



11333 N. Cedarburg Road
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, November 9, 2021

6:45 PM

North Conference Room

Agenda

1) Call to Order, Roll Call

2) Approve Meeting Minutes

Action requested: review and approve

a. October 12, 2021 Finance-Personnel Meeting Minutes

3) Vouchers for Payment

Action requested: review and approve

a. October 2021 Voucher Approval List

4) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 3889** A Resolution Approving a Development Agreement for The Woods at Highland Park Phase 2 Consisting of 10 Dwelling Units Located at the Corner of Green Bay Road and Woods Court
- b. **RESOLUTION 3890** A Resolution Approving the Allocation of \$37,217 in Federal American Rescue Plan Act Funds to Reimburse the Frank L. Weyenberg Library for Eligible Expenses and Revenue Loss Incurred During the COVID-19 Public Health Emergency
- c. **RESOLUTION 3891** A Resolution Approving Various Transfers within the City of Mequon's Capital Projects Fund in the Aggregate Amount of \$512,923
- d. **RESOLUTION 3893** A Resolution Adopting the 2022 Compensation Plan for Non-Represented Employees
- e. **RESOLUTION 3896** A Resolution Releasing a Stormwater Facilities Maintenance Easement for the Property Located at 11900 N. Port Washington Road
- f. **RESOLUTION 3897** A Resolution Approving a Collective Bargaining Agreement Between the City of Mequon and the Mequon Police Association for the Period January 1, 2022 - December 31, 2024

5) Information Items

- a. 2021 YTD Investment Report as of 9/30/2021
- b. 2021 Q3 YTD Budget (Unaudited)
- c. Finance & Personnel Work Plan

6) Adjourn

Dated: November 9, 2021

/s/ John Wirth, Chair

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

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

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



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Office of the City Administrator

FINANCE-PERSONNEL COMMITTEE

Tuesday, October 12, 2021

7:00 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Alderman Jeffrey Hansher
Alderman Glenn Bushee
Alderman Robert Strzelczyk
Mayor John Wirth

Also present: William Jones, City Administrator, Jennifer Engroff, Finance Director, Marie Keyser, Assistant to the Finance Director, Brian Sajdak, City Attorney, and Caroline Fochs, City Clerk

2) Approve Meeting Minutes

a. September 14, 2021 Finance & Personnel Meeting Minutes

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Hansher, Bushee, Strzelczyk

3) License applications

a. October 2021 Licenses

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

MOVED BY: Alderman Bushee

SECONDED BY: Alderman Hansher

AYES: Hansher, Bushee, Strzelczyk

4) Vouchers for payment

a. September 2021 Voucher Approval List

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

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Hansher, Bushee, Strzelczyk

5) Resolutions

- a. **RESOLUTION 3883** A Resolution Authorizing Staff to Exceed \$25,000 for the Financial Consulting Services of Tom Watson, Prior City of Mequon Finance Director
- City Administrator Jones gave a brief overview saying that Tom Watson was only going to be working an additional fifteen hours for the rest of the calendar year (if needed). He will be available on an "on call" basis in 2022 should the Finance Director have any questions regarding governmental policies/procedures that cannot otherwise be answered in-house. In short, the vast majority of Mr. Watson's services are complete.

Mayor Wirth asked if these kinds of decisions can be brought to Council's attention earlier in the process rather than after \$25,000 has been expended.

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

AYES: Hansher, Bushee, Strzelczyk

- b. **RESOLUTION 3884** A Resolution Approving the Award of a Contract for Development of an Organizational Strategic Plan with SBrand Solutions of Fort Collins, Colorado in the Amount of \$11,650

Alderman Bushee asked why the City Administrator is not organizing a strategic plan for the City. Mr. Jones responded with typically organizations will bring in a consultant from the outside to facilitate conversation. Mayor Wirth stated he was reluctant at first regarding this, however there is something to be said about another business or third party with no prior knowledge or history of the City to come in and guide those conversations and give their professional and impartial opinion.

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

AYES: Hansher, Bushee, Strzelczyk

- c. **RESOLUTION 3885** A Resolution Authorizing the Engagement of Attorney William Cole of Axley Brynelson, LLP, Madison, Wisconsin, for the Purpose of Reviewing and Updating the City of Mequon's Sign Code

Mayor Wirth stated that this summer the City was enforcing the sign code the same way it has for at least a decade. A lawsuit was threatened, and as such, it was determined that the sign code is unconstitutional and has other issues.

Alderman Bushee asked why this is not being handled in house with the City Attorney as well as Mayor Wirth is a lawyer. Mr. Jones commented that heading into next year, with it

being a mayoral election year, it is good to get a handle on this issue now and make sure that it is given the attention it deserves. It is better to get it done now and correctly rather than later when the City is in scramble mode. Alderman Hansher agreed that paying an expert attorney to handle this will only help the City in the long run. Attorney Sajdak said he could review and update the sign code, however Attorney Cole has expertise related to this matter and has seen various situations play out in different communities, as such that is why he is recommending the Council enter into an agreement with him.

Alderman Strzelczyk said all he wants as a result is something enforceable and that the City follows through on that moving forward. Mayor Wirth stated that the follow through is a budget issue more than enforcement. The City has a limited amount of dollars for enforcement. There is a part time enforcement officer however most government is based on resident complaints. The Council is the body to fund enforcement.

Alderman Bushee asked about the timeline for the attorney to produce results. Mayor Wirth stated the earliest this ordinance could be adopted is at the January Common Council meeting. He asked if the City could put a provision in the contract that states Attorney Cole must give the City a revised and constitutional sign code within 60 days of October 12, 2021. Attorney Sajdak and Mayor Wirth said that could be done.

RESULT: Approved with Amendments [Unanimous]

MOVED BY: Alderman Strzelczyk

SECONDED BY: Alderman Bushee

AYES: Hansher, Bushee, Strzelczyk

- 6) Information Items
 - a. Finance & Personnel Work Plan

7) Adjourn

A motion to adjourn was made at 7:28 p.m. by Alderman Strzelczyk and seconded by Alderman Hansher. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant to the Finance Director

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

THE FOLLOWING VOUCHERS PAYABLE:

GENERAL FUND	545,215.73
SPECIAL REVENUE FUND	591.00
PARKS & OPEN SPACE	3,400.00
REVOLVING LOAN FUND	0.00
DEBT SERVICE FUND	0.00
DEBT SERVICE TIF 2 FUND	0.00
DEBT SERVICE TIF 3 FUND	0.00
CAPITAL PROJECT FUND	383,984.11
SEWER UT FUND	71,895.96
WATER UT FUND	267,641.78
TAX FIDUCIARY FUND	0.00
TOTAL	<u>1,272,728.58</u>

IN THE AMOUNT OF \$ 1,272,728.58 IS HEREBY CERTIFIED AS CORRECT
 AND PROPERLY CHARGEABLE TO ACCOUNTS WITH FUNDS AVAILABLE THEREIN.

11/4/2021

WILLIAM JONES
 CITY ADMINISTRATOR

Attachment: Voucher List (6822 : October 2021 Voucher Approval List)

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
	10610	L A W HEALTH BENEFIT TRUST	63773	LAW HEALTH BEN 10/15/21 P/R L GRAYCAREK	10.00	10/15/2021	46017	0110	110000	224170
	10702	MEQUON FIRE & EMS ASSOCIATION	63627	UNION DUES 10/1/21 P/R	800.00	10/01/2021	1001796	0110	110000	224160
	10707	MEQUON POLICE ASSOCIATION	63683	UNION DUES 10/1/21 P/R	2,220.00	10/01/2021	1001797	0110	110000	224160
	10810	NORTH SHORE BANK FSB	63684	DEF COMP 10/1/21 P/R	475.00	10/01/2021	1001798	0110	110000	224101
	10810	NORTH SHORE BANK FSB	63684	DEF COMP 10/1/21 P/R	60.00	10/01/2021	1001798	0610	610000	224101
	10810	NORTH SHORE BANK FSB	63774	DEF COMP 10/15/21 P/R	475.00	10/15/2021	1001816	0110	110000	224101
	10810	NORTH SHORE BANK FSB	63774	DEF COMP 10/15/21 P/R	60.00	10/15/2021	1001816	0610	610000	224101
	10810	NORTH SHORE BANK FSB	64001	DEF COMP 10/29/21 P/R	475.00	10/29/2021	1001834	0110	110000	224101
	10810	NORTH SHORE BANK FSB	64001	DEF COMP 10/29/21 P/R	60.00	10/29/2021	1001834	0610	610000	224101
	10862	OZAUKEE COUNTY REGISTER/DEEDS	63580	WATER DIST EASEMENT LOT 1 CSM 3406	60.00	10/01/2021	45941	0620	620679	930001
	11331	WIS SUPPORT COLLECTIONS TRUST	63685	SUPPORT ID 5956557 7532298 7844778 7657807 10/21	1,240.09	10/01/2021	45976	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	63685	SUPPORT ID 5956557 7532298 7844778 7657807 10/21	111.46	10/01/2021	45976	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	63685	SUPPORT ID 5956557 7532298 7844778 7657807 10/21	111.46	10/01/2021	45976	0620	620000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	63775	SUPPORT ID 5956557 7532298 7844747 7657807 10/15	1,240.09	10/15/2021	46113	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	63775	SUPPORT ID 5956557 7532298 7844747 7657807 10/15	111.46	10/15/2021	46113	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	63775	SUPPORT ID 5956557 7532298 7844747 7657807 10/15	111.46	10/15/2021	46113	0620	620000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	64002	SUPPORT 5956557 7532298 7844747 7657807 10/29/21	1,240.09	10/29/2021	46196	0110	110000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	64002	SUPPORT 5956557 7532298 7844747 7657807 10/29/21	111.46	10/29/2021	46196	0610	610000	224150
	11331	WIS SUPPORT COLLECTIONS TRUST	64002	SUPPORT 5956557 7532298 7844747 7657807 10/29/21	111.46	10/29/2021	46196	0620	620000	224150
				Department Total	9,084.03					
CITY CLERK	10192	CENTRAL ENGRAVING LLC	63698	ALICE READ NAME PLATE	20.25	10/01/2021	45922	0110	110112	680101
	10230	CONLEY PUBLISHING GROUP LTD	63778	PUBLIC 8/29/21-10/2/21	180.35	10/15/2021	45998	0110	110112	680502
	10780	MUNICIPAL CODE CORP	63970	CODE HOSTING FEE 10/1/21-9/30/21	500.00	10/29/2021	46117	0110	110112	683201
	10834	OFFICE DEPOT *	63711	ATTERIES, COL PAPER, TAPE, CALENDARS	119.06	10/15/2021	46041	0110	110112	680101

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
CITY CLERK	10834	OFFICE DEPOT *	63972	GREEN PAPER	9.98	10/29/2021	46162	0110	110112	680101
	10894	PITNEY BOWES 371887	63574	POST MACH LEASE 7/18-21-10/17/21	967.65	10/01/2021	45951	0110	110112	680401
	12468	U.S. LEGAL SUPPORT	63985	BOR POKORSKI TRANSCRIPT	654.00	10/29/2021	46185	0110	110112	683201
	12532	GRANICUS, LLC	63712	OCT 21 SUBSCRIPTION	1,228.50	10/29/2021	1001829	0110	110112	683201
	12651	AMAZON CAPITAL SERVICES, INC	63581	WIRELESS KEYBOARD/MOUSE	44.83	10/01/2021	1001787	0110	110112	680101
	12651	AMAZON CAPITAL SERVICES, INC	63709	KEYBOARD & MOUSE KA'S	34.99	10/15/2021	1001806	0110	110112	680101
	12651	AMAZON CAPITAL SERVICES, INC	63754	STANDUP DESK/KEYBRD/MOUSE	163.94	10/15/2021	1001806	0110	110112	680101
				Department Total	3,923.55					
ELECTIONS	10834	OFFICE DEPOT *	63753	11/2 LABELS/SCISSORS/MOISTENERS	128.01	10/15/2021	46041	0110	110113	680101
	10834	OFFICE DEPOT *	63974	FINGER PADS	1.42	10/29/2021	46162	0110	110113	680101
	12651	AMAZON CAPITAL SERVICES, INC	63975	DESK CONVERTER, KEYBOARD, MOUS	204.98	10/29/2021	1001822	0110	110113	680101
				Department Total	334.41					
INFO SERVI	10555	LEONARD MCCA	63688	IT ADVOCATE 2021 ANNUAL CONTRACT 9/11-9/24/21	2,596.16	10/01/2021	1001793	0110	110117	683201
	10555	LEONARD MCCA	63889	IT ADVOCATE 2021 ANNUAL CONTRACT 9/25-10/8/21	2,596.16	10/15/2021	1001813	0110	110117	683201
	10555	LEONARD MCCA	64124	IT ADVOCATE 2021 INSTLLMT 22 OF 26	2,596.16	10/29/2021	1001830	0110	110117	683201
	12301	INTEGRATED SYSTEMS CORPORATION	63769	INTERNET SERVICE SUBSCRIPTION NOV 2021	200.00	10/15/2021	46013	0110	110117	683202
	12301	INTEGRATED SYSTEMS CORPORATION	63770	REMOTE BACKUP SERVICE CONTRACT NOV	750.00	10/15/2021	46013	0110	110117	683202
	12448	THE OFFICE TECHNOLOGY GROUP	63439	OTG Managment IT Services	3,535.00	10/01/2021	45965	0110	110117	683201
	12448	THE OFFICE TECHNOLOGY GROUP	63439	OTG Managment IT Services	2,982.25	10/01/2021	45965	0110	110117	683202
	12448	THE OFFICE TECHNOLOGY GROUP	63763	OTG Managment IT Services 10/1-10/31/21	3,535.00	10/29/2021	46181	0110	110117	683201
	12448	THE OFFICE TECHNOLOGY GROUP	63763	OTG Managment IT Services 10/1-10/31/21	2,982.25	10/29/2021	46181	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	63706	Midwest Fiber Leased Fiber Network	1,099.05	10/29/2021	1001833	0110	110117	683202
	12616	MIDWEST FIBER NETWORKS LLC	63707	Midwest Fiber Leased Network 10/1-10/31/21	150.48	10/29/2021	1001833	0110	110117	683202
				Department Total	23,022.51					

Attachment: October 2021 AP Vendor Listing by Dept (6822 : October 2021 Voucher Approval List)

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
FINANCE	11927	TRANSCENDENT TECHNOLOGIES LLC	63638	SOFTWARE MAINT RCT/PET LICENSING	1,295.00	10/01/2021	45966	0110	110118	686550
	12689	THOMAS W WATSON	63628	FINANCE DIRECTOR CONSULTING 9/13-9/24/21	3,192.82	10/01/2021	1001803	0110	110118	683101
	12689	THOMAS W WATSON	63768	FINANCE DIRECTOR CONSULTING 9/30-10/6/21	1,010.00	10/15/2021	1001820	0110	110118	683101
	12689	THOMAS W WATSON	63991	FINANCE DIRECTOR CONSULTING 10/12-10/21/21	300.00	10/29/2021	1001836	0110	110118	683101
	12882	AURORA MEDICAL GROUP INC	63762	PRE EMPLOYMENT PHYSICALS & DRUG SCREENS	1,127.00	10/15/2021	45987	0110	110120	683201
				Department Total	6,924.82					
HR	10226	CONCENTRA MEDICAL CENTERS	63714	Pre-Employment Testing	185.00	10/15/2021	45997	0110	110120	683201
	10226	CONCENTRA MEDICAL CENTERS	63988	Pre-Employment Testing SEPT	230.00	10/29/2021	46131	0110	110120	683201
	10292	DIVERSIFIED BENEFIT SERVICES INC	63578	Flexible Spending (FSA) Service SEPTEMBER	339.98	10/01/2021	45925	0110	110120	683201
	10292	DIVERSIFIED BENEFIT SERVICES INC	63977	Flexible Spending (FSA) Service October	342.67	10/29/2021	46134	0110	110120	683201
				Department Total	1,097.65					
LEGAL COUN	12080	WESOLOWSKI REIDENBACH & SAJDAK SC	63699	MUNI COURT RETAINER 1/1-8/31/21	9,480.00	10/01/2021	1001805	0110	110124	683302
	12754	VON BRIESEN & ROPER, S.C.	63576	Legal Fees AUGUST	1,095.50	10/01/2021	45971	0110	110124	683312
	12754	VON BRIESEN & ROPER, S.C.	63987	Legal Fees SEPT	715.50	10/29/2021	46191	0110	110124	683312
				Department Total	11,291.00					
POLICE	10100	BATTERIES PLUS LLC	63786	BATTERIES	156.96	10/15/2021	45989	0110	110235	686550
	10100	BATTERIES PLUS LLC	64004	BATTERIES	24.84	10/29/2021	46121	0110	110235	680301
	10313	VETCOR OF EAST TOWNE LLC	63999	K9 VETERINARY CARE	76.30	10/29/2021	46137	0110	110235	683702
	10417	GENERAL COMMUNICATIONS INC	63780	RADIO CHANGEOVER FOR POLICE SQUADS	1,200.00	10/29/2021	1001828	0410	410791	730012
	10426	GIERACH'S SERVICE INC	63624	TOWING SERVICES	115.00	10/01/2021	45930	0110	110235	683702
	10426	GIERACH'S SERVICE INC	63994	TOWING SERVICES	135.00	10/29/2021	46143	0110	110235	683702
	10426	GIERACH'S SERVICE INC	63995	TOWING SERVICES	227.00	10/29/2021	46143	0110	110235	683702
	10699	MEQUON COPY MASTER	64008	COPIES / PRINT MATERIALS	157.86	10/29/2021	46155	0110	110235	680502
	10834	OFFICE DEPOT *	63620	OFFICE SUPPLIES	435.29	10/01/2021	45940	0110	110235	680101

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
POLICE	10834	OFFICE DEPOT *	63996	OFFICE SUPPLIES	212.05	10/29/2021	46162	0110	110235	680101
	10850	OZAUKKE COUNTY CLERK OF CIRCUIT COURT	63986	BOND NELSON, GABRIEL 21 27809	500.00	10/29/2021	46163	0110	110000	224205
	10850	OZAUKKE COUNTY CLERK OF CIRCUIT COURT	64009	BOND AMANI GWIN, NAILA M 21 28804	150.00	10/29/2021	46163	0110	110000	224205
	10866	WISCONSIN HUMANE SOCIETY	63456	STRAY ANIMAL SERVICES	115.00	10/01/2021	45974	0110	110235	683201
	10866	WISCONSIN HUMANE SOCIETY	63802	STRAY ANIMAL SERVICES	170.00	10/29/2021	46194	0110	110235	683201
	10931	PROSHRED SECURITY	63622	SHREDDING SERVICES	51.00	10/01/2021	45953	0110	110235	683201
	10931	PROSHRED SECURITY	63998	SHREDDING SERVICES	51.00	10/29/2021	46171	0110	110235	683201
	11094	LAWRENCE F FILO	63793	K9 KENNEL SERVICES	270.00	10/15/2021	46096	0410	410791	730012
	11094	LAWRENCE F FILO	63799	K9 KENNEL SERVICES	950.00	10/15/2021	46096	0110	110235	683702
	11094	LAWRENCE F FILO	63799	K9 KENNEL SERVICES	950.00	10/15/2021	46096	0410	410791	730012
	11137	THOMSON REUTERS - WEST	63782	CLEAR INVESTIGATIVES SERVICES	154.74	10/15/2021	46099	0110	110235	683201
	11153	TRANS UNION LLC	63798	CREDIT HISTORIES	85.00	10/15/2021	46100	0110	110235	683201
	11211	VERIZON WIRELESS SERVICES LLC	63784	CELL PHONE SERVICES	162.23	10/15/2021	46108	0110	110235	680504
	11211	VERIZON WIRELESS SERVICES LLC	63784	CELL PHONE SERVICES	0.52	10/15/2021	46108	0110	110239	680504
	11236	WAUKESHA COUNTY TECHNICAL COLLEGE	63785	LAW ENFORCEMENT PERSONNEL TRAINING	65.40	10/15/2021	46109	0110	110235	683501
	11295	WIS DEPT OF JUSTICE 2718	63997	WI DOJ TIME SYSTEM ACCESS	664.50	10/29/2021	46195	0110	110235	683201
	11699	OFFICE 8	63797	MISC OFFICE SUPPLIES	340.97	10/29/2021	46161	0110	110235	680101
	11778	AXON ENTERPRISE INC	63625	YEAR 4 TASER ASSURANCE PROGRAM	3,480.00	10/01/2021	45915	0110	110235	683201
	11778	AXON ENTERPRISE INC	63789	Taser Components	1,269.18	10/15/2021	45988	0110	110235	680301
	11807	KWIK TRIP INC	63803	POLICE VEHICLE WASHES	1,800.00	10/15/2021	46016	0110	110235	683202
	12328	STATE OF WISCONSIN DEPT OF TRANSPORTATION	63794	POLICE TRAINING	2,880.00	10/15/2021	46111	0110	110235	683501
	12448	THE OFFICE TECHNOLOGY GROUP	63534	COPIER & PRINTER MAINTENANCE	380.26	10/01/2021	45965	0110	110235	688101
	12466	LANGUAGE LINE SERVICES INC	63796	LANGUAGE INTERPRETER SERVICES	18.00	10/15/2021	46020	0110	110235	683702

Attachment: October 2021 AP Vendor Listing by Dept (6822 : October 2021 Voucher Approval List)

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
POLICE	12651	AMAZON CAPITAL SERVICES, INC	63453	OFFICE, WORK, &/OR M&R SUPPLIE	112.99	10/01/2021	1001787	0110	110235	680101
	12651	AMAZON CAPITAL SERVICES, INC	63455	OFFICE, WORK, &/OR M&R SUPPLIE	19.90	10/01/2021	1001787	0110	110235	680301
	12651	AMAZON CAPITAL SERVICES, INC	63623	OFFICE, WORK, &/OR M&R SUPPLIE	11.99	10/15/2021	1001806	0110	110235	680101
	12651	AMAZON CAPITAL SERVICES, INC	63626	OFFICE, WORK, &/OR M&R SUPPLIES	30.40	10/15/2021	1001806	0110	110235	686550
	12651	AMAZON CAPITAL SERVICES, INC	63801	OFFICE, WORK, &/OR M&R SUPPLIE	129.90	10/29/2021	1001822	0110	110235	680504
	12651	AMAZON CAPITAL SERVICES, INC	64054	OFFICE, WORK, &/OR M&R SUPPLIE	135.89	10/29/2021	1001822	0110	110235	680504
	12694	AT&T MOBILITY LLC	63779	CELL PHONE SERVICES	966.00	10/15/2021	45985	0110	110235	680504
	12768	BONUS INC	63804	HOSPITALITY - WORK SUPPLIES	61.41	10/15/2021	45990	0110	110235	680301
	12891	CBC PHARMA HOLDCO LLC	63788	K-9 Prescriptions	63.24	10/15/2021	46083	0110	110235	683702
	12920	CHARTER COMMUNICATIONS	63619	RECORDS/SUBPOENAS	50.00	10/01/2021	45923	0110	110235	683702
				Department Total	18,829.82					
FIRE / EMS	10141	BOUND TREE MEDICAL, LLC	64031	CARRY BAGS	79.40	10/29/2021	46126	0110	110236	680301
	10141	BOUND TREE MEDICAL, LLC	64032	SUPPLIES	1,440.88	10/29/2021	46126	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63672	MEDICAL SUPPLIES	1,125.10	10/01/2021	45926	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63673	MEDICAL SUPPLIES	25.12	10/15/2021	46004	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63674	MEDICAL SUPPLIES	1,304.21	10/15/2021	46004	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63675	MEDICAL SUPPLIES	13.00	10/15/2021	46004	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63676	MEDICAL SUPPLIES	26.35	10/01/2021	45926	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63686	MEDICAL SUPPLIES	611.65	10/01/2021	45926	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63941	MEDICAL SUPPLIES	342.00	10/15/2021	46004	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	63943	MEDICAL SUPPLIES	573.95	10/15/2021	46004	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	64037	MEDICAL SUPPLIES	860.23	10/29/2021	46138	0110	110236	680301
	10336	EMERGENCY MEDICAL PRODUCTS INC	64038	MEDICAL SUPPLIES	430.74	10/29/2021	46138	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	63687	FIRE EQUIP	175.29	10/15/2021	46006	0110	110236	680301

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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
FIRE / EMS	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	63917	FIRE EQUIP	67.50	10/15/2021	46006	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	63918	FIRE EQUIP	528.61	10/15/2021	46006	0110	110236	680301
	10383	5 ALARM FIRE AND SAFETY EQUIPMENT LLC	63920	FIRE EQUIP	600.00	10/15/2021	46006	0110	110236	680301
	10408	GALLS LLC	63925	FIRE DEPT UNIFORMS	1,819.57	10/15/2021	46007	0110	110236	675101
	10408	GALLS LLC	63926	FIRE DEPT UNIFORMS	178.50	10/15/2021	46007	0110	110236	675101
	10408	GALLS LLC	63929	FIRE DEPT UNIFORMS	73.95	10/15/2021	46007	0110	110236	675101
	10408	GALLS LLC	63931	FIRE DEPT UNIFORMS	29.28	10/15/2021	46007	0110	110236	675101
	10408	GALLS LLC	63933	FIRE DEPT UNIFORMS	113.90	10/15/2021	46007	0110	110236	675101
	10408	GALLS LLC	63935	FIRE DEPT UNIFORMS	3.98	10/15/2021	46007	0110	110236	675101
	10417	GENERAL COMMUNICATIONS INC	63891	M&R	1,674.47	10/15/2021	1001811	0110	110236	686550
	10563	JEFFERSON FIRE & SAFETY INC	63911	BC TURNOUT GEAR	2,315.95	10/15/2021	46014	0110	110236	675101
	10563	JEFFERSON FIRE & SAFETY INC	63912	BC TURNOUT GEAR	2,293.00	10/15/2021	46014	0110	110236	675101
	10563	JEFFERSON FIRE & SAFETY INC	63913	BC TURNOUT GEAR	318.00	10/15/2021	46014	0110	110236	675101
	10736	MILW AREA TECHNICAL COLLEGE	63901	WHEELER EMT	262.70	10/15/2021	46026	0110	110236	683501
	10736	MILW AREA TECHNICAL COLLEGE	63915	TRAINING	581.25	10/15/2021	46026	0110	110236	683501
	11173	UNDERWRITERS LABORATORIES INC	64033	YEARLY INSPECTIONS	2,480.00	10/29/2021	46186	0110	110236	683201
	11211	VERIZON WIRELESS SERVICES LLC	63670	CELL DATA	200.05	10/01/2021	45969	0110	110236	680504
	11211	VERIZON WIRELESS SERVICES LLC	63671	CELL DATA	30.06	10/01/2021	45968	0110	110236	680504
	11907	S.M. ARTS PROMOTIONS LLC	64035	KID BAGS & FF HATS	1,118.30	10/29/2021	46141	0110	110236	680301
	12135	TEN 2 COMMUNICATIONS LLC	64036	PAGERS	3,810.00	10/29/2021	46180	0110	110236	680401
	12336	AIRGAS USA, LLC	63922	OXYGEN	341.35	10/15/2021	45981	0110	110236	680301
	12336	AIRGAS USA, LLC	64040	OXYGEN	275.53	10/29/2021	46119	0110	110236	680301
	12531	AIR ONE EQUIPMENT INC	63945	FIRE EQUIPMENT	50.25	10/29/2021	46118	0110	110236	680401

