



Virtual Meeting
Mequon, WI 53092
Phone: 262-236-2941
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, February 9, 2021

6:45 PM

Virtual Meeting

Agenda

ELECTRONIC MEETING NOTICE: Pursuant to the current recommendation of the CDC limiting the size of public gatherings and the various federal and state orders implementing that recommendation, and to help protect the community from the Coronavirus (COVID-19) pandemic, this meeting will be held virtually through the GoToMeeting platform with each member accessing the meeting remotely. Citizens wishing to attend the meeting are encouraged to join the meeting online or by phone. Please go to <https://global.gotomeeting.com/join/377401845> to join the meeting online or call into the meeting by dialing 1-866-899-4679 and enter access code 377-401-845.

WRITTEN PUBLIC COMMENTS may be made in writing in advance of the meeting. Written comments should be directed to the Finance Department at least 2 hours prior to the meeting by email at kkrueger@ci.mequon.wi.us addressed to the intended committee. Written public comment may also be deposited in the drop box at City Hall on 11333 N. Cedarburg Road, Mequon at least 2 hours prior to the meeting. Comments received timely will be forwarded to all members of the body for their consideration.

VERBAL PUBLIC COMMENTS will be accepted only from members of the public who register in advance. Registration shall be made by sending an email to Finance Director Kaitlyn Krueger at kkrueger@ci.mequon.wi.us or by leaving a message at 262-236-2955 no later than 2 hours prior to the meeting.

- 1) Call to Order, Roll Call
- 2) Approve Meeting Minutes
Action requested: review and approve
 - a. January 12, 2021 Meeting Minutes
- 3) Vouchers for Payment
Action requested: review and approve
 - a. January 2021 Voucher Approval List

4) Resolutions

Action requested: discuss and take action

- a. **RESOLUTION 3802:** A Resolution Authorizing an Amendment to a Revolving Loan Fund Agreement with the Bartolotta Restaurant Group to Extend Existing Loan Terms by Nine Months to December 1, 2021 for the Mr. B's Restaurant Located at 11120 North Cedarburg Road
- b. **RESOLUTION 3803:** Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Copps Industries, Inc. Project. Information with Respect to the Job Impact of the Project will be Available at the time of Consideration of the Initial Resolution

5) Discussion Items

Action requested: discuss and take action as needed

- a. 2020 YTD Investment Report & Review Presentation by DANA Investments
- b. Request for Proposals (RFP) - Banking Services
- c. Work Plan

6) Adjourn

Dated: February 9, 2021

/s/ John Wirth, Chair

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, January 12, 2021

7:00 PM

Virtual Meeting

Minutes

1) Call to Order, Roll Call

Present:

Alderman Glenn Bushee
Alderman Andrew Nerbun
Alderman Robert Strzelczyk
Mayor John Wirth

The meeting was called to order at 7:10 PM. Also present: William Jones, City Administrator; Justin Schoenemann, Assistant City Administrator; Kaitlyn Krueger, Finance Director; Marie Keyser, Assistant to the Finance Director; Caroline Fochs, City Clerk; Brian Sajdak, City Attorney; Kevin Miller, M3 Insurance and Kristin Gies, Mequon Nature Preserve Director.

2) Approve Meeting Minutes

a. December 8, 2020 Minutes

No comments or discussion from the Committee.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

3) License Applications

a. January 2021 Licenses

No comments or discussion from the Committee.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Bushee, Nerbun, Strzelczyk

Attachment: 011221 draft (5940 : January 12, 2021 Meeting Minutes)

4) Vouchers for Payment

a. December 2020 Voucher Approval List

No comments or discussion from the Committee.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Bushee, Nerbun, Strzelczyk

5) Resolutions

- a. **RESOLUTION 3794** RESOLUTION 3794 : Resolution Approving the Following in Connection with the City of Mequon's Insurance Program for Fiscal Year 2021: A) A Contract with Chubb Insurance, Warren, New Jersey, for Property Casualty and Storage Tank Liability Insurance in the Amount of \$48,606; B) A Contract with Employers Mutual Casualty Company, Des Moines, Iowa, for Auto, General, Law Enforcement, Workers' Compensation, Commercial Crime, Public Officials Legal and Umbrella Liability Coverage in the Amount of \$399,

Finance Director Krueger spoke about the annual insurance policies for Fiscal Year 2021 explaining the two major factors driving the premium increase are the property and automobile policies. Ms. Krueger explained that City staff conducted an automobile audit in late 2020 to make sure all city owned vehicles are properly insured and held a series of meetings with Kevin Miller from M3 Insurance to be sure all City owned property was insured to its replacement value. Director Krueger stated some of the property was found to be under insured, and thus is now corrected to be fully insured.

Mayor Wirth commented that over the course of 2021 he would like to see a review of the insurance package due to the significant expense associated and make sure the City is reviewing all opportunities for savings.

Mr. Jones spoke to the Committee that City staff will be doing a full scale review of all insurance in 2021 with M3 Insurance. Administrator Jones stated that anticipated with this review, the City will have everything insured at its appropriate value and City staff will understand our insurance policies better.

Alderman Strzelczyk suggested possibly having some high deductible plans.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Bushee

SECONDED BY: Alderman Strzelczyk

AYES: Bushee, Nerbun, Strzelczyk

- b. **RESOLUTION 3795** RESOLUTION 3795: A Resolution Approving the Award of a Contract for Completion of an Organizational Analysis of the Community Development Department to Management Partners, Cincinnati, Ohio, in the Amount of \$53,90

No comments or discussion from the Committee.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Nerbun
SECONDED BY: Alderman Bushee

AYES: Bushee, Nerbun, Strzelczyk

- c. **RESOLUTION 3796** RESOLUTION 3796: A Resolution Approving a Conservation Easement Agreement Between the City of Mequon and the Milwaukee Metropolitan Sewerage District for Approximately 66 Acres of Land Located Along Trinity Creek North of County Line Road and East of Wauwatosa Road

No comments or discussion from the Committee.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Nerbun
SECONDED BY: Alderman Strzelczyk

AYES: Bushee, Nerbun, Strzelczyk

6) Ordinance

- a. **ORDINANCE 2020-1584** ORDINANCE 2020-1584: An Ordinance Approving Various Revenue and Expenditure Amendments to the City's General Fund Operating Budget for Fiscal Year 2020

Finance Director Krueger explained the Fiscal Year 2020 Budget experienced revenue shortages due to the COVID-19 pandemic and received grant money from the CARES Act and Wisconsin Election Commission. Ms. Krueger stated that the City's financial policies require staff to bring forward any budget to actual discrepancies of 5% or more to the Committee and this ordinance will right size the budget in preparation for the 2020 audit happening later this year.

RESULT: Approved by Voice Acclamation [Unanimous]
MOVED BY: Alderman Bushee
SECONDED BY: Alderman Nerbun

AYES: Bushee, Nerbun, Strzelczyk

7) Discussion Items

- a. Finance-Personnel Work Plan

No comments or discussion from the Committee.

8) Adjourn

A motion to adjourn was made at 7:25 PM by Alderman Bushee, seconded by Alderman Strzelczyk. All responded in favor, "aye."

Respectfully Submitted,

Marie Keyser
Assistant to the Finance Director

DRAFT

Attachment: 011221 draft (5940 : January 12, 2021 Meeting Minutes)



11333 N. Cedarburg Rd
Mequon, WI 53092-1930
Phone: 262-236-2955
Fax: 262-242-9655

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Department of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: KAITLYN KRUEGER, FINANCE DIRECTOR
DATE: January 26, 2021
SUBJECT: January 2021 Voucher Approval List

Attachments:

January 2021 AP Vendor Listing by Fund (PDF)
January 2021 AP Vendor Listing by Dept (PDF)

City of Mequon
 11333 N. Cedarburg Rd.
 Mequon, WI 53092
 Phone 262-242-3100
 Fax 262-242-9655

THE FOLLOWING VOUCHERS PAYABLE:

GENERAL FUND	499,213.42
SPECIAL REVENUE FUND	0.00
PARKS & OPEN SPACE	2,105.00
REVOLVING LOAN FUND	1,080.00
DEBT SERVICE FUND	0.00
DEBT SERVICE TIF 2 FUND	0.00
DEBT SERVICE TIF 3 FUND	0.00
CAPITAL PROJECT FUND	36,947.15
SEWER UT FUND	299,029.32
WATER UT FUND	109,179.04
TAX FIDUCIARY FUND	32,860.90
TOTAL	<u>980,414.83</u>

IN THE AMOUNT OF \$ 980,414.83 IS HEREBY CERTIFIED AS CORRECT
 AND PROPERLY CHARGEABLE TO ACCOUNTS WITH FUNDS AVAILABLE THEREIN.

1/26/2021

WILLIAM JONES
 CITY ADMINISTRATOR

Attachment: January 2021 AP Vendor Listing by Fund (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
	10610	L A W HEALTH BENEFIT TRUST	60438	LAW HEALTH BEN 1/22/21 P/R	20.00	01/22/2021	42111	0110	110000	224170
	10702	MEQUON FIRE & EMS ASSOCIATION	60226	UNION DUES 1/8/21 P/R	800.00	01/08/2021	1001481	0110	110000	224160
	10707	MEQUON POLICE ASSOCIATION	60209	UNION DUES 1/8/21 P/R	2,100.00	01/08/2021	1001483	0110	110000	224160
	10810	NORTH SHORE BANK FSB	60210	DEF COMP 1/8/21 P/R	907.53	01/08/2021	1001484	0110	110000	224101
	10810	NORTH SHORE BANK FSB	60210	DEF COMP 1/8/21 P/R	54.39	01/08/2021	1001484	0610	610000	224101
	10810	NORTH SHORE BANK FSB	60439	DEF COMP 1/22/21 P/R	901.92	01/22/2021	1001505	0110	110000	224101
	10810	NORTH SHORE BANK FSB	60439	DEF COMP 1/22/21 P/R	60.00	01/22/2021	1001505	0610	610000	224101
	11331	WIS SUPPORT COLLECTIONS TRUST	60211	SUPPORT ID 5956557 7532298 7844747 76578071/8/21	1,240.09	01/08/2021	42060	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60211	SUPPORT ID 5956557 7532298 7844747 76578071/8/21	111.46	01/08/2021	42060	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60211	SUPPORT ID 5956557 7532298 7844747 76578071/8/21	111.46	01/08/2021	42060	0620	620000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60440	SUPPORT ID 5956557 7532298 7844747 7657807 1/22/21	1,240.09	01/22/2021	42169	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60440	SUPPORT ID 5956557 7532298 7844747 7657807 1/22/21	111.46	01/22/2021	42169	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60440	SUPPORT ID 5956557 7532298 7844747 7657807 1/22/21	111.46	01/22/2021	42169	0620	620000	224150
				Department Total	7,769.86					
CITY CLERK	10230	CONLEY PUBLISHING GROUP LTD	60302	PUBLICAT 11/29/20-1/2/21	188.32	01/22/2021	42085	0110	110112	680502
	10780	MUNICIPAL CODE CORP	60437	ADMIN FEE 12/1/20-11/30/21	250.00	01/22/2021	42063	0110	110112	683201
	10834	OFFICE DEPOT *	60213	ENVELOPES, CERTS, BUS CARDS	98.08	01/22/2021	42134	0110	110112	680101
	10834	OFFICE DEPOT *	60214	CERT PAPER	5.24	01/22/2021	42134	0110	110112	680101
	10894	PITNEY BOWES 371887	60204	QUARTERLY LEASE10/17/20-1/17/21	967.65	01/08/2021	42034	0110	110112	680401
	12532	GRANICUS, LLC	60205	JAN 2021 SUBSCRIPTION	1,228.50	01/22/2021	1001500	0110	110112	683201
				Department Total	2,737.79					
ELECTIONS	10317	ECKER ENVELOPE INC	60436	7.5K INSIDE ABS ENVELOPES	1,033.95	01/22/2021	42091	0110	110113	680101
	10854	OZAUKEE COUNTY CLERK	60203	ANNUAL MAINTENANCE,LICENSE, DA	6,692.96	01/22/2021	42136	0110	110113	683202
				Department Total	7,726.91					

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City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
INFO SERVI	10182	CDW GOVERNMENT INC	60183	IT EQUIPMENT	2,681.79	01/08/2021	1001477	0110	110117	680401
	10182	CDW GOVERNMENT INC	60184	IT EQUIPMENT	429.68	01/08/2021	1001477	0110	110117	680401
	10182	CDW GOVERNMENT INC	60185	IT EQUIPMENT	508.72	01/08/2021	1001477	0110	110117	680401
	10182	CDW GOVERNMENT INC	60186	IT EQUIPMENT	676.98	01/08/2021	1001477	0110	110117	680401
	10182	CDW GOVERNMENT INC	60187	IT EQUIPMENT	1,271.48	01/08/2021	1001477	0110	110117	680401
	10182	CDW GOVERNMENT INC	60512	Equipment/small tools CDWG	102.44	01/22/2021	1001493	0110	110117	680401
	10555	LEONARD MCCA	60276	IT ADVOCATE 2021 ANNUAL CONTRACT	7,500.00	01/08/2021	1001479	0110	110117	683201
	10555	LEONARD MCCA	60277	IT ADVOCATE 2021	2,596.16	01/08/2021	1001479	0110	110117	683201
	10555	LEONARD MCCA	60518	IT ADVOCATE 2021 ANNUAL CONTRACT 1/2-1/15/21	2,596.16	01/22/2021	1001502	0110	110117	683201
	12301	INTEGRATED SYSTEMS CORPORATION	60514	REMOTE BACKUP SERVICE CONTRACT FEB	750.00	01/22/2021	42105	0110	110117	683202
	12301	INTEGRATED SYSTEMS CORPORATION	60515	REMOTE BACKUP SERVICE CONTRACT JAN	750.00	01/22/2021	42105	0110	110117	683202
	12301	INTEGRATED SYSTEMS CORPORATION	60516	INTERNET SERVICE SUBSCRIPTION JAN	200.00	01/22/2021	42105	0110	110117	683202
	12301	INTEGRATED SYSTEMS CORPORATION	60517	INTERNET SERVICE SUBSCRIPTION FEB	200.00	01/22/2021	42105	0110	110117	683202
	12448	THE OFFICE TECHNOLOGY GROUP	60342	IT LABOR TIME BLOCK 100 HOURS	11,500.00	01/22/2021	42159	0110	110117	683201
	12448	THE OFFICE TECHNOLOGY GROUP	60519	OTG Managment IT Services 1/1-1/31/21	3,530.00	01/22/2021	42159	0110	110117	683201
	12448	THE OFFICE TECHNOLOGY GROUP	60519	OTG Managment IT Services 1/1-1/31/21	2,862.25	01/22/2021	42159	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	60509	Midwest Fiber Leased Fiber Net 1/1-1/31/21	1,113.75	01/22/2021	1001504	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	60510	Midwest Fiber Leased Network	150.48	01/22/2021	1001504	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	60511	Midwest Fiber Annual Maintenance	1,500.00	01/22/2021	1001504	0110	110117	683202
				Department Total	40,919.89					
FINANCE	10323	EHLERS & ASSOCIATES INC	60189	2020 TID REPORTING & JRB MEETING	1,750.00	01/08/2021	42013	0410	410802	710217
	10323	EHLERS & ASSOCIATES INC	60189	2020 TID REPORTING & JRB MEETING	1,750.00	01/08/2021	42013	0410	410803	710317
	10323	EHLERS & ASSOCIATES INC	60189	2020 TID REPORTING & JRB MEETING	1,750.00	01/08/2021	42013	0410	410804	710417
	10323	EHLERS & ASSOCIATES INC	60189	2020 TID REPORTING & JRB MEETING	1,750.00	01/08/2021	42013	0410	410805	710517

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City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
FINANCE	10323	EHLERS & ASSOCIATES INC	60190	2020 TID REPORTING & JRB MEETING	1,000.00	01/08/2021	42013	0410	410802	710217
	10323	EHLERS & ASSOCIATES INC	60190	2020 TID REPORTING & JRB MEETING	1,000.00	01/08/2021	42013	0410	410803	710317
				Department Total	9,000.00					
ASSESSOR	10463	GROTA APPRAISALS LLC	60281	ANNUAL ASSESSMENT & REVALUATION JAN	19,815.00	01/22/2021	1001501	0110	110119	683201
				Department Total	19,815.00					
HR	10226	CONCENTRA MEDICAL CENTERS	60098	pre-employment testing 12/9-12/14/20	387.00	01/08/2021	42008	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60256	pre-employment testing 12/16-12/18/20	610.00	01/08/2021	42008	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60257	pre-employment testing 4 BUNDLE FEE	180.00	01/08/2021	42008	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60329	pre-employment testing	205.50	01/22/2021	42084	0110	110120	683201
	10292	DIVERSIFIED BENEFIT SERVICES INC	60076	Flexible Spending (FSA) Service DECEMBER	332.45	01/08/2021	42009	0110	110120	683201
	11830	ORGANIZATION DEVELOPMENT	60508	Pre-employment Psychological ASSESSMENT	1,400.00	01/22/2021	42133	0110	110120	683201
	12673	COLUMBIA ST. MARY'S INC.	59967	Pre-Employment Screening Season	205.50	01/22/2021	42070	0110	110120	683201
	12754	VON BRIESEN & ROPER, S.C.	60260	Legal Services NOVEMBER LABOR & PERSONNEL	3,028.60	01/08/2021	42058	0110	110124	683312
				Department Total	6,349.05					
POLICE	10189	CEDARBURG, CITY OF	60486	SNIPER AMMUNITION - COST SHARE	1,265.00	01/22/2021	1001494	0110	110235	680301
	10417	GENERAL COMMUNICATIONS INC	60463	ANNUAL RADIO SYSTEM MAINTENANCE	19,680.00	01/22/2021	1001498	0110	110235	683202
	10426	GIERACH'S SERVICE INC	60461	TOWING SERVICES-ATV/MOTORCYCLES	600.00	01/22/2021	42100	0110	110235	683702
	10426	GIERACH'S SERVICE INC	60462	TOWING SERVICES-TOYOTA COROLLA	115.00	01/22/2021	42100	0110	110235	683702
	10695	NELL ENTERPRISES, LLC	60480	MISC HARDWARE SUPPLIES	4.22	01/22/2021	42119	0110	110235	680301
	10765	MID-STATES ORGANIZEC CRIME INFORMATION	60472	SECURE REGIONAL INFO SHARING	200.00	01/22/2021	42128	0110	110235	683201
	10852	OZAUKEE COUNTY CHIEFS ASSOCIATION	60479	MEMBERSHIP DUES 2021	25.00	01/22/2021	42135	0110	110235	680501
	10885	PERSONNEL EVALUATIONS INC	60249	EMPLOYEE CANDIDATE EVALUATIONS	25.00	01/08/2021	42033	0110	110235	683702
	10931	PROSHRED SECURITY	60468	SHREDDING SERVICES 01/07/21	49.52	01/22/2021	42142	0110	110235	683201
	11054	SILVER SPRAY	60357	POLICE VEHICLE WASHES 07/2020-12/2020	1,872.00	01/22/2021	42147	0110	110235	683202

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City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
POLICE	11101	STREICHER'S INC	60091	POLICE OFFICER TRAINING SUPPLIES	688.80	01/08/2021	42041	0110	110235	683501
	11137	THOMSON REUTERS - WEST	60250	CLEAR INVESTIGATIVE ACCESS 12/01/20-12/31/20	144.62	01/22/2021	42160	0110	110235	683201
	11153	TRANS UNION LLC	60362	CREDIT HISTORY REPORTS 11/26/20 -12/26/20	127.96	01/22/2021	42162	0110	110235	683201
	11211	VERIZON WIRELESS SERVICES LLC	60252	CELL PHONE SERVICES 11/27/20-12/26/20	395.76	01/08/2021	42057	0110	110235	680504
	11211	VERIZON WIRELESS SERVICES LLC	60252	CELL PHONE SERVICES 11/27/20-12/26/20	0.60	01/08/2021	42057	0110	110239	680504
	11244	WAUWATOSA, CITY OF	60215	AUTOMATED LICENSE PLATE READER 2021	200.00	01/08/2021	42059	0110	110235	680501
	11295	WIS DEPT OF JUSTICE 2718	60251	WI DOJ CRIMINAL HISTORIES 12/01/20-12/31/20	196.00	01/22/2021	42167	0110	110235	683201
	11295	WIS DEPT OF JUSTICE 2718	60487	WI DOJ TIME SYSTEM ACCESS 10/01/20-12/31/20	618.00	01/22/2021	42168	0110	110235	683201
	11529	LIVE VIEW GPS, INC	60474	LIVEVIEW GPS ACCESS 2021	479.40	01/22/2021	42115	0110	110235	683201
	11807	KWIK TRIP INC	60359	SQUAD WASHES THRU 12/31/20	702.00	01/22/2021	42110	0110	110235	683202
	12183	LEXIPOL LLC	60216	LAW ENFORCEMENT POLICIES 01/01/21-12/31/21	7,981.00	01/08/2021	42023	0110	110235	683201
	12563	CELLEBRITE INC	60465	MOBILE PHONE FORENSICS 02/17/21-02/16/22	4,300.00	01/22/2021	42079	0110	110235	683201
	12651	AMAZON CAPITAL SERVICES, INC	60356	DEPT MISC OFFICE AND/OR WORK S	48.97	01/22/2021	1001492	0110	110235	680301
	12665	CWKK CORP	60464	NATIONAL/INTERNATIONAL EMAIL N	79.00	01/22/2021	42088	0110	110235	683201
	12694	AT&T MOBILITY LLC	60403	CELL PHONE SERVICES 11/24/20-12/23/20	901.84	01/22/2021	42073	0110	110235	680504
	12768	BONUS INC	60485	MEETING & EVENT HOSPITALITY	25.99	01/22/2021	42076	0110	110235	680301
	12858	COMBINED SYSTEMS INC	60247	LAW ENFORCEMENT PERSONNEL TRAINING	795.00	01/08/2021	42007	0110	110235	683501
	12859	DUMMIES UNLIMITED INC	60248	LAW ENFORCEMENT TRAINING DUMMY	2,999.99	01/08/2021	42011	0110	110235	683501
	12863	WISCONSIN LAW ENFORCEMENT	60466	WI LAW ENFORCEMENT ACCREDITATION	100.00	01/22/2021	42170	0110	110235	683702
				Department Total	44,620.67					
FIRE / EMS	10336	EMERGENCY MEDICAL PRODUCTS INC	60219	MEDICAL SUPPLIES	257.20	01/08/2021	42014	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	60220	MEDICAL SUPPLIES	424.14	01/08/2021	42014	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	60473	MEDICAL SUPPLIES	302.63	01/22/2021	42093	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	60475	MEDICAL SUPPLIES	128.60	01/22/2021	42093	0110	110236	680301

