



Notice is hereby given according to State Statutes that the VILLAGE BOARD of the Village of Hobart will meet on **Tuesday May 5th 2026**, at 6:00 P.M. at the Village Office (2990 South Pine Tree Road). NOTICE OF POSTING:  
Posted May 1<sup>st</sup> 2026, at the Hobart Village Office and on the village website.

## **MEETING NOTICE – VILLAGE BOARD (Regular)**

**Date/Time: Tuesday May 5<sup>th</sup> 2026 (6:00 P.M.)**

**Location: Hobart Village Office (2990 South Pine Tree Road)**

Village Board of Trustees: Richard Heidel (President), David Dillenburg, Vanya Koepke, Tammy Zittlow, Melissa Tanke

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### **ROUTINE ITEMS TO BE ACTED UPON:**

1. Call to order/Roll Call.
2. Certification of the open meeting law agenda requirements and approval of the agenda
3. Pledge of Allegiance

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### **4. PUBLIC HEARINGS**

**5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)**

**A. Payment of Invoices (Page 4); B. VILLAGE BOARD: Minutes of April 21<sup>st</sup> 2026 (Regular) (Page 7); C. BOARD OF FIRE COMMISSIONERS: Minutes of March 26<sup>th</sup> 2024 (Page 10); D. PLANNING AND ZONING COMMISSION: Minutes of March 2<sup>nd</sup> 2026 (Page 11); E. SPECIAL EVENT PERMIT: Kickoff to Summer Celebration (Hobart Volunteer Firefighters Association), May 31 (Hobart Fire Station #1) (Page 12); F. SPECIAL EVENT PERMIT: Operation Guardian Angel Memorial Day Run (Team Triumph), May 25 (Four Seasons Park) (Page 15)**

### **6. ITEMS REMOVED FROM CONSENT AGENDA**

**7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS (Please limit comments to no more than 3 minutes)**

**A. DISCUSSION AND ACTION – Resolution 2026-06 (A RESOLUTION SUPPORTING ADDITIONAL STATE TRANSPORTION AID) (Page 18)**

The Wisconsin League of Municipalities is seeking support for a long-term, sustainable funding solution to the state's Transportation Fund.

**B. DISCUSSION AND ACTION – Resolution 2026-07 (A RESOLUTION RECOGNIZING THE 57th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK (MAY 3 - 9, 2026) (Page 22)**

May 3 through May 9, 2026 is the 57th Annual Professional Municipal Clerks Week. Initiated in 1969 by the International Institute of Municipal Clerks (IIMC) and endorsed by all of its members throughout the United States, Canada and 15 other countries, the week is a time of celebration and reflection on the importance of the Clerk's office. In 1984, President Ronald Reagan signed a proclamation that officially declared Municipal Clerks Week the first full week of May.

### **8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

#### **A. INFORMATION**

1. Proposed Tour Sites for the Hobart Municipal Center Project (Page 24)
2. Tree City USA Press Release (Page 25)
3. Liquor License Status Update (Page 26)

## **9. COMMITTEE REPORTS AND ACTIONS**

### **A. DISCUSSION AND ACTION – Consider a 2 Lot CSM establishing two separate new parcels of 7.530 and 1.691 acres (500 Block Centerline Dr., HB-524 ) (Planning and Zoning Commission) (Page 27)**

The property owner of parcel HB-524, located in the 500 Block of Centerline Dr., is proposing a two lot CSM splitting one parcel into two separate parcels of 7.530 and 1.691 acres. The existing parcel is currently zoned PDD#1: Centennial Centre at Hobart District and the proposed CSM would create two new lots that maintain compliance with Village Code requirements relating to lot size and lot width.

## **10. OLD BUSINESS**

### **11. NEW BUSINESS**

#### **A. DISCUSSION AND ACTION – Contract with Robert E. Lee for GIS Licensing and Upgrading Services (Page 37)**

This proposal outlines the required efforts, estimated costs, and project scope to support the Village through a transition in Esri's ArcGIS licensing, a shift in editing structure from ArcMap to ArcGIS Pro, and the retirement of key ArcGIS Online tools. These changes are prompted by Esri's updated software policies and licensing structures that begin to take effect in 2026. The total cost of the contract is estimated to be \$14,190-\$17,540, to be divided over several funds.

#### **B. DISCUSSION AND ACTION – Proposed Sanitary Sewer Rate Increase (Page 42)**

Staff is proposing a one (1) percent increase in the sanitary sewer rates, the first increase since 2023. This will increase the reserves of the fund for future replacement projects (without incurring additional debt) and paying off existing debt at a more rapid rate than scheduled.

#### **C. DISCUSSION AND ACTION – Establishing a Public Hearing for the Sanitary Sewer Rate Increase (Page 46)**

Staff is recommending the public hearing be held at the June 2<sup>nd</sup> Village Board meeting.

#### **D. DISCUSSION AND ACTION – Awarding Contract for Street Sweeping (Page 47)**

With the retirement of the Villages street sweeping services in 2025, the Village sent a Request for Proposals (RFP) out for the street sweeping for the 20 plus miles of curb and gutter. Only one quote was received from Precision Sealcoating, which has performed street sweeping in the Village before the latest vendor, in 2017 with satisfactory results and service. Staff recommends awarding the contract to Precision Sealcoating.

#### **E. DISCUSSION AND ACTION – Participation in the Wisconsin League of Municipalities Local Government Stormwater Group (Page 55)**

Staff is seeking authorization for the Village to participate in the Wisconsin League of Municipalities Local Government Stormwater Group, which will consist of communities concerned about stormwater advocacy. The cost to participate is \$500, with funding to come from the Stormwater Fund.

#### **F. DISCUSSION - Items for future agenda consideration or Committee assignment**

#### **G. ADJOURN to CLOSED SESSION:**

1. Under Wisconsin State Statute 19.85 (1) (c): Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility  
RE: Personnel
2. Under Wisconsin State Statute 19.85 (1) (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session  
RE: Sale or Purchase of Property
3. Under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.  
RE: Tribal Affairs; Potential Litigation

#### **H. CONVENE into open session.**

#### **I. ACTION from closed session.**

## **12. ADJOURN**

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Aaron Kramer, Village Administrator

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### **UPCOMING BOARD MEETINGS**

Tuesday May 19<sup>th</sup> 2026 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

Tuesday June 2<sup>nd</sup> 2026 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

Tuesday June 16<sup>th</sup> 2026 (6:00 PM) – Regular Board Meeting at Village Office (2990 South Pine Tree Road)

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NOTE: Page numbers refer to the meeting packet. All agendas and minutes of Village meetings are online: [www.hobartwi.gov](http://www.hobartwi.gov). Any person wishing to attend, who, because of their disability, requires special accommodation, should contact the Village Clerk's office at 920-869-1011 with as much advanced notice as possible. Notice is hereby given that action by the Board may be considered and taken on any of the items described or listed in this agenda. There may be Board members attending this meeting by telephone if necessary.

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4/29/2026

9:35 AM

Reprint Check Register - Quick Report - ALL

Page: 1

ACCT

CHECKING

ALL Checks

Posted From: 5/05/2026 From Account:  
 Thru: 5/05/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
71114	5/05/2026	ABEDNEGO FIRE PROTECTION LLC HYDROSTATIC TESTING	70.00
71115	5/05/2026	BADGERLAND BADGE & SIGN CO INC DESK NAMEPLATE - CROCKER	10.75
71116	5/05/2026	BAYSIDE PRINTING LLC COURTESY CHECK STICKERS -250	95.92
71117	5/05/2026	BEST MACHINE & REPAIR INC PLOW LIFT HOOK / WING HITCH PIN & TUBE	380.00
71118	5/05/2026	BROWN COUNTY PORT & RESOURCE RECOVERY REFUSE & RECYCLING DISPOSAL	9,883.21
71119	5/05/2026	CITY OF DEPERE BRINE 10,076.00 GAL 2025-2026 SEASON	3,103.41
71120	5/05/2026	DIVERSIFIED BENEFIT SERVICES INC APRIL 125-FSA ADMIN SERVICES	105.00
71121	5/05/2026	EAGLE ENGRAVING INC SIGNS - 13; MABAS TAG - 8	163.05
71122	5/05/2026	FAIR MARKET ASSESSMENTS ASSESSMENT SERVCIES REVAL & MAINTENANCE	5,402.00
71123	5/05/2026	FOX VALLEY TECHNICAL COLLEGE SPRING26_SP1373_47504069	295.00
71124	5/05/2026	HAWKINS INC CHLORINE CYLINDERS	30.00
71125	5/05/2026	IAN SCHIEFELBEIN REIMBURSEMENT - CHARGER RADIO	30.48
71126	5/05/2026	JENA LECHER PARTIAL REFUND PARK DEPOSIT - 04-19-2026	100.00
71127	5/05/2026	JUDY GARRITY REFUND PARK DEPOSIT FOR 4-25-2026	175.00
71128	5/05/2026	NORTHEAST ASPHALT INC PATCHING MATERIALS MULTIPLE INVOICES	953.80
71129	5/05/2026	OCC HEALTH CENTERS OF THE SOUTHWEST P.A. SERVICES 1/10/2026	191.00
71130	5/05/2026	PACKER CITY INTERNATIONAL TRUCKS INC 2007 INTERNATIONAL ENGINE REPAIR #305	1,893.22
71131	5/05/2026	PERSONNEL EVALUATION INC PEP BILLING 3/1-3-31-2026	75.00
71132	5/05/2026	PULASKI LACROSSE INC.-JUSTIN RASMUSSEN REFUND 4-26-2026 & 5-17-2026 SPECIAL EVE	560.00

4/29/2026

9:35 AM

Reprint Check Register - Quick Report - ALL

Page: 2  
ACCT

CHECKING

ALL Checks

Posted From: 5/05/2026 From Account:  
 Thru: 5/05/2026 Thru Account:

Check Nbr	Check Date	Payee	Amount
71133	5/05/2026	ROBERT E. LEE & ASSOCIATES INC INLINE BOOSTER STN #1 PUMP PROJ#12320306	1,921.50
71134	5/05/2026	SECURIAN FINANCIAL GROUP INC LIFE INSURANCE PREMIIUMS JUNE 2026	1,136.90
71135	5/05/2026	SIGN COUNTRY K-9 GRAPHICS	160.00
71136	5/05/2026	TRI-CITY GLASS WINDSHIELD 2015 WEST	298.42
71137	5/05/2026	WI DEPT OF JUSTICE - CIB TIME TIME ACCESS NON-TR - OFFCR SUPPT QTRLY	375.00
71138	5/05/2026	WI DEPT OF JUSTICE - CIB TIME TIME ACCESS TRAD - QTRLY CHARGE OFF SUPP	396.75
71139	5/05/2026	WI RURAL WATER ASSOCIATION - WRWA WRWA CONFERENCE LANCELLE & AMBROSIOUS	590.00
Grand Total			28,395.41

4/29/2026

9:35 AM

Reprint Check Register - Quick Report - ALL

Page: 3  
ACCT

CHECKING

ALL Checks

Posted From: 5/05/2026 From Account:  
Thru: 5/05/2026 Thru Account:

Amount

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Total Expenditure from Fund # 001 - General Fund	14,747.28
Total Expenditure from Fund # 002 - Water Fund	620.00
Total Expenditure from Fund # 006 - K-9 Fund	160.00
Total Expenditure from Fund # 007 - Storm Water Fund	678.42
Total Expenditure from Fund # 008 - TID 1 Fund	1,921.50
Total Expenditure from Fund # 010 - Parks & Recreation	385.00
Total Expenditure from Fund # 014 - Garbage & Recycling Program	9,883.21
Total Expenditure from all Funds	28,395.41



## **MEETING MINUTES – VILLAGE BOARD (Regular)**

**Date/Time: Tuesday April 21<sup>st</sup> 2026 (6:00 P.M.)**

**Location: Hobart Village Office (2990 South Pine Tree Road)**

Village Board of Trustees: Richard Heidel (President), David Dillenburg, Vanya Koepke, Tammy Zittlow, Melissa Tanke

### **ROUTINE ITEMS TO BE ACTED UPON:**

- 1. Call to order/Roll Call.** The meeting was called to order by Rich Heidel at 6:04 pm. Dave Dillenburg, Vanya Koepke, Melissa Tanke, and Rich Heidel were present. Excused: Tammy Zittlow.
- 2. Certification of the open meeting law agenda requirements and approval of the agenda** - ACTION: To certify the open meeting law agenda requirements and approve the agenda as presented. MOTION: Dillenburg SECOND: Tanke. VOICE VOTE: 4-0.

**3. Pledge of Allegiance** - Those present recited the Pledge of Allegiance.

**4. PUBLIC HEARINGS** -None.

**5. CONSENT AGENDA (These items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action.)**

**A. Payment of Invoices; B. VILLAGE BOARD: Minutes of April 8<sup>th</sup> 2026 (Regular)**

ACTION: To approve item A. Payment of Invoices to include manual checks. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE 4-0.

ACTION: To approve item B. VILLAGE BOARD: Minutes of April 8<sup>th</sup> 2026 (Regular). MOTION: Heidel SECOND: Koepke. VOICE VOTE 3-0, Tanke recused.

**6. ITEMS REMOVED FROM CONSENT AGENDA** – None.

**7. CITIZENS' COMMENTS/RESOLUTIONS/PRESENTATIONS (Please limit comments to no more than 3 minutes)**

No one spoke.

**A. DISCUSSION AND ACTION – Petition to Lower Speed Limit on Cyrus Drive**

The petition is asking the Village to lower the speed limit on a portion of Cyrus Drive from 45 to 25 MPH. Staff would recommend that the petition be accepted and forwarded to the Public Works and Utilities Advisory Committee for further discussion and a recommendation.

ACTION: To accept the Petition to Lower Speed Limit on Cyrus Drive, place it on file, and to forward it to Public Works & Utilities Advisory Committee. MOTION: Tanke SECOND: Dillenburg. VOICE VOTE: 4-0.

**8. VILLAGE ADMINISTRATOR'S REPORT/COMMUNICATIONS**

**A. INFORMATION**

1. March 31, 2026 Associated Bank Investment Portfolio
2. March 31, 2026 Stephenson National Bank Investment Portfolio
3. March 31, 2026 Bank Account Balances
4. Hobart-Lawrence Police Department 2025 Annual Report
5. Hobart-Lawrence Police Department 2026 1<sup>st</sup> Quarter Report

Administrator Kramer presented the above reports to the Village Board.

The audit report is here and was given to the Board.

Director Lancelle reviewed roads damaged by the rain.

Update on the Hobart State of Emergency.

Fire Commission will meet on April 27.

**9. COMMITTEE REPORTS AND ACTIONS**

HALOPS(HALO)- met this morning. It was not determined which member will hold the meeting next month.

**A. DISCUSSION AND ACTION – Proposed Pedestrian Trail on the Former Railroad Bed in Hobart**

At its March 23<sup>rd</sup> meeting, the Parks and Recreation Commission passed the following recommendation to the Board: *“To recommend that the Village Board seek public comment to gauge interest in creating a public trail on the former railroad bed from Oneida to Pamperin Park, and to recommend the representatives of the Village and Oneida Nation meet face-to-face to reach a mutually beneficial agreement to construct the trail.”*

ACTION: To formally extend an invitation to the Oneida Nation to meet in person at a location of the Nation’s choice with Village of Hobart representatives, Village President Rich Heidel; Village Administrator Aaron Kramer; and Village Counsel Frank Kowalkowski to discuss the proposed pedestrian trail on the former railroad bed in Hobart. This invitation should present 5 possible meeting dates. MOTION: Koepke SECOND: Tanke. VOICE VOTE: 4-0.

**10. OLD BUSINESS**

**A. DISCUSSION AND ACTION – Policy 2026-04 (USE OF ARTIFICIAL INTELLIGENCE (AI) POLICY)**

The purpose of this policy is to establish procedures and guidelines for AI systems used by, or on behalf of, the Village, and enables the Village to use AI systems for the benefit of the community while safeguarding against potential harm. This is second reading of the proposed policy and has been slightly modified after review by the Village’s legal department.

ACTION: To approve Policy 2026-04 (USE OF ARTIFICIAL INTELLIGENCE (AI) POLICY) as presented. MOTION: Dillenburg SECOND: Koepke. VOICE VOTE: 4-0.

