

**AGENDA
CITY OF HARTFORD
FINANCE & PERSONNEL COMMITTEE
CITY HALL COUNCIL CHAMBERS
TUESDAY, AUGUST 2, 2016
6:30 P.M.**

1. Call to order.
2. Roll call.
3. Public comment period.
4. Discussion and consideration of denying a bartender license to Jay Behrendt due to past offenses. (Possible appearance by Mr. Behrendt)
5. Discussion and consideration of approving the following licenses: **(bartender)** Katryna Winter-DeLeon, Scott Leiser.
6. Discussion and consideration of approving a Class B beer and Class C wine license to Ichiban Japanese Steakhouse for the period July 1, 2016 through June 30, 2017.
7. Discussion and consideration of authorizing appropriate City officials to fill a vacated Maintenance III position.
8. Discussion and consideration of authorizing appropriate City officials to fill two additional Patrol Officer vacancies from the developing eligibility list, and to establish an eligibility list for the Police Aides position and subsequently appoint from both lists on or after October 3, 2016. (Executive Summary attached)
9. Discussion and consideration of writing off uncollectible debt –deferred special assessments - in the amount of \$57,365.90. (Executive Summary attached)
10. Adjournment.

NOTE: "PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE CITY CLERK AT LEAST ONE (1) BUSINESS DAY PRIOR TO THE MEETING."

"MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE ABOVE MEETING, PURSUANT TO STATE EX REL. BADKE V. GREENDALE VILLAGE BOARD, 173 WIS 2D 553, 494 N.W. 2D 408 (1993). SUCH ATTENDANCE MAY BE CONSIDERED A MEETING OF THE COMMON COUNCIL. THIS NOTICE IS GIVEN SO THAT MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE MEETING WITHOUT VIOLATING THE OPEN MEETING LAW."

Executive Summary

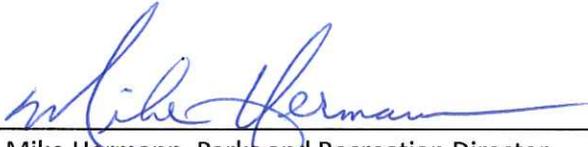
Title: Authorization to Fill Maintenance III Recreation Center Position

Background: The Hartford Recreation Center Maintenance III position will be vacated as of Friday, August 5th due to an employee resignation. This is a ¾ time position (30 hours/week) working a 3rd shift schedule from 12:00 AM to 6:00 AM Monday through Friday. The position provides the majority of the indoor janitorial services for the facility. Additional work includes outside grounds maintenance as needed. The person hired for this position is also scheduled as part of a rotating weekend shift for weekend cleaning services at the Recreation Center. A copy of the job description attached outlines the work duties assigned to this position.

Staff would like to fill the position immediately. A posting of this job vacancy will be completed that considers filling the position with a qualified City employee along with advertising the job locally in order to seek out qualified candidates. Based upon the process to advertise, interview and the selection approval process, the anticipated start date of the new person is late August. In order to cover the job duties during the vacancy, Maintenance III employees working at the Library and City Hall will be scheduled for extended work hours to complete janitorial care.

Fiscal Impact: The funding for the position is approved as part of the 2016 Recreation Center Maintenance Division budget. The 2016 wage is \$15.89 per hour and the position carries partial benefits.

Staff Recommendations: Staff recommends that the vacated Maintenance III Recreation Center position be filled immediately.

Prepared by,  7/25/16
Mike Hermann, Parks and Recreation Director Date

Approved by,  7/26/16
Steve Volkert, City Administrator Date

Routing: Finance and Personnel Committee 8/2/16

**CITY OF HARTFORD
JOB DESCRIPTION**

POSITION TITLE: Maintenance Person III
DEPARTMENT: Parks and Recreation
DIVISION: Buildings (Recreation Center)
SUPERVISOR: Grounds & Building Maintenance Supervisor
FLSA: Non-Exempt/Non-Supervisory
RATE: \$15.89/hour for 2016
HOURS: 12:00 a.m. to 6:00 a.m., Monday through Friday

GENERAL POSITION DESCRIPTION

This position is responsible for providing effective custodial and maintenance services by keeping the premises of the City's institutional buildings clean and orderly. Work involves facility janitorial service, using proper concepts and procedures as well as grounds maintenance care. The incumbent works under the general supervision of the Grounds and Buildings Maintenance Supervisor.

