City of Mequon

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, March 9, 2021
7:00 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 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. February 9, 2021 Minutes

3) License Applications

   Action requested: review and approve
   a. March 2021 Licenses

4) Vouchers for Payment

   Action requested: review and approve
   a. February 2021 Voucher Approval List

5) Resolutions

Action requested: review and recommend approval

a. **RESOLUTION 3812** A Resolution Clearing the Personal Property Tax Roll of Delinquent Accounts Deemed Uncollectible for Tax Roll Years 2018 and 2019

b. **RESOLUTION 3815** A Resolution Amending the City of Mequon's COVID-19 Emergency Medical Leave Benefits to Address the Availability of the COVID-19 Vaccine

c. **RESOLUTION 3813** A Resolution Authorizing A Transfer of Funds from the Fire Department's Full-Time Personnel Accounts to the Public Safety Building Repairs Account in the Amount of $90,000

6) Discussion Items

Action requested: discuss and take action as needed

a. Review Draft of Request for Proposal for Information Technology Strategic Plan

b. Finance-Personnel Workplan

7) Adjourn

Dated: March 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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Mequon, WI 53092
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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE
Tuesday, February 9, 2021
6:45 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 6:48 PM. Also present: Will Jones, City Administrator, Kaitlyn Krueger, Finance Director, Marie Keyser, Assistant to the Finance Director, Brian Sajdak, City Attorney, Kimberly Tollefson, Community Development Director, Ellen Roberts, Dana Investment Advisors, Matt Slowinski, Dana Investment Advisors, Kathleen Schilling, Ozaukee County, Greg Palmer, President of Copps Industries and Chris Wood, Copps Industries.

2) Approve Meeting Minutes

a. January 12, 2021 Meeting Minutes

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

3) Vouchers for Payment

a. January 2021 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

4) Resolutions

Action requested: review and recommend approval

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

Alderman Bushee asked staff if there were more businesses in a similar situation and whether the City can review these as a whole rather than one by one. Community Development Director Tollefson stated that around February 2020, the City offered a three-month deferral of all Revolving Loan Funds in addition to the Emergency Loan Fund that was offered. Ms. Tollefson further stated that the City has not heard from any other businesses requesting changes to their current loan structure terms. If other businesses approach the City with similar requests, staff will discuss with the Committee at that time.

Mayor Wirth questioned if the three-month deferral of the Revolving Loan Fund continued to accrue interest during that three-month period or if the end of the loan term simply was pushed back three months. Kathleen Schilling, Executive Director of Ozaukee Economic Development, stated the deferral did not accrue interest during that three-month period and the three deferred payments would be added on to the end of the loan term. Director Schilling also stated that in the case of Bartolotta Restaurant Group, the nine-month extension will accrue additional interest during that time frame.

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

AYES:	Bushee, Nerbun, Strzelczyk

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

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

5) Discussion Items

a. 2020 YTD Investment Report & Review Presentation by DANA Investments

Finance Director Krueger introduced Ellen Roberts and Matt Slowinski of Dana Investment Advisors who provided a short presentation in regards to the City's investments. Mr. Slowinski noted that since the working relationship started in April 2019, the portfolio returned 2.48% or about $420,000 which is about double the return of the state investment pool.

Mayor Wirth stated that interest rates since the 2009 recession have been abnormally low and questioned what Dana Investment Advisors sees as a more "normalized" interest rate in the future. Mr. Slowinski stated the Fed's long-term projection of about 2.5% is likely unattainable in the next decade and a more realistic percentage is probably between 1-2%.

b. Request for Proposals (RFP) - Banking Services

Finance Director Krueger stated she drafted a Banking Services Request for Proposals and included for Committee review prior to publication. Ms. Krueger stated the City has been with BMO Harris since 2014 and is pursuing the RFP to make sure the City is getting the best service and cost available.

City Administrator Jones asked if any Committee members would like to participate in the interviews of certain banks should City staff feel that direction is necessary to determine a finalist to put forth a recommendation to Council.

Alderman Bushee requested that the RFP document include instructions that if the banking institution emails their completed proposal, they should follow up with a phone call to make sure the City received it.

c. Work Plan

Alderman Nerbun suggested adding a review of the effectiveness of TIDs 4 and 5 to the work plan. Mayor Wirth stated that staff is currently preparing for a meeting with Council to review the TIDs. Director Tollefson responded that the meeting mentioned is primarily about expenditures in TID 3, but can update the Council on the status of other TIDs if requested.

6) Adjourn

A motion to adjourn was made by Alderman Bushee at 7:19 PM, seconded by Alderman Nerbun. All responded in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant to the Finance Director

City of Mequon

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

www.ci.mequon.wi.us
Office of City Clerk

TO: **Finance-Personnel Committee**
FROM: **Caroline Fochs, City Clerk**
DATE: **March 4, 2021**
SUBJECT: **March 2021 Licenses**

Following are recommended approvals:

Renewal Class "B" Beer and "Class B" Liquor License – Change of Agent only – March 10, 2021 – June 30, 2021

Chancery Restaurant of Mequon, Inc. DBA
Chancery Pub & Restaurant
11046 N. Port Washington Rd.
New Agent: George N. Flees

New Class "B" Beer and Reserve "Class B" Liquor License – March 10, 2021 – June 30, 2021

B.E. Golf LLC DBA
Missing Links Golf
12950 N. Port Washington Rd.
Agent: Peter Dallas Epperson

Following are recommended denials:

None.

Attachments:
Missing Links (PDF)

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 03/1/2021 (mm dd yyyy) ending: 6/30/2021 (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } Mequon

County of Ozaukee

Aldermanic Dist. No. ______ (if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company ☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number	
456-0000387451-02	
FEIN Number	
39-1814441	
TYPE OF LICENSE REQUESTED	**FEE**
☐ Class A beer	$
☐ Class B beer	$ WAIVED
☐ Class C wine	$
☐ Class A liquor	$
☐ Class A liquor (cider only)	$ N/A
☐ Class B liquor	$
☒ Reserve Class B liquor	$ 10,000
☐ Class B (wine only) winery	$
Publication fee	$ 10.00
TOTAL FEE	$ 10010.00

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
B&E Golf LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of [redacted]

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Epperson	Peter	Dallas	[redacted]
Vice President / Member Last Name	(First)	(Middle Name)	[redacted]
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
~~Peter~~ Epperson	Peter	Dallas	
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Epperson	Kim	Ann	

1. Trade Name Missing Links Golf Business Phone Number 262-243-5711
2. Address of Premises ~~12830 W Lake Shore Dr~~ 12950 N. Port Washington Rd. Post Office & Zip Code ______
3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)
Main Club house bar Lounge area, Stored in locked Basement.
4. Legal description (omit if street address is given above): ______
5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? . . . . ☒ Yes ☒ No
(b) If yes, under what name was license issued? ______

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** .... ☐ Yes ☒ No

7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? .... ☐ Yes ☒ No
If yes, explain.

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** .... ☐ Yes ☐ No
We have had a beer & wine license for 8 years.

9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 1995 of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** .... ☐ Yes ☒ No

(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☒ No
If yes, explain.
I own 22.5% of Brookfield Hills golf course.
I am a passive partner at Brookfield Hills

10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] .... ☒ Yes ☐ No

11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] .... ☒ Yes ☐ No

12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? .... ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.)	Title/Member	Date
Peter Epperson	Managing Member	2/22/21
Signature	Phone Number ( )	Email

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AT-106 (R. 3-19)

Attachment: Missing Links (5884 : March 2021 Licenses)

Auxiliary Questionnaire
Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name *(please print)* *(last name)*	*(first name)*	*(middle name)*	
EPPERSON	Kimberly	Anne	
Home Address	Post Office	City Mequon	State WI / Zip Code 53092
Home Phone Number	Age	Date of Birth	Place of Birth

The *above named individual* provides the following information as a person who is *(check one)*:

☐ Applying for an alcohol beverage license as an **individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ Manager of BE Golf
(Officer / Director / Member / Manager / Agent) *(Name of Corporation, Limited Liability Company or Nonprofit Organization)*

which is making application for an alcohol beverage license.

The *above named individual* provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 30+ years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
   If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. *(If more room is needed, continue on reverse side of this form.)*
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
   If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
   If yes, identify. *(Name, Location and Type of License/Permit)*
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
   If yes, identify. *(Name of Wholesale Licensee or Permittee)* *(Address By City and County)*
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
[redacted]			

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Signature of Named Individual)

AT-103 (R. 7-16)

Wisconsin Department of Revenue

Attachment: Missing Links (5884 : March 2021 Licenses)

Auxiliary Questionnaire
Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name *(please print)* *(last name)*		*(first name)*		*(middle name)*	
Peter J Epperson		Peter		Dallas	
Home Address *(street/route)* [redacted]	Post Office	City [redacted]		State	Zip Code
Home [redacted]		Age	[redacted]	Place of Birth	

The [redacted] provides the following information as a person who is *(check one)*:

☐ Applying for an alcohol beverage license as an individual.

☐ A member of a partnership which is making application for an alcohol beverage license.

☒ Managing Member of BE Golf LLC
(Officer / Director / Member / Manager / Agent) *(Name of Corporation, Limited Liability Company or Nonprofit Organization)*

which is making application for an alcohol beverage license.

The *above named individual* provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 30 + years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
   If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. *(If more room is needed, continue on reverse side of this form.)*
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
   If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
   If yes, identify.
   (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
   If yes, identify.
   (Name of Wholesale Licensee or Permittee) *(Address By City and County)*
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Canfield Pacific	[redacted]		
Chubb & Son	[redacted]		

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000.

(Signature of Named Individual)

AT-103 (R. 7-16)

Wisconsin Department of Revenue

Attachment: Missing Links (5884 : March 2021 Licenses)

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of Mequon County of Ozaukee

The undersigned duly authorized officer/member/manager of B.E. Golf
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Missing Links Mequon
(Trade Name)

located at 12950 N. Port Washington Rd Mequon WI 53097

appoints [redacted] Epperson [redacted]

[redacted]

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☒ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 30+ years

Place of residence last year

For: BE. Golf
(Name of Corporation / Organization / Limited Liability Company)

By:
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than $1,000.

ACCEPTANCE BY AGENT

I, Peter Epperson, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

(Signature of Agent) 2/22 (Date) Agent's age [redacted]

Date of birth [redacted]

(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY
(Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 03/01/2021 by Pat (Signature of Proper Local Official) Title Police Chief
(Date) (Town Chair, Village President, Police Chief)

City of Mequon

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

www.ci.mequon.wi.us **Department of Finance-Personnel Committee**

TO:	**Finance-Personnel Committee**
FROM:	**KAITLYN KRUEGER, FINANCE DIRECTOR**
DATE:	**March 9, 2021**
SUBJECT:	**February 2021 Voucher Approval List**

Attachments:
February 2021 AP Vendor Listing by Fund (PDF)
February 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	245,017.60
SPECIAL REVENUE FUND	61,490.00
PARKS & OPEN SPACE	0.00
REVOLVING LOAN FUND	0.00
DEBT SERVICE FUND	400.00
DEBT SERVICE TIF 2 FUND	0.00
DEBT SERVICE TIF 3 FUND	0.00
CAPITAL PROJECT FUND	64,624.30
SEWER UT FUND	356,115.21
WATER UT FUND	131,287.71
TAX FIDUCIARY FUND	11,537.14
TOTAL	870,471.96

IN THE AMOUNT OF $ 870,471.96 IS HEREBY CERTIFIED AS CORRECT AND PROPERLY CHARGEABLE TO ACCOUNTS WITH FUNDS AVAILABLE THEREIN.

3/1/2021

WILLIAM JONES
CITY ADMINISTRATOR

____

____

____

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

4.1.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	60826	LAW HEALTH BEN 2/19/21 P/R	20.00	02/19/2021	42321	0110	110000	224170
	10702	MEQUON FIRE & EMS ASSOCIATION	60642	UNION DUES 2/5/21 P/R	780.00	02/05/2021	1001518	0110	110000	224160
	10707	MEQUON POLICE ASSOCIATION	60639	PD UNION DUES 2/5/21 P/R	2,100.00	02/05/2021	1001519	0110	110000	224160
	10810	NORTH SHORE BANK FSB	60640	DEF COMP 2/5/21 P/R	4,765.92	02/05/2021	1001520	0110	110000	224101
	10810	NORTH SHORE BANK FSB	60640	DEF COMP 2/5/21 P/R	60.00	02/05/2021	1001520	0610	610000	224101
	10810	NORTH SHORE BANK FSB	60827	DEF COMP 2/19/21 P/R	915.54	02/19/2021	1001537	0110	110000	224101
	10810	NORTH SHORE BANK FSB	60827	DEF COMP 2/19/21 P/R	46.38	02/19/2021	1001537	0610	610000	224101
	11331	WIS SUPPORT COLLECTIONS TRUST	60641	SUPPORT ID 5956557 7532298 7844747 7657807 2/21 PR	1,240.09	02/05/2021	42276	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60641	SUPPORT ID 5956557 7532298 7844747 7657807 2/21 PR	111.46	02/05/2021	42276	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60641	SUPPORT ID 5956557 7532298 7844747 7657807 2/21 PR	111.46	02/05/2021	42276	0620	620000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60828	SUPPORT ID 5956557 7532298 7844778 7657807 2/21 PR	1,240.09	02/19/2021	42401	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60828	SUPPORT ID 5956557 7532298 7844778 7657807 2/21 PR	111.46	02/19/2021	42401	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	60828	SUPPORT ID 5956557 7532298 7844778 7657807 2/21 PR	111.46	02/19/2021	42401	0620	620000	224150
				Department Total	11,613.86					
COMMON COU	10555	LEONARD MCCAW	60579	RECORD PUBLIC MEETING C/C 1/12/21	250.00	02/05/2021	1001515	0110	110101	683211
	10555	LEONARD MCCAW	60881	RECORD PUBLIC C/C MEETING 2/9/21	250.00	02/19/2021	1001534	0110	110101	683211
				Department Total	500.00					
CITY CLERK	10230	CONLEY PUBLISHING GROUP LTD	60705	PUBLICATION SERV 1/3/21-1/30/21	148.35	02/19/2021	42297	0110	110112	680502
	10896	PITNEY BOWES POSTAGE BY PHONE	60566	RED INK & TAPE-POSTAGE MACH	347.21	02/05/2021	42247	0110	110112	680401
	10931	PROSHRED SECURITY	60906	SHREDDING SERVICES	55.00	02/26/2021	42417	0110	110112	683201
	10931	PROSHRED SECURITY	60906	SHREDDING SERVICES	49.52	02/26/2021	42417	0110	110235	683201
				Department Total	600.08					
ELECTIONS	12651	AMAZON CAPITAL SERVICES, INC	60706	6 PK TABLE SKIRTS	23.99	02/19/2021	1001525	0110	110113	680101
				Department Total	23.99					

