 firms, metropolitan centers, utilities, small towns and businesses – all rely on HydroCorp to protect their water systems, averting backflow contamination and the acute health risks and financial liabilities it incurs.



Cross-Connection Control /

Backflow Prevention

Water Meter Change Out & Installation Services

Legionella Prevention & Control

Water System Surveys / Flow Diagrams

Pipe System Mapping & Labeling

Regulatory Compliance Assistance / Documentation



CORPORATE OFFICE
5700 CROOKS RD SUITE 100
TROY MI 48098
800.315.4305 TOLL FREE
262.264.6402 PHONE

PROJECT CONSULTANT: Craig Wolf
612-850-8939 CELL
cwolf@hydrocorpinc.com EMAIL



Table of Contents

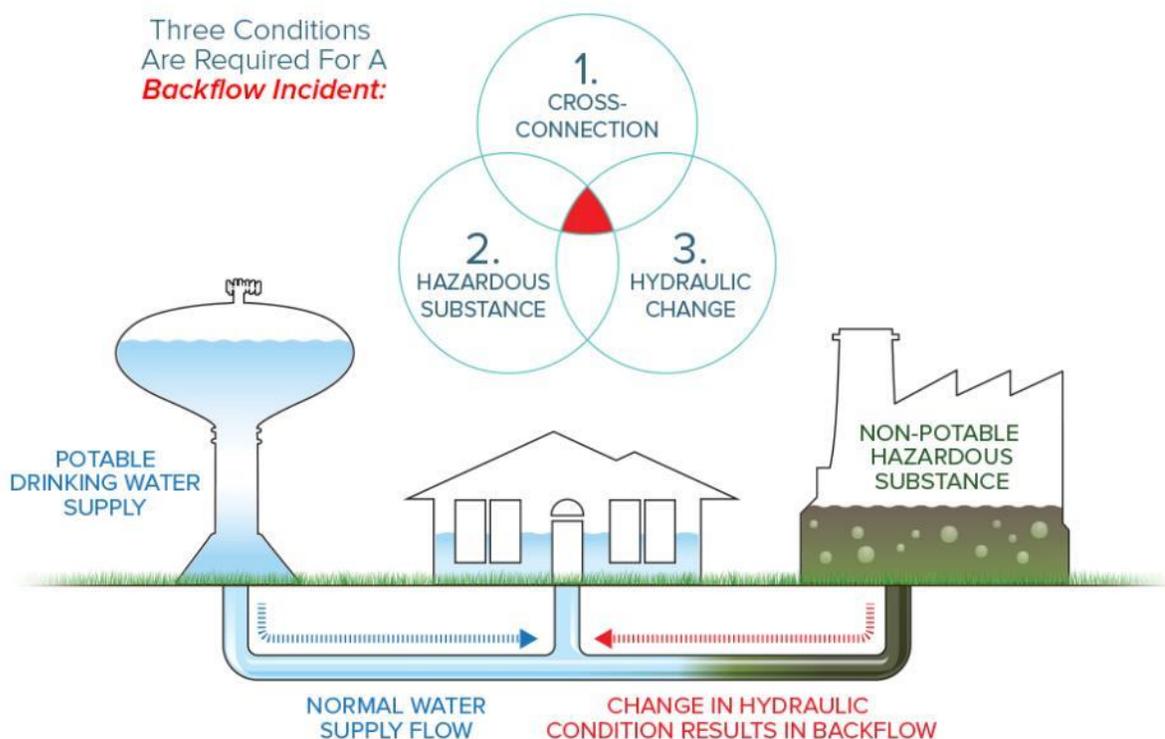
1. INTRODUCTION	2
1.1. Definitions	2
1.2. Common Cross-Connection Hazards.....	2
2. PROJECT WORK PLAN	3
2.1. Purpose of a Cross-Connection Control Program	3
2.2. Meeting the Cross-Connection Control Program Objectives	3
2.3. Stakeholders.....	3
2.4. Cross-Connection Control Plan Components.....	5
3. CROSS CONNECTION INSPECTION PROCESS	6
3.1. Inspections/Surveys	6
3.2. Definitions	6
3.3. CCC Program Process	7
3.4. Postal Notification Process - Inspections.....	8
4. WATER CUSTOMER CARE AND ADMINISTRATION PROCESS	9
4.1. Program Data	9
4.2. Database Software	9
4.3. Information Technology (I/T)	9
4.4. Program Data Backup and Storage	9
4.5. Public Awareness Education	10
5. EXECUTIVE SUMMARY, PROJECT FEES/COST	11
6. BACKGROUND	13
6.1. The HydroCorp Promise	13
6.2. Company Overview	13
6.3. Office Address & Contact Information.....	14
7. PROJECT REFERENCES	14
8. PROJECT TEAM QUALIFICATIONS.....	15



1. INTRODUCTION

1.1. Definitions

- Backflow – the undesirable reversal of flow of liquid, gas or other substance in a piping system.
- Backflow Preventer – an assembly, device, or method that prevents backflow.
- Cross-Connection – an actual connection or a potential connection between any part of a potable water system and any other environment that would allow substances to enter the potable water system.
- Cross-Connection Control – a program to eliminate cross-connections or to prevent them from causing a public health threat.
- Cross-Connection Control Survey – the review of the plumbing system to determine the existence of potential or actual cross-connections and to assess the degree of hazard of protected and unprotected cross-connections.



1.2. Common Cross-Connection Hazards

- Garden Hose connections with missing backflow preventers.
- Water Softener discharge lines directly connected to drain piping.
- Boilers with missing or inappropriate backflow preventers.
- Improperly installed or Backflow Prevention Assemblies missing test documentation.

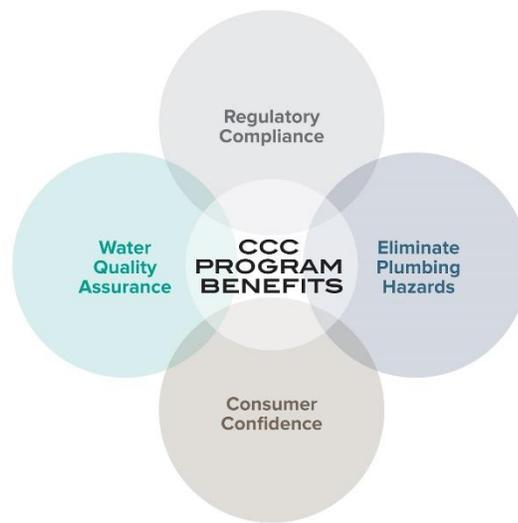


- Toilets with faulty or unapproved anti-siphon fill valves.
- Lawn Irrigation systems with missing or inappropriate backflow preventers.
- Restaurant equipment connected to water supply with missing backflow preventers.
- Dental office equipment with missing backflow preventers.
- Fire Sprinkler systems with missing or inappropriate backflow preventers.
- Chemical mixing systems in janitorial closets with missing backflow preventers.

2. PROJECT WORK PLAN

2.1. Purpose of a Cross-Connection Control Program

- Protect the water supply from backflow & public health and safety.
- Comply with state and local regulations (WI-DNR 810.15).
- Minimize risk and liability.
- Eliminate hazardous cross-connections to the drinking water supply.