**B. DISCUSSION AND ACTION - Ordinance 2026-06 (AN ORDINANCE TO CREATE ARTICLE V (GOLF CARTS) OF CHAPTER 264 (VEHICLES AND TRAFFIC) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN)**

The purpose of this Ordinance is to regulate the operation of golf carts on Village roadways to promote public safety while allowing limited recreational and residential transportation. A \$50 permit fee has been added to the ordinance since its first reading on April 8<sup>th</sup>.

ACTION: To suspend the rules of regular meeting order. MOTION: Heidel SECOND: Dillenburg VOICE VOTE: 4-0.

Appearing before the Board:

Eva Vitale, 4288 Sawgrass Ct, addressing the golf course’s use of public roads with their carts.

Rusty Bishop, 915 Kings Point Ct, addressing safety concerns.

Mary Kay Bishop, 915 Kings Point Ct, addressing fees.

ACTION: To return to the rules of regular meeting order. MOTION: Dillenburg SECOND: Heidel VOICE VOTE: 4-0.

ACTION: To approve Ordinance 2026-06 (AN ORDINANCE TO CREATE ARTICLE V (GOLF CARTS) OF CHAPTER 264 (VEHICLES AND TRAFFIC) OF THE MUNICIPAL CODE OF THE VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN) as presented. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE: 4-0.

**11. NEW BUSINESS**

**A. DISCUSSION AND ACTION – Awarding of the 2026 Packerland Drive Sanitary Sewer Extension project (Contract 2320-25-01)**

Staff is recommending that the project be awarded to Jossart Brothers (De Pere, WI) for \$484,560.00 with the funding to come from the Sanitary Sewer Fund (\$284,560.00) and Tax Increment District (TID) #2 (\$200,000.00).

ACTION: To award the 2026 Packerland Drive Sanitary Sewer Extension project (Contract 2320-25-01) to Jossart Brothers (De Pere, WI) for \$484,560.00 with the funding to come from the Sanitary Sewer Fund (\$284,560.00) and Tax Increment District (TID) #2 (\$200,000.00). MOTION: Dillenburg SECOND: Koepke. VOICE VOTE: 4-0.

**B. DISCUSSION AND ACTION – Committee and Commission Appointments**

Each year the Village Board must appoint members to each of its committees and commissions based on their terms. The list of re-appointments from the Village Board President is included in the meeting packet. The new term begins on May 1, 2026.

ACTION: To approve the appointment of all committee and commission members as presented. MOTION: Heidel SECOND: Dillenburg. VOICE VOTE: 4-0.

**C. DISCUSSION - Items for future agenda consideration or Committee assignment**

Sewer rate proposal will be on the next Village Board meeting agenda.  
Packerland Roundabout paperwork questions.

ACTION: To recess at 7:45 pm prior to going into closed session. MOTION: Heidel SECOND: Koepke. VOICE VOTE: 4-0.

**D. ADJOURN to CLOSED SESSION (8:02 PM):** ACTION: To go into closed session under Wisconsin State Statute 19.85 (1) (g): Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. RE: Tribal Affairs; Potential Litigation MOTION: Heidel SECOND: Koepke. ROLL CALL VOTE: 4-0.

**E. CONVENE into open session (9:02 PM) –** MOTION: Dillenburg SECOND: Koepke. ROLL CALL VOTE: 4-0.

**F. ACTION from closed session - None**

**12. ADJOURN (9:03 PM)** – MOTION: Heidel SECOND: Dillenburg. VOICE VOTE: 4-0.

Respectfully submitted by Lisa A. Vanden Heuvel, Village Clerk

 <p><b>VILLAGE OF HOBART</b> GREATNESS IS GROWING Village of Hobart Village Office 2990 S. Pine Tree Rd, Hobart, WI <a href="http://www.hobart-wi.org">www.hobart-wi.org</a> - <a href="http://www.buildinhobart.com">www.buildinhobart.com</a></p>	<p><b>Notice is hereby given according to State Statutes that the FIRE COMMISSION of the Village of Hobart will meet on Monday March 26, 2024 at 5:30 P.M. at the Hobart Fire Station 1. NOTICE OF POSTING: Posted this 20<sup>th</sup> day of March 2024 at the Hobart Village Office, 2990 S. Pine Tree Rd and on the village's website.</b></p>
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### MEETING MINUTES – FIRE COMMISSION

**Date/Time: Monday March 26, 2024 (5:00 P.M.)**

**Location: Hobart Fire Station 1, 2703 S. Pinetree Rd**

#### ROUTINE ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call 5:01pm – Present: Robert VandeHey, Linda Hieronmczak, Al Langford, Dan VanRite, Tom Dennee**
- 2. Certification of the open meeting law agenda requirements and approval of the agenda**  
Agenda approved, 1<sup>st</sup> Robert VandeHey, 2<sup>nd</sup> Al Langford – All in Favor

#### ACTION ITEMS

#### **3. DISCUSSION - Interview 2 applicants for vacant Lieutenant position**

Commission will meet and interview applicants and provide Chief with the commission's thoughts on the two applicants

Chief introduced the applicants and documents for the commission to interview each applicant. Chief was not present in the room during the interviews. Commission will review their notes and inform the Chief by email on their results

#### **4. UPDATE – Fire Chief and Activity Reports**

The activity report agenda item allows Village Staff to apprise the Commission and Public of any new or time-sensitive information. Activity Reports may be given verbally and/or in writing.

No update given

#### **5. ADJOURNMENT**

6:10pm - 1<sup>st</sup> Tom Dennee, 2<sup>nd</sup> Robert VandeHey – All in favor

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Aaron Kramer, Village Administrator

MEMBERS: Robert VanDeHey, Tom Dennee, Linda Hieronmczak, Al Lankford, Dan VanRite

NOTE: All agenda and minutes of Village meetings are online: [www.hobart-wi.org](http://www.hobart-wi.org). Any person wishing to attend, who, because of disability requires special accommodations, should contact the Village Clerk-Treasurer at 920-869-1011 with as much advanced notice as possible. There may be a quorum of the Village Board of Trustees in attendance at this meeting, although no official Board action or discussion will take place.



1. **Call to order/Roll Call** – The meeting was called to order by Rich Heidel, Chair at 5:30 pm. Jeff Ambrosius, Tom Dennee, David Johnson, Bob Ross, Melissa Tanke, and Rich Heidel were present. Excused: John Rather.
2. **Certification of the open meeting law agenda requirements and approval of the agenda** – ACTION: To certify the open meeting law agenda requirements and approve the agenda. MOTION: Heidel SECOND: Ross. VOICE VOTE: 6-0.
3. **Approval of Minutes of the January 5, 2026 meeting** – ACTION: To approve the Minutes of the January 5, 2026 meeting as presented. MOTION: Ross SECOND: Ambrosius. VOICE VOTE: 6-0.
4. **Public Comment on Non-Agenda Items** – None.

#### ACTION ITEMS

#### **5. DISCUSSION AND ACTION – Vacating street right-of-way for Lonesome Road and a portion of West Adam Drive**

The Village of Hobart has been requested by Brown County Austin Straubel International Airport to vacate street right-of-way for Lonesome Rd. and a portion of W. Adam Dr. Both street rights-of-way are undeveloped and are located within the fenced area of the airport property with all abutting parcels being owned by Brown County Airport. The initial resolution to vacate these street rights-of-way has been presented to the Village Board at the February 3rd meeting and the next step in the vacating process is to have a meeting for the public at the Planning & Zoning Commission meeting. A public hearing for final action by the Village Board is slated for March 17, 2026. This is a restart of the process which was interrupted late last year.

ACTION: To approve street right-of-way vacation for Lonesome Road and a portion of West Adam Drive as outlined in resolution 2026-02. MOTION: Ross SECOND: Tanke. VOICE VOTE: 6-0.

#### **6. ADJOURN(5:36 pm)–** MOTION: Ambrosius SECOND: Johnson. VOICE VOTE: 6-0.

Respectfully submitted by Lisa A. Vanden Heuvel, Village Clerk



Permit Type <i>fees waived per Aaron</i>			
<input type="checkbox"/> Class I - \$125	<input type="checkbox"/> Class II - \$100	<input type="checkbox"/> Class III - \$75	<input type="checkbox"/> Cleaning Fee - \$225
APPLICATION FEE IS NON-REFUNDABLE <i>Cleaning Fee is refundable</i> (AV)			

## Village of Hobart Application for a Special Event

**NOTICE:** This application must be on file in the Office of the Village Clerk a minimum of **60 days** prior to the date of the event.  
 Class I & II permits require Board approval – Class III approved by Administrator.  
 Phone (920) 869-3802 | Fax (920) 869-2048

1. Name/Description of Event: Kickoff to Summer Celebration
2. Date of Event: 05 / 31 / 2026 or, if multiple days, Start Date \_\_\_/\_\_\_/\_\_\_ End Date: \_\_\_/\_\_\_/\_\_\_  
 Time event will start to form: 12 AM/PM | Actual Start time: 12 AM/PM | Finish Time: 4 AM/PM
3. Name and complete address of Organization/Individual organizing the event:  
Hobart Volunteer Firefighters Association Telephone num. [REDACTED]  
Name of Organization, if applicable  
Bri Glodowski Business phone num. ( ) \_\_\_ - \_\_\_  
Name (first, middle, last) of Individual organizing the event  
2703 S Pine Tree Road  
Street Address  
Hobart, WI, 54155  
City, State, Zip Code
4. Email Address: \_\_\_\_\_
5. **LOCATION OF THE EVENT** (Please attach a detailed map or diagram of your event)  
Hobart Fire Department Station 1 Telephone num. ([REDACTED])  
Name of Organization, if applicable  
Jerry Lancelle Business phone num. ( ) \_\_\_ - \_\_\_  
Name (first, middle, last) of Individual organizing the event  
2703 S Pine Tree Road  
Street Address  
Hobart, WI, 54155  
City, State, Zip Code

Will the event be held in a Hobart Park or utilize any park facilities?  Yes  No

➤ If Yes, Which park? \_\_\_\_\_

➤ Have you reserved the park for this purpose?  Yes  No

○ If no, please contact the Village Office at (920) 869-1011 immediately to do so.

Does the event require the street(s) to be closed?  Yes  No If yes, please indicate which street(s): \_\_\_\_\_

Will the event be held indoors?  Yes  No If yes, what building? Hobart Fire Department Station 1  
Building Name  
2703 S Pine Tree Road  
Street Address

6. TELL US ABOUT YOUR EVENT:

Will food be prepared and/or served at the event?  Yes  No  
➤ If yes, please contact Brown County Health Department. *Approval of this permit requires an approval from the Brown County Health Department.*

Will you have a band or amplified music?  Yes  No  
➤ If yes, a variance permit may be needed. *(The Village of Hobart will be able to provide you with additional information on noise and noise ordinances with the Village.)*

What is the estimated attendance at your event?  
Number of participants ~~20-30~~ 75-100 Number of Vendors\* 8  
Number of Vehicles ~~75-100~~ 20-30 Maximum number of tickets to be sold, if any? None

\*Please attach to this application a complete list of sponsors and vendors with contact information for each.

Do you require any special parking restrictions?  Yes  No  
If yes, please indicate what type, when and where: \_\_\_\_\_

Will a tent or any other temporary structures be used during the event?  Yes  No  
If yes, will the tent be larger than 200 square feet?  Yes  No

Will any fireworks or pyrotechnic devices be used during the event?  Yes  No  
(Proper Fireworks Permit must be obtained from the Village of Hobart office)

What toilet facilities will be made available to your participants?  Indoor at: Hobart Fire Department Station 1  
 Outdoor - num. of units to be provided: \_\_\_\_\_

Location(s) of portable restrooms: \_\_\_\_\_

Will alcoholic beverages be served/sold?  Yes  No  
➤ If yes, please contact the Village Clerk for the regulations and application for a "Special Class B" license.


Will your event request the use of a hydrant meter?  Yes  No

7. SAFETY/SECURITY FOR YOUR EVENT:

Do you have the correct level of insurance for your special event?  Yes  No *(Review Special Events Ordinance)*

Who is the designated contact person of your event?

Bri Glodowski  
Name (first, middle, last) of Individual organizing the event  
2703 S Pine Tree Road  
Street Address  
Hobart, WI, 54155  
City, State, Zip Code

Contact person's telephone number:  
 *Before Event*  
*Day of Event*  
**\*THIS NUMBER MUST BE PROVIDED**


8. Other special assistance requested: \_\_\_\_\_

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Special Events sponsors must comply with all applicable village ordinances, traffic rules, park rules, state and county health laws, fire codes and liquor licensing regulations. I further understand that an incomplete application shall be cause for denial of the special event permit.

**Hold Harmless Indemnification and Defense.**

The applicant and/or the organization agrees to indemnify, defend and hold harmless the Village of Hobart and it's officer, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where cause by the sole negligence or willful misconduct of the Village.

03 / 26 / 2026  
Date

  
\_\_\_\_\_  
Signature of Applicant

**Application Fee is Non-Refundable. Submit completed application along with the appropriate fees and paperwork to:**

Village of Hobart  
2990 S. Pine. Tree Rd.  
Hobart, WI 54155

**Name of Event:** \_\_\_\_\_

**For Office Use Only**

Board/Admin.  Approved  Denied Reason: \_\_\_\_\_ By: \_\_\_\_\_

Fire  Approved  Denied Reason: \_\_\_\_\_ By: Amber 4/29/26

Inspector  Approved  Denied Reason: \_\_\_\_\_ By: T. Genton 4/16/26

Police  Approved  Denied Reason: \_\_\_\_\_ By: [Signature] 4/7/26

Public Works  Approved  Denied Reason: \_\_\_\_\_ By: [Signature] 4/29/26

Insurance required:  Yes  No Certificate of Insurance on file:  Yes  No COI expires: 06/01/2026

Special B License required:  Yes  No Date of Special B application: \_\_\_\_\_

Date license issued: \_\_\_\_\_ License No. \_\_\_\_\_

Permit Amount: \$ waived Refundable Cleaning/Damage Deposit – Received \$ Waived

Receipt/Check Number: \_\_\_\_\_  Card  Cash  Check CAR



Will the event be held indoors?  Yes  No If yes, what building? 4 seasons Shelter  
Building Name  
Street Address

6 TELL US ABOUT YOUR EVENT:

Will food be prepared and/or served at the event?  Yes  No

> If yes, please contact Brown County Health Department. *Approval of this permit requires an approval from the Brown County Health Department*

Will you have a band or amplified music?  Yes  No

> If yes, a variance permit may be needed. *(The Village of Hobart will be able to provide you additional information on noise and noise ordinances with the Village)*

What is the estimated attendance at your event?

Number of participants 250 Number of Vendors\* 1  
Number of Vehicles 150 Maximum number of tickets to be sold, if any? \_\_\_\_\_

**\*Please attach to this application a complete list of sponsors and vendors with contact information for each.**

Do you require any special parking restrictions?  Yes  No

If yes, please indicate what type, when and where: \_\_\_\_\_

Will a tent or any other temporary structures be used during the event?  Yes  No  
If yes, will the tent be larger than 200 square feet?  Yes  No

Will any fireworks or pyrotechnic devices be used during the event?  Yes  No  
(Proper Fireworks Permit must be obtained from the Village of Hobart office)

What toilet facilities will be made available to your participants?  Indoor at: 4 seasons  
 Outdoor - num of units to be provided. \_\_\_\_\_

Location(s) of portable restrooms: \_\_\_\_\_

Will alcoholic beverages be served/sold?  Yes  No  
> If yes, please contact the Village Clerk for the regulations and application for a "Special Class B" license.

Will your event request the use of a hydrant meter?  Yes  No

7. SAFETY/SECURITY FOR YOUR EVENT:

Do you have the correct level of insurance for your special event?  Yes  No (Review Special Events Ordinance)

Who is the designated contact person of your event?