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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	60495	IT EQUIPMENT FORTINET FG	2,179.94	02/05/2021	1001512	0110	110117	680401
	10182	CDW GOVERNMENT INC	60496	IT EQUIPMENT CAPT LAPTOP	1,950.10	02/05/2021	1001512	0110	110117	680401
	10555	LEONARD MCCAW	60671	IT ADVOCATE 2021 ANNUAL CONTRACT 1/16-1/29/21	2,596.16	02/05/2021	1001515	0110	110117	683201
	10555	LEONARD MCCAW	60882	IT ADVOCATE 2021 ANNUAL CONTRACT 1/30-2/12/21	2,596.16	02/19/2021	1001534	0110	110117	683201
	11701	TYLER TECHNOLOGIES INC	60582	MUNIS ANNUAL SUPPORT CONTRACT 3/21/21-3/22/22	8,668.52	02/19/2021	42396	0110	110117	683202
	12301	INTEGRATED SYSTEMS CORPORATION	60700	INTERNET SERVICE SUBSCRIPTION MARCH	200.00	02/19/2021	42314	0110	110117	683202
	12301	INTEGRATED SYSTEMS CORPORATION	60701	REMOTE BACKUP SERVICE CONTRACT MARCH	750.00	02/19/2021	42314	0110	110117	683202
	12448	THE OFFICE TECHNOLOGY GROUP	60707	OTG Managment IT Services 2/1-2/28/21	3,550.00	02/19/2021	42392	0110	110117	683201
	12448	THE OFFICE TECHNOLOGY GROUP	60707	OTG Managment IT Services 2/1-2/28/21	2,870.25	02/19/2021	42392	0110	110117	683202
	12589	MARCO HOLDINGS, LLC	60696	Marcos Phone System Maint Cont 12 MONTHS	1,692.00	02/19/2021	42324	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	60590	Midwest Fiber Leased Network 2/1-2/28/21	150.48	02/19/2021	1001535	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	60591	Midwest Fiber Leased Fiber Net 2/1-2/28/21	1,113.75	02/19/2021	1001535	0110	110117	683202
	12651	AMAZON CAPITAL SERVICES, INC	60568	Equipment/small tools ELGATO CAM	220.66	02/19/2021	1001525	0110	110117	680401
				Department Total	28,538.02					
ASSESSOR	10463	GROTA APPRAISALS LLC	60589	ANNUAL ASSESSMENT & REVALUATION	19,815.00	02/19/2021	1001532	0110	110119	683201
				Department Total	19,815.00					
HR	10226	CONCENTRA MEDICAL CENTERS	60513	Pre-Employment Testing	190.00	02/05/2021	42182	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60571	Pre-Employment Testing	190.00	02/05/2021	42182	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60673	Pre-Employment Testing	108.50	02/19/2021	42296	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60880	Pre-Employment Testing	135.00	02/19/2021	42296	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	60880	Pre-Employment Testing	230.00	02/19/2021	42296	0110	110120	683201
	10292	DIVERSIFIED BENEFIT SERVICES INC	60572	Flexible Spending (FSA) Service JANUARY	658.25	02/05/2021	42184	0110	110120	683201
	10292	DIVERSIFIED BENEFIT SERVICES INC	60909	Flexible Spending (FSA) Service FEBRUARY	474.48	02/26/2021	42405	0110	110120	683201
	11830	ORGANIZATION DEVELOPMENT	60823	Pre-employment Psychological ASSESSMENT	700.00	02/19/2021	42336	0110	110120	683201

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HR	12673	COLUMBIA ST. MARY'S INC.	60877	Pre-Employment Screening	50.00	02/19/2021	42283	0110	110120	683201
				Department Total	2,736.23					
LEGAL COUN	12754	VON BRIESEN & ROPER, S.C.	60588	Legal Fees MATTER # 3798-00003	1,314.05	02/05/2021	42269	0110	110124	683312
	12754	VON BRIESEN & ROPER, S.C.	60821	LABOR & PERSONNEL Legal Fees 1/4-1/29/21	4,218.50	02/19/2021	42399	0110	110124	683312
				Department Total	5,532.55					
POLICE	10313	VETCOR OF EAST TOWNE LLC	60852	K9 VETERINARY CARE-IRON	55.65	02/19/2021	42300	0110	110235	683702
	10408	GALLS LLC	60841	UNIFORMS - UNIFORM SUPPLIES-CAMPBELL	467.16	02/19/2021	42309	0110	110235	675101
	10408	GALLS LLC	60843	UNIFORMS - UNIFORM SUPPLIES-CAMPBELL	151.98	02/19/2021	42309	0110	110235	675101
	10408	GALLS LLC	60846	UNIFORMS - UNIFORM SUPPLIES	242.34	02/19/2021	42309	0110	110235	675101
	10408	GALLS LLC	60848	UNIFORMS - UNIFORM SUPPLIES-CAMPBELL	109.98	02/19/2021	42309	0110	110235	675101
	10417	GENERAL COMMUNICATIONS INC	60577	RADIO HEADSETS-DISPATCH CENTER	1,554.89	02/05/2021	1001513	0410	410791	730012
	10589	KEIL ENTERPRISES	60576	LAW ENFORCEMENT PERSONNEL TRAINING	249.00	02/05/2021	42200	0110	110235	683501
	10695	NELL ENTERPRISES, LLC	60624	MISC HARDWARE SUPPLIES	7.19	02/05/2021	42205	0110	110235	680301
	10696	MEQUON AUTO BODY	60575	SQUAD DAMAGE REPAIR K9-SQD 20	361.45	02/05/2021	42206	0110	110235	686550
	10736	MILW AREA TECHNICAL COLLEGE	60756	LAW ENFORCEMENT PERSONNEL TRAINING	243.88	02/19/2021	42331	0110	110235	683501
	11098	STOP STICK LTD	60574	TIRE DEFLATION DEVICE REPAIR/R	927.00	02/05/2021	1001524	0110	110235	686550
	11137	THOMSON REUTERS - WEST	60755	CLEAR INVESTIGATIVES SERVICES-JAN	144.62	02/19/2021	42393	0110	110235	683201
	11153	TRANS UNION LLC	60757	CREDIT HISTORIES12/26/20-01/25/21	85.00	02/19/2021	42395	0110	110235	683201
	11211	VERIZON WIRELESS SERVICES LLC	60753	CELL PHONE SERVICES 12/27/20-01/26/21	600.57	02/19/2021	42398	0110	110235	680504
	11211	VERIZON WIRELESS SERVICES LLC	60753	CELL PHONE SERVICES 12/27/20-01/26/21	0.60	02/19/2021	42398	0110	110239	680504
	11295	WIS DEPT OF JUSTICE 2718	60635	WI DOJ TIME SYSTEM ACCESS 01/01/21-03/31/21	664.50	02/05/2021	42274	0110	110235	683201
	11295	WIS DEPT OF JUSTICE 2718	60657	WI DOJ RECORDS CHECKS JAN 2021	35.00	02/05/2021	42273	0110	110235	683201
	11699	OFFICE 8	60758	MISC OFFICE SUPPLIES	212.13	02/19/2021	42337	0110	110235	680101

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POLICE	11699	OFFICE 8	60759	MISC OFFICE SUPPLIES	52.40	02/19/2021	42337	0110	110237	680101
	11807	KWIK TRIP INC	60854	POLICE VEHICLE WASHES	1,800.00	02/19/2021	42320	0110	110235	683202
	12651	AMAZON CAPITAL SERVICES, INC	60459	SERVER EQUIPMENT BUILD	2,989.95	02/05/2021	1001511	0410	410791	730012
	12651	AMAZON CAPITAL SERVICES, INC	60627	OFFICE, WORK, &/OR M&R SUPPLIES	12.51	02/05/2021	1001511	0110	110235	680101
	12651	AMAZON CAPITAL SERVICES, INC	60663	OFFICE, WORK, &/OR M&R SUPPLIES	199.99	02/19/2021	1001525	0110	110235	686550
	12651	AMAZON CAPITAL SERVICES, INC	60664	OFFICE, WORK, &/OR M&R SUPPLIES	74.95	02/05/2021	1001511	0110	110235	686550
	12651	AMAZON CAPITAL SERVICES, INC	60665	OFFICE, WORK, &/OR M&R SUPPLIES	21.71	02/19/2021	1001525	0110	110235	680301
	12651	AMAZON CAPITAL SERVICES, INC	60669	OFFICE, WORK, &/OR M&R SUPPLIES	23.99	02/05/2021	1001511	0110	110235	680101
	12651	AMAZON CAPITAL SERVICES, INC	60679	SERVER EQUIPMENT BUILD	6.99	02/05/2021	1001511	0410	410791	730012
	12651	AMAZON CAPITAL SERVICES, INC	60680	SERVER EQUIPMENT BUILD	26.70	02/19/2021	1001525	0410	410791	730012
	12651	AMAZON CAPITAL SERVICES, INC	60681	SERVER EQUIPMENT BUILD	38.75	02/05/2021	1001511	0410	410791	730012
	12651	AMAZON CAPITAL SERVICES, INC	60682	SERVER EQUIPMENT BUILD	13.99	02/05/2021	1001511	0410	410791	730012
	12694	AT&T MOBILITY LLC	60820	CELL PHONE SERVICES 12/24/20-01/23/21	1,043.80	02/19/2021	42286	0110	110235	680504
	12855	WATCHGUARD VIDEO INC	60634	POLICE SQUAD & BODY CAMERAS RE	20,465.00	02/05/2021	42270	0210	210860	691922
				Department Total	32,883.67					
FIRE / EMS	10025	ALADTEC INC	60650	YEARLY SUBSCRIPTION 2021	1,995.00	02/05/2021	42174	0110	110236	683201
	10336	EMERGENCY MEDICAL PRODUCTS INC	60645	MEDICAL SUPPLIES	831.33	02/05/2021	42187	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	60652	MEDICAL SUPPLIES	149.70	02/05/2021	42187	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	60653	MEDICAL SUPPLIES	240.30	02/05/2021	42187	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	60902	MEDICAL SUPPLIES	398.12	02/19/2021	42302	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	60648	FIRE EQUIP	1,187.00	02/05/2021	42190	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	60656	FIRE EQUIP	514.90	02/05/2021	42190	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	60892	FIRE EQUIP	62.18	02/19/2021	42307	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	60893	FIRE EQUIP	1,990.00	02/19/2021	42307	0110	110236	680301

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FIRE / EMS	10417	GENERAL COMMUNICATIONS INC	60647	BATTERIES	260.00	02/05/2021	1001513	0110	110236	686550
	10417	GENERAL COMMUNICATIONS INC	60900	4 RADIO BATTERIES	355.00	02/19/2021	1001530	0110	110236	686550
	10691	MENARDS	60654	WORK SUPPLIES	123.19	02/05/2021	42203	0110	110236	680301
	10695	NELL ENTERPRISES, LLC	60643	BATTERIES	12.39	02/05/2021	42205	0110	110236	686550
	10695	NELL ENTERPRISES, LLC	60644	CLEANING SUPPLIES	32.37	02/05/2021	42205	0110	110236	686550
	10736	MILW AREA TECHNICAL COLLEGE	60897	CAMPOS KONKEL AEMT	2,593.10	02/19/2021	42331	0110	110236	683501
	10736	MILW AREA TECHNICAL COLLEGE	60898	FLORES PARAMEDIC	2,181.10	02/19/2021	42331	0110	110236	683501
	10736	MILW AREA TECHNICAL COLLEGE	60899	FALL 2020 EMT	10,681.35	02/19/2021	42331	0110	110236	683501
	10876	PAUL CONWAY SHIELDS, INC	60835	BELT FOR TURNOUT GEAR	38.00	02/19/2021	42340	0110	110236	675101
	11211	VERIZON WIRELESS SERVICES LLC	60661	CELL DATA	320.08	02/05/2021	42267	0110	110236	680504
	11211	VERIZON WIRELESS SERVICES LLC	60662	CELL DATA	30.08	02/05/2021	42267	0110	110236	680504
	11684	EQUIPMENT MANAGEMENT SERVICE AND REPAIR INC	60905	MEDICAL SUPPLIES	115.25	02/19/2021	42303	0110	110236	680301
	11832	IMAGE TREND INC	60649	ANNUAL FEE 2021	4,389.49	02/05/2021	1001514	0110	110236	683201
	11930	AURORA MEDICAL CENTER GRAFTON LLC	60894	PHARMACY	320.90	02/19/2021	42288	0110	110236	680301
	12109	JENSEN EQUIPMENT CO., INC.	60646	SAW BLADES	16.92	02/05/2021	42197	0110	110236	680301
	12336	AIRGAS USA, LLC	60895	CYLINDER RENTAL	278.14	02/19/2021	42280	0110	110236	680301
	12336	AIRGAS USA, LLC	60896	OXYGEN	372.12	02/19/2021	42280	0110	110236	680301
	12628	WILLIAM R EMERY	60833	SUBSCRIPTION SERVICE	99.00	02/19/2021	42316	0110	110236	683201
	12651	AMAZON CAPITAL SERVICES, INC	60651	DESK CALENDARS	35.22	02/05/2021	1001511	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	60834	WORK SUPPLIES	88.92	02/19/2021	1001525	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	60888	HDMI	23.55	02/19/2021	1001525	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	60889	6 IPAD CASES	131.94	02/19/2021	1001525	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	60890	IPAD SCREEN PROTECTORS	20.97	02/19/2021	1001525	0110	110236	680301

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FIRE / EMS	12651	AMAZON CAPITAL SERVICES, INC	60891	3 MONITORS	722.49	02/19/2021	1001525	0110	110236	680301
	12694	AT&T MOBILITY LLC	60658	CELL DATA	575.84	02/05/2021	42175	0110	110236	680504
	12694	AT&T MOBILITY LLC	60887	CELL DATA	479.84	02/19/2021	42287	0110	110236	680504
	12768	BONUS INC	60901	DISHWASHER FLUID	13.74	02/19/2021	42293	0110	110236	680301
				Department Total	31,679.52					
INSPECTION	10121	BIASEW	60751	2021 MEMBERSHIP BIASEW	50.00	02/19/2021	42290	0110	110244	680501
	10192	CENTRAL ENGRAVING LLC	60924	NAME PLATE - GREG	15.00	02/26/2021	42403	0110	110244	680301
	10325	ELECTRICAL INSPECTORS ASSOCIATION OF	60925	EIASEW FOR GREG - 2021 MEMBERS	15.00	02/26/2021	42407	0110	110244	680501
	10902	PLUMBING INSPECTORS SOCIETY	60580	PLUMBING INSPECTORS SOCIETY SE	80.00	02/05/2021	42248	0110	110244	680501
	11288	WIS DEPT OF ADMINISTRATION	60581	STATE SEALS	664.55	02/05/2021	42272	0110	110244	680301
				Department Total	824.55					
BLDG MAINT	10022	AHERN CO, J F	60441	INSTALL BACKFLOW PREVENTER, VA	3,621.00	02/05/2021	42173	0110	110326	686502
	10022	AHERN CO, J F	60792	HVAC SERVICE - SAFETY BLDG	412.00	02/19/2021	42278	0110	110326	686502
	10022	AHERN CO, J F	60793	HVAC SERVICE - SAFETY BLDG	1,853.45	02/19/2021	42278	0110	110326	686502
	10022	AHERN CO, J F	60840	EXHAUST IN PD GARAGE	471.50	02/19/2021	42278	0110	110326	686502
	10022	AHERN CO, J F	60859	HOSE REELS FD -ADDITIONAL WORK	2,073.00	02/19/2021	42278	0110	110326	686502
	10022	AHERN CO, J F	60861	PREVENTATIVE MAINTENANCE HVAC-feb	2,861.00	02/19/2021	42278	0110	110326	683201
	10045	AMERICAN INDUSTRIAL ALSCO	60785	MOP CONTRACT-JAN	118.75	02/19/2021	42281	0110	110326	683201
	10073	AT&T CORP	60781	TELEPHONE SERVICES-CITY HALL	167.56	02/19/2021	42284	0110	110326	680504
	10074	AT & T CORP	60847	ALARM CIRCUITS-JAN	84.30	02/19/2021	42285	0110	110326	683201
	10115	BELL TAPE INC	60782	JANITORIAL SUPPLIES - CITY BLD	1,933.63	02/19/2021	1001526	0110	110326	680201
	10691	MENARDS	60786	CONCRETE SEALER	13.99	02/19/2021	42327	0110	110326	680302
	10886	PEST ARREST EXTERMINATING	60844	PEST CONTROL CONTRACT-JAN	115.00	02/19/2021	42379	0110	110326	683201
	11177	UNITED DISPOSAL SERVICES LLC	60615	DUMPSTER FEES-JANUARY	260.00	02/05/2021	42265	0110	110326	683201