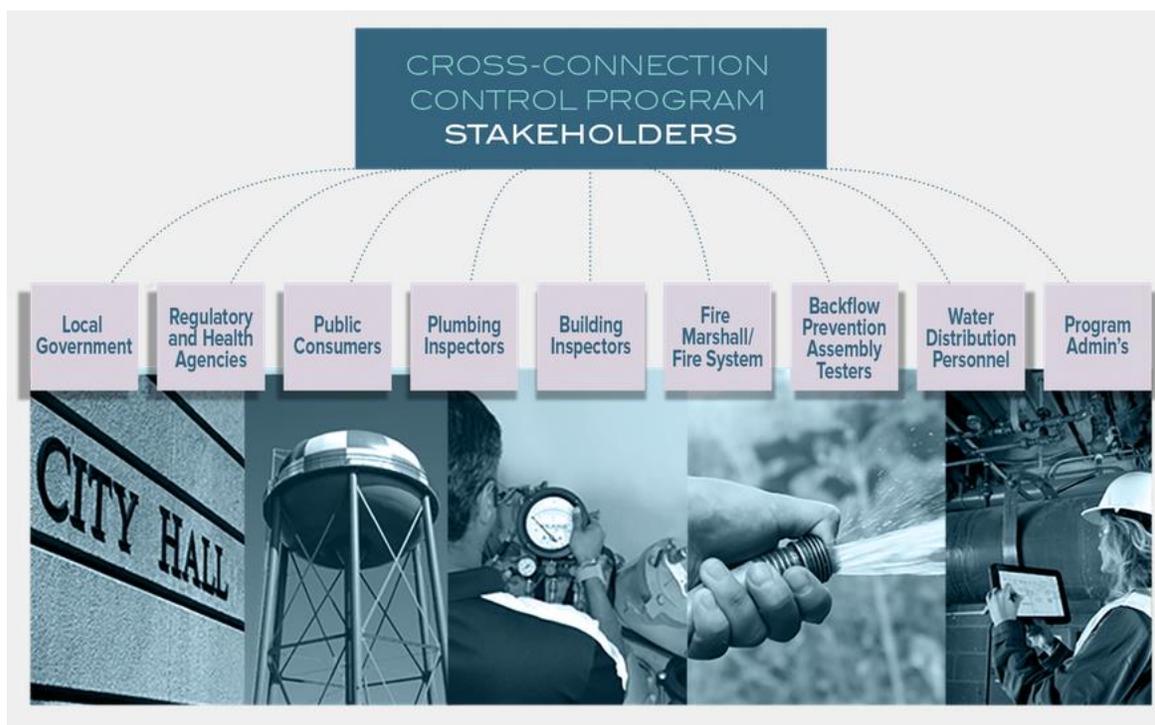


2.2. Meeting the Cross-Connection Control Program Objectives

- Providing cross-connection consultation to the **Village of Hartland**.
- Developing a written comprehensive Cross-Connection Control Plan.
- Routinely inspecting water customers for cross-connections or potential cross-connections.
- Maintaining cross-connection control records.
- Notifying water customers of violations and corrective action instructions.
- Providing water customer non-compliance status to the water utility.
- Providing public education.

2.3. Stakeholders

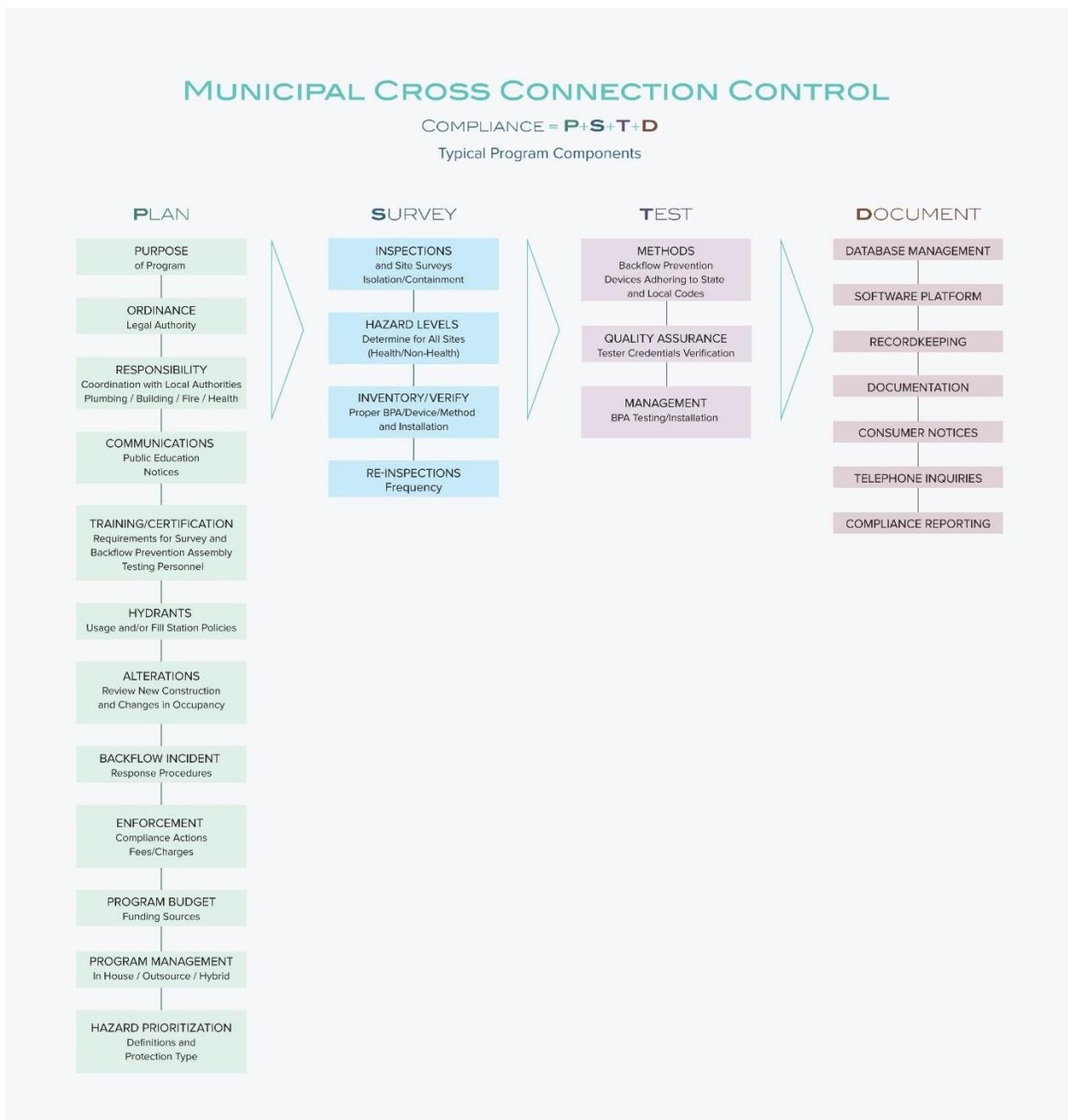
HydroCorp recognizes that many different stakeholders will be affected by a Cross-Connection Control Program. The following chart illustrates the various agencies, internal staff and external people that have an impact on overall program success and compliance.



