

PARK AND RECREATION BOARD AGENDA
MONDAY JULY 1, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Call to Order

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

1. Consideration of a motion to approve the Park and Recreation minutes of the June 3, 2019 meeting.

Public Works Items

2. Discussion and possible consideration on updates to the Park Shelter reservation application.
3. Discussion and possible consideration of renting all Park Shelters at Nixon Park.
4. Discussion and possible consideration of a food truck policy.
5. Discussion and possible consideration of a banner policy.
6. Discussion and possible consideration of a Canteen agreement with Flanagan-Dorn Post 294 American Legion.
7. Discussion and possible consideration of a request of installation of exhaust fan and air grille in Bark River Canteen, Tom Luedtke, HAAA.

Other items for consideration

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

Deidre Bushéy
Deputy Clerk

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at (262)367-2714. The Municipal Building is handicap accessible.

PARK AND RECREATION BOARD MINUTES
MONDAY, JUNE 3, 2019
7:00 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD AVENUE

Present: Tim Hallquist, Curt Gundrum, Peggy Kallenberger, Duane Lawson, Rick Conner and Tina Bromberger.
Absent: Vicki Mitchell
Others: Mike Gerszewski & Kelli Yogerst.

7:00 PM Call to Order

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

1. Consideration of a motion to approve the Park and Recreation minutes of May 6, 2019 meeting.

Motion (Bromberger/Connor) to approve the Park and Recreation minutes of May 6, 2019 meeting with correction of Mike Gerszewski being operation supervisor and adding Rick Conner's name of those who were present. Carried (6-0).

Public Works Items

2. Discussion and possible consideration of a request of 2 updates to Park Use Shelter Policy, Lindsey Riesinger, 854 Wexford Court.

Mike G. explained that Lindsey Riesinger made a reservation and wanted to have a bounce house but didn't inform staff when she made the reservation. He said our form doesn't say that she has to go before park board to get approval, and by the time her event would have taken place there was no meeting. Hallquist said the way we found out about it is because she called diggers hotline and they send us a locate. He said she was distraught about not having a bouncy house for her daughter's birthday so he and President Pfannerstill had a conversation and verbally approved for her to have the bouncy house and we told her to get ahold of DPW for placement.

Hallquist said a simple statement could be added to the form regarding other items or activities. There was brief discussion about it coming to the Park Board so DPW is aware of where items like that are being placed regarding electric lines, water lines etc. There was brief discussion on adding ordinance 70:30 to the form. Hallquist said it would be easier if we put a statement on the form then if someone puts down bouncy house etc., that way it

can be addressed then. Bromberger brought up adding an additional deposit for those that are bringing in a bouncy house, dunk tank, rock climbing wall to cover any damages. The amount of \$100 for refundable deposit was brought up and adding that to the form to cover any damage that could happen from items brought in. Hallquist said they will work on changing the language on the form and bring it back next time.

3. Discussion and possible consideration of a request to use the Fine Arts Center June 19, 2019 July 17, 2019 & August 14, 2019, Our Saviors Evangelical Lutheran Church.

Hallquist said he had no problems with those dates. The dates they are proposing are Wednesdays and there are no conflicts.

Motion (Kallenberger/Conner) to approve the request to use the Fine Arts Center on June 19 2019, July 17 2019 & August 14 2019 by Our Saviors Evangelical Lutheran Church. Carried (6-0).

4. Discussion and possible consideration of a location for a shelter at Centennial Park.

Mike G. said in talking to staff they like the idea of putting the shelter where the current volleyball court is and moving the volleyball court across the drive. Mike G. said they had been approached by a scout who wants to do an Eagle project to build a volleyball court, he said that would facilitate it a little easier, he said that was several weeks ago and didn't know if that was still the plan but he will reach out to him. Mike said the shelter is budgeted for this year and will be using impact money for it too.

Motion (Bromberger/Kallenberger) approve location of new shelter at Centennial Park as presented. Carried (6-0).

5. Discussion and possible consideration of a food truck policy in the parks.

Gerszewski asked to table the food truck policy as he hasn't had time to put anything together for the board.

Motion (Hallquist/Conner) to table the food truck policy. Carried (6-0).