SPECIFIC POSITION RESPONSIBILITIES

- Clean assigned areas including hallways, lobbies, lounges, meeting rooms, offices, rest rooms, elevators, stairways, locker rooms, pool area, and other building areas using proper concepts and procedures as directed
- Sweep, mop, scrub, wax and maintain floors
- Vacuum carpeted floors, rugs, upholstered furniture and draperies.
- Sanitize and clean restrooms, locker rooms and shower facilities; replenish restroom with necessary supplies.
- Dust and clean furniture and fixtures, including water fountains, door handles, sinks, faucets.
- Clean and polish windows, doors, and similar glass fixtures.
- Wash walls, ceiling, woodwork, windows, door panels and sills.
- Replace light bulbs.
- Empty all trash receptacles. Transport trash, waste and recyclable products to disposal area.
- Remove snow from sidewalks and perform lawn maintenance.
- Clean outside planters and pick up litter.
- Provide minor maintenance/repairs to facility equipment.
- Maintains inventory of custodial/maintenance supplies and equipment. Receive deliver goods, materials, and equipment for the function of the building.
- Assist Grounds & Building Maintenance Supervisor in major repair functions. Involves working with hand and power tools. Requires the ability to deal with formulas, scientific equations, and graphs.

- Maintain City institutional building and related facilities through effective janitorial practices working independently with a minimum of supervision.
- Set up general events in miscellaneous conference rooms and classrooms for activities. Rearrange or move furniture, desks, file cabinets, conference tables upon request.
- Maintains building and grounds security in the building each day.
- Maintains work related records and prepares various reports as directed.
- Operates small equipment including scrubbers, vacuums, snow blowers, lawn mowers and trimmers.
- Transports small equipment, supplies and packages as directed.

QUALIFICATION REQUIREMENT

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

SKILLS, KNOWLEDGE AND ABILITIES

Ability to provide effective maintenance and custodial services consistent with City needs and in compliance with OSHA, IHLR, and City of Hartford Safety Program standards. Working knowledge of cleaning methods, materials and equipment; ability to perform heavy manual labor; ability to accept directions and assignments; ability to interact with the general public and other municipal employees in a positive manner. Ability to perform duties with awareness of all City of Hartford policies. Ability to meet deadlines with severe time constraints.

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients and other employees of the organization. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry. Read, analyze, and interpret general technical procedural manuals and governmental regulations;

Ability to pass a written and physical test.

EDUCATION AND EXPERIENCE

High School diploma or general education degree (GED) necessary. Must possess a valid Wisconsin driver's license. Prior building maintenance experience desirable. Must be mechanically inclined, having the aptitude to perform assigned duties. Must be cognizant of good safety practice and procedures. Must be capable of dealing with the general public. Must have the ability to perform duties with awareness of all City of Hartford policies. Must be able to meet deadlines with severe time constraints.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is always required to stand, walk, use hands to finger, handle or feel, and reach with hands and arms. The employee is frequently required to climb or balance, stoop, bend, reach, lift, kneel, crouch, or crawl, and talk or hear. Work involves climbing, balance and dexterity to use a ladder up to 14 feet in height. It is occasionally required that the employee taste or smell.

The employee must regularly lift and/or move more than 10 pounds, frequently lift and/or move between 25 to 50 pounds, and occasionally lift up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust and focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works indoors and will occasionally work outdoors. The employee occasionally works near fumes or airborne particles. The employee frequently works near moving mechanical parts, works in high, precarious places, and is exposed to vibration. Occasionally the employee works in wet or humid conditions, is exposed to toxic or caustic chemicals, works in outdoor weather conditions, is exposed to extreme cold or heat, and has the risk of electrical shock, risk of radiation, and vibration.