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
FIRE / EMS	10336	EMERGENCY MEDICAL PRODUCTS INC	60476	MEDICAL SUPPLIES	1,419.42	01/22/2021	42093	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	60218	FIRE EQUIPMENT	894.95	01/08/2021	42016	0110	110236	680301
	10417	GENERAL COMMUNICATIONS INC	60119	RADIO REPAIRS	285.71	01/08/2021	1001478	0110	110236	686550
	10417	GENERAL COMMUNICATIONS INC	60120	RADIO REPAIRS	232.14	01/08/2021	1001478	0110	110236	686550
	10417	GENERAL COMMUNICATIONS INC	60131	RADIO REPAIRS	117.86	01/08/2021	1001478	0110	110236	686550
	10417	GENERAL COMMUNICATIONS INC	60132	RADIO REPAIRS	207.14	01/08/2021	1001478	0110	110236	686550
	10417	GENERAL COMMUNICATIONS INC	60133	RADIO REPAIRS	251.90	01/08/2021	1001478	0110	110236	686550
	10691	MENARDS	60254	BROOM	7.99	01/08/2021	42024	0110	110236	680301
	10695	NELL ENTERPRISES, LLC	60222	LYSOL	40.42	01/08/2021	42026	0110	110236	686550
	10928	CHENOSA SYSTEMS CORPORATION	60481	ANNUAL MAINTENANCE	1,134.13	01/22/2021	42141	0110	110236	683201
	10968	RELIANT FIRE APPARATUS INC	60490	M&R	211.95	01/22/2021	42143	0110	110236	686550
	12336	AIRGAS USA, LLC	60469	OXYGEN SERVICE	292.28	01/22/2021	42066	0110	110236	680301
	12336	AIRGAS USA, LLC	60477	OXYGEN SERVICE	310.82	01/22/2021	42066	0110	110236	680301
	12531	AIR ONE EQUIPMENT INC	60113	BOOTS	143.00	01/08/2021	42000	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	60114	BOOTS	130.00	01/08/2021	42000	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	60115	BOOTS	130.00	01/08/2021	42000	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	60116	HOSE	302.00	01/08/2021	42000	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	60117	FACECAP ASSEM	27.64	01/08/2021	42000	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	60118	BOOTS	130.00	01/08/2021	42000	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	60223	CHINSTRAP	56.95	01/08/2021	42000	0110	110236	680401
	12628	WILLIAM R EMERY	60482	SUBSCRIPTION SERVICE	99.00	01/22/2021	42107	0110	110236	683201
	12628	WILLIAM R EMERY	60484	SUBSCRIPTION SERVICE	99.00	01/22/2021	42107	0110	110236	683201
	12651	AMAZON CAPITAL SERVICES, INC	60224	DEPIES RETIREMENT	59.97	01/22/2021	1001492	0110	110236	680301

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City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

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FIRE / EMS	12651	AMAZON CAPITAL SERVICES, INC	60470	SUPPLIES	8.99	01/22/2021	1001492	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	60471	SUPPLIES	131.94	01/22/2021	1001492	0110	110236	680301
				Department Total	7,837.77					
BLDG MAINT	10022	AHERN CO, J F	60179	PREVENTATIVE MAINTENANCE HVAC-DEC	2,861.00	01/08/2021	41999	0110	110326	683201
	10022	AHERN CO, J F	60377	HVAC SERVICE	233.50	01/22/2021	42064	0110	110326	686502
	10022	AHERN CO, J F	60378	HVAC SERVICE-ESFH	625.13	01/22/2021	42064	0110	110326	686502
	10022	AHERN CO, J F	60379	EXHAUST MOTOR ESFH	747.69	01/22/2021	42064	0110	110326	686502
	10022	AHERN CO, J F	60380	PREVENTATIVE MAINTENANCE HVAC-DEC 2020	2,861.00	01/22/2021	42064	0110	110326	683201
	10045	AMERICAN INDUSTRIAL ALSCO	60370	MOP CONTRACT-DEC 2020	118.75	01/22/2021	42067	0110	110326	683201
	10073	AT&T CORP	60373	TELEPHONE SERVICES - CITY HALL	162.85	01/22/2021	42071	0110	110326	680504
	10074	AT & T CORP	60369	ALARM CIRCUITS-DEC 2020	84.30	01/22/2021	42072	0110	110326	683201
	10115	BELL TAPE INC	60101	JANITORIAL SUPPLIES - CITY BLD-DEC	107.65	01/08/2021	1001475	0110	110326	680201
	10144	BRAUN THYSSENKRUPP ELEVATOR	60448	ELEVATOR SERVICE CONTRACT 1ST QUARTER 2021	537.10	01/22/2021	42078	0110	110326	683201
	10204	CINTAS	60230	EMERGENCY LIGHTING-SAFETY BLDG	150.00	01/08/2021	42005	0110	110326	686502
	10204	CINTAS	60231	EMERGENCY LIGHTING-DPW	109.00	01/08/2021	42005	0110	110326	686503
	10204	CINTAS	60232	EMERGENCY LIGHTING-CITY HALL	389.00	01/08/2021	42005	0110	110326	686501
	10204	CINTAS	60368	EMERGENCY LIGHTING-SAFETY BLDG	71.00	01/22/2021	42080	0110	110326	686502
	10691	MENARDS	60182	OPEN STOCK	-10.92	01/08/2021	42024	0110	110326	680303
	10691	MENARDS	60371	ELECTRIC BOX	1.14	01/22/2021	42118	0110	110326	680302
	10691	MENARDS	60375	EXIT LIGHT	1.92	01/22/2021	42118	0110	110326	680302
	10691	MENARDS	60375	EXIT LIGHT	3.18	01/22/2021	42118	0110	110326	680303
	10691	MENARDS	60375	EXIT LIGHT	34.89	01/22/2021	42118	0110	110326	680304
	10691	MENARDS	60376	BULBS	0.26	01/22/2021	42118	0110	110326	680302
	10691	MENARDS	60376	BULBS	0.44	01/22/2021	42118	0110	110326	680303

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3.1.b

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BLDG MAINT	10691	MENARDS	60376	BULBS	4.78	01/22/2021	42118	0110	110326	680304
	10798	NEHER ELECTRIC SUPPLY INC	60180	BULBS & BALLASTS	50.40	01/08/2021	42027	0110	110326	680302
	10798	NEHER ELECTRIC SUPPLY INC	60374	BULBS & BALLASTS	40.32	01/22/2021	42129	0110	110326	680302
	10886	PEST ARREST EXTERMINATING	60372	PEST CONTROL CONTRACT-DEC 2020	115.00	01/22/2021	42139	0110	110326	683201
	11177	UNITED DISPOSAL SERVICES LLC	60314	DUMPSTER FEES-DECEMBER	470.00	01/22/2021	42164	0110	110326	683201
	11177	UNITED DISPOSAL SERVICES LLC	60314	DUMPSTER FEES-DECEMBER	470.00	01/22/2021	42164	0610	610669	683201
	12124	PACKERLAND RENT-A-MAT, INC.	60400	MAT CONTRACT-JANUARY	244.91	01/22/2021	42137	0110	110326	683201
	12127	DOOR MASTER GARAGE DOOR CO, LLC.	60227	SAFETY BUILDING FIRE DOOR OVER	1,890.00	01/22/2021	42089	0110	110326	686502
	12127	DOOR MASTER GARAGE DOOR CO, LLC.	60235	DOOR SEALS FOR FIRE DEPARTMENT	4,258.00	01/22/2021	42089	0110	110326	686502
	12127	DOOR MASTER GARAGE DOOR CO, LLC.	60236	WOOD LAGS FOR DOOR SEALS FOR FIRE DEPARTMENT	317.00	01/08/2021	42010	0110	110326	686502
	12311	JOHN A. GUETZKE & ASSOCIATES, INC.	60398	ALARM MONITORING SERVICE DPW	350.00	01/22/2021	42103	0110	110326	683201
	12573	SANDALSTONE VENTURES INC	60389	CLEANING DPW JAN 2021	1,161.00	01/22/2021	42165	0110	110326	683201
				Department Total	18,460.29					
FLEET SRVS	10135	BOBCAT PLUS INC	60393	SNOW BLOWER EDGE	94.40	01/22/2021	42075	0110	110355	680301
	10321	EGELHOFF LAWN MOWER SERVICE INC	60111	CHAIN SAW BEARING	9.30	01/08/2021	42012	0110	110355	680301
	10321	EGELHOFF LAWN MOWER SERVICE INC	60240	SAW PARTS	18.50	01/08/2021	42012	0110	110355	680301
	10321	EGELHOFF LAWN MOWER SERVICE INC	60318	CHAIN SAW PARTS	19.58	01/22/2021	42092	0110	110355	680301
	10362	ELLIOT AUTO SUPPLY CO INC	60054	BATTERIES & WIPER BLADES	248.16	01/08/2021	42015	0110	110355	680301
	10362	ELLIOT AUTO SUPPLY CO INC	60394	WASHER FLUID	64.44	01/22/2021	42096	0110	110355	680301
	10389	FORCE AMERICA DISTRIBUTING INC	60310	SALTER COMPUTER FOR 302	1,008.00	01/22/2021	42098	0110	110355	680301
	10451	GRAY'S INC	60392	PLOW CUTTING EDGES	1,122.00	01/22/2021	42102	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	60063	OIL FILTER	5.55	01/08/2021	42019	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	60068	OIL FILTERS	92.20	01/08/2021	42019	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	60307	OIL FILTERS	16.90	01/22/2021	42104	0110	110355	680301

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3.1.b

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FLEET SRVS	10516	HUMPHREY SERVICE PARTS INC	60308	OIL FILTERS	59.70	01/22/2021	42104	0110	110355	680301
	10582	KAESTNER AUTO ELECTRIC CO	60175	ELECTRICAL SUPPLIES	100.51	01/08/2021	42020	0110	110355	680301
	10582	KAESTNER AUTO ELECTRIC CO	60397	RELAYS FOR 407	21.14	01/22/2021	42108	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60306	INTAKE HEATER FOR 302	80.33	01/22/2021	42112	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60395	EXHAUST PARTS FOR 304	72.38	01/22/2021	42112	0110	110355	680301
	10908	POMPS TIRE SERVICE INC	60173	TIRES FOR LOADER	9,701.00	01/08/2021	1001485	0110	110355	680301
	10908	POMPS TIRE SERVICE INC	60174	TIRES FOR 406	519.08	01/08/2021	1001485	0110	110355	680301
	10968	RELIANT FIRE APPARATUS INC	60238	GAUGE PANEL LIGHT	38.95	01/08/2021	42035	0110	110355	680301
	11004	SAFETY-KLEEN SYSTEMS INC	60239	OIL, FILTERS, ANTIFREEZE RECYC	404.90	01/08/2021	1001488	0110	110355	680402
	11004	SAFETY-KLEEN SYSTEMS INC	60316	DRAIN OIL RECYCLING	217.00	01/22/2021	1001508	0110	110355	680402
	11280	GOODYEAR COMMERICAL TIRE	60309	TIRES FOR SQUAD 10	391.72	01/22/2021	42101	0110	110355	680301
	11280	GOODYEAR COMMERICAL TIRE	60391	TIRES FOR SKID STEER	1,184.53	01/22/2021	42101	0110	110355	680301
	11280	GOODYEAR COMMERICAL TIRE	60445	PLOW TRUCK TIRES	1,322.08	01/22/2021	42101	0110	110355	680301
	11497	LF GEORGE INC	60492	CHIPPER PARTS	102.90	01/22/2021	42113	0110	110355	680301
	12253	MCMASTER-CARR SUPPLY COMPANY	60396	SHOP SUPPLIES	100.74	01/22/2021	42117	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60241	HUB FOR 213	246.11	01/08/2021	41998	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60305	BRAKE PARTS FOR 201	427.64	01/22/2021	42062	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60311	BRAKE PARTS FOR 801	213.21	01/22/2021	42062	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60312	BRAKE PARTS FOR 801	245.68	01/22/2021	42062	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60313	BRAKE PARTS FOR 953	210.56	01/22/2021	42062	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60071	BRAKE PARTS FOR 304	114.46	01/08/2021	42004	0110	110355	680301
	12624	MATHESON TRI-GAS INC	60237	TANK RENTAL	49.60	01/22/2021	42116	0110	110355	680301
				Department Total	18,523.25					
ENGINEERIN	10206	CITY WATER LLC	60503	WM PLAN REVIEW & INSPECTION	85.00	01/22/2021	1001495	0110	110358	683102

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3.1.b

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ENGINEERIN	10347	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	60410	ARCGIS SUBSCRIPTION 1/2/2021-1/1/2022	1,950.00	01/22/2021	42094	0110	110358	683201
	10347	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	60410	ARCGIS SUBSCRIPTION 1/2/2021-1/1/2022	1,950.00	01/22/2021	42094	0610	610669	683201
	10347	ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE INC	60410	ARCGIS SUBSCRIPTION 1/2/2021-1/1/2022	1,950.00	01/22/2021	42094	0620	620679	923001
	10604	KRUCZEK CONSTRUCTION	60259	2020 RANGE LINE COURT CONTRACT	23,425.00	01/08/2021	42022	0410	410780	720013
	10604	KRUCZEK CONSTRUCTION	60259	2020 RANGE LINE COURT CONTRACT	1,236.25	01/08/2021	42022	0620	620679	741004
	10995	RUEKERT & MIELKE INC	60162	ENCLAVE IV INSPECTIONS	2,832.81	01/08/2021	1001487	0110	110358	683102
	10995	RUEKERT & MIELKE INC	60348	ENCLAVE V CONST INSP	961.25	01/22/2021	1001507	0110	110358	683102
	10995	RUEKERT & MIELKE INC	60349	ENCLAVE IV CONST INSP	1,289.75	01/22/2021	1001507	0110	110358	683102
	11152	TRAFFIC ANALYSIS & DESIGN INC	60412	MEQUON ROAD: TRAFFIC SIGNAL AN	1,822.40	01/22/2021	42161	0410	410803	710301
	12233	AILCO EQUIPMENT FINANCING GROUP INC.	60347	PLOTWAVE 345 COPIES-SCANS	300.38	01/22/2021	42065	0110	110358	688101
	12658	SYMBIONT SCIENCE, ENGINEERING AND	60153	GIS MAINTENANCE & TRAINING	260.00	01/08/2021	42042	0110	110358	683201
	12658	SYMBIONT SCIENCE, ENGINEERING AND	60430	GIS SYSTEM CONVERSION & IMPLEM	1,103.70	01/22/2021	42152	0410	410792	730013
	12658	SYMBIONT SCIENCE, ENGINEERING AND	60430	GIS SYSTEM CONVERSION & IMPLEM	531.18	01/22/2021	42152	0610	610669	740004
	12658	SYMBIONT SCIENCE, ENGINEERING AND	60430	GIS SYSTEM CONVERSION & IMPLEM	531.18	01/22/2021	42152	0620	620679	741005
	12685	TIGER SUPPLIES INC	60208	BATTERY PACK	161.26	01/08/2021	42056	0110	110358	680401
				Department Total	40,390.16					
HIGHWAY	10101	BATTERY PRODUCTS INC	60172	BATTERIES	38.50	01/08/2021	42002	0110	110359	680321
	10123	BIRCHWOOD SNOW & LANDSCAPE	60234	LAWN CUT-PRI 2833 W RANGE LINE 21148 N MEADOWBROOK	332.50	01/08/2021	1001476	0110	110359	683201
	10287	DIGGERS HOTLINE INC	60366	LOCATES-DEC	6.96	01/22/2021	1001496	0110	110359	683201
	10287	DIGGERS HOTLINE INC	60366	LOCATES-DEC	227.94	01/22/2021	1001496	0620	620679	923001
	10321	EDELHOFF LAWN MOWER SERVICE INC	60103	CHAINS FOR SECTION SAW	41.50	01/08/2021	42012	0110	110359	680321
	10321	EDELHOFF LAWN MOWER SERVICE INC	60321	CHAIN SHARPEN	103.35	01/22/2021	42092	0110	110359	680321
	10321	EDELHOFF LAWN MOWER SERVICE INC	60322	ANTI VIBE GLOVES	57.90	01/22/2021	42092	0110	110359	680321
	10321	EDELHOFF LAWN MOWER SERVICE INC	60384	CHAIN SHARPEN	39.75	01/22/2021	42092	0110	110359	680321

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3.1.b

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HIGHWAY	10368	FASTENAL COMPANY	60315	ZIP TIES/BOLTS/NUTS	49.46	01/22/2021	42097	0110	110359	680321
	10451	GRAY'S INC	60317	CARBIDE SNOWPLOW BLADES	2,244.00	01/22/2021	42102	0110	110359	680320
	10625	LANNON STONE PRODUCTS, INC.	60171	GRAVEL 53.48 TON	485.60	01/08/2021	1001480	0110	110359	680321
	10645	LIESENER SOILS INC	60320	TOP SOIL	362.50	01/22/2021	42114	0110	110359	680321
	10691	MENARDS	60229	MAILBOX REPAIR SUPPLIES	285.70	01/08/2021	42025	0110	110359	680320
	10691	MENARDS	60242	POSTS	369.00	01/08/2021	42025	0110	110359	680321
	10691	MENARDS	60243	POSTS	10.00	01/08/2021	42025	0110	110359	680321
	10691	MENARDS	60244	J BEND	14.99	01/08/2021	42024	0110	110359	680321
	10695	NELL ENTERPRISES, LLC	60027	IMPACT & DRILL DRIVER	206.99	01/08/2021	42026	0110	110359	680401
	10695	NELL ENTERPRISES, LLC	60104	SOCKETS AND WRENCHES FOR SECTION TRUCKS	120.24	01/08/2021	42026	0110	110359	680321
	10798	NEHER ELECTRIC SUPPLY INC	60181	BULBS & BALLASTS FOR STREET LI	168.71	01/08/2021	42027	0110	110359	680321
	11022	SCHWAAB INC	60478	DATE STAMP	6.75	01/22/2021	42145	0110	110359	680101
	11089	STARK PAVEMENT CORPORATION	60383	ASPHALT	121.50	01/22/2021	42151	0110	110359	680321
	11195	USIC LOCATING SERVICES INC	60323	LOCATES-DEC 2020	131.15	01/22/2021	1001510	0110	110359	683201
	12652	COMPLETE LAWN AND LANDSCAPE SUPPLIES LLC	60304	DE-ICING CHEMICALS FOR SIDEWALK	433.65	01/22/2021	42083	0110	110359	680320
	12861	WRANGLER HOLDCO CORP	60324	RECYCLING FEES-DEC	102.57	01/22/2021	42171	0110	110359	683201
	12861	WRANGLER HOLDCO CORP	60450	RECYCLING FEES-JAN	102.57	01/22/2021	42171	0110	110359	683201
				Department Total	6,063.78					
Forestry	10321	EGELHOFF LAWN MOWER SERVICE INC	60079	CHAIN SHARPEN	55.65	01/08/2021	42012	0110	110363	680351
	10321	EGELHOFF LAWN MOWER SERVICE INC	60080	FILLER CAP	4.40	01/08/2021	42012	0110	110363	680351
	10321	EGELHOFF LAWN MOWER SERVICE INC	60176	CHAINSAW SUPPLIES	137.75	01/08/2021	42012	0110	110363	680351
	10695	NELL ENTERPRISES, LLC	60177	TOOLS FOR FORESTRY DIVISION	472.02	01/08/2021	42026	0110	110363	680351
	11211	VERIZON WIRELESS SERVICES LLC	60434	iPAD, KEYBRD, DATA-FORESTRY, HWY, WATER, SEWER,ENG	75.10	01/22/2021	42166	0110	110359	680504
	11211	VERIZON WIRELESS SERVICES LLC	60434	iPAD, KEYBRD, DATA-FORESTRY, HWY, WATER, SEWER,ENG	50.04	01/22/2021	42166	0110	110358	680504

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3.1.b

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Forestry	11211	VERIZON WIRELESS SERVICES LLC	60434	iPAD, KEYBRD, DATA-FORESTRY, HWY, WATER, SEWER,ENG	15.02	01/22/2021	42166	0620	620679	921001
	11211	VERIZON WIRELESS SERVICES LLC	60434	iPAD, KEYBRD, DATA-FORESTRY, HWY, WATER, SEWER,ENG	60.08	01/22/2021	42166	0610	610669	680504
	11211	VERIZON WIRELESS SERVICES LLC	60434	iPAD, KEYBRD, DATA-FORESTRY, HWY, WATER, SEWER,ENG	35.38	01/22/2021	42166	0110	110363	680504
	11211	VERIZON WIRELESS SERVICES LLC	60434	iPAD, KEYBRD, DATA-FORESTRY, HWY, WATER, SEWER,ENG	1,646.45	01/22/2021	42166	0110	110363	680351
				Department Total	2,551.89					
RECYCLING	10909	PORT-A-JOHN, INC.	60386	BRUSH SITE RESTROOM-JAN	84.00	01/22/2021	42140	0110	110368	688120
				Department Total	84.00					
LIBRARY	11133	THIENSVILLE, VILLAGE OF	60283	M-T LIBRARY 1ST QUARTERLY GRANT	264,500.00	01/08/2021	1001491	0110	110471	683801
				Department Total	264,500.00					
PARKS	10695	NELL ENTERPRISES, LLC	60043	HEATER FOR PUMP ROOM @ REUTER	44.99	01/08/2021	42026	0110	110474	680401
	10695	NELL ENTERPRISES, LLC	60452	SUPPLIES	14.98	01/22/2021	42119	0110	110474	680340
	10695	NELL ENTERPRISES, LLC	60453	LOCK/HASP FOR CLEANING CLOSET @ ROTARY	5.03	01/22/2021	42119	0110	110474	680340
	12788	BMC CONSTRUCTION, INC	60056	CEDARBURG RD ISLAND CURB & GUT	1,325.00	01/08/2021	42003	0110	110474	683202
				Department Total	1,390.00					
PLANNING	10230	CONLEY PUBLISHING GROUP LTD	60340	PC NEWSPAPER NOTIFICATIONS	149.20	01/22/2021	42085	0110	110578	680502
	10856	OZAUKEE COUNTY ECONOMIC DEVEL	60225	EMERGENCY LOAN RLF CONSULTANT	1,080.00	01/08/2021	42031	0230	230810	691422
	11366	BRUCE C KRESS	60354	ENFORCEMENT OFFICER	337.00	01/22/2021	42109	0110	110244	683201
	11366	BRUCE C KRESS	60354	ENFORCEMENT OFFICER	1,663.00	01/22/2021	42109	0110	110578	683201
	11581	STAPLES BUSINESS ADVANTAGE	60337	OFFICE SUPPLIES - STAPLES	91.56	01/22/2021	42150	0110	110578	680101
	11581	STAPLES BUSINESS ADVANTAGE	60337	OFFICE SUPPLIES - STAPLES	98.79	01/22/2021	42150	0110	110244	680101
	11581	STAPLES BUSINESS ADVANTAGE	60339	OFFICE SUPPLIES - STAPLES	4.98	01/22/2021	42150	0110	110578	680101
				Department Total	3,424.53					
SEWER	10209	CLARK DIETZ INC	60212	M-T SAN. INT. (#1953)	2,070.00	01/08/2021	42006	0610	610669	740001
	10209	CLARK DIETZ INC	60520	MANHOLE INSPECTIONS (#3501)	8,605.00	01/22/2021	42082	0610	610669	695105