Recreation Director Items

6. Update on upcoming events.

Yogerst said she wanted to talk to the board about something that is very preliminary. She said the Village has a partnership with Nina Gales of "To the point" to offer dance programs. Yogerst said they started this in 2016 her 3 year lease is coming up at the end of August. She would like to retire and not be the sole responsible person and wondered if the Village wanted to take over the lease. K said they are gathering all the info, rent costs for the last several years etc. K is putting together the pros and cons together to see if that is something the Village may want to pursue. She said she will need to get more info and facts together

PARK BOARD MINUTES

MONDAY JUNE 3, 2019

7:00 PM

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would need to talk to the Village Board about it. She said they would have to look at cost to see how much the village would need to come up with. Her initial thought was it may be a good baby step to take to see if in the future if the Village should one day have a community center. She is already looking at putting the Barre class there and possibly putting bridge over there. Bromberger asked how many rooms are over there and Yogerst said it is just one big room. The general consensus was that it is a good idea.

Hometown celebration update- Friday night is the fireworks, Kiwanis will be selling brats and 12 vendors- a lot more crafters vs businesses. Saturday is the 5k and Sunday is the parade. Saturday there will be a renaming ceremony for the Municipal building at 11:30.

Other items for consideration

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

Hallquist stated under section 70:30 under limits of use of facilities second bull point down of the ordinance he would like the Hartland Police Department to monitor Nixon Park for illegal parking. He said on Sunday and Monday on 2 different occasions he saw a cars parked right next to the shelter and the Fine Arts center.

Thursday at 6pm is Joint meeting of Park Board, Village Board and Comp Board.
Banner policy for next meeting.

- 8. Adjourn**

Motion (Connor/Lawson) to adjourn. Carried (6-0). Meeting adjourned at 7:43 PM.

Respectfully submitted
By Recording Secretary,
Deidre Bushey
Deputy Clerk

Draft



Village of Hartland Park Facility Reservation Application

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

Permit #

Contact Information

Organization Name (if applicable) _____

Renter or Responsible Party _____

Home/Cell Phone _____ Email _____

Address _____ City/Zip _____

If above person cannot be reached: _____ Phone _____

Rental Information

Event Date _____ Event Type _____

Arrival Time (include set-up time) _____ Departure Time (include clean-up time) _____

Attendance _____ Electricity - Yes ___ No ___ Tax Exempt - Yes ___ No ___ (If yes, please include certificate)

Rental Fees

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

Park Shelter/Open Space

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

Rental Fee (based on number of attendees)

Attendees	Resident	Non-resident
0-50	\$50	\$60
51-100	65	78
101-200	80	96
201+	95	114

Refundable Deposit (based on number of attendees)

- 1 - 100 No deposit required
- 101 - 200 \$200
- 201 - 300 \$300
- 300 + \$400

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

Renter's Signature

Date

Renter's Name (please print)

Rental Fee	_____
Tax (5.1% on Rental Fee)	_____
Deposit (if required)	_____
Structures deposit (\$100)	_____
Total Due	_____

Office Use Only: Date Paid _____ Amount Paid _____ Receipt # _____ Processed _____

Draft

Park Shelter Use Policies

RESERVATIONS

Picnic area shelters must be reserved for a specific site. All uses must be open to the public and free of charge.

To reserve a park shelter or open space, complete the reservation application form and submit it with the required fees and deposits to the Village of Hartland. Reservations are processed on a first-come, first-serve basis. An authorized representative 18 years old or older of the group who shall be personally responsible for the conduct of the participants and for damages must sign the application. Reservation requests will be accepted beginning January 1 each year. All rental fees include Wisconsin sales tax (where applicable).

Athletic facilities require a separate reservation. If you wish to reserve an athletic facility (soccer field, softball field, volleyball court, etc.), please contact Village Hall staff. No park fields can be reserved with your shelter permit prior to April 1.

LIMITS TO RESERVATION TIME

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

LIMITS ON USE OF FACILITIES

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

FACILITY AMENITIES

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

PERMITTED

Tents are permitted only in certain areas when a picnic group has reserved a shelter. Tents are to be placed adjacent to the shelter. Tents may not be placed on the asphalt. Tents may only be set up on the day of the picnic and must be removed on the same day. Charges will be assessed for damages incurred during the setup or removal of tents.

Radios are permitted in all picnic area. The use of amplification equipment is not permitted. The volume of radios must be kept at a level so as to not unreasonably annoy or disturb the peace and quiet for other park users or surrounding residents in accordance with Section 9.07 of the Municipal Code.

REFUNDS

In the event of cancellation, permit fee may be refunded. A \$10.00 fee may be charged for administrative processing. To change a reservation, a written request must be submitted. Contact the Village's Administrative Office for further assistance.

REMINDERS

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



Payment Method
(Check all that apply.)