The noise level in the work environment is usually moderate.

EXECUTIVE SUMMARY

**TITLE: REQUEST TO FILL PATROL OFFICER, PART-TIME
50% COMMUNICATIONS OFFICER, PART-TIME
POLICE AIDE VACANCIES**

BACKGROUND:

The Hartford Police Department currently anticipates two additional vacancies for Patrol Officer positions. We have had two officers resign to pursue positions in the private sector. Third-shift Officer Scott Jagusch will end his tour of duty on August 11, 2016, and Police School Liaison Officer Eric Rasmussen will end his service at our department on August 29, 2016. This will leave us with two more vacancies to fill in order to meet our authorized staffing levels in the Patrol Division.

On July 30, 2016, our third-shift part-time 50% Communications Officer is resigning to accept a Full-Time Communications Officer Position with the Mukwonago Police Department. This would leave us one short of our authorized staffing levels in the Emergency Communications Center. We are currently creating an eligibility list that can be utilized to fill this position.

Additionally, on August 15, 2016, one of our part-time Police Aides will be resigning to attend college. This would leave us one short of our authorized staffing levels. We will need to create an eligibility list to fill this position.

FISCAL IMPACT:

All of the vacant positions are part of the department's authorized minimum staffing levels, and as such they are fully funded for 2016. We are currently establishing eligibility lists for both Patrol Officer and Communications Officer, and upon successfully establishing those lists, we anticipate being able to fill all vacancies with qualified candidates by October 3, 2016. It is our intent to complete the Police Aide recruitment process and make an appointment by that date as well.

The only notable financial impact of filling these positions is that the budgeted salary and benefits for the Patrol Officer positions not being utilized during the time of these vacancies, resulting in an overall savings 2016.

RECOMMENDATION:

To authorize the appropriate City Officials to fill two additional Patrol Officer vacancies from the developing eligibility list, and to establish an eligibility list for the Police Aides position and subsequently appoint from both lists on or after October 3, 2016.

PREPARED BY:  **DATE:** 07-27-16
David A. Groves, Chief of Police

APPROVED BY:  **DATE:** 07-28-16
Steve Volkert, City Administrator

Committee Routing: Police and Fire Commission August 10, 2016
Finance & Personnel Committee August 2, 2016

EXECUTIVE SUMMARY

TITLE: Write-off of uncollectible debt – Deferred Special Assessments for Sanitary Sewer & Water Installations

BACKGROUND:

Legal counsel has identified 13 deferred special assessments which are no longer collectible due to various reasons that for accounting purposes should be written off.

These special assessments were originally placed upon township properties when public utilities were first extended to their area. At the time of their eventual annexation, they were to be assessed their percent of these utility improvements. However, for various reasons, many of these were reversed due to private agreements or were missed when proper notification was not given to new owners of said properties prior to annexation. These resolutions for deferred special assessments dates back to 1992.

Since legal counsel review, Administration and staff have met to discuss how these deferred special assessments will be handled in the future to make sure proper handling of payment is accomplished in a timely fashion.

Upon review of this list, it was determined by legal counsel that this list represented properties that were not collectible and should be written off.

FISCAL IMPACT:

The total amount written off is \$57,365.90.

RECOMMENDATION:

Staff recommends that Council approve the writing off of uncollectible debt in the amount of \$57,365.90.

PREPARED BY: Steve Volkert DATE: 7-18-16
Steve Volkert, City Administrator

REVIEWED BY: Ian Prust DATE: 7-18-16
Ian Prust, City Attorney

REVIEWED BY: Dawn Timm DATE: 7-18-16
Dawn Timm, Finance Director

Committee Routing: Finance and Personnel Committee
Common Council

August 2, 2016
August 23, 2016

DEFERRED SPECIAL ASSESSMENTS - WHICH NEED TO BE VOIDED (ANNEXED)