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FIRE / EMS	12531	AIR ONE EQUIPMENT INC	63948	FIRE EQUIPMENT	792.70	10/29/2021	46118	0110	110236	680401
	12531	AIR ONE EQUIPMENT INC	64063	FIRE EQUIPMENT	50.25	10/29/2021	46118	0110	110236	680401
	12628	WILLIAM R EMERY	63937	SUBSCRIPTION SERVICE	99.00	10/29/2021	46146	0110	110236	683201
	12651	AMAZON CAPITAL SERVICES, INC	63562	WORK SUPPLIES	40.99	10/01/2021	1001787	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	63659	SAFETY GLASSES	26.93	10/15/2021	1001806	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	63660	WORK SUPPLIES	108.09	10/01/2021	1001787	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	63907	WORK SUPPLIES	208.46	10/15/2021	1001806	0110	110236	680301
	12651	AMAZON CAPITAL SERVICES, INC	63910	WORK SUPPLIES	32.59	10/15/2021	1001806	0110	110236	680301
	12694	AT&T MOBILITY LLC	63905	CELL DATA	343.73	10/15/2021	45986	0110	110236	680504
	12768	BONUS INC	63894	BC SWEARING IN FIRE DEPT ACCT 720	218.46	10/15/2021	45991	0110	110236	680301
	12883	PB HAHN & CO INC	63662	SUPPLIES	7.18	10/01/2021	45913	0110	110236	686550
	12883	PB HAHN & CO INC	63663	SUPPLIES	29.69	10/01/2021	45913	0110	110236	686550
	12883	PB HAHN & CO INC	63664	SUPPLIES	21.02	10/01/2021	45913	0110	110236	686550
	12883	PB HAHN & CO INC	63665	SUPPLIES	24.28	10/01/2021	45913	0110	110236	686550
	12883	PB HAHN & CO INC	63666	SUPPLIES	14.72	10/01/2021	45913	0110	110236	686550
	12883	PB HAHN & CO INC	63667	SUPPLIES	7.18	10/01/2021	45913	0110	110236	686550
	12883	PB HAHN & CO INC	63668	SUPPLIES	23.92	10/15/2021	45979	0110	110236	686550
	12883	PB HAHN & CO INC	63669	SUPPLIES	5.38	10/15/2021	45979	0110	110236	686550
	12883	PB HAHN & CO INC	63939	SUPPLIES	15.60	10/29/2021	46115	0110	110236	686550
				Department Total	28,244.29					
BLDG MAINT	10045	AMERICAN INDUSTRIAL ALSCO	64014	MOP CONTRACT-OCTOBER	136.55	10/29/2021	46120	0110	110326	683201
	10073	AT&T CORP	63745	TELEPHONE SERVICES-CITY HALL-SEPT	364.40	10/15/2021	45983	0110	110326	680504
	10074	AT & T CORP	63854	ALARM CIRCUITS SEPT	84.30	10/15/2021	45984	0110	110326	683201
	10115	BELL TAPE INC	63492	JANITORIAL SUPPLIES - CITY BLD	2,495.19	10/01/2021	1001789	0110	110326	680201

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BLDG MAINT	10115	BELL TAPE INC	63591	JANITORIAL SUPPLIES - CITY BLD	1,002.68	10/01/2021	1001789	0110	110326	680201
	10115	BELL TAPE INC	63616	JANITORIAL SUPPLIES - CITY BLD	158.71	10/15/2021	1001807	0110	110326	680201
	10144	BRAUN THYSSENKRUPP ELEVATOR	63732	ELEVATOR CONTRACT-4TH QUARTER	554.82	10/15/2021	45993	0110	110326	683201
	10204	CINTAS	64071	FIRE PROTECTION SERV & FIRE EXTINGUISHER REPAIRS	153.44	10/29/2021	46129	0110	110326	683201
	10204	CINTAS	64071	FIRE PROTECTION SERV & FIRE EXTINGUISHER REPAIRS	255.40	10/29/2021	46129	0110	110326	686502
	10204	CINTAS	64074	FIRE EXTINGUISHER REPAIRS & FIRE PROTECT SERV	895.89	10/29/2021	46129	0110	110326	683201
	10204	CINTAS	64074	FIRE EXTINGUISHER REPAIRS & FIRE PROTECT SERV	939.30	10/29/2021	46129	0110	110326	686501
	10204	CINTAS	64075	FIRE PROTECTION SERV & FIRE EXTINGUISHER REPAIRS	371.40	10/29/2021	46129	0110	110326	683201
	10204	CINTAS	64075	FIRE PROTECTION SERV & FIRE EXTINGUISHER REPAIRS	839.04	10/29/2021	46129	0110	110326	686502
	10428	GILLITZER ELEC CO LTD, FRANK	63736	REPAIR SHORT FOR CH FRONT LIGHTS &OUTLETS (T OF M)	292.50	10/15/2021	1001812	0110	110326	686501
	10691	MENARDS	63749	HOSE FOR TASTE OF MEQUON	19.94	10/15/2021	46024	0110	110326	680302
	10691	MENARDS	63750	GFCI/SAFETY OUTLET BOX, EXTERIOR OF REUTER PAV	27.92	10/15/2021	46024	0110	110326	680302
	10691	MENARDS	63751	OUTLET BOX COVERS-PARKS	26.79	10/15/2021	46024	0110	110326	680302
	10691	MENARDS	64065	TARP FOR COVERING FIXTURES	5.61	10/29/2021	1001832	0110	110326	680302
	10691	MENARDS	64086	VARIOUS SUPPLIES FOR CITY HALL REPAIRS	33.98	10/29/2021	46153	0110	110326	680302
	10691	MENARDS	64107	FLOOR SUPPLIES - SMALL TOOL	16.99	10/29/2021	1001832	0110	110326	680302
	10691	MENARDS	64107	FLOOR SUPPLIES - SMALL TOOL	8.98	10/29/2021	1001832	0110	110326	680401
	10691	MENARDS	64108	SMALL TOOLS	18.99	10/29/2021	1001832	0110	110326	680401
	10798	NEHER ELECTRIC SUPPLY INC	63952	BULBS & BALLASTS	111.10	10/15/2021	46038	0110	110326	680302
	10798	NEHER ELECTRIC SUPPLY INC	63952	BULBS & BALLASTS	111.10	10/15/2021	46038	0110	110326	680303
	10798	NEHER ELECTRIC SUPPLY INC	63952	BULBS & BALLASTS	111.10	10/15/2021	46038	0110	110326	680304
	10886	PEST ARREST EXTERMINATING	63951	PEST CONTROL CONTRACT-SEPT	115.00	10/15/2021	46082	0110	110326	683201
	11044	SHERWIN INDUSTRIES INC	63906	MASTIC FOR AROUND SAFETY BLDG	700.00	10/15/2021	46088	0110	110326	680303

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BLDG MAINT	11044	SHERWIN INDUSTRIES INC	63906	MASTIC FOR AROUND SAFETY BLDG	6,492.50	10/15/2021	46088	0610	610669	695103
	11177	UNITED DISPOSAL SERVICES LLC	63739	DUMPSTER FEES-SEPT	235.00	10/15/2021	46104	0110	110326	683201
	11177	UNITED DISPOSAL SERVICES LLC	63739	DUMPSTER FEES-SEPT	235.00	10/15/2021	46104	0610	610669	683201
	11177	UNITED DISPOSAL SERVICES LLC	63892	FD - DUMPSTER FEE FOR FD DISPOSAL	940.00	10/29/2021	46187	0110	110326	686502
	11859	DILLETT MECHANICAL SERVICES, INC	63756	PREVENTATIVE MAINENANCE HVAC-SEPT	1,764.00	10/15/2021	1001810	0110	110326	683201
	11859	DILLETT MECHANICAL SERVICES, INC	64087	HVAC REPAIRS/INSTALL SAFETY BLDG	670.00	10/29/2021	1001826	0110	110326	686502
	12124	PACKERLAND RENT-A-MAT, INC.	63615	MAT RENTAL/CLEANING -OCT	116.14	10/15/2021	46043	0110	110326	683201
	12124	PACKERLAND RENT-A-MAT, INC.	63949	MAT CONTRACT-JULY	112.76	10/15/2021	46043	0110	110326	683201
	12124	PACKERLAND RENT-A-MAT, INC.	63950	MAT CONTRACT-JUNE	112.76	10/15/2021	46043	0110	110326	683201
	12124	PACKERLAND RENT-A-MAT, INC.	64027	MAT CONTRACT-NOV	248.29	10/29/2021	46165	0110	110326	683201
	12311	JOHN A. GUETZKE & ASSOCIATES, INC.	63859	REPAIR @ DPW	210.00	10/15/2021	46012	0110	110326	686503
	12573	SANDALSTONE VENTURES INC	63738	CLEANING AT SAFETY BUILDING 10/1-10/31/21	2,891.00	10/15/2021	46107	0110	110326	683201
	12573	SANDALSTONE VENTURES INC	63755	CARPET CLEANING -SAFETY BLDG	1,298.00	10/15/2021	46107	0110	110326	683201
	12573	SANDALSTONE VENTURES INC	63757	CLEANING SERVICE - CITY HALL-OCT	2,635.00	10/15/2021	46107	0110	110326	683201
	12573	SANDALSTONE VENTURES INC	63758	CLEANING DPW - OCT	1,190.00	10/15/2021	46107	0110	110326	683201
	12883	PB HAHN & CO INC	63752	DOOR SWEEP-FD	17.62	10/15/2021	45979	0110	110326	680303
	12909	M&M OFFICE INTERIORS INC	64013	REMAINDER OF FD FURNITURE & SUPPLIES	8,308.17	10/29/2021	46149	0110	110326	686502
	12922	ROOTER SEWER CLEANERS INC	63898	CLEAR SEWER LINE @ SAFETY BLDG	275.00	10/15/2021	46086	0110	110326	686502
				Department Total	37,602.36					
FLEET SRVS	10092	BADGER TRUCK CENTER INC	63502	TRN SIGNAL FLASHER #300	47.98	10/01/2021	1001788	0110	110355	680301
	10137	BOEHLKE BOTTLED GAS CORP	64057	EPOXY	5.99	10/29/2021	46125	0110	110355	680301
	10360	JFTCO, INC	64047	RAM REPAIR 337	906.05	10/29/2021	46139	0110	110355	686550
	10360	JFTCO, INC	64114	POWER INVERTER FOR 328	330.79	10/29/2021	46139	0110	110355	680301
	10364	FALLS AUTO PARTS AND SUPPLIES INC	63600	FILTERS FOR CARS	61.52	10/01/2021	45927	0110	110355	680301

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FLEET SRVS	10418	GENERAL FIRE EQUIPMENT CO	63609	954 SIREN SPEAKER	187.50	10/01/2021	45929	0110	110355	680301
	10446	GRAINGER	63860	BELT SANDER	435.44	10/15/2021	46011	0110	110355	680401
	10516	HUMPHREY SERVICE PARTS INC	64051	AIR & OIL FILTERS	56.91	10/29/2021	46145	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	64053	FUEL FILTERS	9.26	10/29/2021	46145	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	64055	FUEL FILTERS	17.62	10/29/2021	46145	0110	110355	680301
	10516	HUMPHREY SERVICE PARTS INC	64056	OIL FILTERS	88.65	10/29/2021	46145	0110	110355	680301
	10582	KAESTNER AUTO ELECTRIC CO	64088	POWER INVERTER FOR 802	499.99	10/29/2021	46147	0110	110355	680301
	10582	KAESTNER AUTO ELECTRIC CO	64099	BULBS	17.80	10/29/2021	46147	0110	110355	680301
	10582	KAESTNER AUTO ELECTRIC CO	64100	BATTERY CHRAGER FOR 956	89.99	10/29/2021	46147	0110	110355	680301
	10621	LAKESIDE INTERNATIONAL TRUCKS, LLC	63958	OIL PAN FOR 313	1,360.40	10/15/2021	46018	0110	110355	680301
	10753	MILWAUKEE SPRING & ALIGNMENT INC	64061	U-BOLTS FOR 313	110.28	10/29/2021	46156	0110	110355	680301
	10908	POMPS TIRE SERVICE INC	63416	NEW TIRES FOR 506	303.04	10/01/2021	1001800	0110	110355	680301
	10908	POMPS TIRE SERVICE INC	63518	BROOM TRACTOR TIRES FOR UNIT 362	182.00	10/01/2021	1001800	0110	110355	680301
	10908	POMPS TIRE SERVICE INC	64095	TRAILER TIRES	464.80	10/29/2021	1001835	0110	110355	680301
	10968	RELIANT FIRE APPARATUS INC	63588	PRESSURE SENSOR FOR 963	263.98	10/01/2021	45954	0110	110355	680301
	11004	SAFETY-KLEEN SYSTEMS INC	63603	USED OIL PICKUP	217.00	10/01/2021	1001801	0110	110355	680402
	11004	SAFETY-KLEEN SYSTEMS INC	63887	OIL, FILTER, ANTIFREEZE RECYCL	200.00	10/15/2021	1001817	0110	110355	680402
	11004	SAFETY-KLEEN SYSTEMS INC	63888	OIL FILTER RECYCLE	1,231.26	10/15/2021	1001817	0110	110355	680402
	11280	GOODYEAR COMMERICAL TIRE	63959	SQUAD TIRES	834.06	10/15/2021	46009	0110	110355	680301
	11675	GIELOW'S LAWN & GARDEN	63730	MOWER BLADES	210.00	10/15/2021	46008	0110	110355	680301
	11675	GIELOW'S LAWN & GARDEN	63893	PIN FOR TORO MOWER	24.48	10/29/2021	46142	0110	110355	680301
	11675	GIELOW'S LAWN & GARDEN	64098	BRACKET FOR 458	45.29	10/29/2021	46142	0110	110355	680301
	11676	TRUCK COUNTRY OF WISCONSIN	64097	FUEL FILTER FOR 964	39.18	10/29/2021	46183	0110	110355	680301

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FLEET SRVS	12114	BAY ENGINEERING INC.	63647	STUMPER BEARING	403.87	10/01/2021	45917	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63582	952 CORE RETURN	-225.00	10/01/2021	45931	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63586	952 STEERING HOSE	37.41	10/01/2021	45931	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63587	STEERING BOX FOR 952	1,093.90	10/01/2021	45931	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63643	BATTERY FOR SQUAD 4	127.95	10/15/2021	46010	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63837	OIL PLUG FOR 952	11.62	10/15/2021	46010	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63839	PURGE VALVE FOR SQUAD 1	30.26	10/15/2021	46010	0110	110355	680301
	12228	GORDIE BOUCHER VILLAGE FORD	63960	SQUAD 8 TAIL LIGHT	522.71	10/15/2021	46010	0110	110355	680301
	12253	MCMMASTER-CARR SUPPLY COMPANY	64102	GREASE LINE FITTINGS	41.11	10/29/2021	46151	0110	110355	680301
	12390	ADVANCE AUTO PARTS	63462	BRAKE LINE PARTS FOR 321	14.59	10/01/2021	45914	0110	110355	680301
	12390	ADVANCE AUTO PARTS	63463	HEADLIGHTS FOR 950	23.79	10/01/2021	45914	0110	110355	680301
	12390	ADVANCE AUTO PARTS	63503	HEADLIGHT BULBS FOR 951	32.89	10/01/2021	45914	0110	110355	680301
	12390	ADVANCE AUTO PARTS	63646	LIGHT BULBS FOR PD	9.78	10/15/2021	45980	0110	110355	680301
	12390	ADVANCE AUTO PARTS	64058	OIL PLUG FOR 956	10.68	10/29/2021	46116	0110	110355	680301
	12390	ADVANCE AUTO PARTS	64059	CAP FOR 675	6.01	10/29/2021	46116	0110	110355	680301
	12390	ADVANCE AUTO PARTS	64060	SENSOR FOR 956	47.51	10/29/2021	46116	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63504	BATTERIES	210.00	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63516	SPINNER MOTOR FOR 303	208.16	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63517	BATTERIES FOR 321	210.70	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63584	BATTERY CORE RETURN CREDIT	-12.00	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63589	CAB STEPS FOR 802	309.38	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63601	REPL BATTER FOR 457	56.18	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63648	HOSE ENDS FOR SWEEPER	58.48	10/01/2021	45921	0110	110355	680301

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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	12400	BRAKE & EQUIPMENT CO INC	63703	Credit for Inv 642691	-205.98	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63704	CORE RETURNS	-80.00	10/01/2021	45921	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63727	TOOL CAT LIGHT	251.05	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63728	SWITCH-WRONG PART	205.98	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63729	BATTERIS FOR TRUCK 405	342.42	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63812	BRAKE PARTS RETURN	-396.74	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63813	TRUCK STEP RETURN	-238.33	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63814	STROB LIGHT RETURN	-28.58	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	63815	BATTERY CORES	-60.00	10/15/2021	45992	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	64030	BATTERY FOR 516	139.00	10/29/2021	46127	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	64104	BATTERY FOR 956	149.05	10/29/2021	46127	0110	110355	680301
	12400	BRAKE & EQUIPMENT CO INC	64112	BATTERIES FOR 964	420.00	10/29/2021	46127	0110	110355	680301
	12542	FPR INVESTMENTS, LLC	63590	GREASE SYSTEM FOR 2021 PLOW TR	1,170.16	10/01/2021	45955	0410	410787	725012
	12542	FPR INVESTMENTS, LLC	63604	HYDRO FITTING FOR 337	74.18	10/01/2021	45955	0110	110355	680301
	12609	QUALITY STATE OIL CO INC	63746	FUEL - QTY 8,503	21,167.59	10/15/2021	46085	0110	110355	680402
	12624	MATHESON TRI-GAS INC	63895	TORCH TANK RENTAL	50.40	10/15/2021	46023	0110	110355	680301
	12889	CHICAGO PARTS & SOUND LLC	64113	BATTERY FOR SQUAD 11	147.46	10/29/2021	46128	0110	110355	680301
				Department Total	34,578.90					
ENGINEERIN	10363	FAHRNER ASPHALT SEALERS LLC	63916	2021 GSB-88 - RES 3830	32,140.00	10/15/2021	46005	0410	410780	720014
	10363	FAHRNER ASPHALT SEALERS LLC	63916	2021 GSB-88 - RES 3830	144,000.00	10/15/2021	46005	0410	410781	720014
	11089	STARK PAVEMENT CORPORATION	63947	SAFETY BLDG CISTERN ABANDONMEN	5,940.00	10/15/2021	46095	0410	410780	720017
	11163	CLIFFORD J DETEMPLE	63717	DIGITAL MEASURING WHEEL & 6 LE	104.70	10/15/2021	46101	0110	110358	680401
	11163	CLIFFORD J DETEMPLE	63866	ANTENNAE CABLE FOR GPS AND 2 6	114.90	10/15/2021	46101	0110	110358	680401
	11744	MASTER GRAPHICS INC	63718	PLOTWAVE 345 COPIES - SCANS	320.86	10/15/2021	46022	0110	110358	688101

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ENGINEERIN	11744	MASTER GRAPHICS INC	63858	PLOTWAVE 345 COPIES - SCANS	293.60	10/15/2021	46022	0110	110358	688101
	12658	SYMBIONT SCIENCE, ENGINEERING AND	63592	ROAD RATING - GIS	2,920.00	10/01/2021	45964	0410	410780	720011
	12658	SYMBIONT SCIENCE, ENGINEERING AND	64083	ROAD RATING - GIS	1,437.50	10/29/2021	46178	0410	410780	720011
				Department Total	187,271.56					
HIGHWAY	10101	BATTERY PRODUCTS INC	63650	BATTERIES	75.35	10/01/2021	45916	0110	110359	680321
	10129	BLIFFERT LUMBER & FUEL CO	64079	SIGN POSTS	1,404.50	10/29/2021	46123	0110	110359	680322
	10137	BOEHLKE BOTTLED GAS CORP	63618	SUPPLIES FOR PROJECTS	95.97	10/01/2021	45919	0110	110359	680321
	10137	BOEHLKE BOTTLED GAS CORP	63649	FOR PROJECT ON BONNIWELL ROAD	13.77	10/01/2021	45919	0110	110359	680321
	10137	BOEHLKE BOTTLED GAS CORP	63954	4IN PIPE ADAPTER	7.99	10/29/2021	46125	0110	110359	680321
	10137	BOEHLKE BOTTLED GAS CORP	64068	TARP FOR CONCRETE COVERING	79.99	10/29/2021	46125	0110	110359	680321
	10172	CARLIN SALES CORP	63657	RESTORE SUPPLIES	215.91	10/15/2021	1001808	0110	110359	680321
	10172	CARLIN SALES CORP	63886	STRAW MATERIAL	34.74	10/29/2021	1001824	0110	110359	680321
	10202	CHOICE CUTS TREE SERVICE LLC	63514	WILLOW TREE REMOVED RANGE LINE RD	900.00	10/01/2021	45924	0110	110359	683201
	10202	CHOICE CUTS TREE SERVICE LLC	63645	STORM DAMAGED TREE REMOVALS	1,100.00	10/01/2021	45924	0110	110359	683201
	10368	FASTENAL COMPANY	63653	BOLTS & WASHERS	29.64	10/01/2021	45928	0110	110359	680321
	10368	FASTENAL COMPANY	64069	SIGN HARDWARE	92.64	10/29/2021	46140	0110	110359	680321
	10428	GILLITZER ELEC CO LTD, FRANK	63908	LOOP DETECTOR REPAIR - HIGHLAN	763.37	10/15/2021	1001812	0410	410780	720017
	10446	GRAINGER	64085	2 BRINE SYSTEMS	5,397.14	10/29/2021	46144	0110	110359	680320
	10624	LANGE ENTERPRISES OF WISCONSIN INC	63641	SIGNS	149.36	10/01/2021	45933	0110	110359	680322
	10624	LANGE ENTERPRISES OF WISCONSIN INC	63651	ENGINE BRAKE SIGNS	222.30	10/01/2021	45933	0110	110359	680322
	10624	LANGE ENTERPRISES OF WISCONSIN INC	63726	SIGNS NEEDED TO BE REPLACED	8,558.63	10/15/2021	46019	0110	110359	680322
	10625	LANNON STONE PRODUCTS, INC.	63654	STONE FOR PROJECTS	2,130.27	10/15/2021	1001814	0110	110359	680321
	10625	LANNON STONE PRODUCTS, INC.	63655	STONE PROJECTS	362.73	10/01/2021	1001794	0110	110359	680321
	10625	LANNON STONE PRODUCTS, INC.	63656	RIP RAP STONE	1,993.60	10/15/2021	1001814	0110	110359	680321

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HIGHWAY	10625	LANNON STONE PRODUCTS, INC.	63721	GRAVEL	473.02	10/15/2021	1001814	0110	110359	680321
	10625	LANNON STONE PRODUCTS, INC.	63885	GRAVEL	383.26	10/29/2021	1001831	0110	110359	680321
	10625	LANNON STONE PRODUCTS, INC.	63928	GRAVEL FOR CULVERTS	148.26	10/29/2021	1001831	0110	110359	680321
	10645	LIESENER SOILS INC	63930	TOP SOIL	180.00	10/15/2021	46021	0110	110359	680321
	10645	LIESENER SOILS INC	63932	TOP SOIL	150.00	10/15/2021	46021	0110	110359	680321
	10645	LIESENER SOILS INC	63934	TOPSOIL	360.00	10/15/2021	46021	0110	110359	680321
	10645	LIESENER SOILS INC	63936	TOPSOIL	225.00	10/15/2021	46021	0110	110359	680321
	10645	LIESENER SOILS INC	63938	TOPSOIL	255.00	10/15/2021	46021	0110	110359	680321
	10645	LIESENER SOILS INC	63940	TOPSOIL	150.00	10/15/2021	46021	0110	110359	680321
	10645	LIESENER SOILS INC	63942	TOPSOIL	150.00	10/15/2021	46021	0110	110359	680321
	10691	MENARDS	63719	CEMENT FOR BRIDGE DECKS	102.16	10/15/2021	46024	0110	110359	680321
	10691	MENARDS	63720	CEMENT FOR BRIDGE DECK REPAIR	38.31	10/15/2021	46024	0110	110359	680321
	10691	MENARDS	64024	CEMENT FOR BRIDGE REPAIR	255.40	10/29/2021	1001832	0110	110359	680321
	10691	MENARDS	64025	CEMENT FOR BRIDGE REPAIR	76.62	10/29/2021	1001832	0110	110359	680321
	10691	MENARDS	64070	SUPPLIES FOR PROJECTS	295.93	10/29/2021	46152	0110	110359	680321
	10691	MENARDS	64110	STUDS/REBAR/STAKES	250.00	10/29/2021	1001832	0110	110359	680321
	10798	NEHER ELECTRIC SUPPLY INC	64116	BULBS & BALLASTS FOR STREET LI	450.00	10/29/2021	46159	0110	110359	680321
	10834	OFFICE DEPOT *	63722	CLIPS	13.18	10/15/2021	46041	0110	110359	680101
	11044	SHERWIN INDUSTRIES INC	60109	COLD PATCH FOR POT HOLES	449.74	10/15/2021	46088	0110	110359	680321
	11089	STARK PAVEMENT CORPORATION	64111	ASPHALT FOR PROJECTS	2,172.36	10/29/2021	46175	0110	110359	680321
	11109	SUPERIOR CHEMICAL CORP	63642	TRUCK CLEANING SUPPLIES	541.53	10/15/2021	46097	0110	110359	680321
	11151	TRAFFIC & PARKING CONTROL CO, INC	63944	MARKERS FOR CEDARBURG RD (CITY HALL)	220.00	10/29/2021	46182	0110	110359	680322
	11195	USIC LOCATING SERVICES INC	63731	LOCATES-SEPT	216.08	10/15/2021	1001821	0110	110359	683201

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HIGHWAY	12585	M-B CO INC	63594	BROOM TRACTOR MOTOR	881.72	10/01/2021	45935	0110	110359	686550
	12753	DTN LLC	64103	TELVENT WEATHER SERVICE SUBSCR	2,316.00	10/29/2021	46135	0110	110359	683201
	12861	WRANGLER HOLDCO CORP	63741	RECYCLING FEES-OCT	106.36	10/15/2021	46114	0110	110359	683201
	12883	PB HAHN & CO INC	63513	CONCRETE MIX	59.92	10/01/2021	45913	0110	110359	680321
	12883	PB HAHN & CO INC	63953	STREET MAINTENANCE SUPPLIES	59.88	10/29/2021	46115	0110	110359	680321
	12911	JR BOEHLKE INC	63723	CULVERT PATCHES ASPHALTED	3,600.00	10/15/2021	46015	0110	110359	683201
				Department Total	38,207.63					
Forestry	10202	CHOICE CUTS TREE SERVICE LLC	63469	EAB REMOVAL IN KKCP AND ADJACE	15,000.00	10/01/2021	45924	0410	410798	730017
	10202	CHOICE CUTS TREE SERVICE LLC	63843	DEAD ASH REMOVAL ON PORT WASHINGTON	2,100.00	10/15/2021	45995	0410	410798	730017
	11245	WAYSIDE NURSERIES INC	63882	QTY 10 FALL TREE PLANTING	1,676.00	10/29/2021	46192	0410	410798	730017
	11245	WAYSIDE NURSERIES INC	63883	QTY 10 FALL TREE PLANTING	1,937.00	10/29/2021	46192	0410	410798	730017
	11245	WAYSIDE NURSERIES INC	63884	QTY 10 FALL TREE PLANTING	1,845.00	10/15/2021	46110	0410	410798	730017
	11245	WAYSIDE NURSERIES INC	63909	QTY 8 FALL TREE PLANTING	1,639.00	10/15/2021	46110	0410	410798	730017
	11245	WAYSIDE NURSERIES INC	63914	QTY 10 FALL TREE PLANTING	1,996.00	10/15/2021	46110	0410	410798	730017
	11245	WAYSIDE NURSERIES INC	64017	QTY 9 FALL TREE PLANTING	1,562.00	10/29/2021	46192	0410	410798	730017
	12551	WALLACE TREE LANDSCAPE INC	63658	REMOVE TREES AT 6060 MEQUON RD	3,900.00	10/01/2021	45972	0410	410798	730017
	12574	EC3 ENVIRONMENTAL CONSULTING GROUP INC	63845	FORESTRY MOWING HIGHLAND WOODS	1,800.00	10/15/2021	46002	0410	410798	730017
	12651	AMAZON CAPITAL SERVICES, INC	63776	ITEM NOT RECEIVED	-144.00	10/15/2021	1001806	0110	110363	680351
	12651	AMAZON CAPITAL SERVICES, INC	63777	ITEM NOT RECEIVED	-125.99	10/15/2021	1001806	0110	110363	680351
				Department Total	33,185.01					
RECYCLING	10909	PORT-A-JOHN, INC.	63500	BRUSH SITE RESTROOM-SEPT	84.00	10/01/2021	45952	0110	110368	688120
	10909	PORT-A-JOHN, INC.	63946	BRUSH SITE RESTROOM-NOV	84.00	10/15/2021	46084	0110	110368	688120
				Department Total	168.00					