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BLDG MAINT	11177	UNITED DISPOSAL SERVICES LLC	60615	DUMPSTER FEES-JANUARY	260.00	02/05/2021	42265	0610	610669	683201
	12124	PACKERLAND RENT-A-MAT, INC.	60845	MAT CONTRACT-FEB	244.91	02/19/2021	42339	0110	110326	683201
	12127	DOOR MASTER GARAGE DOOR CO, LLC.	60447	FIRE DOOR REPAIR	524.00	02/05/2021	42185	0110	110326	686502
	12573	SANDALSTONE VENTURES INC	60784	CLEANING-FEB 21	1,161.00	02/19/2021	42397	0110	110326	683201
				Department Total	16,175.09					
FLEET SRVS	10102	BAUM HYDRAULICS CORPORATION	60774	HYD HOSE & FITTINGS	352.47	02/19/2021	42289	0110	110355	680301
	10135	BOBCAT PLUS INC	60399	ROLLERS FOR SNOW BLOWER	208.39	02/05/2021	42178	0110	110355	680301
	10135	BOBCAT PLUS INC	60799	TOOL CAT PARTS	110.74	02/19/2021	42291	0110	110355	680301
	10137	BOEHLKE BOTTLED GAS CORP	60810	BOLTS	14.36	02/19/2021	42292	0110	110355	680301
	10180	LEE TRUCK EQUIPMENT, INC	60791	HYDRAULIC AUGER MOTOR	728.18	02/19/2021	42295	0110	110355	680301
	10321	EGELHOFF LAWN MOWER SERVICE INC	60800	CHAIN SAW PARTS	178.30	02/19/2021	42301	0110	110355	680301
	10360	JFTCO, INC	60604	MIRROR FOR 336	137.64	02/05/2021	42188	0110	110355	680301
	10360	JFTCO, INC	60807	HOSE FOR 328	73.97	02/19/2021	42304	0110	110355	680301
	10362	ELLIOT AUTO SUPPLY CO INC	60442	BATTERY FOR 212	114.21	02/05/2021	42189	0110	110355	680301
	10362	ELLIOT AUTO SUPPLY CO INC	60443	BATTERY FOR TRUCK LIFT	140.93	02/05/2021	42189	0110	110355	680301
	10362	ELLIOT AUTO SUPPLY CO INC	60762	WIPER BLADES & WASHER FLUID	102.90	02/19/2021	42305	0110	110355	680301
	10368	FASTENAL COMPANY	60808	PLOW BOLTS	15.00	02/19/2021	42306	0110	110355	680301
	10384	FIVE CORNERS DODGE INC	60601	NOZZLE FOR 953	44.48	02/05/2021	42191	0110	110355	680301
	10384	FIVE CORNERS DODGE INC	60602	TRANS COOLER FOR 953	294.00	02/05/2021	42191	0110	110355	680301
	10384	FIVE CORNERS DODGE INC	60776	SNOW PLOW PARTS	50.31	02/19/2021	42308	0110	110355	680301
	10389	FORCE AMERICA DISTRIBUTING INC	60620	ROAD TEMP SENSOR	638.64	02/05/2021	42192	0110	110355	680301
	10426	GIERACH'S SERVICE INC	60870	TOW 306 TO FREIGHTLINER	175.00	02/19/2021	42310	0110	110355	686550
	10426	GIERACH'S SERVICE INC	60871	TOW 307 TO TRUCK COUNTY	110.00	02/19/2021	42310	0110	110355	686550
	10451	GRAY'S INC	60621	CUTTING EDGES	2,100.00	02/05/2021	42194	0110	110355	680301

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FLEET SRVS	10451	GRAY'S INC	60806	CUTTING EDGES	3,024.00	02/19/2021	42311	0110	110355	680301
	10501	HERBST OIL INC	60709	QTY 8,501 NO LEAD GAS	15,897.72	02/19/2021	1001533	0110	110355	680402
	10516	HUMPHREY SERVICE PARTS INC	60595	FILTERS	27.18	02/05/2021	42196	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	60607	OIL FILTERS	234.99	02/05/2021	42196	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	60608	OIL FILTERS	122.76	02/05/2021	42196	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	60805	FILTERS	51.60	02/19/2021	42313	0110	110355	680301
	10579	K & M PRODUCTS & SERVICES INC	60390	LIGHTS & WIPERS	143.54	02/05/2021	42198	0110	110355	680301
	10579	K & M PRODUCTS & SERVICES INC	60603	SALTER LIGHT BULBS	39.96	02/05/2021	42198	0110	110355	680301
	10579	K & M PRODUCTS & SERVICES INC	60613	SALTER LIGHT BULBS	163.08	02/19/2021	42317	0110	110355	680301
	10582	KAESTNER AUTO ELECTRIC CO	60767	ELECTRICAL SUPPLIES	81.57	02/19/2021	42318	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60599	IPR VALVE FOR 309	385.23	02/05/2021	42201	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60619	MODULE FOR 310	630.93	02/19/2021	42322	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60703	starter core	-106.40	02/19/2021	42322	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60779	STARTER FOR 309	486.97	02/19/2021	42322	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60780	COOLANT HOSE FOR 310	10.61	02/19/2021	42322	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	60830	MIRROR FOR 320	465.20	02/19/2021	42322	0110	110355	680301
	10639	SCHOESSOW, CARY A.	60710	EMBLEMS FOR NEW SEWER TRUCKS	136.00	02/19/2021	42384	0110	110355	680301
	10753	MILWAUKEE SPRING & ALIGNMENT INC	60763	SPRING PARTS FOR 309	78.14	02/19/2021	42332	0110	110355	680301
	10803	NEWMAN CHEVROLET INC	60600	FUSE BLOCK FOR SQUAD 11	62.65	02/05/2021	42208	0110	110355	680301
	11280	GOODYEAR COMMERICAL TIRE	60667	TIRE REPAIR 329	345.54	02/05/2021	42193	0110	110355	686550
	11503	MID-STATE GROUP, INC.	60775	SNOW BLOWER SHOES	114.30	02/19/2021	42330	0110	110355	680301
	12253	MCMASTER-CARR SUPPLY COMPANY	60708	PLOW BOLTS	309.78	02/19/2021	42326	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60446	HEADLIGHT FOR 958	20.99	02/05/2021	42172	0110	110355	680301

Attachment: February 2021 AP Vendor Listing by Dept (6000 : February 2021 Voucher Approval List)

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

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Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
FLEET SRVS	12390	ADVANCE AUTO PARTS	60764	IGNITION PARTS FOR 409	178.05	02/19/2021	42277	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60765	SPARK PLUGS FOR 409	39.52	02/19/2021	42277	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60766	BELT FOR 312	28.80	02/19/2021	42277	0110	110355	680301
	12390	ADVANCE AUTO PARTS	60839	BATTERY CORE	-22.00	02/19/2021	42277	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60444	SPINNER MOTOR	208.51	02/05/2021	42180	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60597	PLOW TRUCK BATTERIES	249.00	02/05/2021	42180	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60598	STROB LIGHTS FOR NEW SEWER TRUCKS	903.32	02/05/2021	42180	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60614	ROUND MIRRORS	20.80	02/05/2021	42180	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60768	DIESEL FUEL ADDITIVE	95.40	02/19/2021	42294	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60769	BATTERIES FOR 951	249.00	02/19/2021	42294	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60778	AIR BAG FOR 307	156.86	02/19/2021	42294	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60801	HYD HOSE AND FITTINGS	119.94	02/19/2021	42294	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60802	HYDRAULIC HOSE	110.40	02/19/2021	42294	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	60838	BATTERY CORES	-60.00	02/19/2021	42294	0110	110355	680301
	12609	QUALITY STATE OIL CO INC	60659	DIESEL FUEL QTY 7,501	14,777.29	02/05/2021	42249	0110	110355	680402
	12624	MATHESON TRI-GAS INC	60796	TORCH TANK RENTAL	49.60	02/19/2021	42325	0110	110355	680301
	12866	SCHOESSOW EQUIPMENT SERVICES LLC	60789	HEADLIGHT FOR 402	42.45	02/19/2021	42383	0110	110355	680301
	12866	SCHOESSOW EQUIPMENT SERVICES LLC	60790	PLOW HEADLIGHT	85.11	02/19/2021	42383	0110	110355	680301
				Department Total	45,547.91					
ENGINEERIN	11307	WIS DEPT OF TRANSPORT 7366	60489	HIGHLAND ROAD INTERCHANGE RES	2,812.91	02/05/2021	42275	0410	410780	720011
	12233	AILCO EQUIPMENT FINANCING GROUP INC.	60711	PLOTWAVE 345 COPIES-SCANS (JAN)	303.04	02/19/2021	42279	0110	110358	688101
	12353	HARWOOD ENGINEERING CONSULTANTS	60712	SWMP REVIEW-ASCENSION	757.50	02/19/2021	42312	0110	110358	683201
	12658	SYMBIONT SCIENCE, ENGINEERING AND	60435	GIS IMPLEMENTATION	1,729.00	02/05/2021	42255	0110	110358	683201
				Department Total	5,602.45					

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

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HIGHWAY	10137	BOEHLKE BOTTLED GAS CORP	60809	PROPANE TANKS FILLED	94.20	02/19/2021	42292	0110	110359	680321
	10287	DIGGERS HOTLINE INC	60761	LOCATES- JANUARY	5.22	02/19/2021	1001528	0110	110359	683201
	10287	DIGGERS HOTLINE INC	60761	LOCATES- JANUARY	194.88	02/19/2021	1001528	0620	620679	923001
	10484	HARTMANN SAND & GRAVEL CO, INC	60606	TREATED SAND FOR SNOW OPERATIONS	174.64	02/05/2021	42195	0110	110359	680320
	11195	USIC LOCATING SERVICES INC	60787	LOCATES-JAN	78.69	02/19/2021	1001538	0110	110359	683201
	11263	WEST BEND ELEVATOR INC	60594	FLOOR DRY	225.00	02/05/2021	42271	0110	110355	680301
	11263	WEST BEND ELEVATOR INC	60594	FLOOR DRY	200.00	02/05/2021	42271	0110	110359	680321
	12861	WRANGLER HOLDCO CORP	60842	RECYCLING FEES-FEB	105.65	02/19/2021	42402	0110	110359	683201
				Department Total	1,078.28					
Forestry	10202	CHOICE CUTS TREE SERVICE LLC	60668	ASH REMOVAL ON KATHLEEN LN	3,800.00	02/05/2021	42181	0410	410798	730017
	10321	EGELHOFF LAWN MOWER SERVICE INC	60458	SHARPENING & SUPPLIES	186.35	02/05/2021	42186	0110	110363	680351
	10321	EGELHOFF LAWN MOWER SERVICE INC	60622	SHARPENING	63.60	02/19/2021	42301	0110	110363	680351
				Department Total	4,049.95					
RECYCLING	10824	NORTHSTAR PRINTING & GRAPHICS	60923	2021 BRUSH PERMITS	124.69	02/26/2021	42415	0110	110368	680502
	10909	PORT-A-JOHN, INC.	60760	BRUSH SITE RESTROOM-JAN	84.00	02/19/2021	42380	0110	110368	688120
				Department Total	208.69					
POOL	10428	GILLITZER ELEC CO LTD, FRANK	60794	CIRCUIT BREAKER - POOL PUMP	115.02	02/19/2021	1001531	0110	110472	686550
				Department Total	115.02					
PARKS	10107	BEACON ATHLETICS LLC	60625	BALLFIELD MATERIAL	424.50	02/05/2021	42177	0110	110474	680340
	10107	BEACON ATHLETICS LLC	60625	BALLFIELD MATERIAL	424.50	02/05/2021	42177	0110	110474	680341
	10107	BEACON ATHLETICS LLC	60625	BALLFIELD MATERIAL	424.50	02/05/2021	42177	0110	110474	680342
	10107	BEACON ATHLETICS LLC	60625	BALLFIELD MATERIAL	424.50	02/05/2021	42177	0110	110474	680343
	10677	MARINE BIOCHEMISTS	60623	COMPRESSOR REPAIRS	395.70	02/05/2021	42202	0110	110474	686550
	10695	NELL ENTERPRISES, LLC	60454	TAPE	6.29	02/05/2021	42205	0110	110474	680340

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Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
PARKS	10695	NELL ENTERPRISES, LLC	60626	BUCKETS FOR LIGHTED NIGHT HIKE	74.75	02/19/2021	42328	0110	110474	680340
	11326	WIS PUMP AND SUMP INC	60873	PUMP ROTARY PAVILIONS	270.00	02/19/2021	42400	0110	110474	683201
	12442	DOUGLAS A PETERSON	60921	PAINTING - RIVER BARN PARK COMPLEX	1,525.00	02/26/2021	42406	0110	110474	686550
				Department Total	3,969.74					
PLANNING	10555	LEONARD MCCAW	60612	VIDEOTAPING AND RECORDING OF P/C MEETING	250.00	02/05/2021	1001515	0110	110578	683211
	11012	SCG & ASSOCIATES, LLC	60611	PC LANDSCAPE CONSULTANT COPPS INDUSTRIES	350.00	02/05/2021	42250	0110	110578	683102
	11366	BRUCE C KRESS	60618	ENFORCEMENT OFFICER	1,512.00	02/05/2021	1001516	0110	110578	683201
	11366	BRUCE C KRESS	60618	ENFORCEMENT OFFICER	488.00	02/05/2021	1001516	0110	110244	683201
	12864	MANAGEMENT PARTNERS INC	60694	COMM DEVEL OPERATIONAL ANALYSIS	2,000.00	02/19/2021	42323	0110	110578	683101
				Department Total	4,600.00					
SEWER	10230	CONLEY PUBLISHING GROUP LTD	60832	AD FOR M-T SAN INT (#1953) #143525	134.24	02/19/2021	42297	0610	610669	740001
	10341	ENERGENECS INC	60858	SCADA PROGRAMMING FOR FLOW MET	4,500.00	02/19/2021	1001529	0610	610669	740002
	10691	MENARDS	60455	SUMP PUMP & MISC	141.93	02/05/2021	42204	0610	610669	680301
	10695	NELL ENTERPRISES, LLC	60388	FITTINGS FOR "H"	9.34	02/05/2021	42205	0610	610669	680301
	10722	MID-AMERICAN RESEARCH CHEMICAL	60593	STATION DEODORANT	73.31	02/05/2021	42207	0610	610669	680301
	10743	MILW METRO SEWERAGE DIST	60529	MMSD QUARTERLY CHARGES 10/1-12/31/20	337,724.30	02/19/2021	1001536	0610	610669	695108
	11049	SHORT ELLIOTT HENDRICKSON INC	60855	WEST TRUNK STUDY (3744-W)	1,415.81	02/19/2021	42385	0610	610669	740002
	11062	RASMITH, INC	60457	FLOW METERING	713.90	02/05/2021	42253	0610	610669	740001
	11144	D.F. TOMASINI CONTRACTORS INC	60795	STATION Q FORCE MAIN BREAK	6,170.00	02/19/2021	42394	0610	610669	695105
	12325	VERONA SAFETY SUPPLY, INC.	60616	OXYGEN SENSOR FOR GAS MONITOR	186.13	02/05/2021	42268	0610	610669	680301
	12868	JE JOHNSON SECURITES LLC	60885	UTILTIY OVERPAYMENT 11005 N RANGE LINE RD	7.53	02/19/2021	42315	0610	610000	103102
				Department Total	351,076.49					
WATER	10489	CORE & MAIN	60630	COUPLINGS FOR HYDRANT STEMS	194.62	02/05/2021	42183	0620	620679	677002
	10489	CORE & MAIN	60637	VALVE REPAIR PARTS	1,666.43	02/05/2021	42183	0620	620679	673002