HydroCorp strives to maintain a good working relationship and clearly communicate the goals of a Cross-Connection Control Program with all of the above stakeholders. We understand that our staff interaction in the community and with regulatory agencies is an extension of your positive community image. HydroCorp has maintained an excellent working relationship with local Mayors, City Managers, plumbing and building officials, health inspectors and others in order to provide them with a simple and clear understanding of the impact of a Cross-Connection Control program, regulations and the need to protect the drinking water supply from contamination.



2.4. Cross-Connection Control Plan Components





3. CROSS CONNECTION INSPECTION PROCESS

3.1. Inspections/Surveys

The water connections and plumbing systems of all water customers or accounts shall be initially inspected for the presence of cross connections. As a result of the initial inspection, a detailed record of each account shall be established.

Inspections shall consist of entering a facility from the point where water service enters the facility (usually the meter) and tracing the piping to each end point of use. Using standardized inspection forms, the inspector shall identify and note the location and nature of any direct and potential cross connections, location and details of backflow prevention devices & assemblies, and other pertinent program information. Inspectors having proper identification shall be permitted to enter the building/premises at reasonable times for the purpose of cross connection inspections. If the inspector is refused proper access or if customer plumbing is untraceable, the Village will assume a cross connection is present and take the necessary action to ensure the public water supply is protected.

The highest priority for inspections shall be placed on facilities that pose a high degree of hazard, that have a high probability that backflow will occur, or are known/suspected to have cross connections.

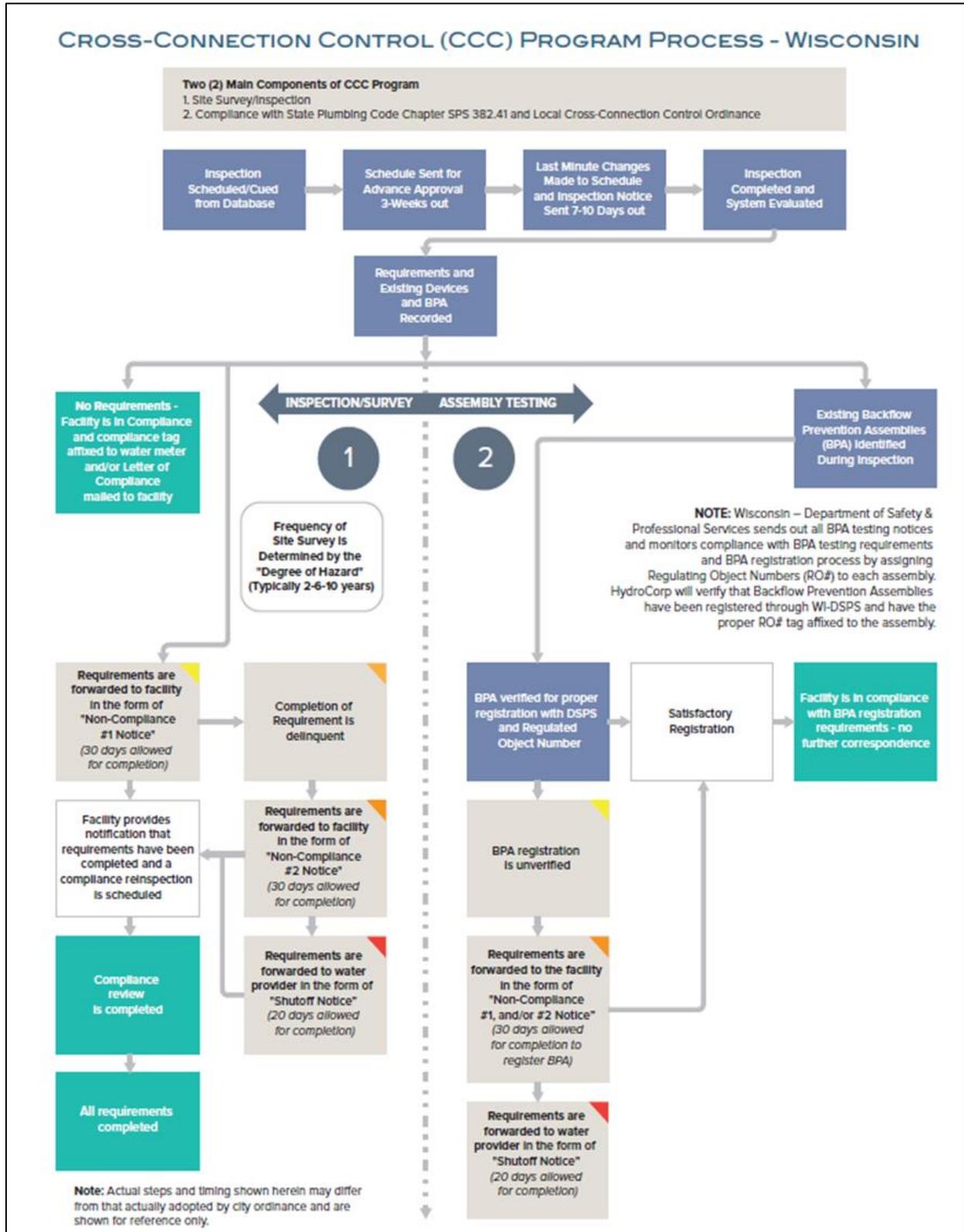
Once initial inspections are complete, a re-inspection frequency shall be determined for each account based on the degree of hazard/risk and potential for backflow in accordance with the requirements of the Village of Hartland Cross-Connection Control Plan. Accounts with an alternative frequency will require DNR Approval in writing. If requested, HydroCorp will develop an alternative frequency inspection schedule on behalf of the water utility and submit to DNR for final approval.

3.2. Definitions

- Initial Inspection – the first time a HydroCorp representative inspects a facility for cross connections. Degree of Hazard is assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- Compliance Inspection – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the Initial Inspection to verify that corrective action was completed and meets the program requirements.
- Re-Inspection – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (Re-Inspection cycle/frequency to be determined when Plan is developed).