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LIBRARY	11133	THIENSVILLE, VILLAGE OF	63334	M-T LIBRARY QUARTERLY GRANT QTR 4	264,500.00	10/01/2021	1001802	0110	110471	683801
				Department Total	264,500.00					
PARKS	10107	BEACON ATHLETICS LLC	63611	MAT FOR RB BALLFIELDS	404.00	10/01/2021	45918	0110	110474	680342
	10172	CARLIN SALES CORP	63744	BROADLEAF WEED CONTROL CHEMICAL	49.31	10/15/2021	1001808	0110	110474	680340
	10172	CARLIN SALES CORP	63744	BROADLEAF WEED CONTROL CHEMICAL	89.42	10/15/2021	1001808	0110	110474	680341
	10172	CARLIN SALES CORP	63744	BROADLEAF WEED CONTROL CHEMICAL	49.31	10/15/2021	1001808	0110	110474	680342
	10172	CARLIN SALES CORP	63744	BROADLEAF WEED CONTROL CHEMICAL	80.22	10/15/2021	1001808	0110	110474	680343
	10321	EGELHOFF LAWN MOWER SERVICE INC	63740	OIL (2 CYCLE)	0.19	10/15/2021	46003	0110	110474	680324
	10321	EGELHOFF LAWN MOWER SERVICE INC	63740	OIL (2 CYCLE)	1.23	10/15/2021	46003	0110	110474	680340
	10321	EGELHOFF LAWN MOWER SERVICE INC	63740	OIL (2 CYCLE)	5.65	10/15/2021	46003	0110	110474	680341
	10321	EGELHOFF LAWN MOWER SERVICE INC	63740	OIL (2 CYCLE)	1.23	10/15/2021	46003	0110	110474	680342
	10321	EGELHOFF LAWN MOWER SERVICE INC	63740	OIL (2 CYCLE)	5.65	10/15/2021	46003	0110	110474	680343
	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	63725	ROUND UP FOR PARKS	29.01	10/15/2021	46089	0110	110474	680340
	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	63725	ROUND UP FOR PARKS	29.02	10/15/2021	46089	0110	110474	680341
	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	63725	ROUND UP FOR PARKS	29.02	10/15/2021	46089	0110	110474	680342
	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	63725	ROUND UP FOR PARKS	29.02	10/15/2021	46089	0110	110474	680343
	10819	NORTHERN EXPOSURE LANDSCAPING, INC	64076	EDGING NORTH AND SOUTH SIDES OF MEQUON RD	8,500.00	10/29/2021	46160	0110	110474	683202
	10909	PORT-A-JOHN, INC.	63465	RESTROOMS LEMKE	206.00	10/01/2021	45952	0110	110474	688120
	10909	PORT-A-JOHN, INC.	63743	VILLA GROVE RESTROOM	103.00	10/15/2021	46084	0110	110474	688120
	10909	PORT-A-JOHN, INC.	63853	LEMKE RESTROOMS	206.00	10/29/2021	46170	0110	110474	688120
	11245	WAYSIDE NURSERIES INC	63470	STONE FOR LEMKE	290.00	10/01/2021	45973	0110	110474	680341
	11245	WAYSIDE NURSERIES INC	63840	JOINT FIILLER FOR AROUND BLDG	114.00	10/29/2021	46192	0110	110474	680341
	11326	WIS PUMP AND SUMP INC	63464	ROTARY PUMPING	405.00	10/01/2021	45975	0110	110474	683201

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PARKS	11326	WIS PUMP AND SUMP INC	63617	PUMPING BEFORE SOCCER TOURNAMENT	270.00	10/01/2021	45975	0110	110474	683201
	11326	WIS PUMP AND SUMP INC	63742	PUMP ROTARY PAVILIONS-GREASE INT SERVICE	135.00	10/15/2021	46112	0110	110474	683201
	11693	BUDIAC PLUMBING, INC	63724	NEW FLUSH VALVE ROTARY PAVILION	325.00	10/15/2021	45994	0110	110474	686550
	12498	ZW USA INC	63842	DOG WASTE BAGS & WASTE STATION	688.12	10/15/2021	46001	0110	110474	680301
	12651	AMAZON CAPITAL SERVICES, INC	63857	FORESTRY SUPPLIES, ARCHERY TAR	1,197.90	10/15/2021	1001806	0110	110363	680351
	12651	AMAZON CAPITAL SERVICES, INC	63857	FORESTRY SUPPLIES, ARCHERY TAR	79.99	10/15/2021	1001806	0110	110474	680301
	12883	PB HAHN & CO INC	63467	WIRE WHEEL BRUSH	17.99	10/01/2021	45913	0110	110474	680340
	12883	PB HAHN & CO INC	63614	LED BULBS FOR RIVER BARN FIXTURES	4.13	10/01/2021	45913	0110	110474	680340
	12883	PB HAHN & CO INC	63614	LED BULBS FOR RIVER BARN FIXTURES	9.54	10/01/2021	45913	0110	110474	680341
	12883	PB HAHN & CO INC	63614	LED BULBS FOR RIVER BARN FIXTURES	2.22	10/01/2021	45913	0110	110474	680342
	12883	PB HAHN & CO INC	63614	LED BULBS FOR RIVER BARN FIXTURES	9.54	10/01/2021	45913	0110	110474	680343
	12883	PB HAHN & CO INC	63614	LED BULBS FOR RIVER BARN FIXTURES	9.54	10/01/2021	45913	0110	110474	680344
	12883	PB HAHN & CO INC	63614	LED BULBS FOR RIVER BARN FIXTURES	0.99	10/01/2021	45913	0110	110474	680345
	12883	PB HAHN & CO INC	63846	PAINT FOR LIGHT BASES AT CITY HALL	38.83	10/15/2021	45979	0110	110474	680341
				Department Total	13,415.07					
PLANNING	10230	CONLEY PUBLISHING GROUP LTD	63772	NEWSPAPER PUBLIC NOTICES FOR P/C	33.79	10/15/2021	45998	0110	110578	680502
	12864	MANAGEMENT PARTNERS INC	63978	COMM DEVEL OPERATIONAL ANALYSIS	2,160.00	10/29/2021	46150	0110	110578	683101
				Department Total	2,193.79					
SEWER	10137	BOEHLKE BOTTLED GAS CORP	63607	20 AMP BREAKER FOR 'R'	8.99	10/01/2021	45919	0610	610669	680301
	10209	CLARK DIETZ INC	63923	SANITARY SEWER WORK IN STH 57	880.00	10/15/2021	45996	0610	610669	740001
	10230	CONLEY PUBLISHING GROUP LTD	64023	ADS FOR 2021 SANITARY WORK (#3	59.98	10/29/2021	46132	0610	610669	683201
	10275	DECKER SUPPLY CO	64029	25 CONES	520.00	10/29/2021	46133	0610	610669	680301
	10357	EXPEDITERS INC, THE	63919	GROUTING LS V (#3570)	3,000.00	10/29/2021	1001827	0610	610669	695105
	10647	LINCOLN CONTRACTORS SUPPLY INC	63610	3" TRASH PUMP	1,645.00	10/01/2021	1001795	0610	610669	695105

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SEWER	10691	MENARDS	63613	SUMP PUMP FOR STATION I	68.99	10/15/2021	46025	0610	610669	680301
	10834	OFFICE DEPOT *	63761	2022 PLANNER & OFFICE SUPPLEIS	355.19	10/15/2021	46041	0110	110359	680101
	10834	OFFICE DEPOT *	63761	2022 PLANNER & OFFICE SUPPLEIS	81.30	10/15/2021	46041	0110	110474	680101
	10834	OFFICE DEPOT *	63761	2022 PLANNER & OFFICE SUPPLEIS	23.99	10/15/2021	46041	0610	610669	680101
	11049	SHORT ELLIOTT HENDRICKSON INC	63459	LIFT STATION F HYDRAULIC ANALY	1,080.09	10/01/2021	45957	0610	610669	683101
	11049	SHORT ELLIOTT HENDRICKSON INC	63460	WEST TRUNK SAN. PLANNING STUDY	2,827.72	10/01/2021	45956	0610	610669	740002
	11049	SHORT ELLIOTT HENDRICKSON INC	64020	LIFT STATION F HYDRAULIC ANALY	1,075.81	10/29/2021	46172	0610	610669	683101
	11062	RASMITH, INC	63608	INSPECT #3583-21-Q	19,287.96	10/01/2021	45958	0610	610669	740003
	11062	RASMITH, INC	64019	ETS MONITORING (#3780-21)	2,209.50	10/29/2021	46173	0610	610669	740001
	11096	STO AWAY POWER CRANES INC	64092	ACCIDENT TRUCK REPAIR	2,679.18	10/29/2021	46176	0610	610669	695111
	11193	USA BLUEBOOK	63899	8 FLOATS FOR STATIONS	647.81	10/15/2021	46106	0610	610669	680301
	11217	VISU-SEWER INC	64018	SAN REHAB (#3804-21)	1,296.25	10/29/2021	1001837	0610	610669	740001
	11974	1ST AYD CORP.	63902	2 DOZEN GLOVES	245.17	10/15/2021	45977	0610	610669	680301
	11974	1ST AYD CORP.	63904	3 DOZEN GLOVES	164.82	10/15/2021	45977	0610	610669	680301
	12188	MILWAUKEE RUBBER PRODUCTS	63956	GAS MONITOR SENSOR	170.00	10/15/2021	46027	0610	610669	680301
	12188	MILWAUKEE RUBBER PRODUCTS	63957	4 TIGER TAILS FOR JET	119.80	10/15/2021	46027	0610	610669	680301
	12232	BAYSIDE PRINTING INC.	63963	QUARTERLY UTILITY BILLING PRINTING	241.57	10/29/2021	46122	0610	610669	680505
	12232	BAYSIDE PRINTING INC.	63963	QUARTERLY UTILITY BILLING PRINTING	161.10	10/29/2021	46122	0620	620679	903002
	12288	SABEL MECHANICAL LLC	63897	REPLACE SEAL AT E #4/PUMP	4,604.65	10/15/2021	46087	0610	610669	695105
	12325	VERONA SAFETY SUPPLY, INC.	63955	CALIBRATION GAS & SENSORS	193.92	10/29/2021	46190	0610	610669	680301
	12400	BRAKE & EQUIPMENT CO INC	64093	ACCIDENT TRUCK REPAIR	400.00	10/29/2021	46127	0610	610669	695111
	12658	SYMBIONT SCIENCE, ENGINEERING AND	63593	SANITARY SEWER UTILITY GIS SER	1,788.75	10/01/2021	45964	0610	610669	740004
	12658	SYMBIONT SCIENCE, ENGINEERING AND	64082	GIS-DASHBOARD	2,870.00	10/29/2021	46178	0610	610669	740004

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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
SEWER	12740	MULCAHY SHAW WATER, INC	63921	LS Q FLOW METERING	5,351.57	10/15/2021	46037	0610	610669	740002
	12764	ARCADIS U.S. INC	63734	BUILDING SEWER LATERAL REPORT	6,501.50	10/15/2021	45982	0610	610669	740001
				Department Total	60,560.61					
WATER	10137	BOEHLKE BOTTLED GAS CORP	64049	MAINTENANCE OF RESEVOIRS	33.38	10/29/2021	46125	0620	620679	672003
	10206	CITY WATER LLC	63515	I43 WATER MAIN RELOCATIONS (#3	41,225.00	10/01/2021	1001791	0620	620679	741004
	10206	CITY WATER LLC	64022	I43 WATER MAIN RELOCATIONS (#3	20,573.50	10/29/2021	1001825	0620	620679	741004
	10287	DIGGERS HOTLINE INC	63875	LOCATING- SEPT	17.40	10/15/2021	1001809	0110	110359	683201
	10287	DIGGERS HOTLINE INC	63875	LOCATING- SEPT	636.84	10/15/2021	1001809	0620	620679	923001
	10489	CORE & MAIN	63872	VALVE BOX PARTS	71.31	10/15/2021	45999	0620	620679	673002
	10489	CORE & MAIN	63872	VALVE BOX PARTS	461.21	10/15/2021	45999	0620	620679	675002
	10654	L-R METER TESTING & REPAIR INC	64050	METER TESTING	722.80	10/29/2021	46148	0620	620679	663001
	10755	CITY OF MILWAUKEE	63877	PURCHASED WATER-SEPT	70,207.58	10/15/2021	46028	0620	620679	602001
	10815	NORTH SHORE WATER COMMISSION	63878	PURCHASED WATER-SEPT	18,067.51	10/15/2021	46039	0620	620679	602001
	10815	NORTH SHORE WATER COMMISSION	63879	WATER TESTING BACT-SEPT	300.00	10/15/2021	46039	0620	620679	662003
	10820	NORTHERN LAKE SERVICE INC	63874	DBP SAMPLES	295.00	10/15/2021	46040	0620	620679	662003
	11193	USA BLUEBOOK	63862	METER GASKETS	64.29	10/15/2021	46106	0620	620679	677002
	11195	USIC LOCATING SERVICES INC	63747	LOCATING-AUGUST	5,886.78	10/15/2021	1001821	0620	620679	662003
	11195	USIC LOCATING SERVICES INC	63748	LOCATING-JULY	4,979.36	10/15/2021	1001821	0620	620679	662003
	11195	USIC LOCATING SERVICES INC	63876	LOCATING- SEPT	3,553.20	10/15/2021	1001821	0620	620679	662003
	11211	VERIZON WIRELESS SERVICES LLC	63612	iPAD DATA CHARGES WATER, FORESTRY, HWY, ENG, SEWER	75.10	10/01/2021	45970	0110	110359	680504
	11211	VERIZON WIRELESS SERVICES LLC	63612	iPAD DATA CHARGES WATER, FORESTRY, HWY, ENG, SEWER	30.04	10/01/2021	45970	0110	110363	680504
	11211	VERIZON WIRELESS SERVICES LLC	63612	iPAD DATA CHARGES WATER, FORESTRY, HWY, ENG, SEWER	15.02	10/01/2021	45970	0620	620679	921001
	11211	VERIZON WIRELESS SERVICES LLC	63612	iPAD DATA CHARGES WATER, FORESTRY, HWY, ENG, SEWER	60.08	10/01/2021	45970	0610	610669	680504
	11211	VERIZON WIRELESS SERVICES LLC	63612	iPAD DATA CHARGES WATER, FORESTRY, HWY, ENG, SEWER	50.04	10/01/2021	45970	0110	110358	680504

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WATER	11211	VERIZON WIRELESS SERVICES LLC	64081	iPAD DATA CHARGES WATER, FOR, HWY, ENG, SEWER	75.10	10/29/2021	46189	0110	110359	680504
	11211	VERIZON WIRELESS SERVICES LLC	64081	iPAD DATA CHARGES WATER, FOR, HWY, ENG, SEWER	30.04	10/29/2021	46189	0110	110363	680504
	11211	VERIZON WIRELESS SERVICES LLC	64081	iPAD DATA CHARGES WATER, FOR, HWY, ENG, SEWER	15.02	10/29/2021	46189	0620	620679	921001
	11211	VERIZON WIRELESS SERVICES LLC	64081	iPAD DATA CHARGES WATER, FOR, HWY, ENG, SEWER	60.08	10/29/2021	46189	0610	610669	680504
	11211	VERIZON WIRELESS SERVICES LLC	64081	iPAD DATA CHARGES WATER, FOR, HWY, ENG, SEWER	50.04	10/29/2021	46189	0110	110358	680504
	12624	MATHESON TRI-GAS INC	63961	CO2 FOR LATERALS	36.40	10/15/2021	46023	0620	620679	676003
	12624	MATHESON TRI-GAS INC	63962	CO2 FOR LATERALS	18.20	10/15/2021	46023	0620	620679	676003
	12734	UNITED SYSTEMS & SOFTWARE, INC.	63861	RADIO RIVAS	1,655.14	10/15/2021	46105	0620	620000	115346
	12734	UNITED SYSTEMS & SOFTWARE, INC.	64067	LAPTOP METER READING	14,680.59	10/29/2021	46188	0620	620679	741006
	12788	BMC CONSTRUCTION, INC	64048	PATCH OVER VALVE	1,100.00	10/29/2021	46124	0620	620679	673001
	12883	PB HAHN & CO INC	63605	PVC PIPE FOR CURB STOPS	13.49	10/01/2021	45913	0620	620679	673002
	12883	PB HAHN & CO INC	63606	SHOE COVERS FOR METER SWAPS	17.99	10/01/2021	45913	0620	620679	675002
	12883	PB HAHN & CO INC	63964	CABLE TIES	4.49	10/15/2021	45979	0620	620679	673002
				Department Total	185,082.02					
DIRECT INV	10182	CDW GOVERNMENT INC	63596	LOGITECH WRLS COMBO MK345	68.78	10/01/2021	1001790	0110	110118	680102
	10182	CDW GOVERNMENT INC	63597	LVO TB 15 G2 17	1,046.37	10/01/2021	1001790	0110	110118	680102
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	127.37	10/01/2021	1001791	0620	620679	633001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	363.91	10/01/2021	1001791	0620	620679	661001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	8,129.67	10/01/2021	1001791	0620	620679	662001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	272.93	10/01/2021	1001791	0620	620679	663001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	1,128.11	10/01/2021	1001791	0620	620679	664001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	58.23	10/01/2021	1001791	0620	620679	665001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	1,775.86	10/01/2021	1001791	0620	620679	672001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	145.56	10/01/2021	1001791	0620	620679	673001

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DIRECT INV	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	5,160.19	10/01/2021	1001791	0620	620679	675001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	72.78	10/01/2021	1001791	0620	620679	676001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	1,055.33	10/01/2021	1001791	0620	620679	677001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	1,310.06	10/01/2021	1001791	0620	620679	920001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	200.00	10/01/2021	1001791	0620	620679	620001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	2,200.00	10/01/2021	1001791	0620	620679	660001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	2,000.00	10/01/2021	1001791	0620	620679	670001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	500.00	10/01/2021	1001791	0620	620679	901001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	400.00	10/01/2021	1001791	0620	620679	903001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	600.00	10/01/2021	1001791	0620	620679	906001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	300.00	10/01/2021	1001791	0620	620679	930001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	1,600.00	10/01/2021	1001791	0620	620000	115346
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	300.00	10/01/2021	1001791	0620	620000	115346
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	11,220.00	10/01/2021	1001791	0620	620679	663001
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	100.00	10/01/2021	1001791	0620	620679	675003
	10206	CITY WATER LLC	63602	MANAGEMENT & OPERATIONS SERVICE AUGUST	863.00	10/01/2021	1001791	0110	110358	683102
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	194.93	10/29/2021	1001825	0620	620679	661001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	6,037.89	10/29/2021	1001825	0620	620679	662001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	560.42	10/29/2021	1001825	0620	620679	664001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	1,047.74	10/29/2021	1001825	0620	620679	663001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	745.60	10/29/2021	1001825	0620	620679	665001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	48.73	10/29/2021	1001825	0620	620679	672001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	633.52	10/29/2021	1001825	0620	620679	673001

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DIRECT INV	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	6,725.01	10/29/2021	1001825	0620	620679	675001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	925.91	10/29/2021	1001825	0620	620679	902001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	2,680.25	10/29/2021	1001825	0620	620679	920001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	200.00	10/29/2021	1001825	0620	620679	620001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	2,200.00	10/29/2021	1001825	0620	620679	660001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	2,000.00	10/29/2021	1001825	0620	620679	670001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	500.00	10/29/2021	1001825	0620	620679	901001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	400.00	10/29/2021	1001825	0620	620679	903001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	600.00	10/29/2021	1001825	0620	620679	906001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	300.00	10/29/2021	1001825	0620	620679	930001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	600.00	10/29/2021	1001825	0620	620000	115346
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	300.00	10/29/2021	1001825	0620	620000	115346
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	11,000.00	10/29/2021	1001825	0620	620679	663001
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	100.00	10/29/2021	1001825	0620	620679	675003
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	85.00	10/29/2021	1001825	0110	110358	683102
	10206	CITY WATER LLC	63983	MANAGEMENT & OPERATION SERVICES SEPT	285.00	10/29/2021	1001825	0110	110358	683102
	10307	DEPARTMENT OF WORKFORCE	63967	BENEFIT CHARGES 9/1-9/30/21	30.93	10/29/2021	46136	0110	110236	673104
	10307	DEPARTMENT OF WORKFORCE	63967	BENEFIT CHARGES 9/1-9/30/21	144.64	10/29/2021	46136	0110	110326	673104
	10642	LIBERTY MUTUAL INSURANCE COMPANY	63702	BOND # LSF056149 39499928	150.00	10/01/2021	45934	0110	110118	683401
	10698	MEQUON CITY OF-PETTY CASH	64010	PETTY CASH PUBLIC WORKS 2/16-10/21/21	150.00	10/29/2021	46154	0110	110363	683501
	10698	MEQUON CITY OF-PETTY CASH	64010	PETTY CASH PUBLIC WORKS 2/16-10/21/21	18.95	10/29/2021	46154	0110	110359	680301
	10698	MEQUON CITY OF-PETTY CASH	64010	PETTY CASH PUBLIC WORKS 2/16-10/21/21	31.60	10/29/2021	46154	0110	110359	680320
	10698	MEQUON CITY OF-PETTY CASH	64010	PETTY CASH PUBLIC WORKS 2/16-10/21/21	30.00	10/29/2021	46154	0110	110474	680301

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DIRECT INV	10699	MEQUON COPY MASTER	63689	50 NOTE PADS	86.40	10/01/2021	45936	0110	110111	680101
	10699	MEQUON COPY MASTER	63984	DATE STICKERS FOR TASTE OF MEQUON	33.30	10/29/2021	46155	0210	210840	683201
	10708	MEQUON POLICE-PETTY CASH	63599	PETTY CASH REIMB	2.11	10/01/2021	45937	0110	110235	680301
	10708	MEQUON POLICE-PETTY CASH	63599	PETTY CASH REIMB	61.43	10/01/2021	45937	0110	110235	683501
	10708	MEQUON POLICE-PETTY CASH	63599	PETTY CASH REIMB	19.30	10/01/2021	45937	0110	110235	680505
	10757	SECURIAN LIFE INSURANCE COMPANY	63764	LIFE INSC 11/1-11/31/21 POLICY 002832L UNIT 33302	3,198.97	10/15/2021	1001818	0110	110000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	63764	LIFE INSC 11/1-11/31/21 POLICY 002832L UNIT 33302	253.00	10/15/2021	1001818	0610	610000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	63764	LIFE INSC 11/1-11/31/21 POLICY 002832L UNIT 33302	31.95	10/15/2021	1001818	0620	620000	224130
	10757	SECURIAN LIFE INSURANCE COMPANY	63764	LIFE INSC 11/1-11/31/21 POLICY 002832L UNIT 33302	1.75	10/15/2021	1001818	0620	620000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	63764	LIFE INSC 11/1-11/31/21 POLICY 002832L UNIT 33302	11.37	10/15/2021	1001818	0610	610000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	63764	LIFE INSC 11/1-11/31/21 POLICY 002832L UNIT 33302	146.13	10/15/2021	1001818	0110	110000	224163
	10757	SECURIAN LIFE INSURANCE COMPANY	63765	ACCIDENT INSC NOV POLICY 76038	92.78	10/15/2021	1001819	0110	110000	224122
	10757	SECURIAN LIFE INSURANCE COMPANY	63765	ACCIDENT INSC NOV POLICY 76038	13.76	10/15/2021	1001819	0610	610000	224122
	10862	OZAUKEE COUNTY REGISTER/DEEDS	63737	REG OF DEEDS DOCUMENT ESCROW ACCT FUNDS	500.00	10/15/2021	46042	0110	110578	680502
	10862	OZAUKEE COUNTY REGISTER/DEEDS	63737	REG OF DEEDS DOCUMENT ESCROW ACCT FUNDS	500.00	10/15/2021	46042	0110	110358	680502
	10865	OZAUKEE COUNTY TREASURER	63816	RETURN COUNTY AG USE CONVERSION	9,179.91	10/29/2021	46164	0110	110000	437120
	10898	PITNEY BOWES	63636	ACCT 17061995 POSTAGE REFILL	4,000.00	10/01/2021	1001799	0110	110112	680505
	11044	SHERWIN INDUSTRIES INC	60221	MASTIC FOR MANHOLES CREDIT	-967.20	10/15/2021	46088	0610	610669	695103
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	30.38	10/15/2021	46102	0110	110236	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	77.59	10/15/2021	46102	0110	110326	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	103.10	10/15/2021	46102	0110	110359	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	11.42	10/15/2021	46102	0110	110355	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	77.89	10/15/2021	46102	0610	610669	680504

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DIRECT INV	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	166.44	10/15/2021	46102	0110	110244	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	232.94	10/15/2021	46102	0110	110358	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	38.50	10/15/2021	46102	0110	110474	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	32.21	10/15/2021	46102	0110	110111	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	25.83	10/15/2021	46102	0110	110120	680504
	11165	UNITED STATES CELLULAR CORPORATION	63890	CELL BILLING	51.18	10/15/2021	46102	0110	110578	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	65.20	10/29/2021	46184	0110	110236	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	68.59	10/29/2021	46184	0110	110326	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	103.83	10/29/2021	46184	0110	110359	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	2.18	10/29/2021	46184	0110	110355	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	66.08	10/29/2021	46184	0610	610669	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	167.27	10/29/2021	46184	0110	110244	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	165.74	10/29/2021	46184	0110	110358	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	38.50	10/29/2021	46184	0110	110474	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	33.94	10/29/2021	46184	0110	110111	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	28.07	10/29/2021	46184	0110	110120	680504
	11165	UNITED STATES CELLULAR CORPORATION	64012	CELL BILL SEPT USAGE	51.10	10/29/2021	46184	0110	110578	680504
	11254	WE ENERGIES-ESSENTIAL SVCS	64066	WORK ORDER 4692731	725.00	10/29/2021	46193	0410	410805	710510
	11538	MEQUON NATURE PRESERVE, INC	63819	RENT REBATE Q3 2021	3,400.00	10/15/2021	1001815	0220	220822	691321
	11760	Diamond Business Graphics	63713	MUNIS CHECK STOCK	170.23	10/15/2021	46000	0110	110118	680101
	12085	TRC ENVIRONMENTAL CORP	63705	ASBESTOS & LEAD INSPECTION PROJ 441876. ZEDLER HTL	4,719.00	10/01/2021	1001804	0410	410805	710502
	12162	SWIMMING POOL SERVICES INC	64121	CHRISTMAS DECOR 2021 SERVICES	5,915.08	10/29/2021	46177	0110	110101	683702
	12175	BRANDEMUEHL, MICHAEL	63979	SRT 10/11-10/13/21 MEAL REIMB	38.03	10/29/2021	1001823	0110	110235	683501

Attachment: October 2021 AP Vendor Listing by Dept (6822 : October 2021 Voucher Approval List)

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	12380	BOND TRUST SERVICES CORP	63637	WATER SYSTEM REV REFUNDING BONDS 2017A	400.00	10/01/2021	45920	0620	620679	696501
	12392	AMERICAN BUSINESS TECHNOLOGIES, INC	63710	POSTAGE FOR TAX BILLS & INSERT	5,225.00	10/15/2021	45978	0110	110118	680505
	12405	TELECOM ONE, INC	63771	PHONES 9/1-9/31/21	234.04	10/15/2021	46098	0110	110235	680504
	12405	TELECOM ONE, INC	63771	PHONES 9/1-9/31/21	58.51	10/15/2021	46098	0110	110236	680504
	12405	TELECOM ONE, INC	63771	PHONES 9/1-9/31/21	292.54	10/15/2021	46098	0110	110117	680504
	12444	IMPACT ACQUISITIONS, LLC	63442	COPY OVERAGE CHARGE 6/1-8/31/21	10.35	10/01/2021	45932	0110	110117	683202
	12448	THE OFFICE TECHNOLOGY GROUP	63577	FIBAY SFP MODULE FIBER COMMUNICATIONS	100.00	10/01/2021	45965	0110	110117	680401
	12468	U.S. LEGAL SUPPORT	63696	BOARD OF REVIEW HEARING 9/13	503.25	10/01/2021	45967	0110	110119	683201
	12468	U.S. LEGAL SUPPORT	63697	BOARD OF REVIEW HEARING MEETING 9/10	279.50	10/15/2021	46103	0110	110119	683201
	12482	CITY OF MILWAUKEE-DPW	63966	SEWER AGREEMENT 9022 W COUNTY LINE RD Q3	73.00	10/29/2021	46130	0610	610669	695108
	12651	AMAZON CAPITAL SERVICES, INC	63579	KRAMER ELECTRONICS PT-571 HDMI	198.50	10/15/2021	1001806	0110	110117	680102
	12651	AMAZON CAPITAL SERVICES, INC	63639	PREMIUM CARDSTOCK	18.85	10/15/2021	1001806	0210	210840	680301
	12651	AMAZON CAPITAL SERVICES, INC	63759	WIRELESS KEYBOARD/MOUSE RETURN	-34.99	10/15/2021	1001806	0110	110112	680101
	12651	AMAZON CAPITAL SERVICES, INC	63980	F D WORKOUT ROOM EQUIPMENT	558.88	10/29/2021	1001822	0110	110326	686502
	12753	DTN LLC	63973	SUBSCRIPTION CREDIT	-622.00	10/29/2021	46135	0110	110359	683201
	12754	VON BRIESEN & ROPER, S.C.	63443	COUNSEL CITY SIGN CODE	2,800.00	10/01/2021	45971	0110	110124	683311
	12921	D&H DEMOLITION LLC	63700	ASBESTOS ABATEMENT COMPLETED 10036 PORT WASH RD	4,155.00	10/01/2021	1001792	0410	410805	710502
	90001	TEMP STAFF REIMB	63595	PAINT STATION IMPROVEMENTS	78.20	10/01/2021	45962	0110	110326	686502
	90001	TEMP STAFF REIMB	63640	TRAININGADV SWAT MEAL REIMB 9/13-9/17	75.00	10/01/2021	45961	0110	110235	683501
	90001	TEMP STAFF REIMB	63690	EDB BREAKFAST SUPPLIES	40.32	10/01/2021	45963	0110	110578	680101
	90001	TEMP STAFF REIMB	63693	HAZARDOUS MATERIALS FIRE BOOK PURCHASE REIMB	94.58	10/01/2021	45959	0110	110236	680503
	90001	TEMP STAFF REIMB	63694	REIMB RIT W/ LIVE FIRE CONDITIONIONS TRAINING	646.36	10/01/2021	45960	0110	110236	683501
	90001	TEMP STAFF REIMB	63708	CONT EDU 9/14-9/17/21 REIMB	276.22	10/15/2021	46092	0110	110244	683501