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
SEWER	10428	GILLITZER ELEC CO LTD, FRANK	60228	LS B BACKUP GENERATOR (#3582-20-B)	110,175.00	01/22/2021	1001499	0610	610669	740002
	10428	GILLITZER ELEC CO LTD, FRANK	60245	NEW LED LIGHT AT "D"	140.65	01/22/2021	1001499	0610	610669	695105
	10428	GILLITZER ELEC CO LTD, FRANK	60246	NEW LED LAMP AT "F"	245.67	01/22/2021	1001499	0610	610669	695105
	10585	KAPUR & ASSOCIATES INC	60157	SANITARY MANHOLE INSPECTIONS	7,539.91	01/08/2021	42021	0610	610669	740001
	10585	KAPUR & ASSOCIATES INC	60159	SANITARY INSPECTION	670.55	01/08/2021	42021	0610	610669	740001
	10695	NELL ENTERPRISES, LLC	60178	TRUCK ORGANIZERS	30.58	01/08/2021	42026	0610	610669	680301
	10695	NELL ENTERPRISES, LLC	60381	PIPING FOR "S"	8.53	01/22/2021	42119	0610	610669	680301
	10695	NELL ENTERPRISES, LLC	60385	MOUSE TRAPS	9.16	01/22/2021	42119	0610	610669	680301
	10722	MID-AMERICAN RESEARCH CHEMICAL	60387	2 ENZYME BLOCKS & SANITIZER	907.00	01/22/2021	42123	0610	610669	680301
	10995	RUEKERT & MIELKE INC	60155	PPI/I (#3566)	1,273.50	01/08/2021	1001487	0610	610669	740006
	10995	RUEKERT & MIELKE INC	60451	I/I LS H&F (3566)	3,665.50	01/22/2021	1001507	0610	610669	683101
	11049	SHORT ELLIOTT HENDRICKSON INC	60350	WEST TRUNK SAN. PLANNING STUDY (#3744)	2,330.79	01/22/2021	42146	0610	610669	740002
	11049	SHORT ELLIOTT HENDRICKSON INC	60351	HYDRAULIC ANALYSIS-LS F (#3626)	0.00	01/22/2021	42146	0610	610669	740002
	11049	SHORT ELLIOTT HENDRICKSON INC	60351	HYDRAULIC ANALYSIS-LS F (#3626)	5,444.21	01/22/2021	42146	0110	110358	683102
	11062	RASMITH, INC	60161	FLOW METERING	4,000.13	01/08/2021	42036	0610	610669	740001
	11062	RASMITH, INC	60352	LS H PUMP REPLACEMENT(#3796)	2,829.00	01/22/2021	42148	0610	610669	683101
	11500	JAMES HEIDEN	60233	STRAW FOR "W"	12.00	01/08/2021	42018	0610	610669	680301
	11700	EWALD AUTOMOTIVE GROUP	60426	RES 3761 PURCHASE OF 2 SEWER TRUCK	29,560.50	01/22/2021	42095	0610	610669	740005
	11700	EWALD AUTOMOTIVE GROUP	60427	RES 3761 PURCHASE OF 2 SEWER TRUCK	29,560.50	01/22/2021	42095	0610	610669	740005
	12232	BAYSIDE PRINTING INC.	60343	QUARTERLY UTILITY BILLING PRINTING	248.33	01/22/2021	42074	0610	610669	680505
	12232	BAYSIDE PRINTING INC.	60343	QUARTERLY UTILITY BILLING PRINTING	165.56	01/22/2021	42074	0620	620679	903002
	12232	BAYSIDE PRINTING INC.	60432	QUARTERLY UTILITY BILLING PRINTING	249.38	01/22/2021	42074	0610	610669	680505
	12232	BAYSIDE PRINTING INC.	60432	QUARTERLY UTILITY BILLING PRINTING	166.26	01/22/2021	42074	0620	620679	903002

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
SEWER	12288	SABEL MECHANICAL LLC	60367	"E" #3 PUMP REBUILD	14,838.65	01/22/2021	42144	0610	610669	695103
	12288	SABEL MECHANICAL LLC	60411	STATION "O" PUMP #2 REBUILD	4,812.78	01/22/2021	42144	0610	610669	740002
	12288	SABEL MECHANICAL LLC	60456	PUMP TEST STATION "A"	642.50	01/22/2021	42144	0610	610669	695105
	12400	BRAKE & EQUIPMENT CO INC	60449	2 BATTERIES	205.67	01/22/2021	42077	0610	610669	680301
	12690	APPLIED TECHNOLOGIES INC	60488	COND. ASSESSMENT LS "E" (#3228)	4,925.00	01/22/2021	42068	0610	610669	740002
	12764	ARCADIS U.S. INC	60353	SEWER LATERAL REVIEW (3566-	2,578.70	01/22/2021	42069	0610	610669	740001
				Department Total	237,911.01					
WATER	10428	GILLITZER ELEC CO LTD, FRANK	60414	WAUWATOSA METER PIT	135.00	01/22/2021	1001499	0620	620679	673003
	10489	CORE & MAIN	60423	TRAFFIC FLANGE REPAIR KIT	454.64	01/22/2021	42086	0620	620679	677002
	10489	CORE & MAIN	60424	HYDRANT TRAFIC FLANGE/ WATER MAIN REPAIR PARTS	328.99	01/22/2021	42086	0620	620679	673002
	10489	CORE & MAIN	60424	HYDRANT TRAFIC FLANGE/ WATER MAIN REPAIR PARTS	300.22	01/22/2021	42086	0620	620679	677002
	10489	CORE & MAIN	60425	TRAFFIC REPAIR KITS	182.54	01/22/2021	42086	0620	620679	673002
	10489	CORE & MAIN	60425	TRAFFIC REPAIR KITS	293.47	01/22/2021	42086	0620	620679	675002
	10489	CORE & MAIN	60425	TRAFFIC REPAIR KITS	69.65	01/22/2021	42086	0620	620679	677002
	10625	LANNON STONE PRODUCTS, INC.	60051	5/8" CHIPS (36 TON)	507.75	01/08/2021	1001480	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60416	pipe tape	12.54	01/22/2021	42119	0620	620679	675002
	10695	NELL ENTERPRISES, LLC	60417	CORD REEL	10.79	01/22/2021	42119	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60418	COMPRESSOR PARTS	22.56	01/22/2021	42119	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60419	PIPE CLAMP	1.43	01/22/2021	42119	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60420	PAINT WIRE WHEEL	17.09	01/22/2021	42119	0620	620679	677002
	10755	CITY OF MILWAUKEE	60421	PURCHASED WATER-DECEMBER	46,036.16	01/22/2021	42124	0620	620679	602001
	10815	NORTH SHORE WATER COMMISSION	59871	WATER TESTING BACT	360.00	01/08/2021	42028	0620	620679	662003
	10815	NORTH SHORE WATER COMMISSION	60382	WATER TESTING BACT-DECEMBER	300.00	01/22/2021	42131	0620	620679	662003
	10815	NORTH SHORE WATER COMMISSION	60401	PURCHASED WATER-DEC	15,600.99	01/22/2021	42131	0620	620679	602001

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

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WATER	11195	USIC LOCATING SERVICES INC	60422	LOCATING-DECEMBER	1,440.20	01/22/2021	1001510	0620	620679	662003
	11547	MID CITY PLUMBING & HEATING, INC	60415	CONTRACTOR HIT CURBSTOP FOR 10263 N WILDWOOD CT	3,402.50	01/22/2021	42122	0620	620679	675003
	12624	MATHESON TRI-GAS INC	60413	SAFETY EQUIPMENT	30.12	01/22/2021	42116	0620	620679	676003
				Department Total	69,506.64					
DIRECT INV	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	1,000.00	01/22/2021	1001495	0620	620000	115346
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	110.00	01/22/2021	1001495	0620	620679	663001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	500.00	01/22/2021	1001495	0620	620679	675003
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	1,638.00	01/22/2021	1001495	0620	620679	662001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	110.25	01/22/2021	1001495	0620	620679	675001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	17.92	01/22/2021	1001495	0620	620679	633003
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	1,734.51	01/22/2021	1001495	0620	620679	633001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	231.27	01/22/2021	1001495	0620	620679	661001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	5,030.09	01/22/2021	1001495	0620	620679	662001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	1,214.16	01/22/2021	1001495	0620	620679	663001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	1,040.71	01/22/2021	1001495	0620	620679	665001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	1,098.53	01/22/2021	1001495	0620	620679	672001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	2,023.60	01/22/2021	1001495	0620	620679	673001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	4,336.28	01/22/2021	1001495	0620	620679	675001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	693.81	01/22/2021	1001495	0620	620679	677001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	2,197.05	01/22/2021	1001495	0620	620679	920001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	200.00	01/22/2021	1001495	0620	620679	620001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	2,200.00	01/22/2021	1001495	0620	620679	660001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	2,000.00	01/22/2021	1001495	0620	620679	670001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	400.00	01/22/2021	1001495	0620	620679	903001

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	500.00	01/22/2021	1001495	0620	620679	901001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	600.00	01/22/2021	1001495	0620	620679	906001
	10206	CITY WATER LLC	60504	WATER UTILITY MANAGEMENT & OPERATIONS DEC	299.99	01/22/2021	1001495	0620	620679	930001
	10241	CRANE ENGINEERING SALES INC	60521	PUMP REPLACEMENT LS P & Q (#3719)	47,350.00	01/22/2021	42087	0610	610669	740002
	10307	DEPARTMENT OF WORKFORCE	60360	BENEFITS CHARGES 12/1-12/31/20	876.00	01/22/2021	42090	0110	110236	673104
	10341	ENERGENECS INC	60407	ALARM MAINT REMOTE SUPPORT	362.50	01/22/2021	1001497	0620	620679	633003
	10362	ELLIOT AUTO SUPPLY CO INC	59559	BATTERY CORES	-30.00	01/08/2021	42015	0110	110355	680301
	10362	ELLIOT AUTO SUPPLY CO INC	60275	CORE CREDIT	-30.00	01/08/2021	42015	0110	110355	680301
	10407	ARTHUR J GALLAGHER & CO (CANADA) LTD	60278	ANNUAL RENEWAL CYBER & RPS SERVICE	6,826.00	01/08/2021	42017	0110	110118	683401
	10418	GENERAL FIRE EQUIPMENT CO	60328	14 FUSED CIRCUIT	193.75	01/22/2021	42099	0110	110236	686550
	10426	GIERACH'S SERVICE INC	60364	CARRY IN MOUNTED TIRES ON WHEELS	40.00	01/22/2021	42100	0110	110355	686550
	10428	GILLITZER ELEC CO LTD, FRANK	60363	FURNISH 6 LITHONIA LED FIXTURES	3,797.00	01/22/2021	1001499	0110	110326	680303
	10625	LANNON STONE PRODUCTS, INC.	60258	GRAVEL 1 1/4 BASE COURSE	172.76	01/08/2021	1001480	0610	610669	680301
	10635	THE LEAGUE OF WIS MUNICIPALITIES	60345	WEB WORKSHOP 2/25-2/25/21	50.00	01/22/2021	1001503	0110	110111	683501
	10691	MENARDS	59558	ROOF/GUTTER CABLE	-235.40	01/08/2021	42025	0110	110326	680303
	10698	MEQUON CITY OF-PETTY CASH	60361	PETTY CASH REIMB	33.25	01/22/2021	42120	0110	110578	680101
	10698	MEQUON CITY OF-PETTY CASH	60361	PETTY CASH REIMB	7.52	01/22/2021	42120	0110	110112	680101
	10698	MEQUON CITY OF-PETTY CASH	60361	PETTY CASH REIMB	27.45	01/22/2021	42120	0110	110113	680101
	10698	MEQUON CITY OF-PETTY CASH	60361	PETTY CASH REIMB	18.96	01/22/2021	42120	0110	110236	680301
	10698	MEQUON CITY OF-PETTY CASH	60361	PETTY CASH REIMB	24.82	01/22/2021	42120	0110	110236	680505
	10708	MEQUON POLICE-PETTY CASH	60433	REIMB PETTY CASH 10/14-12/19/20	41.02	01/22/2021	42121	0110	110235	683501
	10708	MEQUON POLICE-PETTY CASH	60433	REIMB PETTY CASH 10/14-12/19/20	8.91	01/22/2021	42121	0110	110235	686550
	10708	MEQUON POLICE-PETTY CASH	60433	REIMB PETTY CASH 10/14-12/19/20	10.00	01/22/2021	42121	0110	110120	683602

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	10757	SECURIAN LIFE INSURANCE COMPANY	60286	ACCIDENT POLICY #76038 PREMIUM & ADDED ADJ 79.00	56.65	01/08/2021	1001489	0110	110000	224122
	10757	SECURIAN LIFE INSURANCE COMPANY	60286	ACCIDENT POLICY #76038 PREMIUM & ADDED ADJ 79.00	79.00	01/08/2021	1001489	0110	110000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60286	ACCIDENT POLICY #76038 PREMIUM & ADDED ADJ 79.00	10.03	01/08/2021	1001489	0610	610000	224122
	10757	SECURIAN LIFE INSURANCE COMPANY	60287	LIFE POLICY 2832L 2/1-2/28/21 UNIT 33302	3,080.92	01/08/2021	1001490	0110	110000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60287	LIFE POLICY 2832L 2/1-2/28/21 UNIT 33302	173.69	01/08/2021	1001490	0610	610000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60287	LIFE POLICY 2832L 2/1-2/28/21 UNIT 33302	16.85	01/08/2021	1001490	0620	620000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60287	LIFE POLICY 2832L 2/1-2/28/21 UNIT 33302	142.00	01/08/2021	1001490	0110	110000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	60287	LIFE POLICY 2832L 2/1-2/28/21 UNIT 33302	10.25	01/08/2021	1001490	0610	610000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	60287	LIFE POLICY 2832L 2/1-2/28/21 UNIT 33302	1.75	01/08/2021	1001490	0620	620000	224163
	10814	NORTH SHORE PUBLIC WORKS ASSC	60405	MEMBERSHIP 2021 T WEYKER & M GIES	100.00	01/22/2021	42130	0110	110359	680501
	10814	NORTH SHORE PUBLIC WORKS ASSC	60405	MEMBERSHIP 2021 T WEYKER & M GIES	45.00	01/22/2021	42130	0110	110474	680501
	10827	NOTARY BOND RENEWAL SERVICE	60279	CAROLINE FOCHS NOTARY 4 YR RENEWAL	30.00	01/08/2021	42030	0110	110112	680101
	10884	PERSONALIZED AWARDS	60493	DEPIES RETIREMENT PLAQUE & BADGE	90.00	01/22/2021	42138	0110	110236	680301
	10898	PITNEY BOWES	60404	POSTAGE ACCT 17061995	4,000.00	01/22/2021	1001506	0110	110112	680505
	11029	WISCONSIN DEPT OF FINANCIAL INSTITUTIONS	60303	RENEW NOTARY CAROLINE FOCHS FILING FEE	20.00	01/08/2021	42061	0110	110112	680101
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	176.74	01/22/2021	42163	0110	110236	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	93.76	01/22/2021	42163	0110	110326	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	103.44	01/22/2021	42163	0110	110359	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	5.64	01/22/2021	42163	0110	110355	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	51.55	01/22/2021	42163	0610	610669	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	143.17	01/22/2021	42163	0110	110244	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	462.14	01/22/2021	42163	0110	110358	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	38.50	01/22/2021	42163	0110	110474	680504

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	35.19	01/22/2021	42163	0110	110111	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	66.66	01/22/2021	42163	0110	110120	680504
	11165	UNITED STATES CELLULAR CORPORATION	60408	CELL BILLING NOV	68.26	01/22/2021	42163	0110	110578	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	171.35	01/22/2021	42163	0110	110236	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	102.74	01/22/2021	42163	0110	110326	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	103.59	01/22/2021	42163	0110	110359	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	7.78	01/22/2021	42163	0110	110355	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	64.99	01/22/2021	42163	0610	610669	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	126.69	01/22/2021	42163	0110	110244	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	103.51	01/22/2021	42163	0110	110358	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	38.50	01/22/2021	42163	0110	110474	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	38.49	01/22/2021	42163	0110	110111	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	58.20	01/22/2021	42163	0110	110120	680504
	11165	UNITED STATES CELLULAR CORPORATION	60409	CELL BILLING DEC	63.94	01/22/2021	42163	0110	110578	680504
	11497	LF GEORGE INC	60491	CHIPPER KNIVES	439.52	01/22/2021	42113	0110	110363	680351
	11538	MEQUON NATURE PRESERVE, INC	60301	Q 4 RENT REBATE 2020	2,105.00	01/08/2021	1001482	0220	220822	691321
	11581	STAPLES BUSINESS ADVANTAGE	60341	SIT STAND DESK	295.99	01/22/2021	42150	0110	110244	680501
	12109	JENSEN EQUIPMENT CO., INC.	60501	SAWZALL, SAW & STARTER KIT	1,736.36	01/22/2021	42106	0110	110236	686550
	12109	JENSEN EQUIPMENT CO., INC.	60502	M18 FUEL SUPER SAWZALL TOOL	498.00	01/22/2021	42106	0110	110236	686550
	12110	THE SIGMA GROUP, INC	60494	11236 & 11242 CEDARBURG RD ASBESTOS INSPECTIONS	3,000.00	01/22/2021	1001509	0110	110578	683101
	12110	THE SIGMA GROUP, INC	60494	11236 & 11242 CEDARBURG RD ASBESTOS INSPECTIONS	1,596.05	01/22/2021	1001509	0410	410803	710320
	12225	PRIMADATA	60282	2021 POSTAGE FOR UTILITY BILLINGS	8,400.00	01/08/2021	1001486	0610	610669	680505
	12225	PRIMADATA	60282	2021 POSTAGE FOR UTILITY BILLINGS	5,600.00	01/08/2021	1001486	0620	620679	903002

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	12405	TELECOM ONE, INC	60344	PHONE LINES 1/1-1/31/21	222.18	01/22/2021	42158	0110	110235	680504
	12405	TELECOM ONE, INC	60344	PHONE LINES 1/1-1/31/21	55.54	01/22/2021	42158	0110	110236	680504
	12405	TELECOM ONE, INC	60344	PHONE LINES 1/1-1/31/21	277.72	01/22/2021	42158	0110	110237	680504
	12448	THE OFFICE TECHNOLOGY GROUP	60268	MS 0365 GCC LICENSE 12/15-12/31/20 PRORATED	41.28	01/22/2021	42159	0110	110117	683201
	12482	CITY OF MILWAUKEE-DPW	60406	4Q 9022 COUNTY LINE RD PER SEWER AGREEMENT	73.00	01/22/2021	42081	0610	610669	695108
	12651	AMAZON CAPITAL SERVICES, INC	60202	OFFICE SUPPLIES	38.89	01/22/2021	1001492	0110	110118	680101
	12651	AMAZON CAPITAL SERVICES, INC	60325	JVC HAFX5B HEADPHONES	-5.49	01/22/2021	1001492	0110	110235	680101
	12651	AMAZON CAPITAL SERVICES, INC	60326	ANTI-STATIC SCREEN & ELECTRONICS CLEANER	-37.12	01/22/2021	1001492	0110	110235	680101
	12651	AMAZON CAPITAL SERVICES, INC	60327	LOCKING MAILBOX	32.35	01/22/2021	1001492	0110	110120	680101
	12651	AMAZON CAPITAL SERVICES, INC	60332	LOCKING MAILBOX WALL MOUNT	-32.35	01/22/2021	1001492	0110	110120	680101
	12694	AT&T MOBILITY LLC	60331	MOBILITY SERV ACC 287303008402	131.84	01/22/2021	42073	0110	110236	680504
	12768	BONUS INC	60498	CLEANING SUPPLIES ACCT 510	19.63	01/22/2021	42076	0110	110236	680301
	12768	BONUS INC	60499	CLEANING SUPPLIES ACCT 720	39.75	01/22/2021	42076	0110	110236	680301
	12768	BONUS INC	60500	SUPPLIES	17.66	01/22/2021	42076	0110	110236	680301
	12860	BACK MUNICIPAL CONSULTING LLC	60267	NASSCO ITCF TRAINING / CIPP NEW CERTIFICATION	1,095.00	01/08/2021	42001	0610	610669	683501
	90001	TEMP STAFF REIMB	60269	EDU INCENTIVE TECH FEE/ TUITION MBA STATISTIC MATH	2,330.00	01/08/2021	42038	0110	110235	675301
	90001	TEMP STAFF REIMB	60270	FIRE OFFICER 1 EXAM FEE	80.00	01/08/2021	42037	0110	110236	683501
	90001	TEMP STAFF REIMB	60271	K-9 TRAINING MEAL REIMB 11/24-12/18/20	42.70	01/08/2021	42039	0110	110235	683501
	90001	TEMP STAFF REIMB	60272	EDU INCENTIVE TUITION & BOOK FEES FALL SEMESTER	4,606.72	01/08/2021	42040	0110	110235	675301
	90001	TEMP STAFF REIMB	60505	HANDGUN & RIFLE INSTRUCTOR TRAIN 1/4-1/12/21 MEALS	102.04	01/22/2021	42149	0110	110235	683501
	90005	TAX CHECK REFUNDS	60288	TAX REFUND 140500704001	314.13	01/08/2021	42046	0810	810000	103105
	90005	TAX CHECK REFUNDS	60289	TAX REFUND 141140811000	103.96	01/08/2021	42051	0810	810000	103105
	90005	TAX CHECK REFUNDS	60290	TAX REFUND 150590020002	9.00	01/08/2021	42054	0810	810000	103105

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)

City of Mequon A/P Vendor Listing by Department for January 2021

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90005	TAX CHECK REFUNDS	60291	TAX REFUND 141270041000	200.00	01/08/2021	42052	0810	810000	103105
	90005	TAX CHECK REFUNDS	60292	TAX REFUND 140881710000	200.00	01/08/2021	42047	0810	810000	103105
	90005	TAX CHECK REFUNDS	60293	TAX REFUND 141690008000	10,386.51	01/08/2021	42055	0810	810000	103105
	90005	TAX CHECK REFUNDS	60294	TAX REFUND 140210200300	128.40	01/08/2021	42048	0810	810000	103105
	90005	TAX CHECK REFUNDS	60295	TAX REFUND 142050046000	4,158.37	01/08/2021	42049	0810	810000	103105
	90005	TAX CHECK REFUNDS	60296	TAX REFUND 151360134000	4,032.27	01/08/2021	42045	0810	810000	103105
	90005	TAX CHECK REFUNDS	60297	TAX REFUND 140150400500	2,332.69	01/08/2021	42050	0810	810000	103105
	90005	TAX CHECK REFUNDS	60298	TAX REFUND 140121601500	4,768.54	01/08/2021	42044	0810	810000	103105
	90005	TAX CHECK REFUNDS	60299	TAX REFUND 150331001200	100.00	01/08/2021	42043	0810	810000	103105
	90005	TAX CHECK REFUNDS	60300	TAX REFUND 140530408000	3,395.33	01/08/2021	42053	0810	810000	103105
	90005	TAX CHECK REFUNDS	60522	TAX REFUND 140710044000	187.24	01/22/2021	42156	0810	810000	103105
	90005	TAX CHECK REFUNDS	60523	TAX REFUND 140000742850	403.00	01/22/2021	42155	0810	810000	103105
	90005	TAX CHECK REFUNDS	60525	TAX REFUND 150910811000 FILE #202807	1,825.38	01/22/2021	42154	0810	810000	103105
	90005	TAX CHECK REFUNDS	60526	TAX REFUND 150670103000	138.43	01/22/2021	42157	0810	810000	103105
	90005	TAX CHECK REFUNDS	60527	TAX REFUND 140121600600	177.65	01/22/2021	42153	0810	810000	103105
	90006	PERMIT REFUNDS	60262	PERMIT CANCELLED BUILDER PMT	62.00	01/08/2021	42032	0110	110000	442101
	90006	PERMIT REFUNDS	60262	PERMIT CANCELLED BUILDER PMT	61.00	01/08/2021	42032	0110	110000	229102
	90007	MISC REFUNDS	60330	RELEASE OF DRAINAGE FINANCIAL GUARANTEE	6,144.50	01/22/2021	42126	0610	610000	229129
	90007	MISC REFUNDS	60346	APPLICATION FEE	100.00	01/22/2021	42127	0110	110111	680501
	90007	MISC REFUNDS	60506	JOB AD POSTING BATTALION CHIEFS	100.00	01/22/2021	42125	0110	110120	683602
				Department Total	170,832.34					
				Grand Total	\$980,414.83					

Attachment: January 2021 AP Vendor Listing by Dept (5883 : January 2021 Voucher Approval List)



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2902
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Community Development

TO: Finance-Personnel Committee
FROM: Kim Tollefson, Director of Community Development
DATE: February 9, 2021
SUBJECT: RESOLUTION 3802 A Resolution Authorizing an Amendment to a Revolving Loan Fund Agreement with the Bartolotta Restaurant Group to Extend Existing Loan Terms by Nine Months to December 1, 2021 for the Mr. B's Restaurant Located at 11120 North Cedarburg Road

Background

The Bartolotta Restaurant Group has a restaurant located in the City's Town Center (Mr. B's) that is currently a Revolving Loan Fund program recipient. The owners are requesting an extension to the loan terms from March 1, 2021 to December 1, 2021. The result is a re-amortization for a nine-month period at the current interest rate of 1.75%.