DAVID Kinshek  
Name (first, middle, last) of Individual organizing the event  
433 Pepermint Ct  
Street Address  
Hobart WI 54155  
City, State, Zip Code

Contact person's telephone number:  
[Redacted] Before Event  
( ) - Day of Event  
**\*THIS NUMBER MUST BE PROVIDED**

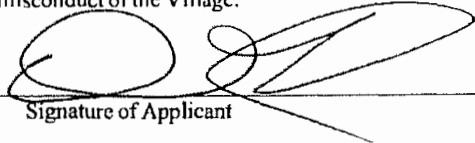
8. Other special assistance requested: \_\_\_\_\_

I understand the filing of this application does not ensure the issuance of this permit. I also understand that all Special Events sponsors must comply with all applicable village ordinances, traffic rules, park rules, state and county health laws, fire codes and liquor licensing regulations. I further understand that an incomplete application shall be cause for denial of the special event permit.

**Hold Harmless Indemnification and Defense.**

The applicant and/or the organization agrees to indemnify, defend and hold harmless the Village of Hobart and it's officer, officials, employees and agents from and against any and all liability, loss, damage, expenses, costs, including attorney fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where cause by the sole negligence or willful misconduct of the Village.

3 / 24 / 26  
Date

  
Signature of Applicant

**Application Fee is Non-Refundable. Submit completed application along with the appropriate fees and paperwork to:**

Village of Hobart  
2990 S. Pine. Tree Rd.  
Hobart, WI 54155

Name of Event: Operation Guardian Angel  
Memorial Day Run

**For Office Use Only**

Board/Admin.  Approved  Denied Reason: \_\_\_\_\_ By: \_\_\_\_\_

Fire  Approved  Denied Reason: \_\_\_\_\_ By: [Signature]

Inspector  Approved  Denied Reason: \_\_\_\_\_ By: T. Carter 4/16/26

Police  Approved  Denied Reason: \_\_\_\_\_ By: [Signature] 4/7/26

Public Works  Approved  Denied Reason: \_\_\_\_\_ By: [Signature] 4/29/26

Insurance required:  Yes  No Certificate of Insurance on file:  Yes  No COI expires: 08/20/2026

Special B License required:  Yes  No Date of Special B application: \_\_\_\_\_

Date license issued: \_\_\_\_\_ License No. \_\_\_\_\_

Permit Amount: \$ 125.00

Refundable Cleaning/Damage Deposit - Received \$ 200.00

Receipt/Check Number: 3100  
3-30-2026  
[Signature]

Card  Cash  Check

received in 2025  
[Signature]



VILLAGE OF  
**HOBART**  
GREATNESS IS GROWING  
MEMORANDUM

**TO:** Village Board  
**FROM:** Aaron Kramer, Village Administrator  
**RE:** Wisconsin League of Municipalities State Transportation Aid Resolution  
**DATE:** May 5<sup>th</sup> 2026

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## BACKGROUND

The Village received the following correspondence from the Wisconsin League of Municipalities on April 29<sup>th</sup>.

*Dear League Members,*

*We are reaching out for your municipality's support of a long-term, sustainable funding solution to the state's Transportation Fund. **Attached is a template resolution that we are asking governing bodies to adopt.***

*The aim is to create a cascade of local governments expressing their support for more local transportation assistance as we prepare to head into the next state biennial budget in 2027. County and town governments will be adopting similar resolutions, and we are asking that your municipality joins this effort. Without additional funding for the state's transportation system, we will continue to see local transportation aids and grants decline relative to inflation. With municipal budgets already stretched thin, we need all the help we can receive!*

*If your municipality adopts this resolution, please be certain to provide a copy of the adopted resolution to the League by emailing [league@lwm-info.org](mailto:league@lwm-info.org). More information is included below. Thank you for your consideration!*

### **The Problem**

*Transportation infrastructure is the backbone of Wisconsin. Quality roads allow for economic growth, improved public safety, reduced congestion, and increased connectivity between our communities. Unfortunately, we have seen a decline in local road quality, falling from 6.6 on a 10-point scale in 2010 to 6.2 in 2023. In the same period, the share of local roads rated as excellent or very good fell by 9.5%.*

*While Wisconsin municipalities are continually focused on transportation construction and maintenance, they are expected to do more with less as state aids have failed to keep pace with inflation. From 2000 to 2025, the Consumer Price Index increased by 90.7%, outpacing the state's sizable investment in General Transportation Aids (GTAs) which increased 60.4%. From 2020 to 2023, the Producer Price Index for concrete rose 20.2% while GTAs rose 4.0%.*

*Cities and villages only have an average of 14.0% to 15.7% of their transportation expenses covered by GTAs, a figure that has declined in recent years. While growth in local transportation aids has slowed, so have transportation revenues. This has necessitated General Purpose Revenue (i.e., general tax dollars) to be transferred to the Transportation Fund to backfill the cost of our largest needs. We are not getting ahead; we are simply treading water.*

*Exploring and adopting long-term solutions will ensure local aids and state projects may be funded now and in the future. The Transportation Fund should be self-sustaining. The Governor and state legislators should not have to choose between funding for transportation or funding for schools, Medicaid, corrections, and*

*natural resources. But without additional, long-term transportation revenues, these are the exact decisions that must be made.*

*Wisconsin's cities and villages maintain 20% of the state's local roads on just 6% of the state's landmass, yet 40% of local traffic takes place on these roads, a figure that increases when accounting for county and state highways running through cities and villages. Wisconsinites use these roads every day. Ensuring our roads keep up with the needs of Wisconsinites will strengthen our economy and enhance quality of life for residents.*

### **Learning More**

*If you are interested in learning more about the unsustainability in the state's Transportation Fund and the challenges this has created for municipalities, please review the League Government Affairs Team's article titled *Bumps in the Road: Transportation Funding in Wisconsin* from the [July 2025 issue](#) of *The Municipality* magazine. You may also review a [detailed report](#) from Wisconsin Policy Forum titled *Road Map: Assessing and Funding Wisconsin's Transportation Needs*.*

### **Our Request**

*As municipal leaders, you know better than most that there are no easy decisions. To see a long-term, sustainable transportation funding solution progress, state leaders need to know that the challenges from these ongoing transportation funding shortfalls are being felt throughout their district. Your municipality's adoption of the attached template resolution will go a long way towards helping the League and our transportation partners articulate that need.*

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## **RECOMMENDED MOTION**

- *To approve Resolution 2026-06*



## RESOLUTION 2026-06

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### A RESOLUTION SUPPORTING ADDITIONAL STATE TRANSPORTION AID

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**BY THE VILLAGE BOARD OF THE VILLAGE OF HOBART, WISCONSIN:**

**WHEREAS**, local units of government in Wisconsin own and maintain approximately 90% of the public road miles in the state, including city and village streets, county highways, and town roads; and

**WHEREAS**, Wisconsin's economy—rooted in manufacturing, agriculture, and tourism—relies on a safe, reliable, and well-maintained transportation network; and

**WHEREAS**, local governments greatly appreciate the one-time infusions of General Purpose Revenue, primarily sales and income taxes, and other revenue provided in recent state budgets, which have enabled the initiation and continuation of the successful and popular Local Roads Improvement Program Supplemental (LRIP-S); and

**WHEREAS**, despite modest increases from the state over the years, transportation aids to local governments remain insufficient to keep pace with inflation and rising construction costs, leaving many communities funded below 2000 levels in real dollars; and

**WHEREAS**, local governments throughout Wisconsin continue to struggle to perform even routine maintenance, pavement preservation, and safety improvements, resulting in deteriorating roads and bridges; and

**WHEREAS**, the inaugural inventory and assessment of small bridges between 6 to 20 feet found about 10% of the nearly 17,000 structures to be in poor or severe condition; and

**WHEREAS**, levy limits and other fiscal constraints prevent local governments from independently filling the funding gap created by inadequate state transportation aids; and

**WHEREAS**, absent sustainable state funding, many communities have been forced to address their shortfalls by significantly increasing borrowing, deferring essential projects, or imposing local vehicle registration ("wheel") taxes; and

**WHEREAS**, Wisconsin motorists currently pay among the lowest transportation user fees in the Midwest, while neighboring states and dozens of others nationwide have enacted long-term revenue measures to keep their transportation systems competitive; and

**WHEREAS**, Wisconsin is increasingly relying on General Purpose Revenues to make needed investments, potentially pitting transportation against other vital services, such as education; and

**WHEREAS**, continued lack of growing, dedicated, and predictable revenue places Wisconsin at a growing economic disadvantage by threatening the efficiency of freight movement, the safety of travelers, and the attractiveness of our state to businesses and residents; and

**WHEREAS**, both Wisconsin's aging Interstate highway system—largely constructed in the 1950s and 1960s—and our extensive network of state and local roads require predictable, adequate, and sustainable funding to meet current and future needs;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Village of Hobart, Brown County, strongly urges the Governor of Wisconsin and the State Legislature to enact a comprehensive, sustainable transportation funding solution that:

1. Provides adequate and reliable revenue growth for the efficient long-term planning and execution of state and local transportation programs;
2. Includes responsible and prudent use of General Purpose Revenue and bonding;
3. Adjusts any new and existing transportation user fees and other revenue mechanisms to sustain purchasing power in order to maintain and improve Wisconsin's transportation infrastructure; and
4. Ensures transportation continues to deliver for Wisconsin by adequately funding reconstruction, preservation, and safety investments on the state and local systems.

**BE IT FURTHER RESOLVED** that the Village Clerk is hereby directed to transmit a copy of this resolution to the Governor's office, all members of the Wisconsin State Senate and Assembly representing districts within the Village of Hobart, and the League of Wisconsin Municipalities.

Adopted this 5<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Richard Heidel, Village Board President

Attest:

\_\_\_\_\_  
Aaron Kramer, Village Administrator

**CERTIFICATION**

The undersigned, being the duly appointed Clerk of the Board of the Village of Hobart, certifies that the foregoing is a true copy of resolutions passed by the Board of the Village of Hobart at a duly called meeting of the Board on May 5, 2026.

\_\_\_\_\_  
Lisa Vanden Heuvel, Village Clerk



**RESOLUTION 2026-07**

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**A RESOLUTION RECOGNIZING THE 57th ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK (MAY 3 - 9, 2026)**

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**BY THE VILLAGE BOARD OF THE VILLAGE OF HOBART, WISCONSIN:**

**WHEREAS**, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**WHEREAS**, The Office of the Professional Municipal Clerk is the oldest among public servants, and

**WHEREAS**, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**WHEREAS**, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and The Professional Municipal Clerk serves as the information center on functions of local government and community, and

**WHEREAS**, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations, and

**WHEREAS**, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Village of Hobart, Brown County, do recognize the week of May 3 through 9, 2026, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk, Lisa Vanden Heuvel; to our Deputy Municipal Clerk, Amanda Wangerin; and to the team that supports the vital services they perform and their exemplary dedication to the Village of Hobart.

Adopted this 5<sup>th</sup> day of May, 2026.

\_\_\_\_\_  
Richard Heidel, Village Board President

Attest:

\_\_\_\_\_  
Aaron Kramer, Village Administrator

**CERTIFICATION**

The undersigned, being the duly appointed Clerk of the Board of the Village of Hobart, certifies that the foregoing is a true copy of resolutions passed by the Board of the Village of Hobart at a duly called meeting of the Board on May 5, 2026.

---

Lisa Vanden Heuvel, Village Clerk



VILLAGE OF  
**HOBART**  
GREATNESS IS GROWING  
**MEMORANDUM**

**TO:** Village Board  
**FROM:** Aaron Kramer, Village Administrator  
**RE:** Hobart Municipal Center Tours  
**DATE:** May 5<sup>th</sup> 2026

---

### **BACKGROUND**

The timeline for the development of the Hobart Municipal Center called for Date Collection and Tours (2<sup>nd</sup> and 3<sup>rd</sup> quarters of 2026).

*A Municipal Center Committee (MCC) will be created, consisting of staff from the Hobart-Lawrence Police Department (HLPD) and the Village's front office. A list of 4-6 different locations for tours will be determined and provided to the Village Board prior to the tours commencing. Prior to each tour, the Police Chief and the Village Administrator will designate the staff who will attend that particular tour. Locations with new/expanded municipal buildings and/or police stations within one hundred (100) miles of Hobart will receive the highest priority in terms of tours. Sites that have combined municipal operations/Police Department (or Public Safety) operations will also receive the highest priority.*

*At the conclusion of the tours, the Committee will review its findings and present a summary to the Village Board. This will provide an opportunity to highlight requested components of the new Municipal Center, as well as potential areas and styles to avoid.*

---

### **PROPOSED TOUR LOCATIONS**

The following locations are proposed for tours:

- Lake Delton (Already Completed)
- Fox Crossing PD
- New London PD
- Shawano PD
- Fond Du Lac PD
- Kaukauna PD
- Neenah PD
- Sturgeon Bay PD
- Oneida PD
- Grand Chute PD
- Bellevue
- Kewaskum
- Jackson (Combined)

FOR IMMEDIATE RELEASE

Hobart Contact:

Aaron Kramer, Village Administrator

920-869-3804

[aaron@hobartwi.gov](mailto:aaron@hobartwi.gov)

Arbor Day Foundation Contact:

Jasmine Putney

402-216-9307

[jputney@arborday.org](mailto:jputney@arborday.org)

## **Hobart Earns 2025 Tree City USA Recognition From Arbor Day Foundation**

Hobart, WI (April 29, 2026) – The Arbor Day Foundation named Hobart a 2025 Tree City USA in honor of its commitment to plant, grow, and maintain trees to benefit its community.

The Arbor Day Foundation is a global nonprofit with a mission to inspire people to plant, nurture and celebrate trees. Its network of more than a million supporters and partners has helped the organization plant more than 500 million trees in forests and communities across more than 60 countries. The Foundation’s Tree City USA program is now celebrating its 50<sup>th</sup> recognition season. The anniversary underscores the program’s rich history of growing healthier, greener, and more resilient communities through urban forestry.

“For five decades, Tree City USA has rallied passionate local leaders to enhance the livability and sustainability of their communities. Tree champions like Hobart are leading the way in a growing movement to shape a better future with trees and action,” said Michelle Saulnier, Vice President of Programs at the Arbor Day Foundation. “Trees are critical infrastructure, building resiliency and fostering good health in our nation’s cities. We’re proud Hobart is among the Arbor Day Foundation’s growing network of communities dedicated to creating positive impact through trees.”

In cities and neighborhoods, trees are proven to help mitigate the urban heat island effect, reduce stormwater runoff, improve air quality, and boost mental and physical health. When the right trees are planted in the right places, they can also reduce traffic noise, increase property values, and lower energy costs for homeowners.

To earn Tree City USA recognition, a city must uphold four core standards including maintaining a tree board or department, having a community tree ordinance, spending at least \$2 per capita on urban forestry, and participating in an Arbor Day celebration.

The Arbor Day Foundation’s Tree City USA program is operated in partnership with the National Association of State Foresters and the USDA Forest Service. To learn more about Tree City USA and other Arbor Day Foundation programs, visit [arborday.org/programs](http://arborday.org/programs).

### **About the Arbor Day Foundation**

The Arbor Day Foundation is a global nonprofit inspiring people to plant, nurture, and celebrate trees. They foster a growing community of more than 1 million leaders, innovators, planters, and supporters united by their bold belief that a more hopeful future can be shaped through the power of trees. For more than 50 years, they’ve answered critical need with action, planting more than half a billion trees alongside their partners. And this is only the beginning.

The Arbor Day Foundation is a 501(c)(3) nonprofit pursuing a future where all life flourishes through the power of trees. Learn more at [arborday.org](http://arborday.org).

###



**TO:** VILLAGE BOARD  
**FROM:** LISA VANDEN HEUVEL, VILLAGE CLERK  
**SUBJECT:** REGULAR "CLASS B" LIQUOR LICENSE  
**DATE:** MAY 5, 2026

**Discussion:** During November 2025, we were alerted to the possible sale of the White Eagle Bar & Grill, LLC. Because this business holds a regular "Class B" license in combination with a Class 'B' license, I reached out to the owner via email and phone to understand if the owner was surrendering or moving the license to another location within Hobart. I did not receive a response.

I confirmed, according to Brown County land records, that the property was no longer owned by White Eagle Bar & Grill, LLC.

I sent a certified letter to the owner regarding the status of their liquor license. Again, I received no response.

During this time, officers had reported that the business was not open.

On 4/17/2026, I received an email from Mr. Metoxen as a response to the annual renewal email sent to all of our licensees. The owner stated "Business was sold December 19, 2025. Business is shut down. Closed."