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90001	TEMP STAFF REIMB	63760	REIMB CDL TESTS	50.00	10/15/2021	46090	0110	110359	683501
	90001	TEMP STAFF REIMB	63805	AMERICAN FLAG STICKERS FOR 9/11 / TASTE OF MEQUON	28.21	10/15/2021	46094	0210	210840	680301
	90001	TEMP STAFF REIMB	63806	RESOLUTION 3779 PORTABLE DEVICE REIMB	500.00	10/15/2021	46091	0110	110101	680301
	90001	TEMP STAFF REIMB	63965	K9 WLECHA MEMBERSHIP	35.00	10/15/2021	46093	0410	410791	730012
	90001	TEMP STAFF REIMB	64011	TASTE OF MEQUON CHILDREN'S ART SUPPLIES	110.64	10/29/2021	46174	0210	210840	680301
	90002	PARK REFUNDS	63629	DEPOSIT RENNICKE FIELD '21 BASEBALL SEASON	100.00	10/01/2021	45947	0110	110000	229101
	90002	PARK REFUNDS	63630	DEPOSIT SUMMER PAV 9/4/2021	200.00	10/01/2021	45946	0110	110000	229101
	90002	PARK REFUNDS	63631	DEPOSIT SUMMER PAV 8/21/2021	200.00	10/01/2021	45943	0110	110000	229101
	90002	PARK REFUNDS	63632	DEPOSIT SUMMER PAV 9/18/2021	200.00	10/01/2021	45948	0110	110000	229101
	90002	PARK REFUNDS	63633	DEPOSIT S ROTARY PAV 8/22/2021	50.00	10/01/2021	45944	0110	110000	229101
	90002	PARK REFUNDS	63634	DEPOSIT S ROTARY PAV 9/04/2021	50.00	10/01/2021	45942	0110	110000	229101
	90002	PARK REFUNDS	63635	DEPOSIT N ROTARY PAV 9/12/2021	1,000.00	10/01/2021	45945	0110	110000	229101
	90002	PARK REFUNDS	64118	REFUND DEPOSIT SOMMER PAVILION 10/23/21	200.00	10/29/2021	46166	0110	110000	229101
	90002	PARK REFUNDS	64119	REFUND DEPOSIT SOUTH ROTARY PAV. 10/12/21	50.00	10/29/2021	46167	0110	110000	229101
	90002	PARK REFUNDS	64120	REFUND DEPOSIT FOR SOUTH ROTARY 10/16/21	50.00	10/29/2021	46168	0110	110000	229101
	90002	PARK REFUNDS	64122	REFUND DEPOSIT FOR SOMMER PAV 10/16/21(E. BOND)	200.00	10/29/2021	46169	0110	110000	229101
	90005	TAX CHECK REFUNDS	63767	'20 RESCINDED TAX PC-201 140110100100	104.10	10/29/2021	46179	0110	110000	435101
	90005	TAX CHECK REFUNDS	63767	'20 RESCINDED TAX PC-201 140110100100	313.13	10/29/2021	46179	0110	110000	104104
	90006	PERMIT REFUNDS	63575	EROSION PMT REFUND 5715 W DONGES BAY	1,557.48	10/01/2021	45949	0110	110000	449103
	90006	PERMIT REFUNDS	63695	REFUND OVERPAID LIQUOR LICENSE	40.00	10/01/2021	45950	0110	110000	440101
	90006	PERMIT REFUNDS	63817	DEPOSIT 10860 10835 TRATAN & 8231 HIGHLANDER	401.00	10/15/2021	46080	0110	110000	229102
	90006	PERMIT REFUNDS	63818	DEPOSIT 327 WOODLYN & 5200 PARKVIEW	124.00	10/15/2021	46081	0110	110000	229102
	90006	PERMIT REFUNDS	63820	DEPOSIT 3809 W SHERBROOKE DR	60.00	10/15/2021	46044	0110	110000	229102

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90006	PERMIT REFUNDS	63821	DEPOSIT 6871 W RIVER BIRCH DR	140.00	10/15/2021	46045	0110	110000	229102
	90006	PERMIT REFUNDS	63822	DEPOSIT 10322 N ADAMS CT	60.00	10/15/2021	46046	0110	110000	229102
	90006	PERMIT REFUNDS	63823	DEPOSIT 11361 FREISTADT RD	200.00	10/15/2021	46047	0110	110000	229102
	90006	PERMIT REFUNDS	63824	DEPOSIT 11107 WYNGATE TRACE	60.00	10/15/2021	46048	0110	110000	229102
	90006	PERMIT REFUNDS	63825	DEPOSIT 1351 WINDPOINTE CIR	61.00	10/15/2021	46049	0110	110000	229102
	90006	PERMIT REFUNDS	63826	DEPOSIT 1820 W SUNNYDALE LN	61.00	10/15/2021	46050	0110	110000	229102
	90006	PERMIT REFUNDS	63827	DEPOSIT 10219 N WATERLEAF	60.00	10/15/2021	46051	0110	110000	229102
	90006	PERMIT REFUNDS	63828	DEPOSIT 8160 MOURNING DOVE	60.00	10/15/2021	46052	0110	110000	229102
	90006	PERMIT REFUNDS	63829	DEPOSIT 11501 PORT WASH RD #220	235.00	10/15/2021	46053	0110	110000	229102
	90006	PERMIT REFUNDS	63830	DEPOSIT 10133 N FOXKIRK DR	60.00	10/15/2021	46054	0110	110000	229102
	90006	PERMIT REFUNDS	63831	DEPOSIT 933 W CEDAR RIDGE CT	60.00	10/15/2021	46055	0110	110000	229102
	90006	PERMIT REFUNDS	63832	DEPOSIT 3025 COUNTRY 8110 BONNIW 3630 LEMONT	183.00	10/15/2021	46056	0110	110000	229102
	90006	PERMIT REFUNDS	63833	DEPOSIT 3025 COUNTRY CLUB DR	61.00	10/15/2021	46057	0110	110000	229102
	90006	PERMIT REFUNDS	63834	DEPOSIT 2702 WOODFIELD	60.00	10/15/2021	46058	0110	110000	229102
	90006	PERMIT REFUNDS	63835	DEPOSIT 12618 YVONNE DR	60.00	10/15/2021	46059	0110	110000	229102
	90006	PERMIT REFUNDS	63836	DEPOSIT 12053 MARYHILL 10901 PEBBLE	120.00	10/15/2021	46060	0110	110000	229102
	90006	PERMIT REFUNDS	63838	DEPOSIT 7311 W MEQUON RD	61.00	10/15/2021	46061	0110	110000	229102
	90006	PERMIT REFUNDS	63841	DEPOSIT 7626 W WILLOWBROOK DR	61.00	10/15/2021	46062	0110	110000	229102
	90006	PERMIT REFUNDS	63844	DEPOSIT 4328 W SQUIRE RD	60.00	10/15/2021	46063	0110	110000	229102
	90006	PERMIT REFUNDS	63847	DEPOSIT 13425 LAUREL LN	60.00	10/15/2021	46064	0110	110000	229102
	90006	PERMIT REFUNDS	63849	DEPOSIT 14195 TWIN OAKS LN	61.00	10/15/2021	46065	0110	110000	229102
	90006	PERMIT REFUNDS	63850	DEPOSIT 11276 SHORECLIFF / 6232 FOXTOWN	151.00	10/15/2021	46066	0110	110000	229102
	90006	PERMIT REFUNDS	63851	DEPOSIT 10848 N RIVER RD	61.00	10/15/2021	46067	0110	110000	229102

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90006	PERMIT REFUNDS	63852	DEPOSIT 12551 HAWKS GLEN CT	60.00	10/15/2021	46068	0110	110000	229102
	90006	PERMIT REFUNDS	63855	DEPOSIT 1115 LIEBAU RD	348.00	10/15/2021	46069	0110	110000	229102
	90006	PERMIT REFUNDS	63856	DEPOSIT 612 W KENILWORTH CIR	61.00	10/15/2021	46070	0110	110000	229102
	90006	PERMIT REFUNDS	63863	DEPOSIT 2601 MEQUON RD	60.00	10/15/2021	46071	0110	110000	229102
	90006	PERMIT REFUNDS	63864	DEPOSIT 11300 N LAKEVIEW PL	60.00	10/15/2021	46072	0110	110000	229102
	90006	PERMIT REFUNDS	63865	DEPOSIT 10330 N LAMONT BLVD	61.00	10/15/2021	46073	0110	110000	229102
	90006	PERMIT REFUNDS	63867	DEPOSIT 10909 N KNIGHTSBRIDGE DR	60.00	10/15/2021	46074	0110	110000	229102
	90006	PERMIT REFUNDS	63868	DEPOSIT 7212 W RIVER BIRCH DR	61.00	10/15/2021	46075	0110	110000	229102
	90006	PERMIT REFUNDS	63869	DEPOSIT 3809 W SHERBROOKE DR	60.00	10/15/2021	46076	0110	110000	229102
	90006	PERMIT REFUNDS	63870	DEPOSIT 11276 SHORECLIFF / 6232 FOXTOWN	61.00	10/15/2021	46077	0110	110000	229102
	90006	PERMIT REFUNDS	63871	DEPOSIT 3408 W HICKORY RD	60.00	10/15/2021	46078	0110	110000	229102
	90006	PERMIT REFUNDS	63873	DEPOSIT 8143 W KNIGHTSBRIDGE DR	60.00	10/15/2021	46079	0110	110000	229102
	90007	MISC REFUNDS	63691	SEWER LATERAL WORK EXAM FOR PPII PROGRAM REIMB	543.00	10/01/2021	45939	0610	610669	740006
	90007	MISC REFUNDS	63692	MESSAGE BOARD RENTAL TASTE OF MEQUON	400.00	10/01/2021	45938	0210	210840	683201
	90007	MISC REFUNDS	63715	TEMP CULVERT REFUND	236.97	10/15/2021	46034	0110	110000	445104
	90007	MISC REFUNDS	63715	TEMP CULVERT REFUND	13.03	10/15/2021	46034	0110	110000	224209
	90007	MISC REFUNDS	63716	TEMP CULVERT REFUND	236.97	10/15/2021	46031	0110	110000	445104
	90007	MISC REFUNDS	63716	TEMP CULVERT REFUND	13.03	10/15/2021	46031	0110	110000	224209
	90007	MISC REFUNDS	63766	DFG ESCROW RELEASE / 10444 N PORT WASH RD	14,318.75	10/15/2021	46029	0110	110000	229231
	90007	MISC REFUNDS	63807	DEVEL AGREEMENT TID #5 1518100030000	31,450.94	10/15/2021	46033	0410	410805	710319
	90007	MISC REFUNDS	63808	DEVEL AGREEMENT TID #5 151810002000	29,633.87	10/15/2021	46032	0410	410805	710319
	90007	MISC REFUNDS	63809	RESERVE DEV AGREEMENT / TID #3 140270501500	20,390.71	10/15/2021	46035	0410	410803	710319
	90007	MISC REFUNDS	63810	OUTPOST DEV AGREEMENT / TID #3 140221101300	25,270.38	10/15/2021	46036	0410	410803	710319

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

3.1.b

Processed by Department	Vendor Number	Vendor Name	Invoice Number	Invoice Description	Line item amount	Check Date	Check No.	Fund #	Org	Object
DIRECT INV	90007	MISC REFUNDS	63811	ARTESSA DEVEL AGREEMENT TID #3	43,358.18	10/15/2021	46030	0410	410803	710319
	90007	MISC REFUNDS	63968	ESCROW DRAINAGE FINANCIAL GUARANTEE 2145 RANCH RD	4,500.00	10/29/2021	46158	0610	610000	229129
	90007	MISC REFUNDS	63969	RETURN WATER CONNECTION FEE /NOT CONNECTING	5,198.50	10/29/2021	46157	0620	620679	465421
				Department Total	313,211.55					
				Grand Total	\$1,272,728.58					

Attachment: October 2021 AP Vendor Listing by Dept (6822 : October 2021 Voucher Approval List)



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2934
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Engineering

TO: Finance-Personnel Committee
FROM: Kim Tollefson, Director of Community Development
DATE: November 9, 2021
SUBJECT: RESOLUTION 3889 A Resolution Approving a Development Agreement for The Woods at Highland Park Phase 2 Consisting of 10 Dwelling Units Located at the Corner of Green Bay Road and Woods Court

Background

The applicant is requesting development agreement approval for Phase 2 consisting of 10 units on the property located at the corner of Green Bay Road and Woods Court. The rezoning recommendation, concept plan, and preliminary condo plat were approved at the July 23, 2018, meeting. The final plat and certified survey map were approved at the January 13, 2020, meeting.

Analysis

The developer utilized the template development agreement, which was modified and submitted to staff. Staff subsequently modified the document, per Phase 1 requirements and that final version is included in packets. The development agreement provides the opportunity to construct one (1) principal structure model building prior to final plat approval with the understanding that the unit can't be sold or title transferred until the associated plat is recorded. This is consistent with the table approved as a part of the template document.

The sanitary sewer connects to the Village of Thiensville's sanitary sewer system which is part of an Inter-Governmental Agreement. The specific language included in the Inter-Governmental Agreement was included in the draft Development Agreement for the project.

The site plans for Phase 1 and Phase 2 were reviewed and approved by the Engineering Division on November 14, 2018.

Fiscal Impact

The fiscal impact is neutral.

Recommendation

Staff recommends that the Finance-Personnel Committee favorably endorse and the Common Council approve the resolution approving the development agreement for Phase 2 of the Woods at Highland Park and authorize the execution thereof. The development agreement was unanimously approved by the Planning Commission.

Attachments:

Development Agreement_Woods at Highland Park Phase 2 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3889

A Resolution Approving a Development Agreement for The Woods at Highland Park Phase 2
Consisting of 10 Dwelling Units Located at the Corner of Green Bay Road and Woods Court

RECITALS

A. Phase 2 of The Woods at Highland Park development consists of 10 condominium units to be located generally at the corner of Green Bay Road and Woods Court.

B. Pursuant to the Development Agreement for Phase 1 of the development, a new development agreement is required for Phase 2.

C. The Planning Commission recommended approval of the Development Agreement for the property on October 28, 2021.

D. The Development Agreement provides for the installation of improvements and the payment of fees in accordance with the City Engineer's report.

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

1. The Development Agreement for The Woods at Highland Park Phase 2 project is approved subject to any technical, clerical and/or legal changes deemed necessary and appropriate by the City Attorney.

2. The Mayor and City Clerk are authorized and directed to execute and deliver the same.

Approved by: John Wirth, Mayor

Date Approved: November 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 November 9, 2021.

Caroline Fochs, City Clerk

Document Number	DEVELOPMENT AGREEMENT Document Name	
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THIS DEVELOPMENT AGREEMENT (“Agreement”) is made as of _____, 20__, by _____ (the “Developer”) and the City of Mequon, a municipal corporation (the “City”).

RECITALS

A. The Developer desires to improve and develop the property described on the attached Exhibit A (the “Property”). The Woods at Highland Park Phase 2

B. Wisconsin Statutes Section 236.13(2) and Sections 58-634(c) and 58-637 of the Mequon Code of Ordinances (the “Code”) provide that, as a condition of approval, the City shall require that the Developer make and install or have made and installed any reasonably necessary improvements.

C. This Agreement describes the Public Improvements, as defined below, that are necessary to complete the Developer’s proposed development on the Property (the “Development”), the Private Improvements, as defined below, and other terms and conditions of the Development.

D. The schedule for the City’s Public Works Department, and the City’s budget, do not provide for installation of the Public Improvements, and absent this Agreement, there would be a considerable delay in the installation of the Public Improvements.

E. The orderly, planned development of the Development will best promote the health, safety and general welfare of the community.

AGREEMENTS

NOW, THEREFORE, in consideration of the foregoing recitals and the following agreements, and for other good and valuable consideration, the receipt and sufficiency of which the parties acknowledge, the parties agree:

1. Improvements. As defined in this Agreement, the following terms and phrases have the following meanings:

“Improvements” means the Private Improvements and the Public Improvements.

“Private Improvements” means all improvements in the Development required by this Agreement other than the Public Improvements.

Recording Data

Name and Return Address

City Engineer
11333 N Cedarburg Road
Mequon, WI 53092

Parcel Identification Number

“Public Improvements” means all public streets, sidewalks, paths and required appurtenances to the foregoing, including without limitation street name signs, regulatory/public safety signs (speed limit signs, stop signs and so forth) and bollards; sanitary sewer facilities and water supply facilities that connect to the public sewer or public water systems, but in each instance only those portions up to and including stubs of laterals; street trees and any required landscaping in rights of way; street trees and other landscaping in easement areas dedicated to the City for that purpose, but only to the extent specified in such easements; items specified in the Plans, as defined below and approved by the City, as Public Improvements; and items specified in the Code or state statutes as Public Improvements.

2. Proposed Development Plan. The Development as proposed is depicted on the Developer’s proposed development plan.

The proposed development plan was granted Preliminary Plat approval by the Planning Commission on _____. The Preliminary Plat is an expression of approval or conditional approval of the layout submitted and is a guide to the preparation of the Final Plat which will be subject to further consideration by the Planning Commission at the time of its submission.

PLANS AND SPECIFICATIONS

3. Plans and Specifications. The Developer shall, at its expense, have plans and specifications (collectively, the “Plans”) prepared for the Improvements. The Plans shall include those plans that are customary in the industry for similar developments, including a site plan, grading, drainage and erosion control plans, stormwater drainage plans, landscaping and open space plans, street plans, utility plans and construction details, including those construction details described in this Agreement. The Plans shall be subject to review and approval of the City Engineer and any regulatory body or other staff person specified below. The Developer shall not commence the Improvements until the Plans are reviewed and approved. Plans and specifications for Phase I and 2 were approved by the City Engineering Department on November 14, 2018.

4. Corrections to Plans. The City Engineer may, at any time prior to Final Plat approval, require changes to approved Plans for any of the Improvements to the extent such changes are necessary to correct oversights, omissions or errors, to compensate for changing site conditions or to complete fully the work in accordance with sound engineering practice. The Developer shall perform the work necessitated by any such change entirely at its expense without any claim for reimbursement.

5. Standards. The Plans and design of the Improvements shall comply with the requirements of the current edition of the City’s Standard Specifications for Land Development and all applicable provisions of the Code and state and federal laws (each a “Regulation”) in place at the time of preliminary approval of the Plans and design. Additionally, the Plans shall satisfy the requirements set forth below. In the event of a conflict between the Standard Specifications and this Agreement, the terms of this Agreement shall control. In the event of a conflict between any Regulations, the more stringent requirement shall apply unless otherwise addressed within the Regulation.

6. Changes in Regulations. Should any Regulation change within two years of the preliminary approval, the Developer may choose which version of the Regulation to follow if material work on the applicable Improvement has commenced. Where work on an Improvement affected by the changed Regulation has not commenced, the Developer shall comply with the revised Regulation.

7. Sanitary Sewer System Plans. Phase I and 2 plans were approved by the Village of Thiensville and the City of Mequon on November 14, 2018.

The Development will have a public sanitary sewer system.

(a) An Owner's Agreement with the Village of Thiensville is required to define the specifics of the Sanitary Sewer requirements.

(b) Installation of a sanitary sewer system designed to meet the ultimate needs of this development, in accordance with the Village of Thiensville's sanitary sewer system plan. Installation of one sewer lateral from the sanitary sewer main to the limits of the sanitary sewer utility easement or, road right-of-way.

(c) Sanitary sewer plans/profile shall conform to the Village of Thiensville requirements and Sewer and Water Construction in Wisconsin and additional requirements of the Milwaukee Metropolitan Sewerage District (MMSD) shall apply.

(d) The Village of Thiensville shall approve all sanitary sewer connections.

(e) Connection to the existing sanitary sewer shall be done in accordance with the Village's specifications.

(f) The lateral locations shall not deviate from the approved plan unless approved by the Village and the City.

(g) Sanitary sewer main and lateral connections shall be installed in Phase I.

8. Water System Plans. Phase I and 2 plans were approved by the City of Mequon on November 14, 2018.

CONSTRUCTION REQUIREMENTS

9. Construction of Improvements. The Developer shall construct or have constructed, at its expense, all of the Improvements.

10. General Standards; Strict Compliance with Plans. All construction shall conform to the City's Standard Specifications for Land Development, latest edition. Construction will strictly conform to the Plans. The City may require the Developer to replace all the Improvements that deviate from the Plans unless the Developer seeks and obtains prior written approval from the City for such deviations.

11. Direction by City Engineer. The Improvements shall be constructed in strict accordance with the requirements and direction of the City and the City Engineer or the City Engineer's authorized representative and shall be under and subject to constant inspection by the City Engineer or the City Engineer's representative.

12. Responsibility for the Improvements. The Developer shall be fully responsible for the Improvements, all appurtenances to the Improvements and the acts and omissions of its contractors, subcontractors, material suppliers, delivery services and agents. The Developer shall repair or replace, at the Developer's cost, any damage that occurs to the Improvements and appurtenances to the Improvements during the period of the construction of the Improvements and until certification by the City Engineer, approval of the Improvements, acceptance of dedication by the City and Final Plat approval.

13. Lien Waivers. As a condition of final certification by the City Engineer, and approval, acceptance and dedication of the Improvements by the City, the Developer shall provide to the City paid receipts and lien waivers from all contractors and material suppliers performing work or supplying materials for the installation of the Improvements.

14. No Lot Assessments for Improvements. The costs and value of the Improvements will become an integral value of the abutting property; therefore, the Developer shall not make any future lot assessment for the Improvements.

15. Additional Grading and Drainage Requirements. The Developer shall (a) rough grade as necessary to establish lot grades in accordance with future building grades, top-soiling, seeding and mulching as required, to all exposed ground surfaces to prevent erosion; (b) keep grading and filling to a minimum, including in individual building envelopes; and (c) spread and maintain topsoil, seed and mulch over all exposed ground surfaces to prevent erosion, including surfaces disturbed by utility contractors.

16. Wetlands. Wetland boundaries shall be identified and marked in the field and verified by the DNR. The wetlands and setbacks shall be identified on the plat. Wetland boundary markers shall be maintained, and setbacks observed, during all phases of land disturbance and construction. No wetland shall be filled without prior approval of the DNR.

17. Additional Erosion and Runoff Control Requirements.

(a) With respect to erosion and sedimentation control, the Developer shall install and construct the Improvements in compliance with the requirements of the Ozaukee County Land Conservation Guidelines (SCS) and the DNR's "Wisconsin Construction Site Best Management Practice Handbook," latest edition, requirements. Temporary stormwater quality measures during construction activities shall include, at a minimum, the installation of silt fence and temporary sediment basins.

(b) The Developer shall install the drainage system, including roads (unpaved, but with gravel surface), first. The swale and ditches shall be sodded or planted with fast growing grasses immediately after grade certification by the City or its designated agent. The City may request temporary mulching if ground is exposed for more than seven days. Straw, hay bales, check dams or silt fences shall be placed in the drainage system as sediment traps in accordance with established best management practices. The City will decide whether sod is appropriate and whether the sediment trap method to be used.

(c) The Developer may not commence land disturbing activities until all erosion control measures are installed and approved by the City. An erosion control permit must be approved which requires the Developer to construct in conformance with the City's erosion control ordinance.

(d) The Developer shall protect all exposed soils with mulches, temporary annual grasses or erosion matting.

(e) The Developer shall not pile or permit excavated soil to be piled near the drainage system. A topsoil stockpile area shall be identified and used, complete with appropriate erosion control measures.

(f) The Developer will periodically inspect the above-described systems and control measures, including after each rain event, and shall promptly maintain, repair and replace them to their originally approved condition.

18. Topsoil. Excess topsoil shall only be removed from the Development by means of end-loading (no screening allowed on site) and trucking from the site. The Developer shall not disrupt topsoil where it is unnecessary, and the final arbiter of necessity shall be the City.

19. Additional Stormwater Drainage Requirements. Stormwater facilities shall be installed before impervious surfaces.

20. Additional Street and Street Signage Requirements.

(a) Prior to the commencement of any construction activity, the Developer shall meet with City Engineering and Public Works staff to identify and agree to a specific “haul” route for all construction equipment and material supplies associated with the Development. The Developer shall agree to confine the movement of its construction equipment to the approved route unless approved otherwise by the City Engineer. The Developer shall provide the Street Wear Financial Guarantee, as defined below. The City shall videotape and perform a road evaluation of the agreed to haul route. This evaluation, known as a service condition rating or “SCR”, shall be used as the base line for establishing the level of damage that occurs as a result of the Development. At the conclusion of the construction activity and prior to the recording of the Final Plat, the City will again videotape and perform a post development SCR of the Developer’s “haul” route. The road evaluation is only applicable to that portion of the approved haul route that lies within the corporate limits of the City. Prior to the City acceptance of the Public Improvements, the Developer will repair the road or pay to the City the cost, as determined by the City, for the estimated repairs, including without limitation labor, material and costs regularly charged by the City for its staff’s time for inspections, shouldering, streets, curbs, gutters, failures, base repairs, defects and utility adjustments.

(b) If the surface course of a street cannot be constructed prior to October 15, the Developer shall provide the Surface Completion Letter of Credit, as defined below.

(c) At the time of any extension of any street in the Development for which a temporary turnaround was constructed, the Developer shall remove the temporary turnaround and restore the area.

(d) The roadside sidewalk shall be installed at the time of street construction. Until Final Plat approval, the Developer shall maintain (including snow and ice removal) such roadside sidewalks and repair and replace them as necessary.

(e) The Developer shall provide and install street name signs and regulatory/public safety signs required by the Plans in the form required by the City.

21. Additional Utility Requirements. All required easements were approved by the City of Mequon on November 22, 2019 and subsequently recorded.

(a) The Developer shall provide proof of payment in full for installation of all required utilities prior to Final Plat approval.

(b) Underground utility installations shall be subject to review and approval by the City Engineer and shall be made without any street pavement removal, unless otherwise specifically approved by the City Engineer.

(c) The Developer and the City shall enter into a Water Services Agreement in form and content customarily required by the City prior to connection to the City’s water system. The Water Services Agreement was executed by the City of Mequon on October 1, 2018.

22. Lot Pipe Certification. The Developer shall, prior to Final Plat approval, provide to the City a lot pipe certification stamped and signed by a professional land surveyor, registered in the State of Wisconsin. The form and content of the lot pipe certification shall be acceptable to the City Engineer.

MODEL HOMES

23. Model Homes.

(a) Subject to satisfaction of all other requirements for a building permit, the City will issue a building permit for 1 principal structures to be used as sales models prior to approval and recording of the Final Plat.

(b) If the Developer is unable, despite reasonable efforts, as determined by the City in its sole discretion, to satisfy the paving requirements of Section 3.6 of the Standard Specifications for Land Development, the City will, upon application of the Developer and satisfaction of all other requirements for a building permit, issue a building permit for one model home prior to the installation of the binder course of asphalt in the adjacent dedicated public road or private access easement. The City shall not issue the building permit for such model home until stone base is installed and such stone base has successfully passed a proof roll. The stone base shall allow, as determined by the City in its sole discretion, access for inspections and emergency personnel. The City may cancel inspections if adequate access is not provided to inspections staff.

(c) The Developer shall not transfer title to any lot containing a model home until the Final Plat is approved and recorded as described below.

ASSOCIATION; COVENANTS, CONDITIONS AND RESTRICTIONS; ONGOING AGREEMENTS

24. The Association. The Developer shall, prior to the sale of any property within the Development, create or cause to be created an entity (the “Association”) with a perpetual existence under the laws of the State of Wisconsin to control and maintain the common areas and facilities of the Development and to assume the obligations of the Association set forth in this Agreement. The Developer shall provide the City a description of the organization of the proposed Association, together with copies of its governing documents, including all documents governing ownership, maintenance and use restrictions for common facilities or common elements, including commonly owned outlots. Such documents shall be subject to review and approval of the City for consistency with the requirements of this Agreement. The Association shall be operating (with financial subsidization by the Developer, if necessary) before the sale of any part of the Development. All owners of any property in the Development, including the Developer, shall be members of the Association solely by virtue of such ownership and shall be jointly responsible for its obligations, which obligations shall be assessable as against such members. The Association shall have the power and authority to assess property owners for their proportionate share of costs associated with the responsibilities of the Association set forth in this Agreement. The governing documents for the Association shall confer legal authority on the Association to place a lien on the property of any member who falls delinquent in dues or assessments. Such dues and assessments shall be paid with accrued interest before the lien may be lifted. If at any time the Association does not exist or fails to satisfy its obligations, the owners of the Property shall be jointly and severally liable, with rights of contribution, for the Association’s responsibilities under this Agreement and all agreements that run with the land that impose responsibilities on the Association.