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

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
WATER	10489	CORE & MAIN	60638	HYDRANT REPAIR PARTS	200.93	02/05/2021	42183	0620	620679	677002
	10489	CORE & MAIN	60814	MAIN BOX REPAIR PARTS	236.52	02/19/2021	42298	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60632	BATTERIES	16.99	02/05/2021	42205	0620	620679	675002
	10695	NELL ENTERPRISES, LLC	60633	ZIP TIES FOR ERTS	7.73	02/05/2021	42205	0620	620679	675002
	10695	NELL ENTERPRISES, LLC	60811	REPLACEMENT HANDLE FOR METER PIT	4.56	02/19/2021	42328	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60812	REPLACEMENT HANDLE FOR METER PIT	3.91	02/19/2021	42328	0620	620679	673002
	10695	NELL ENTERPRISES, LLC	60813	SPRAY PAINT	3.23	02/19/2021	42328	0620	620679	675002
	10695	NELL ENTERPRISES, LLC	60818	HYDRANT PAINTING & SNOW REMOVAL	112.47	02/19/2021	42328	0620	620679	677002
	10755	CITY OF MILWAUKEE	60817	PURCHASED WATER-JAN	44,296.52	02/19/2021	42333	0620	620679	602001
	10815	NORTH SHORE WATER COMMISSION	60815	PURCHASED WATER-JAN	15,874.04	02/19/2021	42335	0620	620679	602001
	10815	NORTH SHORE WATER COMMISSION	60816	WATER TESTING BACT-JAN	300.00	02/19/2021	42335	0620	620679	662003
	10994	ROZGA PLUMBING & HEATING CORP	60660	VALVE REPLACEMENT- COUNTRY CLUB DR & SUNFLOWER CT	4,816.00	02/19/2021	42381	0620	620679	673003
	11016	SCHMITZ READY-MIX INC	60777	SLURRY FOR PROJECTS-SUNFLOWER CT	850.50	02/19/2021	42382	0620	620679	673002
	11022	SCHWAAB INC	60629	STAMP	39.00	02/05/2021	42252	0620	620679	921001
	11193	USA BLUEBOOK	60636	CHLORINE REAGENTS	190.24	02/05/2021	42266	0620	620679	662002
	11195	USIC LOCATING SERVICES INC	60819	LOCATING-JAN	1,316.99	02/19/2021	1001538	0620	620679	662003
				Department Total	70,130.68					
DIRECT INV	10022	AHERN CO, J F	60704	WO 1412647 Labor & Materials	-206.00	02/19/2021	42278	0110	110326	686502
	10182	CDW GOVERNMENT INC	60583	IT EQUIPMENT	72.92	02/05/2021	1001512	0110	110117	680401
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	848.48	02/19/2021	1001527	0620	620679	633001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	226.28	02/19/2021	1001527	0620	620679	661001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	7,806.06	02/19/2021	1001527	0620	620679	662001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	113.13	02/19/2021	1001527	0620	620679	663001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	989.90	02/19/2021	1001527	0620	620679	664001

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DIRECT INV	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	565.66	02/19/2021	1001527	0620	620679	672001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	1,640.40	02/19/2021	1001527	0620	620679	673001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	1,640.40	02/19/2021	1001527	0620	620679	675001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	2,092.93	02/19/2021	1001527	0620	620679	677001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	1,527.27	02/19/2021	1001527	0620	620679	902001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	2,149.49	02/19/2021	1001527	0620	620679	920001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	200.00	02/19/2021	1001527	0620	620679	620001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	2,200.00	02/19/2021	1001527	0620	620679	660001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	2,000.00	02/19/2021	1001527	0620	620679	670001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	500.00	02/19/2021	1001527	0620	620679	901001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	400.00	02/19/2021	1001527	0620	620679	903001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	600.00	02/19/2021	1001527	0620	620679	906001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	300.00	02/19/2021	1001527	0620	620679	930001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	1,000.00	02/19/2021	1001527	0620	620000	115346
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	600.00	02/19/2021	1001527	0620	620000	115346
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	440.00	02/19/2021	1001527	0620	620679	663001
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	200.00	02/19/2021	1001527	0620	620679	675003
	10206	CITY WATER LLC	60883	WATER UTILITY MANAGE & OPERATIONS SERVICES JAN	85.00	02/19/2021	1001527	0110	110358	683102
	10226	CONCENTRA MEDICAL CENTERS	60567	PRE EMPLOYEMENT PHYS	455.00	02/05/2021	42182	0110	110120	683201
	10228	CONCORDIA UNIVERSITY	60922	ESCROW WARTBURG RES HALL STORMWATER COMPL	35,346.00	02/26/2021	42404	0110	110000	229147
	10307	DEPARTMENT OF WORKFORCE	60698	BENEFIT CHARGES 1/1-1/9/21	31.00	02/19/2021	42299	0110	110236	673104
	10362	ELLIOT AUTO SUPPLY CO INC	60692	BATTERY CORE CREDIT	-18.00	02/05/2021	42189	0110	110355	680301
	10585	KAPUR & ASSOCOCIATES INC	60584	PROJ 3501-20 SANITARY MANHOLE INSP 11/29-12/31/20	2,587.50	02/05/2021	42199	0610	610669	740001

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DIRECT INV	10585	KAPUR & ASSOCOCIATES INC	60585	PROJ 2020-0611 DSR CEDARBURG 9/13-12/31/20	224.00	02/05/2021	42199	0610	610669	740001
	10585	KAPUR & ASSOCOCIATES INC	60586	PROJ BACK-UP GEN LS-B CM & STAKING 11/29-12/31/20	1,424.75	02/05/2021	42199	0610	610669	740002
	10604	KRUCZEK CONSTRUCTION	60773	WATERMAIN REPAIR RANGE LINE CT	4,077.00	02/19/2021	42319	0620	620679	673003
	10635	THE LEAGUE OF WIS MUNICIPALITIES	60507	WEB AD BATTALION CHIEFS	150.00	02/05/2021	1001517	0110	110120	683602
	10639	SCHOESSOW, CARY A.	60587	REFLECTIVE GRAPHICS DIAMOND GRADE	957.00	02/05/2021	42251	0410	410786	725010
	10696	MEQUON AUTO BODY	60570	TAHOE REPAIR EMC INSC REIMBURSED	3,258.12	02/05/2021	42206	0410	410786	725011
	10698	MEQUON CITY OF-PETTY CASH	60836	PLOWING SUSTENANCE 1/2-2/13/21	168.04	02/19/2021	42329	0110	110359	680301
	10757	SECURIAN LIFE INSURANCE COMPANY	60674	LIFE INSC UNIT 33302 POLICY 002832L 3/1-3/31/21	2,998.78	02/05/2021	1001523	0110	110000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60674	LIFE INSC UNIT 33302 POLICY 002832L 3/1-3/31/21	192.64	02/05/2021	1001523	0610	610000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60674	LIFE INSC UNIT 33302 POLICY 002832L 3/1-3/31/21	31.26	02/05/2021	1001523	0620	620000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	60674	LIFE INSC UNIT 33302 POLICY 002832L 3/1-3/31/21	141.75	02/05/2021	1001523	0110	110000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	60674	LIFE INSC UNIT 33302 POLICY 002832L 3/1-3/31/21	10.50	02/05/2021	1001523	0610	610000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	60674	LIFE INSC UNIT 33302 POLICY 002832L 3/1-3/31/21	1.75	02/05/2021	1001523	0620	620000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	60675	ACCIDENT INSC POLICY 76038	56.65	02/05/2021	1001522	0110	110000	224122
	10757	SECURIAN LIFE INSURANCE COMPANY	60675	ACCIDENT INSC POLICY 76038	10.03	02/05/2021	1001522	0610	610000	224122
	10865	OZAUKEE COUNTY TREASURER	60772	TAX PYMT 140190200900 CORR PYMT ENTRY 2/1/21	381.52	02/19/2021	42338	0810	810000	103105
	10865	OZAUKEE COUNTY TREASURER	60915	DOG TAGS 12/1/20-2/5/21 TAG # 3276 - 3895	1,928.00	02/26/2021	42416	0110	110000	224210
	10898	PITNEY BOWES	60907	POSTAGE ACCT 17061995	4,000.00	02/26/2021	1001539	0110	110112	680505
	10995	RUEKERT & MIELKE INC	60670	PROJ 48-10009 MEQUON / ENCLAVE PRESERVE DEC INSP	1,970.31	02/05/2021	1001521	0110	110358	683102
	11254	WE ENERGIES-ESSENTIAL SVCS	60929	11242 N CEDARBURG RD WORK ORDER 4638691	1,235.00	02/26/2021	42419	0410	410803	710320
	11254	WE ENERGIES-ESSENTIAL SVCS	60930	11236 N CEDARBURG RD WORK ORDER 4638684	1,235.00	02/26/2021	42420	0410	410803	710320
	11368	OMNNI ASSOCIATES INC	60578	2020 ANNUAL ROAD IMPROVEMENTS	285.00	02/05/2021	42209	0410	410780	720017
	11718	MYERS, JOANN L	60919	ELECTION SERVICES 2/16/21	62.50	02/26/2021	42414	0110	110113	683201

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

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	12178	THE HARTFORD	60837	RENEWAL ACCT 14808388	1,006.24	02/19/2021	42391	0110	110118	683401
	12270	KOHL, STEPHANI	60918	ELECTION SERVICES 2/16/21	72.50	02/26/2021	42408	0110	110113	683201
	12322	BAXTER & WOODMAN, INC.	60592	PROJ 190904.90 WWU PSC CA ASSISTANCE WAUKESHA RATE	7,415.22	02/05/2021	42176	0620	620679	928001
	12380	BOND TRUST SERVICES CORP	60569	BOND 62434 PA	400.00	02/05/2021	42179	0310	310000	683601
	12405	TELECOM ONE, INC	60702	PHONES 2/1-2/28/21	234.50	02/19/2021	42390	0110	110235	680504
	12405	TELECOM ONE, INC	60702	PHONES 2/1-2/28/21	58.63	02/19/2021	42390	0110	110236	680504
	12405	TELECOM ONE, INC	60702	PHONES 2/1-2/28/21	293.12	02/19/2021	42390	0110	110117	680504
	12464	AMERICAN TESTING AND INSPECTIONS SERVICES,	60825	ANNUAL STATE ELEVATOR INSPECTION	71.50	02/19/2021	42282	0110	110326	683201
	12651	AMAZON CAPITAL SERVICES, INC	60693	LOCKING MAILBOX	96.96	02/05/2021	1001511	0110	110120	680101
	12651	AMAZON CAPITAL SERVICES, INC	60697	UNISEX PLEATED FACE MASKS	43.99	02/19/2021	1001525	0110	110120	683602
	12663	MIDWEST LEADERSHIP INSTITUTE	60910	SPRING 2021 SEMINAR EVENT REGISTRATION / TRAINING	2,229.00	02/26/2021	42411	0110	110111	683501
	12823	LAWRENCE JANCZAK	60916	ELECTION SERVICES 2/16/21	72.50	02/26/2021	42409	0110	110113	683201
	12824	LINDA JANCZAK	60917	ELECTION SERVICES 2/16/21	72.50	02/26/2021	42410	0110	110113	683201
	12855	WATCHGUARD VIDEO INC	60676	BODY CAMERAS & SOFTWARE & MAINT	21,835.00	02/05/2021	42270	0210	210860	691922
	12855	WATCHGUARD VIDEO INC	60676	BODY CAMERAS & SOFTWARE & MAINT	37,900.00	02/05/2021	42270	0410	410791	730012
	12855	WATCHGUARD VIDEO INC	60677	BODY CAMERAS & SOFTWARE & MAINT	19,190.00	02/05/2021	42270	0210	210860	691922
	12855	WATCHGUARD VIDEO INC	60678	BODY CAMERAS & SOFTWARE & MAINT	8,510.00	02/05/2021	42270	0410	410791	730012
	90001	TEMP STAFF REIMB	60672	K9 TRAINING 1/13 & 1/19 MEAL REIMB	25.39	02/05/2021	42254	0110	110235	683501
	90001	TEMP STAFF REIMB	60824	EXAM FEE FF1 REIMBURSE	80.00	02/19/2021	42388	0110	110236	683501
	90001	TEMP STAFF REIMB	60875	REIMB MILEAGE FOR 2/16/21 ELECTION	34.93	02/19/2021	42387	0110	110113	680101
	90001	TEMP STAFF REIMB	60878	SRT & RIFLE INSTRUCTOR TRAINING MEAL REIMB	54.29	02/19/2021	42389	0110	110235	683501
	90001	TEMP STAFF REIMB	60879	FBI LEEDA COMMAND LEADERSHIP TRAINING MEAL	22.67	02/19/2021	42386	0110	110235	683501
	90001	TEMP STAFF REIMB	60908	REIMB FUEL PURCHASE FOR BOAT	23.00	02/26/2021	42418	0110	110236	680402

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

4.1.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	60683	TAX REFUND 142040079000	138.43	02/05/2021	42258	0810	810000	103105
	90005	TAX CHECK REFUNDS	60684	TAX REFUND 140881607000	43.63	02/05/2021	42257	0810	810000	103105
	90005	TAX CHECK REFUNDS	60685	TAX REFUND 141040052000	50.00	02/05/2021	42264	0810	810000	103105
	90005	TAX CHECK REFUNDS	60686	TAX REFUND 140740417000	2,970.15	02/05/2021	42263	0810	810000	103105
	90005	TAX CHECK REFUNDS	60687	TAX REFUND 140881404000	1,590.41	02/05/2021	42262	0810	810000	103105
	90005	TAX CHECK REFUNDS	60688	TAX REFUND 140311600900	752.78	02/05/2021	42259	0810	810000	103105
	90005	TAX CHECK REFUNDS	60690	TAX REFUND 151260205000	4,774.19	02/05/2021	42256	0810	810000	103105
	90005	TAX CHECK REFUNDS	60691	TAX REFUND 142040109000	836.03	02/05/2021	42261	0810	810000	103105
	90006	PERMIT REFUNDS	60530	INSP DEPOSIT 11305 BOBOLINK & 10523 GAZEBO HILL PK	122.00	02/05/2021	42210	0110	110000	229102
	90006	PERMIT REFUNDS	60531	INSP DEPOSIT 10508 SUNSET WOODS	61.00	02/05/2021	42211	0110	110000	229102
	90006	PERMIT REFUNDS	60532	INSP DEPOSIT 218 W TRILLIUM RD	61.00	02/05/2021	42212	0110	110000	229102
	90006	PERMIT REFUNDS	60533	INSP DEPOSIT 831 SIERRA LN	61.00	02/05/2021	42213	0110	110000	229102
	90006	PERMIT REFUNDS	60534	INSP DEPOSIT 3618 CHANTILLY CT	61.00	02/05/2021	42214	0110	110000	229102
	90006	PERMIT REFUNDS	60535	INSP DEPOSIT 809 FOX HUNT TRACE	61.00	02/05/2021	42215	0110	110000	229102
	90006	PERMIT REFUNDS	60536	INSP DEPOSIT 10019 MEADOW LN	61.00	02/05/2021	42216	0110	110000	229102
	90006	PERMIT REFUNDS	60537	INSP DEPOSIT 2311 W RANCH RD	61.00	02/05/2021	42217	0110	110000	229102
	90006	PERMIT REFUNDS	60538	INSP DEPOSIT 2505 W MEQUON RD	103.00	02/05/2021	42218	0110	110000	229102
	90006	PERMIT REFUNDS	60539	INSP DEPOSIT 107 W VINTAGE DR	61.00	02/05/2021	42219	0110	110000	229102
	90006	PERMIT REFUNDS	60540	INSP DEPOSIT 422 W APPLETREE CT	61.00	02/05/2021	42220	0110	110000	229102
	90006	PERMIT REFUNDS	60541	INSP DEPOSIT 432 THORNAPPLE LN	61.00	02/05/2021	42221	0110	110000	229102
	90006	PERMIT REFUNDS	60542	INSP DEPOSIT 10606 RIVER LAKE CT	61.00	02/05/2021	42222	0110	110000	229102
	90006	PERMIT REFUNDS	60543	INSP DEPOSIT 3109 W FLELUR DE LIS DR	61.00	02/05/2021	42223	0110	110000	229102
	90006	PERMIT REFUNDS	60544	INSP DEPOSIT 2114 W COLUMBIA DR	61.00	02/05/2021	42224	0110	110000	229102