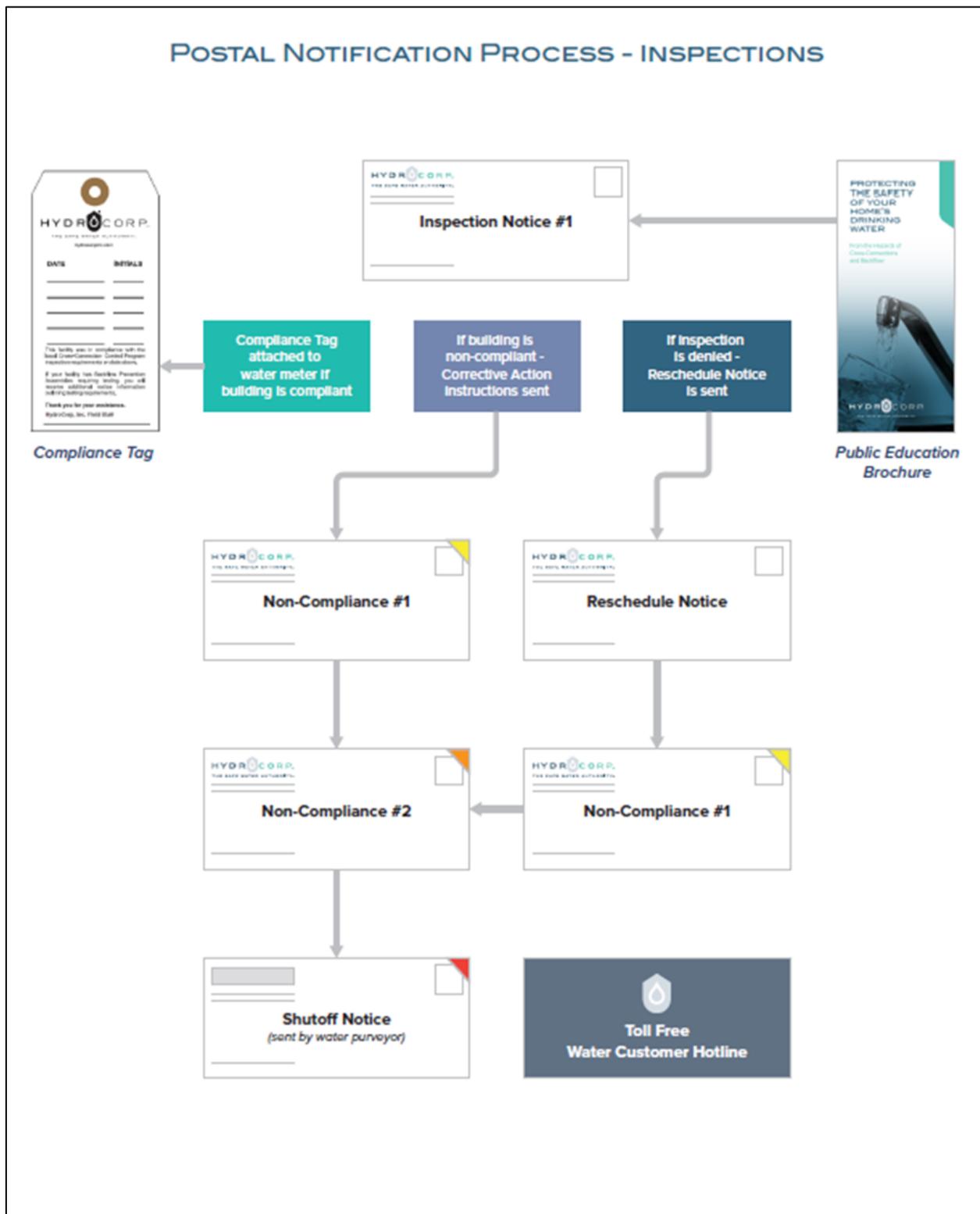


3.3. CCC Program Process





3.4. Postal Notification Process - Inspections





4. WATER CUSTOMER CARE AND ADMINISTRATION PROCESS

4.1. Program Data

The most critical element of a Cross-Connection Control Program is data integrity. Without accurate data, the Cross-Connection Control program will experience customer service, administrative, and reporting issues and also result in field survey inefficiencies.

4.2. Database Software

HydroCorp utilizes a proprietary software program – HydroSoft™ to manage Cross-Connection Control Program data. All program data captured shall remain the property of the Village of Hartland. All of our Client Data is secured on our Application Server, which is behind both a Hardware and a Software Firewall.

Standard reports include the following:

- Inspections scheduled, completed, overdue and compliance status
- Custom queries, data exports and reports as needed
- DNR Annual Report

4.3. Information Technology (I/T)

HydroCorp has a dedicated team member responsible for Information Technology (I/T) infrastructure for internal (staff) needs as well as external (client) communication and reporting needs. We also have a dedicated person responsible for new client start up and database implementation in order to insure we have the most accurate information possible at any given point in time.

We have continually invested in both hardware infrastructure (Network Servers, Client Workstations, Firewalls and Tablet P.C.'s for Field Inspectors) and software in order to leverage technology in the workplace and to improve customer service and assist in lowering our costs to our clients. HydroCorp has a contracted service agreement with a local I/T Company that performs monthly routine system maintenance and monitors our infrastructure/servers for optimum performance and reliability.

4.4. Program Data Backup and Storage

All of our Client Data is secured on our Application Server, which is behind both a Hardware and a Software Firewall. The Application Server is backed up twice a day. 5 copies of the backup are then created and stored at 3 separate locations. 3 of the 5 backup copies are stored locally. One is on the application server itself, one is on our File server, and one is backed up to a Network Attached Storage (NAS) device. Having 3 local backup copies stored on the different machines means that in the unlikely event of a hardware malfunction, we can recover the data very quickly. Additionally, we backup the data to our backup server located in our Corporate Office, and we employ a secure on-line backup service that stores 2 copies of our backup at two independent locations.



4.5. Public Awareness Education

In the initial implementation phase of the Cross-Connection Control Program, Public Education on the topic should remain in the community spotlight. HydroCorp will provide a specialized speaker to participate/present at a town hall/public meeting engagement if requested. Press release information will be offered in digital format to the Village of Hartland for local distribution to local media resources & website if requested. Further, public education brochures will be available in electronic format for download and can be posted on the Village of Hartland web site.



Further Public Education resources including brochures and video files can be found at <http://www.hydrocorpinc.com/resources/links/>



5. EXECUTIVE SUMMARY, PROJECT FEES/COST

Based on your current program, HydroCorp™ will provide the following services to the **Village of Hartland**. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the **Village of Hartland** with the necessary data and information to maintain compliance with the Wisconsin Department of Natural Resources (DNR) Water Bureau Cross Connection Control Regulations. Once this project has been approved and accepted by the **Village of Hartland** and HydroCorp, you may expect completion of the following elements within a one (1) year period. The components of the project include:

- A. Perform initial inspections of (64) Non-Residential water services and up to (84) inspections within the Village served by the public water supply for cross-connections. Compliance follow up visits shall be completed by HydroCorp and are included in the total inspections.
- B. Inspections will be conducted in accordance with the DNR Water Bureau Cross Connection Control regulations. Inspectors will survey exposed piping and utilize Isolation/Point of Use inventory method of surveying as supported by the State of Wisconsin Plumbing Code – SPS 382.41.
- C. HydroCorp will document existing backflow prevention devices and assemblies and verify proper installation and/or suggest corrective actions if devices and/or assemblies need to be installed to prevent cross-connections. Documentation to include make, model, size, manufacturer, serial number, location and regulated object number if applicable. In lieu of surveying residential kitchens and bathrooms, an educational brochure will be provided as allowed by DNR regulation NR 810.15.
- D. Notify each building owner prior to each inspection via postal letter with opportunity to schedule a specific time of inspection via the Hydro Designs Inc. Provide ongoing support for water customer scheduling and questions via the Hydro Designs Inc. WI office toll free 800# phone line, fax, or email.
- E. Provide Water Utility and building owner with a detailed corrective action report for each non-compliant facility, in most cases, water utility personnel can perform effective follow up compliance inspections.
- F. Perform administrative functions including: answering water user telephone calls, scheduling of inspections, mailing of all notices, verification of corrective action(s) requirements, and general customer service and program education inquiries by an individual trained in Cross-Connection Control Program Management.
- G. Generate and document the required program data and compliance status using proprietary Software Data Management Program. Submit comprehensive management reports on a quarterly basis and prepare the State of Wisconsin, DNR Water Bureau Annual Cross Connection Control Program Activity Report.
- H. Conduct an annual review meeting to discuss overall program status and recommendations.
- I. Assist the Village with a community wide public relations program including general awareness brochures and web site cross connection control program overview content and resources.
- J. Provide ongoing support via phone, fax, internet, text or email.