25. Obligations of the Association. The Association shall be obligated to maintain in good condition and repair, and replace as necessary, all of the following, if any, that are required and approved as part of the Development: (a) roadside sidewalks (including snow and ice removal); (b) pedestrian and bike paths and appurtenances to such paths, including without limitation any signage and bollards; (c) monument and entrance signs; (d) roadside bollards; and (e) all landscaping and related elements (except those on private lots), including street trees, open areas and stormwater facilities. Such obligations shall be memorialized in one or more documents that shall be recorded against the Property. The documents memorializing such obligations shall specify that, if at any time the Association does not exist or fails to satisfy its obligations, all owners of the Property shall be jointly and severally liable, with rights of contribution, for such responsibilities. . The

documents memorializing such obligations shall be subject to review and approval of the City, and the provisions requiring the foregoing may not be amended without the prior written approval of the City.

26. Temporary Turnarounds. If any street constructed as part of the Development has a temporary turnaround for any future extension of the street beyond the Development, the Association shall remove such turnaround and restore the area in a manner acceptable to the City at the time the street is extended beyond the Development.

27. Stormwater Best Management Practices Maintenance Agreement was executed by the City of Mequon on November 22, 2019. The Developer and the City entered into an agreement as described below to ensure that the Development's stormwater facilities are maintained to meet or exceed the standards to which they were constructed so that, in the future, the stormwater facilities continue to accommodate the appropriate volume and manage flow through and within the Development and meet applicable performance standards for storage and release. Accordingly, the following requirements are applicable to the Development:

(a) All stormwater drainage and storage facilities, including detention basins and ponds (whether one or more), shall be maintained and cared for by the Developer until such time as the Developer passes control of the stormwater elements of the Development and responsibility for maintenance of such stormwater elements to the Association, at which time such responsibility shall pass to the Association. In the event that the Developer transfers any portion of the Development prior to the construction, installation and approval of any required stormwater facilities, the Developer shall be released from responsibility for the installation and maintenance of the stormwater facilities only upon the City's approval, in its sole discretion, of the form of the successor in interest's assumption of the Developer's responsibilities under this Agreement; however, the transferee shall be jointly and severally responsible with the Developer until the completion of the construction, installation and approval of such facilities.

(b) The following minimum standards for future care and maintenance of the stormwater drainage and storage facilities, including detention basins and ponds (whether one or more), shall be adhered to by Developer and Developer's assigns and successors in interest:

(i) Provide normal and customary cleaning and maintenance to the detention basins and ponds (whether one or more) located in the Development including, but not be limited to, weed and algae control, dam stabilization, emergency overflow, outlet structure (including trash rack), dredging and biological control.

(ii) Dredging of the storm water facilities shall require permits and approvals under Wisconsin Statutes Section 30.20 to remove materials from the bed of a pond ultimately connected to Lake Michigan from the DNR.

(iii) All weed, algae and other biological control utilizing chemical treatments shall be made consistent with the regulatory requirements that apply to the use of EPA/State Registered Chemicals in detention basins and ponds or lakes and regulations of the DNR. With few exceptions, a permit must be filed with, and approved by, the DNR prior to chemical treatment. In certain circumstances, a representative of the DNR will monitor or supervise the chemical treatment. Developer should contact the DNR for additional information.

(iv) To guarantee performance of all of the foregoing obligations concerning the private stormwater drainage and storage facilities, including detention basins and ponds, the Developer shall, in accordance with Section 58-677(b) of the Code, deposit a performance bond, letter of credit or cash deposit (the "Stormwater Guarantee") to guarantee the good faith execution of the approved control plan and any permit conditions. The Stormwater Guarantee shall be in an amount equal to 125% of the estimated cost of construction and maintenance of the storm water management practices. The City will release the portion of the

Stormwater Guarantee less any costs incurred by the City to complete installation of the facilities upon submission of a certification in accordance with Section 58-678(h) of the Code.

(v) Not less than 90 days prior to the final expiration of the Developer's Stormwater Guarantee obligations, or at such time as the Developer shall convey the outlots or common areas in or on which are located the stormwater drainage and storage facilities, including detention basins and ponds, to the Association or other assigns or successors in interest, whichever is later, the Developer shall have the detention basins and ponds recertified as described above.

(vi) At any time in the future, if, in the opinion of the City, either the Developer (in keeping with the limitations upon its responsibility as expressed in this Section), the Association or any other assigns or successors in interest, shall fail to install or maintain the stormwater drainage and storage facilities, including detention basins and ponds, the City, at its option, may give the Developer, the Association or other assigns or successors in interest, as may be interested, written notice requiring any or all of them within 30 days of the date of notice, to cure the failure and to maintain and to provide the required care. If the notified party fails to comply with the demands of the notice, the City shall have the right, but not the obligation, to perform the work necessary to correct the deficiency, and to charge the cost of such work, including administrative charges, to the Developer, the Association or other assigns and successors in interest, or any combination of them, by drawing upon the Stormwater Guarantee and/or by imposing such charge as a special charge for services pursuant to Wisconsin Statutes Section 66.0627. If such charge is not promptly paid by the party to whom the charges were invoiced, the charges shall constitute a lien and special charge on the applicable property (whether one or more). The City may also draw on the Stormwater Guarantee upon the occurrence of an Event of Default, as defined below,

(vii) The City Engineer has the authority to stop work, amend or alter remediation measures to the detention basins and ponds. Failure to comply will result in the issuance of a municipal citation with a forfeiture as prescribed by law, an action for injunction or mandatory injunction, or any combination of remedies. Each day a violation exists shall constitute a separate offense.

(viii) The Association shall be responsible for recertifying the detention basins and ponds as and when required under the Code, to correct all deficiencies in such facilities and to comply with all other provisions of the Code related to such facilities.

(ix) The agreement and all of its covenants are and shall be covenants running with the land, and shall encumber the Development, and shall bind the Developer and its heirs, personal representatives, successors and assigns, including without limitation the Association. The agreement shall specifically include this language and shall not be incorporated by reference. The agreement shall be recorded with the Ozaukee County Register of Deeds.

28. Additional Covenants, Conditions and Restrictions. Prior to Final Plat approval, the Developer shall record the following additional covenants, conditions and restrictions against the Property (the "Covenants"). The Covenants shall be subject to review and approval by the City. The Covenants shall:

(a) Prohibit, without the express written consent from the City Engineer and approval by the Planning Commission, future property owners from (a) removing any berms, landscaping or amenities installed on the Development as a condition of landscaping, open space, grading or drainage plans, and (b) placing landscape features, berms or plantings which disrupt flow of run-off in drainage ways or courses approved as a condition of the grading and drainage plans.

(b) Notify future lot owners of the obligations set forth below.

OBLIGATIONS OF BUILDER/LOT OWNER

29. Compliance with Grading Plan. Any person who constructs a building in the Development shall be responsible for siting the principal building and rough and fine grading the building pad to comply with the master grading plan.

30. Sump Pump Discharge and Roof Drainage Plan. Any person who constructs a building in the Development shall submit, at the time of architectural review and approval, a sump pump discharge and roof drainage plan in accordance with Storm Water Management Plan approved by the City Engineer.

31. Impact Fees. The City will assess impact fees pursuant to Sections 58-138 et seq. of the Code. Such impact fees shall be paid by the Developer or the purchaser of the lot prior to obtaining a building permit. The City retains the right to amend and modify its impact fee ordinance, the methodology by which impact fees are calculated or the numerical component values of the impact fee calculation in the future. The impact fees payable shall be based upon the impact fee calculation in effect at the time of the issuance of any building permit.

32. Sanitary Sewer Laterals. If the Development is served by public sewer, lateral locations shall not deviate from the approved plan unless first approved by the City and the Village of Thiensville.

WARRANTIES AND INDEMNIFICATIONS

33. Warranty of the Public Improvements. All of the Public Improvements shall be warranted against defects due to faulty materials or workmanship which appear within one year from the date of the City's acceptance of the dedication, and Developer shall assign to the City applicable contractor warranties for the Public Improvements. If any defect should appear during the warranty period, the City shall first seek to enforce any applicable contractor warranty; however, the Developer guarantees the Public Improvements and shall indemnify the City to the extent of any default or failure of any contractor to honor the warranty. The Developer guarantees each repair or replacement performed pursuant to this paragraph for one year from completion. This warranty survives any provision of this Agreement that purports to discharge or release the Developer.

34. Environmental Indemnification. The Developer shall indemnify, defend and hold the City and its officers harmless from any and all claims, demands, causes of action, losses, damages, and liabilities asserted against the City or its officers, together with related costs and expenses (including reasonable attorneys', consultants' and experts' fees, costs and expenses) that arise as a result of the presence or suspected presence in or on the real property dedicated or conveyed to the City by, under, pursuant to, or in connection with the Final Plat or this Agreement including, but not limited to street rights of way, of any toxic or hazardous substances arising from any activity occurring prior to the acceptance of dedication of the Public Improvements. Without limiting the generality of the foregoing, the indemnification by Developer shall include costs incurred in connection with any site investigation or any remedial, removal or restoration work required by any local, state, or federal agencies because of the presence or suspected presence of toxic or hazardous substances in, on or under the real property, whether in the soil, groundwater, air or any other receptor. The City will notify the Developer of the discovery of any contamination or of any facts or circumstances that reasonably indicate that such contamination may exist in, on or under the real property. Following notification to Developer that contamination may exist, the City shall make reasonable accommodations to allow the Developer to examine the real property and conduct such clean-up operations as may be required by appropriate local, state or federal agencies to comply with applicable laws. This indemnification survives any provision of this Agreement that purports to discharge or release the Developer.

35. Claims by Third Parties. The Developer shall indemnify, defend and hold the City and its officers harmless from any and all claims, demands, causes of action, losses, damages, and liabilities asserted against the City or its officers, together with related costs and expenses (including reasonable attorneys',

consultants' and experts' fees, costs and expenses) brought in connection with any damage suffered by third parties, including personal injury or property loss, resulting from construction of the Improvements or development of the Development regardless of any asserted negligence of the City asserted in connection with inspection of work performed or materials supplied by or on behalf of the Developer or its contractors, subcontractors or agents. This indemnification survives any provision of this Agreement that purports to discharge or release the Developer.

36. Street Damage. The Developer shall be responsible for all damage done to streets within the City, street landscaping, street trees, curbs, utilities, light poles and other property of the City as a result of construction activities associated with the Development, including without limitation street damage as a result of excessive hauling operations or installation of the Improvements. This covenant survives any provision of this Agreement that purports to discharge or release the Developer.

FINANCIAL OBLIGATIONS

37. Costs Incurred by the City. The Developer will pay all reasonable costs incurred by the City in connection with the Development, including without limitation costs of attorneys, landscape architects, outside engineers and other consultants and costs regularly charged by the City for its staff's time and materials used in (a) reviewing and approving the Plans (including without limitation engineering and landscaping plans), (b) inspecting the construction and/or installation of the Improvements, (c) installing street signs, and (d) reviewing and approving record drawings for City files. The Developer will also pay any other costs that may be incurred by the City in connection with the installation of the Improvements. Costs will include the costs of labor, equipment, materials, engineering, inspection and overhead costs incidental to the Improvements. The City will send invoices for the costs to the Developer periodically, as costs are incurred or as the Improvements are completed. The Developer will pay the City's invoices within 30 days after the date sent by the City. The City may, in its discretion, add a late payment charge of 1.5% per month, computed from the date of the original invoice until paid, for any amount not paid when due.

38. Special Assessments. No special assessments are contemplated in connection with the Development.

39. Landscaping Completion Letter of Credit. If the City agrees to Final Plat approval despite landscaping and/or hardscape amenities, including the installation of required street trees, not being completed (the City shall not be obligated to grant Final Plat approval under such circumstances), the Developer shall provide to the City bids, contracts or other evidence sufficient, in the sole opinion of the City, to demonstrate the cost of completing such work, including the costs of labor and materials. The evidence of cost shall be subject to review and approval by the City. The Developer shall, prior to Final Plat approval, provide to the City a letter of credit in an amount equal to 125% of such costs. The letter of credit shall be issued by a local financial institution on the International Chamber of Commerce form or its equivalent. The form and content shall be acceptable to the City Attorney. The Developer shall pay all costs of completing the work, including with limitation labor, material and costs regularly charged by the City for its staff's time. If the work is not completed to the satisfaction of the City on or before June 30 of the year following Final Plat approval, or upon the occurrence of an Event of Default, as defined below, the City may draw on demand the full amount of the letter of credit to defray the costs of finishing the work. The City shall hold such funds and apply them as costs are incurred. The City shall refund the balance, if any, after the work is completed. If the funds are inadequate to defray the costs, the Developer shall owe the balance to the City.

40. Landscaping Survival Letter of Credit. The Developer shall, prior to Final Plat approval, provide to the City a letter of credit in an amount equal to 25% of the costs of labor and materials in installing landscaping and hardscape amenities (excluding street trees and any other landscaping that is a Public Improvement). Such costs shall be determined by the City based its review of the Developer's contracts and paid receipts. The letter of credit shall insure the cost of labor and materials to replace landscaping that dies

within three years of installation. The letter of credit shall be issued by a local financial institution on the International Chamber of Commerce form or its equivalent. The form and content shall be acceptable to the City Attorney. The Developer or its assign shall pay all costs of replacing any dead or dying landscaping. If the responsible person fails to replace such landscaping within 30 days of demand, or upon the occurrence of an Event of Default, as defined below, the City may replace the landscaping and draw on the letter of credit on demand for the cost of the work, including without limitation labor, material and costs regularly charged by the City for its staff's time. If the letter of credit is inadequate to defray the costs, the Developer shall owe the balance to the City.

41. Street Tree Survival Guarantee. The Developer shall, prior to Final Plat approval, provide to the City a performance bond, letter of credit or cash deposit in an amount equal to 25% of the costs of labor and materials in installing street trees and any other landscaping that is a Public Improvement. Such costs shall be determined by the City based its review of the Developer's contracts and paid receipts or as otherwise required by Wisconsin Statutes Section 236.13. The letter of credit shall insure the cost of labor and materials to replace such landscaping that dies within 14 months of installation. The letter of credit shall be issued by a local financial institution on the International Chamber of Commerce form or its equivalent. The form and content shall be acceptable to the City Attorney. The Developer or its assign shall pay all costs of replacing any dead or dying landscaping. If the responsible person fails to replace such landscaping within 30 days of demand, or upon the occurrence of an Event of Default, as defined below, the City may replace the landscaping and draw on the letter of credit on demand for the cost of the work, including without limitation labor, material and costs regularly charged by the City for its staff's time. If the letter of credit is inadequate to defray the costs, the Developer shall owe the balance to the City.

42. Surface Completion Letter of Credit. If the surface course of a street cannot be constructed prior to October 15, the Developer shall provide to the City an estimate of the final surface cost, including the costs of inspections, shouldering, streets, curbs, gutters, failures, base repairs, defects and utility adjustments. The estimate shall be subject to review and approval by the City Engineer. The Developer shall, prior to October 15, provide to the City a letter of credit in the amount of the approved estimate. The letter of credit shall be issued by a local financial institution on the International Chamber of Commerce form or its equivalent. The form and content shall be acceptable to the City Attorney. The Developer shall pay all costs of completing the work. If the work is not completed to the satisfaction of the City on or before June 30 of the immediately following year, or upon the occurrence of an Event of Default, as defined below, the City may draw on demand the full amount of the Surface Completion Letter of Credit to defray the costs of finishing the work, including without limitation labor, material and costs regularly charged by the City for its staff's time. The City shall hold such funds and apply them as costs are incurred. The City shall refund the balance, if any, after the work is completed. If the funds are inadequate to defray the costs, the Developer shall owe the balance to the City.

43. Street Wear Financial Guarantee. Prior to commencement of any construction activity, the Developer shall provide to the City a performance bond, letter of credit or cash deposit in an amount equal to \$1,000 per lot or unit in the Development (the "Street Wear Financial Guarantee"). The Street Wear Financial Guarantee is to provide security for compensation to the City for wear and tear and accelerated deterioration of the City's streets as a result of infrastructure improvement associated with the hauling of stone and asphalt attributable to the Development. Wear and tear shall be determined as described above. The form and content of the Street Wear Financial Guarantee shall be acceptable to the City Attorney. If the Street Wear Financial Guarantee is in the form of a letter of credit, the requirements shall be substantially similar to the requirements of other letters of credit provided in this Agreement. If the Developer does not make the repairs as and when required, but in any event on or before the 60th day after written demand from the City, or upon the occurrence of an Event of Default, as defined below, the City may draw on demand the full amount of the Street Wear Financial Guarantee to defray the costs of the street repairs, including without limitation labor, material and costs regularly charged by the City for its staff's time for inspections, shouldering, streets, curbs, gutters, failures, base repairs, defects and utility adjustments. The City shall hold such funds and apply them as costs are

incurred. The City shall refund the balance, if any, after the work is completed. If the funds are inadequate to defray the costs, the Developer shall owe the balance to the City.

44. Stormwater Guarantee. The Developer shall provide the Stormwater Guarantee, as defined above, prior to the commencement of any construction activities. The form and content of the Stormwater Guarantee shall be acceptable to the City Attorney. If the Stormwater Guarantee is in the form of a letter of credit, the requirements shall be substantially similar to the requirements of other letters of credit provided in this Agreement.

45. Developer's Election. To the extent that any letter of credit required by this Agreement shall be determined to be for a public improvement, as that term is used in Wisconsin Statutes Section 236.13(2)(am), this Agreement constitutes the Developer's election to use a letter of credit under Wisconsin Statutes Section 236.13(2)(am)1m.a.

46. Maintenance of Guarantees. Unless otherwise specified in this Agreement or state statutes, letters of credit and other financial guarantees shall be maintained for the periods required by the Code. The Developer shall provide any renewal of any letter of credit to the City prior to its expiration. Failure to do so shall be an Event of Default without notice.

FINAL PLAT APPROVAL; DEDICATION; RELEASE

47. Final Plat Approval

(a) The Common Council shall grant Final Plat approval upon certification by the City Engineer that (i) all of the Improvements have been satisfactorily inspected by the City Engineer and the Department of Community Development which have found that the Improvements have been satisfactorily constructed, installed and completed in accordance with this Agreement; (ii) the Developer has satisfied its financial obligations, including providing required letters of credit and other guarantees; and (iii) the Developer has satisfied all other requirements of this Agreement and the Development and Final Plat meet the requirements of this Agreement, the Code and applicable state laws.

(b) The Common Council may, but shall not be required to, grant Final Plat approval despite certain of the Improvements not being completed provided escrows have been established or guarantees provided that are adequate, as determined by the Common Council in its discretion, to ensure completion.

48. Dedication. Title to the Public Improvements, together with the land on which they are located, unless located within a dedicated easement, shall be dedicated and given in fee simple by the Developer to the City upon recording the Final Plat, as provided by Wisconsin law, and without recourse, and free and clear of all liens, claims and encumbrances. The lien waivers required above shall be a condition precedent of recording of the Final Plat. The Public Improvements shall have access from a dedicated street, where necessary.

49. Continuing Obligations through Dedication. The Developer shall not be released or discharged from its obligations under this Agreement until final inspection and certification of all the Improvements has been made by the City Engineer in writing, and the Improvements have been approved and their dedication accepted by the City.

DEFAULTS

50. Events of Default. The occurrence of any of the following shall constitute an "Event of Default":

(a) Payments. The Developer fails to pay any amounts payable under this Agreement to the City when due.

(b) Non-Monetary. The Developer fails to observe or perform as and when required or breaches any of the covenants or agreements contained in this Agreement and, except as described below, such failure continues for 15 days after notice from the City of the failure (except as described for letters of credit). The City shall not be required to provide notice, or may shorten or eliminate the 15-day cure period, if the City determines in its discretion that the failure constitutes an imminent danger to health or safety or would constitute such an imminent danger in less than 15 days. The City may, in its sole discretion, provide in the notice for a cure period of longer than 15 days if the City determines that such longer cure period is warranted.

(c) Bankruptcy and Similar Actions. The Developer (i) is liquidated or ceases to exist; (ii) makes a general assignment for the benefit of creditors; (iii) admits in writing its, his or her inability to pay debts as they become due; (iv) files a petition by which it, he or she becomes the subject of bankruptcy or insolvency proceedings; (v) is adjudicated bankrupt or insolvent; (vi) files a petition seeking any reorganization, arrangement, composition, readjustment, liquidation, dissolution or similar relief under any present or future statute, law or regulation; (vii) files an answer admitting or fails to contest the material allegations of a petition against it, him or her in any such proceeding; or (viii) seeks, consents to or acquiesces in the appointment of any trustee, receiver or liquidator for the Developer or the Development.

(d) Creditors' Actions. Any involuntary proceeding is filed against the Developer that seeks any reorganization, bankruptcy, arrangement, composition, readjustments, liquidation, dissolution, receivership or similar relief under any present or future statute, law or regulation that is not dismissed within 30 days of the date filed.

51. Remedies. Upon the occurrence of an Event of Default, without notice other than that required above, the City may exercise any one or more of the following remedies without waiving any rights or remedies available to it:

- (a) Immediately suspend performance under this Agreement.
- (b) Issue a stop work order.
- (c) Issue citations to the extent the Event of Default constitutes a violation under any provision of the Code for which citations may be issued.
- (d) Withdraw or withhold occupancy permits for any structures in the Development.
- (e) Commence any legal or administrative action, in law or in equity, which may appear necessary or desirable to enforce performance and observance of any obligation, agreement or covenant of the Developer under this Agreement.
- (f) Perform or have performed any work, and have supplied any necessary equipment, goods, materials and services, to complete all or any part of the Developer's work, all at the Developer's cost.
- (g) Draw any letter of creditor and exercise the City's remedies under any other financial guarantee.
- (h) Exercise all other rights and remedies available to it at law or in equity,

52. Remedies Cumulative. The rights and remedies granted to the City under this Agreement are in addition to and cumulative of any other rights or remedies the City may have under the Code or state law. A delay or failure by the City in exercising any right or remedy shall not operate as a waiver of any such right or

remedy or as an acquiescence of any default. No single or partial exercise of any right or remedy shall preclude any other or further exercise of a right or remedy or the exercise of any other right or remedy.

53. Attorneys' Fees. The Developer shall pay the City's costs of enforcement of this Agreement, including reasonable attorneys' fees and costs.

GENERAL PROVISIONS

54. Adequate Provision. Execution of this Agreement shall be accepted by the City as adequate provision for improvements within the meaning of Wisconsin Statutes Sections 236.01 236.13 and 236.45(1).

55. Assignment. No assignment of this Agreement by the Developer shall be effective without the prior written consent of the City, and no assignment without such consent shall relieve the Developer of its obligations under this Agreement.

56. Effect of Acceptance. This Agreement binds and inures to the benefit of the Developer and the City and their respective heirs, legal representatives, successors and assigns. Regardless of who prepared the original draft of this Agreement, both parties have had significant input into its terms and content and, accordingly, no presumption shall be made against the drafter.

57. Modifications. Neither this Agreement nor any provision of this Agreement may be waived, modified, amended, discharged or terminated except by an instrument in writing signed by the party against whom the enforcement of such waiver, modification, amendment, discharge or termination is sought, and then only to the extent set forth in such instrument. No waiver by either party of any failure or refusal to comply with its obligations shall be deemed a waiver of any other or subsequent failure or refusal to so comply.

58. Partial Invalidity. If any term or provision of this Agreement shall, to any extent, be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

59. Headings. The headings in this Agreement are for convenience only and do not limit or expand the terms and conditions of this Agreement.

60. Governing Law. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Wisconsin.

61. Requirement to Commence Construction. In accordance with Section 58-635(3)(e) of the Code, if the Developer fails to commence construction within two years of approval of this Agreement, this Agreement shall be null and void.

[SIGNATURE PAGES TO FOLLOW]

[CITY SIGNATURE PAGE TO DEVELOPMENT AGREEMENT]

CITY OF MEQUON

By: _____
 John Wirth
 Mayor

By: _____
 Caroline Fochs
 Clerk

STATE OF WISCONSIN)
) SS
 OZAUKEE COUNTY)

The foregoing instrument was acknowledged before me on _____,
 20____, by John Wirth, Mayor of the City of Mequon.

 Name: _____
 Notary Public, Ozaukee County, Wisconsin
 My Commission (expires) (is) _____

STATE OF WISCONSIN)
) SS
 OZAUKEE COUNTY)

The foregoing instrument was acknowledged before me on _____,
 20____, by Caroline Fochs, Clerk of the City of Mequon.

 Name: _____
 Notary Public, Ozaukee County, Wisconsin
 My Commission (expires) (is) _____

Approved by: _____
 Brian C. Sajdak, City Attorney

[DEVELOPER SIGNATURE PAGE TO DEVELOPMENT AGREEMENT]

By: _____

Name: _____

Title: _____

STATE OF WISCONSIN)
) SS
 COUNTY)

The foregoing instrument was acknowledged before me on _____,
 20____, by _____, as _____ of _____.

Name: _____

Notary Public, Ozaukee County, Wisconsin

My Commission (expires) (is) _____

**EXHIBIT A
to the
DEVELOPMENT AGREEMENT
BETWEEN THE CITY OF MEQUON AND**

Error! Reference source not found.

Legal Description



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: Jennifer Engroff, Finance Director
DATE: October 26, 2021
SUBJECT: RESOLUTION 3890 A Resolution Approving the Allocation of \$37,217 in Federal American Rescue Plan Act Funds to Reimburse the Frank L. Weyenberg Library for Eligible Expenses and Revenue Loss Incurred During the COVID-19 Public Health Emergency

Background

In March of 2020, the CARES Act launched the Coronavirus Relief Fund. One of the measures was to provide immediate assistance for state and local governments which provided a \$430,000 benefit to the City of Mequon which has been fully utilized. To further benefit state and local governments, in March of 2021, the American Rescue Plan Act (ARPA), containing the Local Fiscal Recovery Fund (LFRF) was enacted. The City of Mequon was awarded a total of \$2,552,000, of which \$1,276,000 was received in June of 2021. The remaining \$1,276,000 will be received in June of 2022.

Analysis

The Frank L. Weyenberg Library has accumulated \$20,150.69 of COVID-related expenditures over the course of a 12-month period following the onset of the pandemic. Nearly half was related to providing contact-less service, and the remainder was related to COVID protocol/supplies for protection, sanitation, and social distancing. Also, when comparing their 2020 revenue to 2019, the Library experienced a revenue loss in 2020 of approximately \$17,065.71. The expenditures and revenue loss total \$37,216.40 for which the Library is requesting financial reimbursement from the City.

While final guidance hasn't been issued, broad guidance indicates that ARPA funds can be used for the following:

- Replace lost public sector revenue;
- Provide premium pay for essential workers;
- Invest in water, sewer, and broadband infrastructure;
- Support public health expenditures; and
- Address the negative economic impacts caused by the public health emergency

Based on the above guidance, the request from the Library qualifies under both 1) Replace lost public sector revenue, and 2) Address the negative economic impacts caused by the public health emergency. Previous funding received from the Cares Act allowed the City to provide financial assistance to the Mequon-Thiensville School District, the Mequon-Thiensville Chamber of Commerce, as well as various local businesses.

At the October 5, 2022, Appropriations Committee Meeting, council members approved using ARPA funds to reimburse the Library the exact amount of their financial burden incurred from the global pandemic. Given the City has received the federal funds and knows that these expenditures meet the requirements, the proposed reimbursement is being brought forward for consideration prior to the conclusion of 2021.

Fiscal Impact

There is minimal fiscal impact to the City, but a significant positive impact to the Library. The \$37,216.40 only represents 1.5% of the total ARPA funding received.

Recommendation

Staff recommends allocating \$37,217 of the City's ARPA funding to reimburse the Frank L. Weyenberg Library for eligible expenses and revenue loss incurred during the COVID-19 public health emergency.

Attachments:

Library ARPA Funds Request Email (PDF)

Library ARPA Funds COVID Expense Calculation (PDF)

Library ARPA Funds Revenue Loss Calculation (PDF)

Library ARPA Funds Pickup Window Install Invoice (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3890

A Resolution Approving the Allocation of \$37,217 in Federal American Rescue Plan Act Funds to Reimburse the Frank L. Weyenberg Library for Eligible Expenses and Revenue Loss Incurred During the COVID-19 Public Health Emergency

A. The City has been allocated \$2,552,000 of federal Local Fiscal Recovery Fund monies through the American Rescue Plan Act grant program.