Analysis

Please see the attached review by Ozaukee County Economic Development Executive Director, Kathleen Cady-Schilling. In addition, the City's Finance Director, Kaitlyn Krueger, indicates the loan is good financial standing and payments have been made on time since the original loan was executed in 2012.

A nine-month extension to Bartolotta Restaurant Group's current loan will not negatively impact program distribution to other businesses that may be in need. During establishment of the City's Emergency Loan Fund Program in 2020, the City offered 3-month deferrals to all existing loan program recipients. Bartolotta's accepted that deferral in 2020. The City understands the impact of COVID-19 and offering support through an extension of the current loan terms is supported.

Fiscal Impact

The RLF program remains financial healthy across all loans. As noted, some of the dollars were utilized by the City to offer an Emergency Loans to local, established business at the onset of the COVID-19 pandemic in May of 2020. Over 20 business are in receipt of such emergency loans. There remains a balance of funds in the program which allows the City to offer and execute further loans under the traditional or emergency loan programs.

Recommendation

The Economic Development Board recommended approval of this extension request on January 26, 2021 by a vote of 7-0. The Finance-Personnel Committee recommendation is forthcoming on February 9, 2021.

Attachments:
OED Memo (DOCX)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3802

A Resolution Authorizing an Amendment to a Revolving Loan Fund Agreement with the Bartolotta Restaurant Group to Extend Existing Loan Terms by Nine Months to December 1, 2021 for the Mr. B's Restaurant Located at 11120 North Cedarburg Road

A. The Finance-Personnel Committee and Common Council recommended approval of an original \$150,000 revolving loan fund application for the Bartolotta Restaurant Group (BRG 11120) at their November 13, 2012 meeting.

B. The Finance-Personnel Committee and Common Council recommended approval of the terms for an extension from December 1, 2017 to December 1, 2020 to assist with rebranding and refurbishment of the restaurant.

C. In 2020, the City of Mequon provided a 3-month extension to all RLF program businesses due to the COVID 19 pandemic, extending Bartolotta Restaurant Group's loan terms to March 1, 2021.

D. The Economic Development Board recommended approval of an additional loan extension for nine (9) months to December 1, 2021, subject to all other remaining terms of the agreement, due to the continuing financial impacts of the COVID 19 pandemic.

E. The Finance-Personnel Committee recommended approval of the loan extension to December 1, 2021 to assist with the continuing financial impacts of the COVID 19 pandemic.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that:

1. The Revolving Loan for the Bartolotta Restaurant Group's Mr. B's restaurant located at 11120 North Cedarburg Road is approved for an extension until December 1, 2021 pursuant to existing terms outlined therein.

2. The appropriate City officials are hereby authorized to sign and execute all necessary documents related to this loan agreement extension.

Approved by: John Wirth, Mayor

Date Approved: February 9, 2021

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 9, 2021.

Caroline Fochs, City Clerk



MEMORANDUM

TO: City of Mequon

FROM: Ozaukee Economic Development

DATE: January 15, 2021

RE: Bartolotta Restaurant Group (BRG) RLF Loan

BRG's current loan is due to balloon as of March 1, 2021. The original loan is a \$150,000 loan that was amortized over a 9.5 year period, with a 6.5 year term. (The first six months of the loan were an interest only period loan that was utilized during the expenditure period.) BRG has made its loan payments consistently each month – the only months payments were not received is during the three month deferral that was provided to all RLF loans due to COVID in April, May and June of 2020. BRG is now requesting that the balloon amount be amortized over an additional nine month period.

The COVID situation has continued to affect local restaurants reducing capacity and limiting their ability to fully maximize resources, this is especially true for fine dining establishments where takeout is not as strong of resource. BRG currently would be required to pay \$35,391.30 on March 1, 2021. If the loan is re-amortized for a 9 month period at the same interest rate they currently pay (1.75%), they would now have monthly payment of \$3569 and would finish paying off the loan as of December 1, 2021.

BRG has been a good corporate citizen in Mequon and with the difficult situation facing restaurants currently, we see no issues with this request. OED would currently recommend approval of this request.



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2955
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: Kaitlyn Krueger, Finance Director
DATE: February 9, 2021
SUBJECT: RESOLUTION 3803 Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Copps Industries, Inc. Project. Information with Respect to the Job Impact of the Project will be Available at the time of Consideration of the Initial Resolution

Background

Copps Industries, Inc. currently operates a facility at 10600 N. Industrial Drive in Mequon. Since 1979, Copps has manufactured and designed resins for a broad range of markets including Civil Engineering, Aggregate/Mining, Structure Adhesives, and Electrical/Electronics. Today, Copps Industries produces over 500 different products. Copps plans to utilize up to \$6,500,000 of Industrial Development Revenue Bonds (IRBs) for: the (i) acquisition of land, (ii) construction of an approximately 78,000 square foot facility, (iii) acquisition and installation of equipment at the new facility and (iv) payment of certain professional costs and costs of issuance. To assist in this effort, Copps Industries is requesting that the City of Mequon express its intention to issue IRBs to finance the project. Due to Copps Industries' timeline, the item is being placed on the Finance-Personnel Committee agenda instead of first being reviewed by the City's Economic Development Board.

Analysis

Industrial development revenue bonds are municipal bonds whose proceeds are loaned to businesses in order to finance capital investment projects. They are viewed as an economic development tool. The City's good credit rating enables the borrower - in this case, Copps Industries, an opportunity to finance its project at an interest rate lower than what would be available in the open market. Because the bonds are issued by a governmental entity, the holder of the bond may exclude the interest on the bonds from gross income for federal tax purposes.

Even though IRBs are municipal bonds, they are not general obligations of the municipality. The issuance of an IRB does not count against the City's statutory debt issuance ceiling. Additionally, the bonds will not reduce the amount of bank-qualified bonds that could be issued by the City of Mequon.

The City of Mequon will not be responsible for debt service, nor will it be liable in the case of default. Instead, Copps Industries will be responsible for paying the principal and interest on the bonds. The bond proceeds are used to finance the entire project, including land, buildings, and equipment.

Federal and state law requires that the authorization for such an industrial development revenue

bond be done in two stages: first, the consideration of an Initial Resolution by the Common Council, and second, the consideration of a final resolution by the Common Council.

The Initial Resolution is not a commitment to issue bonds, but merely evidences the City's "official intent" to issue bonds pending satisfactory negotiation of the proposed sale's terms.

The Final Resolution to be considered by the Common Council at a future meeting will be drafted and presented to the City only after negotiations for the bond issue have been completed.

Enclosed are the following documents necessary to allow the Common Council to consider the Initial Resolution on February 9, 2021:

- (1) Initial Resolution, with the form of Notice to Electors of the City of Mequon, Wisconsin, attached as Exhibit A;
- (2) Good faith fee estimate letter required under Section 66.1103 of the Wisconsin Statutes;
- (3) Notice of Public Hearing ("TEFRA" notice); and
- (4) Notice of Intent to Obtain a Municipal Industrial Revenue Bond, which contains information regarding job estimates.

As noted in the Notice of Intent, the construction project funded through the IRBs will allow Copps Industries to create 10 full-time jobs in addition to the 35 full-time employees already working at their current facility.

Fiscal Impact

An additional \$6.5 million to the City's tax base would generate approximately \$22,000 in annual real estate taxes to the City's general fund alone. There is a modest amount of staff time required to administer Copps' request for an IRB.

Recommendation

Attached is an initial resolution related to the proposed bond financing of the Copps Industries, Inc. expansion project. If approved by the Council, Copps will then apply to the State of Wisconsin for its consideration of the bonds. Should the State find Copps' application acceptable, the company will return to the City for final approval of the IRB's.

Approval of the resolution is recommended.

Attachments:

4821-8297-9543.1 TEFRA Notice - Copps Industries (DOCX)
 4813-5721-4168.1 Fee Estimate Letter - Copps Industries (DOCX)
 4821-5813-7306.1 Notice of Intent - Copps Industries (EXECUTED) (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3803

Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Copps Industries, Inc. Project. Information with Respect to the Job Impact of the Project will be Available at the time of Consideration of the Initial Resolution

RECITALS

A. Section 66.1103 of the Wisconsin Statutes (the “Act”) authorizes the City of Mequon, Wisconsin (the “Issuer”), to authorize the issuance and sale of bonds by the Issuer to construct, equip, re-equip, acquire by gift, lease or purchase, install, reconstruct, rebuild, rehabilitate, improve, supplement, replace, maintain, repair, enlarge, extend or remodel industrial projects.

B. Epoxy Properties, LLC, a Wisconsin limited liability company, and/or Copps Industries, Inc., a Wisconsin corporation, and/or a limited liability entity to be formed (collectively, the “Borrower”), desires to complete a project to be owned by the Borrower consisting of financing the (i) acquisition of land, (ii) construction of an approximately 78,000 square foot facility on Lot 1, Commerce Drive located in the Mequon Business Park in the City of Mequon, Wisconsin (the “New Facility”) to be operated by Copps Industries, Inc. to manufacture industrial epoxy adhesives and coatings, (iii) acquisition and installation of equipment at the New Facility and (iv) payment of certain professional costs and costs of issuance (collectively, the “Project”), all of which would contribute to the well-being of the City of Mequon, Wisconsin.

C. The cost of the Project is presently estimated to be \$6,500,000 and the amount proposed to be financed with one or more issues or series of tax-exempt and/or taxable industrial development revenue bonds (the “Bonds”) issued under the Act does not exceed \$6,500,000.

D. It is in the public interest of the Issuer to promote, attract, stimulate, rehabilitate and revitalize commerce, industry and manufacturing, to promote the betterment of the economy of the Issuer.

E. The Borrower has requested that the Issuer now approve an initial resolution (the “Initial Resolution”) providing for the financing of the Project in an amount not to exceed \$6,500,000.

F. The Issuer is a municipality organized and existing under and pursuant to the laws of the State of Wisconsin, and is authorized to enter into revenue agreements with eligible participants with respect to the Project whereby eligible participants agree to cause said Project to be constructed and to pay the Issuer an amount of funds sufficient to provide for the prompt payment when due of the principal and interest on said industrial development revenue bonds.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that:

1. Based upon representations of the Borrower, it is the finding and determination of the Common Council that the Project is a qualified “project” within the meaning of the Act and that the Borrower is an “eligible participant” within the meaning of the Act. The Issuer shall:

(a) Finance the Project in an amount not to exceed \$6,500,000; and

(b) Issue industrial development revenue bonds in one or more series of tax-exempt and/or taxable bonds (the “Bond(s)”), in an amount not to exceed \$6,500,000 in order to finance costs of the Project.

2. The aforesaid plan of financing contemplates, and is conditioned upon, the following:

(a) The Bonds shall never constitute an indebtedness of the Issuer within the meaning of any state constitutional provision or statutory limitation;

(b) The Bonds shall not constitute or give rise to a pecuniary liability of the Issuer or a charge against its general credit or taxing powers;

(c) The Project shall be subject to property taxation in the same amount and to the same extent as though the Project were not financed with industrial development revenue bonds;

(d) The Borrower shall find a purchaser for all of the Bonds;

(e) The City’s out-of-pocket costs, including but not limited to legal fees and trustee’s fees, in connection with the issuance and sale of the Bonds shall be paid by the Borrower; and

(f) A notice of public hearing required by federal law for purposes of Section 147(f) of the Internal Revenue Code, as amended, shall be published in a newspaper of general circulation in the City of Mequon and a public hearing shall be held to provide interested individuals or parties the opportunity to testify as to the Project and the issuance of the Bonds.

3. The aforesaid plan of financing shall not be legally binding upon the Issuer nor be finally implemented unless and until:

(a) The details and mechanics of the same are authorized and approved by a further resolution of the Common Council which shall be solely within the discretion of the Common Council;

(b) The City Clerk shall cause notice of adoption of this Initial Resolution, in the form attached hereto as Exhibit A, to be published once in a newspaper of general circulation in the City of Mequon, and the electors of the City of Mequon shall have been given the opportunity to petition for a referendum on the matter of the aforesaid Bond issue, all as required by law;

(c) Either no such petition shall be timely filed or such petition shall have been filed and said referendum shall have approved the Bond issue;

(d) The City Clerk shall have received an employment impact estimate issued under Section 238.11 of the Wisconsin Statutes;

(e) All documents required to consummate the financing have been duly authorized and delivered; and

(f) The Issuer and the Borrower have resolved all land use and special use issues with respect to the affected property and the Project.

4. Pursuant to the Act, all requirements that the Project be subject to the contracting requirements contained in Section 66.1103 are waived, the Borrower having represented that it is able to negotiate satisfactory arrangements for completing the Project and that the Issuer's interests are not prejudiced thereby.

5. The City Clerk is directed, following adoption of this Initial Resolution (i) to publish notice of such adoption not less than one time in the official newspaper of the City of Mequon, Wisconsin, such notice to be in substantially the form attached hereto as Exhibit A and (ii) to file a copy of this Initial Resolution, together with a statement indicating the date the Notice to Electors was published, with the Wisconsin Economic Development Corporation within twenty (20) days following the date of publication of such notice.

6. This Initial Resolution is an "initial resolution" within the meaning of the Act and official action toward issuance of the Bonds for purposes of Sections 103 and 144 of the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder. Furthermore, it is the reasonable expectation of the Issuer that proceeds of the Bonds may be used to reimburse expenditures made on the Project prior to the issuance of the Bonds. The maximum principal amount of debt expected to be issued for the Project on the date hereof is \$6,500,000. This statement of official intent is made pursuant to Treasury Regulations §1.150-2.

Passed and adopted at a regular meeting of the Common Council of the City of Mequon, Wisconsin this 9th day of February, 2021.

APPROVED:

John Wirth, Mayor

ATTEST:

Caroline Fochs, City Clerk

EXHIBIT A

NOTICE TO ELECTORS OF THE CITY OF MEQUON, WISCONSIN

TAKE NOTICE that the Common Council of the City of Mequon, Wisconsin (the “Issuer”), at a regular meeting held on February 9, 2021, adopted an Initial Resolution pursuant to Section 66.1103 of the Wisconsin Statutes, as amended, expressing the intention to issue not to exceed \$6,500,000 of industrial development revenue bonds of the Issuer (the “Bonds”) on behalf of Epoxy Properties, LLC, a Wisconsin limited liability company, and/or Copps Industries, Inc., a Wisconsin corporation, and/or a limited liability entity to be formed (collectively, the “Borrower”). The Borrower desires to complete a project consisting of financing the (i) acquisition of land, (ii) construction of an approximately 78,000 square foot facility on Lot 1, Commerce Drive located in the Mequon Business Park in the City of Mequon, Wisconsin (the “New Facility”) to be operated by Copps Industries, Inc. to manufacture industrial epoxy adhesives and coatings, (iii) acquisition and installation of equipment at the New Facility and (iv) payment of certain professional costs and costs of issuance (collectively, the “Project”). The Borrower has represented that the net number of full-time equivalent jobs which the Project is expected to create on the Project site within three years is 10.

Pursuant to the terms of Section 66.1103 of the Wisconsin Statutes, all requirements that the Project be subject to the contracting requirements contained in Section 66.1103 are waived, the Borrower having represented that it is able to negotiate satisfactory arrangements for completing the Project and that the Issuer's interests are not prejudiced thereby.

THE BONDS SHALL NEVER CONSTITUTE AN INDEBTEDNESS OF THE ISSUER, NOR SHALL THE BONDS GIVE RISE TO ANY PECUNIARY LIABILITY OF THE ISSUER, NOR SHALL THE BONDS BE A CHARGE AGAINST THE GENERAL CREDIT OR TAXING POWERS OF THE ISSUER. RATHER, THE BONDS SHALL BE PAYABLE SOLELY FROM THE REVENUES AND OTHER AMOUNTS TO BE DERIVED PURSUANT TO THE REVENUE AGREEMENT RELATING TO SAID PROJECT TO BE ENTERED INTO BETWEEN THE ISSUER AND THE BORROWER.

The Initial Resolution may be inspected in the office of the City Clerk at 11333 North Cedarburg Road, Mequon, Wisconsin, during business hours.

TAKE FURTHER NOTICE THAT THE ELECTORS OF THE CITY OF MEQUON MAY PETITION FOR A REFERENDUM ON THE QUESTION OF THE BOND ISSUE. Unless within thirty (30) days from the date of the publication of this Notice a petition signed by not less than five percent (5%) of the registered electors of the City of Mequon is filed with the City Clerk requesting a referendum on the question of the issuance of the Bonds, the Issuer will issue the Bonds without submitting the proposition for the electors’ approval. If such petition is filed as

aforesaid, then the Bonds shall not be issued until approved by a majority of the electors of the City of Mequon voting thereon at a general or special election.

Caroline Fochs, City Clerk
City of Mequon, Wisconsin

CERTIFICATION BY CITY CLERK

I, Caroline Fochs, duly sworn, hereby certify that I am the duly qualified and acting City Clerk of the City of Mequon, Wisconsin (the "City"), and as such I have in my possession, or have access to, the complete corporate records of the City and of its Common Council; that I have carefully compared the transcript attached hereto with the aforesaid records; and that said transcript attached hereto is a true, correct and complete copy of all the records in relation to the adoption of Resolution No. _____ entitled: INITIAL RESOLUTION REGARDING INDUSTRIAL DEVELOPMENT REVENUE BOND FINANCING FOR COPPS INDUSTRIES, INC. PROJECT

I hereby further certify as follows:

1. Said Initial Resolution was considered for adoption by the Common Council at a meeting held virtually on February 9, 2021. Said meeting was a _____ (*insert regular or special meeting*) of the Common Council and was held in open session.

2. Said Initial Resolution was on the agenda for said meeting and public notice thereof was given not less than twenty-four (24) hours prior to the commencement of said meeting in compliance with Section 19.84 of the Wisconsin Statutes, including, without limitation, by posting at City Hall, by notice to those news media who have filed a written request for notice of meetings, and by notice to the official newspaper of the City.

3. Said meeting was called to order by _____, who chaired the meeting. Upon roll, I noted and recorded that the following alderpersons were present:

_____	_____
_____	_____
_____	_____
_____	_____

and that the following alderpersons were absent:

_____	_____
_____	_____

I noted and recorded that a quorum was present. Various matters and business were taken up during the course of the meeting without intervention of any closed session. One of the matters taken up was said Initial Resolution, which was introduced, and its adoption was moved by

_____ and seconded by _____. Following discussion and after all alderpersons who desired to do so had expressed their views for or against said Initial Resolution, the question was called, and upon roll being called and the continued presence of a quorum being noted, the recorded vote was as follows:

AYE:

_____	_____
_____	_____
_____	_____
_____	_____

NAY:

_____	_____
_____	_____

ABSTAINED:

_____	_____
_____	_____

Whereupon the meeting chairperson declared said Initial Resolution adopted, and I so recorded it.

IN WITNESS WHEREOF, I have signed my name and affixed the seal of the City hereto on this 9th day of February, 2021.

[SEAL]

Caroline Fochs, City Clerk

Approved by: John Wirth, Mayor

Date Approved: February 9, 2021

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 9, 2021.