I am accepting this email as notice of surrender of the 2025-26 Combination Class B Retailer's License held by White Eagle Bar & Grill LLC – Agent: Wayne Metoxen.

**Potential Motion:** This is for information only; no action is needed.



**TO: Planning & Zoning Commission**

**RE: CSM, 500 Block Centerline Dr., HB-524**

**FROM: Todd Gerbers, Director of Planning & Code Compliance**

**DATE: May 4, 2026**

**ISSUE:** Consider a 2 Lot CSM establishing two separate new parcels of 7.530 and 1.691 acres

**RECOMMENDATION:** Staff recommends approval.

**GENERAL INFORMATION**

1. Applicants/Agent: Troy Hewitt – Robert E. Lee & Associates, Inc.
2. Owner: North Hobart Business Park, LLC
3. Address: 500 Block Centerline Dr.
4. Parcel: HB-524
5. Zoning: PDD#1: Centennial Centre at Hobart District

**ZONING REQUIREMENTS**

The property owner of parcel HB-524, located in the 500 Block of Centerline Dr., is proposing a two lot CSM splitting one parcel into two separate parcels of 7.530 and 1.691 acres. The existing parcel is currently zoned PDD#1: Centennial Centre at Hobart District and the proposed CSM would create two new lots that maintain compliance with Village Code requirements relating to lot size and lot width.

**RECOMMENDATION/CONDITIONS**

Staff recommends approval as submitted noting that this would be approval for both the preliminary and final CSM should there be no adjustments to the final CSM.



- Rezoning Review
- Conditional Use Permit Review
- Planned Development Review
- CSM/Plat Review

Village of Hobart  
 Dept of Planning & Code  
 Compliance  
 2990 S Pine Tree Rd  
 Hobart WI 54155  
 Phone: (920) 869-3809  
 Fax: (920) 869-2048

**APPLICANT INFORMATION**

Petitioner: TROY HEWITT Date: 4/13/2026

Petitioner's Address: 1250 CENTENNIAL CENTRE BLVD City: HOBART State: WI Zip: \_\_\_\_\_

Telephone #: 920-662-9641 Email: THEWITT@RELEEINC.COM

Status of Petitioner (Please Check):  Owner  Representative  Tenant  Prospective Buyer

Petitioner's Signature (required): Troy E. Hewitt Digitally signed by Troy E. Hewitt  
DN: E=thewitt@releeinc.com, CN=Troy E. Hewitt, OU=Users,  
OU=REL, DC=releeinc, DC=local  
Date: 2026.04.13 08:35:32-0500 Date: 4/13/2026

**OWNER INFORMATION**

Owner(s): NORTH HOBART BUSINESS PARK, LLC Date: 4/13/2026

Owner(s) Address: 3323 BAY RIDGE CT City: HOBART State: WI Zip: 54155

Telephone #: (920) 498-9300 Email: Dave O'brien <DObrien@baylandbuildings.com>

Ownership Status (Please Check):  Individual  Trust  Partnership  Corporation

**Property Owner Consent: (required)**

By signature hereon, I/We acknowledge that Village officials and/or employees may, in the performance of their functions, enter upon the property to inspect or gather other information necessary to process this application. I also understand that all meeting dates are tentative and may be postponed by the Neighborhood Services Department for incomplete submissions or other administrative reasons.

Property Owner's Signature: David OBrien Digitally signed by David OBrien  
DN: C=US, E=dobrien@baylandbuildings.com, O=Bayland Buildings Inc,  
CN=David OBrien  
Date: 2026.04.13 08:40:43-0500 Date: 4-13-2026

**SITE INFORMATION**

Address/Location of Proposed Project: N OVERLAND & CENTERLINE DR Parcel #: HB-524

Proposed Project Type: COMMERCIAL

Current Use of Property: VACANT Zoning: PDD #: Centennial Centre at Hobart Distric \_\_\_\_\_

Land Uses Surrounding Site: North: INDUSTRIAL/VACANT

South: RESIDENTIAL/COMMERCIAL

East: COMMERCIAL

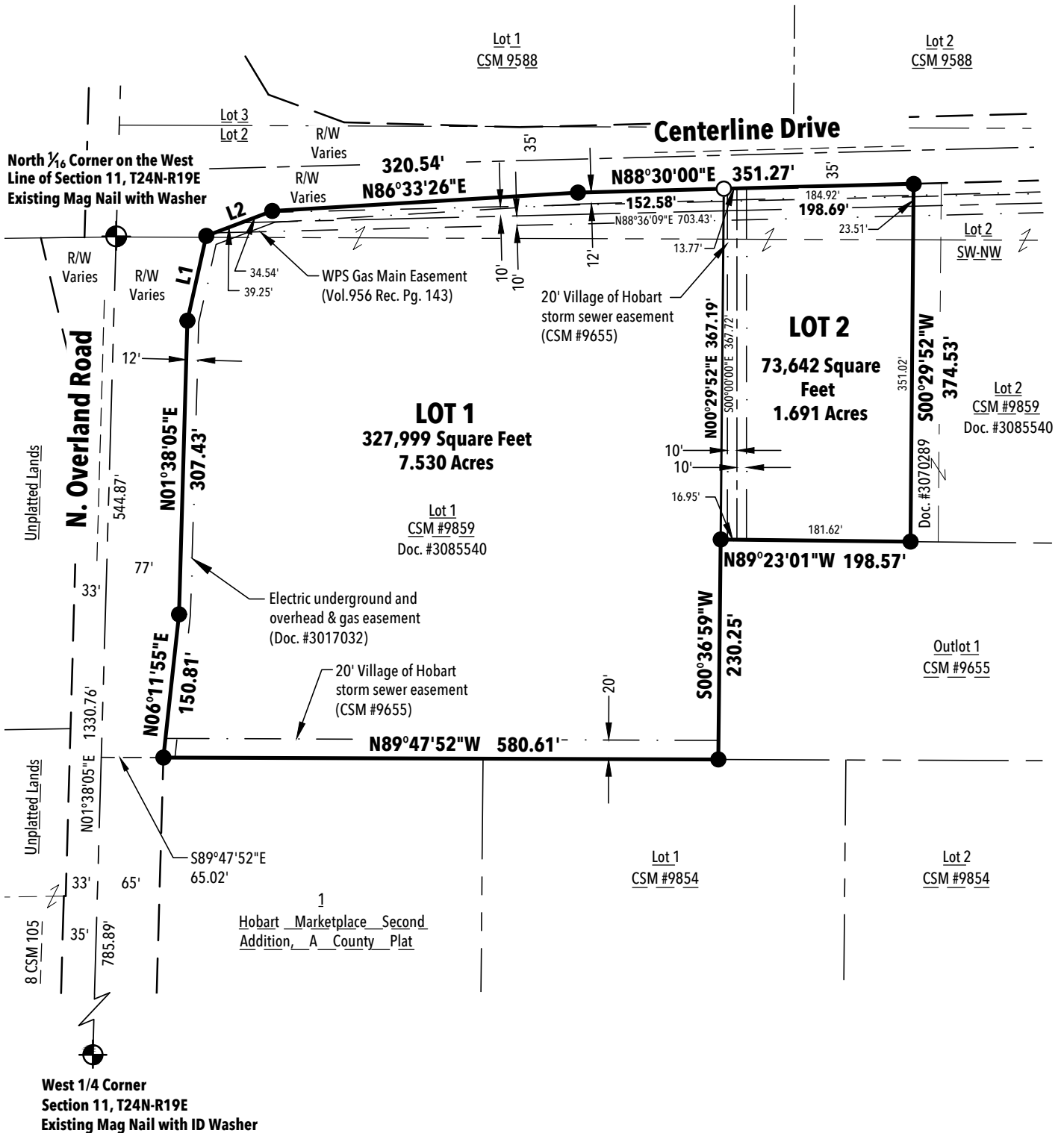
West: AG

**\*\*Please note that a meeting notice will be mailed to all abutting property owners regarding your request prior to any Public Hearing.**

- Application fees are due at time of submittal. Make check payable to Village of Hobart.
- Please refer to the fee schedule for appropriate fee. FEE IS NON-REFUNDABLE

# CERTIFIED SURVEY MAP

ALL OF LOT 1, CERTIFIED SURVEY MAP NUMBER 9859, DOCUMENT NUMBER 3085540,  
 LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF LOT 2,  
 ALL LOCATED IN SECTION 11, TOWNSHIP 24 NORTH, RANGE 19 EAST, VILLAGE OF  
 HOBART, BROWN COUNTY, WISCONSIN



**LEGEND:**

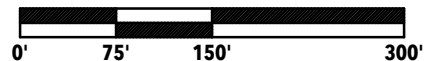
- Set 1" x 18" Iron Pipe w/ ID Cap Weighing 1.38 lbs./lin. ft.
- Existing 1" Iron Pipe
- ⊕ Recorded County Monument

**LINE TABLE:**

Line #	Length	Direction
L1	90.94'	N12°31'12"E
L2	73.79'	N69°17'03"E

**AFFECTED TAX PARCEL:**  
 HB-524

SCALE: 1" = 150'



Bearings are referenced to the Brown County Coordinate System. The west line of Southwest 1/4 of the Northwest 1/4 of Section 11, T24N-R19E bears N01°38'05"E.

**REL Robert E. Lee & Associates, Inc.**

1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releecinc.com

R:\2000\2035\2035605\dwg\2035605 csm.dwg Drafted by: Jared Stoddard

**SHEET 1 OF 7**

# CERTIFIED SURVEY MAP

**ALL OF LOT 1, CERTIFIED SURVEY MAP NUMBER 9859, DOCUMENT NUMBER 3085540, LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF LOT 2, ALL LOCATED IN SECTION 11, TOWNSHIP 24 NORTH, RANGE 19 EAST, VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN**

## SURVEYOR'S CERTIFICATE:

I, Troy E. Hewitt, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed hereon, I have surveyed, divided and mapped a parcel of land being all of Lot 1, Certified Survey Map 9859, Document Number 3085540, located in part of the Southwest 1/4 of the Northwest 1/4 and part of Lot 2, all located in Section 11, Township 24 North, Range 19 East, Village of Hobart, Brown County, Wisconsin.

Said parcel contains 401,641 square feet or 9.221 acres of land more or less subject to any and all easements and restrictions of record.

That the within map is a true and correct representation of the exterior boundaries of the land surveyed and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes in the surveying, dividing and mapping of the same.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Troy E. Hewitt                      PLS #2831  
ROBERT E. LEE & ASSOCIATES, INC.

## SURVEYOR'S NOTES:

The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the Village has an adopted soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction or installation-related activities.

## RESTRICTIVE COVENANT:

The land on all side and rear lot lines of all lots shall be graded by the owner and maintained by the abutting property owners to provide for adequate drainage of surface water.

## UTILITY EASEMENT PROVISIONS:

An easement for electric, natural gas, and communications service is hereby granted by NORTH HOBART BUSINESS PARK, LLC, Grantor, to WISCONSIN PUBLIC SERVICE CORPORATION, a Wisconsin corporation, Grantee, AT&T, Grantee, VILLAGE OF HOBART, Grantee, their respective successors and assigns, to construct, install, operate, repair, maintain and replace from time to time, facilities used in connection with overhead and underground transmission and distribution of electricity and electric energy, natural gas, sanitary and storm sewer, watermain, telephone and cable TV facilities for such purposes as the same is now or may hereafter be used, all in, over, under, across, along and upon the property shown within those areas on the CSM designated as "Utility Easement" and the property designated on the CSM for streets and alleys, whether public or private, together with the right to install service connections upon, across, within and beneath the surface of each lot to serve improvements, thereon, or on adjacent lots; also the right to trim or cut down trees, brush and roots as may be reasonably required incidental to the rights herein given, and the right to enter upon the subdivided property for all such purposes. The Grantees agree to restore or cause to have restored, the property, as nearly as is reasonably possible, to the condition existing prior to such entry by the Grantees or their agents. This restoration, however, does not apply to the initial installation of said underground and/or above ground electric facilities, natural gas facilities, sanitary and storm sewer facilities, watermain facilities or telephone and cable TV facilities or to any trees, brush or roots which may be removed at any time pursuant to the rights herein granted. Structures shall not be placed over Grantees' facilities or in, upon or over the property within the lines marked "Utility Easement" without the prior written consent of Grantees. After installation of any such facilities, the grade of the subdivided property shall not be altered by more than six inches without written consent of grantees. This Utility Easement Provision does not prevent or prohibit others from utilizing or crossing the Utility Easement as the Utility easement(s) are non-exclusive.

The grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.

# CERTIFIED SURVEY MAP

ALL OF LOT 1, CERTIFIED SURVEY MAP NUMBER 9859, DOCUMENT NUMBER 3085540, LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF LOT 2, ALL LOCATED IN SECTION 11, TOWNSHIP 24 NORTH, RANGE 19 EAST, VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN

## RESTRICTIVE COVENANTS:

The undersigned, being the owner of the real estate legally described on Sheet 2 of 7 and mapped on Sheet 1 of 7 of this Certified Survey Map (the "Subject Real Estate") hereby subject said real estate to the covenants contained herein. Each part of the Subject Real Estate shall be held, sold and conveyed only subject to the following covenants, conditions and restrictions, which shall constitute covenants running with land, and shall be binding upon all parties acquiring or holding any right, title or interest in the Subject Real Estate (or any part thereof), their heirs, personal representatives, successors or assigns, and the covenants contained herein shall inure to the benefit of each owner thereof.

1. **Restriction on Transfer.** Without the express written consent of the Village of Hobart, no owner of any interest in the Subject Real Estate (or any part thereof) shall transfer any interest in the Subject Real Estate, to any individual, entity (whether corporation, limited liability company, limited partnership, limited liability partnership, general partnership or otherwise), organization, or sovereign nation, or during the period of ownership take any other action, the result of which would: (1) remove or eliminate the Subject Real Estate (or any part thereof) from the tax rolls of the Village of Hobart; (2) diminish or eliminate the payment of real estate taxes levied or assessed against the Subject Real Estate (or any part thereof), and/or (3) remove the Subject Real Estate (or any part thereof) from the jurisdiction of the Village of Hobart, including but not limited to, zoning authority and controls. This restriction shall apply to the transfer of an interest in an entity that is an owner of the Subject Real Estate if, as a result of the transfer, any of items (1) - (3) above would occur. Notwithstanding the foregoing, nothing contained in this Restrictive Covenant, including without limitation this paragraph, shall be deemed or construed to: (i) prevent, limit or restrict any owner or holder of any interest in the Subject Real Estate (or any part thereof) from contesting, protesting, appealing or otherwise challenging (through whatever lawful means are necessary or advisable) the amount of any real property tax levied or assessed by any "taxation district" or "taxing jurisdiction" (as the foregoing terms are defined in and by Wis. Stats. Section 74.01(6) - (7) and/or successor statutes thereto and/or regulations promulgated thereunder) including without limitation the State of Wisconsin, Brown County, the Village of Hobart, municipal or school district, township or other jurisdiction assessing "general property taxes" (as defined by Wis. Stats. Section 74.01(1) or successor statutes and/or regulations promulgated thereunder) levied or assessed against the Subject Real Estate (or any part thereof) and/or "special assessments", "special charges", "special tax" (as the foregoing terms are defined in and by Wis. Stats. Section 74.01(1) - (5) and/or successor statutes thereto and/or regulations promulgated thereunder) and/or other municipal or governmental charges levied or assessed against the Subject Real Estate; (ii) effect a waiver, abrogation, release or relinquishment of any constitutional rights granted to or held by real property owners under the constitution or laws of the United States and/or the State of Wisconsin, including without limitation pursuant to Chapters 74 and 75, Wis. Stats.; or (iii) except as expressly covenanted and agreed herein, to cause the Subject Real Estate to be taxed or otherwise treated by the Village of Hobart in any manner differently from any other parcel of real estate located within the Village of Hobart's lawful taxing jurisdiction, zoning authority and/or jurisdiction of the Village of Hobart.
2. **Notice of Transfer.**
  - (a) **Notice and Consent to Transfer.** Prior to any transfer of any interest in the Subject Real Estate (or any part thereof) the party proposing to transfer an interest shall comply with the following. The transferor shall provide advance written notice of the intended transfer, executed by both the transferor and the intended transferee of such interest, to the Village of Hobart. The notice shall contain: (1) a complete and accurate description of the interest to be transferred and the relevant part(s) of the Subject Real Estate affected; (2) the correct legal name and current business address of the transferee; and (3) a legally enforceable consent agreement from the transferor and transferee acknowledging knowledge of these Restrictive Covenants and, further agreeing that the Subject Real Estate shall be subject to the terms and conditions hereof following the transfer and that transferee will take no action in violation of these Restrictive Covenants. The notice of transfer shall be delivered to the Village of Hobart not later than fifteen (15) calendar days prior to any transfer of any interest in the Subject Real Estate or any portion thereof. The Village of Hobart shall have fifteen (15) days from the date of the notice of transfer to object to the transfer as being in violation of the terms of these Restrictive Covenants by forwarding written notice thereof to the transferor. In the event of such an objection, the transferor shall be prohibited from transferring the interest alleged to be transferred until such time as a court of competent jurisdiction determines that the proposed transfer does not violate the terms of these Restrictive Covenants.
  - (b) **Failure to Act.** If the Village of Hobart fails to timely object to the transfer within fifteen (15) calendar days, the transfer may occur; provided, however, that the Village of Hobart's failure to object shall not operate, in any manner, as a waiver of any of the restrictions set forth herein or the consent to violate any of the terms hereof.
  - (c) **Basis for Objection.** Village of Hobart shall not unreasonably withhold or delay its consent to any transfer of any interest subject to these Restrictive Covenants, and the sole and exclusive basis for any objection made pursuant to the foregoing process shall be that the transfer would cause a violation of these Restrictive Covenants.
  - (d) **Inapplicability.** Notwithstanding anything in these Restrictive Covenants to the contrary, the foregoing provisions are not intended to affect, and shall not apply to: (i) any transferor's grant of utility, ingress/egress, access, maintenance, signage, drainage, conservation or other easements or similar interests of any type or nature in the Subject Real Estate (or parts thereof) for the benefit of third parties which are immaterial to the fee ownership of the Subject Real Estate; (ii) any transferor's grant to a third party or parties of any real estate security agreement, mortgage(s), deed in trust, Uniform Commercial Code (UCC) fixture or other filing or other similar security devices or instrument evidencing a collateral interest in the Subject Real Estate (or any part thereof) to be held by any bank, credit union, savings and loan or saving bank, and/or other lenders in consideration of past, present and/or future indebtedness by any transferor, unless, and not until, there is a foreclosure or execution on such real estate security instrument which results in the transfer of title to the Subject Real Estate (or any part thereof); or (iii) any other grant of a material interest in the Subject Real Estate (or part thereof) which does not substantially alter the fee simple or other equitable ownership in the Subject Real Estate and does not result in the violating the restrictions contained in paragraph 1 above.