B. To date, the City of Mequon has not spent any of the \$2,552,000 American Rescue Plan Act funds and has until the end of 2024 to fully utilize the funds.

C. The Frank L. Weyenberg Library had \$20,150.69 of unbudgeted COVID-related expenses as well as \$17,065.71 of revenue loss in 2020, both of which are covered under the American Rescue Plan Act.

D. Based on its review, the Finance-Personnel Committee has recommended allocating \$37,216.40 of the City's American Rescue Plan Act funding to assist the Frank L. Weyenberg Library with unbudgeted, unanticipated COVID-related expenses and revenue loss.

BASED UPON THE FOREGOING RECITALS, BE IT RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the Finance Director and City Administrator are authorized to allocate and distribute \$37,217 of the City's American Rescue Plan Act funding to the Frank L. Weyenberg Library to reimburse the Library for eligible expenses and revenue loss it incurred during the COVID-19 public health emergency.

Approved by: John Wirth, Mayor

Date Approved: November 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 November 9, 2021.

Caroline Fochs, City Clerk

From: JanaLee Hitchcock <jhitchcock@flwlib.org>
Sent: Tuesday, August 24, 2021 1:48 PM
To: Will Jones <wjones@ci.mequon.wi.us>
Cc: Rachel Muchin-Young <rmuchinyoung@flwlib.org>; Craig Jacobson <cjacobson@flwlib.org>
Subject: ARPA Funds Request

Hello Will,

Thank you for taking the time to speak to me last week.

Attached, please find several documents reflecting Frank L. Weyenberg Library's negative financial impact due to covid. We are hoping that the City will be able to assist us from the ARPA funds the City Received.

The document titled COVID Revenue Losses shows that, in 2020, we incurred a loss of \$17,065.71 in 2020 (compared to 2019). We have also included a comparison of revenue figures from April 13-December 31 of 2019 and 2020, should you find those of interest. Reimbursing for loss of revenue is clearly covered under the purposes of the ARPA funds ("For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency;" (Coronavirus State and Local Fiscal Recovery Funds, 86 Fed. Reg. 26787, May 17, 2021)).

We also believe that the reimbursement of the expenditures incurred to accommodate our patrons and find ways to ensure service during the pandemic qualifies as an acceptable use of funds as a general use of funds used to respond to the public health emergency ("To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits..." (Coronavirus State and Local Fiscal Recovery Funds, 86 Fed. Reg. 26787, May 17, 2021)). We understand that the City is awaiting further guidance from the Treasury on this point, but if our interpretation is found acceptable, please note that we incurred expenses in the amount of \$20,150.69. Attached, you will find a spreadsheet of our COVID Expenses and an invoice for labor to install our contact-free quick pick-up window.

The Library was hit hard by the pandemic, just like families, organizations, and people everywhere. We were quick to offer curbside pickup to patrons and eventually re-opened our doors to the public well before several nearby libraries. We increased our reference services to offer specialized book lists based on individual interests to patrons that did not feel comfortable browsing indoors. We increased our online offerings to include live and on-demand programs, increased access to online books, movies, and music, and offered remote access to databases formerly only available within the library. When Spectrum couldn't handle the internet load of portions of the city during

MTSD intermittent periods of virtual schooling for all, we offered free WiFi in the Library parking lot. And the list goes on.

Given all of the above, Frank L. Weyenberg is hoping you will consider providing us with reimbursement in the total amount of \$37,216.40. Should you need any further information, please do not hesitate to ask. Thank you very much!

-Jana

**Frank L. Weyenberg Library
COVID-19 Related Expenses**

4.2.b

Attachment: Library ARPA Funds COVID Expense Calculation (RESOLUTION 3890 : Resolution Approving the Allocation of Federal ARPA

DATE	COMPANY	AMOUNT	DESCRIPTION	CATEGORY	SUBTOTAL
4/24/2020	Amazon	\$ 65.38	Contactless Pickup Holds Board	Building	
5/1/2020	Home Depot	\$ 17.89	Book Drop Padlock	Building	
5/1/2020	Home Depot	\$ 94.93	Contactless Pickup Holds Tent	Building	
5/7/2020	Amazon	\$ 110.73	Social Distancing Floor Vinyl Stickers	Building	
5/8/2020	Monarch	\$ 762.00	Plexiglass Dividers	Building	
5/22/2020	Amazon	\$ 93.33	Public Computers - Floor Cable Covers	Building	
5/26/2020	Amazon	\$ 29.95	Public Computers - Distancing Supplies	Building	
5/28/2020	Amazon	\$ 25.20	Public Computers - Floor Cable Tape	Building	
6/10/2020	Amazon	\$ 25.64	Social Distancing Floor Vinyl Stickers	Building	
6/10/2020	Exhibit Systems	\$ 954.00	Plexiglass Dividers	Building	
6/13/2020	Amazon	\$ 36.82	Public Computers - Floor Cable Covers	Building	
9/16/2020	Exhibit Systems	\$ 868.00	Plexiglass Dividers	Building	
12/15/2020	Amazon	\$ 89.98	Contactless Pickup Shelving	Building	
2/28/2021	Nagele Awning Co	\$ 890.00	Contactless Pickup Awning	Building	\$ 4,063.85
4/27/2020	Zoom	\$ 15.81	Online Meeting Hosting Subscription	Contact	
5/16/2020	Mailchimp	\$ 74.99	Mailing List - Expanded Subscriber Subscription	Contact	
5/24/2020	Zoom	\$ 15.81	Online Meeting Hosting Subscription	Contact	
6/10/2020	Zoom	\$ 95.70	Online Meeting Hosting Annual Subscription	Contact	
6/16/2020	Mailchimp	\$ 74.99	Mailing List - Expanded Subscriber Subscription	Contact	
7/17/2020	Mailchimp	\$ 74.99	Mailing List - Expanded Subscriber Subscription	Contact	
8/16/2020	Mailchimp	\$ 74.99	Mailing List - Expanded Subscriber Subscription	Contact	
9/16/2020	Mailchimp	\$ 74.99	Mailing List - Expanded Subscriber Subscription	Contact	
10/16/2020	Mailchimp	\$ 74.99	Mailing List - Expanded Subscriber Subscription	Contact	
11/16/2020	Mailchimp	\$ 78.99	Mailing List - Expanded Subscriber Subscription	Contact	
12/16/2020	Mailchimp	\$ 78.99	Mailing List - Expanded Subscriber Subscription	Contact	
1/16/2021	Mailchimp	\$ 78.99	Mailing List - Expanded Subscriber Subscription	Contact	
2/16/2021	Mailchimp	\$ 78.99	Mailing List - Expanded Subscriber Subscription	Contact	\$ 893.22
4/22/2020	Wyze Labs	\$ 113.90	Contactless Thermometers	PPE	
4/23/2020	Scan Group	\$ 108.25	PPE Face Shields	PPE	
5/1/2020	Home Depot	\$ 97.64	PPE Gloves	PPE	
5/14/2020	Wyze Labs	\$ 303.74	Thermometers/Disposable Masks/PPE KN95 Masks	PPE	
5/19/2020	Wyze Labs	\$ 316.40	Face Masks	PPE	
6/17/2020	Amazon	\$ 399.80	Face Masks	PPE	
9/14/2020	Amazon	\$ 399.80	Face Masks	PPE	
9/14/2020	Amazon	\$ 162.00	Face Masks	PPE	
9/14/2020	Amazon	\$ 199.00	Face Masks	PPE	\$ 2,100.53
5/27/2020	Amazon	\$ 455.84	Book Bins	Quarantine	
5/27/2020	Amazon	\$ 445.00	Book Cart	Quarantine	
6/24/2020	Amazon	\$ 321.04	Book Bins - Rollers	Quarantine	
8/19/2020	Amazon	\$ 180.25	Book Bins - Rollers	Quarantine	
8/28/2020	Wal-Mart	\$ 267.96	Book Bins	Quarantine	
9/8/2020	NFS Store	\$ 2,070.58	Book Carts (3)	Quarantine	
11/15/2021	Amazon	\$ 556.00	Book Bins - Soft Drop Materials	Quarantine	\$ 4,296.67
5/8/2020	Monarch	\$ 14.16	Disinfectant Wipes	Sanitation	
7/10/2020	CTC Supplies	\$ 101.86	Hand Sanitizer	Sanitation	
7/10/2020	Monarch	\$ 59.00	Disinfecting Wipes	Sanitation	
7/10/2020	Nassco	\$ 104.28	Disinfecting Wipes	Sanitation	
8/10/2020	CTC Supplies	\$ 203.72	Hand Sanitizer	Sanitation	
8/19/2020	CTC Supplies	\$ 282.86	Hand Sanitizer	Sanitation	
9/14/2020	Nassco	\$ 118.51	Hand Sanitizer	Sanitation	
11/15/2020	CTC Supplies	\$ 461.80	Cleaning & Disinfecting Supplies	Sanitation	
12/17/2020	Nassco	\$ 285.08	Hand Sanitizer	Sanitation	
1/15/2021	Amazon	\$ 175.15	Disinfectant Wipes	Sanitation	\$ 1,806.42
			Subtotal Expenses		\$ 13,160.69
			Add: Contact Free Quick Pick-up Window Installation		\$ 6,990.00
			Total COVID Expenses		\$ 20,150.69
			Add: Revenue Loss in 2020		\$ 17,065.71
			Total COVID Financial Impact		\$ 37,216.40

ALL YTD			
	<u>Fines & Fees</u>	<u>Book Sales</u>	<u>Total</u>
2019	\$ 28,786.09	\$ 7,567.02	\$ 36,353.11
2020	\$ 13,237.82	\$ 6,049.58	\$ 19,287.40
CHANGE	\$ 15,548.27	\$ 1,517.44	\$ 17,065.71
PARTIAL YTD (APRIL 13 - DECEMBER 31)			
	<u>Fines & Fees</u>	<u>Book Sales</u>	<u>Total</u>
2019	\$ 21,508.34	\$ 5,533.57	\$ 27,041.91
2020	\$ 6,110.75	\$ 4,522.00	\$ 10,632.75
CHANGE	\$ 15,397.59	\$ 1,011.57	\$ 16,409.16

CONTRACT-1111 HOMETOWN GLASS & IMPROVEMENT, INC.

Building Improvements * Mobile Auto Glass * Complete Glass Service

24 Hour Emergency Service

OFFICE AND SHOP: N7171 Raceway Road

Phone: (920) 887-3757 Fax: (920) 887-3338 Beaver Dam WI 53916

CONTRACT SUBMITTED TO:

PHONE: 262 424 2593 Ext 331

EMAIL: muchinyoung@flwlib.org

JOBNAME: Transaction Window

STREET: 11345 North Cedarburg Rd

CITY & STATE: Mequon WI 53092

DATE: 11/18/2020

NAME: Frank L Weyenberg Library

STREET: 11345 North Cedarburg Rd

CITY & STATE: Mequon WI 53092

It is agreed this Contract shall be for the following work and materials:

Furnish and install an exterior aluminum transaction window. See page 2 for details and further scope.

\$6,990.00

Quote includes demo, disposal, labor and freight. Tax was not included.

Permits, if required, are the responsibility of the owner.

1. Contractors shall furnish Buyer with lien waivers in writing from contractors, subcontractors and material suppliers in proportion to the value of all labor, services and products or materials furnished or delivered as of the time payment(s) is (are) made upon request.
2. A copy of manufacturer's warranties on products shall be provided upon completion. Hometown Glass & Improvement, Inc. warrants that all work will be completed in a workmanlike manner according to standard practices. No other warranties are made.
3. All deviations from the above specifications shall be in writing, signed by both parties and specifying any price increase or decrease.
4. Owner shall carry fire, wind and any other insurance owner deems necessary.

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

It is proposed that work shall be completed on or about: _____

It is agreed the above described work will be completed in accordance with the above specifications for the sum of: _____

payable as follows: Net 30 Days

Authorized Signature: _____

* Insert name or representative who solicited or negotiated this contract.

Tim Weisensel

This contract shall be null and void if not accepted on or before: (30 Days From Today's Date) 11/18/2020

ACCEPTANCE OF CONTRACT

Owner hereby agreed to the foregoing specifications, prices, terms and conditions and authorizes Hometown Glass & Improvement, Inc. to proceed. By signing this Acceptance, owner acknowledges receipt of a copy of this contract.

Date: _____

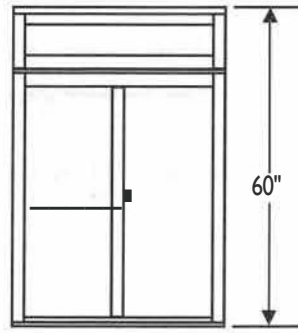
12/15/2020

Signature: _____

-J/f. [Signature]

Signature: _____

r---36"4



(1 of)

Exterior2" x 4 1/2" Aluminum FramesFixed Window Over SliderManual Open / SelfClosing / SelfLockingWhite Painted FinishClear Insulated Glass12" Stainless Steel ShelfPerimeter Caulk



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: William Jones, City Administrator
DATE: November 4, 2021
SUBJECT: RESOLUTION 3891 A Resolution Approving Various Transfers within the City of Mequon's Capital Projects Fund in the Aggregate Amount of \$512,923

Background

In connection with development of the City's annual budget for Fiscal Year 2022, the City Budget Team has been working to address a number of deficit balances in various project accounts within the City's Capital Projects Fund. These account deficits, many of which are specific to a particular project (e.g., Civic Campus Bio-Swale) vs. a particular spending category (e.g., Police Vehicles) have accumulated over several years, with some predating the City's conversion to its current financial reporting system (MUNIS) around 2010. Conversely, a few accounts within the Capital Projects Fund have excess balance amounts that are no longer needed. Accordingly, staff is proposing a number of interfund transfers within the Capital Project Funds to reconcile (or 'zero out') these accounts, as the original projects and/or equipment purchases have long since been completed.

Analysis

In all, there are a total of seventeen project accounts that require reconciliation. Of these, three (3) accounts have excess funds in the aggregate amount of \$1,768.11, while fourteen (14) have a negative balance that when combined, equal \$576,767.99. Of these fourteen accounts that currently have a negative balance:

- Ten (GPS Equipment, Pioneer Road, Police EDP Equipment, Donges Bay Gorge, DPW Small Projects, County Line Bridge, Lemke Park Pavilion, Police Impound Lot, City Campus Water Extension, IT Data Processing Equipment) require additional funding in the aggregate amount of \$331,792.59 to eliminate the identified shortfalls.
- Two (Fire SCBA Equipment, Ambulance Vehicles) require a corresponding transfer of funds in the amount of \$179,362.40 from the Fire Department's Vehicle & Equipment Replacement Project Funds.
- One (Highland Road Interchange) will be eliminated as a result of a planned borrowing in 2022 for the City's share of this jointly funded project.
- One (Community Sign Board) will be retired with future tax proceeds generated from Tax Increment District #3.

A chart depicting the current position (surplus/(deficit) of all twenty referenced accounts is attached as Exhibit A.

Fiscal Impact

The proposed interfund transfers outlined herein are fiscally neutral. Currently, the Capital Projects Fund has unallocated interest income that can be utilized to retire all existing account deficits that cannot otherwise be eliminated through a transfer of funds from existing accounts, or a pledged future revenue source. Accordingly, the attached resolution authorizes Finance Department staff to:

- Transfer surplus funds from three project accounts (Civic Campus Bio-Swale, Garrison's Glen and Mequon Nature Preserve) in the aggregate amount of \$1,768.11 to the City's existing Park Planning & Improvements Capital Projects Account.
- Transfer \$331,792.59 from the Capital Projects Fund's Interest Income Account to eliminate ten identified project account deficits ranging from \$5.40 - \$177,735.82, as described on the preceding page. Notably, interest income has been accumulating in the City's Capital Projects Fund over a number of years, and these proceeds (over \$400,000) have not been allocated to any individual projects due to previous direction from prior Common Councils.
- Transfer funds in the amount of \$179,362.40 from the Fire Department's Vehicle & Equipment Replacement Capital Projects Account to the Fire Department SCBA Equipment Capital Projects Account and the Ambulance Vehicles Capital Projects Account to eliminate these longstanding deficits.

As indicated, the total amount for all of the interfund transfers included in proposed resolution equals \$512,923.

Recommendation

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

Attachments:

EXHIBIT A - CAPITAL PROJECTS FUND - 11.9.21 (XLSX)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3891

A Resolution Approving Various Transfers within the City of Mequon's Capital Projects Fund in
the Aggregate Amount of \$512,923

A. In conjunction with the development and adoption of the City of Mequon's annual budget for Fiscal Year 2022, City staff has identified a number of capital project accounts with either surplus funds that are no longer required, or deficit balances that need to be reconciled.

B. The Finance-Personnel Committee has reviewed and recommended to the Common Council a series of interfund transfers within the City's Capital Projects Fund to reallocate surplus funds from projects that have been completed and reconcile a number of account deficits for legacy projects or purchases that were initiated and completed several years ago.

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

1. Surplus proceeds in the aggregate amount of \$1,768.11 (as depicted in the attached Exhibit A) be transferred from Capital Projects Fund Accounts #12039 - Civic Campus Bio-Swale; #10075 - Garrison's Glen Capital Projects; and #10823 - Mequon Nature Preserve Parking Lot to Account #10474 - Parks Planning & Improvements.

2. Funds in the aggregate amount of \$334,248.19 be transferred from the Capital Projects Fund Account #459101 - Interest Income, to Accounts #10015 - GPS Engineering Equipment; #10037 - Swimming Pool Equipment; #11006 - Pioneer Road; #10034 - Police EDP Equipment; #12020 - Donges Bay Gorge Project; #10049 - DPW Small Projects; #11003 - County Line Bridge; #10025 - Lemke Park Pavilion; #10112 - Police Impound Lot; #12032 - Civic Campus Water Extension and #10117 - IT Data Processing Equipment (as depicted in the attached Exhibit A).

3. Funds in the aggregate amount of \$179,362.40 be transferred from Capital Projects Fund Account #10236 - Fire & EMS Vehicles to Project Accounts #10014 - Fire Department SCBA Equipment and Account #10136 - Ambulance Vehicles (as depicted in the attached Exhibit A).

Approved by: John Wirth, Mayor

Date Approved: November 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 November 9, 2021.

Caroline Fochs, City Clerk

Exhibit A: Proposed Treatment of Certain Capital Project Balances for 2022 Budget

		How to Address:				
	Bal @ 10/27/2021	Cap Project Fund Bal	Internal Transfer	Future Debt Issue	Carry Forward	Adjusted Balance
12039 Civic Campus Bio-Swale	\$ 933.50	(933.50)				-
10075 Garrison's Glen Cap Projects	584.78	(584.78)				-
10823 Mequon Nature Preserve Parking Lot	249.83	(249.83)				-
10015 GPS Engineering Equipment	(5.40)	5.40				-
11006 Pioneer Road 2011	(199.56)	199.56				-
10034 Police EDP Equipment (2011)	(200.00)	200.00				-
12020 Donges Bay Gorge Project (pre-2010)	(3,887.93)	3,887.93				-
10049 DPW Small Projects (pre-2015)	(4,404.69)	4,404.69				-
11003 County Line Bridge (2011)	(4,725.00)	4,725.00				-
12019 Community Sign Board	(5,000.00)				X	(5,000.00)
10009 Highland Road Interchange (2014)	(60,613.00)			60,613.00		-
10025 Lemke Park Pavillion (2013)	(58,556.45)	58,556.45				-
10112 Police Impound Lot (2018)	(60,263.06)	60,263.06				-
10014 Fire Dept SCBA Equipment (pre-2011)	(81,291.22)		81,291.22	(1)		-
10136 Ambulance Vehicles (pre-2011)	(98,071.18)		98,071.18	(1)		-
12032 City Campus Water Extension (pre-2011)	(177,735.82)	177,735.82				-
10117 IT Data Processing Equipment (pre-2011)	(21,814.68)	21,814.68				-
	<u>\$ (574,999.88)</u>	<u>\$ 330,024.48</u>	<u>\$ 179,362.40</u>	<u>\$ 60,613.00</u>	<u>\$ -</u>	<u>\$ (5,000.00)</u>

- (1) Transfer funds from MFD Project #10236 to cover overdrafts
#10236 Balance @ 12/31/20 = \$559,505.02

Note: Accounts with negative balances covered with fund balance should then be locked from future use with the exception of IT Equipment.



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: October 25, 2021
SUBJECT: RESOLUTION 3893 A Resolution Adopting the 2022 Compensation Plan for Non-Represented Employees

Background

The 2022 General Fund Budget to be adopted by the Common Council at its November 9 meeting provides for a 2.5% cost-of-living wage adjustment among non-represented employees. Furthermore, the Classification and Compensation Study completed by the City in 2014 recommends that annual adjustments be applied to the City's Compensation Plan, so that employee wage rates do not outpace the authorized pay plan. Correspondingly, the 2020 Compensation Plan adjusts all classified pay ranges by a factor of 2.5%.

Due to fiscal restraints in 2021, the current year budget provided for a 1% cost-of-living adjustment with no merit-based adjustment based on individual performance. In light of the limited adjustment in 2021, all staff who successfully complete a performance review before year-end will receive the full 2.5% cost-of-living adjustment in 2022. The proposed Compensation Plan is the first attachment appended to this memo.

In addition, the proposed Compensation Plan for 2022 includes the establishment of an Information Technology Manager position for the IT Division at Pay Grade 13 (\$72,511-\$96,631), in accordance with the Appropriation Committee's direction at its meeting on October 5. Paygrade 13 allows for a market compensative rate, as well as preserves internal equity between the IT Manager's subordinates and the position's supervisor. The proposed job description of the IT Manager is included as the second attachment to this memo.

Lastly, staff will be bringing forward the newly created full-time Paramedic positions in December once the City and the Mequon Fire & EMS Association reach an agreement amending the current Collective Bargaining Agreement to incorporate these positions.

Fiscal Impact

The fiscal impact of a 2.5% wage adjustment will result in an overall increase in personnel wage expenses of \$132,000 across all non-represented staff at the City of Mequon.

Recommendation

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

Attachments:

2022 Salary Structure (PDF)

Information Technology Manager Job Description (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3893

A Resolution Adopting the 2022 Compensation Plan for Non-Represented Employees

A. The Finance-Personnel Committee has reviewed and recommended to the Common Council modifications to the City's Compensation Plan that contains all non-represented positions authorized by the City, as well as their pay ranges, which is attached herein as Exhibit A.

B. Additionally, the 2022 Compensation Plan includes the addition of a full-time Information Technology Manager position within the Information Technology Division of the City Administrator's Office at Pay Grade 13 (\$72,511 - \$96,631), as authorized by the Appropriations Committee at its meeting on October 5, 2021.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED, by the Common Council of the City of Mequon, Wisconsin, that the 2022 Compensation Plan for non-represented employees is approved with the inclusion of the position of Information Technology Manager within the Information Technology Division at Pay Grade 13.

Approved by: John Wirth, Mayor

Date Approved: November 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 November 9, 2021.

Caroline Fochs, City Clerk

**CITY OF MEQUON, WISCONSIN
FY2022 EMPLOYEE COMPENSATION PLAN**

Pay Grades	2022 Pay Ranges					JOB POSITION
	Minimum	Q1	Midpoint	Q3	Maximum	
1	\$28,363	\$30,865	\$33,368	\$35,870	\$38,373	CUSTODIAN
2	\$30,632	\$33,335	\$36,038	\$38,741	\$41,444	
3	\$33,082	\$36,001	\$38,920	\$41,839	\$44,758	
4	\$35,729	\$38,881	\$42,034	\$45,186	\$48,339	
5	\$38,588	\$41,993	\$45,398	\$48,802	\$52,207	
6	\$41,674	\$45,352	\$49,029	\$52,706	\$56,384	ACCOUNTING ASSISTANT ADMINISTRATIVE SECRETARY ASSESSMENT TECHNICIAN DEPUTY CLERK DISPATCHER HUMAN RESOURCES COORDINATOR PERMIT COORDINATOR RECORDS CLERK UTILITY CLERK
7	\$45,009	\$48,980	\$52,951	\$56,922	\$60,893	
8	\$48,609	\$52,899	\$57,188	\$61,477	\$65,766	BUILDINGS MAINTENANCE WORKER EXECUTIVE ASSISTANT FORESTRY WORKER HIGHWAY EQUIPMENT OPERATOR HIGHWAY WORKER HIGHWAY/PARKS WORKER MECHANIC PARKS WORKER SEWER WORKER
9	\$52,499	\$57,131	\$61,763	\$66,395	\$71,027	ENGINEERING TECHNICIAN I HIGHWAY FOREMAN SEWER FOREMAN

Attachment: 2022 Salary Structure (RESOLUTION 3893 : 2022 Comp Plan)

**CITY OF MEQUON, WISCONSIN
FY2022 EMPLOYEE COMPENSATION PLAN**

Pay Grades	2022 Pay Ranges					JOB POSITION
	Minimum	Q1	Midpoint	Q3	Maximum	
10	\$56,697	\$61,700	\$66,703	\$71,706	\$76,709	ADMINISTRATIVE COORDINATOR ENGINEERING FIELD COORDINATOR ENGINEERING TECHNICIAN II INSPECTOR PUBLIC SAFETY IT SPECIALIST PLANNER
11	\$61,234	\$66,637	\$72,040	\$77,443	\$82,846	ASSISTANT TO THE FINANCE DIRECTOR
12	\$66,132	\$71,967	\$77,802	\$83,637	\$89,471	BUILDINGS SUPERINTENDENT FLEET SUPERINTENDENT HIGHWAY SUPERINTENDENT INSPECTIONS SUPERVISOR SEWER SUPERINTENDENT PARKS & FORESTRY SUPERINTENDENT
13	\$72,511	\$78,541	\$84,571	\$90,601	\$96,631	<u>INFORMATION TECHNOLOGY MANAGER</u>
14	\$77,137	\$83,943	\$90,749	\$97,555	\$104,361	BATTALION CHIEF
15	\$79,143	\$87,535	\$95,926	\$104,318	\$112,709	ASSISTANT CITY ADMINISTRATOR ASSISTANT CITY ENGINEER ASST. DIRECTOR - COMMUNITY DEVELOPMENT CITY CLERK DEPUTY DIRECTOR OF UTILITIES DEPUTY DIRECTOR OF PUBLIC WORKS POLICE CAPTAIN DEPUTY CHIEF
16	\$89,971	\$97,910	\$105,849	\$113,789	\$121,728	
17	\$104,735	\$113,004	\$121,273	\$129,542	\$137,812	DIRECTOR OF COMMUNITY DEVELOPMENT DIRECTOR OF PUBLIC WORKS FINANCE DIRECTOR FIRE CHIEF POLICE CHIEF
18	<i>Established by Employment Contract</i>					CITY ADMINISTRATOR

Attachment: 2022 Salary Structure (RESOLUTION 3893 : 2022 Comp Plan)

Job Description

City of Mequon

<u>Title:</u> Information Technology Manager	<u>ELSA:</u> Exempt
<u>Date:</u> 2021	<u>Present Incumbent:</u>
<u>Department:</u> City Administrator's Office	<u>Division:</u> IT Division
<u>Work Location:</u> All City Buildings	
<u>General Schedule:</u> 8:00 a.m. – 4:30 p.m., Monday-Friday, subject to change due to emergencies, program updates and meetings	
<u>Pay Range:</u> Grade 13	
<u>Represented:</u> No	<u>Bargaining Unit:</u> N/A
<u>Position's Purpose:</u> The IT Manager is responsible for coordinating, planning, and leading information technology (IT) related activities for the organization. Assesses the IT needs and supports IT resources to fulfill the organization's requirements. Help define IT strategy, architecture, and processes for the City. Monitors IT infrastructure and manages IT vendors. Troubleshoots problems and provides software support to end-users. Provides training and technical assistance to City staff. Must be available for limited 24/7 support after normal office hours for IT-related emergencies.	
Description of the Job A. Essential Duties and Responsibilities: <u>55%</u> Administer, support, and manage all hardware, software, equipment, and IT infrastructure at all City buildings with the assistance of IT Division staff and vendors. Monitor performance of IT systems to determine cost and productivity levels, and make recommendations for improving the IT infrastructure. Troubleshoot hardware and software issues related to internal resources. Serve as the main point of contact for vendors and staff for IT projects. <u>15%</u> Research and implement current and emerging industry-specific technology. Work with departments to assess IT needs and provide support to project implementation <u>15%</u> Support City's Help Desk by serving as a point of contact for staff seeking technical assistance. Troubleshooting through diagnostic techniques and pertinent questions to determine the best solution for issues that arise. <u>10%</u> Develop organizational IT skills by identifying educational needs, provide educational resources or tools to support learning, hold training sessions, and maintain self education resources. <u>5%</u> Performs other duties as assigned.	

B. Job Specifications

Required Knowledge: Thorough knowledge of troubleshooting techniques of information technology systems, working knowledge of windows networks; ability to relate all elements of problems into systematic solutions; skill in organizing workflow; considerable ability to operate computer equipment including non-PC related devices.