PRICING/PROPOSED FEES

HydroCorp to complete inspections, appointments, customer care service and program administration. Compliance/follow up inspections and administration related to compliance/follow up inspections included.

PRICING:

_____ **Initial Inspections of 64 non-residential services connections and an overall total of up to 84 inspections including follow up compliance inspections.**

_____ **\$11,556.00 dollars.**

HydroCorp will invoice monthly in equal installments upon receipt of signed contract/agreement

Submitted by: HYDROCORP- CORPORATE OFFICE- 5700 CROOKS RD SUITE 100 TROY MI 48098

Craig Wolf | 612-850-8939 | cwolf@hydrocorpinc.com

Accepted by:

X _____

Village/Utility Representative (Signature)

Date

Printed Name / Title



6. BACKGROUND

6.1. The HydroCorp Promise

HydroCorp is the Safe Water Authority.™ It is our duty to provide the most precise and comprehensive technical services in the industry. It also means delivering those services with expert knowledge, professionalism, and sensitivity to budgets and schedules – the highest standard of water safety oversight, combined with the highest value.

The Result – Your water system is compliant. Your risk and exposure are reduced. Your water – and your people – are protected.

6.2. Company Overview

- Founded in 1983 and incorporated in 1988.
- The firm has grown from two employees to a staff of over 40 full time associates in multiple states. Average tenure with the company is 7 years and employee turnover is less than 10%.
- HydroCorp Conducts over 25,000 on site, Cross-Connection Control Inspections **annually**.
- HydroCorp provided Cross-Connection Control Program Management Services to over 240 communities in several states including: Michigan, Wisconsin, Delaware, Maryland, Virginia, Florida and Minnesota. We still have our first customer!
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), and American Society for Sanitary Engineering (ASSE). We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross-connection control training classes.
- HydroCorp staff and company are active members in many water industry associations including:
 - American Water Works Association (AWWA) | AWWA – Wisconsin Chapter
 - National Rural Water Association (NRWA) | Wisconsin Rural Water Association
 - American Public Works Association (APWA)
- HydroCorp is not a Plumbing Company and does not utilize existing staff to perform backflow prevention assembly testing, repair or plumbing related services.



6.3. Office Address & Contact Information

Regional Office:	HYDROCORP – MIDWEST OFFICE 2665 S MOORLAND RD SUITE 209 NEW BERLIN WI 53151
Contact:	Craig Wolf
Telephone:	612-850-8939
Email:	cwolf@hydrocorpinc.com
Corporate Office: (Remit to Address)	HYDROCORP – CORPORATE OFFICE 5700 CROOKS ROAD SUITE 100 TROY MI 48098
Telephone:	800.690.6651 or 248.250.5000
Legal Status:	S-Corporation, 1988 E.I.D. 38-2810008
	



WI Office (Above) Corporate Office (Below)



7. PROJECT REFERENCES

- a) City of Marshfield, 1210 S Oak St, Marshfield, WI 54449 | John Richmond, Water Utility Manager, john.richmond@MarshfieldUtilities.org | 715-898-2170
- b) City of Chetek, 1125 Railroad Ave., Chetek, WI 54728 | Dan Knapp, Director-Public Works, chetekcs@chibardun.net | 715-924-4236
- c) Sturgeon Bay Utilities, 230 E. Vine St, Sturgeon Bay, WI 53235-007 | Cliff White, Superintendent, cwhite@wppienergy.org | 920-746-2820



8. PROJECT TEAM QUALIFICATIONS

Corporate Officers



Larry J. La Bute, Founder & CEO - Chairman of the Board of Directors. Mr. La Bute founded the company in 1983 to improve the safety of drinking water systems. He graduated from Oakland University with a B.S. in Management and received his Master's degree from S.S. Cyril & Methodius Seminary. Prior to founding HydroCorp, Mr. LaBute successfully founded and ran a water treatment equipment manufacturing company for 12 years.



Mark L. Martin, CPA & Chief Financial Officer. Mr. Martin joined HydroCorp in early 2007 and is a seasoned business executive experienced in working with growing small and mid-size companies across a broad range of industries. Mark received a B.S. in Accounting from Michigan State University in 1980 and is also a 10-year board member of Haiti Outreach Mission.



Glenn Adamus, COO. A member of the HydroCorp team for the past fourteen years, Glenn has managed various water quality analysis projects related to process water and potable water systems on HydroCorp's behalf, including Stage 2 DBPR, Lead and Copper Rule, water distribution system/quality characterization studies, water main/system disinfections, legionella risk assessment and monitoring, and industry compliance monitoring. He has also performed and managed numerous cross connection control surveys/consulting projects for large industry and public water systems throughout the United States.



Paul Patterson, Senior Vice President. Mr. Patterson joined HydroCorp, Inc. in 2004, and is responsible for operational oversight of over 200 Cross-Connection Control Programs throughout Michigan, Delaware, Maryland, Florida, Wisconsin and Virginia. Before joining HydroCorp, Mr. Patterson was a member of the U.S. Air Force, where he assisted in the implementation of a stateside installation Cross-Connection Control Program. Paul is an ASSE Certified Instructor for Backflow Assembly Testing Certification and regularly presents and regional water industry association conferences.



Staff Bios Continued



Dave Cardinal, Vice President, Municipal Division. Dave has over twenty years' experience as a water professional and has a successful record of accomplishments in the cross-connection control industry. Experienced in program development, project management, developing and conducting employee education and training programs, developing and instructing State certified education and training classes, quality assurance, customer service, and client satisfaction. He is responsible for establishing business practices, field operation procedures, and administrative functions related to cross connection control program management. Dave is an ASSE Certified Instructor for multiple ASSE Certifications related to Cross-Connection Control and Backflow Prevention. Dave also has been a speaker at numerous Water Industry Conferences.



Craig Wolf, New Cross-Connection Control Program development in the Midwest Region. Since 2009 at HydroCorp, he was responsible for identification of hazards and deficiencies and determining proper recommendations for over 130 municipal client cross-connection control programs in Wisconsin. He also generated inspection reports and protection recommendations for over 3,000 individual facility surveys of cross-connections. Certified by ASSE for Cross-Connection Control Surveying, Craig applies years of field experience to offering solutions for public water systems that are cost effective. In the past 4 years, Craig has been focused on client retention efforts, and developing new Cross Connection Control Programs for Municipal Water Systems around the region.