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

4.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90006	PERMIT REFUNDS	60545	INSP DEPOSIT 11329 N PARKVIEW DR	61.00	02/05/2021	42225	0110	110000	229102
	90006	PERMIT REFUNDS	60546	INSP DEPOSIT 11339 N GLENWOOD DR	61.00	02/05/2021	42226	0110	110000	229102
	90006	PERMIT REFUNDS	60547	DEPOSIT 12637 RIVER FOREST 2422 HICKORY 2801 GOLD	183.00	02/05/2021	42227	0110	110000	229102
	90006	PERMIT REFUNDS	60548	INSP DEPOSIT 12942 COLONY DR	61.00	02/05/2021	42228	0110	110000	229102
	90006	PERMIT REFUNDS	60549	INSP DEPOSIT10931 N SPARTAN CIR	130.00	02/05/2021	42229	0110	110000	229102
	90006	PERMIT REFUNDS	60550	INSP DEPOSIT 13425 N LAUREL LN	61.00	02/05/2021	42230	0110	110000	229102
	90006	PERMIT REFUNDS	60551	INSP DEPOSIT 9601 N JUNIPER CT	61.00	02/05/2021	42232	0110	110000	229102
	90006	PERMIT REFUNDS	60552	INSP DEPOSIT 9935 N VALLEY HILL DR	61.00	02/05/2021	42233	0110	110000	229102
	90006	PERMIT REFUNDS	60553	INSP DEPOSIT 10961 N WAUWATOSA RD	156.00	02/05/2021	42234	0110	110000	229102
	90006	PERMIT REFUNDS	60554	INSP DEPOSIT 11920 N RIVER RD	205.00	02/05/2021	42235	0110	110000	229102
	90006	PERMIT REFUNDS	60555	INSP DEPOSIT 10120 N FOXKIRK CIR	61.00	02/05/2021	42236	0110	110000	229102
	90006	PERMIT REFUNDS	60556	INSP DEPOIST 10624 HIDDEN CREEK DR	61.00	02/05/2021	42237	0110	110000	229102
	90006	PERMIT REFUNDS	60557	INSP DEPOSIT 2512 W CHESTNUT RD	61.00	02/05/2021	42238	0110	110000	229102
	90006	PERMIT REFUNDS	60558	INSP DEPOSIT 300 W TRILLIUM RD	61.00	02/05/2021	42239	0110	110000	229102
	90006	PERMIT REFUNDS	60559	INSP DEPOSIT 10650 N BAEHR RD SUITE K	61.00	02/05/2021	42240	0110	110000	229102
	90006	PERMIT REFUNDS	60560	INSP DEPOSIT 9025 HIGHLANDER DR 9015 EAGLE CT	278.00	02/05/2021	42241	0110	110000	229102
	90006	PERMIT REFUNDS	60561	INSP DEPOSIT 10532 N PORT WASH RD #1B	141.61	02/05/2021	42242	0110	110000	229102
	90006	PERMIT REFUNDS	60562	DEPOSIT 9807 DEER RN 3404 MEADOWVIE 5200 PARKVIEW	183.00	02/05/2021	42243	0110	110000	229102
	90006	PERMIT REFUNDS	60563	DEPOSIT 10760 TREE SPARROW & 8280 MOURNING DOVE	250.00	02/05/2021	42244	0110	110000	229102
	90006	PERMIT REFUNDS	60564	DEPOSIT 6140 CHAPEL HILL 3322 PICARDY 12019 SILVER	183.00	02/05/2021	42245	0110	110000	229102
	90006	PERMIT REFUNDS	60565	INSP DEPOSIT 1615 W ZEDLER LN	61.00	02/05/2021	42246	0110	110000	229102
	90006	PERMIT REFUNDS	60605	REFUND BP # 33733 S TAM NGO	3,054.00	02/05/2021	42231	0110	110000	442101
	90006	PERMIT REFUNDS	60605	REFUND BP # 33733 S TAM NGO	293.00	02/05/2021	42231	0110	110000	229102

Attachment: February 2021 AP Vendor Listing by Dept (6000 : February 2021 Voucher Approval List)

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

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90006	PERMIT REFUNDS	60714	INSP DEPOSIT 10416 FREISTADT	61.00	02/19/2021	42341	0110	110000	229102
	90006	PERMIT REFUNDS	60715	INSP DEPOSIT 10049 CONCORD	61.00	02/19/2021	42342	0110	110000	229102
	90006	PERMIT REFUNDS	60716	INSP DEPOSIT 10723 WINSLOW DR	61.00	02/19/2021	42343	0110	110000	229102
	90006	PERMIT REFUNDS	60717	INSP DEPOSIT 10141 CONCORD	60.00	02/19/2021	42344	0110	110000	229102
	90006	PERMIT REFUNDS	60718	INSP DEPOSIT 10606 WOODCREST CT	135.00	02/19/2021	42345	0110	110000	229102
	90006	PERMIT REFUNDS	60719	INSP DEPOSIT 3716 TREMONT CT	61.00	02/19/2021	42346	0110	110000	229102
	90006	PERMIT REFUNDS	60720	INSP DEPOSIT 11147 SAN MARINO	61.00	02/19/2021	42347	0110	110000	229102
	90006	PERMIT REFUNDS	60721	INSP DEPOSIT 5110 W PARKVIEW DR	61.00	02/19/2021	42348	0110	110000	229102
	90006	PERMIT REFUNDS	60722	INSP DEPOSIT 8710 DAVENTRY RD	61.00	02/19/2021	42349	0110	110000	229102
	90006	PERMIT REFUNDS	60723	INSP DEPOSIT 10633 RIVER LAKE CT	61.00	02/19/2021	42350	0110	110000	229102
	90006	PERMIT REFUNDS	60724	INSP DEPOSIT 10407 LARKSPUR CT	61.00	02/19/2021	42351	0110	110000	229102
	90006	PERMIT REFUNDS	60725	INSP DEPOSIT 10890 HIGHLANDER CT	61.00	02/19/2021	42352	0110	110000	229102
	90006	PERMIT REFUNDS	60726	DEPOSIT 530 MAPLE 9715 COURTLAND 3611 SHERBROOK	183.00	02/19/2021	42353	0110	110000	229102
	90006	PERMIT REFUNDS	60727	INSP DEPOSIT 7523 RED CEDAR / 1707 LIEBAU RD	122.00	02/19/2021	42354	0110	110000	229102
	90006	PERMIT REFUNDS	60728	INSP DEPOSIT 9702 N VALLEY HILL DR	61.00	02/19/2021	42355	0110	110000	229102
	90006	PERMIT REFUNDS	60729	INSP DEPOSIT 9639 HUNTINGTON DR	61.00	02/19/2021	42356	0110	110000	229102
	90006	PERMIT REFUNDS	60730	INSP DEPOSIT 11740 N PORT WASHINGTON RD	61.00	02/19/2021	42357	0110	110000	229102
	90006	PERMIT REFUNDS	60731	INSP DEPOSIT 11004 N LAKESIDE RD	61.00	02/19/2021	42358	0110	110000	229102
	90006	PERMIT REFUNDS	60732	INSP DEPOSIT 10627 N MAGNOLIA DR	61.00	02/19/2021	42359	0110	110000	229102
	90006	PERMIT REFUNDS	60733	INSP DEPOSIT 11345 SOLAR AVE	61.00	02/19/2021	42360	0110	110000	229102
	90006	PERMIT REFUNDS	60734	INSP DEPOSIT 10891 N HIGHLANDER CT	187.00	02/19/2021	42361	0110	110000	229102
	90006	PERMIT REFUNDS	60735	INSP DEPOSIT 9642 LAMPLIGHTER LN	61.00	02/19/2021	42363	0110	110000	229102
	90006	PERMIT REFUNDS	60736	INSP DEPOSIT 2710 W CHESTNUT RD	61.00	02/19/2021	42364	0110	110000	229102

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

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90006	PERMIT REFUNDS	60737	INSP DEPOSIT 4918 W CENTRUY CT	61.00	02/19/2021	42365	0110	110000	229102
	90006	PERMIT REFUNDS	60738	INSP DEPOSIT 7720 KNIGHTSBRIDGE	61.00	02/19/2021	42366	0110	110000	229102
	90006	PERMIT REFUNDS	60739	INSP DEPOSIT 5021 W PARKVIEW DR	61.00	02/19/2021	42367	0110	110000	229102
	90006	PERMIT REFUNDS	60740	INSP DEPOSIT 11800 N SOLAR AVE	61.00	02/19/2021	42368	0110	110000	229102
	90006	PERMIT REFUNDS	60741	INSP DEPOSIT 1574 W ASTOR WOODS CT	61.00	02/19/2021	42369	0110	110000	229102
	90006	PERMIT REFUNDS	60742	INSP DEPOSIT 10520 BAEHR RD ST E-G	296.00	02/19/2021	42370	0110	110000	229102
	90006	PERMIT REFUNDS	60743	INSP DEPOSIT 11703 N RIVER RD	61.00	02/19/2021	42371	0110	110000	229102
	90006	PERMIT REFUNDS	60744	INSP DEPOSIT 3410 W GRACE AVE	61.00	02/19/2021	42372	0110	110000	229102
	90006	PERMIT REFUNDS	60745	INSP DEPOSIT 2643 W LAKE ISLE DR	61.00	02/19/2021	42373	0110	110000	229102
	90006	PERMIT REFUNDS	60746	INSP DEPOSIT 10110 N LEE CT	61.00	02/19/2021	42374	0110	110000	229102
	90006	PERMIT REFUNDS	60747	INSP DEPOSIT 7621 W WILLOWBROOK DR	61.00	02/19/2021	42375	0110	110000	229102
	90006	PERMIT REFUNDS	60748	INSP DEPOSIT 7119 W OAKVIEW CT	61.00	02/19/2021	42376	0110	110000	229102
	90006	PERMIT REFUNDS	60749	INSP DEPOSIT 10710 N WAUWATOSA RD	61.00	02/19/2021	42377	0110	110000	229102
	90006	PERMIT REFUNDS	60750	INSP DEPOSIT 937 HERITAGE CT #110	61.00	02/19/2021	42378	0110	110000	229102
	90006	PERMIT REFUNDS	60822	REFUND BUILDING REINSPECTION FEE	61.00	02/19/2021	42362	0110	110000	442101
	90007	MISC REFUNDS	60695	REFUND DOUBLE PYMT OF RESTITUTION	114.00	02/19/2021	42334	0110	110000	446101
	90007	MISC REFUNDS	60911	MAILBOX DAMAGE COMPENSATION	50.00	02/26/2021	42413	0110	110359	680320
	90007	MISC REFUNDS	60931	BAYSIDE WATER PROJ ASSOC #1 REFUND RES CONNECTIONS	21,174.00	02/26/2021	42412	0620	620679	465421
				Department Total	233,170.19					
				Grand Total	$870,471.96					

City of Mequon

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: March 9, 2021
SUBJECT: RESOLUTION 3812 A Resolution Clearing the Personal Property Tax Roll of Delinquent Accounts Deemed Uncollectible for Tax Roll Years 2018 and 2019

Background

Delinquent personal property taxes are cleared from the City's tax rolls after the end of a two-year collection cycle, as they are unlikely to be paid if collection efforts to date have not resulted in payment. Collection efforts include monthly statements and targeting larger accounts for collection through the City Attorney's Office. In addition, coordination continues with the City Clerk's Office to prevent the issuance of liquor licenses if any outstanding obligations exist. Unfortunately, there is currently no other administrative recourse for businesses that do not require these licenses, except for referral to the City Attorney's Office for possible small claims action.

Analysis

Presented below is a table showing summary information by tax year:

	2018	2019
Original Delinquent PP Balance Assumed	$43,012.50	$61,159.88
Collections to Date	$30,054.95	$47,809.37
Amount to Clear	$12,957.55	$13,350.51
City Share of Total	$2,811.69	$2,946.17

The attached listing of outstanding accounts shows the name of the business, total outstanding principal and interest, any payments received, the status of the account and notations from the City Assessor's Office. The comments are defined as follows:

- Open - Business is still a going concern in Mequon.
- Closed - Business reported to the Assessor that it is no longer operating in Mequon.
- Doomage - The owner did not file a Statement of Personal Property Status report timely. Therefore, the City Assessor estimated, or doomaged, the account's value.

As some businesses still remain active, City staff and the City Attorney's Office will continue working to recover these written off amounts.

Fiscal Impact

The other taxing jurisdictions have been charged back for their proportionate share of the uncollectible account balances leaving the City's share of 2018 and 2019 write-offs at $2,811.69 and $2,946.17, respectively. On an annual basis, the City typically budgets $3,000-$5,0000 to account for personal property tax revenue that is deemed to be uncollectible.

Recommendation

Staff recommends the Committee favorably recommend the attached resolution to the Common Council in order to clear the remaining delinquent personal property taxes from the 2018 and 2019 tax rolls.

Attachments:
2018 Delinquent Personal Property Tax Write-Offs (PDF)
2019 Delinquent Personal Property Tax Write-Offs (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3812

A Resolution Clearing the Personal Property Tax Roll of Delinquent Accounts Deemed Uncollectible for Tax Roll Years 2018 and 2019

A. The City of Mequon Finance Department has after considerable collection efforts determined that certain delinquent personal property taxes are deemed uncollectible.

B. Delinquent personal property taxes for tax roll years 2018 and 2019 have been charged back to the other taxing entities, thereby limiting the City's exposure to just the City portion of delinquent balances for the years being charged back.

C. The attached list of delinquent personal property taxes to clear delinquent taxes for tax roll year 2018 totals $12,957.55.

D. The attached list of delinquent personal property taxes to clear delinquent taxes for tax roll year 2019 totals $13,350.51.

E. Continuing efforts will be made to collect such taxes as appropriate.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the attached list of delinquent personal property taxes for tax roll years 2018 and 2019 be cleared from the personal property tax rolls by the City Treasurer.

Approved by: John Wirth, Mayor

Date Approved: March 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 March 9, 2021.