Required Skills/Abilities:

Technical:

- Proficient knowledge of setup and support of personal computers.
- Working knowledge of Windows Server as well as SQL.
- Knowledge of software interfaces.
- Experience with security camera systems and other recording devices.
- Experience in supporting mobile users.
- Experience in system administration of software programs.
- Experience acting as “help desk” support.
- Experience in website design and maintenance.
- Advanced computer troubleshooting, analysis, critical thinking and problem solving ability.

Communication/Interpersonal:

- Ability to communicate clearly to the end user.
- Ability to stay calm in high-pressure time sensitive situations.
- Ability to be outgoing and personable.
- Skills in time management and workload management.
- Skills in customer service.
- Strong attention to detail.
- Solid understanding of business practices with fundamental understanding of project management methodology.
- Good organizational, analytical, and planning skills.
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Ability to be self-motivated, goal-oriented, and to perform multiple tasks independently with minimum direct supervision.
- Ability to analyze complex issues, anticipate potential issues and organize work activities to minimize problems.

C. Qualifications Required: Five (5) or more years of experience performing high-level IT work; a four- year degree from accredited college in electronics or related field preferred. Any equivalent combination of education and recent experience in network administration that provides the required knowledge, skills and abilities will be considered and may be substituted for the educational requirements. Hold a valid (regular) Wisconsin Driver’s License.

Must pass thorough background check; position has access to confidential records.

D. Supervision Received: Reports to the Assistant City Administrator, but exercises significant independence in carrying out duties.

E. Supervision Exercised: Oversee the IT Public Safety Specialist and IT Associate

F. Working Conditions: Generally indoors in an office setting, but may require exposure to outdoor elements for extended periods. While performing the duties of this job, the employee is frequently required to stand; walk; sit; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl. Ability to talk and hear. The employee is occasionally required to use hands to finger, handle or feel. Ability to lift 50 pounds and work in confined areas and in squad car and squad garage. Reasonable accommodations can be made as long as the primary duties of the position are not impacted.

G. Supplemental Information:

Disclaimer: The above information on this description has been designed to indicate the general nature and level of work performed by the employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Approvals:

Human Resources Manager

Date: _____

Department Head or Designated Representative

Date: _____

Incumbent

Date: _____



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

www.ci.mequon.wi.us

Office of City Attorney

TO: Finance-Personnel Committee
FROM: Brian Sajdak, City Attorney
DATE: November 4, 2021
SUBJECT: RESOLUTION 3896 A Resolution Releasing a Stormwater Facilities
Maintenance Easement for the Property Located at 11900 N. Port
Washington Road

Background and Discussion

In 2014, the City approved a development proposal by Artis Senior Living for the property located at 11900 N. Port Washington Road. As part of that development, Artis had proposed an underground stormwater detention tank as part of its stormwater management plan. As is done with all stormwater facilities, the City entered into a Stormwater Maintenance Agreement and Easement with the owner to allow the City access to the facility in the event that the owner does not properly maintain the facility.

Artis' development on the property never materialized, and they are now looking to sell the property. The buyer has requested that the easement be removed from the property since it is not needed because the underground facility was never constructed and the buyer's proposed stormwater management will be different. For these reasons, staff recommends approving the requested release of easement.

Fiscal Impact

There is little to no fiscal impact to the City as a result of this action.

Recommendation

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

Attachments:
Release of Easement

Attachments:
Release of Stormwater Easement (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3896

A Resolution Releasing a Stormwater Facilities Maintenance Easement for the Property Located
at 11900 N. Port Washington Road

RECITALS

- A. In 2014, as part of a proposed development on the property located at 11900 N. Port Washington Road by Artis Senior Living, the Common Council approved and accepted a Stormwater Maintenance Easement on the Property.
- B. The Easement was to cover a proposed underground stormwater detention tank.
- C. The development on the property never proceeded and the underground tank was not constructed.
- D. The owner is now looking to sell the property, and the buyer has requested the removal of the easement prior to closing.
- E. Because the detention tank was never constructed and the buyer will go through the approval process for its plans on the property, the easement is no longer necessary.

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

- 1. The Release of Storm Water Facilities Maintenance & Easement Declaration and Agreement in the form attached hereto is approved subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.
- 2. The Mayor and the City Clerk are authorized and directed to execute and deliver the same for recording.

Approved by: John Wirth, Mayor

Date Approved: November 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 November 9, 2021.

Caroline Fochs, City Clerk

This instrument was drafted by
and after recordation should be
returned to:

Derek Taylor, Esq.
Husch Blackwell LLP
511 N. Broadway, Suite 1100
Milwaukee, WI 53202

Tax Parcel I.D. #:
See Exhibit A

**RELEASE OF
STORM WATER
FACILITIES
MAINTENANCE &
EASEMENT
DECLARATION AND
AGREEMENT**

[Above space reserved for recording information]

THIS RELEASE OF STORM WATER FACILITIES MAINTENANCE & EASEMENT DECLARATION AND AGREEMENT (“Release”) is made and entered into effective as of _____, 2021 (the “**Effective Date**”), by and between Artis Senior Living of Mequon, LLC (“**Owner**”) and the City of Mequon (the “**City**”, and collectively with Owner, the “**Parties**”).

RECITALS

WHEREAS, Owner is the fee owner of the real estate located at in the City of Mequon, Wisconsin as more particularly described on Exhibit A attached hereto and incorporated herein (the “**Property**”).

WHEREAS, on October 2, 2014, the Owner and the City entered into that certain Storm Water Facilities Maintenance & Easement Declaration and Agreement affecting the Property, recorded with the Ozaukee County Register of Deeds on November 13, 2014 as Document No. 1009753 (“**Easement Agreement**”).

WHEREAS, Owner is under contract to sell the Property to Matter X, LLC or its assigns (the “**Buyer**”). As part of Buyer’s acquisition and development of the Property, Buyer has requested the Owner and the City release the Easement.

WHEREAS, the Parties desire to release the Easement Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing Recitals, which are hereby incorporated by reference and made a contractual part hereof, the Parties agree that as of the Effective Date the Property is released from the terms and conditions of the Easement Agreement, and thereafter the Easement Agreement shall have no further force or effect.

This Release may be executed in multiple counterparts, each of which shall be deemed an original document, and all of which shall constitute a single instrument.

[SIGNATURE ON FOLLOWING PAGE]

Dated this _____ day of _____, 2021.

OWNER:

ARTIS SENIOR LIVING OF MEQUON, LLC

By: _____
Name: _____
Title: _____

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

Before me, a Notary Public, on this ____ day of _____, 2021 personally appeared _____ as _____ of Artis Senior Living of Mequon, LLC, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

(SEAL) Notary Public

Name: _____
 Notary Public, State of Wisconsin
 My Commission: _____

CITY OF MEQUON

ATTEST:

STATE OF WISCONSIN)
) ss.
COUNTY OF _____)

(SEAL) Notary Public

Name: _____
Notary Public, State of Wisconsin
My Commission: _____

EXHIBIT A**Property Legal Description**

Located at 11900 North Port Washington Road, City of Mequon, Ozaukee County, Wisconsin.

Part of Lot 2 of Certified Survey Map No. 1902, being a part of the Northwest $\frac{1}{4}$ of Section 20, Town 8 North, Range 22 East, in the City of Mequon, Ozaukee County, Wisconsin.

Tax Key No. 15-020-06-008.00



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: October 25, 2021
SUBJECT: RESOLUTION 3897 A Resolution Approving a Collective Bargaining Agreement Between the City of Mequon and the Mequon Police Association for the Period January 1, 2022 - December 31, 2024

Background

On October 20, negotiations commenced with the Mequon Police Association (MPA) on a new collective bargaining agreement covering 37 police officers, detectives, and sergeants employed by the City. Contract negotiations were completed that same day, and the MPA ratified the tentative three-year agreement, terms of which are discussed below, on November 2. The current agreement between the City and the MPA will expire on December 31, 2021. A redlined copy of the proposed agreement is attached.

Analysis

The proposed three-year agreement, which includes negotiated wage adjustments over the life of the contract, also contains two "housekeeping" modifications, as follows:

- Updates all references of "Patrolman" to "Patrol Officer," to be inclusive and reflect current position references.
- Deletes "(sergeant/detective)" references in line 23 on page 6 to remove reference to the pre-2021 salary table that contained sergeants and detectives in the same pay grade.

While not in the contract, the City proposed and the MPA agreed to meet in the first half of 2022 to review and update drug testing procedures contained within the agreement, to ensure a program in place that reflects best practices and memorializes current procedures. The updated drug testing program will be put in place next year through a side letter, and thereafter, be incorporated into future collective bargaining agreements.

Fiscal Analysis

As noted, the proposed agreement contains negotiated wage adjustments for each year. Effective January 1, 2022, and January 1, 2023, all members of the association will receive a 2.5% cost of living adjustment. It is expected that the additional cost of these proposed wage adjustments will amount to approximately \$77,700 in 2022 and \$79,700 in 2023. In 2024, the agreement provides a 2.75% cost of living adjustment, which is anticipated cost to approximately \$89,000 in that year.

Recommendation

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

Attachments:

Redline Mequon Police CBA 2022 - 2024 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3897

A Resolution Approving a Collective Bargaining Agreement Between the City of Mequon and the Mequon Police Association for the Period January 1, 2022 - December 31, 2024

A. The City has conducted collective bargaining with the Mequon Police Association.

B. A three-year agreement on the terms of a new labor contract has been reached to be effective January 1, 2022 through December 31, 2024, which has been recommended by the Finance-Personnel Committee and ratified by the Mequon Police Association.

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

1. The agreement between the City of Mequon and the Mequon Police Association for January 1, 2022 through December 31, 2024 is approved.

2. The Mayor and City Clerk are authorized and directed to execute and deliver the same.

Approved by: John Wirth, Mayor

Date Approved: November 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 November 9, 2021.

Caroline Fochs, City Clerk

AGREEMENT
BETWEEN
CITY OF MEQUON
AND
MEQUON POLICE ASSOCIATION, INC.

Effective Date: January 1, ~~2021~~2022

Expiration Date: December 31, ~~2021~~2024

Attachment: Redline Mequon Police CBA 2022 - 2024 (RESOLUTION 3897 : MPA CBA 22-24)

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AGREEMENT

THIS AGREEMENT is made and entered into by and between the CITY OF MEQUON, hereinafter referred to as the “Employer,” and the MEQUON POLICE ASSOCIATION, INC., hereinafter referred to as the “Association,” on behalf of and covering only the full-time employees of the Employer’s Police Department employed in the classifications of Sergeant, Detective, and ~~Patrolman~~ Patrol Officer, hereinafter referred to as “Employees.”

ARTICLE I - PURPOSE

Section 1.01: It is the purpose of this Agreement and the desire of both parties to this Agreement to reach an amicable understanding with respect to the employer-employee relationship which exists between them, to enter into a complete agreement covering rates of pay, hours of work and conditions of employment, to allow the Employer to operate and manage its affairs as efficiently as possible, and to implement the provisions of Section 111.70, Wisconsin Statutes.

ARTICLE II - RECOGNITION

Section 2.01: The Employer agrees to recognize the Association as the exclusive bargaining agent for the regular full-time employees of the Mequon Police Department employed in the classifications of Sergeant, Detective and ~~Patrolman~~ Patrol Officer, excluding supervisory employees and all other employees in the City of Mequon, for the purposes of conferences and negotiations with the Employer or its lawful authorized representatives on questions of wages, hours and conditions of employment.

ARTICLE III - NEGOTIATIONS

Section 3.01: Either party may select for itself a negotiator or negotiators for the purposes of carrying on conferences and negotiations under the provisions of Section 111.70, Wisconsin Statutes. The parties shall advise each other of the names of their negotiators.

ARTICLE IV - MANAGEMENT RIGHTS

Section 4.01: The Association recognizes the prerogatives of the Employer, the Police Chief and the Board of Police and Fire Commissioners to operate and manage their affairs in all

1 respects in accordance with their responsibility and in the manner provided by law, and the
2 powers or authority which the Employer, the Police Chief and the Board of Police and Fire
3 Commissioners have not specifically abridged, delegated or modified by other provisions of this
4 Agreement are retained exclusively by the Employer, the Police Chief and the Board of Police
5 and Fire Commissioners. Such powers and authority, in general, include, but are not limited to
6 the following:

- 7 1. To determine its general business practices and policies and to utilize personnel,
8 methods and means in the most appropriate and efficient manner as is possible.
- 9 2. To manage and direct the employees of the Employer, to make assignments of
10 jobs, to determine the size and composition of the work force, to determine the
11 work to be performed by the work force and each employee, and to determine the
12 competence and the qualifications of the employees.
- 13 3. To determine the method and means by which the operations of the Employer are
14 to be conducted.
- 15 4. To utilize temporary, provisional, part-time or seasonal employees when deemed
16 necessary.
- 17 5. To hire and promote employees, to transfer employees within the department, and
18 to make promotions to supervisory positions in the manner most advantageous to
19 the Employer.
- 20 6. To lay off employees.
- 21 7. To discipline, suspend, demote and discharge employees for just cause.
- 22 8. To establish or alter the number of shifts, hours of work, work schedules, methods
23 and processes.
- 24 9. To schedule overtime work when required in the manner most advantageous to
25 the Employer.
- 26 10. To create new positions or departments, to introduce new or improved operations
27 or work practices, to terminate or modify existing positions, departments,
28 operations or work practices, and to consolidate existing positions, departments or
29 operations.
- 30 11. To make and alter rules and regulations for the conduct of its business and of its
31 employees.

12. To subcontract or contract out work when deemed necessary.

The Employer shall be under no duty to bargain at any time concerning the exercise or the decision to exercise the above powers or authority.

Section 4.02: The parties agree that each employee shall perform all the duties of their classifications and it is understood by the parties that every incidental duty connected with operations enumerated in any job description is not always specifically described. Nevertheless, it is intended that all such duties shall be performed by the employee.

ARTICLE V - WORK RULES

Section 5.01: The Employer has the right to promulgate reasonable rules and regulations provided that any rules and regulations which are mandatory subjects of bargaining shall be provided to the Association at least thirty (30) days prior to implementation, except in an emergency. The Association shall review the proposed change and indicate in writing whether or not it intends to negotiate the issue within fifteen (15) days of receipt of the proposed change. If the Association requests to bargain the proposed change the Employer shall not implement the change until the negotiation process has been completed including arbitration if necessary. If an impasse is reached, the parties will submit the issue to final and binding arbitration pursuant to 111.77.

ARTICLE VI - ASSOCIATION ACTIVITY

Section 6.01: The Association shall furnish the names of the officers of the Association to the Employer.

Section 6.02: All Association members shall be allowed to attend Association meetings regardless of whether they are on duty, provided that three (3) uniformed Association members remain on patrol duty during the meetings. All on-duty Association members attending an Association meeting shall remain on call for emergency services.

The City reserves the right to assign which three (3) uniformed Association members shall be on patrol duty during an Association meeting. The City agrees that it will not assign to road duty any of the five (5) officers of the Association (president, vice-president, secretary, treasurer, and alternate) during an Association meeting, provided at least three (3) other uniformed Association members are on duty.

1 The Association may have two (2) annual meetings plus no more than two (2) special
2 meetings during each calendar year. Permission to have additional meetings under the terms of
3 this section shall be at the discretion of the Police Chief.

4 Meeting dates and times shall be mutually agreed upon by the Association and the Police
5 Chief not less than thirty (30) days in advance of the meeting date and the Chief shall not
6 unreasonably withhold his agreement. The Chief may waive the thirty (30) day notice
7 requirement.

8 **Section 6.03:** The City agrees to provide bulletin board space for the Union's use. The
9 bulletin boards are to be used by the Union for notices only of the following: Union meetings,
10 Union elections, Union appointments, Union recreational and social events, unemployment
11 compensation information and other official Union business.

12 Upon written demand from the City, the Union shall promptly remove from such bulletin
13 boards, any material which is libelous, scurrilous, or in any way detrimental to the labor-
14 management relationship. The bulletin board is not to be used for endorsement of political
15 candidates or other public election issues. The City will retain ownership of the bulletin boards.
16 In the event the Union fails to remove materials in violation of this section, the City reserves the
17 right to remove said material and/or the bulletin board upon which such material is posted.

18 **Section 6.04:** Up to two (2) members of the Association Bargaining Committee shall be
19 allowed to attend collective bargaining meetings while on duty without any loss of pay or
20 benefits subject to being called for an emergency.

21 **ARTICLE VII - FITNESS INCENTIVE**

22 **Section 7.01:** The City shall reimburse the Mequon Police Association Inc. up to five
23 hundred dollars (\$500.00) per year for fitness room and equipment maintenance between the
24 15th and 31st of December based upon certified receipts presented to the City prior to December
25 1. Any money from the annual allotment that is not expended during the calendar year shall carry
26 over into the next calendar year, provided that at no time will the total accrued amount exceed
27 the maximum five (5) years allotment or two thousand five hundred dollars (\$2,500).
28
29

ARTICLE VIII - WAGES

Section 8.01: The salaries of employees covered by this Agreement shall be as provided in Appendix "A" attached hereto and made a part of this Agreement.

Section 8.02: Patrol Officers shall move in classification from the minimum (first step) in the pay range to the top step (3rd step for Detective and Sergeant) in annual increments on the anniversary date of appointment, promotion or reclassification. The Chief shall have the discretion to establish the starting rate of pay for a newly hired experienced certified officer above Step 1 of the salary scheduled based on the total full-time experience of the newly hired officer. Placement must be at an established step as shown in Appendix A.

Section 8.03: Salaries shall be paid biweekly via direct deposit of paycheck to any FDIC insurance bank chosen by the employee.

Section 8.04: The Employer reserves the right to make corrections of errors to the salary ordinances if any are found.

Section 8.05: The Employer reserves the right to make changes in the salary ordinance to reflect classification changes, but said changes shall not reduce the salary of current incumbents of the classification. These changes shall not be subject to arbitration under any established grievance procedure.

Section 8.06: Field training officers or if none are available, the officer that is assigned by the shift supervisor shall receive one (1) hour of compensatory time off or one (1) hour of pay, at the employee's option for any eight (8) hour shift during which time a certified field training officer is acting in that capacity for at least four (4) hours. After successful completion of one full step of training (1 step is = to 3-4 weeks), the Field Training Officer receives eight (8) hours of straight compensatory time. Only certified field training officers shall be used for the purpose of training new officers except that if none is available on the shift involved, the City reserves the right to assign an individual to field training officer responsibilities. The City shall diligently strive to have sufficient certified field training officers on each shift. Participation as a field training officer is voluntary.

Posting of field training officer educational opportunities shall be done in advance of the dates of the offered courses. When a field training officer position is open, the position shall be posted in the same manner as are promotions or special assignments. Any officer who has completed three (3) years with the Mequon Police Department shall be eligible to apply for a

1 field training officer position or an individual hired from another department that is certified as a
2 field training officer by the State of Wisconsin and has completed the initial probationary period
3 with Mequon Police Department.

4 **Section 8.07:** Employees shall receive a temporary upgrade in pay retroactive to the first
5 day when an employee is acting in a position of higher rank commencing on the fourth (4th)
6 consecutive work day for a position within the bargaining unit or on the sixth (6th) consecutive
7 work day for a position outside of the bargaining unit. The rate of pay shall be at the lowest step
8 of the pay range. There shall be no overtime/out-of-shift pay obligation for this individual.
9 Temporary assignments for an employee who is acting in the position of higher rank shall not
10 exceed sixty (60) consecutive work days unless this period is extended by mutual agreement
11 between the Association and the City. This individual is only eligible for a temporary
12 assignment of a higher rank after he/she has successfully completed the one (1) year probation.

13 The Department may, at its discretion, create and fill a detective training position in
14 addition to the regular detective positions. The candidate for the detective training position will
15 be selected by the Police Chief. The length of the appointment to the detective training position
16 may vary, and will be determined within the sole discretion of the Police Chief, but no single
17 assignment will exceed twenty-four (24) consecutive months; however, within the sole discretion
18 of the Police Chief, the appointment may be extended for up to an additional twelve (12) months
19 beyond the twenty-four (24) consecutive months maximum. Upon being returned to his/her
20 patrol officer position, the person will be paid at the rate of pay in effect for this position at the
21 time of return. During the time that the person is in the detective training assignment, the
22 employee's rate of pay will be the rate of pay at Step 1 of the salary schedule for the position of
23 detective (~~sergeant/detective~~). Upon completion of the assignment in the detective training
24 position, the employee will return to the police officer position he/she held immediately prior to
25 beginning the detective training assignment including shift assignment and will be paid at the
26 rate of pay currently in effect for that police officer position.

27 In the event the assignment is ended before twenty-four (24) months have lapsed by
28 either the incumbent or the Department, two (2) weeks' notice will be given by the party
29 initiating the change.

30 **Section 8.08:** Whenever an employee is required to supervise a shift as determined by a
31 Supervisor for each two hour period, the employee shall be entitled to fifteen (15) minutes of

1 compensatory time off at straight time or fifteen (15) minutes in cash at straight time at the
2 employee's option.

4 **ARTICLE IX - HOURS OF WORK**

5 **Section 9.01:** The Police Chief shall establish working schedules for employees which
6 will provide for a work week of approximately forty (40) hours. The normal work schedule for
7 employees shall consist of eight and one-half consecutive hours (8.50) on the following basis:
8 Four (4) consecutive days on duty followed by Two (2) consecutive days off duty; then repeating
9 the schedule. Employees who are regularly scheduled to work five (5) consecutive days on duty
10 followed by two (2) consecutive off days shall work a shift consisting of eight and one quarter
11 (8.25) consecutive hours and shall receive twelve (12) adjustment days annually. For accounting
12 purposes, any paid time taken off by an employee or any benefits that are accrued to an
13 employee shall be calculated at the rate of one day equals eight (8) hours.

14 Such regular work week shall include a thirty (30) minute paid lunch period each day
15 during which employees shall be on call and report time up to fifteen (15) minutes prior to the
16 start of each daily shift.

17 **ARTICLE X - PERSONNEL FILES**

18 **Section 10.01:** The Police Department shall keep a central personnel file for each
19 employee.
20

- 21 a) The contents of personnel files shall be made available to the employee for
22 inspection and review during regular business hours between 8:00 a.m. and 4:30
23 p.m. or at a time mutually acceptable to the employee and the employer. Upon
24 request, an employee shall be provided one (1) copy of any documents placed in
25 the employee's file, except for the exceptions under Wis. Stat. 103.13.
- 26 b) Employees will be notified in writing when a formal written reprimand is placed
27 in their personnel file. The employee shall have an opportunity to respond in
28 writing to any information with which he/she disagrees. Such response shall
29 become a permanent part of the employee's personnel record except as provided
30 in paragraph (c) of this Article.
31

ARTICLE XI - OVERTIME/COMPENSATORY TIME

Section 11.01: Employees required to perform duties outside of their regular schedule of hours as provided in Section 9.01 above shall receive overtime pay at the rate of time and one-half (1-1/2) of said employee's regular hourly rate for all such hours worked.

Section 11.02: Any employee called into work at a time other than his/her regular schedule of hours shall receive a minimum of two (2) hours pay at time and one-half (1-1/2) of his/her regular rate. In the event the employee is called into work at a time other than his/her regular schedule of hours for a court appearance, such employee shall receive a minimum of two (2) hours pay at time and one-half (1-1/2) of his/her regular rate. This provision shall not apply to hours worked consecutively prior to or subsequent to his/her normal schedule of hours.

Section 11.03: All overtime work shall be authorized by the Police Chief or his representative and all employees shall be required to work overtime when requested by the Police Chief or his representative.

Section 11.04: All employees shall be eligible for pay or compensatory time off of one and one-half (1-1/2) hours for each hour of authorized overtime worked, at the employee's option. Compensatory time off provisions herein shall be subject to a maximum accumulation of compensatory time off of eighty (80) hours.

The specific time to be taken off is subject to a management right to refuse a request for time off, and a requirement that a request for compensatory time off must be submitted not less than twenty-four (24) hours prior to the time off desired. As a management right, the Police Chief or his representative may waive the twenty four (24) hour advance request requirement.

Section 11.05: Employees covered by this Article shall be compensated for their approved overtime as described above. It is specifically understood by the parties that this overtime pay provision shall not apply to the following:

- a) Temporary shift reassignments involved in the annual departmental mandatory in-service recertification mandated by the State.
- b) Switching of off days necessary to provide for the annual departmental mandatory annual in-service training mandated by the State, provided that such switching shall not result in an officer being required to work on more than two (2) of the off days and provided that off days shall be switched in blocks of two (2) or more days, not in single days.

- c) Special training that is provided at the request of the officer involved.
- d) Training that occurs outside of the Milwaukee area where the City is paying expenses for the officers attendance at such training.
- e) Temporary shift assignments involved when an employee is scheduled for a court appearance that is expected to exceed four (4) hours per day or more than one (1) day.

Section 11.06: Whenever a court case is cancelled later than the close of business of the preceding business day (currently 5:30 p.m.) the employee shall be entitled to a two (2) hour minimum at the employee's regular straight time or compensatory time off at the employee's option. This provision does not apply when the employee is at work at the scheduled court time. It shall be the employee's or the employee's representative's responsibility to follow the established procedure and contact the department before the scheduled court appearance to determine whether the court case has been cancelled. Failure to contact the department in the designated time frame shall result in a denial of any request for the additional compensation provided for in this section.

ARTICLE XII - MILITARY LEAVE

Section 12.01: Military leave shall be unpaid and shall be granted in accordance with applicable state and federal laws. The Employee shall give the Employer a copy of his/her orders which state where, when and how long the duty assignment is within twenty four (24) hours after the orders are received. Denial of such leave is grievable.

ARTICLE XIII - LONGEVITY

Section 13.01: The Employer shall compensate employees for longevity on the basis of thirty dollars (\$30.00) per year for each year of service, commencing with the completion of two (2) years of service, with a maximum of thirty (30) years being so compensated. Such payment shall be made on the first pay period in December to each employee.

ARTICLE XIV - LIFE INSURANCE

Section 14.01: Eligible employees shall be covered by the group life insurance plan for Public Employers established under Section 40.20, Wisconsin Statutes. The City shall pay the

1 full premium for such insurance for regular employees. Eligibility requirements and benefits
 2 shall be as provided by Statutes and the rules and regulations established by the Group Insurance
 3 Board of the State of Wisconsin. The City of Mequon shall pay monthly Life Insurance
 4 premiums as stated above.

6 **ARTICLE XV - HEALTH INSURANCE**

7 **Section 15.01:**

- 8 a) The City has the right to change carriers or to self-insure or to alter the benefit
 9 structure if substantially equivalent coverage is maintained. Upon retirement, the
 10 employee will be permitted to participate in any of the City's health insurance
 11 programs offered to active employees, subject to the employee paying the full
 12 cost of insurance and provided the employee is eligible to participate in the plan.
- 13 b) The City may enter into health contracts with carriers selected by the City.
- 14 a) Coverage provided by the contracts is contained in the Group Health Booklet
 15 published by the carriers, which will be distributed to covered employees.
- 16 b) Coverage under the City's Health Program shall only be available until the
 17 employee and/or spouse become eligible for Medicare, but only if permitted by
 18 the health care plan.
- 19 c) It shall be the employee's responsibility to notify the City of any change in status
 20 for health insurance coverage. This shall include, but not be limited to, changing
 21 from family to single coverage. Failure to notify the City shall result in the
 22 employee assuming responsibility for the additional cost until corrected. No
 23 employee shall make any claim against the City for additional compensation in
 24 lieu of or in addition to the City's contribution.

25 **Section 15.02:** Subject to the City's rights in Section 15.01(a), the employee will pay
 26 twelve percent (12%) of the premium for the plan selected by the employee.

27 The City shall establish a Flexible Spending Account (FSA) program that will allow
 28 employees to contribute to this account for eligible expenses on a pre-tax basis.

ARTICLE XVI - DENTAL INSURANCE

Section 16.01: The Employer agrees to maintain the group Dental Insurance coverage in effect on March 1, 1993, or substantially equivalent coverage if available, during the term of this Agreement. The City has the right to change carriers or to self-insure or alter the benefit structure, provided the employees are informed, and, if available, substantially equivalent coverage will be maintained. The cost of dental insurance replacement will not be used as an excuse for saying an alternative carrier is not available. The Employer shall contribute seventy five percent (75%) of the single and family monthly premium with the employee paying twenty-five percent (25%) by payroll deduction.