# CERTIFIED SURVEY MAP

ALL OF LOT 1, CERTIFIED SURVEY MAP NUMBER 9859, DOCUMENT NUMBER 3085540, LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF LOT 2, ALL LOCATED IN SECTION 11, TOWNSHIP 24 NORTH, RANGE 19 EAST, VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN

## RESTRICTIVE COVENANTS (continued):

3. **Waiver of Certain Restrictions.** Notwithstanding anything in these Restrictive Covenants to the contrary, the restrictions set forth in paragraph 1, hereof, as restrictions (1) and (2) which pertain to tax assessments against the Subject Real Estate (or any part thereof), shall be deemed to have been waived by the Village as to any owner and proposed transferee of the Subject Real Estate (or any part thereof), provided that the proposed transferee enters into a written and legally enforceable agreement, that the proposed transferee will make payments to the Village of Hobart in lieu of real estate taxes, which payments shall equal the tax assessments which would otherwise be due the Village of Hobart, Brown County, Pulaski School District and Vocational/Technical School (or any other beneficiary of real estate taxes) for the Subject Real Estate (or portion) owned or proposed to be transferred, and which shall be due at the time real estate tax payments are due from the real estate tax assessed parcels of the Village of Hobart and that the obligation to make said payment shall be in full force and effect for so long as the proposed transferee holds title to the Subject Real Estate (or any portion thereof). The proposed transferee must further confirm and agree, in writing to the Village of Hobart, that in the event that any such payment in lieu of real estate taxes is not made when due, the proposed transferee consents to the imposition of a lien on the Subject Real Estate (or portion) in favor of the Village, in the amount of the unpaid amount. With respect to restriction (3) contained in paragraph 1, the Village will agree to waive this restriction upon receipt of a legally enforceable consent agreement whereby the owner or proposed transferee agrees to be bound by the jurisdiction of the Village of Hobart, including, but not limited to, zoning authority and controls.
4. **Duration of Restrictions.** The covenants, conditions, and restrictions contained in this instrument are to run with the land and shall be binding on all parties and all persons claiming under them, unless and until an instrument terminating the covenants set forth herein, or any portion thereof, is executed by the owners of record title and Village of Hobart and filed with the Register of Deeds for Brown County, Wisconsin.
5. **Reformation of Covenants.** If any provision or clause of these Restrictive Covenants is held to be invalid or inoperative by a court of competent jurisdiction, then such clause or provision shall be severed herefrom without affecting any other provision or clause of this Agreement, the balance of which shall remain in full force and effect; provided, however, that if such provision or clause may be modified for it to be valid as a matter of law, then the provision or clause shall be deemed to be modified so as to be enforceable to the maximum extent permitted by law.
6. **Amendment of Covenants.** These Restrictive Covenants may be amended by the Village without the consent of any owner, lien holder or other party having an interesting the Subject Real Estate if an issue arises with respect to the invalidity or enforceability of any clause or provision and said amendment is required to render said provision or clause valid and enforceable to the maximum extent permitted by law. Any other amendment shall require the consent of the Village and the record owner(s) holding title to at least 75% of the total assessed value of the Subject Real Estate.
7. **Miscellaneous.**
  - (a) **Expenses.** In the event that any legal action is filed arising out of, or relating to these Restrictive Covenants and the Village of Hobart is a party to said action, in the event that the Village of Hobart is a prevailing party, all non-prevailing parties, jointly and severally, shall be liable to the Village of Hobart for all costs and expenses incurred by the Village of Hobart in defending or prosecuting such action, including reasonable attorney fees.
  - (b) **Notices.** All notices or other communications required or permitted to be given hereunder shall be in writing and shall be considered to be given and received in all respects when personally delivered or sent by prepaid telex, cable or telecopy or sent to reputable overnight courier service or three (3) days after deposit in the United States Mail, certified mail, postage prepaid, return receipt requested.
  - (c) **Binding Effect.** These restrictive covenants shall be binding upon the Subject Real Estate as a covenant running with land and shall bind all present and future owners of any interest in the Subject Real Estate or any portion thereof.
  - (d) **Paragraph Headings.** The headings in this document are for purposes of convenience and ease of reference only and shall not be construed to limit or otherwise affect the meaning of any part of this agreement.

# CERTIFIED SURVEY MAP

ALL OF LOT 1, CERTIFIED SURVEY MAP NUMBER 9859, DOCUMENT NUMBER 3085540, LOCATED IN PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 AND PART OF LOT 2, ALL LOCATED IN SECTION 11, TOWNSHIP 24 NORTH, RANGE 19 EAST, VILLAGE OF HOBART, BROWN COUNTY, WISCONSIN

## RESTRICTIVE COVENANTS (continued):

(e) Applicable Law. Any and all actions or proceedings seeking to enforce any provision of, or based upon any right arising out of, these Restrictive Covenants shall be brought against a party in the circuit court of Brown County, State of Wisconsin (sitting in Green Bay, Wisconsin) and each of the parties to any such action consents to exclusive jurisdiction of such court(s) (and the appropriate appellate courts therefrom) in any such account or proceeding and waives any objection to venue laid therein. By acceptance of a deed transferring title ownership of any portion of the Subject Real Estate, the title owner hereby waives any defense to an action filed with respect to these Restrictive Covenants by the Village based on sovereign immunity.

OWNER: NORTH HOBART BUSINESS PARK, LLC

By: \_\_\_\_\_

Print name and title: \_\_\_\_\_

STATE OF WISCONSIN)

) SS

COUNTY OF BROWN)

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above signed owner of the Subject Real Estate, namely North Hobart Business Park, LLC to me known to be the person who executed the foregoing instrument.

\_\_\_\_\_  
Notary Public, Brown County, WI

My Commission Expires \_\_\_\_\_

# CERTIFIED SURVEY MAP

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## OWNER'S CERTIFICATE:

As owners, we do hereby certify that we caused the land described on this Certified Survey Map to be surveyed, mapped and divided as represented on this map. We also do further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

BROWN COUNTY

\_\_\_\_\_  
North Hobart Business Park, LLC      Date

\_\_\_\_\_  
Print name and title

STATE OF WISCONSIN)  
\_\_\_\_\_) COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2026, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, State of Wisconsin

(print name) \_\_\_\_\_

My commission expires: \_\_\_\_\_



Part of Brown County WI

LEGEND / KEY

- Parcel Boundary
- Condominium
- Gap or Overlap
- "hooks" indicate parcel ownership crosses a line
- Parcel line
- Right of Way line
- Meander line
- Lines between deeds or lots
- Historic Parcel Line
- Vacated Right of Way

A complete map legend (map key) is available at: [tinyurl.com/BrownDogLegend](http://tinyurl.com/BrownDogLegend)

Map printed 4/29/2026



1:2,400

1 inch = 200 feet\*

1 inch = 0.0379 miles\*

\*original page size is 8.5" x 11"  
Appropriate format depends on zoom level

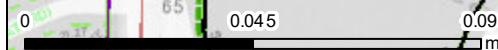
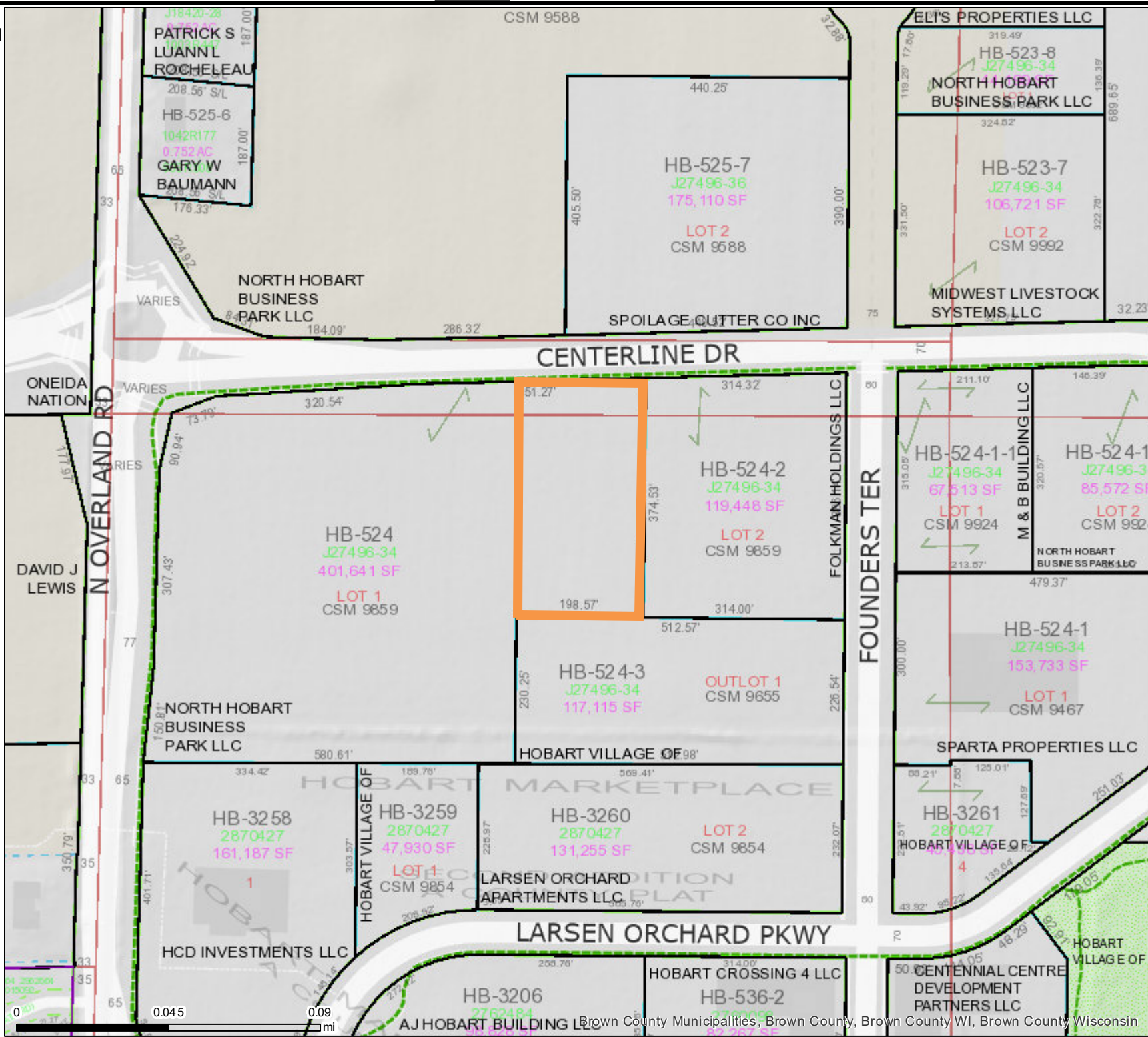
This is a custom web map created by an online user of the GIS map services provided by the

**Brown County Wisconsin Planning & Land Services Department**



(920) 448-6480

[www.browncountywi.gov](http://www.browncountywi.gov)



September 17, 2025

Mr. Aaron Kramer, Village Administrator  
VILLAGE OF HOBART  
2990 South Pine Tree Road  
Hobart, WI 54155

RE: Proposal for Village of Hobart GIS Licensing and Upgrading Services

Dear Mr. Kramer:

We are pleased to provide this proposal for GIS services to the Village of Hobart based on our standard time-and-expense rates. This proposal outlines the required efforts, estimated costs, and project scope to support the Village of Hobart through a transition in Esri's ArcGIS licensing, a shift in editing structure from ArcMap to ArcGIS Pro, and the retirement of key ArcGIS Online tools. These changes are prompted by Esri's updated software policies and licensing structures that begin to take effect in 2026. We recognize that Esri's platform continues to evolve, and we remain committed to keeping the Village informed of any updates or improvements that may further enhance your GIS capabilities.

## **SCOPE OF WORK**

### **Esri ArcGIS License Structure Update**

#### Task 1. License Update

In Spring 2026, Robert E. Lee & Associates (REL) will assist the Village of Hobart in transitioning to Esri's new license structure. The license fee from Esri will increase from \$460 to \$700 annually. This will come in the typical renewal quote that Esri will provide. This change is in anticipation of the Village's next license renewal date of March 1st, 2026. REL will assist with the license maintenance when the switch occurs in March.

Effort for transitioning new licenses \_\_\_\_\_ \$240

#### Task 2. Editing Structure Update

REL has historically completed GIS updates using ArcMap in conjunction with Attribute Assistant. With Esri transitioning away from support for ArcMap and Attribute Assistant, these tools may eventually become unreliable or incompatible with future technologies. While they can still be used temporarily, we recommend moving forward with a modernized editing environment built around ArcGIS Pro.

Mr. Aaron Kramer, Village Administrator  
VILLAGE OF HOBART  
RE: Proposal for Village of Hobart GIS Licensing and Upgrading Services

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As part of this transition, REL proposes adopting Attribute Rules within ArcGIS Pro to manage Facility IDs, sequence generation, and network structure in a more robust and sustainable way. This upgrade not only supports long-term system integrity, but also opens opportunities to leverage automation and improved data editing tools.

Effort for transitioning editing structure \_\_\_\_\_ \$4,350-\$5,400\*

**Migration to ArcGIS Experience Builder and Map Viewer**

To keep the Village of Hobart aligned with Esri’s platform enhancements, we recommend planning for the transition from Web App Builder and Map Viewer Classic to their replacements—ArcGIS Experience Builder and Map Viewer—ahead of the scheduled retirement of the tools in the first quarter of 2026.

Although existing applications and maps built with Web App Builder and Map Viewer Classic will remain operational, they will no longer receive updates or technical support beyond this date. Beginning the transition early provides an opportunity to begin improved performance, modern design, and expanded capabilities offered by the new platforms.