Tax Key #	Owner	Customer #	Address	Special Assessment	Final Resolution	Sewer or Water	Connected to City?	Date of Annexation	New City Address	New City Tax Key #	Annexation Ordinance	Date Paid
T6-0465	Southview Leasing LLC	5950858	Bell Avenue	\$ 16,434.60	8/10/1999	Sewer	Yes	12/18/2001	North View Highlands	36-2104-010-007	986	No record of Payment
T6-0465-00A	Southview Leasing LLC	5950857	Bell Avenue	\$ 2,213.64	8/10/1999	Sewer	Yes	12/18/2001	North View Highlands	36-2104-010-008	986	No record of Payment
T6-0736	Rosenbhar, Audrey	5950008	Cedar St, 3126	\$ 1,060.79	3/17/1992	Sewer	No	1/19/1993	1896 Cedar Street	36-2901-004-019	830	
T6-0736	Rosenbhar, Audrey	5320005	(Vacant Lot)	\$ 1,192.66	3/17/1992	Water Main	No	1/19/1993	1896 Cedar Street	36-2901-004-019	830	
T6-0680	Libeck, Daniel	5950953	CTH K	\$ 10,598.20	3/11/2003	Sewer	Yes	9/26/2005	Autumn Ridge Estates Subdivision	36-2702-012-002	1090	No record of Payment
T6-0702	Henry W. Simon	5950082	E Monroe, 6489	\$ 2,536.60	3/22/1994	Sewer	Yes	6/27/1996	Chapel Hill Sub.	36-2801-008-004	873	
T6-0533-00F	Kirschbaum, Kristen	5950319	STH 60 E, 6151	\$ 3,335.00	11/23/1999	Sewer	Yes	8/28/2001	1951 E. Summer St	36-2201-002-008	979	No record of Payment
T6-0468	Jaeger, Michael & Batzler	5320106	STH 60 W	\$ 5,821.20	10/22/1990	Water Main	No	12/15/2008	1211 W Summer St	36-1901-001-002	1199	
T6-0567-00C	Dell David - Water Tower AK & K LLC-LG	5950358	STH 60, 5720	\$ 8,120.00	11/23/1999	Sewer	Yes	11/28/2000	2712-2714 E. Summer	36-2301-002-005	974	
36-2702-002-006	Wejowski, Gordon	5950225	E Monroe (North side of Valley View Rg)	\$ 15,007.00	10/8/1996	Sewer	Yes	6/24/1994	Due upon Platting or Valley Add No 2	Simon's Pleasant Valley Add No 2	850	
T6-0475-00M	Heimbrecht, Aurel & Marlene	5950312	Wayside Dr, 3583	\$ 3,335.00	11/23/1999	Sewer		12/15/2008		36-2201-001-014	1203	See Agreement
T6-0473-00A	Schimp, Jeffrey & Rebecca	5950326	Wayside, 3584	\$ 3,538.00	11/23/1999	Sewer		12/15/2008		36-2201-004-021	1201	See Agreement
T6-0473-00B	Schultze, Larry & Ann	5950325	Wayside, 3595	\$ 5,075.00	11/23/1999	Sewer		12/15/2008		36-2201-004-020	1200	No Agreement
				\$ 57,365.90								
SUBDIVISIONS ANNEXED AND NOT SHOWING UP ON AS400 ACCOUNTS RECEIVABLE:												
T6-0487	Endres, Ransom	5950063	CTH K, 3105	\$ 9,049.60	10/21/1990	Sewer	Yes	6/16/1994	HARTFORD SQUARE	36-2203-005-001	850	
T6-0348	Langenecker, Clemens Rosella	1000005	N Main St, 4079	\$ 3,575.40	10/16/1979	Sewer	No					
T6-0348	Langenecker, Clemens Rosella	1000005	N Main St, 4079	1,946.25	10/16/1979	Water Main	No					
North side of Cleveland Ave	Spaeth, Kurt		Tower Crest	\$ 27,512.40	10/16/1979	Sewer	Yes	2/25/1997	3950 CTH U		397	
North side of Cleveland Ave	Spaeth, Kurt		Tower Crest	19307	10/16/1979	Water Main	Yes	2/25/1997	3950 CTH U		897	
				\$61,390.45								
			Excel/Special Assessments/Town/Hartford/Void/Annexed									