Caroline Fochs, City Clerk

[HUSCH BLACKWELL LLP WILL PUBLISH NOTICE OF PUBLIC HEARING ON BEHALF OF CITY ONCE PUBLIC HEARING DATE HAS BEEN SCHEDULED; NOTICE TO BE PUBLISHED AT LEAST 7 DAYS PRIOR TO PUBLIC HEARING]

NOTICE OF PUBLIC HEARING

Notice is hereby given, in compliance with requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended, that the City of Mequon, Wisconsin (the “City”), will hold a public hearing on _____, 2021 at _____ p.m., or as soon thereafter as the matter may be heard, at City Hall, 11333 North Cedarburg Road, Mequon, Wisconsin, regarding the proposed issuance of City of Mequon, Wisconsin Industrial Development Revenue Bonds, Series 2021 (Copps Industries, Inc. Project), in an aggregate amount not to exceed \$6,500,000 (the “Bonds”), pursuant to Section 66.1103 of the Wisconsin Statutes, to finance a project to be owned by Epoxy Properties, LLC, a Wisconsin limited liability company, and/or Copps Industries, Inc., a Wisconsin corporation, and/or a limited liability entity to be formed (collectively, the “Borrower”).

The Borrower’s project to be financed with the Bonds consists of the (i) acquisition of land, (ii) construction of an approximately 78,000 square foot facility on Lot 1, Commerce Drive located in the Mequon Business Park in the City of Mequon, Wisconsin (the “New Facility”) to be operated by Copps Industries, Inc. to manufacture industrial epoxy adhesives and coatings, (iii) acquisition and installation of equipment at the New Facility and (iv) payment of certain professional costs and costs of issuance. The Bonds will be special, limited obligations of the City and will not constitute an indebtedness of the City within the meaning of any state constitutional provision or statutory limitation or a charge against its general credit or taxing powers.

At the hearing, all persons will be afforded a reasonable opportunity to express their views, both orally and in writing, on the proposed Bonds and the location and nature of the project proposed to be financed. Comments made at the public hearing are for the consideration of the Common Council but do not bind any legal action to be taken by it.

Published: _____, 2021

Caroline Fochs, City Clerk
City of Mequon, Wisconsin

HUSCH BLACKWELL

Lynda R. Templen
Partner

511 North Broadway, Suite 1100
Milwaukee, WI 53202
Direct: 414-978-5505
Fax: 414-223-5000
Lynda.Templen@huschblackwell.com

January 29, 2021

Caroline Fochs, City Clerk
City of Mequon
11333 North Cedarburg Road
Mequon, WI 53092

Steve Sabatke
Underwriting Manager
Wisconsin Economic Development Corporation
201 West Washington Avenue, 6th Floor
Madison, WI 53149

**RE: \$6,500,000 City of Mequon, Wisconsin
Industrial Development Revenue Bonds, Series 2021
(Copps Industries, Inc. Project)**

Greetings:

We understand that in the near future, the Common Council of the City of Mequon, Wisconsin (the "City"), will take action on an Initial Resolution for industrial development revenue bond financing under Section 66.1103 of the Wisconsin Statutes on behalf of Epoxy Properties, LLC, a Wisconsin limited liability company, and/or Copps Industries, Inc., a Wisconsin corporation, and/or a limited liability entity to be formed.

Section 66.1103 of the Wisconsin Statutes requires that prior to the adoption of the Initial Resolution, a document containing a good faith estimate of the legal fees which will be paid from the bond proceeds must be filed with the City Clerk of the City and with the Wisconsin Economic Development Corporation. This letter is that document.

Estimating legal fees at this stage in the proceedings is difficult because many of the most significant factual matters which may affect legal costs are not known in detail at this time. The size and structure of the bond issue have not been finalized. These and other matters normally are negotiated and determined after the Initial Resolution is adopted. As a result, the scope and amount of work

January 29, 2021

Page 2

which the various parties may choose to refer to their lawyers can vary considerably as the economic aspects of the financing develop.

The relationship of these variables to an estimate of aggregate legal fees is evident from the principles which lawyers apply in charging fees for their services. Fees for services rendered by any Wisconsin lawyer should be consistent with, and grounded upon, the Rules of Professional Conduct for Attorneys of the American Bar Association, as currently enforced in Wisconsin. Those rules set forth the following basic guidelines:

A lawyer's fee shall be reasonable. Factors to be considered as guides in determining the reasonableness of a fee include the following:

- (1) The time and labor required, the novelty and the difficulty of the questions involved, and the skill requisite to perform the legal service properly.
- (2) The likelihood, if apparent to the client, that the acceptance of the particular employment will preclude other employment by the lawyer.
- (3) The fee customarily charged in the locality for similar legal services.
- (4) The amount involved and the results obtained.
- (5) The time limitations imposed by the client or by the circumstances.
- (6) The nature and length of the professional relationship with the client.
- (7) The experience, reputation and ability of the lawyer or lawyers performing the services.
- (8) Whether the fee is fixed or contingent.

The maximum principal amount of the bonds will not exceed \$6,500,000.

The following is a good faith estimate of the legal fees which will be paid from the proceeds of the bonds with respect to this financing:

January 29, 2021
Page 3

COUNSEL

FEE ESTIMATE

Bond Counsel

\$40,000 plus disbursements*

Counsel to the Eligible Participant

It is unknown whether the legal fees and disbursements of such counsel will be paid from the proceeds of the bonds

Attorneys who have not yet been identified who may be involved in the transaction, including, without limitation, counsel to any Trustee involved, any real estate counsel involved, and any counsel to the initial bond purchaser(s)

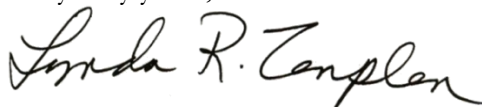
It is unknown whether the legal fees and disbursements of such counsel will be paid from the proceeds of the bonds

The actual fee charged by each of the lawyers acting in this matter may vary considerably from the estimates provided above. Without purporting to be exhaustive, the following are reasons why actual fees may be higher or lower than the estimate: (i) assumptions regarding the size, structure, complexity and timing of the bond financing may change; (ii) clients may alter the scope of their lawyers' engagement; (iii) parties may require legal opinions or legal advice beyond that normally requested in similar financings; and (iv) unforeseen legal problems may arise.

We are writing and filing this letter to comply with the requirements of Section 66.1103 of the Wisconsin Statutes. To the extent that we have estimated attorneys' fees other than our own, we did so on the basis of prior experience and information available to us at the time of writing this letter.

Please complete and return the receipt below by email. Thank you.

Very truly yours,



Lynda R. Templen

*Estimate only, based on par.

January 29, 2021
Page 4

The undersigned acknowledge receipt of the foregoing this _____ day of _____, 2021.

**WISCONSIN ECONOMIC DEVELOPMENT
CORPORATION**

By: _____
Steven Sabatke, Underwriting Manager

CITY OF MEQUON, WISCONSIN

By: _____
Caroline Fochs, City Clerk

Attachment: 4813-5721-4168.1 Fee Estimate Letter - Copps Industries (RESOLUTION 3803 : Copps Industries Inc IRB's)

Notice of Intent to Obtain a Municipal Industrial Revenue Bond

Section 66.1103 (4m) (a) 1 of the Wisconsin Statutes requires the person or business who intends to obtain an industrial revenue bond issue from a Wisconsin municipality to notify this intention to the Wisconsin Economic Development Corporation and to any collective bargaining agent in the state with whom the person or business has a collective bargaining agreement. This notification must occur at least 30 days prior to entering into the revenue agreement or signing the loan contract. The person or business must provide information on the number of full-time jobs that are expected to be eliminated, created, or maintained at the project site and elsewhere in Wisconsin as a result of the project which is the subject of this notice. The person or business named below hereby gives notice of intent to obtain an Industrial Revenue Bond pursuant to s. 66.1103 of the Wisconsin Statutes.

I. Project

A. Person: Greg Palmer
 Business: Copps Industries, Inc.
 Address: 10600 North Industrial Drive
 Post Office/ZIP: Mequon, WI 53092

B. Project site: City of Mequon, Wisconsin
 (Name of city, village or town in which the project is located)

C. Project type: ☐ Expansion at Present Location ☒ Relocation Within Same Municipality

☐ Relocation From Within State ☐ Relocation from Out-of-State ☐ New Business

☐ Branch-Wisconsin Operation ☐ Branch-Out-of-State Operation ☐

D. Maximum amount of IRB financing: \$6,500,000

II. Employment Estimates (to result within the next 3 years)

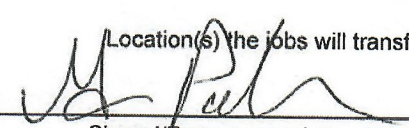
Number of Full-Time Jobs	Before Project	To Be Maintained	To Be Created	To Be Eliminated	Net Total Number of Jobs
A. <u>At the Project Site</u>	0	35*	10	-0-	45
B. <u>At All Other Wisconsin Operations</u>	35*	-0-	-0-	35*	-0-
C. <u>Net Totals</u>	35*	35*	10	-0-	45

D. Will any jobs transfer from one or more locations to the project site? Yes ☒ No ☐

Number of jobs to transfer: *35 jobs from existing sites in City of Mequon, Wisconsin will move to new Project Site

Location(s) the jobs will transfer from: (municipality)

City of Mequon, Wisconsin


 Signed/Person completing this form

Greg Palmer, President
 Name

1/29/2021
 Date

(262) 238-1700

Telephone Number



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-242-3100
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: Kaitlyn Krueger, Finance Director
DATE: February 9, 2021
SUBJECT: 2020 YTD Investment Report as of 12/31/20 & Portfolio Review Presentation by DANA Investment Advisors

Background

The City of Mequon Investment Policy requires that the Finance & Personnel Committee receive quarterly investment reports. The purpose of this report is to provide a means for committee members and staff to regularly review and monitor the City's investment position, and to demonstrate compliance with the City's Investment Policy.

The City is continuing to invest pursuant to the Investment Policy. The City's long-term funds are invested in a variety of instruments managed by Dana Investment Advisors. These investment instruments include US Agencies, corporate bonds, and mortgage-backed securities. The primary focus and order of priority is safety and preservation of principal, liquidity, and attaining a market rate of return.

The investments controlled by Dana, saw a quarterly end market value of \$9,078,402. After four quarters, this is an increase of \$35,490 from the 2019 year-end balance. This 0.39% increase is related to a change in unrecognized gains/losses. For comparison, the portfolio realized an increase of \$347,532 during the first four quarters of 2019. The three-year treasury at the end of the fourth quarter was 0.17%. The quarter-end weighted averages for the City's portfolio are:

	<u>Qtr 1 2020</u>	<u>Qtr 2 2020</u>	<u>Qtr 3 2020</u>	<u>Qtr 4 2020</u>
Average Yield to Maturity (%)	1.78	2.40	2.40	0.82
Average Maturity (Years)	2.58	2.72	3.00	4.03
Average Coupon (%)	2.45	2.47	2.46	2.28

The report also includes the City's cash position at the end of the third quarter. The City recognized \$6,088 of interest revenue in the three months ending December 31, 2020. Interest revenue saw a decrease of 13% from revenue recognized during the third quarter of 2020 due to a decrease in interest rates paid on the City's BMO Harris bank accounts.

It is staff's determination that for the quarter ended December 31, 2020, the City's individual portfolios and the combined portfolio continue to comply with both the City's investment policy and Wisconsin State Statue 66.0603.

A portfolio and economic update from the City's investment firm, DANA Investment Advisors, is also attached to this quarter's reports. Representatives from DANA will be present to give the Committee an overview of the City's portfolio performance during 2020 and what to expect moving forward through 2021.

Recommendation

None

Attachments:

Quarterly Investment Report 12-31-20 (PDF)

City of Mequon Portfolio Review as of 1-31-21 (PDF)

Cash/Money Market Accounts Quarter Ending 12/31/2020

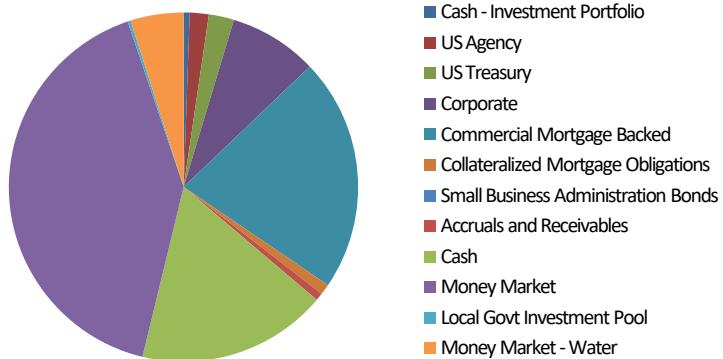
	Beg Balance	October				November				December			
		<u>Interest</u>	<u>Deposits</u>	<u>Withdrawls</u>	<u>Ending Balance</u>	<u>Interest</u>	<u>Deposits</u>	<u>Withdrawls</u>	<u>Ending Balance</u>	<u>Interest</u>	<u>Deposits</u>	<u>Withdrawls</u>	<u>Ending Balance</u>
General Bank Accounts													
Gen Check	4,119,149.11	-	2,020,942.88	3,666,236.11	2,473,855.88	-	3,026,661.12	3,120,458.79	2,380,058.21	-	1,514,550.10	2,199,027.80	1,695,580.51
Payroll	1,100.00	-	661,222.41	661,222.41	1,100.00	-	454,297.74	449,251.63	6,146.11	-	568,645.09	567,996.20	6,795.00
EMS	55,864.50	-	46,625.36	78.04	102,411.82	-	53,347.69	150,073.87	5,685.64	-	28,869.99	128.26	34,427.37
Revolving Loan	310,283.50	52.72	963.46	-	311,299.68	39.36	2,945.74	-	314,284.78	40.09	2,383.01	15,000.00	301,707.88
Total Gen Bank Accts	4,486,397.11	52.72	2,729,754.11	4,327,536.56	2,888,667.38	39.36	3,537,252.29	3,719,784.29	2,706,174.74	40.09	2,114,448.19	2,782,152.26	2,038,510.76
Money Markets													
Money Market	10,471,815.79	1,774.06	-	-	10,473,589.85	1,312.33	-	1,000,000.00	9,474,902.18	1,168.10	1,062,799.83	2,062,799.83	8,476,070.28
Th - Tax	-	-	-	-	-	-	-	-	-	-	34,204.23	-	34,204.23
Me - Tax	-	-	-	-	-	-	-	-	-	-	6,164,630.39	14,014.23	6,150,616.16
Gen - Tax	-	-	-	-	-	-	-	-	-	1,201.89	32,550,115.95	79,487.58	32,471,830.26
Total Money Market	10,471,815.79	1,774.06	-	-	10,473,589.85	1,312.33	-	1,000,000.00	9,474,902.18	2,369.99	39,811,750.40	2,156,301.64	47,132,720.93
Other Accounts													
LGIP	70,596.76	34.52	460,849.27	531,000.00	480.55	1.00	290,422.01	290,900.00	3.56	0.78	273,284.45	273,280.00	8.79
Money Market - Water (V	1,250,022.17	-	-	-	1,250,022.17	115.77	-	-	1,250,137.94	347.33	-	-	1,250,485.27
	-												
Total Other	1,320,618.93	34.52	460,849.27	531,000.00	1,250,502.72	116.77	290,422.01	290,900.00	1,250,141.50	348.11	273,284.45	273,280.00	1,250,494.06
Grand Total	16,278,831.83	1,861.30	3,190,603.38	4,858,536.56	14,612,759.95	1,468.46	3,827,674.30	5,010,684.29	13,431,218.42	2,758.19	42,199,483.04	5,211,733.90	50,421,725.75

City of Mequon

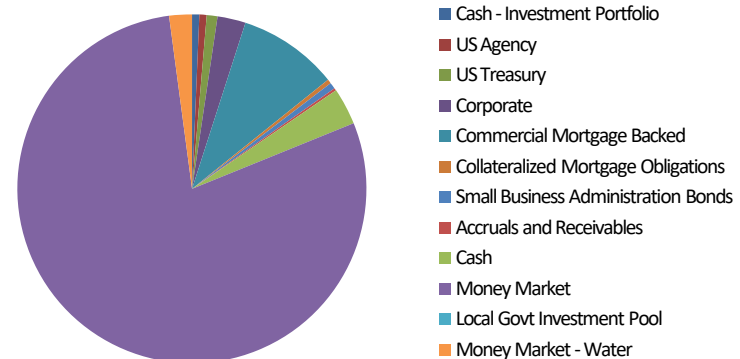
Distribution by Security Sector - Market Value

Security Sector	Market Value 9/30/2020	% of Portfolio 9/30/2020	Market Value 12/31/2020	% of Portfolio 12/31/2020
Cash - Investment Portfolio	146,157.72	0.57%	407,437.29	0.68%
US Agency	449,833.50	1.76%	400,052.00	0.67%
US Treasury	594,740.43	2.33%	591,758.55	0.99%
Corporate	2,092,573.25	8.20%	1,573,776.40	2.64%
Commercial Mortgage Backed	5,513,363.00	21.61%	5,530,426.46	9.27%
Collateralized Mortgage Obligations	249,507.63	0.98%	233,375.03	0.39%
Small Business Administration Bonds	-	0.00%	341,575.84	0.57%
Accruals and Receivables	182,722.11	0.72%	142,214.30	0.24%
Cash	4,486,397.11	17.59%	2,038,510.76	3.42%
Money Market	10,471,815.79	41.05%	47,132,720.93	79.03%
Local Govt Investment Pool	70,596.76	0.28%	8.79	0.00%
Money Market - Water	1,250,022.17	4.90%	1,250,485.27	2.10%
Total	25,507,729.47	100.00%	59,642,341.62	100.00%

Portfolio Holdings as of 9/30/2020



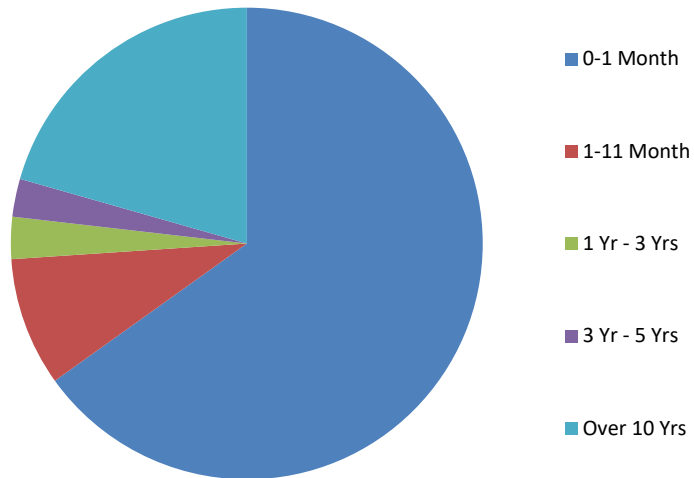
Portfolio Holdings as of 12/31/2020



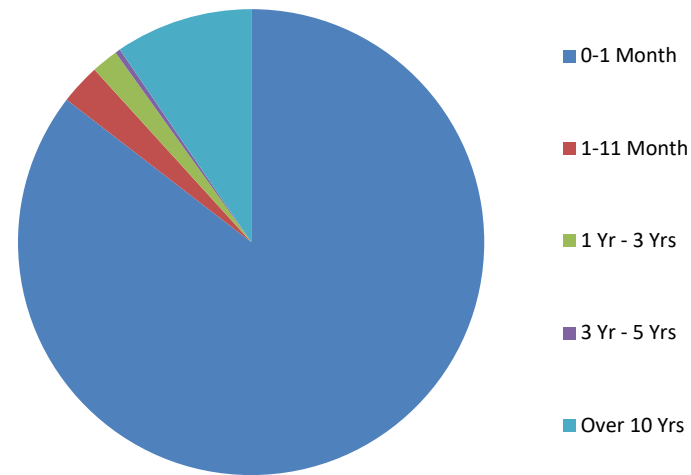
City of Mequon Distribution by Maturity - Market Value

Security Sector	Market Value 9/30/2020	% of Portfolio 9/30/2020	Market Value 12/31/2020	% of Portfolio 12/31/2020
0-1 Month	16,608,318.01	65.11%	50,971,377.34	85.46%
1-11 Month	2,253,544.09	8.83%	1,677,935.13	2.81%
1 Yr - 3 Yrs	731,267.34	2.87%	1,095,881.76	1.84%
3 Yr - 5 Yrs	666,667.50	2.61%	216,874.00	0.36%
Over 10 Yrs	5,247,932.53	20.57%	5,680,273.39	9.52%
Total	25,507,729.47	100.00%	59,642,341.62	100.00%

Portfolio Holdings as of 6/30/20



Portfolio Holdings as of 12/31/20



PORTFOLIO AND ECONOMIC UPDATE



AS OF JANUARY 31, 2021

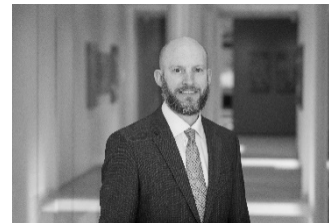
Table of Contents

3	Dana Investment Advisors Update
4	Investment Summary
5	Portfolio Summary
6	Market Updates
14	Portfolio Holdings
16	Dana Professional's Biographies
17	Important Disclosure Information

Contact



Ellen Roberts
Senior Vice President
(262) 780-6094
Ellen@DanaInvestment.com



Matthew Slowinski, CFA
Senior Vice President – Portfolio Manager
(262) 782-6091
Matt@DanaInvestment.com

Dana Investment Advisors was built on the belief that adhering to a defined investment process allows our professionals to focus on the fundamentals of consistent outperformance through security selection.



- Founded in 1980
- Employee-owned
- Equity, taxable and tax-exempt fixed income, and ESG asset manager
- \$7.185 billion of assets under advisement as of December 31, 2020
- Headquartered in Brookfield, Wisconsin

We've never wavered
from our goal of
providing above
market returns while
reducing volatility for
our clients.

- ✓ As of January 31, 2021, the total return since inception for the portfolio was 2.48%* versus the ICE BofA ML 1 Year Treasury Index 2.16%.
- ✓ Estimated dollar return of the portfolio over Wisconsin LGIP since inception through 01/31/2021 is \$ 212,806 †‡.
- ✓ As of December 31, 2020 the yield to maturity of the portfolio was 0.81% versus the WI LGIP of 0.10% and the portfolio's effective duration was 0.89.

† Wisconsin LGIP data through previous month - most recent data available. * Net of fees.

‡ Calculation uses quarter-end market value multiplied by the quarterly difference in total return(*) of City of Mequon and LGIP. Inception 04/10/2019.