Taking a proactive approach will help the Village maintain continuity, reduce long-term maintenance concerns, and benefit from Esri’s latest GIS advancements.

Effort for transitioning ArcGIS Online Maps and Apps \_\_\_\_\_ \$9,300-\$11,600\*

**REL Licensing Fee**

As part of REL managing your GIS system, an annual licensing/maintenance fee of \$300, will be applied annually, effective starting Jan 1st of 2026. This fee will allow REL to continue to provide high-quality GIS services as Esri's updates their licensing structure, maintaining access to current and fully supported Esri software, allowing your projects to benefit from the latest tools, capabilities, and data integrity standards.

Annual Licensing/Maintenance Fee \_\_\_\_\_ \$300

**OTHER WORK ITEMS**

Additional work not included in this proposal will be billed at our time and expense standard rates. An estimate can be provided for these items, as further information is provided.

**SUMMARY OF COST**

License Update .....	\$240
Editing Structure Update.....	\$4,350-\$5,400*
ArcGIS Online Migration .....	\$9,300-\$11,600*
Annual Licensing Fee .....	\$300
<b>Total</b>	<b>\$14,190-\$17,540</b>

\*Cost is an estimate only. Actual cost will be charged at our time and expense rate.

Mr. Aaron Kramer, Village Administrator  
VILLAGE OF HOBART  
RE: Proposal for Village of Hobart GIS Licensing and Upgrading Services

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**SCHEDULE**

The proposed schedule for this work is designed to accommodate the Village’s priorities and budget planning. All outlined tasks can begin as early as 2025 or deferred to 2026, depending on the Village’s preference. The proposal allows for a phased approach, meaning the Village may choose to proceed with select components based on immediate needs or future planning. We are happy to coordinate a timeline that aligns with the Village’s needs to make a smooth and efficient implementation process.

Attached, and made part of this proposal, are our Standard Terms and Conditions, dated June 2006. If this proposal is acceptable to you, please sign in the location below and return a copy for our files. Please contact our office if you have any questions.

Sincerely,

ROBERT E. LEE & ASSOCIATES, INC.



Anna Peters  
GIS Manager

ARP/JGS/NJM

ENC.



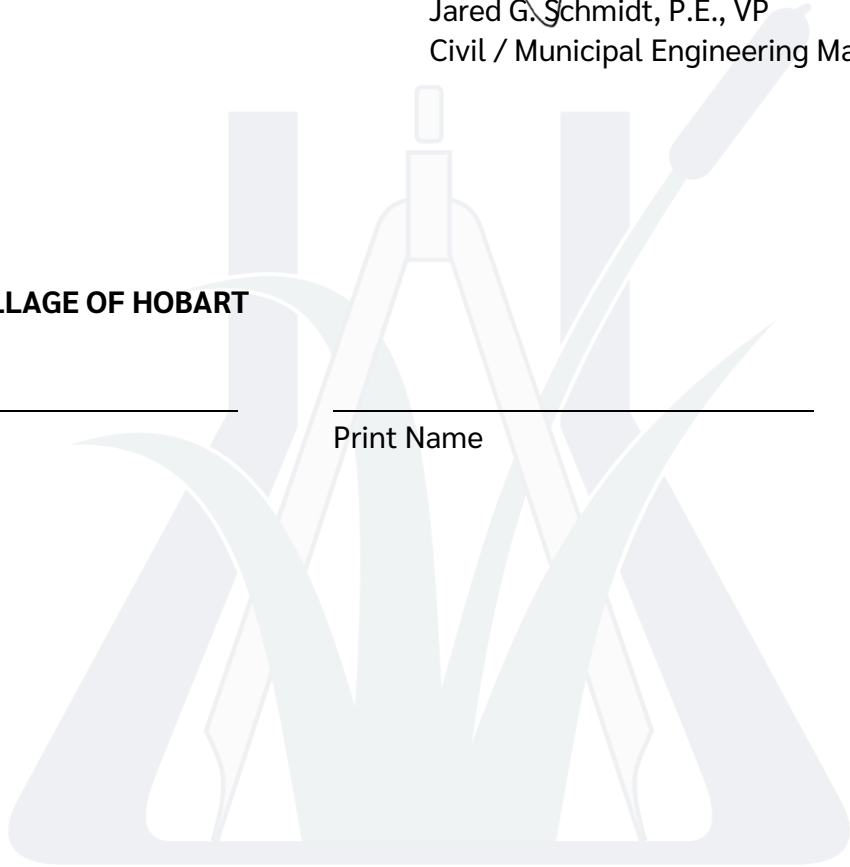
Jared G. Schmidt, P.E., VP  
Civil / Municipal Engineering Manager

**ACCEPTED BY VILLAGE OF HOBART**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



## ROBERT E. LEE & ASSOCIATES, INC. STANDARD TERMS AND CONDITIONS

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### I. SCOPE

Robert E. Lee & Associates, Inc. agrees to perform the engineering, surveying, and/or environmental services described in the proposal or agreement in which these standard terms and conditions are referenced and to which they are attached. Unless modified in writing by the parties thereto, duties of Robert E. Lee & Associates, Inc. shall not be construed to exceed those services specifically set forth in the proposal or agreement to which these standard terms and conditions are attached.

### II. COMPENSATION

Client agrees to pay for the services provided in accordance with the compensation provisions described in the proposal or agreement to which these standard terms and conditions are attached. Payment to Robert E. Lee & Associates, Inc. will be made within 30 days after the date of billing. For all amounts unpaid after 30 days from the invoice date, the client agrees to pay Robert E. Lee & Associates, Inc. a finance charge of 1-1/2% per month.

For time and expense compensation, charges will consist of salary-related costs and non-salary costs. Salary-related charges include, but are not limited to, the following:

1. Salaries paid employees for time spent working directly on the subject project.
2. Costs of employee fringe benefits attributable to the employee's time spent working directly on the subject project.
3. General and administrative overhead charges distributed on the basis of employee time spent working directly on the subject project.

Nonsalary costs cover items directly related to the project, other than those covered by salary-related costs. Such non-salary costs shall be computed on the basis of actual purchase price for items and services obtained from commercial sources and outside consultants. Cost of items and services provided directly by Robert E. Lee & Associates, Inc. shall be in accordance with rate schedules based on normal charges of commercial sources. Non-salary items and services include, but are not limited to, the following:

1. Services directly applicable to the project such as special legal and accounting expenses, computer rental and programming costs, special consultants, borings, environmental analyses, commercial printing and binding, and similar services that are not applicable to general overhead.
2. Identifiable reproduction services applicable to the project such as printing of drawings, photostating, multilithing, printing, and similar services.
3. Identifiable communication services such as long-distance telephone, telegraph, cable, express services, and postage other than for general correspondence.

4. Living and traveling expenses of employees when away from home office on business connected with the project.
5. Subcontracted services.

### III. RESPONSIBILITY

Robert E. Lee & Associates, Inc. is employed to render a professional service only, and any payments made by the client are compensation solely for such services rendered and recommendations made in carrying out the work. Robert E. Lee & Associates, Inc. shall follow the practice of the civil engineering, surveying, and/or environmental services professions to make findings, opinions, factual presentations, and professional advice and recommendations.

In performing construction management services, Robert E. Lee & Associates, Inc. review of work prepared or performed by other individuals or firms employed by the client shall not relieve those individuals or firms of complete responsibility for the adequacy of their work.

It is understood that any resident engineering or construction observation provided by Robert E. Lee & Associates, Inc. is for the purpose of determining compliance with the technical provisions of the project specifications and does not constitute any form of guarantee or insurance with respect to the performance of a contractor. Robert E. Lee & Associates, Inc. does not assume responsibility for methods or appliances used by a contractor, for safety of construction work, or for compliance by contractors with laws and regulations.

It is understood and agreed by both parties that Engineer, in performing professional services for Owner with respect to hazardous substances, will make recommendations to Owner with respect thereto, but does not have the authority or responsibility to decide where disposal or treatment takes place, nor to designate how or by whom the hazardous substances are to be transported for disposal or treatment.

### IV. INSURANCE AND LIMITS OF LIABILITY

Robert E. Lee & Associates, Inc. shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement. The client agrees to limit the liability of Robert E. Lee & Associates, Inc. to the extent of Robert E. Lee & Associates, Inc. insurance or as otherwise stated below:

1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability, and broad form property damage liability. The combined single limit of liability for bodily injury and property damage shall be \$1,000,000.
2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented, and hired cars. The combined single limit of liability for bodily injury and property damage shall be \$600,000.
3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.

4. Professional liability insurance covering damages resulting from errors and omissions of Robert E. Lee & Associates, Inc. The limit of liability shall be \$1,000,000.

#### **V. SUSPENSION OF WORK**

The client may suspend, in writing, all or a portion of the work under the Agreement in the event unforeseen circumstances beyond the control of the client make normal progress in the performance of the work impossible. Robert E. Lee & Associates, Inc. may request that the work be suspended by notifying the client, in writing, of circumstances which are interfering with normal progress of the work. The time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds 90 days, the terms of the Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project.

#### **VI. TERMINATION OF WORK**

Either party may terminate work in the event the other party fails to perform in accordance with the provisions of the Agreement. Termination of the Agreement is accomplished by 15 days prior written notice from the party initiating termination to the other. Notice of termination shall be delivered by certified mail with receipt for delivery returned to the sender.

In the event of termination, Robert E. Lee & Associates, Inc. shall perform such additional work as is necessary for the orderly filing of documents and closing of the project. The additional time for filing and closing shall not exceed 10 percent of the total time expended on the terminated portion of the project prior to the effective date of termination.

Robert E. Lee & Associates, Inc. shall be compensated for the terminated portion of the work on the basis of work actually performed prior to the effective date of termination plus the work required for filing and closing. Charges for the latter work are subject to the 10 percent limitation described in this Article.

#### **VII. ASSIGNMENT**

These terms and conditions and the Agreement to which they are attached are binding on the heirs, successors, and assigns of the parties hereto. The Agreement is not to be assigned by either the client or Robert E. Lee & Associates, Inc. without the prior written consent of the other.

#### **VIII. INTEGRATION**

These terms and conditions and the Agreement to which they are attached represent the entire understanding of the client and Robert E. Lee & Associates, Inc. as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. The Agreement may not be modified or altered except in writing signed by both parties.

#### **IX. JURISDICTION**

This Agreement shall be administered and interpreted under the laws of the state of Wisconsin. Jurisdiction of litigation arising from the Agreement shall be in the state of Wisconsin. If any part of the Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in

conflict with said laws, but the remainder of the Agreement shall be in full force and effect.

#### **X. DISPUTE RESOLUTION**

In an effort to resolve any conflicts that arise during the design or construction of the project following the completion of the project, the Client and the Engineer agree that all disputes between them arising out of or relating to this Agreement shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Client shall make no claim for professional negligence, either directly or in a third party claim, against the Engineer unless the Client has first provided the Engineer with a written certification executed by an independent engineer currently practicing in the same discipline as the Engineer and licensed in the state of Wisconsin. This certification shall: a) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of an Engineer performing professional services under similar circumstances; and b) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation. This certificate shall be provided to the Engineer not less than thirty (30) calendar days prior to the presentation of any claim or the institution of any mediation or judicial proceeding.

In the event of any litigation arising from or related to the services provided under this Agreement, the prevailing party will be entitled to recovery of all reasonable costs incurred, including staff time, court costs, attorneys' fees and other related expenses.

All legal actions by either party against the other arising out of or in any way connected with the services to be performed hereunder shall be barred and under no circumstances shall any such claim be initiated by either party after two (2) years have passed from the date of completion of construction phase services, unless the Engineer's services shall be terminated earlier, in which case the date of termination of this Agreement shall be used.

June 2006



**TO:** Village Board  
**FROM:** Aaron Kramer, Village Administrator  
**RE:** Annual Sewer Rate Adjustment  
**DATE:** May 5<sup>th</sup> 2026

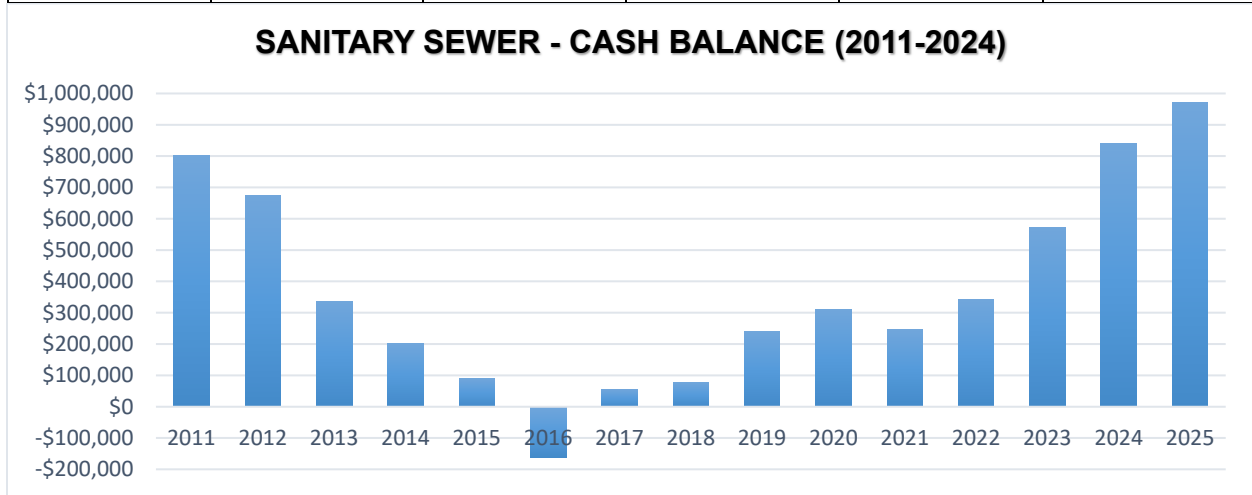
**BACKGROUND**

The Village uses a formula to determine if an adjustment is needed in the sewer rates for the Village. Staff reviews the formula each year and makes adjustments which we believe will provide a more accurate rate determination based on the rates of the Green Bay Metropolitan Sewage District (GBMSD), our current Sewer Utility (“the Utility”) annual operational costs and debt service, and projected volume for the coming budget year. At the same time, we aim to maintain a healthy cash reserve to keep the system financially self-sufficient.

**FUND CASH BALANCE**

Another measure of the Utility’s financial condition is the cash balance of the Fund, which has improved considerably.