Checks Payable to:
Village of Hartland

Cash

Credit Card

If for any reason a check is returned as "insufficient funds" a service fee of \$25 is charged. Full payment plus service fee must be paid in full to become registered.

Required Information for Credit Card Transactions (write legibly)

Circle One: Visa MasterCard Discover American Express Total Amount: \$ _____

Card #: _____ Expiration Date: _____

Entire name as it appears on the credit card (please print legibly): _____

I Cardholder acknowledges receipt of goods and/or services in the amount of the Total shown hereon and agrees to perform the obligations set forth in the Cardholder's agreement with the Issuer.

Signature (REQUIRED): _____

(This portion of the form will be destroyed after transaction is complete.)

Village of Hartland Parks Food Truck Policy

Policy Statement

Mobile food facilities (MFF) are allowed in the Village of Hartland parks only with an approved park use form IE: Fine arts center, Park shelter etc. and approval of the Village Park board prior the event or park use. Mobil food facilities include, but are not limited to trucks, trailers, carts, bicycles and may include auxiliary equipment such as portable fryers, stoves and grills that are located adjacent to the MFF during operation.

Requirements

MFF's must have prior approval from the Village Park board

All MFF's on Village Park land must comply with Waukesha County Health Department requirements.

The location or the MFF will be approved by the Village Department of Public Works.

MFF's may not manufacture, distribute, dispense, possess, use or sell alcoholic beverages.

MFF's must have Comprehensive liability insurance - \$1 million, Vehicle insurance and Workers compensation insurance. Proof of insurance must be provided at the time of application to the park board.

All MFF's must be totally self-contained, no electricity will provided.

MFF's must remove all trash and litter when they leave the park.

Only one MFF will be allowed in a park at a time and no MFF will be allowed to come to the park on multiple days.

Park bathrooms will only be open during normal park hours.

No sound can be projected from the MFF.

Sponsor Banner Program Advertising Policy

Purpose Statement

The purpose of allowing advertising on municipal property is not to provide a public forum for dissemination, debate or discussion of public issues but to provide additional opportunities for revenue to support programs and services for community communications. This policy is intended to provide guidelines and standards for advertising on village owned athletic fields and public parks that are frequently used and frequented by minors and their families.

Guidelines, Standards and Criteria

The purchaser of the sign will determine all of the artwork and details for the sign with their printer. The Village staff must approve the sign, its design and message before it is displayed on the approved locations. Approval will be determined based upon the purchaser being current on all payments due and owing to the Village of Hartland and the Park and Recreation Department as well as the following guidelines and standards in this policy. A fee of twenty percent of the total cost of the sign plus a fee based on length of time the sign is up (see below) will be charged for the right to put up a banner.

The Village of Hartland reserves the right to amend the policy and standards at any time and to later limit or prohibit advertising at any and all locations even though previously allowed.

Approval of the content of the sign will be based on the following criteria:

- Advertisements are intended for commercial or nonprofit use only. Advertisements are not allowed to include political or religious advertisements.
- No advertisements shall contain information that is false, misleading or deceptive.
- Advertisements are not allowed to promote alcoholic beverages, tobacco products or other addictive products. The beer garden at Nixon Park is exempt from this requirement
- Advertising may not promote unlawful or illegal goods, services or activities, or infringe on any copyright, trade, or service mark, title or slogan.
- Advertising may not be demeaning or disparaging to individuals or groups on the basis of race, color, religion, national origin, ancestry, gender, age, disability, ethnicity, or sexual orientation.
- The advertising shall state a disclaimer on the banner, that the ad is not sponsored by and does not necessarily reflect the views of the municipality.

Approved areas:

- Fences around athletic fields and tennis courts and backstops without restriction sight
- Around driveways to parking lots in the parks
- Banners will be removed from Nixon Park fences for the Hometown Celebration fire works

The banners must comply with the following standards:

- Banners must be made of vinyl (for all season). No poster board or weather reducing material.
- Must be 3' tall by 5' long
- Grommets must be placed around the border of the sign

Guidelines of the program:

- Banners must be installed by the user groups no sooner than two weeks prior to the event or season
- All banners are temporary and seasonal
- Banners will be removed the first business day after the event or last game of the season
- The village staff must approve the sign, its design, the message and material before it is installed on the fence. It is recommended to get an approval of the design/content before it is printed
- The Village of Hartland reserves the right to remove any sign that is in poor condition as it may determine. The user group shall be responsible for the replacement of the sign that is removed
- The Public Works Department will not be responsible for any damage to the sign. Repairs or replacement of the sign due to damage caused by wear and tear, wind, vandalism theft or damage caused by any other reason will be at the purchaser's sole expense
- It is the sole right of the Department of Public Works to determine where the sign shall be placed on the fence
- The banners will be placed using zip/cable ties.
- The Department of Public Works will assess the condition of the banners through the season
- Presentation to the park board of the user group sign intentions should be considered. All follow up meetings can be administered by administration staff.
- Signs that are put up and taken down the same day will be exempt from this policy.
- Reservations of preferred sign location will be assigned by village staff on a first come, first served basis beginning on the first business day of the new year.