Ryan Hensley, Administrative Account Manager – Municipal Division. As an Administrative Account Manager Ryan Hensley is responsible for providing administrative support to field surveyors, regional managers and division directors with all components associated with managing a comprehensive cross connection control program, in addition to providing highest level of customer service to our municipal clients. Ryan has been a member of the HydroCorp team for over 10 years and is an ASSE 5150 certified Backflow Prevention Program Administrator.

He is an advanced user of the HydroSoft data management program & responsible for providing day to day tech support to the entire staff and external clients. Ryan also assists in the planning, testing & training of HydroSoft for clients and end users.

Field Inspectors/Surveyors/Technicians

HydroCorp invests continuously in educational training and development of its team members. All of the HydroCorp Field Inspectors assigned to this project are certified in Cross-Connection Control Surveying and Backflow Prevention Program Management through one the following programs:

PROFESSIONAL SERVICE AGREEMENT

This agreement, made and entered into this January 1st, 2023 by and between the Village of Hartland organized and existing under the laws of the State of Wisconsin, referred to as “Utility”, and HydroCorp™ a Michigan Corporation, referred to as “HydroCorp”.

WHEREAS, the Utility supplies potable water throughout its corporate boundary to property owners; and desires to enter into a professional services contract for cross connection control program inspection, reporting and management services.

WHEREAS, HydroCorp is experienced in and capable of supplying professional inspection of potable water distribution systems and cross connection control program management to the Utility and the Utility desires to engage HydroCorp to act as its independent contractor in its cross connection control program.

WHEREAS, the Utility has the authority under the laws of the State of Wisconsin and its local governing body to enter into this professional services contract.

NOW THEREFORE, in consideration of the mutual agreements herein contained, and subject to the terms and conditions herein stated, the parties agree as follows:

ARTICLE I. Purpose

During the term of this Agreement, the Utility agrees to engage HydroCorp as an independent contractor to inspect and document its findings on its potable water distribution system in public, commercial and industrial facilities within the community. Each party to this Agreement agrees that it will cooperate in good faith with the other, its agents, and subcontractors to facilitate the performance of the mutual obligations set forth in this Agreement. Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete and accurate, yet due to the inaccessible nature of water piping or due to access constraints within water users’ facilities, complete and accurate data is not always available.

ARTICLE II. Scope of Services

The scope of services to be provided by HydroCorp under this Agreement will include the inspections/surveys, program administration, answering telephone call inquires, scheduling of inspections, program compliance review, public education materials, preparation of quarterly management reports, and annual cross connection reports with respect to the facilities to the extent specifically set forth in this Article II (hereinafter the “Scope of Services”). Should other reports/services be included within the Scope of Services, the same shall be appended to this Agreement as Exhibit 1.

2.1 PROGRAM REVIEW/PROGRAM START UP MEETING. HydroCorp will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
 - Inspection Notice
 - Compliance Notice
 - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility
- Prioritize Inspections (City buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities



- Establish facility inspection schedule
- Review/establish procedures and protocol for addressing specific hazards
- Review/establish high hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools
- Review/establish educational and public awareness brochures

2.2 INSPECTIONS. HydroCorp will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with Wisconsin Department of Natural Resources (DNR) Cross Connection Control Rules.

- *Initial Inspection* – the first time a HydroCorp representative inspects a facility for cross connections. Degree of Hazard will be assigned and/or verified during this facility visit. The Degree of Hazard will dictate future re-inspection frequency/schedule of facility, (facility will be either compliant or non-compliant after this inspection).
- *Compliance Inspection* – subsequent visit by a HydroCorp representative to a facility that was non-compliant during the *Initial Inspection* to verify that corrective action was completed and meets the program requirements.
- *Re-Inspection* – Revisit by a HydroCorp representative to a facility that was previously inspected. The re-inspection frequency/schedule is based on the degree of hazard assigned to the facility during the initial inspection (two, six or ten year re-inspection cycle).

2.3 INSPECTION SCHEDULE. HydroCorp shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Utility’s designated contact person. The initial check in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

2.4 PROGRAM DATA. HydroCorp will generate and document the required program data for the Facility Types listed in the Scope of Services using the HydroCorp Software Data Management Program. Program Data shall remain property of the Utility; however, the HydroCorp Software Data Management program shall remain the property of HydroCorp and can be purchased for an additional fee. Data services will include:

- Prioritize and schedule inspections
- Notify users of inspections, backflow device installation and testing requirements if applicable
- Monitor inspection compliance using the HydroCorp online software management program. (Note: WI Department of Safety & Professional Services (DSPA) manages backflow prevention assembly testing notification and compliance.)
- Maintain program to comply with all DNR regulations

2.5 MANAGEMENT REPORTS. HydroCorp will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to the Utility. Reports to include the following information:

- Name, location and date of inspections
- Number of facilities inspected/surveyed
- Number of facilities compliant/non-compliant

2.6 REVIEW OF CROSS-CONNECTION CONTROL ORDINANCE. HydroCorp will review or assist in the development of a cross-connection control ordinance. Items for review include:

- Code adoption references, standard operational procedures, program notice documentation, reporting procedures and preference standards.
- Penalties for noncompliance.



- 2.7 VACUUM BREAKERS.** Utility will provide up to six (6) ASSE approved hose bill vacuum breakers or anti-frost hose bibb vacuum breakers per facility as required, in order to place a facility into immediate compliance at the time of inspection if no other cross-connections are identified.
- 2.8 PUBLIC RELATIONS PROGRAM.** HydroCorp will assist the Utility with a community-wide public relations program including general awareness brochures and website cross connection control program content.
- 2.9 SUPPORT.** HydroCorp will provide ongoing support via phone, fax, text, website or email for the contract period.
- 2.10 FACILITY TYPES.** The facility types included in the program are as follows:
- Industrial
 - Institutional
 - Commercial
 - Miscellaneous Water users
 - Multifamily
- Complex Facilities.** Large industrial and high hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. (HydroCorp typically allows a maximum of up to three (3) hours of inspection time per facility.) An independent cross connection control survey (at the business owner's expense) may be required at these larger/complex facilities and the results submitted to the Utility to help verify program compliance.
- 2.11 INSPECTION TERMS.** HydroCorp will perform (64) Initial inspection, and up to (84) total inspections over a one (1) year contract period. The total inspections include all initial inspections, compliance and re-inspections. *Vacant facilities that have been provided to HydroCorp, scheduled no show or refusal of onsite inspection will count as an inspection/site visit for purposes of the contract.*
- 2.12 COMPLIANCE WITH DEPARTMENT OF NATURAL RESOURCES ADMINISTRATIVE CODE.** HydroCorp will assist in compliance with DNR and Wisconsin Administrative Code cross connection control program requirements for all commercial, industrial, institutional, multifamily and public authority facilities.
- 2.13 POLICY MANUAL.** HydroCorp will review and/or develop a comprehensive cross connection control policy manual/plan and submit to WI-DNR for approval on behalf of the Utility.
- 2.14 INVENTORY.** HydroCorp shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model and serial number if applicable.
- 2.15 DATA MANAGEMENT.** HydroCorp shall provide data management and program notices for all inspection services throughout the contract period.
- 2.16 ANNUAL YEAR END REVIEW.** HydroCorp will conduct an on-site annual year-end review meeting to discuss overall program status and specific program recommendations.
- 2.17 CROSS CONNECTION CONTROL BROCHURES.** HydroCorp will provide approximately 64 cross-connection control educational brochures for the duration of the Agreement.
- 2.18 INSURANCE.** HydroCorp will provide all required copies of general liability, workers compensation and errors and omissions insurance naming the Utility as an additional insured if required.