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Audrey Rosenthal
3126 Cedar Street
Hartford, WI 53027

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5950008

INVOICE NO: _____

RE: Town Tax Key # T6-0736, n/k/a 36-2901-004-019
New City Address: 896 Cedar Street
Annexation Ordinance No. 830 / Resolution No. 2252 (3/17/1992)

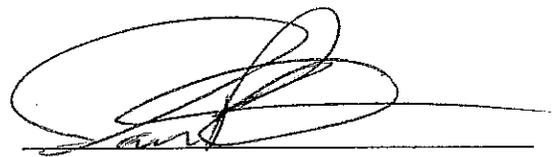
DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 1,060.79

TOTAL AMOUNT UNCOLLECTIBLE: \$ 1,060.79

DEBIT ACCOUNT NO: 595.002.262000.26200



Justin Drew
Director of Community Development



Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Audrey Rosenthal
3126 Cedar Street
Hartford, WI 53027

INVOICE DATE: June 30, 2016

CUSTOMER NO: **5950005**

INVOICE NO: _____

RE: **Town Tax Key # T6-0736, n/k/a 36-2901-004-019**
New City Address: 896 Cedar Street
Annexation Ordinance No. 830 / Resolution No. 2252 (3/17/1992)

DESCRIPTION	AMOUNT
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Water Main Deferred Special Assessment	\$ 1,192.66

TOTAL AMOUNT UNCOLLECTIBLE: \$ 1,192.66

DEBIT ACCOUNT NO: 532.002.262000.26200



Justin Drew
Director of Community Development

Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: FRED-Hartford, LLC
789 N Water Street, Ste. 200
Milwaukee, WI 53202

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5950953

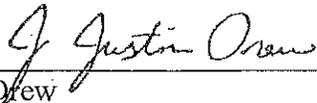
INVOICE NO: 17283

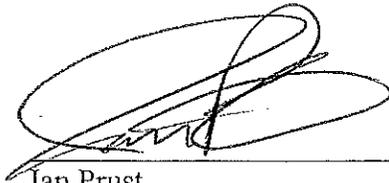
RE: Town Tax Key # T6-0680, a/n/a 36-2702-012-002
New City Address: AUTUMN RIDGE ESTATES SUBDIVISION
Annexation Ordinance No. 1090 / Resolution No. 2935 (3/11/2003)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 10,598.20

TOTAL AMOUNT UNCOLLECTIBLE: \$10,598.20

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Henry Simon
n/k/a CHAPEL HILL
(6489 E Monroe Ave)

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5950082

INVOICE NO: 1044

RE: Town Tax Key # T6-0702, n/k/a 36-2801-008-004
New City Address: CHAPEL HILL SUBDIVISION
Annexation Ordinance No. 873 / Resolution No. 2383 (3/22/1994)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 2,536.50

TOTAL AMOUNT UNCOLLECTIBLE: \$2,536.50

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Michael Jaeger & Batzler
6151 STH 60 E
Hartford, WI 53027

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5950319

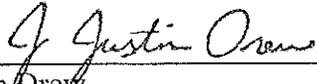
INVOICE NO: 11025

RE: Town Tax Key # T6-0523, n/k/a 36-2201-002-008
New City Address: 1951 E Sumner Street
Annexation Ordinance No. 979 / Resolution No. 2768 (11/23/1999)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 3,335.00

TOTAL AMOUNT UNCOLLECTIBLE: \$ 3,335.00

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: David Doll
Vacant Land for Water Tower
Hartford, WI 53027

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5320106

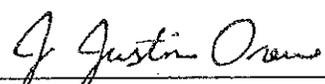
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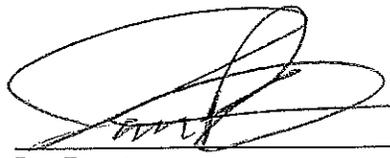
RE: Town Tax Key # T6-0408/T6-0408-00Z, n/k/a 36-1901-001-002
New City Address: 1211 W Sumner Street
Annexation Ordinance No. 1199 / Resolution No. 2159 (10/22/1990)