Fee Structure

1-3 Days: \$20.00

4-7 Days: \$50.00

8-14 Days \$100.00

**Village of Hartland/Flanagan – Dorn Post 294 American Legion
Nixon Park and Canteen Agreement** (Created 6/20/2019)

WHEREAS, the Village of Hartland (hereinafter "Village") owns and maintains a canteen in the Nixon Park in the Village; and

WHEREAS, the canteen is frequently used by Flanagan – Dorn Post 294 American Legion (hereinafter "Flanagan – Dorn Post") when games are being played on the ball field,

NOW THEREFORE, THE VILLAGE AND HAAA HEREBY AGREE AS FOLLOWS:

1. The Flanagan – Dorn Post will apply for all necessary permits required by Village to sell fermented malt beverages and food product.
2. Neither the Flanagan – Dorn Post nor any other agency may place any advertising, names or logos on the Village property without prior written approval from the Village Park and Recreation Board and Village Board.
3. The responsibility and authority to schedule and allow use of the ball field and canteen for all Flanagan – Dorn Post league play and/or any tournaments or other users shall remain solely with the Village. When other users are permitted by the Village to use the facilities, it shall be Flanagan – Dorn Post's responsibility to secure their equipment and food product prior to the permitted use. It is acknowledged that the Flanagan – Dorn Post owns certain equipment within the canteen and retains the right to schedule use of their equipment for associated food and beverage sales.
4. The Flanagan – Dorn Post shall thoroughly clean the canteen area and remove all equipment and materials from the canteen with the exception of the refrigerators, before October 15th of the year of this agreement. Any electrical devices shall be turned off and unplugged by the above date.
5. This Agreement is for a period of one year from the date hereof, at the end of that period, the agreement will automatically renew for an additional one-year term unless cancelled by Village Board action. The Village may modify the agreement or, if cancelled, require that Flanagan – Dorn Post, at their sole expense, remove all of their equipment and restore all Village property to its condition prior to installation of these items (see item eleven). Flanagan – Dorn Post may with the Village Park and Recreation Board approval, donate these items to the Village. The Agreement will be reviewed annually by the Village Park and Recreation Board based on input from the Village Staff and the Flanagan – Dorn Post at their November meeting.
6. The Flanagan – Dorn Post will provide to the Village one set of keys to any locks in the canteen. This will not include any refrigerators where their product is stored.
7. The Flanagan – Dorn Post will provide to the Village a Five Hundred (\$500.00) dollar deposit that will be refunded if clean-up is satisfactorily completed by October 15th. This may be retained by the Village if damage, other than vandalism, has occurred or cleaning of the facility is required. The Village would charge the current contract labor rate plus 50% for fringe benefits, any material costs and a 3% administrative charge for billing purposes.

**Village of Hartland/ Flanagan – Dorn Post 294 American Legion
Nixon Park and Canteen Agreement** (Created 6/20/2019)

8. The Flanagan – Dorn Post will pay for ???????? percent (??%) of the electric utility costs during the months of field use, typically; May, June, July, and August. Additional months may be added if there are scheduled games or tournaments in other months. This will be billed on a monthly basis with the Flanagan – Dorn Post given 30 days to pay the Village.

9. Neither the Flanagan – Dorn Post nor any other agency shall make any modifications/alterations to the facility without prior written approval of the Village.

10. The Flanagan – Dorn Post shall be responsible for keeping the facilities in a clean and sanitary condition at all times. This includes all trash pickup in the park after game use; sweeping around the canteen; general housekeeping in the canteen and rest rooms that includes restocking of toilet paper; and removal of debris in and around the bleachers and dugouts.