Caroline Fochs, City Clerk

2018 Delinquent Personal Property Tax

Parcel Number	Owner					Status	County	City	School	MATC	Sewer	Total Tax
140000009200	ABC Daycare Inc	10333 N Enterprise Dr	Mequon	WI	53092	Inactive	31.92	55.88	113.30	22.12	34.39	$ 257.61
140000066200	ARC Angels Senior Home	1001 W Glen Oaks Ln #238	Mequon	WI	53092	Doomage	2.26	3.93	7.96	1.56	2.41	$ 18.12
140000102750	Bare Beauty Med Spa	11649 N Port Washington Rd	Mequon	WI	53092	Doomage	56.28	98.63	199.93	39.02	60.66	$ 454.52
140000180450	Carjo,	10750 N O'Connell Ln	Meuqon	WI	53097	Doomage	5.50	9.72	19.67	3.83	5.98	$ 44.70
140000200650	Cherry Creek Mortgage Co	1500 W Market ST Unit 225	Mequon	WI	53092	Inactive	7.75	13.63	27.59	5.38	8.38	$ 62.73
140000222755	Comperica Haruna	11512 N Port Washington Rd	Mequon	WI	53092	Inactive	9.32	16.34	33.17	6.43	10.06	$ 75.32
140000285050	Dianne's Wedding and Floral Design,	11203 N Buntrock Ave	Mequon	WI	53092	Inactive	10.64	18.60	37.73	7.41	11.46	$ 85.84
140000314500	East Towne Fitness	1515 W Mequon Rd	Mequon	WI	53092	Inactive	62.58	109.61	222.22	43.41	67.43	$ 505.25
140000319500	Edge of a Garden Landscape	10856 N Cedarburg Rd	Mequon	WI	53092	Inactive	31.92	55.88	113.30	22.12	34.39	$ 257.61
140000320000	Edgehill Consulting Group	10134 N Port Washington Rd	Mequon	WI	53092	Inactive	31.92	55.88	113.30	22.12	34.39	$ 257.61
140000335400	Esthetics By Liliy Skin	11514 N Port Washington Rd	Mequon	WI	53092	Open	2.55	4.54	9.20	1.76	2.83	$ 20.88
140000345500	F Green Lawnsprinklers & Landscaping LLC	4901 W Pioneer Rd	Mequon	WI	53097	Doomage	2.03	3.53	7.04	1.40	2.16	$ 16.16
140000423700	GetHappy Chocolatier	111235 Cedarburg Rd	Mequon	WI	53092	Inactive	93.49	163.87	332.15	64.87	100.75	$ 755.13
140000432700	Goody Two Shooz, LLC,	1515 W Mequon Rd	Mequon	WI	53092	Inactive	6.05	10.60	21.46	4.14	6.46	$ 48.71
140000440000	Great Frame-Up,	1400 W Mequon Rd	Mequon	WI	53092	Doomage	31.92	55.88	113.30	22.12	34.39	$ 257.61
140000497000	Hockey Haven East	1406 W Mequon Rd	Mequon	WI	53092	Inactive	5.69	10.06	20.45	3.96	6.18	$ 46.34
140000499060	Home Health Managers LLC,	10750 N O'Connell Ln	Mequon	WI	53097	Doomage	73.65	129.06	261.69	51.11	79.46	$ 594.97
140000591300	Kornit Digital North Amer	10541 N Commerce St	Mequon	WI	53092	Inactive	256.40	449.35	911.03	177.80	276.42	$ 2,071.00
140000644400	Luxxe Lash Brow Boutique	1424 W Mequon Rd	Mequon	WI	53092	Inactive	21.28	37.29	75.46	14.71	22.92	$ 171.66
140000740800	MORO Performance,	10410 N Baehr Rd	Mequon	WI	53092	Doomage	306.34	536.81	1088.38	212.38	330.28	$ 2,474.19
140000786980	North Shore Preschool	10406 N Cedarburg Rd	Mequon	WI	53092	Doomage	25.24	44.25	89.65	17.51	27.15	$ 203.80
140000805800	On The Way Café	6005 W Mequon Rd	Mequon	WI	53092	Inactive	64.25	112.73	228.43	44.58	69.36	$ 519.35
140000864700	Postnet	6079 W Mequon Rd	Mequon	WI	53092	Inactive	4.30	7.48	15.13	2.96	4.58	$ 34.45
140000931500	Rugget Video LLC	10555 N Port Washington Rd	Mequon	WI	53092	Inactive	2.25	3.91	7.91	1.53	2.41	$ 18.01
140000988450	Signature Auto Detailing,	10315 N Port Washington Rd	Mequon	WI	53092	Inactive	36.11	63.36	128.32	25.08	38.97	$ 291.84
140000990500	Silver Springs Of Mequon,	11840 N Silver Ave	Mequon	WI	53092	Doomage	127.48	223.54	453.07	88.38	137.45	$ 1,029.92
140000994440	Skin Evolved Vanessa Bracer	1025 W Glen Oaks Ln	Mequon	WI	53092	Inactive	16.12	28.26	57.30	11.22	17.41	$ 130.31
140000996800	Snap Fitness	6071 W Mequon Rd	Mequon	WI	53092	Inactive	19.09	33.49	67.76	13.21	20.59	$ 154.14
140001030400	Strategem Inc	10922 N Cedarbrug Rd	Mequon	WI	53092	Inactive	81.73	143.19	290.28	56.65	88.08	$ 659.93
140001032550	Studio 251	6619 W Mequon Rd	Mequon	WI	53092	Inactive	55.25	96.80	196.33	38.32	59.61	$ 446.31
140001066671	Golfer's Outlet	12950 N Port Washington Rd	Mequon	WI	53092	Inactive	18.41	32.27	65.40	12.80	19.86	$ 148.74
140001066674	Lemon Tree	1380 W Mequon Rd	Mequon	WI	53092	Inactive	23.33	40.93	83.03	16.20	25.22	$ 188.71
140001088700	Trustworthy Tire & Auto Service, Inc	10432 N Port Washington Rd	Mequon	WI	53092	Doomage	67.53	118.34	239.99	46.82	72.83	$ 545.51
140001160100	Chay's Tae Kwon	1220 W Ranchito Ln	Mequon	WI	53092	Inactive	9.07	15.89	32.16	6.26	9.78	$ 73.16
140001193000	Sullivan Mfg Corp	10201 N Enterprise Dr	Mequon	WI	53092	Open	4.62	8.16	16.40	3.19	5.04	$ 37.41
							$ 1,604.27	$ 2,811.69	$ 5,699.49	$ 1,112.36	$ 1,729.74	$ 12,957.55

2019 Outstanding Personal Property Tax

Parcel Number	Owner					Status	County	City	School	MATC	Sewer	Total Tax
140000022860	Airpes S. L	11516 N Port Washington Rd Unt 1(	Mequon	WI	53092	Closed	2.71	4.86	10.05	1.88	2.68	$ 22.18
140000120500	Better Bidders	10650 N Baehr Rd Ste E	Mequon	WI	53092	Open	2.64	4.72	9.78	1.83	2.61	$ 21.58
140000139700	Brain Balance Achievement Center	11649 N Port Washington Rd	Mequon	WI	53092	Closed	57.30	102.72	212.54	39.84	56.67	$ 469.07
140000180450	Carjo	10750 N O'Connell Ln	Meuqon	WI	53097	Open	9.24	16.57	34.28	6.43	0.00	$ 66.52
140000250600	CrossFit Lozen	10520 N Baehr Rd	Mequon	WI	53092	Closed	60.01	107.58	222.58	41.72	59.35	$ 491.24
140000283451	Divine Lash and Beauty Bar	10144 N Port Washington Rd	Mequon	WI	53092	Doomage	110.90	198.82	411.36	77.11	109.68	$ 907.87
140000285050	Dianne's Wedding and Floral Design	11203 N Buntrock Ave	Mequon	WI	53092	Closed	11.09	19.88	41.14	7.71	10.97	$ 90.79
140000333325	Epic Minds Childcare Inc.	1415 W Donges Bay Rd	Mequon	WI	53092	Closed	4.50	8.07	16.70	3.13	4.45	$ 36.85
140000345500	F Green Lawnsprinklers & Landscaping LLC	4901 W Pioneer Rd	Mequon	WI	53097	Doomage	1.96	3.51	7.26	1.36	0.00	$ 14.09
140000423700	GetHappy Chocolatier	111235 Cedarburg Rd	Mequon	WI	53092	Closed	27.49	49.28	101.96	19.11	27.19	$ 225.03
140000432700	Goody Two Shooz, LLC	1515 W Mequon Rd	Mequon	WI	53092	Closed	4.56	8.17	16.91	3.17	4.51	$ 37.32
140000440000	Great Frame-Up	1400 W Mequon Rd	Mequon	WI	53092	Doomage	27.72	49.71	102.84	19.28	27.42	$ 226.97
140000499060	Home Health Managers LLC	10750 N O'Connell Ln	Mequon	WI	53097	Doomage	73.93	132.55	274.24	51.40	0.00	$ 532.12
140000563700	Kathryn Morrison	11516 N Port Washington Rd #108	Mequon	WI	53092	Doomage	36.97	66.27	137.12	25.70	36.56	$ 302.62
140000572000	Ker-Mor Grooming	10000 N Port Washington Rd	Mequon	WI	53092	Open	6.68	11.98	24.78	4.64	6.61	$ 54.69
140000581750	Kids Creative Corner Childcare Inc	10333 N Enterprise Dr	Mequon	WI	53092	Closed	92.42	165.68	342.80	64.25	91.40	$ 756.55
140000740800	MORO Performance	10410 N Baehr Rd	Mequon	WI	53092	Open	167.74	300.73	622.19	116.63	165.90	$ 1,373.19
140000817610	Ovation Hand Institute	10532 N Port Washington Rd	Mequon	WI	53092	Doomage	389.50	698.30	1444.78	270.81	385.23	$ 3,188.62
140000983325	Shopko Mequon Optical Center #216	10996 N Port Washington Rd	Mequon	WI	53092	Open	237.32	425.46	880.28	165.00	234.72	$ 1,942.78
140000988450	Signature Auto Detailing	10315 N Port Washington Rd	Mequon	WI	53092	Closed	33.27	59.65	123.41	23.13	32.91	$ 272.37
140000990500	Silver Springs Of Mequon	11840 N Silver Ave	Mequon	WI	53092	Doomage	110.90	198.82	411.36	77.11	109.68	$ 907.87
140001066653	The Compass	14015 N Cedarburg Rd	Mequon	WI	53097	Closed	18.48	33.14	68.56	12.85	0.00	$ 133.03
140001079600	Transitions Coaching LLC	11124 N Cedarburg Rd Ste 330	Mequon	WI	53092	Doomage	2.98	5.35	11.07	2.07	2.95	$ 24.42
140001088700	Trustworthy Tire & Auto Service, Inc	10432 N Port Washington Rd	Mequon	WI	53092	Doomage	46.17	82.78	171.27	32.10	45.67	$ 377.99
140001142000	Worzella Photography Inc	7606 W Mequon Rd	Mequon	WI	53097	Doomage	50.84	91.14	188.58	35.35	50.28	$ 416.19
140001181000	MICRON Hard Milling LLC	10650 N Baehr Rd	Mequon	WI	53092	Closed	0.37	0.66	1.35	0.25	0.36	$ 2.99
140001192100	Soaring Souls, LLC	6400 W Mequon Rd	Mequon	WI	53092	Doomage	51.62	92.55	191.49	35.89	51.06	$ 422.61
140001193000	Sullivan Mfg Corp	10201 N Enterprise Dr	Mequon	WI	53092	Open	4.03	7.22	14.93	2.80	3.98	$ 32.96
							$ 1,643.34	$ 2,946.17	$ 6,095.61	$ 1,142.55	$ 1,522.84	$ 13,350.51

City of Mequon

11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2941
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Administration

TO: **Finance-Personnel Committee**
FROM: **Justin Schoenemann, Assistant City Administrator**
DATE: **February 25, 2021**
SUBJECT: **RESOLUTION 3815 A Resolution Amending the City of Mequon's COVID-19 Emergency Medical Leave Benefits to Address the Availability of the COVID-19 Vaccine**

Background

Since April of 2020, the City of Mequon has provided COVID-19 Emergency Medical Leave (EML) benefits to staff previously exempted from the Families First Corona Virus Response Act and subsequently extended the benefits established in the EML Policy to all City staff upon the expiration of the Family First Corona Virus Response Act on December 31, 2020.

The EML Policy now requires an update to address the availability of the COVID-19 vaccine. Additionally, the City's Labor Counsel has recommended several updates based on the evolution of COVID-19 employment practices over the last year. In summary, the updates are clarifying in nature and meant to ensure the City's intent within its broader EML Policy.

Analysis

The majority of the proposed language modifications are recommendations from the City's labor & employment firm, von Brisen, based on the firm's experience over the last year. Two new sections added to address the COVID-19 vaccine are Sections E and I. Section E states that a full-time or part-time employee may use up to one day's worth of EML time in the event that the employee experiences adverse medical side-effects that onset within 48 hours after receipt of the vaccine and render the employee unable to perform his or her job duties.

Additionally, Section I states that once the vaccine becomes available to an employee, then in order to be eligible for benefits under this Policy, an employee will have thirty (30) days from the date when the vaccine becomes available to begin the vaccination process by receiving the first vaccine and completing the vaccine process as soon as possible, consistent with medical guidance. Section I also provides the City with the ability to determine whether extenuating circumstances or other pre-existing conditions may apply, exempting an employee from such requirement.

Fiscal Impact

The cost of providing emergency medical leave benefits to staff can be absorbed within the existing salary and benefit allocations included within the 2021 budget.

Recommendation

A recommendation from the Finance-Personnel Committee is forthcoming on March 9, 2021.

Attachments:
EML Policy REDLINE (PDF)
EML Policy CLEAN (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3815

A Resolution Amending the City of Mequon's COVID-19 Emergency Medical Leave Benefits to Address the Availability of the COVID-19 Vaccine

A. The Common Council approved an Emergency Medical Leave (EML) Policy on Tuesday, April 14, 2021, following the enactment of the Families First Coronavirus Response Act (the "FFCRA"), which expanded the Family and Medical Leave Act (Emergency Family and Medical Leave Expansion Act) and created a paid sick leave entitlement for certain eligible employees (Emergency Paid Sick Leave Act) covered by the Act.

B. In light of the fact FFCRA expired on December 31, 2020, and that COVID-19 is still a public health emergency, the Common Council determined there still is a need to provide additional support to employees to ensure the continuation of operations on behalf of the community and extended the City's existing *Emergency Medical Leave Policy* to all City staff.

C. COVID-19 vaccinations are now becoming available to City staff through the State of Wisconsin's distribution plan and, as such, the *Emergency Medical Leave Policy* is in need of amendment to reflect the City's desire for staff to receive the vaccination once it is accessible.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the proposed amendments to the *Emergency Medical Leave Policy* outlined in the attached policy are adopted and made available to all City staff.

____
Approved by: John Wirth, Mayor

Date Approved: March 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 March 9, 2021.

____
Caroline Fochs, City Clerk

COVID-19 Emergency Medical Leave Policy for City of Mequon Employees Designated as Emergency Responders

A. In response to the Coronavirus (COVID-19) pandemic, the City is implementing this ~~this~~ COVID-19 emergency medical leave policy (EML) for all regular full-time and part-time employees. The City had previously designated ~~by the City~~ certain of its employees as exempt ~~as~~ emergency responders under the Families First Coronavirus Response Act ("FFCRA"), which was in effect from April 1, 2020 to December 31, 2020. EML benefits are available to ~~these~~ employees who are impacted by COVID-19 and these benefits are separate from other time-off benefits. The benefits provided under this Policy are retroactive to March 1, 2020 and, except as provided in Section F and unless extended by an act of the Common Council, will ~~sunset~~ terminate upon the earlier of the expiration or termination of the City's Proclamation Declaring a Public Health Emergency, as amended or extended. This Policy does not change or alter the City's designation of employees with respect to emergency responder status under the FFCRA. Moreover, this Policy is not designed to extend any provision of the FFCRA beyond the December 31, 2020 expiration date of the FFCRA. This Policy is separate and independent from any and all provisions of the FFCRA. This Policy does not to create any legal or other right, privilege or entitlement between the City and any employee. The City reserves the right to change, alter, or amend this Policy at any time.

B. All full-time employees shall be awarded 120 hours of emergency medical leave, and part-time employees shall receive a proration based on their full-time-equivalency ratio as determined in the sole discretion of the City. All EML hours can only be exercised by an employee for one of the following reasons:

1. An employee is subject to a local, state, or federal government order requiring quarantine or isolation due to COVID–19 exposure.
2. An employee is subject to a self-quarantine mandated by a health care provider due to COVID–19 exposure or treatment.
3. An employee has symptoms related to COVID-19 and is seeking medical treatment or diagnosis.
4. An employee is caring for an individual within their household that is subject to quarantine or isolation or advised to quarantine or isolate due to COVID-19 exposure.

EML hours are not an accrued benefit. All unused EML hours are not accrued and not paid-out upon the termination of employment or of this Policy, as set forth in Section A.