DESCRIPTION	AMOUNT
Water Main Deferred Special Assessment	\$ 5,821.20

TOTAL AMOUNT UNCOLLECTIBLE: \$ 5,821.20

DEBIT ACCOUNT NO: 532.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: AK & Z LLC
n/k/a RAPID MART (Goeman)
5720 STH 60

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5950358

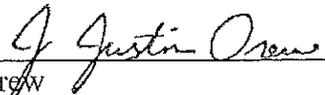
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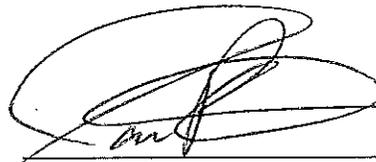
RE: **Town Tax Key: T6-0567-00C, n/k/a 36-36-2301-002-005**
New City Address: 2712-2714 E Sumner Street
Annexation Ordinance No. 974 / Resolution No. 2768 (11/23/1999)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 8,120.00

TOTAL AMOUNT UNCOLLECTIBLE: \$8,120.00

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Gordon Wojtowski
(Robert Bliese)
Valley View Road, north side

INVOICE DATE: June 30, 2016

CUSTOMER NO: 5950225

INVOICE NO: 5905

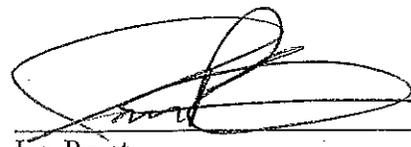
RE: City Tax Key: 36-2702-002-006
New City Address: SIMON'S PLEASANT VALLEY ADD. NO. 2
Annexation Ordinance No. 850 / Resolution No. 2556 (10/08/1996)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 15,007.00

TOTAL AMOUNT UNCOLLECTIBLE: \$15,007.00

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Aurel & Marlene Helmbrecht
3583 Wayside Drive
Hartford, WI 53027

INVOICE DATE: July 07, 2016

CUSTOMER NO: 5950312

INVOICE NO: None

RE: City Tax Key # 36-2201-001-014

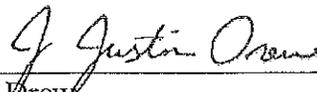
New City Address:

Annexation Ordinance No. 1203 / Resolution No. 2768 (11/23/1999)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 3,335.00

TOTAL AMOUNT UNCOLLECTIBLE: \$3,335.00

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Jeffrey & Rebecca Schimp
3584 Wayside Drive
Hartford, WI 53027

INVOICE DATE: July 07, 2016

CUSTOMER NO: 5950326

INVOICE NO: None

RE: City Tax Key # 36-2201-001-021

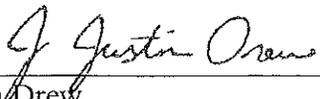
New City Address:

Annexation Ordinance No. 1201 / Resolution No. 2768 (11/23/1999)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 3,538.00

TOTAL AMOUNT UNCOLLECTIBLE: \$3,538.00

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney

CITY OF HARTFORD
REQUEST TO VOID UNCOLLECTIBLE INVOICE

FOR: Larry & Ann Schultze
3595 Wayside Drive
Hartford, WI 53027

INVOICE DATE: July 07, 2016

CUSTOMER NO: 5950325

INVOICE NO: None

RE: City Tax Key # 36-2201-004-020

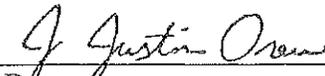
New City Address:

Annexation Ordinance No. 1200 / Resolution No. 2768 (11/23/1999)

DESCRIPTION	AMOUNT
Sanitary Sewer Deferred Special Assessment	\$ 5,075.00

TOTAL AMOUNT UNCOLLECTIBLE: \$ 5,075.00

DEBIT ACCOUNT NO: 595.002.262000.26200


Justin Drew
Director of Community Development


Ian Prust
City Attorney