11. The Flanagan – Dorn Post shall indemnify, defend and hold harmless the Village of Hartland and its elected officials, board members and employees from and against any and all claims, costs, expenses, losses, damages, demands, actions or causes of action which may be asserted against or incurred by Village as a result of Flanagan – Dorn Post use of the property or Flanagan – Dorn Post items used on property. Flanagan – Dorn Post shall also maintain its own property and liability insurance that insures its property and damages that may result to Village property under any and all peril. A certificate of insurance shall be provided to the Village at the beginning of each year.

12. The Flanagan – Dorn Post will be required to maintain, throughout the period of recreational activities, insurance with coverage as provided below:

- A. Comprehensive General Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional insured”.
- B. Comprehensive Professional Liability Insurance in an amount of a least \$500,000 for coverage to insure the activities of the coaches, manager, administrators and officers of the organizations engaging in recreational activities on Village park land is recommended, but not required. The policy should include the Village and its agents, officers and employees as “additional insured”.

The Flanagan – Dorn Post will be required to maintain, throughout the period of sale of alcoholic beverages, the appropriate alcohol licensing and insurance with coverage as provided below:

- A. Comprehensive Liquor Liability Insurance in an amount of at least \$1,000,000. The policy must include the Village and its agents, officers and employees as “additional

insured”. A Certificate of Insurance evidencing the issuance of a policy covering this insurance requirement must be provided to the Village prior to this activity.

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**Village of Hartland/ Flanagan – Dorn Post 294 American Legion
Nixon Park and Canteen Agreement** (Created 6/20/2019)

13. The Flanagan – Dorn Post shall be responsible for the maintenance and or removal/donation of the following items if this agreement is not renewed.

Canteen interior

A. Refrigerator unit

Dated this _____ day of _____, _____.

Village of Hartland

By: _____

Jeffery Pfannerstill, Village President

Flanagan – Dorn Post 294 American Legion Representative

By: _____

Printed Name: _____

Title: _____

June 25th 2019

Greetings Park Board Members,

The attached estimates are for the project I informally mentioned at a meeting late last year. The project involves the addition of ambient air intake and exhaust fans to the concession stand at Bark River Park. The purpose of the fans is to provide air movement inside the building during hot weather to prevent the overheating of the compressor of our walk-in cooler inside the building which has failed twice in the past ten years. It has been recommended by the service company that services the cooler to have a thermostatically controlled system installed to avoid recurring failures of the compressor.

I have discussed the project with the village's building inspector who agreed if the project is approved it should operate automatically, without the need of human intervention, and be set to operate above appx. 75 degrees.

All expense for the system will be paid by H.A.A.A. and become permanent to the concession stand as an essential component of the walk-in cooler. As the weather is finally starting to warm, we wish to have the project completed as soon as possible.

Thank-you

Tom Ludtke, President

Hartland Athletic Advancement Association



"Our Focus Is Your Energy Savings"

PROPOSAL

Date	PROPOSAL #
4/25/2019	6076

PROPOSAL SUBMITTED TO:

JOB NAME AND LOCATION:

Hartland Athletic Advancement Association
763 Tenny Avenue
Hartland WI 53029

Concession Building
261 Church St
Hartland WI 53029

WE HEREBY SUBMIT SPECIFICATIONS FOR:

JOB LOCATION:

Village of Hartland
Concessions Building
261 Church St
Hartland WI 53029

Add Ventilation to Concessions Building to include:

- (1) 12" Exhaust Fan with Hood
- (1) 12" Intake Fan with Hood
- (1) Line Voltage Thermostat

Total Cost: \$ 1,014.00

PLEASE NOTE: Line Voltage wiring by others

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications for the sum: \$ 1,014.00 One Thousand Fourteen and 00/100 Dollars

Payment Due: Upon Completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from the above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the proposal. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature David R Perry Jr (jr)

Note: This proposal may be withdrawn by us if not accepted within 60 days.

Acceptance of Proposal - the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as stated above.

Signature _____

Date of Acceptance : _____

Signature _____

Estimate

Todd Wangerin Electric LLC
952 S. Concord Road
Oconomowoc, Wi. 53066
2627194411
twelectric4411@att.net

Date: 06/21/2019
Quote No.: 10316

Bill To:
Hartland Athletic Advancement
Association
763 Tenny Ave
Hartland, Wi. 53029

Ship To:
261 Church Street
Hartland, Wi. 53029

Qty	Description	Unit Price	Total
0	Install wiring for exhaust fan on wall above panel		
0	Install wiring for itake fan on wall by door from panel using existing conduit		
1	Total	\$500.00	\$500.00
1	Hartland permit fee	\$50.00	\$50.00

Total \$550.00

Thank you for your business.