C. If a full-time or part-time employee contracts COVID-19 and such employee regularly interreacts with the public on behalf of the City in connection with the employee's job duties, as determined in the sole discretion of the City Administrator's Office and is hospitalized due to the COVID-19 diagnosis, such employee must first exhaust his or her grant of EML leave under Section B unless exercising a right under the WFMLA to substitute different paid leave. Should the employee exhaust this leave,~~ then~~ ~~the City will pay~~ the employee is eligible for additional paid leave to cover the duration of the hospitalization, defined as their regular wage for missed regularly scheduled work time ~~for the duration of the hospitalization~~ exceeding the EML hours used in Section B based on: (1) 40 hours per week for full-time employees; or (2) a proration of 40 hours per week based on their full-time equivalency ratio, determined in the sole discretion of the City, for part-time employees. Such additional leave is not an accrued benefit. All unused EML hours are not accrued and not paid-out upon the termination of this Policy, as set forth in Section A. The benefits under this Section are available only to the extent that the employee is hospitalized pursuant to medical orders in order to receive necessary medical care for a positive COVID-19 diagnosis.

D. All full-time employees may use up to 40 hours of EML awarded under Section ~~G~~B, and part-time employees can use one-third of their EML, for the care of their child under the age of 18 because of school or place of childcare closure due to COVID-19 related concerns. The City reserves the right to determine whether spouses or other family members are available to provide needed care thus eliminating the employee's need for EML described in this Section. The City further reserves the right to determine whether there is a school or place of childcare closure due to COVID-19 under this policy.

E. All full-time employees and part-time employees may use one (1) day, based on a standard shift, of EML hours in the event an employee experiences adverse medical side effects from the COVID-19 vaccination that onset within 48 hours after receipt of the vaccine and that render the employee unable to perform his or her job duties. Any additional time needed by an employee who experiences adverse medical side effects from the COVID-19 vaccination will be required to use other paid time off benefits to cover time away from work.

~~E.~~F. Once EML hours have been exhausted and if the employee is still unable to return to work, the employee may use other available paid time off benefits, such as PTO, sick leave, vacation leave, or medical leave or may request unpaid leave, in addition to eligible family and medical leave under applicable state and federal law, provided that the employee's medical condition qualifies for such leave under state or federal law~~.~~ The City will additionally process requests for reasonable accommodations under state or federal law that would allow the employee to perform the essential functions of his or her job with or without a reasonable accommodation, should an employee be unable to work due to medical conditions associated with a positive COVID-19 diagnosis.

~~F.~~G. The City reserves the right to deny authorization to ~~use such~~ use EML in the event the City determines the e~~E~~mployee must report for duty based on the operational needs of the City, consistent with state and federal law. If, within the sole discretion of the City, the employee would otherwise have been eligible for EML leave under this policy and was otherwise ineligible to use such leave under this Section, ~~To the extent the City denies authorization, such~~ the employee will be eligible to use an equivalent amount of leave ~~leave may be used~~ after the ~~sunset~~ termination of this Policy, as defined in Section A, for ~~only~~ qualifying purposes as set forth in Section B and D; however, it must be used prior to December 31, 2021. After December 31, 2021, any such leave will end and be not paid-out.

~~G.~~H. Paid-on-call employees are not eligible for the benefits identified in Sections B – G~~F~~. In the event that a paid-on-call employee within the Mequon Fire Department contracts COVID-19 subjecting them to a COVID-19 required quarantine, isolation or hospitalization which renders such employee unable to perform his or her job duties, then that paid-on-call employee shall be paid $200.00 per day from the first day of absence through the date fifteen (15) days after the commencement of the quarantine or isolation ~~or~~, in the case of hospitalization, for the duration of the hospitalization.

I. Once the vaccine becomes available to an employee, then in order to be eligible for benefits under this policy, an employee will have thirty (30) days from the date when the vaccine becomes available to begin the vaccination process by receiving the first vaccine and completing the vaccine process as soon as possible, consistent with medical guidance. Employees shall exercise due diligence to monitor regularly the status of vaccine availability. Accessibility shall be defined as becoming eligible as based on the State of Wisconsin distribution plan. An employee who fails to begin the vaccination process within thirty (30) days following the date accessibility and/or who fails to complete the vaccination process as soon as possible will not be eligible for EML hours going forward. The City reserves the right to determine whether extenuating circumstances or other pre-existing conditions apply exempting an employee from such requirement as described in this Section. The City reserves the right to request proof of vaccination. This Section shall not apply to employees who are unable to receive the vaccine due to disability-related or other medical condition, or to employees who are unable to receive the vaccine due to sincerely held religious beliefs or practices. The City reserves the right to request and verify the inability to receive the vaccine for such reasons, consistent with state and federal law, including requests for medical documentation.

~~H.~~J. If an employee in any department is currently utilizing the benefits listed in this Policy for COVID-19 related-leave and the Policy sunsets or is terminated during such period of utilization, then the employee shall be ~~able~~ eligible to continue to utilize the benefits concurrently under this Policy until such leave is no longer needed, as determined~~,~~ in the sole discretion of the City.

~~I.~~K. Employees in any department who use EML pursuant to this Policy will be allowed to return to work only when released by a medical provider and/or Public Health Agency.

~~J.~~L. The City may unilaterally designate the use of these benefits for the employee. The City may retroactively apply these benefits for any employee who used leave for a permissible purpose identified herein retroactive to March 1, 2020. Under such circumstances, the City will restore paid leave used by that employee to his or her leave bank where such leave was accrued.

~~K.~~M. The benefits identified in this Policy are only available to employees represented by a collective bargaining representative if agreed to by the collective bargaining representative.

Approval Dates
April 14, 2020
May 15, 2020
December 31, 2020
March 9, 2021

COVID-19 Emergency Medical Leave Policy for City of Mequon Employees Designated as Emergency Responders

A. In response to the Coronavirus (COVID-19) pandemic, the City is implementing this COVID-19 emergency medical leave policy (EML) for all regular full-time and part-time employees. The City had previously designated certain of its employees as exempt emergency responders under the Families First Coronavirus Response Act ("FFCRA"), which was in effect from April 1, 2020 to December 31, 2020. EML benefits are available to employees who are impacted by COVID-19 and these benefits are separate from other time-off benefits. The benefits provided under this Policy are retroactive to March 1, 2020 and, except as provided in Section F and unless extended by an act of the Common Council, will terminate upon the earlier of the expiration or termination of the City's Proclamation Declaring a Public Health Emergency, as amended or extended. This Policy does not change or alter the City's designation of employees with respect to emergency responder status under the FFCRA. Moreover, this Policy is not designed to extend any provision of the FFCRA beyond the December 31, 2020 expiration date of the FFCRA. This Policy is separate and independent from any and all provisions the FFCRA. This Policy does not to create any legal or other right, privilege or entitlement between the City and any employee. The City reserves the right to change, alter, or amend this Policy at any time.

B. All full-time employees shall be awarded 120 hours of emergency medical leave, and part-time employees shall receive a proration based on their full-time-equivalency ratio as determined in the sole discretion of the City. All EML hours can only be exercised by an employee for one of the following reasons:

1. An employee is subject to a local, state, or federal government order requiring quarantine or isolation due to COVID–19 exposure.
2. An employee is subject to a self-quarantine mandated by a health care provider due to COVID–19 exposure or treatment.
3. An employee has symptoms related to COVID-19 and is seeking medical treatment or diagnosis.
4. An employee is caring for an individual within their household that is subject to quarantine or isolation or advised to quarantine or isolate due to COVID-19 exposure.

EML hours are not an accrued benefit. All unused EML hours are not accrued and not paid-out upon the termination of employment or of this Policy, as set forth in Section A.

C. If a full-time or part-time employee contracts COVID-19 and such employee regularly interreacts with the public on behalf of the City in connection with the employee's job duties, as determined in the sole discretion of the City Administrator's Office and is hospitalized due to the COVID-19 diagnosis, such employee must first exhaust his or her grant of EML leave under Section B unless exercising a right under the WFMLA to substitute different paid leave. Should the employee exhaust this leave, the employee is eligible for additional paid leave to cover the duration of the hospitalization, defined as their regular wage for missed regularly scheduled work time exceeding the EML hours used in Section B based on: (1) 40 hours per week for full-time employees; or (2) a proration of 40 hours per week based on their full-time equivalency ratio, determined in the sole discretion of the City, for part-time employees. Such additional leave is not an accrued benefit. All unused EML hours are not accrued and not paid-out upon the termination of this Policy, as set forth in Section A. The benefits under this Section are available only to the extent that the employee is hospitalized pursuant to medical orders in order to receive necessary medical care for a positive COVID-19 diagnosis.

D. All full-time employees may use up to 40 hours of EML awarded under Section B, and part-time employees can use one-third of their EML, for the care of their child under the age of 18 because of school or place of childcare closure due to COVID-19 related concerns. The City reserves the right to determine whether spouses or other family members are available to provide needed care thus eliminating the employee's need for EML described in this Section. The City further reserves the right to determine whether there is a school or place of childcare closure due to COVID-19 under this Policy.

E. All full-time employees and part-time employees may use one (1) day, based on a standard shift, of EML hours in the event an employee experiences adverse medical side effects from the COVID-19 vaccination that onset within 48 hours after receipt of the vaccine and that render the employee unable to perform his or her job duties. Any additional time needed by an employee who experiences adverse medical side effects from the COVID-19 vaccination will be required to use other paid time off benefits to cover time away from work.

F. Once EML hours have been exhausted and if the employee is still unable to return to work, the employee may use other available paid time off benefits, such as PTO, sick leave, vacation leave, or medical leave or may request unpaid leave, in addition to eligible family and medical leave under applicable state and federal law, provided that the employee's medical condition qualifies for such leave under state or federal law The City will additionally process requests for reasonable accommodations under state or federal law that would allow the employee to perform the essential functions of his or her job with or without a reasonable accommodation, should an employee be unable to work due to medical conditions associated with a positive COVID-19 diagnosis.

G. The City reserves the right to deny authorization to use EML in the event the City determines the employee must report for duty based on the operational needs of the City, consistent with state and federal law. If, within the sole discretion of the City, the employee would otherwise have been eligible for EML leave under this Policy and was otherwise ineligible to use such leave under this Section, the employee will be eligible to use an equivalent amount of leave after the termination of this Policy, as defined in Section A, for qualifying purposes as set forth in Section B and D; however, it must be used prior to December 31, 2021. After December 31, 2021, any such leave will end and be not paid-out.

H. Paid-on-call employees are not eligible for the benefits identified in Sections B-G. In the event that a paid-on-call employee within the Mequon Fire Department contracts COVID-19 subjecting them to a COVID-19 required quarantine, isolation or hospitalization which renders such employee unable to perform his or her job duties, then that paid-on-call employee shall be paid $200.00 per day from the first day of absence through the date fifteen (15) days after the commencement of the quarantine or isolation, in the case of hospitalization, for the duration of the hospitalization.

I. Once the vaccine becomes available to an employee, then in order to be eligible for benefits under this Policy, an employee will have thirty (30) days from the date when the vaccine becomes available to begin the vaccination process by receiving the first vaccine and completing the vaccine process as soon as possible, consistent with medical guidance. Employees shall exercise due diligence to monitor regularly the status of vaccine availability. Accessibility shall be defined as becoming eligible as based on the State of Wisconsin distribution plan. An employee who fails to begin the vaccination process within thirty (30) days following the date accessibility and/or who fails to complete the vaccination process as soon as possible will not be eligible for EML hours going forward. The City reserves the right to determine whether extenuating circumstances or other pre-existing conditions apply exempting an employee from such requirement as described in this Section. The City reserves the right to request proof of vaccination. This Section shall not apply to employees who are unable to receive the vaccine due to disability-related or other medical condition, or to employees who are unable to receive the vaccine due to sincerely held religious beliefs or practices. The City reserves the right to request and verify the inability to receive the vaccine for such reasons, consistent with state and federal law, including requests for medical documentation.

J. If an employee in any department is currently utilizing the benefits listed in this Policy for COVID-19 related-leave and the Policy sunsets or is terminated during such period of utilization, then the employee shall be eligible to continue to utilize the benefits concurrently under this Policy until such leave is no longer needed, as determined in the sole discretion of the City.

K. Employees in any department who use EML pursuant to this Policy will be allowed to return to work only when released by a medical provider and/or Public Health Agency.

L. The City may unilaterally designate the use of these benefits for the employee. The City may retroactively apply these benefits for any employee who used leave for a permissible purpose identified herein retroactive to March 1, 2020. Under such circumstances, the City will restore paid leave used by that employee to his or her leave bank where such leave was accrued.

M. The benefits identified in this Policy are only available to employees represented by a collective bargaining representative if agreed to by the collective bargaining representative.

Approval Dates

April 14, 2020
May 15, 2020
December 31, 2020
March 9, 2021

City of Mequon

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: March 9, 2021
SUBJECT: RESOLUTION 3813 A Resolution Authorizing A Transfer of Funds from the Fire Department's Full-Time Personnel Accounts to the Public Safety Building Repairs Account in the Amount of $90,000

Background

The hiring of three full-time Battalion Chiefs was approved within the Fire Department's 2021 budget. The jobs were posted January 2, 2021 and the applications closed on February 10, 2021. Fire Department staff and the Human Resources Division concluded interviews of prospective candidates during the first week of March. The staff-recommended candidates next need to be approved by the Police and Fire Commission prior to job offers being extended. With the additional necessary pre-employment screening process steps, the Battalion Chief positions will likely remain vacant until April of 2021 at the earliest, resulting in unspent budget funds. As previously discussed with the Future of Our Fire Department Committee and the Common Council, the Fire Department's two stations are in need of building improvements and repair. The Fire Department is requesting that unspent salary and benefit funds from the Battalion Chief vacancies be spent on station improvements identified below by the Future of Our Fire Department Committee.

Analysis

Each Battalion Chief's salary and benefit package is budgeted at $120,000. Assuming the positions remain vacant until April, there are savings of approximately $30,000 per month or $90,000 total.

The following list of building improvements needed at the Fire Stations were recognized by the Future of Our Fire Department:

- Replace weather stripping on all West facing doors at both Stations
- Replace carpet in living area Station 1 (Headquarters Facility)
- Paint walls in Station 1
- Install garbage disposal in living area of Station 1
- Replace furniture at Station 1 in living area
- Obtain dumpster at Station 1 for proper disposal of waste
- Paint lower level of Station 2 (East Side Station)
- Install new tile and flush valve in the Men's upper level bathroom of Station 2
- Upgrade showers and plumbing to increase water pressure and temperature at Station 1
- Repair of concrete door thresholds at both Stations

- Install a centralized dehumidifier at Station 2
- Repair uneven surfaces in parking lot and entry way
- Install sound deadening material around duct work at Station 2
- Upgrade lighting at both Stations with more efficient and brighter fixtures

Fiscal Impact

There will be no fiscal impact. The Battalion Chief positions were budgeted for the full year and this resolution will only allow for spending up to the amount of approximate savings ($90,000) due to the positions being vacant during a portion of the year.

Recommendation

A recommendation from the Finance and Personnel Committee is forthcoming on March 9, 2021.

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3813

A Resolution Authorizing A Transfer of Funds from the Fire Department's Full-Time Personnel Accounts to the Public Safety Building Repairs Account in the Amount of $90,000

A. The City of Mequon Common Council funded three full-time Battalion Chief positions for Fiscal Year 2021.

B. Due to the time needed to fill the Battalion Chief positions, there will be significant unspent salary and benefit funds within the Fire Department budget.

C. The Future of Our Fire Department has identified a list of necessary building improvements needed at the City's two Fire Stations.

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

1. The Fire and Public Works Departments are authorized and directed to spend available salary and benefit funds due to the vacancies in Battalion Chief positions on building improvement needs as recommended by the Future of Our Fire Department Committee.