ARTICLE III. Responsibilities of the Utility

- 3.1 UTILITY'S REPRESENTATIVE.** On or before the date services are to commence under this Agreement, the Utility shall designate an authorized representative ("Authorized Representative") to administer this Agreement.
- 3.2 COMPLIANCE WITH LAWS.** The Utility, with the technical and professional assistance of HydroCorp, shall comply with all applicable local, state, and federal laws, codes, ordinances, and regulations as they pertain to the water inspection and testing, and shall pay for any capital improvements needed to bring the water treatment and delivery system into compliance with the aforementioned laws.
- 3.3 NOTICE OF LITIGATION.** In the event that the Utility or HydroCorp has or receives notice of or undertakes the prosecution of any actions, claims, suits, administrative proceedings, investigations or other proceedings in connection with this Agreement, the party receiving such notice or undertaking of such prosecution shall give the other party timely notice of such proceedings and will inform the other party in advance of all hearings regarding such proceedings
- 3.4 FACILITY LISTING.** The Utility must provide HydroCorp a complete list of facilities to be inspected, including facility name, type of service connection, address, contact person, and phone number, (if available). *Electronic file format such as Microsoft Excel, etc. is required. An additional one-time fee to manually enter facility listing will be charged at the rate of \$80.00 per hour. Incorrect facility addresses will be returned to the Utility contact and corrected address will be requested.*
- 3.5 LETTERHEAD/LOGO.** The Utility will provide HydroCorp with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only. (300 dpi in either .eps, or other high quality image format for printing.)

ARTICLE IV. Term, Compensation and Changes in Scope of Services

- 4.1 TERM AND TERMINATION TERM.** Services by HydroCorp under this Agreement shall commence on **January 1st, 2023** and end **one (1) year** from such date, unless this Agreement is renewed or terminated as provided herein. The terms of this Agreement shall be valid only upon the execution of this Agreement within ninety (90) days of its receipt. Failure to execute this Agreement within the ninety (90) day period shall deem the proposed terms void.
- 4.2 RENEWAL.** Upon the expiration of this one-year agreement the Utility will have the option to automatically renew for a one (1) year term. Any increases in pricing for the one-year renewal will be equal to the annual Consumer Price Index as measured in the local/regional area at the time of renewal.
- 4.3 TERMINATION.** The Utility or HydroCorp may terminate this Agreement at any time and on any date in the initial and renewal terms of this Agreement, with or without any cause, by giving written notice of such intent to terminate to the other party at least thirty (30) days prior to the effective date of termination. Notice of the intent to terminate shall be given in writing by personal service, by an authorized agent, or by certified mail, return receipt requested. The Utility shall pay the balance of any outstanding accounts for work performed by HydroCorp.
- 4.4 BASE COMPENSATION.** From the Beginning thirty (30) days after execution of this Agreement, the Utility shall pay HydroCorp as compensation ("Base Compensation") for labor, equipment, material, supplies, and utilities provided and the services performed pursuant to this Agreement, the sum of **\$963.00** per month, **\$11,556.00** annually for a **one (1)** year contract period totaling **\$11,556.00**.
- 4.5 PAYMENT OF INVOICES.** Upon presentation of invoices by HydroCorp, all payments including base and other compensation shall be due and payable on the first day of each month (due date) after the month for which services have been rendered. All such payments shall be made no later than thirty (30) days after the due date. Failure to pay shall be deemed a default under this Agreement. For any payment to HydroCorp which is not



made within thirty (30) calendar days after the due date, HydroCorp, shall receive interest at one and one-half (1½) percent per month on the unpaid balance.

- 4.6 CHANGES IN SCOPE OF SERVICES.** In the event that the Utility requests and HydroCorp consents to perform additional work or services involving the consulting, management, operation, maintenance, and repair of the Utility’s water delivery system where such services or work exceeds or changes the Scope of Services contemplated under this Agreement, HydroCorp shall be provided additional compensation. Within thirty (30) calendar days from the date of notice of such additional work or services, the parties shall mutually agree upon an equitable sum for additional compensation. This amount shall be added to the monthly sum effective at the time of change in scope. Changes in the Scope of Service include, but are not limited to, requests for additional service by the Utility or additional costs incurred in meeting new or changed government regulations or reporting requirements.
- 4.7 CLIENT CONFIDENTIALITY.** Disclosure of all communications between HydroCorp and the Utility regarding business practices and other methods and forms of doing business is subject to the provisions of Wisconsin Public Records Law, Chapter 19, Wis. Stats. HydroCorp agrees to make available for inspection and copying all records (as defined in sec. 19.32 (2), Wis. Stats.) in its possession created, produced, collected or otherwise related to this Agreement to the same extent as if the records were maintained by the Utility. HydroCorp expressly acknowledges and agrees that its obligations concerning Public Records Law and compliance under this Agreement should not be limited by copyright, license, privacy and/or confidentiality except as authorized under the Public Records Law.
- 4.8 ACCESSIBILITY.** Backflow prevention device information will be completed in full only when the identifying information (i.e. data plate, brass tag, etc.) is accessible and visible from ground level or from a fixed platform/mezzanine.
- 4.9 CONFINED SPACES.** – HydroCorp personnel will not enter confined spaces.

ARTICLE V. Risk Management and General Provisions

- 5.1 INFORMATION.** Both Parties to this Agreement recognize and acknowledge that the information presented to them is complete to the best of their knowledge, yet due to the inaccessible nature of water piping or lack of access provided by property owner/water user, complete accurate data is not always available. Cross-connection control inspection and results are documented as of a specific date. The property owner and/or water user may make modifications to the potable water system after the inspection date that may impact compliance with the program.
- 5.2 LIMITATION OF LIABILITY.** HydroCorp’s liability to the Utility for any loss, damage, claim, or expense of any kind or nature caused directly or indirectly by the performance or non-performance of obligations pursuant to this Agreement shall be limited to general money damages in an amount not to exceed or within the limits of the insurance coverage provided hereunder. HydroCorp shall in no event be liable for indirect or consequential damages, including but not limited to, loss of profits, loss of revenue, or loss of facilities, based upon contract, negligence, or any other cause of action.
- 5.3 HYDROCORP INSURANCE.** HydroCorp currently maintains the following insurance coverage’s and limits:

	Occurrence	Aggregate
Comprehensive General Liability	\$1 Million	\$2 Million
Excess Umbrella Liability	\$5 Million	\$5 Million
Automobile Liability (Combined Single Limit)	\$1 Million	
Worker’s Compensation/ Employer’s Liability	\$1 Million	
Errors and Omissions	\$2 Million	\$2 Million

Within thirty (30) calendar days of the start of the project, HydroCorp shall furnish the Utility with satisfactory proof of such insurance, and each policy will require a 30-day notice of cancellation to be given



to the Utility while this Agreement is in effect. The Utility shall be named as an additional insured according to its interest under the general liability policy during the term of this Agreement.