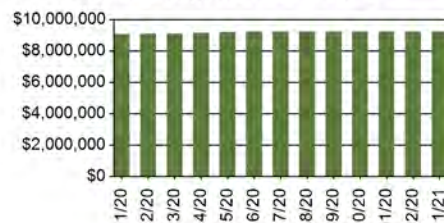
CITY OF MEQUON

PORTFOLIO SUMMARY

Account Activity 4/10/2019 to 1/29/2021

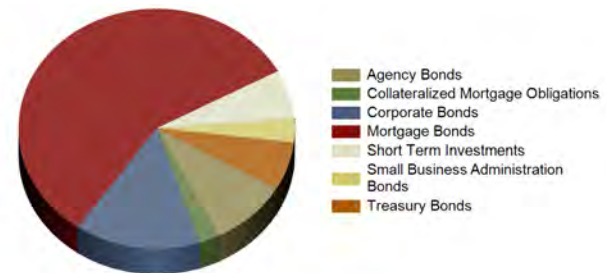
Portfolio Value on 04/10/2019	\$8,820,754.03
Contributions/Withdrawals	(\$8,976.98)
Investment Income	\$396,936.91
Unrealized Gain/Loss	(\$18,887.82)
Realized Gain/Loss	\$48,458.14
Change in Accrued Income	(\$6,429.82)
Portfolio Value on 01/29/2021	\$9,231,854.46
Total Gain	\$420,077.41

Account Value (\$) Over Last 12 Months



Portfolio Allocation

Summary as of 1/29/2021	Market Value	% Assets	Income	Current Yield
Short Term Investments	617,343	6.7	48	.0
Treasury Bonds	594,724	6.4	13,000	2.2
Agency Bonds	849,962	9.2	2,405	.2
Small Business Administration Bonds	290,381	3.2	1,900	.6
Mortgage Bonds	5,292,153	57.3	133,123	2.5
Corporate Bonds	1,369,756	14.8	37,119	2.7
Collateralized Mortgage Obligations	217,536	2.4	6,750	3.1
Total Portfolio	9,231,854	100.0	194,345	2.1



Unless Noted, Data Through January 31, 2021	Total Return (net of fees)			Bond Characteristics (gross of fees)			
	Unannualized Jan 2021	Calendar 2020	Average Annual Since Inception	Credit Quality	Yield to Worst	Average Coupon	Effective Duration
City of Mequon	0.13%	1.97%	2.48%	Aaa	0.68%	2.12%	0.81
ICE BofAML 1 Year Treasury Index	0.02%	1.82%	2.16%	Aaa	0.11%	1.38%	0.99
ICE BofAML 1-3 Year Treasury Index	0.01%	3.10%	3.14%	Aaa	0.14%	1.52%	1.90
Wisconsin LGIP †	-	0.49%	1.17%	-	0.10%	-	-
City of Mequon \$ over LGIP ‡	\$ 212,806 ‡						

† Wisconsin LGIP data through previous month - most recent data available. * Net of fees.

‡ Calculation uses quarter-end market value multiplied by the quarterly difference in total return(*) of City of Mequon and LGIP. Inception 04/10/2019.

ECONOMIC & MARKET UPDATE

2020 IS BEHIND YOU, BUT IT WON'T LET GO

The Economic Rebound

- Econ indicators are solid
 - ISM Manufacturing at 60+ for December
 - GDP tracking to 5% for Q4, 5.9% 2021
- The Fed is out of the way
- Powell is willing to overshoot 2% core inflation...
- Potential megatrend pivot on long-term inflation in era of deflation

The Virus is a Game-Changer

- Shrinking of footprints, de-urbanization, millennial homebuying
- Consumer savings spike
- Remote meetings, learning, marketing
- Capex in technology, digitization
- Keyword: decentralize

Vaccines and Herd Immunity?

- Treatment protocols
- Testing continues, hospitalizations, deaths rise
- "Lockdowns don't work" vs Action Bias
- Three vaccines approved, more coming

The Election...

- Senate goes 50/50, like the Supreme Court, will have nuance
- Trump leaves as he came in, a flurry of theater
- Election outcomes drive big asset flows and investment bets
 - There is a lot of liquidity in the markets!
 - Sidelines cash waiting for clarity and sign of "all clear"

Questions for the New Year

- How long until normal?
- Roaring 20s redux?
- What will road to normal look like?

ECONOMIC & MARKET UPDATE

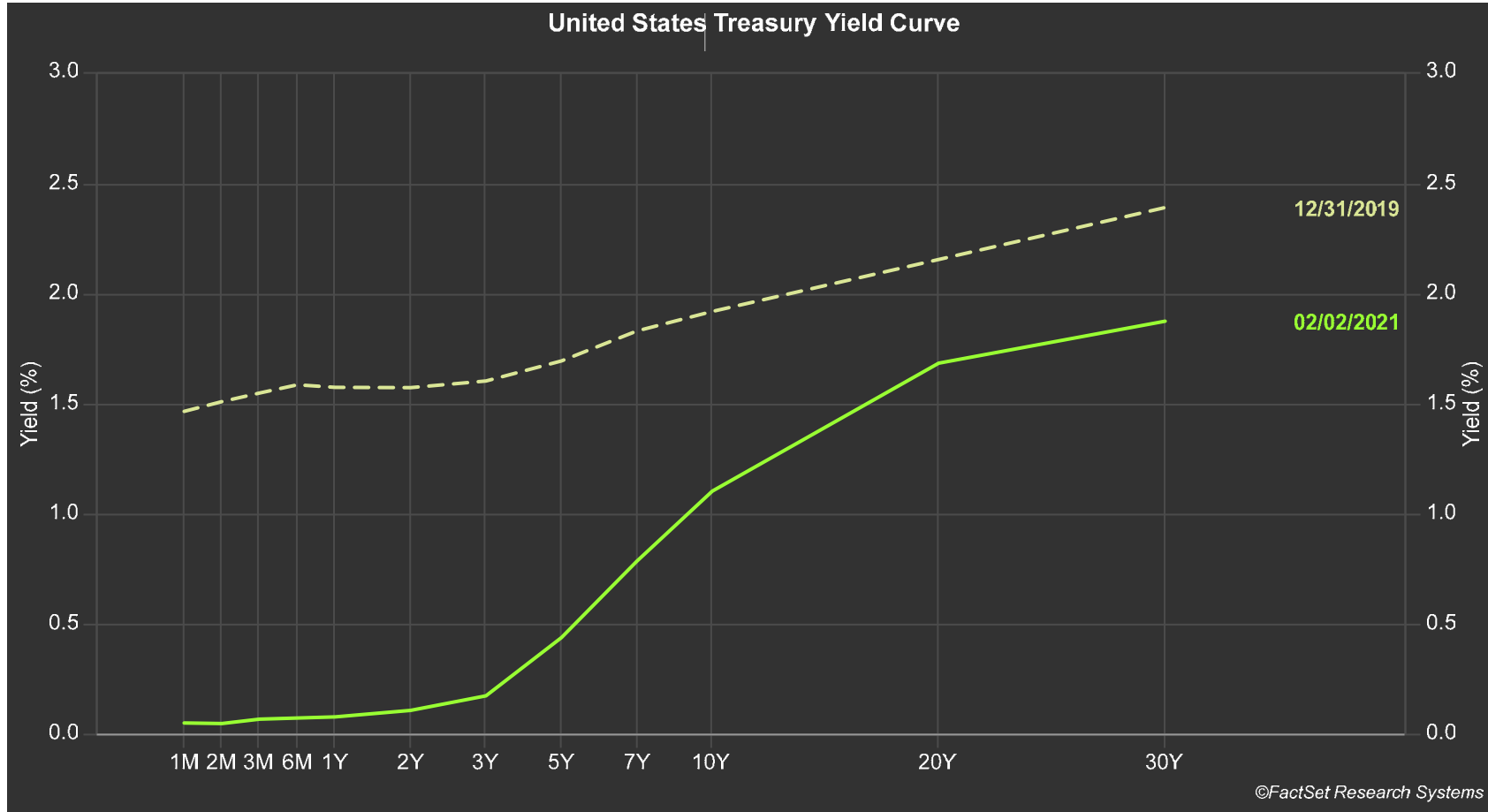
CENTRAL BANK AND EUROPEAN CENTRAL BANK POLICY RATES AND YIELDS

Attachment: City of Mequon Portfolio Review as of 1-31-21 (5937 : 2020 YTD Investment Report & Review

	Policy Rate ‡	Data as of February 02, 2021 †							
		6M	1Y	2Y	3Y	5Y	7Y	10Y	30Y
United States	0.25	0.08	0.08	0.11	0.18	0.44	0.79	1.11	1.88
New Zealand	0.25	n/a	n/a	0.23	n/a	0.47	n/a	1.22	n/a
Australia	0.10	n/a	0.04	0.11	0.11	0.40	0.77	1.16	90.52
Canada	0.25	0.09	0.13	0.14	n/a	0.43	0.55	0.90	1.49
Italy	(0.50)	(0.42)	(0.45)	(0.33)	(0.20)	0.07	0.29	0.65	1.53
United Kingdom	0.10	0.01	(0.14)	(0.09)	(0.07)	(0.01)	0.12	0.35	0.93
Sweden	0.00	(0.15)	n/a	(0.36)	n/a	(0.18)	(0.08)	0.12	n/a
Spain	(0.50)	n/a	n/a	(0.53)	(0.46)	(0.35)	(0.20)	0.11	0.97
Portugal	(0.50)	(0.82)	(0.77)	(0.67)	(0.61)	(0.43)	(0.24)	0.06	n/a
Japan	(0.10)	(0.11)	(0.12)	(0.12)	(0.13)	(0.11)	(0.07)	0.05	0.67
Ireland	(0.50)	(0.66)	(0.67)	(0.67)	(0.63)	(0.54)	(0.44)	(0.16)	0.39
France	(0.50)	(0.62)	(0.62)	(0.62)	(0.67)	(0.62)	(0.50)	(0.25)	0.49
Belgium	(0.50)	n/a	(0.65)	(0.71)	(0.69)	(0.64)	(0.49)	(0.30)	0.46
Finland	(0.50)	n/a	n/a	n/a	n/a	(0.64)	n/a	(0.32)	n/a
Denmark	0.05	n/a	n/a	(0.58)	(0.61)	(0.56)	n/a	(0.38)	n/a
Austria	(0.50)	(0.63)	(0.67)	(0.70)	(0.67)	(0.66)	(0.53)	(0.39)	0.18
Netherlands	(0.50)	n/a	(0.63)	(0.69)	(0.72)	(0.67)	(0.60)	(0.42)	0.03
Switzerland	(0.75)	n/a	(0.73)	(0.77)	(0.73)	(0.64)	(0.57)	(0.43)	(0.22)
Germany	(0.50)	(0.63)	(0.65)	(0.72)	(0.75)	(0.71)	(0.66)	(0.48)	(0.04)

ECONOMIC & MARKET UPDATE

TREASURY YIELD CURVE



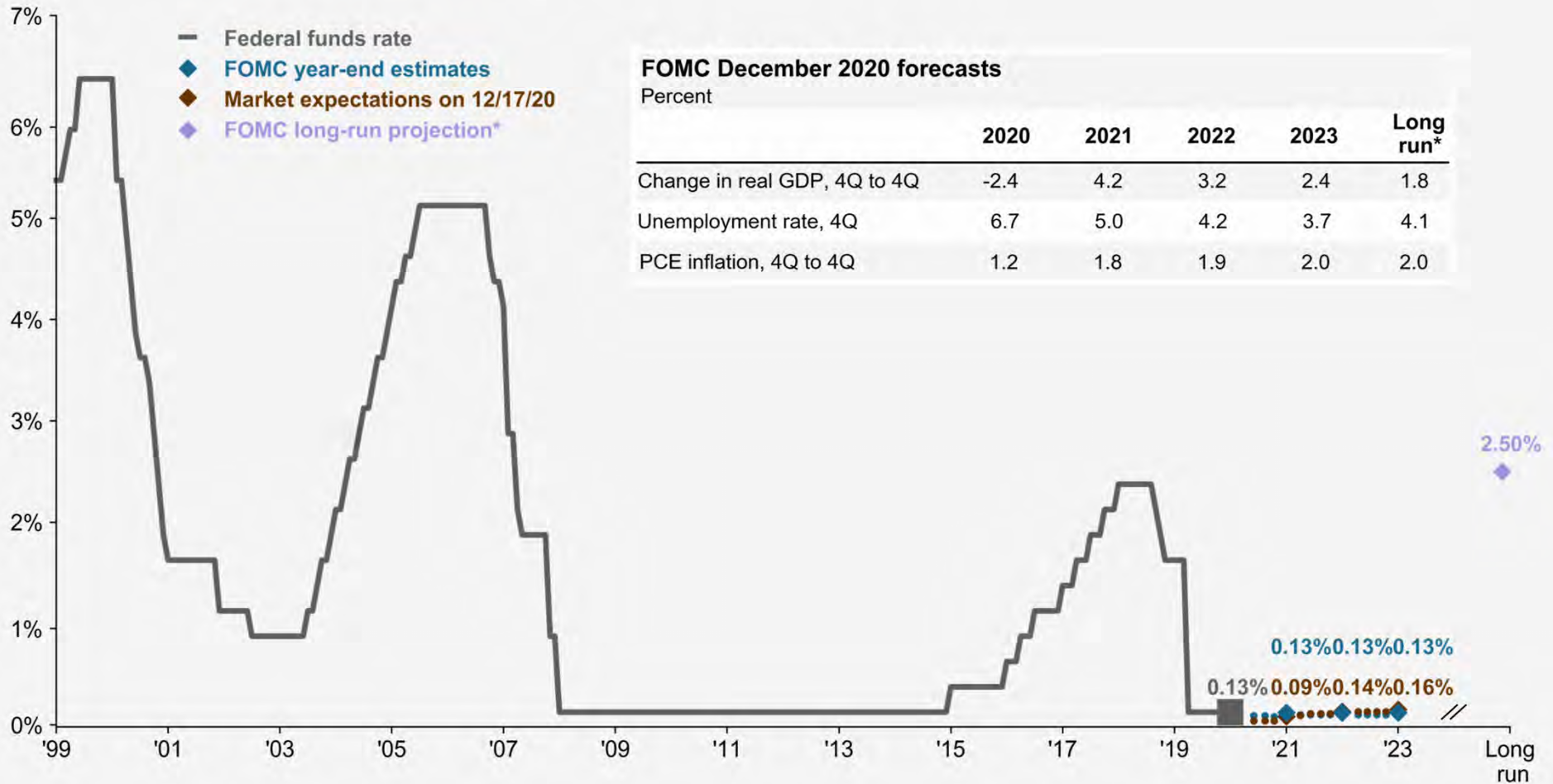
Attachment: City of Mequon Portfolio Review as of 1-31-21 (5937 : 2020 YTD Investment Report & Review

ECONOMIC & MARKET UPDATE

FED FUNDS AND INTEREST RATES

Federal funds rate expectations

FOMC and market expectations for the federal funds rate



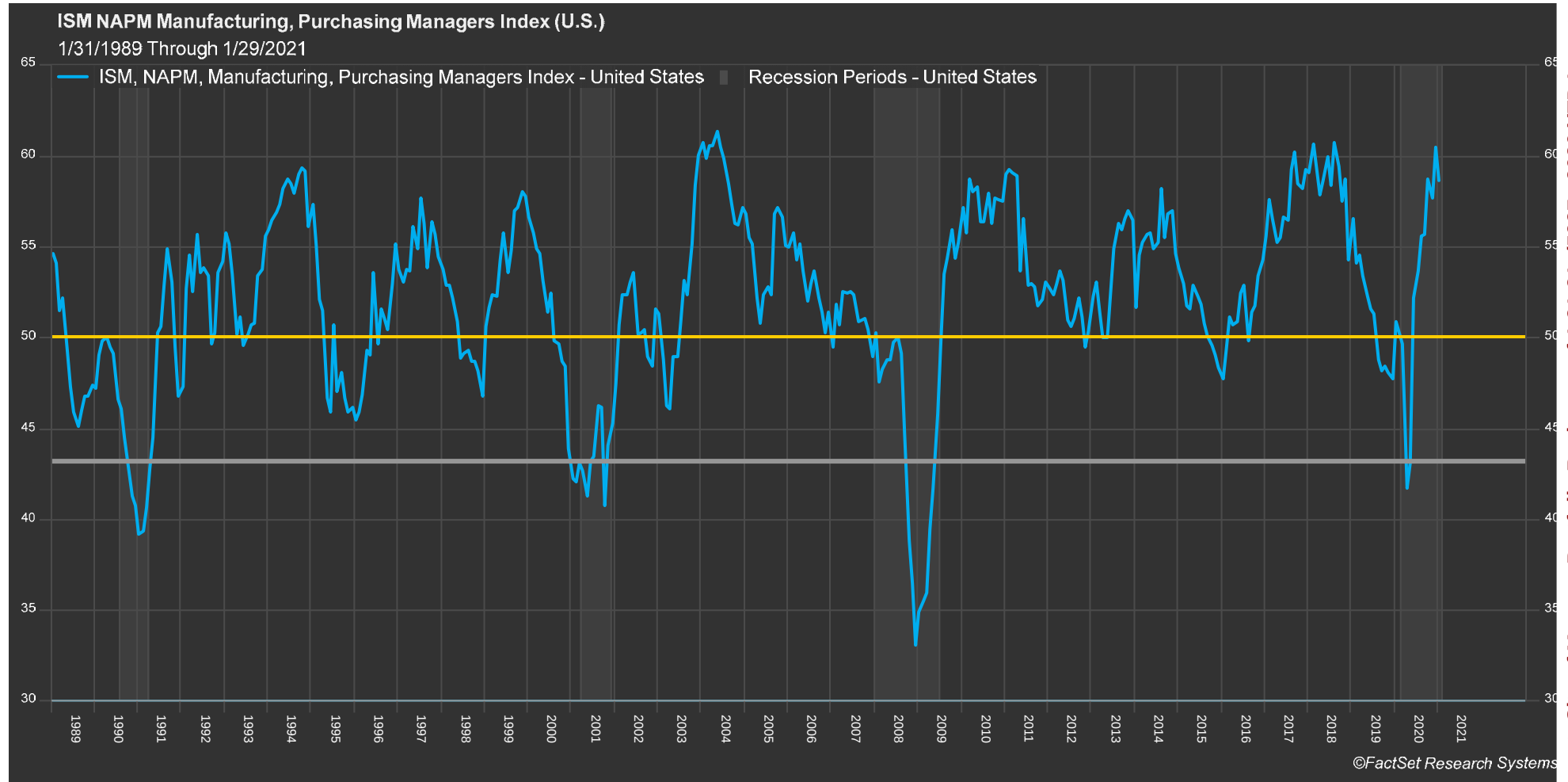
ECONOMIC & MARKET UPDATE

ISM MANUFACTURING PURCHASING MANAGERS INDEX (PMI®)

The January 2021 PMI® registered 58.7 percent, a decrease of 1.8 percentage points from the December reading of 60.5 percent. ⁽¹⁾

The January 2020 New Orders Index registered 61.1 percent, a decrease of 6.4 percentage points from the December reading of 67.5 percent. ⁽¹⁾

Note the historic volatility in the manufacturing PMI® and how this indicator has slumped well below 50 ⁺ even during periods of strong economic expansion. ⁽¹⁾
Two examples of this occurred in 1995 and 2003.

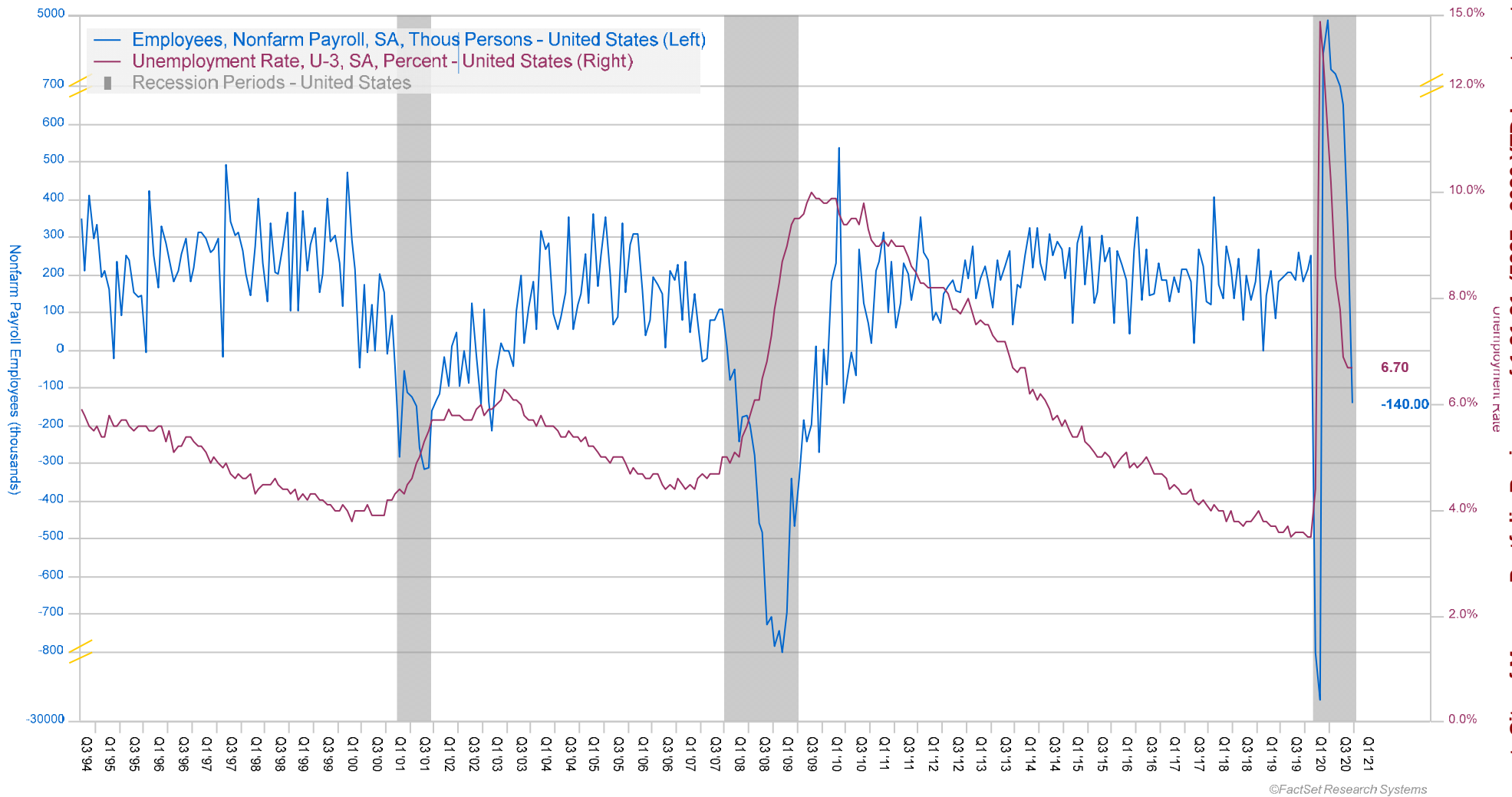


*A PMI® reading above 50 percent indicates that the manufacturing economy is generally expanding; below 50 percent indicates that it is generally declining. A PMI® above 43.2 percent, over a period of time, indicates that the overall economy, or gross domestic product (GDP), is generally expanding; below 43.2 percent, it is generally declining ⁽¹⁾.