2. Salary and benefit savings totaling $90,000 from Account #110236-670101 Salaries, Account #110236-673101 Social Security and Account #110236-673201 Health Insurance be transferred to Account #110326-686502 Maintenance and Repair - Safety Buildings.

____
Approved by: John Wirth, Mayor

Date Approved: March 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 March 9, 2021.

____
Caroline Fochs, City Clerk

City of Mequon

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

www.ci.mequon.wi.us

Office of Administration

TO: **Finance-Personnel Committee**
FROM: **Justin Schoenemann, Assistant City Administrator**
DATE: **February 26, 2021**
SUBJECT: **Review Draft of Request for Proposal for Information Technology Strategic Plan**

Background:
As discussed during the 2021 Budget development process with the Common Council, staff has prepared a Request for Proposals (RFP) for a consultant to evaluate the City's current IT resources and structure to develop a near-term strategic plan. With information technology growing more important each year, now is an opportune time to review what options the City has towards maximizing its technology investments and develop the groundwork for long-term resource deployment. The proposed timeline for this process, including RFP issuance, reviewing the responses, interviews with firms selected as finalists, and award of contract for services, is:

Project Milestone	Date/Anticipated Completion
Release RFP to Consultants	March 10, 2021
Consultant Questions (if any) Due	March 26, 2021 (12:00 p.m.)
Answers to RFP Questions Distributed	April 1, 2021
Proposal Responses Due	April 12, 2021 (4:00 p.m.)
Virtual Finalist Interviews	April 22, 2021
Consultant Selection Completed	April 27, 2021
Contract Award	May 11, 2021
Contract Execution	May 12, 2021
Work Commences	May 2021
Strategic Plan/Network Evaluation Complete	Fall 2021
Final Acceptance & Presentation	Fall 2021

Fiscal Impact:
The 2021 Budget includes $20,000 to assist in funding the evaluation.

Action Requested:
Staff is seeking feedback from the Committee before issuing the RFP to interested parties and posting such on the City's website.

Attachments:
DRAFT City of Mequon IT Analysis RFP (PDF)

REQUEST FOR PROPOSALS
(RFP)

INFORMATION TECHNOLOGY STRATEGIC PLAN

City of Mequon, Wisconsin

March 10, 2021

The City of Mequon, Wisconsin (pop. 24,144) is seeking the assistance of a consultant to develop an Information Technology Strategic Plan to guide the organization through the next five years, and also to create a more detailed IT infrastructure plan and design.

Sealed proposals are to be received by Justin Schoenemann, Assistant City Administrator, no later than 4:00 p.m. on Monday, April 12, 2021 and must be in digital (Microsoft Word or PDF). Late proposals will not be accepted nor will additional time be granted to any consultant. All proposals and accompanying documentation will become the property of the City and will not be returned.

Section I. General Information

A. Request for Proposal Objective – The purpose of this RFP is to solicit proposals from qualified consultants to prepare an information technology strategic plan and perform a structural evaluation. The City will consider proposals from single consultants or from multiple consultants working as a team. The ideal candidates will possess recent experience in information technology strategic planning. They will be excellent communicators and write clearly and concisely. They will have experience in the public sector, and have worked with municipalities comparable to and larger than the City of Mequon, Wisconsin in population, staffing, infrastructure and other relevant categories.

B. Overview of the City and Current Information Technology

1. Facilities – The City presently owns and manages four (4) primary facilities: City Hall, Public Safety Building (combined Police & Fire), East Side Fire Station, and Public Works Facility.
2. Departments & Staff – The City of Mequon employs 114 full-time employees, roughly 9 part-time and 40 seasonal employees across seven (7) departments: City Administrator's Office, City Clerk's Office, Finance, Public Works, Community Development, Police Department, and Fire Department.
3. Workstation and Server Environment – The City of Mequon is equipped with 6 Dell servers, 1 windows server and 1 IBM server. Additionally, the City has approximately 132 Lenovo, HP, Dell & custom workstations and laptops. The operating systems consist of MS Windows Servers and Windows 10 Pro. The City also has 2 HP based Servers, as well as a number of backup systems.
4. Wired Network – The network infrastructure consists of 12 Cisco, Juniper, Trendnet, Asus Nighthawk, Netgear, Linksys switches. Additionally, the City has ASA routers, Firewalls, Barracuda mail and web filter devices.
5. Wireless Network Ubiquity and Asus base routers and access points.
6. Connectivity – Fiber connectivity between City Hall, Public Safety, Public Works Departments, and Eastside Fire Station. Switches are primarily PoE with gigabit connectivity on all ports. There are also some 100Mbps port switches still in use.
7. Voice – The City utilizes a Mitel VoIP phone system.
8. Significant Business Systems
   a. Enterprise Resource Planning (Munis)
   b. Office Software Suite (Microsoft Office 365)
   c. Agenda Management System (Accela)
   d. Website (MuniCode)
   e. Audio Video Broadcasting System (HyperCaster & InfoView)

f. Geographic Information System (ArcGIS)
g. Permitting and Inspections (Black Bear)
h. Police and Fire Records Management System and Dispatch System (Prophoenix)
i. Computer Aided Design System (AutoCAD Civil 3D and AutoCAD LT)
j. In-Car & Body Camera Video System (Watchguard)
k. In-House Surveillance Monitoring System (Hikvision)

9. Present IT Staffing – One part-time contracted Information Technology Coordinator, one full-time Public Safety Technology Specialist, and one part-time Information Technology Intern.
10. IT Funding - The City maintains an Information Services Division operating budget of $334,767, which covers some staffing expense, contracted services, and projects. Additionally, Departments fund routine and on-time project expenses through their own dedicated budgets.

Section II. Scope of Services

A. Strategic Plan Objective – The objective of the strategic plan includes but is not limited to creating a well-documented plan to guide the organization over the next three to five years in planning, procuring, implementing and managing current and future technology investments and resources related to Information Services provided by the City of Mequon. The City seeks an evaluation that will highlight current strengths and weaknesses as well as identify, prioritize, and cost the projects that the City should focus on over the next five years. The primary question that the City seeks to answer with this strategic plan is "What is the most effective way to spend the resources that the City now has available?" The plan should involve the results of a thorough analysis of the following:

1. Existing infrastructure, staffing, funding, applications, business systems, projects, processes, resource deployment and other investments and resources currently used by the City (for each existing application that is analyzed, staff would like to determine whether or not Mequon is actually working on the right applications).
2. Interviews with one-two representatives from each department's leadership, two current information services staff, and two key contracted services providers.
3. Identification, prioritization and cost analysis of projects that the City should undertake over the next five years.
4. Sufficiency of existing relationships, maintenance strategies, replacement cycles and opportunities for enhancement of these strategies.
5. Practical and relevant private and public sector industry standards for disaster recovery, help desk/customer service, staffing, uptime, etc.
6. Identification of needs to accommodate current and future technology requirements such as data storage and management, legal requirements, security requirements, etc.
7. Options for expanding and improving connectivity between City facilities to accommodate necessary and anticipated increases in data transmission.
8. Current policies and service level agreements, and identification of any necessary or recommended policy directives.
9. Identification of strategies and recommendations for utilizing available and emerging technologies to improve commercial, informational, political and social interaction between the City and its residents.

The following deliverables are to be provided by the consultant. Additional deliverables may be identified during the initial meetings between the consultant and the City.

1. An Executive Summary of discovery and recommendations for the City's Common Council and Executive Management Staff.
2. A five-year strategic plan addressing the topics outlined in this RFP and any others identified in the process of stakeholder discussions. This plan should be designed to succeed within the City's anticipated available budget and indicate if more resources are needed or should be proposed for consideration. Include option(s) to provide third-party assistance in the procurement, configuration, and implementation of key system deficiencies that may be identified during the evaluation.
3. A tactical project plan outlining projects, asset replacement cycles, and key improvements by priority that includes costs both initial and ongoing, staff required for both initial implementation and sustainable management and perceived benefits and risk of both successful implementation and no implementation at all.
4. An infrastructure design and a specific detailed migration plan to allow the City to implement any such additional infrastructure by the end of 2026. This plan should also address creating a more flexible and cost-effective hardware infrastructure.
5. Comprehensive documentation of discovery and recommendations.

Section III. Contact Information

A. Official Contact:

Justin Schoenemann
Assistant City Administrator
City of Mequon
11333 N. Cedarburg Road
Mequon, Wisconsin 53092
jschoenemann@ci.mequon.wi.us
Phone: (262) 236-2942

B. Questions Regarding the RFP – Consultants who request a clarification of the RFP requirements may submit written questions via email by 12:00 p.m. (CDT) on Friday, March 26, 2021. Questions should be submitted via e-mail to the City contact listed above. Any oral communications will be considered unofficial and non-binding by the City. Unauthorized contact regarding this RFP with other City employees may result in disqualification. The City reserves the right to refrain from answering any questions for any reason. However, if the City chooses to answer a question submitted by a proposer, a copy of the question and answer will be submitted to the inquiring applicant and all individuals and/or firms.

Section IV. RFP Proposal Requirements

A. Cover Letter – All proposals must include a cover letter signed by a duly constituted official legally authorized to bind the applicant to both its proposal and cost schedule. The cover letter must include the following statements and information:

1. "Proposal may be released in total as public information in accordance with the requirements of the laws covering same" (Any proprietary information must be clearly marked).
2. "Proposal and cost schedule shall be valid and binding for 180 days following proposal due date and will become part of the agreement that is negotiated with the City."
3. Company name, address, and telephone number.
4. Name, title, address, e-mail address and telephone number of contact who is authorized to bind the company into contractual agreements and with whom correspondence should be directed.

B. General Consultant Information
1. Company name
2. Location of headquarters and field offices, if any
3. Number of full-time personnel
4. Length of time in business
5. Length of time providing the proposed services
6. Gross revenue for the prior fiscal year
7. Percentage of gross revenue generated by the proposed services
8. Total number of clients
9. Number of public sector clients
10. Specification as to which office would service this account (if applicable)
11. An explanation of any contract that has been terminated for default during the past five years, including name, address and telephone number of contracting party (if no such terminations for default have occurred, declare so)
12. An explanation of any contract that has been terminated for convenience, nonperformance, non-allocation of funds, or any other reason which termination occurred before completion of the contract during the past five years, including address and telephone number of contracting party (if no such terminations have occurred, declare so)

C. Project Methodology
1. Proposal summary including qualifications and unique attributes
2. A description of the project's methodology

D. Task Area Descriptions – Please provide a written explanation (not to exceed three pages in total) of your overall approach to the following task areas:
1. Development of existing technology inventory
2. Involvement of stakeholders in the strategic plan discussion
3. Assessment of current strengths and weaknesses
4. Infrastructure evaluation
5. Staffing level review

E. Project Schedule & Work Plan – Provide a detailed project implementation plan that includes:
1. A Gantt chart showing beginning and end dates of all tasks (the actual project start date will be determined during finalization of a formal engagement agreement)
2. A table listing consultant staff assignments and proposed labor hours for all tasks

3. A brief description of each task and its work products
4. A description of each proposed deliverable

F. Detailed Project Staff - This should contain any staff that will participate in the project, including:
   1. Names
   2. Positions
   3. Qualifications
   4. Education
   5. IT experience (years)
   6. Length of time with the proposing firm
   7. Special skills or technical qualifications relevant to the project
   8. Anticipated level of involvement

G. Client References - Please list up to ten (10) public or private sector clients for whom your firm has performed strategic planning or other services relevant to this RFP over the past five years, including:
   1. Customer/Client name
   2. Contact
   3. Title
   4. Phone number
   5. Address
   6. Number of employees
   7. Service description
   8. Contract amount
   9. Start and completion dates

H. Fee Schedule - A detailed, itemized schedule including estimated hours, rates, and overall project costs not to be exceeded without an approved change order. Pricing should be broken down so that the City can differentiate between strategic and tactical planning separate from infrastructure evaluation.

I. Non-Collusion Form - A signed Certificate of Non-Collusion (Attachment A).

Section V. Evaluation & Selection

The RFP Coordinator and other staff will evaluate the submitted proposals. The evaluators will consider how well the consultant's proposed solution meets the needs of the City as described in the consultant's response to each requirement. It is important that the responses be clear and complete so that the evaluators can adequately understand all aspects of the proposal. The evaluation process is not designed to simply award the contract to the lowest cost consultant. Rather, it is intended to help the City select the consultant with the best combination of attributes, including price, based on the evaluation factors. The City reserves the right to require that a subset of finalist consultants make a presentation to a selection team.

The procurement schedule for this project is as follows:

Project Milestone	Date/Anticipated Completion
Release RFP to Consultants	March 10, 2021
Consultant Questions (if any) Due	March 26, 2021 (12:00 p.m.)
Answers to RFP Questions Distributed	April 1, 2021
Proposal Responses Due	April 12, 2021 (4:00 p.m.)
Virtual Finalist Interviews	April 22, 2021
Consultant Selection Completed	April 27, 2021
Contract Award	May 11, 2021
Contract Execution	May 12, 2021
Work Commences	May 2021
Strategic Plan/Network Evaluation Complete	Fall 2021
Final Acceptance & Presentation	Fall 2021

The City will evaluate proposals based on experience performing development-related and/or operational analyses for municipal governments or other similar authorities, the experience and qualifications of the proposed staff that will administer the City's analysis, the quality and thoroughness of the proposals and references/recommendations from past clients. The City will also take price into consideration in determining which proposal is most advantageous.

The City will review all proposals and may select one or more finalists for interviews. The City may also require the submission of supplemental materials. The successful contractor(s) will be required to enter into an agreement for professional services with the City of Mequon, a copy of which is enclosed as **Attachment B**. Proposals may be withdrawn at any time, and withdrawal of a proposal will not prejudice the right of a proposing firm to file a new proposal.

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 firms.

Justin Schoenemann
Assistant City Administrator
City of Mequon
11333 N. Cedarburg Road
Mequon, Wisconsin 53092
jschoenemann@ci.mequon.wi.us
Phone: (262) 236-2942

ATTACHMENT A:

PROPOSAL SUBMISSION FORM
REQUEST FOR PROPOSAL (RFP)
INFORMATION TECHNOLOGY STRATEGIC

CERTIFICATE OF NON-COLLUSION: REQUIRED FORM

The undersigned certifies under penalties of perjury that this bid has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business partnership, corporation, union, committee, club or other organization, entity or group of individuals.

____ ________________________
Signature of Person Submitting Contract/Bid Date

____
Name of Business

____

ACKNOWLEDGEMENT OF ADDENDA:

Acknowledge the receipt of addenda, if any (indicate date(s)):_______, _______, _______.

City of Mequon

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: **March 9, 2021**
SUBJECT: **March 2021 Finance and Personnel Work Plan**

Attachments:
Finance-Personnel Work Plan(DOCX)

2021 Finance-Personnel Monthly Work Plan

Current Agenda Topics

Month	Agenda Topics
March	• A Resolution Clearing the Personal Property Tax Roll of Delinquent Accounts Deemed Uncollectible for Tax Roll Years 2018 and 2019 • A Resolution Amending the COVID-19 Emergency Medical Leave Benefits to Address the Availably of the COVID-19 Vaccine and Side Effects • A Resolution Authorizing A Transfer of Funds from the Fire Department's Full-Time Personnel Accounts to the Public Safety Building Repairs Account in the Amount of $90,000 • Review Draft of Request for Proposal for Information Technology Strategic Plan

Future Agenda Topics

• Financial Policy and City Ordinance Reconciliation • Compensation Plan Analysis • Credit Card Acceptance Discussion	• User Fee Financial Policy • Life Insurance Review • Contract for Banking Services • Approve Contract for IT Needs Analysis

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 • Amended Revolving Loan Fund Agreement with the Bartolotta Restaurant Group • Investment Portfolio Review by DANA	• 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 • Adopted Initial Resolution Regarding Industrial Development Revenue Bond Financing for Copps Industries, Inc.