- 5.4 UTILITY INSURANCE.** The Utility will maintain liability insurance on an all risk basis and including extended coverage for matters set forth in this Agreement.
- 5.5 RELATIONSHIP.** The relationship of HydroCorp to the Utility is that of independent contractor and not one of employment. None of the employees or agents of HydroCorp shall be considered employees of the Utility. For the purposes of all state, local, and federal laws and regulations, the Utility shall exercise primary management, and operational and financial decision-making authority.
- 5.6 ENTIRE AGREEMENT AMENDMENTS.** This Agreement contains the entire Agreement between the Utility and HydroCorp, and supersedes all prior or contemporaneous communications, representations, understandings, or agreements. This Agreement may be modified only by a written amendment signed by both parties.
- 5.7 HEADINGS, ATTACHMENTS, AND EXHIBITS.** The heading contained in this Agreement is for reference only and shall not in any way affect the meaning or interpretation of this Agreement. The Attachments and Exhibits to this Agreement shall be construed as integral parts of this Agreement.
- 5.8 WAIVER.** The failure on the part of either party to enforce its rights as to any provision of this Agreement shall not be construed as a waiver of its rights to enforce such provisions in the future.
- 5.9 ASSIGNMENT.** This Agreement shall not be assigned by either party without the prior written consent of the other unless such assignment shall be to the affiliate or successor of either party.
- 5.10 FORCE MAJEURE.** A party's performance under this Agreement shall be excused if, and to the extent that, the party is unable to perform because of actions due to causes beyond its reasonable control such as, but not limited to, Acts of God, the acts of civil or military authority, loss of potable water sources, water system contamination, floods, quarantine restrictions, riot, strikes, commercial impossibility, fires, explosions, bombing, and all such interruptions of business, casualties, events, or circumstances reasonably beyond the control of the party obligated to perform, whether such other causes are related or unrelated, similar or dissimilar, to any of the foregoing. In the event of any such force majeure, the party unable to perform shall promptly notify the other party of the existence of such force majeure and shall be required to resume performance of its obligations under this Agreement upon the termination of the aforementioned force majeure.
- 5.11 AUTHORITY TO CONTRACT.** Each party warrants and represents that it has authority to enter into this Agreement and to perform the obligations, including any payment obligations, under this Agreement.
- 5.12 GOVERNING LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin, regardless of the fact that any of the parties hereto may be or may become a resident of a different state or jurisdiction. Any suit or action arising shall be filed in a court of competent jurisdiction within the State of Wisconsin, venue by the presiding County. The parties hereby consent to the personal jurisdiction of said court within the State of Wisconsin
- 5.13 COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which together shall be deemed to be one and the same instrument.
- 5.14 NOTICES.** All notices, requests, demands, payments and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally or sent by nationally recognized overnight carrier, or mailed by certified mail, postage prepaid, return receipt requested, as follows:



If to HydroCorp:

HydroCorp
c/o Craig Wolf
5700 Crooks Road, Ste. 100
Troy, MI 48337
(612) 850-8939

If to Utility:

Village of Hartland
210 Cottonwood Ave.
Hartland, WI 53029

- 5.15 SEVERABILITY.** Should any part of this Agreement for any reason, be declared invalid or void, such declaration will not affect the remaining portion, which will remain in full force and effect as if the Agreement has been executed with the invalid portion eliminated.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date first above written.

VILLAGE OF HARTLAND

By:
Title:

HydroCorp



By: Craig Wolf



Appendix

Specific Qualifications & Experience

HydroCorp™ is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost effective and professionally managed cross connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 30,000 Cross Connection Control Inspections **annually**.
- HydroCorp tracks and manages over 35,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely and courtesy manner. Our administrative staff can answer most technical calls related to the cross connection control program and have attended basic cross connection control training classes.
- HydroCorp currently serves over 200 communities in Michigan, Wisconsin, Maryland, Delaware, Virginia & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.



Rob Little - Bio



I grew up in Southwest Wisconsin. I lived in a very small town about 10 miles from the City of Lancaster which is where I went to school. I joined the Army National Guard when I was a junior in high school and completed basic training and my job training after graduation. Upon returning from training, I took a full-time job in the fire and safety industry, which is where my Fire/EMS career ultimately began.

I joined the Lancaster Fire Department as a volunteer firefighter in 1989 working my way up the ranks from firefighter to captain, and then hired as Fire Chief March of 2004. In this role I had the privilege of working with the City Council and Police and Fire Commission (PFC) on a nearly monthly basis. In December of 2010, I retired from this position and was asked to sit in with the PFC to hire a new Chief to replace me.

In February 2011, my wife and I moved to Hartland. I immediately went to the fire station to inquire about continuing my career with the Hartland Fire Department. In April 2011, I was hired by the Village of Hartland as an employee with the Hartland Fire Department. Throughout my nearly 11 years with the Village of Hartland Fire Department, I held the rank of Firefighter, Operator, Captain, Division Chief and retired in December 2021 as Deputy Chief.

My wife Tanya and I between the two of us have four children, all adults now. Danielle, hair stylist and salon owner, Ryan, Automotive sales, Brad, Automotive Technician, and Adam, College Student in Maryland and also in the Army Reserves as a Combat Medic as well as working part time as an emergency room technician at a local hospital. Tanya currently works for Medline here in Hartland and is owner operator of Little DippeRz Ice Cream & Treats here in Hartland.

I have been employed as an Ambulance Sales Specialist for Jefferson Fire & Safety in Middleton WI since 2008. On my time off, I enjoy traveling with my wife and family visiting new destinations either by commercial air travel, our camper, or our motorcycles. I also like to play golf and engage in community events with family and friends. We have owned our house here in the Village of Hartland since 2013 and thoroughly enjoy this community and are proud to call Hartland our home.

Respectfully Submitted

Rob Little



**VILLAGE OF HARTLAND
VOLUNTEER PROFILE SHEET**

Name Rob Little
Home Phone # 262-899-1255 Work Phone # 608-723-9126
Email Address rlittleff@gmail.com
Home Address 278 Hickory Ct. Hartland, WI 53029

Background:

33 Years of Fire/EMS Public Safety Service
11 Years with Village of Hartland - Ret. Deputy Chief
22 Years with the City of Lancaster - Ret Fire Chief
11 Years with Unites States Army - Veteran

Please number the following Boards, Commissions or Committees by order of preference you are interested in serving on:

- 5 Environmental Corridor and Open Space Committee (3 Year Term)
- 6 Ice Age Trail Community Committee (2 Year Term)
- 2 Joint Architectural Board/Plan Commission (3 Year Term)
- 7 Library Board (3 Year Term)
- 3 Park and Recreation Board (3 Year Term)
- 1 Police and Fire Commission (3 Year Term)
- 4 Zoning Board of Appeals (3 Year Term)

Signature Rob Little Date 01/09/2023

Return to: Village of Hartland
c/o Village Clerk's Office
210 Cottonwood Avenue
Hartland, WI 53029