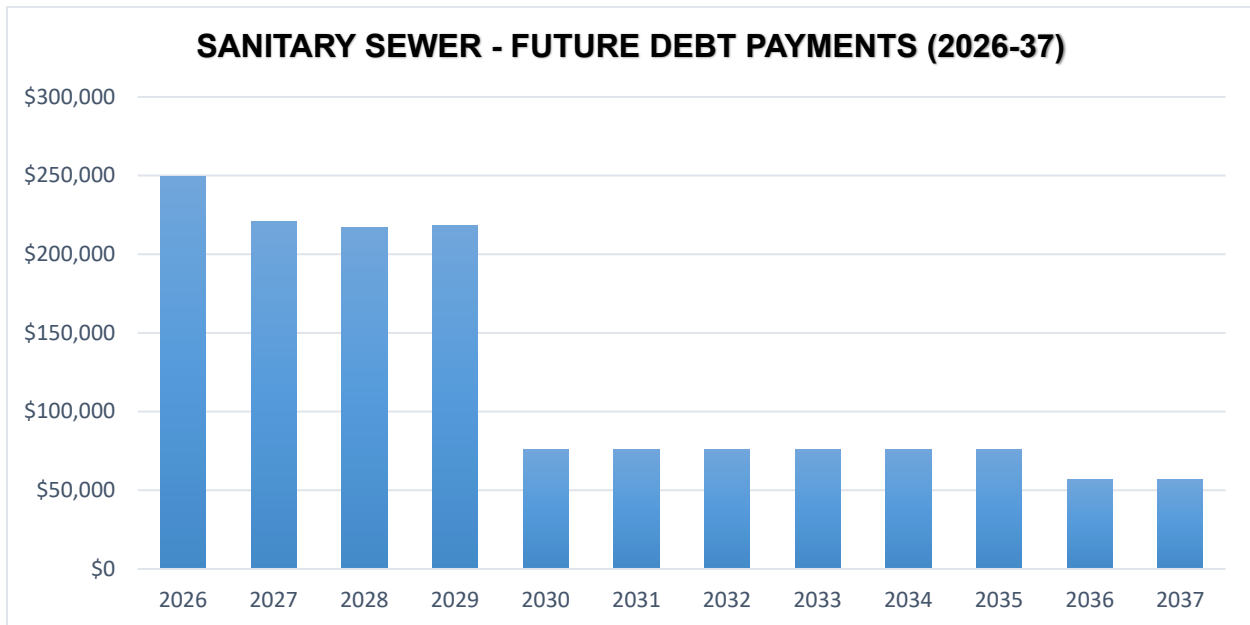
<b>CASH BALANCE AT END OF FISCAL YEAR – SANITARY SEWER (2011-2025)</b>					
<b>YEAR</b>	<b>Cash Balance</b>	<b>YEAR</b>	<b>Cash Balance</b>	<b>YEAR</b>	<b>Cash Balance</b>
2025	\$970,302	2020	312,161	2015	88,754
2024	\$840,719	2019	\$239,470	2014	\$200,574
2023	573,799	2018	76,044	2013	335,460
2022	341,305	2017	53,695	2012	673,230
2021	244,892	2016	(163,688)	2011	801,515



**SEWER FUND DEBT**

The current indebtedness of the Utility is displayed below. Debt payments remain relatively stable for the next two years, before a more significant decrease is projected in 2026. The majority of the Utility’s debt is to be paid off by the

end of the decade. In addition, with the overall improvement of the Sanitary Sewer fund's financial position, staff will be exploring possible options to pay down the utility's debt early in the next year or two.



EXISTING SANITARY SEWER UTILITY DEBT				
Debt Issue	Issuance	Interest Rate	Final Year	Principal (as of 1-1-2026)
Dutchman Creek Interceptor (\$895,539.33)	2022	2.70%	2041	732,660.35
G.O. Promissory Note, Series 2021A (\$4,425,000)	2021	1.050-2.000%	2026	30,000.00
G.O. Note, 2022 (\$8,460,000)	2022	2.750-3.000%	2029	540,000.00
G.O. Promissory Note 2025 (\$593,000)	2025	4.750%	2035	148,250.00
<b>TOTAL</b>				<b>\$1,450,910.35</b>

**RATE FORMULA**

The following formula is being utilized to determine the proposed rate change for 2026.

**EXPENDITURES**

- GBMSD rate increase, which shows we need to include a 6.65 percent rate increase.
- The second component is our day-to-day operations.
- The third component is the annual debt service, which shows a decrease.
- The fourth and fifth components are the annual sewer projects unique to our Utility - independent of the GBMSD's capital projects, and the continuing increase of our reserve (Contingency) fund for future early debt payments and larger pending replacement projects.

<b>Green Bay Metropolitan Sewer District Expenditure</b>		
	2025 Actual GBMSD Expenditures (003-00-62000-080)	\$ 844,735.07
	2026 GBMSD Rate Change	6.34%
	2026 <b>Change in GBMSD Expenditure</b>	<b>\$ 53,533.52</b>
<b>Sanitary Sewer Operating/Maintenance Budget Expenditure Increase</b>		
	2026 Sanitary Sewer Fund 003 Budget	\$ 1,273,541.89
Less:	2025 Sanitary Sewer Fund 003 Budget	\$ 1,234,867.76
Less:	Budgeted Increase in GBMSD Expenses	\$ -
	2026 <b>Budget Dollar Increase</b>	<b>\$ 38,674.13</b>
<b>Sanitary Sewer Debt Service:</b>		
	2026 Sanitary Sewer Debt Service	\$ 249,757.02
Plus:	2026 Transfer to General Fund	\$ -
Less:	2025 Sanitary Sewer Debt Service	\$ 395,560.99
Less:	2025 Transfer to General Fund	\$ -
		<b>\$ (145,803.97)</b>
<b>Capital Projects (Not Paid from Cash Reserves)</b>		
	2026 Sanitary Sewer Capital Projects	\$ -
<b>Contingency</b>		
	2026 Sanitary Sewer Contingency	\$ 284,855.56

**REVENUES**

We are projecting an percent increase in our billing volume, which is based on recent historical trends:

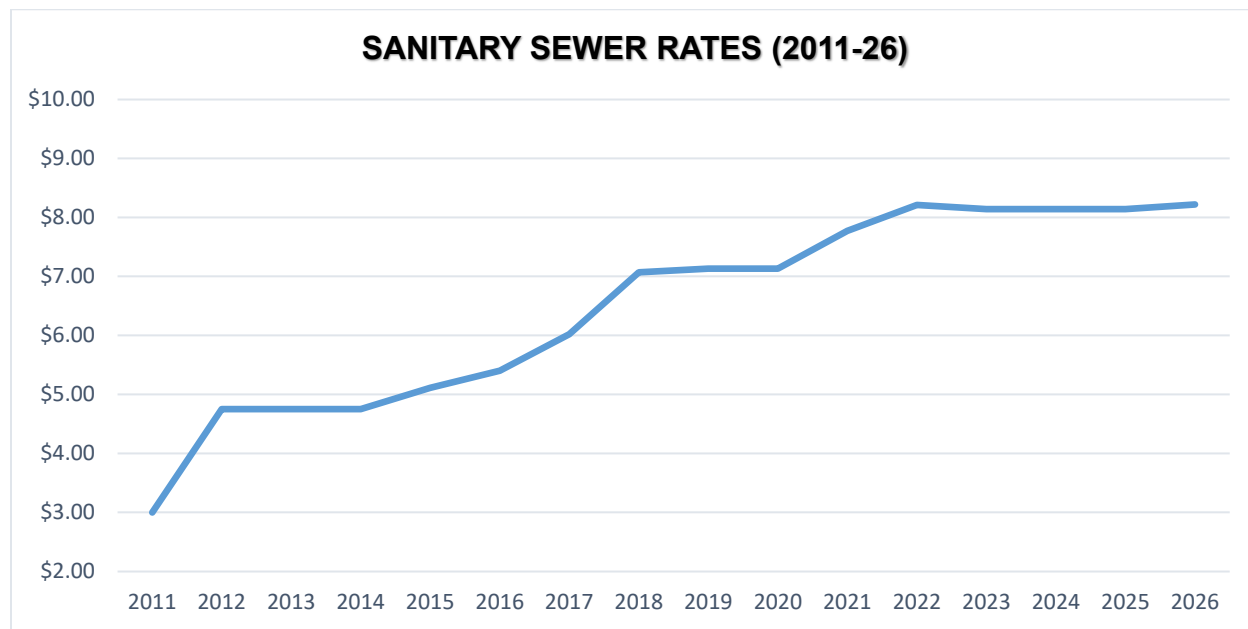
<b>USAGE VOLUME INCREASE</b>	<b>Sewer Volume Billings</b>		
		2025 Sewer Volume Billings (gallons):	
		Residential	83,474,809
		Commercial	9,614,268
		Industrial	92,678
		Public Authority	698,363
		Multi-Family	39,591,865
			133,471,983
		2025 Airport Sewer Volume Billings (gallons):	
		1st Quarter	6,418,000
		2nd Quarter	8,401,000
		3rd Quarter	0
		4th Quarter	0
		14,819,000	
	2025 Total Sewer Volume Billings (gallons):	148,290,983	
	2026 Projected Volume Billings Increase (Percentage):	2.16%	
	2026 <b>Projected Volume Billings (gallons):</b>	<b>151,173,978</b>	
<b>REVENUE INCREASE</b>	<b>Public Charges for Service Budget Increase</b>		
		2026 Public Charges for Service	\$ 1,838,997.72
	Less:	2025 Public Charges for Service	\$ 1,623,632.23
			<b>\$ 215,365.49</b>
	<b>Interest on Accounts Budget Increase</b>		
		2026 Interest on Accounts	\$ 6,000.00
	Less:	2025 Interest on Accounts	\$ 5,000.00
			<b>\$ 1,000.00</b>
	<b>Intergovernmental Charges for Services Budget Increase</b>		
		2026 Intergovernmental Charges for Services	\$ 21,100.00
Less:	2025 Intergovernmental Charges for Services	\$ 18,500.00	
		<b>\$ 2,600.00</b>	

**TOTAL IMPACT**

Adding all of the components together, we have determined the sewer rate for 2026 should be set at \$8.22 per 1,000 gallons, a one (1) percent increase over the current rate as we continue to increase the reserves of the fund for future replacement projects (without incurring additional debt) and paying off existing debt at a more rapid rate than scheduled.

<b>Additional Funding Needed</b>		
Total Expenditure Increase:	\$	(53,596.32)
Plus: Capital Projects	\$	-
Plus: Contingency	\$	284,855.56
Less: Total Revenue Increase	\$	218,965.49
		<u>\$ 12,293.75</u>
<b>Additional Revenue Collections Rate (per 1000 gallons)</b>		
Additional Funding Needed	\$	12,293.75
Divided By: Volume Billings Increase (Thousand Gallons)		151,174
		<u>\$ 0.08</u>
<b>Adjusted Sewer Rate</b>		
2025 Sewer Rate		8.14
Additional Revenue Collection Rate	\$	0.08
2026 <b>TOTAL ADJUSTED SEWER RATE</b>		<u><b>\$ 8.22</b></u>

The increase would be the first Sanitary Sewer rate increase since 2023.



**RECOMMENDED MOTION**

Staff is proposing the following motion for the Board to discuss and take action on (see attached public hearing notice):

- To establish a public hearing on June 2<sup>nd</sup> to implement the 2026 Sewer Volume Rates, which is proposed to increase one (1) percent from the 2025 Sewer Volume Rates



**VILLAGE OF HOBART - NOTICE OF PUBLIC HEARING**  
**June 2, 2026 (6:00 PM)**  
**2990 S. Pine Tree Rd. Hobart WI 54155**

The Hobart Village Board will hold a public hearing on June 2<sup>nd</sup> 2026 at 6:00 pm. at the Village Office, 2990 S. Pine Tree Rd, Hobart, WI for the purpose of receiving public input on the sewer volume rates in accordance with a Village policy put in place to address increased rates from the Green Bay Metropolitan Sewerage District, Village operating costs, debt service, budget increases, and capital projects.

The new sewer volume rate as calculated by the Local Annual Adjustment Policy is summarized as follows:

1. What is the GBMSD percentage rate passed on to Hobart customers and what is its effective date?
  - a. 6.34% increase effective January 1, 2026.
2. How much more money is required in 2026 to cover GBMSD costs, operating costs, debt service, and contingency?
  - a. (\$231,529.24)
3. What is the expected increase in 2026 revenue due to an increase in the projected billing volume?
  - a. (\$218,965.49)
4. What is the required Village utility volume rate needed to support the annual operations?
  - a. \$8.22/1,000 gallons used
  - b. There is a one (1) percent increase in the sewer rate being proposed.
5. What is the quarterly and annual financial impact, expressed as a dollar amount, for the average residential sewer utility customer?
  - a. Average quarterly residential consumption in 2025 was 12,000 gallons.
  - b. There is an estimated quarterly increase of \$0.96 (\$3.84 annually) for the average residence.
6. What is the date (quarter/year) the new local utility rates will go into effect?
  - a. Rates will go into effect beginning with the third quarter sewer billing of 2026, which begins July 1<sup>st</sup>.

All interested parties are invited to attend this hearing.

The Annual Adjustment Memorandum, including the above rate calculation method, will be available at the Village Office for public inspection starting May 11<sup>th</sup> 2026. Office hours are Monday through Thursday from 7:30 a.m. to 4:00 p.m. and Friday from 7:30 a.m. to 11:00 a.m. The Village Board will take comments from the public and may act on the proposed sewer rates immediately following the public hearing.

Published May 8<sup>th</sup> 2026  
 Lisa Vanden Heuvel, Hobart Clerk

V I L L A G E O F  
**HOBART**  
 GREATNESS IS GROWING  
**MEMORANDUM**



**TO:** Village Administrator, Village Board  
**FROM:** Jerry Lancelle, Director Public Works  
**RE:** Street Sweeping  
**DATE:** May 5, 2026

With the retirement of the Villages street sweeping services in 2025, the Village sent an RFP (Attachment #1) out for the street sweeping for the 20 plus miles of curb and gutter. Only one quote was received from Precision Sealcoating (Attachment #2).

Precision Sealcoating has performed street sweeping in the Village before the latest vendor, in 2017 with satisfactory results and service.

The street sweeping quote received is more, as expected, than the Village expended in 2025. The table below briefly shows past costs with projected future costs with new pricing.

<b><u>T&amp;C Services (Previous Contractor)</u></b>			
2024	71.5	\$98.00	\$7,007.00
2023	89.5	\$98.00	\$8,771.00
2022	103	\$90.00	\$9,270.00
<b><u>Precision Sealcoating (Estimated per RFP)</u></b>			
2026	80	\$175.00	\$14,000.00
2027	80	\$195.00	\$15,600.00
2028	80	\$225.00	\$18,000.00

The 2026 Storm Water budget for street sweeping is set at \$10,000 and services will be controlled to stay within the 2026 budget. Future budgets will be adjusted as necessary with quoted pricing and increased sweeping hours as the Village grows.

Staff is recommending the approval of the quote from Precision Sealcoating for Village Street Sweeping.

Funding for Street Sweeping is in the Storm Water Budget #007-64000-054

# REQUEST FOR PROPOSALS – STREET SWEEPING SERVICES FOR THE VILLAGE OF HOBART



## **Section 1 – Statement of Purpose**

The Village of Hobart (“the Village”) is requesting proposals from qualified Vendors to provide street sweeping services. The contract will be administered by Department of Public Works staff.

## **Section 2 – General Information**

The Village of Hobart is located in Brown County and has an estimated population in 2024 of 11,558. The Village is governed by a Village President and four Village Trustees. The Village employs a Village Administrator. The Village’s 87-mile network of roads (174 lane miles). There is currently 20.5 miles of curb and gutter roadways within the Village.

## **Section 3 – Timeline**

The Village anticipates that street sweeping services under a new contract will begin on or about May 1<sup>st</sup>, 2026

- Vendor Proposals reviewed – March 23<sup>rd</sup>, 2026
- Vendor Interviews, if necessary - March 26<sup>th</sup>, 2026
- Village Board approval of contract – April of 2026.

The above schedule for review by the Village is subject to change. The Village will not be legally obligated to adhere to the dates for interviews, recommendations and/or award. Interviews will be with staff and members and the Board chairperson of the recommending committee (Public Works and Utilities Advisory Committee).

## **Section 4 – Project Scope**

### **A. Municipal Street Sweeping**

1. Provide street sweeping services once a month or as requested by the Village on roads with curb and gutter installed.
2. Approximate road miles to sweep are currently at 20 miles of roadway, 15 miles is located in the northern part and 5.5 miles located in the southern part of the Village.
3. First Street Sweeping to start in May and ends in November or as weather permits. Dates can be adjusted with approval from the Village.

4. Debris from sweeping shall be unloaded in a designated area located at the Public Works Facility at 3769 N. Overland Road or as directed by the Village.
5. Water shall be supplied to the Vendor by the Village as required at no cost to the Vendor. Vendor must keep records on gallons of water used for street sweeping and report amount to the Village for each month.
6. Vendor must be available to respond during normal hours for requested special events or additional sweeping if required.

**Section 5 – Proposal Content**

The proposal should include the following:

A. Transmittal Information.

1. Vendors' name, address, telephone number and contact person.
2. Vendors' confirmation of understanding of the project and commitment to provide the appropriate personnel and equipment to perform the scope of services as defined in this document.

B. Qualifications.

1. Provide a description of the Vendor's background and history.
2. Identify a list of current customers.

C. Rates.

1. Provide an hourly rate for street sweeping services to occur once per month.
2. Provide an hourly rate for a special event or extra sweeping service as requested.
3. Provide hourly rate for emergency call in. Include response time anticipated to the Village.

D. Insurance

1. The proposal must include either a description of the firm's insurance or a certificate of insurance outlining the firm's insurance policies in which evidence compliance with the requirements noted in the *Terms and Conditions* section of this RFP.