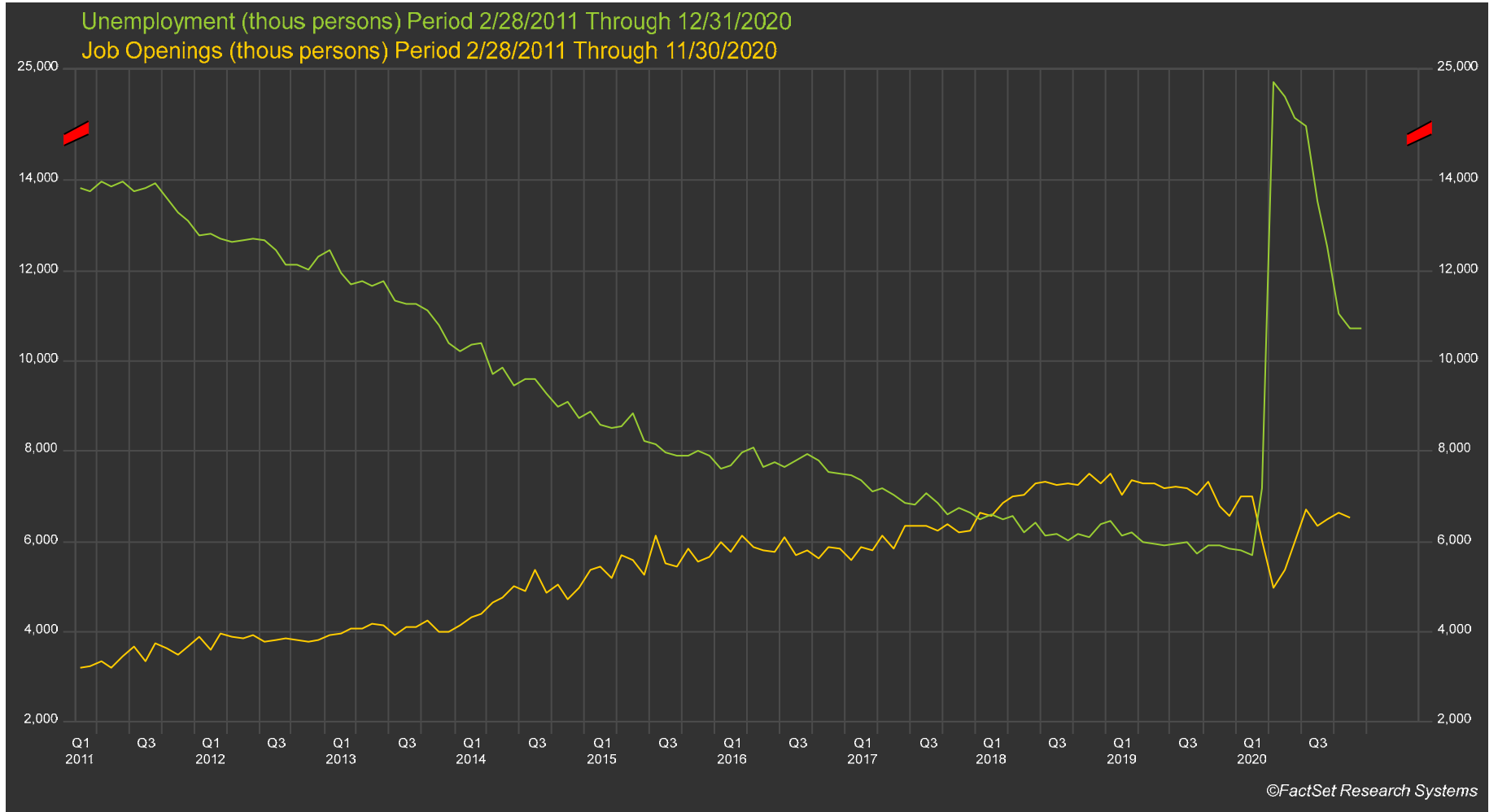
ECONOMIC & MARKET UPDATE

NET NEW JOB FORMATION AND THE UNEMPLOYMENT RATE

U.S. Change in Nonfarm Employment (thous) and Unemployment Rate (%): 9/30/1994 through 12/31/2020



ECONOMIC & MARKET UPDATE



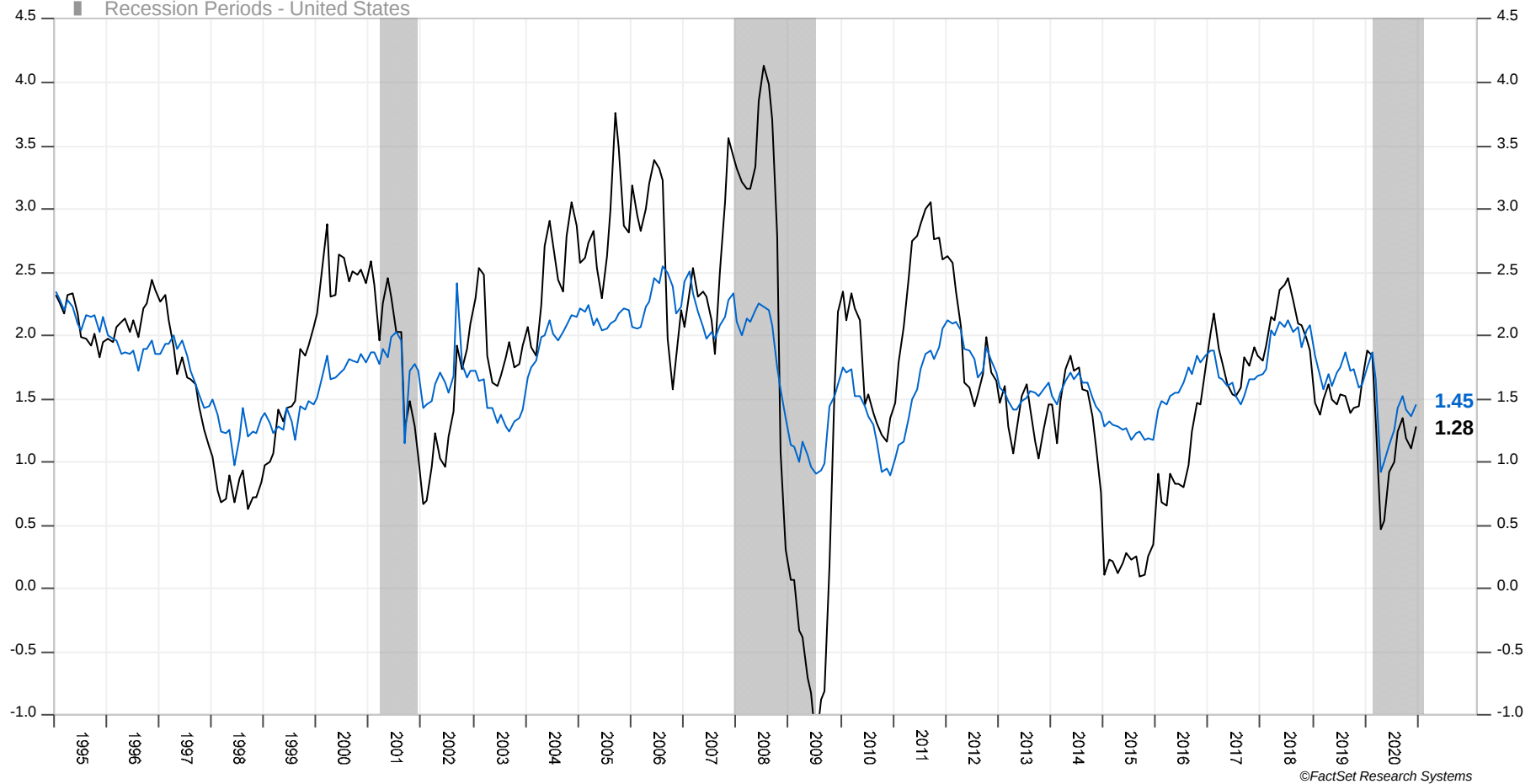
ECONOMIC & MARKET UPDATE

PCE – HEADLINE AND CORE

Inflation: Personal Consumption Expenditure (PCE) Index

1/31/1995 Through 12/31/2020

- PCE, Price Index, 2009=100, SA, Index - U.S. (12/31/2020)
- PCE, Excl. Food And Energy, Price Index, 2009=100, SA, Index - U.S. (12/31/2020)
- Recession Periods - United States



Personal Consumption Expenditures (PCE), or the PCE price index, is a statistic compiled and released quarterly by the U.S. Bureau of Economic Analysis (BEA) [http://bea.gov/] that synthesizes a host of data, chief among them the U.S. Producer and Consumer Price indices. The PCE price index measures the price fluctuations and related consumer behavior for all domestic consumption of durable and non-durable goods and services targeted toward individuals and households. The PCE "core index", however, excludes the more volatile components of food and energy. Personal consumption is divided into two key categories: goods and services. The category of "goods" is further broken down into "durable" goods, which are big-ticket items (refrigerators, television sets, cars, mobile phones, etc.) that will last more than three years, and "non-durable" goods that are more transitory (e.g., cosmetics, fuel, clothing, etc.).

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PCE not only measures underlying inflationary pressures, it also reflects whether the consumer is doing his or her part to propel economic growth. Because three-fourths of Gross Domestic Product (GDP) is consumer spending, the PCE index is a key indicator for investors to analyze the overall state and direction of the economy. Definition Source: <https://www.merriam-webster.com/dictionary/pce>. Update Schedule: <https://www.bea.gov/data/personal-consumption-expenditures-price-index>.

Next Release 02/26/2021. FactSet graph refreshed with most recent data on 02/02/2021.

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



5.1.b

Report as of: 01/29/2021

Portfolio: 3876 - City of Mequon

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash							
Cash Equivalents							
	000009	Cash - Money Fund		453,146.40	4.92	.00	.01
22,913.93	SNVXX	Schwab Govt Money Fund	1.00	22,913.93	.25	.00	.01
Total Cash Equivalents				476,060.33	5.17	.00	.01
Total Cash				476,060.33	5.17	.00	.01
Bonds							
Adjustable Rate - SBAs							
292,271.04	83164MER6	SBA 510044 0.65% Due 08/25/2039	99.24	290,036.33	3.15	344.63	.66
Total Adjustable Rate - SBAs				290,036.33	3.15	344.63	.66
Adjustable Rate Mortgages							
166,086.38	31300L7C3	FH 848991 2.396% Due 12/01/2042	103.58	172,032.94	1.87	668.97	2.31
97,477.72	31300MJE4	FH 849261 2.615% Due 02/01/2043	103.68	101,063.93	1.10	469.34	2.52
147,043.96	3140JAPE2	FN BM5820 2.968% Due 03/01/2043	104.04	152,983.50	1.66	363.69	2.85
317,914.60	3140JAW61	FN BM6068 3.243% Due 03/01/2044	104.98	333,753.74	3.63	859.16	3.09
242,420.50	31288QEZ9	FH 841052 2.349% Due 07/01/2044	103.00	249,702.57	2.71	955.91	2.28
330,067.88	3140JBCJ3	FN BM6372 2.535% Due 10/01/2044	103.70	342,283.36	3.72	697.27	2.44
156,650.78	31288QCL2	FH 840975 2.486% Due 11/01/2044	103.43	162,027.03	1.76	679.04	2.40
136,438.47	31300M4X8	FH 849838 2.308% Due 10/01/2045	103.31	140,947.76	1.53	542.69	2.23
227,885.01	31347A7L2	FH 840899 2.662% Due 11/01/2045	103.70	236,314.48	2.57	1,033.02	2.57
187,772.72	3140JAWW4	FN BM6060 2.013% Due 01/01/2046	103.25	193,868.57	2.11	314.99	1.95
269,570.66	3140J9TD3	FN BM5047 2.646% Due 03/01/2046	103.75	279,690.35	3.04	594.40	2.55
314,625.82	31347APT5	FH 840434 2.411% Due 10/01/2046	103.70	326,264.46	3.55	1,274.01	2.32
128,464.62	31288QBZ2	FH 840956 2.731% Due 11/01/2046	103.88	133,446.22	1.45	589.78	2.63
165,054.82	3140JAW53	FN BM6067 2.454% Due 11/01/2046	103.41	170,685.50	1.85	337.54	2.37
356,668.76	31288QGA2	FH 841093 2.193% Due 01/01/2047	103.45	368,966.34	4.01	1,325.10	2.12
164,734.63	3140JAV62	FN BM6036 2.285% Due 04/01/2047	103.17	169,953.59	1.85	313.68	2.21
249,695.56	31288QET3	FH 841046 2.441% Due 10/01/2047	103.41	258,207.68	2.81	1,055.38	2.36
292,224.58	31288QGX2	FH 841114 2.825% Due 11/01/2047	103.80	303,343.14	3.30	1,419.99	2.72
429,625.81	3140JBGL4	FN BM6502 2.89% Due 09/01/2048	104.18	447,602.21	4.86	1,034.68	2.77
391,189.29	3140JBD60	FN BM6424 2.817% Due 10/01/2048	104.11	407,269.13	4.43	918.32	2.71
189,985.70	3622AAGQ1	G2 784807 2.472% Due 08/20/2049	103.71	197,036.07	2.14	391.37	2.38
Total Adjustable Rate Mortgages				5,147,442.57	55.94	15,838.33	2.50
Fixed Rate Agency							
400,000	3135GA6D8	FANNIE MAE 0.32% Due 12/15/2023	100.09	400,356.00	4.35	163.56	.32
Total Fixed Rate Agency				400,356.00	4.35	163.56	.32
Fixed Rate CMOs							
215,662.46	3137BDDC7	FHMS K716 A2 3.13% Due 06/25/2021	100.61	216,973.69	2.36	562.52	3.11
Total Fixed Rate CMOs				216,973.69	2.36	562.52	3.11
Fixed Rate Corps							
225,000	404280AV1	HSBC HOLDINGS PLC 3.4% Due 03/08/2021	100.31	225,693.00	2.45	3,038.75	3.39
220,000	166764BG4	CHEVRON CORP 2.1% Due 05/16/2021	100.38	220,836.00	2.40	962.50	2.09
225,000	63254AAR9	NATIONAL AUSTRALIA BK/NY 1.875% Due 07/12/2021	100.73	226,635.75	2.46	222.66	1.86
260,000	064159FL5	BANK OF NOVA SCOTIA 2.8% Due 07/21/2021	101.20	263,117.40	2.86	202.22	2.77
200,000	09247XAJ0	BLACKROCK INC 3.375% Due 06/01/2022	104.10	208,206.00	2.26	1,125.00	3.24
200,000	06367WHH9	BANK OF MONTREAL 3.3% Due 02/05/2024	108.25	216,490.00	2.35	3,226.67	3.05
Total Fixed Rate Corps				1,360,978.15	14.79	8,777.80	2.73
Fixed Rate Mortgages							
32,620.55	3138EJRP5	FN AL2293 4.271% Due 06/01/2021	101.03	32,957.49	.36	.00	4.23
94,978.65	3138EHX49	FN AL1598 3.401% Due 03/01/2022	100.99	95,914.29	1.04	.00	3.37
Total Fixed Rate Mortgages				128,871.78	1.40	.00	3.59

Attachment: City of Mequon Portfolio Review as of 1-31-21 (5937 : 2020 YTD Investment Report & Review Presentation by DANA Investments)

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



5.1.b

Report as of: 01/29/2021

Portfolio: 3876 - City of Mequon

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Notes/Bills							
200,000	9128284W7	US TREASURY N/B 2.75% Due 08/15/2021	101.45	202,898.40	2.20	2,525.82	2.71
375,000	912828M80	US TREASURY N/B 2% Due 11/30/2022	103.47	388,022.63	4.22	1,277.47	1.93
Total Notes/Bills				590,921.03	6.42	3,803.29	2.20
Step Coupon Agency							
450,000	3130AKV78	FEDERAL HOME LOAN BANK 0.25% Due 08/12/2025	99.88	449,442.00	4.88	.00	.25
Total Step Coupon Agency				449,442.00	4.88	.00	.25
Total Bonds				8,585,021.55	93.29	29,490.13	2.26
Total Portfolio				9,061,081.88			
Paydown Receivable				141,282.45			
Interest Accrued				29,490.13			
Dividends Accrued				0.00			
Total Portfolio with Accruals & Receivables				9,231,854.46			

Attachment: City of Mequon Portfolio Review as of 1-31-21 (5937 : 2020 YTD Investment Report & Review Presentation by DANA Investments)

DANA INVESTMENT ADVISORS

FIXED INCOME TEAM BIOGRAPHIES



J. JOSEPH VERANTH, CFA

Chief Investment Officer and Portfolio Manager

Joe joined Dana Investment Advisors in December 1994. He graduated from Northwestern University with a BA in Humanities in 1984. Joe earned an MBA in Finance and International Business from the Stern School of Business at New

York University in 1991. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.



BRIAN V. LEHKY

Senior Vice President, Portfolio Manager

Brian joined Dana Investment Advisors in June 2008. He graduated from Marquette University with a BS in Finance in 1999. Brian has been in the investment industry since 2006, with credit analysis experience with a focus on municipal credits.

Prior to joining Dana, he worked for Stifel, Nicolaus & Company as a Vice President in their Fixed Income Group.



MATTHEW R. SLOWINSKI, CFA

Senior Vice President, Portfolio Manager

Matt joined Dana Investment Advisors in March 2008. He graduated from the University of Wisconsin-Milwaukee with a BBA in Finance in 2003 and earned an MBA from The Pennsylvania State University in 2009. Matt has been in the investment

industry since 2003. Prior to joining Dana, he worked for Wells Fargo Funds Management Group and Wells Capital Management. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.



ROBERT LEUTY, CFA

Director of Fixed Income and Portfolio Manager

Rob joined Dana Investment Advisors in October 2002. He graduated from the University of Wisconsin-Madison with a BBA in Accounting in 1988. Rob earned an MBA in Finance from the University of St. Thomas in 1994. He is a CFA

charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.



NOAMAN SHARIEF

Senior Vice President, Portfolio Manager

Noaman joined Dana Investment Advisors in June 2008. He graduated from the University of Illinois at Urbana-Champaign with a BS and earned an MBA in Finance from the University of Wisconsin-Milwaukee (UWM). Noaman has been in the investment

industry since 2002. He currently teaches a graduate level course as an adjunct lecturer at UWM, as well as serves as a board member on their Investment Management Certificate Program. He also serves as a member of the board of directors of Waukesha County Crimestoppers and is a member of the Board of Directors of the Elmbrook Rotary Club.

Dana Investment Advisors, Inc. is an independent federally registered investment adviser providing equity and fixed income investment management service to a broad range of clients. All data is presented in U.S. Dollars. Portfolio Characteristics, Performance Report, Portfolio Holdings, and Sector Distributions reflect applicable investment holdings as of market close on the date indicated. Returns presented are exclusive of investment management and custodial fees, and net of transaction costs. Investment management fees would reduce the returns presented, for example: on a one-million dollar portfolio with an advisory fee of .75% earning a 10% return, the total compounded advisory fee over a five year period would be \$50,368. The resulting average annual return for the period would therefore be 9.17%. All returns were calculated on a time weighted total return basis. Performance does include the accrual of income and the reinvestment of dividends and interest received.

During various market cycles, the strategies discussed herein have demonstrated portfolio characteristics and returns that have been both more and less volatile than that of the comparable index. Indices shown were selected because they demonstrated a broad range of characteristics, some of these characteristics being deemed useful for limited comparison purposes only. Historical performance results for investment indices and/or categories have been provided for general comparison purposes only, and generally do not reflect the deduction of transaction and/or custodial charges, the deduction of an investment management fee nor the impact of taxes, the incurrence of which would have the effect of decreasing historical performance results. It should not be assumed that your account holdings do or will correspond directly to any comparative indices.

While data contained herein was gathered from sources deemed reliable, the accuracy of the data presented cannot be guaranteed. Please remember that past performance may not be indicative of future results. Different types of investments involve varying degrees of risk, and there can be no assurance that the future performance of any specific investment or investment strategy made reference to directly or indirectly in this report, will be profitable, equal any corresponding indicated historical performance level(s), or will continue to be suitable for your portfolio. Due to various factors, including changing market conditions, the content of this report may no longer be reflective of current opinions, positions, investments or account allocations. Moreover, you should not assume that any discussion or information contained in this report serves as the receipt of, or as a substitute for, personalized investment advice from Dana Investment Advisors Inc.

Dana Investment Advisors is not a custodian. Clients should be receiving detailed statements from their custodian at least quarterly. While Dana Investment Advisors regularly reconciles to custodian information, we encourage clients to review their custodian statement(s). The market prices shown on these pages represent the last reported sale on the stated report date as to listed securities or the bid price in the case of over-the-counter quotations. Prices on bonds and some other investments are based on round lot price quotations and are for evaluation purposes only and may not represent actual market values. Bonds sold on an odd lot basis (less than \$1 million) may have a dollar price lower than the round lot quote. Where no regular market exists, prices shown are estimates by sources considered reliable by Dana Investment Advisors, Inc. While the prices are obtained from sources we consider reliable, we cannot guarantee them.

Please remember to contact Dana Investment Advisors, Inc. at (800) 765-0157, or P.O. Box 1067 Brookfield, WI 53008 with any questions or if there are any changes in your personal financial situation or investment objectives for the purpose of reviewing, evaluating, and revising any previous recommendations or investment services. Please also advise Dana if you would like to impose, add, or modify any reasonable restrictions to your account. A copy of Dana's current Form ADV Brochure detailing a complete list of Dana's advisory services and fees continues to remain available for your review upon request.

Current List of Holdings: The market prices shown on these pages represent the last reported sale on the stated report date as to listed securities or the bid price in the case of over-the-counter quotations. Prices on bonds and some other investments are based on round lot price quotations and are for evaluation purposes only and may not represent actual market values. Bonds sold on an odd lot basis (less than \$1 million) may have a dollar price lower than the round lot quote. Where no regular market exists, prices shown are estimates by sources considered reliable by Dana Investment Advisors. While the prices are obtained from sources we consider reliable, we cannot guarantee them. Dana Investment Advisors is not a custodian. Clients should be receiving detailed statements from their custodian at least quarterly. While Dana Investment Advisors regularly reconciles to custodian information, we encourage clients to review their custodian statement(s).



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Office of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: Kaitlyn Krueger, Finance Director
DATE: February 9, 2021
SUBJECT: Request for Proposals (RFP) - Banking Services

Background

The City has partnered with BMO Harris Bank since March 2015. Attached for the Committee's review is a Request for Proposals (RFP) for banking services. In line with best practices requiring periodic evaluation of such services, City staff will be assessing proposals to determine if the current banking arrangement is the most cost effective for the services provided or if another financial institution offers better value. As shown in the schedule of events in the RFP, proposals will be due March 17, in advance of awarding a contract in early April.