## **Section 6 – Evaluation Criteria**

A selection and interview committee will be comprised of the Village Administrator, Director of Public Works, Public Works and Utility Committee. The following will be considered in evaluation of the proposals:

1. Qualifications
2. Past record of performance of the firm, project manager and consultant team, including references from communities under contract for municipal engineering services.
3. Experience, type, and age of equipment used.
4. Proximity of the Vendor to the Village.
5. Cost.

## **Section 7 – Instructions to Firms**

### **Submittal Instructions**

A. Please provide (1) digital copy of the proposal via email only to:

Jerry Lancelle, Director of Public Works

[jerry@hobartwi.gov](mailto:jerry@hobartwi.gov)

Identify proposal name into subject line of the email: Street Sweeping.

Deadline: Friday March 20, 2026 (3:00 P.M. CST)

All questions regarding this request for proposals should be addressed to Jerry Lancelle, Village of Hobart Public Works Director, at (920) 869-3807 or [jerry@hobartwi.gov](mailto:jerry@hobartwi.gov).

C. Proposals will be accepted on or before the deadline identified above. Proposals received after that date and time will be rejected. Proposals will not be opened publicly.

D. Questions regarding this RFP should only be directed to the staff member identified above. Contact with elected officials, committee members and other staff members is grounds for disqualification. This RFP does not commit the Village to award a contract, to pay any costs incurred in the preparation of a response to this request or to procure or contract for services or supplies. The Village reserves the right to accept or reject any or all proposals received as a result of this request, to waive minor irregularities in the procedure, to negotiate with any qualified source, or to cancel in part or in its entirety, this RFP, if it is in the best interest of the Village to do so. The Village reserves the right to request clarification of the information submitted and to request additional information from one or more applicants.

### **Amendments**

Amendment of proposals may be done as follows:

A. By Village: Proposals may be amended by the Village in response to need for further clarification, specifications and/or requirements changes, new opening date, etc. Copies of the amendment will be mailed to prospective vendors.

B. By vendor: Proposals may only be amended after receipt by the Village by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening date unless requested by the Village. Proposals may be withdrawn only in total, and only by a written request to the Village prior to the time and date scheduled for opening of proposals.

Contract Administration

The staff member is the primary contact for contract administration of this proposal:

Jerry Lancelle, Director of Public Works

[jerry@hobartwi.gov](mailto:jerry@hobartwi.gov)

(920) 869-3807

In the absence of the primary contact, the secondary contact for contraction administration is:

Aaron Kramer, Village Administrator

[aaron@hobartwi.gov](mailto:aaron@hobartwi.gov)

(920) 869-3804

**Section 8 – Terms of Condition**

Payment Terms

All invoices for services will be processed within 30 days, pending verification and the receipt of any required documentation of services provided in accordance with the terms of the agreement.

Insurance

The successful vendor shall agree that it will, at all times during the term of the agreement, keep in force and effect insurance policies required by the contract, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to the Village. Such insurance shall be primary. Prior to execution of the written contract, the successful vendor shall furnish the Village with a Certificate of Insurance listing the Village as an additional insured and upon request, certified copies of the required insurance policies. The Certificate shall reference the contract and provide for thirty (30) days advance notice of cancellation or nonrenewal during the term of the agreement. Failure to submit an insurance certificate, as required, can make the contract voidable at the Village's discretion. Additionally, the vendor shall not allow any subcontractor to commence work until the aforementioned documents, where applicable, have been obtained from the subcontractor and approved by the Village.

Nondiscrimination

In connection with the performance of work under this agreement, the vendor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, marital status, sexual orientation, sex, disability, national origin or ancestry. This provision must be included in all subcontracts.

Assignment or Subcontract

The contract may not be assigned or subcontracted by the vendor without the written consent of the Village. If all or a portion of the contract work is proposed to be assigned or subcontracted, the name of the individual(s) to complete the work, address and vendor proposed shall be submitted within the scope of the proposal.

Independent Contractor Status

The firm agrees that it is an independent Contractor with respect to the services provided pursuant to this agreement. Nothing in this agreement shall be considered to create the relationship of employer and employee between the parties.

Amendments to Contract

This contract may be modified only by written amendment to the contract, signed by both parties.

Waiver

One or more waivers by any party of any term of the contract will not be construed as a waiver of a subsequent breach of the same or any other term. The consent or approval given by any party with respect to any act by the other party requiring such consent or approval shall not be deemed to waive the need for further consent or approval of any subsequent similar act by such party.

Indemnification and Defense of Suits

The firm agrees to indemnify, hold harmless, and defend the Village, its officers, agents and employees from any and all liability including claims, demands, damages, actions or causes of action, together with any and all losses, costs, or expense, including attorney fees, where such liability is founded upon or grows out of the acts, errors, or omissions of the firm, its employees, agents or subcontractors.

Contract Period

This will be a three-year contract (September 1, 2026 – August 31, 2029) with the option for a two-year extension (through August 31, 2031).

Termination of Contract

To be defined in the contract document.

Professional Services Contract

If your proposal is accepted and a contract is issued, then this Request for Proposal and all documents attached hereto including any amendments, the firm's technical and price proposals, and any other written offers/clarifications made by the vendor and accepted by the Village, will be incorporated into a contract between the Village and the vendor, it shall contain all the terms and conditions agreed on by the parties hereto, and no other agreement regarding the subject matter of this proposal shall be determined to exist or bind any of the parties hereto.

The submission of a proposal shall be considered as a representation that the vendor has carefully investigated all conditions, has full knowledge of the scope, nature and quality of work required, and is familiar with all applicable State, Federal and Local regulations that affect, or may at some future date affect the performance of this contract.

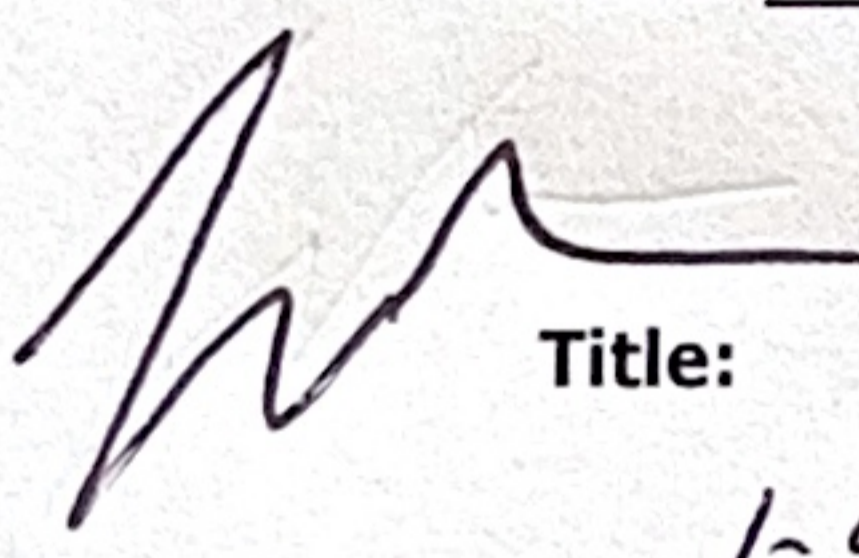
Acceptance of this proposal will take place only upon award by the Village Board, execution of the contract by the proper Village officials, and delivery of the fully executed contract to the firm. Acceptance may be revoked at any time prior to delivery of the fully executed contract to the successful firm. The contract may be amended only by written agreement between the vendor and the Village. The Village reserves the right to award a contract to the next most qualified vendor if the initial successful vendor does not execute a contract within sixty (60) days after award of the proposal.

# PRECISION

Sealcoating Inc.

Date: 3/20/26

<b>TO: Village Of Hobart (WI)</b> 2990 S. Pine Tree Road Hobart, WI 54155	<b>FOR: Street Sweeping Quote</b> <b>Contact: Jerry Lancelle</b> <b>Phone: 1-920-655-3719</b> <b>Cell: 1-920-869-3807</b> <b>Fax: 1-920-869-2048</b>
---	--

DESCRIPTION	AMOUNT
<b>Description Of Work To Be Performed</b>	
Street Sweeping Services Quote Quote: For Street Sweeping Of Any Streets, Roads Or Parking Area's Debris To Be Dumped At The Village Of Hobart In The Designated Area To Included The Use Of Water At The Villages Area For Street Sweeping	
<b>Quote Price Hourly Rate For Monthly (Includes Operator &amp; Sweeper)</b>	2026 <b>\$175.00 Per/HR</b>
	2027 <b>\$195.00 Per/HR</b>
	2028 <b>\$225.00 Per/HR</b>
<b>Quote Price Per Hour For Any Additional Sweeping Or Special Events:</b>	<b>Additional \$225.00 Per/HR</b>
<b>Quote Price Per Hour For Any Emergency Work On Need Basis 2-3 Hours Response:</b>	<b>Emergency \$300.00 Per/HR</b>
Will Be Invoiced After Every Sweeping Is Complete Once Signed I Will Get You A Copy Of My Insurance As Additional Insurer Acceptance of Bid: _____ Date: _____ Title: _____ Precision's Authorized Signature:  Jim Wedde Date: 3/20/26 Title: Precision Solver 1-920-229-7817	
FEDERAL ID# 39-18-14017 STATE ID# 514407	<b>TOTAL</b>

Make all checks payable to: Precision Sealcoating Inc.  
 Payment is due within 30 days of Invoice upon completion.  
 Payments not received when due will incur a late payment charge that will be computed at the rate of 18% APR.  
 If you have any questions concerning this please contact  
 Bob Wedde Owner  
 (920) 229-3306

**Thank You For Your Time !!!!**



N6450 River Road  
 Princeton, WI  
 54968

PHONE (920) 229-3306  
 FAX (920) 295-6709

Tymco Street Sweepers

Tymco 500X or Tymco 600

We do street sweeping across WI

- Town of Grand Chute
- Town of Greenville
- Town of Hortonville
- Village of Nicholas

This is a list of few of many

**PRECISION SEALCOATING INC.**

**Jim Wedde**  
Sweeping Operations



N6450 River Road  
Princeton, WI 54968  
Email: weddejim@yahoo.com

Phone: (920) 229-3306  
Fax: (920) 295-6709  
Cell: (920) 229-7817



316 W. Washington Ave., Suite 600  
 Madison, WI 53703  
 Phone: 608-267-2380  
 Fax: 608-267-0645  
 Email: league@lwm-info.org  
 Website: lwm-info.org

RECEIVED

APR 27 2026

**TO:** MS4 Communities Concerned about Stormwater Advocacy Village of Hobart  
**FROM:** Jerry Deschane, Executive Director  
 Toni Herkert, Government Affairs Director  
**DATE:** April 21, 2026  
**RE:** Membership in the Local Government Stormwater Group

We invite you to join the League's Local Government Stormwater Group. Your membership will help us continue critical stormwater advocacy efforts that we began in 2015.

Your participation allows us to impact legislation and administrative rules affecting stormwater regulations and advocate for modifications to ensure we retain broad local authority to implement sensible, cost-effective compliance measures. As in the past, members of the Local Government Stormwater Group receive email updates on relevant news impacting stormwater and erosion control issues including state government updates.

In the process of revitalizing this group, we are aiming for bigger pursuits in 2026, including Local Government Stormwater Group engagement opportunities such as webinars, roundtables, and surveys. You won't want to miss your chance to be part of this group!

Examples of the League's and Local Government Stormwater Group's recent work include:

**Regulatory Streamlining:** After years of work through former contract attorney Paul Kent as part of the DNR's Wetland Study Council, we saw the Council move forward with an important recommendation for a more integrated regulatory approach on stormwater management. Permitting stormwater projects often involves several separate programs at DNR, including stormwater management, MS4 permitting, Chapter 30 waterway permits, wetland permits, and sometimes floodplain and dam safety permits. *Two problems often arise: a lack coordination between programs and a lack of big-picture holistic project focus.* Each program often looks at its own regulatory area and does not look at the benefits of the project for the watershed as a whole. Often there are water quality and water quantity benefits as well as habitat improvement associated with such projects. The program that has historically created some of the most challenging issues has been the wetlands program. As a result, the Council, and soon the DNR, are moving towards a single point of contact for projects involving multiple permits across different programs. This approach, only made possible with your past support of the Local Government Stormwater Group, should substantially reduce the silos of DNR permitting and allow necessary and beneficial projects to progress without the same headaches as the past.

**Agency Engagement:** To ensure the League is invited to the table when issues impacting stormwater regulations are discussed, we've pursued membership on some pivotal DNR groups. First, Toni Herkert, League Government Affairs Director, received a gubernatorial appointment to the Wetland Study Council, the nine-member body that researches and makes recommendations on a variety of wetland issues (as mentioned above). Second, Evan Miller, League Government Affairs Specialist, received a secretary's appointment to the Urban Forestry Council and sits on the Stormwater Committee within that Council. Stormwater continues to be one of the issues at the forefront of the League's work. While we have seats at the table to ensure

we can influence the decisions impacting local government, we need your collaboration and input to chart a path ahead.

### **Stormwater Legislation:**

**PSC Oversight of Stormwater Utility Costs:** After 2023 Senate Bill 455 and Assembly Bill 457 were introduced to subject stormwater utility costs to Public Service Commission of Wisconsin oversight and approval, the League worked to stop that legislation from progressing. This practice would have been costly and time-consuming, could redirect commercial or industrial fees to residential customers, may require construction authorization on stormwater projects, and could shift costs associated with state and federal requirements and permitting. *We viewed this as an enormous time-consuming expense that was totally unnecessary.* Stormwater utility rates are subject to public review at the local level, and there is already a procedure to obtain PSC review if rates are unreasonable. Due to the League's opposition and our members' concerns, not only was this bill stopped in the Legislature without having a public hearing in either house in 2023, but we prevented a reintroduction of this legislation in the 2025-2026 Legislative Session!

**PACE Modifications:** The League was also successful in pursuing one of the largest expansions of loan assistance for green infrastructure thanks to the work of this Group. 2021 Wisconsin Act 175 passed with unanimous support to expand the Property Assessed Clean Energy (PACE) program to include stormwater control measures and storm resiliency improvements such as mitigation of flood damage. PACE is a successful tool created through a League partnership with the Wisconsin Counties Association to allow eligible projects to be financed and repaid through property assessments. Previously, eligible projects were limited to energy and water efficiency and renewable energy projects. Act 175 ensures that private developers and business or multifamily residential property owners have reliable access to financing for stormwater improvements and ensures that financing gaps on expensive stormwater projects don't prevent projects from progressing.

Membership in the Municipal Storm Water Group is open to any MS4 community, including counties, towns, and special districts. The annual cost varies by population size. The fee is \$1,000 annually for communities over 20,000 in population; \$500 for communities with populations between 10,000 and 20,000; and \$250 for communities with populations below 10,000.

We have big plans ahead for the Local Government Stormwater Group, but the League needs your assistance to ensure our collaborative approach to tackling one of your communities' larger ongoing burdens can be eased. **We hope you'll consider joining us in 2026!**

If you are interested in joining the Local Government Stormwater Group, please complete the form on the next page and submit it and a check for the correct amount to the League of Wisconsin Municipalities. If you have any questions or need additional information, please call the League at 608-267-2380.

# Local Government Storm Water Group

## 2026 Membership Form

**Yes,** \_\_\_\_\_ (*name of municipality/county/district*)  
agrees to join the Local Government Storm Water Group in 2026.

I've enclosed a check for the following amount covering our community's 2026 membership dues:

- \$1,000 for municipalities/counties/districts with populations over 20,000.
- \$500 for municipalities/districts with populations between 10,000 and 20,000.
- \$250 for municipalities/districts with populations under 10,000.

The primary contact in our community regarding the Local Government Storm Water Group is:

**Name:** \_\_\_\_\_

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

**Address:** \_\_\_\_\_  
 \_\_\_\_\_

**Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**NEW for 2026:** Please include up to two additional contacts for webinar invitations, regulatory updates, and other engagement opportunities:

**Name:** \_\_\_\_\_

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

**E-mail:** \_\_\_\_\_

**Name:** \_\_\_\_\_

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

**E-mail:** \_\_\_\_\_



Return this form with a check to:  
 League of Wisconsin Municipalities  
 316 West Washington Avenue, Suite 600,  
 Madison, Wisconsin 53703