Recommendation

City staff is seeking feedback and input from the Finance-Personnel Committee on the draft RFP, which includes an in-depth scope of services required from the proposing financial institutions. Pending the incorporation of any modifications proposed by the Committee, the RFP will be distributed and posted publicly beginning on February 10.

Attachments:

2020 City of Mequon RFP - Banking Services (DOCX)
Exhibit A - Services Proposal Form (DOCX)

CITY OF MEQUON, WISCONSIN



REQUEST FOR PROPOSAL

Banking Services

February 2021

CONTACT INFORMATION	
Finance Director	Kaitlyn Krueger
E-Mail	kkrueger@ci.mequon.wi.us
Website	www.ci.mequon.wi.us
Mailing Address	City of Mequon Finance Department 11333 N Cedarburg Road Mequon, WI 53092

I. GENERAL INFORMATION

The City of Mequon is requesting proposals from qualified banking institutions that can provide the City with comprehensive, high-quality banking services, competitive pricing, and a strong working relationship. The City intends to award an initial five-year contract period with the option to extend the contract for up to one additional five-year period.

Proposal documents are available from the City of Mequon, Attn: Kaitlyn Krueger, Finance Director, 11333 N Cedarburg Rd, Mequon, Wisconsin 53092; Phone: 262-236-2955; E-mail: kkrueger@ci.mequon.wi.us. Proposal documents and any addenda may also be accessed online through www.ci.mequon.wi.us. Select the Request for Proposals' tab, then select the RFP titled: 'Banking Services'. Sealed proposals should be delivered to the Finance Department at the address listed above and will be accepted until the proposal deadline of 4:00 p.m. on March 17, 2021. Late proposals will be rejected.

II. SCOPE OF SERVICES

As indicated above, Mequon is soliciting proposals from financial institutions for banking services. The major requirements and services categories are described below.

a. Required Accounts

1. General Account

This account is the City's general operating account and receives most City deposits. All checks are written on this account. Computer prepared check disbursements are made through this account. Currently, checks are prepared biweekly. Account Reconciliation and Positive Pay services are required on this account. The City's incoming and outgoing wire transfers and ACH's are processed through this account. The purpose of this account is to concentrate the cash daily. Service fees for all other City accounts will be charged against this account.

2. Payroll Account

The City's Payroll account supports 26 biweekly payrolls per year, plus occasional supplemental payrolls. All City employees are paid through automatic direct deposit. This account will be used solely to process payroll disbursements to City employees. Account Reconciliation and Positive Pay services are required on this account. No deposits are made directly to this account. A block to prevent ACH debits is necessary. Service fees for this account should be charged to the General Account.

Employees must be allowed to split their paychecks in up to four different accounts bi-weekly. All employees must be able to access their funds by 12:01 a.m. local time on payday (normally Fridays). Currently, the City delivers direct deposit files by noon local time on Wednesday for the Friday payday. The City desires to maintain these scheduled

timeframes, with delivery of the direct deposit data to the banking institution via electronic means. The timetable for each pay period is such that the direct deposit transmission must be bank-processed in a “TIME CRITICAL” manner. The bank will arrange for ACH set-up and ample pre-note days prior to the first payday after any contract begins.

3. Flexible Spending Benefit Plan

An account has been established for the City's Flexible Spending Benefit Plan, which is not a zero-balance account. Monthly balances average approximately \$30,000. This is not an interest-bearing account. Deposits are made to this account on the date of each bi-weekly payroll through a transfer from the General Account. ACH and check disbursements are made from the account by the City's third-party administrator. Service fees incurred for this account should be charged to the General Account.

4. Property Tax Account(s)

Utilized only during tax season (December through February) and will maintain a zero balance otherwise. If the partner financial institution collects taxes on behalf of the City, an additional account will be needed for balancing and separating the City collected and bank collected receipts.

5. Emergency Medical Services Account

Account maintains a monthly balance that fluctuates between approximately \$5,000 and \$300,000. This account is used for EMS ACH deposit and EMS fee debits to the City's third-party vendor.

6. Utility Customers Online Payments Account

Used to segregate online payments for utility fees and maintains a low monthly balance.

7. Interest Bearing Account

Utilized as a reserve account; this account should be an interest-bearing demand deposit account, interest shall be calculated on a daily basis and paid monthly on the last day of the month on collected balances in the account, (including any electronic funds transfers received during the day), at the end of each day on a 365-day year basis.

b. Availability of Funds

Deposits will be couriered or submitted electronically with remote deposit capabilities daily. The bank will guarantee immediate credit on all wire transfers and U.S. Treasury checks upon receipt. All other checks shall be credited accordingly to the successful financial institution's availability schedule. Banks are required to attach to the proposal a

copy of their availability schedule.

c. Wire Transfers

The successful financial institution shall enter a wire transfer agreement with the City. The terms of this agreement will be mutually negotiated and agreed upon. Transfers may be in the form of repetitive, non-repetitive, internal, ACH, or EFT. The bank must be a member of the Federal Reserve System and have direct wire capabilities. The bank must be a member of an automated clearinghouse association and be compliant with all rules and relations set by the National Automated Clearing House Association (NACHA), local ACH associations, and ACH operators. The City shall have the ability to initiate all types and amounts of wire transfers electronically. Confirmations of all incoming and outgoing wires will be made available daily by the bank.

The successful financial institution agrees to execute any orders for outgoing wire transfers on a timely basis. Transfers ordered by noon local time and not received by the destination party by 2:00 p.m. CST that are reported to the City will be traced by the successful banking institution from origin to destination to ascertain the party responsible for the delay. If necessary, adjustments will be made for any lost interest, or charges resulting from a failure to consummate an investment transaction. The banking institution must provide the City with the cut-off time for initiating EFT's to ensure same day execution.

d. Online Access

Online banking services shall include cash management support. The financial institution must be capable of providing balance, float, and activity figures electronically on a daily basis. Online inquiry, transaction initiation, and reporting systems shall be accessed via internet to include at a minimum:

- Administration – user set up, security, password resets and system login
- Daily reporting of account balances, collected and available
- Account detail for current month and, at minimum, eleven prior months
- Wire transfer initiation and authorization
- City-originated stop payments of checks
- ACH transmittals
- Account to account transfers
- Returned items charged against accounts
- Positive Pay, including import of check issue file
- Online check images (front and back) for all accounts
- Monthly statement download/viewing
- Bank Analysis Statement download/viewing

e. Daylight Overdrafts

It is the express intention of the City to perform daylight overdrafts to the extent that incoming EFTs are expected during the business day. This is typically related to investment transactions throughout the year, and property tax settlements that occur in January and February through the PropertyTax Account. Wisconsin Statutes require that each January 15 and February 20, municipalities pay all underlying taxing jurisdictions for property taxes collected by the municipality from December 1st through January 31st. Should the EFT not arrive as planned, the responsible party causing the delay of the incoming EFT will make compensation for lost interest. Although the City acknowledges that daylight overdraft cap limits are confidential information, respondents should include in proposals your bank's policy for handling daylight overdrafts, and in particular how daylight overdrafts (if any) caused by the City will be handled. If your bank has adopted a policy of not allowing any daylight overdrafts, please state your policy as part of the proposal.

f. Check Cashing

The successful financial institution shall honor all payroll, accounts payable, and petty cash checks that are on the positive pay listing provided by the City and presented by payees at any of its offices when accompanied by appropriate identification, without charge to the payee.

g. Monthly Account Statements

The banking institution will provide detailed monthly statements for each account. These statements should include cleared check numbers and amounts; missing check numbers; deposits by number, date and amount; and miscellaneous debits and credits. The City requires the statements for all accounts to be on a calendar month basis. A sample of the monthly account statement should be included with your proposal. A detailed account analysis showing service levels and price per unit shall be provided for - each account on a monthly basis. The City requires the analysis statements for all accounts to be on a calendar month basis. A sample of the monthly analysis statement should be included with your proposal.

h. Returned Check Processing

All returned checks due to insufficient funds will automatically be re-deposited a second time. The charge, if any, for this process must be included on the Cost Proposal Form with the other banking service costs. Returned item images will be provided same day to the City via a secured email.

i. Deposits and Error Correction

Deposits will be delivered to and processed at City of Mequon or Village of Thiensville banking locations. All deposits must be credited at face value. Any debit and credit memos made to correct errors must be accompanied by information identifying the specific error. Any errors caused by the banking institution will not be charged to the City. Corrections of deposit errors must be accompanied by a copy of the corresponding deposit slip.

j. Currency and Coin Orders

The City occasionally requires currency orders. This service will be provided at no cost to the City. Currency orders are usually under \$500.00.

k. Positive Pay

The City will submit an electronic file of accounts payable check data and payroll check data to the bank on the date that checks are issued. These files will be submitted in a format suitable for use by the bank. The banking institution should indicate what format(s) it can accept for positive pay files. On a daily basis, cleared checks should be matched against the submitted files and any exceptions reported by electronic means to the City for approval prior to payment. Positive Pay is only used for accounts payable and payroll.

l. ACH Fraud Filter

A fraud filter for ACH transactions should be available for all accounts. This filter will limit the ability of outside parties to execute ACH debits against these accounts unless the City grants specific permission for them to do so.

m. Deposit Processing

1. *Remote Deposit:* The City conducts remote deposit processing at City Hall. Include a detailed explanation of the banking institution's remote deposit services in the proposal.
2. *Cash:* On average, the City makes 20-30 cash deposits per month ranging from several hundred to several thousand dollars each.

n. Lockbox Services

The City currently uses lockbox services for utility fee payments. Electronic batch files are imported into the City's financial software daily. Check images must be searchable and viewable.

The City also has considered lockbox services for processing of property tax collections from December through February 15 of each year. The proposer would accept and process mail payment and submit a file to the City for import into the City's ERP system. Respondents should indicate what level of service is available to the City and the

approximate cost within the schedule of prices.

o. Merchant Services & Payment Card Processing

The City currently accepts credit card payments online for utility account payments and small permit fees. The City is interested in accepting in-person credit card payments at several locations including City Hall, Public Safety and Public Works buildings.

p. Earnings Credit Rate

The City currently utilizes an earnings credit to offset banking services fees based on the average collected balances in the City of Mequon accounts on a quarterly basis.

q. Property Tax Collection Locations

The City presently utilizes branches of their main bank as alternative collection locations for property tax payments, particularly for times when City Hall is closed (after hours, weekends, etc.). Please include details of how the bank would provide such services, including hours of operations, locations, how payment information would be transmitted to the City for updating of the property tax database, how refunds would be processed, etc. Also indicate the cost, if any, for providing this service.

r. Auditor Requests

The selected financial institution shall comply with all requests from designated City of Mequon auditors for information, records, and reports to all City transactions and accounts.

s. Bank Services Contact/Meetings

The successful financial institution must designate one or more senior staff person(s) who will serve as the City's principal contact for purposes of questions and problem resolution throughout the life of the contract, for all accounts and services. The City shall be notified of personnel changes within 30 days.

The financial institution's designated account representative shall be available to meet with City of Mequon staff on an annual basis to review the status of the existing service contract and update City staff on new services available which could enhance City operations.

t. Other Optional Services

The proposer may list any other services that they offer, and feel may be of interest to the City, but are not included in this Request for Proposal.

III. PROPOSAL SUBMISSION INSTRUCTIONS

Proposals shall be prepared simply and economically, providing a straightforward, concise description of the proposing firm's capabilities to satisfy all requirements of the RFP. Emphasis should be on completeness and clarity of content and cost effectiveness of the proposal.

Three copies of the proposal should be delivered to the Finance Department at the address listed on page 1. Proposals can also be emailed in PDF format to kkruieger@ci.mequon.wi.us. Proposals will be accepted until the proposal deadline of 4:00 p.m. on Wednesday, March 17, 2021. Any questions should be submitted by email to kkruieger@ci.mequon.wi.us. All questions must be received by no later than 4:00 p.m. on Friday, February 26, 2021. Responses to requests will be furnished to all potential proposers and posted on the City's RFP website on March 1, 2021.

Proposals must include:

- Completed copy of the Banking Services Proposal Form (Exhibit A)
- Schedule of prices to perform services outline in the RFP. Price should include all materials, equipment, and labor. Fees for set-up charges, minimum fees and one-time charges should also be included. Describe how any Earnings Credit will be applied.
- Financial Institution's Availability Schedule
- Financial Statements for the last three years
- Sample Documents:
 - a. Agreements needed by financial institution to provide all of the requested services
 - b. Monthly bank account statement
 - c. Account analysis statement including major items that appear in the City's proposal
- Implementation Plan including the average lead times for implementation of services to include account opening, deposit ticket orders, endorsement stamps, setup of on-line access, information reporting and other services.
- A client list of other municipal government organizations of same relative size for which the proposing financial institution currently is conducting banking services, including contact information. The proposing firm authorizes the City to check references from the contacts identified.

The City will pursue the following schedule in selecting a banking institution:

Request-for-Proposal Available	February 10, 2021
Deadline for Submittal of Questions Concerning RFP	February 26, 2021 @ 4:00 pm CDT
Distribution of Responses to RFP Questions	March 1, 2021
Deadline for Submittal of RFP Proposals	March 17, 2021 @ 4:00 pm CDT
Notice of Interviews**	March 19, 2021
Interviews**	March 24, 2021
Contract Award by Common Council	April 13, 2021

**Only if required.

Although additional documents/attachments may be submitted as supplements to your response, they should not be excessively long or in an elaborate format. They are not to be used in place of responding to the questions in the Banking Services Proposal Form document, i.e. do not respond with "Reference Attachment." Unnecessary attachments beyond those sufficient to present a complete, comprehensive and effective response should not be included.

IV. MINIMUM QUALIFICATIONS

Banking institutions wishing to submit a response to this RFP must:

- Be a qualified depository for public funds pursuant to Wisconsin State Statutes Chapter 34
- Have business operations located in the City of Mequon or Village of Thiensville
- Adhere to the City's investment objectives as referenced in the City of Mequon Financial Policies (available at <https://www.ci.mequon.wi.us/finance/page/financial-policies>). All investments must adhere to Wisconsin State Statute 66.0603.
- Have the ability to enter a "depository agreement" to pledge collateral to secure all City funds over and above amounts guaranteed by the Federal Deposit Insurance Corporation and the State Deposit Guarantee Fund. Deposits are to be collateralized at 105% of expected monthly depository balances up to a maximum of \$15 million. Further, during tax season (December through February), the City anticipates an additional monthly depository balance of up to a maximum of \$45 million which needs to be collateralized in the same fashion. All securities serving as collateral shall be specifically pledged to the City (not as part of a pooled fund) and placed in a custodial account in the City's name at a Federal Reserve Bank, a trust department of a commercial bank, or through another financial institution. The custodian may not be owned or controlled by the depository institution or its holding company, unless it is a separately operated trust institution. The custodian shall send statements of pledged collateral, listing individual securities and current market values, to the City Finance Office on a monthly basis. Acceptable collateral and other requirements are specified in the City of Mequon Financial Policies (available at <https://www.ci.mequon.wi.us/finance/page/financial-policies>).
- Be rated Green with Veribanc Inc – State of Wisconsin Report

V. EVALUATION & SELECTION

The City will evaluate proposals in accordance with the criteria listed below. Award will be made to the responsive, responsible Financial Institution that complies with the requirements and scores the highest total on the evaluation criteria as it pertains to the overall needs of the City of Mequon. All attachments, additional pages, addenda or explanations supplied by the vendor with their proposal will be considered as part of the proposal response.

Bank Experience (15%)

- Experience with similar sized public clients
- Demonstrated ability to deliver requested services

- Staff qualifications

Available Technology/Business Practices (15%)

- Demonstrated ability to provide requested level of on-line services
- Availability of services that could create operating efficiencies for City of Mequon
- Ability to work efficiently with City systems
- Evidence of solid business processes that ensure the City's banking transactions will be processed in a timely, accurate manner

Cost (60%)

- Based on the total for the five (5) year period

The City may, at its discretion, invite financial institution(s) for an onsite interview after review of their proposal. If interviews are done, those will be March 24th with notification to financial institution(s) by end of day March 19th. In addition to addressing questions from the evaluation panel, firms selected for interviews should be prepared to demonstrate their online banking and electronic deposit/Check 21 systems.

The City of Mequon reserves the right to accept or reject any or all proposals, to waive minor informalities, to cancel, delay or suspend all or any part of this RFP and to award a contract deemed to be in the best interests of the City. Further, the City reserves the right to issue subsequent requests for proposals, postpone opening for its own convenience, remedy technical errors or waive non-material irregularities in the RFP process and negotiate with any, all or none of the proposing financial institutions.

VI. ADDITIONAL INFORMATION

NONCONFORMING TERMS AND CONDITIONS

A response that includes contractual terms and conditions that do not conform to the contractual terms and conditions in the RFP document are *subject to rejection as nonresponsive*. The City of Mequon reserves the right to permit the respondent to withdraw nonconforming terms and conditions from its response or negotiate changes to the contractual requirements prior to making a determination of responsiveness.

AMENDMENT/WITHDRAWAL OF PROPOSAL BY VENDOR

After receipt by the Finance Director, vendor proposals may only be amended 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 Review Committee.

Proposals may be withdrawn only in total, and only by a written request to the Finance Director

prior to the time and date scheduled for opening of proposals.

RESERVATIONS

This RFP does not commit the City to pay any costs incurred in the preparation of a response to this request or to procure or contract for services or supplies. The City reserves the right to accept or reject any or all proposals received as a result of this request, request additional information, waive minor irregularities in the procedure, negotiate with any qualified source, or to cancel this RFP in part or in its entirety.

NON-INTEREST OF CITY EMPLOYEES AND OFFICIALS

No City official, employee or representative on the evaluation committee shall have any financial interest, either direct or indirect, in the proposal or contract or shall exercise any undue influence in the awarding of the contract.

CONTRACT DOCUMENTS

The successful vendor will be required to execute the City's Professional Services Agreement. This request for proposal and the proposal response will be included as exhibits to the Professional Services Agreement.

INSURANCE

The Contractor shall agree that it will, at all times during the term of the contract, keep in force and effect insurance policies in accordance with the provisions below, issued by a company or companies authorized to do business in the State of Wisconsin and satisfactory to the City. Such insurance shall be primary. City of Mequon shall be named as an additional insured with respect to General Liability.

Prior to execution of the written contract, the Contractor shall furnish the City with a Certificate of Insurance 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 non-renewal during the term of the contract.

- *Worker's Compensation and Employers' Liability Insurance*

Statutory worker's compensation benefits and employers' liability insurance with a limit of liability not less than \$100,000 each accident. Contractor shall require subcontractors not protected under its insurance to take out and maintain such insurance.

- *Commercial General Liability Insurance (Including Errors and Omissions)*

Policy shall be written to provide coverage for, but not limited to, the following: (1) premises and operations, (2) products and completed operations, (3) personal injury, and (4) blanket contractual coverage. Errors and omissions shall not be excluded or a separate policy covering such exposure shall be maintained. Limits of Liability not less than: \$1,000,000 each occurrence and aggregate.

The City shall be named as additional insured and so stated on the Certificate of Insurance.

- *Umbrella Liability Insurance*

Coverage to be in excess of employers' liability, commercial general liability and automobile liability insurance required above; limits of liability not less than \$1,000,000.00 each occurrence. Failure to submit an insurance certificate, as required, can make the contract voidable at the City's discretion. Additionally, the Contractor shall not allow any subcontractor to commence work until the aforementioned documents, where applicable, have been obtained from the subcontractor and approved by City of Mequon.

EXHIBIT A: BANKING SERVICES PROPOSAL FORM

Financial Institution	_____
Contact person name	_____
Contact phone number	_____
Contact email	_____
Proposal date	_____
Headquarters Address	_____

Local Office/Branch Address	_____

Date institution chartered	_____
State where chartered	_____

1. Provide a 300 to 500-word historical summary of the financial institution. Include acquisitions and mergers (include pending mergers), relationships with subsidiaries/parent companies, expansion into new areas of business and geographical area served. Include organizational overview and explain major organizational strengths.

2. Identify the institution's principal staff members who will be involved in providing services to the City. Please indicate senior staff member(s) who will be the City's primary contact.

3. Describe your experience with other municipal governments. Provide a description of how the City would rank relative to other customers of the bank in relationship to size and complexity of service.

4. Describe how the financial institution measures and evaluates quality of service. If done, what were the results of the most recent evaluation? Describe how the financial institution intends to provide consistently high quality of service to the City and what measures will be taken if level of services falls below most recent evaluations.

5. Give a description for how each of the following services would be provided:
 - A. Remote deposit processing
 - B. Lockbox processing
 - C. Credit card merchant services
6. Describe the financial institution's disaster recovery plan and how customers' records would be protected/recovered.
7. Describe the format of training or instructional materials offered for services.
8. Is there a toll-free technical support hotline for your various services? Is it available between 8:00 a.m. and 5:00 p.m. local time? Outside business hours?
9. Discuss any plans your institution has for future cash management services enhancement within the next year.
10. Describe the impact that any pending mergers or acquisitions may have on your proposal.
11. What security features are in place to minimize the risk of unauthorized transactions?
12. Please fully explain any exceptions to the RFP specifications and any alternative services you propose in place of the City's requests.
13. Describe any other factors that would be in the best interest of the City to consider.



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-242-3100
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: Kaitlyn Krueger, Finance Director
DATE: February 9, 2021
SUBJECT: February 2021 Finance and Personnel Work Plan

Attachments:
Finance-Personnel Work Plan(DOCX)

2021 Finance-Personnel Monthly Work Plan

Current Agenda Topics

Month	Agenda Topics
February	• Resolution Authorizing an Amendment to a Revolving Loan Fund Agreement with the Bartolotta Restaurant Group to Extend Existing Loan Terms by Nine Months to December 1, 2021 for the Mr. B's Restaurant Located at 11120 North Cedarburg Road • Consideration of an Initial Resolution Regarding Industrial Development Revenue Bond Financing for Copps Industries, Inc. Project. Information with Respect to the Job Impact of the Project will be Available at the time of Consideration of the Initial Resolution • Investment Portfolio Review by DANA Investment Advisors • Review Banking Services Request for Proposals

Future Agenda Topics

• Financial Policy and City Ordinance Reconciliation • Compensation Plan Analysis • Credit Card Acceptance Discussion	• IT Coordinator Services RFP • User Fee Financial Policy • Life Insurance Review
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2021 Completed Items

• Approved a Conservation Easement Agreement Between the City of Mequon and MMSD for Approximately 66 Acres of Land Located Along Trinity Creek North of County Line Road and East of Wauwatosa • Approved a Budget Amendment for FY2020	• Approved the Award of a Contract for Completion of an Analysis of the Community Development Dept. to Management Partners, Cincinnati, Ohio, in the Amount of \$53,900 • Approved the City of Mequon's Insurance Program for Fiscal Year 2021
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