ARTICLE XVII - SICK LEAVE

Section 17.01:

- a) Every full-time employee shall be granted sick leave with full pay accruing at the rate of one (1) working day per each month of service and shall be granted one (1) additional day of sick leave accumulation for each half year that an employee does not take or use sick leave for any reason. The one-half (1/2) year spans would be January 1 through June 30 and July 1 through December 31. In the determination of the total sick leave accrual, an employee shall be considered to have worked on any days for which he received compensation such as sick leave, funeral leave, injury leave, holiday pay or vacation pay. The unused balance of sick leave allowance shall be accumulated to the employee's credit provided that the balance of the credit to the employee as of December 1 of each year shall not exceed one hundred eighty (180) working days.
- b) An employee who has accumulated more than the allowable days of unused sick leave as of the last day of the last payroll period of November will be paid twenty dollars (\$20.00) for each unused sick day above said one hundred and eighty (180) day limit. This payment is to be issued along with the longevity payment.
- c) Upon retirement under the Wisconsin Retirement System, an employee will be allowed to choose one of the following options (1); if an eligible retiring employee elects to continue coverage under the City's group health plan, a monthly City contribution toward the retiree's premium in the amount of the

1 group health insurance coverage for the City of Mequon Plan, subject to the
2 maximum Employer payment conditions established in Article XV, for a period
3 of time not to exceed one month for each ten days of accumulated, unused sick
4 leave; or (2) in lieu of the premium payments described in item (1), a taxable cash
5 payment equal to 50% of the premium paid by the City for similarly situated
6 active employees who participate in the City's group health plan, which will be
7 paid out in substantially equal installments over the period described above during
8 which the retiree is eligible for a City contribution towards health insurance. To
9 receive the cash payment described in item (2) above, the eligible retiree must
10 make an election consistent with the City's Section 125 plan. The City will
11 deduct the cost of the employee's contribution from their final paycheck. After an
12 eligible retiree has exhausted the retiree health insurance benefits described
13 above, the retired employee and/or his/her spouse may elect to maintain coverage
14 under the City's group health plan and the retiree will be solely responsible for the
15 full cost of continued coverage.

16 In the event of the death of a current employee, if the surviving spouse/family is
17 currently enrolled in the City's Group Health Insurance plan, the surviving
18 spouse/family may elect to continue to be covered under the City of Mequon plan
19 and the City will make a monthly contribution towards the cost of the
20 spouse/family premium in the amount of the group health insurance coverage for
21 the City of Mequon Plan, subject to the maximum Employer payment conditions
22 established in Article XV, for a period of time not to exceed one month for each
23 ten (10) days of accumulated, unused sick leave at the time of the employee's
24 death up to a maximum of 180 days. The City will deduct the cost of the
25 spouse/family's premium contribution from the final paycheck paid on behalf of
26 the deceased employee. The surviving spouse/family cannot elect a cash payment
27 in lieu of continued coverage under the City's health insurance plan. If the
28 surviving spouse/family is not enrolled in the City's Group Health Insurance Plan
29 at the time of the employee's death, the surviving spouse/family will receive upon
30 his/her request a taxable cash payment in an amount equal to 50% of the premium
31 paid by the City for the deceased employee who was participating in the City's

group health plan multiplied by one-tenth (1/10) of the number of unused accumulated sick days at the time of the employee's death up to a maximum of 180 days. The surviving spouse/family will not be allowed to enroll in the City's health insurance plan in lieu of the cash payment.

Section 17.02: It is the policy of the City to provide certain salary continuation benefits for regular full-time employees for reasonable amounts of unavoidable absences for injury or illness. Pay continuation benefits as outlined in this policy are contingent upon actual illness or injury. Sick leave is to be used under the following circumstances: when an employee is sick and therefore unable to perform his/her job duties; when an employee needs to attend a medical appointment for himself/herself that cannot be scheduled outside of their normal work hours; when an employee declines a modified duty alternative assignment under workers' compensation because they feel they are unable to perform the modified duty assignment; and one day per occurrence is permitted when an employee needs to care for a sick family member (spouse, child, or parents of employee) or to take them to a medical appointment that cannot be scheduled outside of normal work hours. This section is not applicable to a leave of absence governed by the federal and state Family and Medical Leave Act.

Section 17.03: Sick leave with pay may be permitted without requiring the employee to submit a doctor's certificate provided that the Police Chief has other satisfactory evidence of bona fide illness. When leave extends beyond three (3) consecutive days, a statement from the attending physician or other qualifying professional physician or nurse, certifying to the nature and seriousness of the sickness shall be furnished to the Police Chief.

Section 17.04: Eligibility for sick leave allowance shall be given at the completion of six (6) months actual service following date of hire, but accumulated credits shall be retroactive to the date of hire.

Section 17.05: A full-time employee sustaining an injury or illness within the scope of his/her employment with the City as provided by Chapter 102 of the Wisconsin Statutes after the effective date of this provision and who is eligible to receive Workers' Compensation payments for temporary partial disability or temporary total disability shall be eligible for payment by the City of the difference between the Workers' Compensation payment received by the employee and the employee's regular straight-time net take-home pay as supplemental temporary income.

1 Such payment will be made either through the salary continuation plan set forth in Section 17.07
2 or by the City directly. The supplemental temporary income paid by the City will continue until
3 such time as the employee reaches MMI (maximum medical improvement), or the employee is
4 able to perform his/her regular duties or such other temporary tasks available within the
5 framework of the Police Department functions, or one (1) calendar year has passed since the date
6 of the injury, whichever comes first. Any employee receiving a check for workers'
7 compensation benefits shall immediately provide the City Finance Director with a true and
8 correct copy of the workers' compensation check(s) and any LTD checks. The employee's next
9 regularly scheduled payroll check will be an amount that is the difference between the Workers'
10 Compensation check and the employee's regular straight time net take-home pay not counting
11 voluntary deductions. During the period the employee is receiving supplemental temporary
12 income under this provision, there shall be no deductions from the employee's earned sick leave,
13 provided however, that an employee who is still on workers' compensation after the above-
14 referenced one (1) year time frame may use sick leave at his/her option to make up the difference
15 between the workers' compensation and LTD payment received by the employee and the
16 employee's regular straight time net take-home pay. When the City shall have made any such
17 payment and the employee makes claim for damages against any third party and/or such third
18 party's insurer, the City shall be entitled to receive from any damage recovery by such employee,
19 reimbursement for any supplemental temporary income paid under this provision.

20 **Section 17.06:** Employees shall be covered by Long Term Disability Insurance under the
21 plan adopted by the employer. Coverage provided by the contract is contained in a certificate
22 published by the carrier, which will be distributed to covered employees. Briefly, the coverage
23 will include: A monthly benefit of sixty percent (60%) of monthly salary, not to exceed five
24 thousand dollars (\$5,000), coordinated with payments from Workers' Compensation or Social
25 Security, employees will be eligible for this coverage on the first of the month following thirty
26 (30) days of service, there is waiting period of ninety (90) consecutive calendar days or, for non-
27 occupational illness/injury leave provided for in Article XVII of this Agreement, whichever is
28 later; and benefits are payable for up to two (2) years due to sickness and up to age sixty-five
29 (65) for accidental disabilities. A three-month (3) survivor benefit, which is an amount equal to
30 three (3) non-integrated monthly benefit payments, is paid in a lump sum to the covered
31 employee's spouse, children or parents, respectively. The Employer shall pay one hundred

1 percent (100%) of the premium for such insurance. The elimination period for employees on
2 workers' compensation is ninety (90) consecutive days from the date of the injury. The
3 elimination period for employees who incur a non-work related injury is the latter of ninety (90)
4 days or until all but ten (10) sick days remain in the employee's accrued sick leave account.

5 **Section 17.07:** Family and medical leave shall be governed by applicable state and
6 federal laws, as interpreted by state and federal courts and agencies.

7 **Section 17.08:** Sick leave may be donated, one (1) employee to another, in all City
8 departments subject to a maximum of forty-eight (48) hours per calendar year of donation by
9 any officer. Donations shall be not less than one (1) hour and shall not be recoverable by the
10 donating officer.

11 **Section 17.09:** An employee whose application for Workers' Compensation benefits has
12 been denied and who is appealing the denial of Workers' Compensation benefits to the State of
13 Wisconsin may request to receive his/her regular straight-time net take home pay as
14 supplemental temporary income from the City under the following conditions.

- 15 1. Prior to being eligible to receive the supplemental temporary income the
16 employee must apply for Long-term Disability Insurance benefits according to the
17 City's plan. In addition, the employee must use all his/her accrued sick leave
18 consistent with the requirements of Section 17.07.
- 19 2. Prior to being eligible for the supplemental temporary income the employee must
20 execute a promissory note agreeing to repay the City the total amount of any
21 supplemental temporary income received by the employee should the employee
22 be unsuccessful in his/her appeal of the denial of workers' compensation benefits.
23 The promissory note will be secured by the employee's benefits provided in
24 Article XXIII of the collective bargaining agreement and if necessary by other
25 property designated by the employee or with donated time by other members of
26 the bargaining unit. The employee will also agree to and authorize repayment of
27 the supplemental temporary income by means of automatic payroll deduction not
28 to exceed twenty percent (20%) of the employee's biweekly base pay from any
29 wages paid by the City to the employee should the employee return to work for
30 the City at any time after the denial of benefits is final.

3. The supplemental temporary income payment to the employee will continue for up to ninety (90) days from the date of injury or until one of the following events, whichever occurs first:

- a) the employee is eligible for Long Term Disability;
- b) the appeal of the denial of benefits is decided by the State of Wisconsin, Workers' Compensation Appeal division;
- c) the employee has reached maximum medical improvement (MMI);
- d) the employee is able to return to perform his/her regular duties;
- e) the employee is able to perform other temporary tasks available within the framework of the Police Departments' functions.
- f) the employee receives a disability retirement.

ARTICLE XVIII - VACATIONS

Section 18.01: Employees shall be granted vacation with pay as follows:

- a) Twelve (12) workdays after one (1) year of service. The twelve workdays are not earned until the employee completes one full year of service. During the first and second calendar year of employment, a probationary employee may use vacation from this bank. Such time may not be used while the employee attends an Academy or other schooling. The days fronted to the employee, which if used, shall be deducted from the employee's final paychecks in the event the employee uses days that are unearned. (Example: Employee begins employment August 1, 2021. The employee receives 12 days of vacation on August 1, 2021 to use between August 1, 2021 and December 31, 2022. The vacation workdays are not fully earned (it is prorated per full month worked from the start date through the one year anniversary) until August 1, 2022.);
- b) Seventeen (17) workdays after seven (7) years of service;
- c) Twenty-two (22) workdays after thirteen (13) years of service;
- d) Twenty-seven (27) workdays after twenty (20) years of service;
- e) Thirty (30) workdays after twenty-five (25) years of service.

Section 18.02: Vacation schedules, including the number of persons allowed to be off at one time, shall be adopted by the Police Chief. Employees shall submit their choice of vacation

periods to the Police Chief and in case of conflicts; seniority shall govern, provided the needs of the Police Department are met.

Section 18.03: Vacations not taken by the end of the year shall be deemed lost. In the event the employee cannot take his/her full vacation by the end of the year because of circumstances caused by the Employer, such unused vacation shall be taken in January of the following year.

Section 18.04: Notice of resignation must be given to the City at least fourteen (14) calendar days prior to the date of the resignation. Failure to provide a fourteen (14) calendar day notice of resignation may result in termination of any payoff other than salary.

ARTICLE XIX - HOLIDAYS

Section 19.01: Full time employees shall have the option of taking holiday pay in cash or time off. Each employee shall have eighty (80) hours of holiday pay at the beginning of each year.

New Year's Day	Friday before Easter
Memorial Day	Independence Day
Labor Day	Thanksgiving Day
Day after Thanksgiving	December 24th
Christmas Day	December 31 st

Those employees who wish to take part or all of the hours in time off shall have prior approval by the Police Chief or his designee prior to taking the time off. Those hours, which have not been taken off or have not been approved to be taken off as of the last day of the last payroll period of November shall be paid on the first pay period in December. Any hours which have been approved to be taken off after November 15th and subsequently, for any reason, are not taken off shall be paid on the next pay period in the new year at the previous year's rates.

Section 19.02: During the calendar year, each employee who has completed one year (12 months) of continuous service will be entitled to two (2) personal days off with pay, subject to prior reasonable notification to, and approval by, the Police Chief or his designee of the days selected by the employee. If the personal days are not used by December 31, they will be lost.

Section 19.03: For the purpose of termination for any reason, an employee who has utilized holiday pay which exceeds the earning formula (holiday pay accrues at .833 days per full

month) shall be required to reimburse the City for all holiday time used that was not earned. Holiday payments for new employees shall be prorated based on the earning formula set forth above and made available to a new employee after one (1) full month of employment.

ARTICLE XX - UNIFORM ALLOWANCE

Section 20.01: All employees covered by this contract and employed by the Mequon Police Department a minimum of twelve (12) months prior to the first pay period in December, shall receive an annual uniform allowance of six hundred twenty-five dollars (\$625.00), less all applicable state and federal withholding taxes. Such payment is to be made on the first pay period in December. A new employee shall be eligible for a prorated uniform allowance based on the number of full months from the employee's date of hire to the following December 1st.

Section 20.02: Officers, upon hire, shall be issued the following uniform items which shall remain the property of the Mequon Police Department: Pants, two (2) pair; long sleeve shirts (2); short sleeve shirts (2); uniform belt (1); shoes, (1) pair (oxford style); ties (2); uniform jacket (1); rain coat (1); summer hat (1); winter hat (1); name plate (1).

Section 20.03: The purchase, use, wearing and maintenance of uniforms shall be subject to the rules and regulations established by the Police Chief.

Section 20.04: The City shall pay the total cost of any new items that are required as a result of changes in the uniform, if such uniform changes are mandated by the City. The Employer shall repair or replace uniform components damaged in the line of duty according to the following schedule:

<u>Shirts/Slacks</u>		<u>Jackets</u>	
1 year or less	100%	2 years or less	100%
2 years or less	75%	4 years or less	80%
3 years or less	50%	6 years or less	60%
4 years or less	25%	8 years or less	40%
More than 4 years	-0-	10 years or less	20%
		More than 10 years	-0-

Section 20.05: The City shall repair or replace eye wear damaged in the line of duty up to a limit of one hundred seventy-five dollars (\$175.00) per incident, provided the original

eyewear are of shatterproof materials and the employee submits receipt for a repair or replacement cost.

The City shall repair or replace wristwatches damaged in the line of duty up to a limit of fifty dollars (\$50.00) per incident, provided the employee submits a receipt for the repair or replacement cost.

ARTICLE XXI - FUNERAL LEAVE

Section 21.01: Regular, full-time employees shall receive emergency leave with pay in case of death in the immediate family which is defined as husband, wife, child, brother, sister, parent, grandparent, grandchild, stepfather, stepmother, brother-in-law or sister-in-law of an employee or their spouse. Such persons need not reside with the employee to come within such classification. This emergency leave shall be for three (3) days not to exceed one (1) day after burial and/or the funeral service.

Regular, full-time employees shall receive one (1) day of paid funeral leave in the event of the death of an aunt or uncle of either the employee or employee's spouse. Funeral leave is not to be charged to sick leave.

Section 21.02: One (1) day of sick leave per year shall be allowed in the event that the employee must attend a funeral other than those in the immediate family as defined in Section 21.01 where his/her attendance at such funeral is required to act as pallbearer.

ARTICLE XXII - PENSIONS

Section 22.01: The retirement of employees will be governed by the applicable State Statutes, City Ordinances and general rules of the Mequon Police Department. All employees will pay the full cost of the employee's contribution rate by payroll deduction, as established by the Department of Employee Trust Funds from time to time.

For purposes of this section, employee's contribution rate is defined as one-half of the total actuarially required contribution rate for general municipal employees.

ARTICLE XXIII - RETIREMENT PLAN

Section 23.01: Upon retirement, each employee shall receive two (2) full working days pay for each year of continuous service on the department. The rate of pay is to be determined by the employee's current hourly base rate or the highest hourly base rate during the three (3) years preceding the date of retirement, whichever is greater.

Section 23.02: If an employee retires due to injuries or illness which prevents the employee from physically or mentally performing his/her duties as a police officer, the employee shall receive three (3) full working days for each year of continuous service on the department. The rate of pay is to be determined by the employee's current hourly base rate or the highest hourly base rate during the three (3) years preceding the date of retirement, whichever is greater.

Section 23.03: Upon employee's death, the benefits shall be paid to his/her beneficiary at the rate of three (3) full day's pay for each year of continuous service on the department. The rate of pay is to be determined by the employee's current hourly base rate or the highest hourly base rate during the three (3) years preceding the date of death, whichever is greater.

Section 23.04: This plan is in addition to the employee's present pension plan provided for in Article XXII of this Agreement.

ARTICLE XXIV - EDUCATIONAL INCENTIVE PROGRAM

Section 24.01: Regular full-time officers who have completed the one (1) year probationary period are eligible to participate in this program.

Section 24.02: The Police Chief shall have authority to establish rules and regulations governing, and to approve courses and seminars for eligibility for reimbursement under this program, provided, however, that any courses approved must be job-related or must be part of the required curriculum leading to a job-related degree, and offered by an accredited college, university, business or vocational school, that any seminars approved must be job-related and offered by an accredited school or reputable organization, and that an employee has made application for and received approval for such course or seminar on forms provided by the department prior to commencing such course or seminar.

Section 24.03: Time spent in preparation for classes, and attendance of classes, shall be off time not compensated for by the City.

1 **Section 24.04:** Employees who attend classes approved by the Police Chief shall be
2 reimbursed for books and tuition based on the University of Wisconsin, Milwaukee rates,
3 provided that the employee receives a grade of C or better. If an employee receives a grade of A
4 or B, the employee shall be reimbursed one hundred percent (100%). If the employee receives a
5 grade of C, the employee shall be reimbursed at the rate of fifty percent (50%). There shall be
6 no cap on the amount the employer will pay under this provision. This section applies to all
7 courses approved by the Police Chief for an Associate's, Bachelor's or Master's Degree.

8 9 **ARTICLE XXV - SENIORITY**

10 **Section 25.01:** Seniority pertaining to layoff and recall shall be determined by the
11 employee's length of service as a full-time Police Officer in the department. Starting date of
12 employment under this Article, for the purpose of determining seniority, shall mean date of
13 original hire in the Mequon Police Department and shall determine an employee's seniority date.
14 Employees having the same starting date shall have their seniority status determined by the grade
15 achieved in training school. Seniority pertaining to shift assignments, selection of vacation
16 schedules, and all other purposes, except lay off and recall, shall be based on the employee's
17 total length of service in their current position (time in grade).

18 Time lost because of occupational illness or injury, and time spent in the Armed Forces
19 on approved military leaves of absence shall be included.

20 Employees returning from a promotion within the department shall retain all
21 departmental seniority, including time in the promotion position.

22 **Section 25.02:** An employee shall be appointed to his/her position for a probationary
23 period of one (1) year. If the appointment is original, the probationary employee may be
24 discharged at any time during his/her probationary period at the discretion of the Police Chief
25 without further appeal. If the appointment is promotional, the probationary employee may be
26 demoted at any time during his/her probationary period at the discretion of the Police Chief
27 without further appeal. The original probationary period provided for in this section may be
28 extended for good reason at the sole discretion of the Police Chief and without further appeal, for
29 up to an additional three (3) months, upon written notification by the Chief to the employee

listing the reasons for the extension. This extension shall not apply to any probationary periods involving any promotions.

Section 25.03: In the event of a layoff of employees covered by this Agreement, the order of layoff shall be inversely related to length of service, i.e., the last person hired shall be the first person laid off. An employee shall not accumulate seniority while on layoff.

Section 25.04: In the event of a recall to work, the order of return shall be directly related to length of service, i.e., the last person laid off shall be the first person returned to work.

Section 25.05: An employee shall forfeit his/her seniority rights only for the following reasons:

- a) Resignation.
- b) Dismissal with no reinstatement.
- c) Retirement.
- d) Unreasonable unexcused absence.
- e) Unreasonable failure to return to work on time following an approved leave of absence.
- f) On layoff for a period of two consecutive years.
- g) Unreasonable failure to return to work on time following recall from layoff.

Section 25.06: In the event it becomes necessary or requested, an up-to-date seniority list showing names and length of service shall be provided for inspection by members of the department.

Section 25.07: Subject to the terms of this Article, shift assignments shall be made on the basis of seniority (time in grade) preference. There shall be a total of four (4) regular shifts as follows: Late shift, day shift, early shift and swing shift.

Shift assignments shall be subject to the following:

- a) Shift assignments in effect on the date of execution of this Agreement shall remain in effect, except as otherwise provided herein.
- b) There shall be no rotation of shifts.
- c) Whenever a vacancy occurs in a permanent position to one of the regular four shifts identified in Section 25.07 above, the vacant shift shall be posted for ten working days (Monday through Friday, excluding Saturday, Sundays and

holidays) and shall be filled on a seniority basis by the most senior person who applies for the position. If no employee applies for the vacancy, the least senior officer shall be ordered to fill it. This does not apply to promotions.

d) There shall be no bumping of officers from shifts, subject to the following exception: A school liaison officer or special operations officer, upon reassignment to patrol duty, shall have the right to select his/her shift on the basis of seniority (time in grade), provided he/she has previously made application for his/her preference on a specific shift when an opening existed, and this opening was filled by an officer of lesser time in grade.

e) A shift reassignment may be made at the voluntary request of an officer, where, in the opinion of the Police Chief, such reassignment is in the best interests of the Police Department and/or the officer submitting the request. Vacancies resulting from such reassignment shall be filled on the basis of seniority preference.

Nothing in this section shall be construed to limit the management right of the Employer to make temporary shift assignments of probationary employees, or to establish temporary or special duty shifts, other than the regular shifts, and to make assignments to such shifts, or to alter the starting time of said regular shifts, or to alter the number of officers assigned to each shift, all consistent with the needs of the Police Department.

ARTICLE XXVI - GRIEVANCE PROCEDURE

Section 26.01: The grievance procedure provided for in this Article shall apply only to grievances involving the interpretation or application of the specific provisions of this Agreement provided, however, that suspensions, demotions and discharges shall be processed exclusively under the provisions of Section 62.13, Wisconsin Statutes. The grievance process must be initiated within ten (10) working days of the incident or within ten (10) working days of the time that the aggrieved became aware or should have been aware of the incident. Working days, for the purpose of this Article, shall be Mondays through Fridays, excluding holidays. Any grievances not reported or filed within the time limits set forth above shall be invalid.

Any dispute relative to the interpretation or application of this Agreement between the Employer and Employee or the Employer and the Association shall be handled as follows:

1 Step 1. The Employee, who may be accompanied by a representative of the Association
2 if he desires, shall discuss the grievance orally with the Police Chief. The Police Chief
3 shall respond orally within ten (10) working days thereafter.

4 Step 2. If the grievance is not satisfactorily settled at Step 1, the grievance shall, within
5 ten (10) working days after the oral response of the Police Chief, be submitted in writing
6 to the Police Chief. The Police Chief shall respond in writing within ten (10) working
7 days thereafter.

8 Step 3. If the grievance is not satisfactorily settled at Step 2, the grievance shall, within
9 ten (10) working days after the written response of the Police Chief, be submitted in
10 writing to the City Administrator. Within ten (10) working days of receipt of the
11 grievance, the Administrator shall confer with the concerned parties. A written
12 determination of the grievance shall be submitted to the grievant by the City
13 Administrator within ten (10) working days after conferring with the parties.

14 Step 4. If the grievance is not satisfactorily settled at Step 3, the grievance may be
15 submitted in writing to the Wisconsin Employment Relations Commission for the
16 purpose of arbitration. Any decision issued by said Commission, within its jurisdiction,
17 shall be final and binding on both parties.

18 **Section 26.02:** The arbitrator shall neither add to, detract from nor modify the language
19 of this Agreement in arriving at a determination of any issue presented. It is the intent of this
20 Section that both the Association and the City desire the arbitrator to expressly confine himself
21 to the precise issue(s) submitted for arbitration. The arbitrator shall have no authority to
22 determine any other issue not so submitted to him or to submit observations or declarations of
23 opinion which are not directly essential in reaching the determination.

24 **Section 26.03:** All expenses which may be involved in the arbitration proceeding shall
25 be borne by the parties equally, except that for the expenses related to the calling of witnesses or
26 the obtaining of depositions or any other similar expenses associated with such proceedings shall
27 be borne by the party at whose request such witnesses or depositions are required.

28 **Section 26.04:** When a grievance is required to be in writing, it shall state the specific
29 provision or provisions of the Agreement alleged to have been violated.

1 applicable and shall prevail. General ordinances of the City of Mequon hereto related shall be in
2 full force and effect except as expressly provided otherwise in this Agreement.

4 ARTICLE XXVIII - NO STRIKE

5 **Section 28.01:** The Association pledges itself to make every effort to maintain
6 unimpaired the police service and protection of the community. It shall not cause, counsel or
7 permit its members, or any of them individually, or in concert, to strike, slow down, disrupt,
8 impede or otherwise impair the normal functions of the Department, or to refuse to perform any
9 customarily assigned duties, including overtime, for the Employer, nor shall any employee
10 participate in such prohibited activity. The occurrence of any such prohibited activity by the
11 Association or employees shall be deemed illegal and violation of this Agreement shall render
12 the Association and the employees subject to the penalties provided herein.

13 **Section 28.02:** Should one or more members of the bargaining unit during the term of
14 this Agreement or any extension thereof, breach the obligations of Section 28.01, the Employer
15 shall immediately notify the officers of the Association that a prohibited action is in progress.
16 The Association shall immediately, and in any event within twelve (12) hours, by the senior
17 responsible officer of the Association, disavow said strike, shall order its member or members in
18 writing to return to work or cease the prohibited activity and provide the Employer with a copy
19 of its order or alternatively accept the responsibility for the strike.

20 **Section 28.03:** Whether or not the Association is liable for any activity prohibited in
21 Section 28.01, any employee who engages in such activity may be subject to the following
22 penalties:

- 23 a) Discharge, or other disciplinary action.
- 24 b) Loss of compensation, vacation benefits, holiday pay, insurance and other
25 benefits.
- 26 c) Extra tours of duty without pay.

27 **Section 28.04:** In addition to any action or penalties provided in this Article, the
28 Employer may enforce any other legal rights and remedies to which by law it is entitled.

29 **Section 28.05:** There shall be no lockout by the Employer during the term of this
30 Agreement.

Attachment: Redline Mequon Police CBA 2022 - 2024 (RESOLUTION 3897 : MPA CBA 22-24)

ARTICLE XXIX - RESIDENCY REQUIREMENT

Section 29.01: Residency within the City of Mequon or within the County of Ozaukee shall not be required as a condition of employment.

ARTICLE XXX - AIR CONDITIONED SQUADS

Section 30.01: All police vehicles shall be equipped with factory installed air conditioning.

ARTICLE XXXI - MILEAGE

Section 31.01: All employees required to use their personal car on City business (including attending a LESB Academy), will be reimbursed at the maximum allowable rate set by the IRS. No mileage reimbursement will be paid to an employee if a departmental vehicle is available and the employee elects to use his/her personal vehicle. When an employee is required to report to a work site other than the Public Safety Building, mileage reimbursement will be based on the distance from the employee's residence to the work site or the distance from the Public Safety Building to the work site, whichever is less.

ARTICLE XXXII - DUES DEDUCTION**Section 32.01:**

- a) As the exclusive bargaining representative of employees in a collective bargaining unit comprised of the regular permanent full-time employees of the Mequon Police Department, but excluding clerical and professional employees, supervisory, managerial and confidential employees and all other employees of the City of Mequon, the Association will represent all such employees, members and non-members, fairly and equally. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees who apply consistent with the Association constitution and by-laws. No employee shall be denied Association membership because of any protected category covered under state or federal law.
- b) Changes in the amounts required to be deducted shall be certified by the Association to the Employer thirty (30) days before the effective date of the change. In the event of any dues increase, the Association agrees to submit to the Employer a sworn statement that the increase is due to the increased cost of the bargaining process and administration of the contract.

- 1 c) The Employer shall not be required to submit any amounts to the Association
2 under this Agreement for employees otherwise covered who are on layoff, leave
3 of absence or other status in which they receive no pay for the pay period
4 normally used by the Employer to make such deductions. The Employer will
5 provide the Association with the list of employees from whom such deductions
6 are made with each monthly remittance to the Association.
- 7 d) The Employer shall not be liable to the Association, employee or any party by
8 reason of the requirements of this Agreement for the remittance or payment of
9 any sum other than that constituting actual deductions made from employee
10 wages earned. The Association shall defend, indemnify and save the Employer
11 harmless against any and all claims, demands, suits, orders, judgments or other
12 forms of liability that may arise out of or by reason of action taken or not taken by
13 the Employer under this Agreement.
- 14 e) In the event of any dispute over the interpretation, application or enforcement of
15 the terms of this Agreement, a grievance may be filed and processed under the
16 Grievance Procedure.
- 17 f) In the event the Association violates any of the provisions of the No-Strike Article
18 in the collective bargaining Agreement between the parties, this Agreement shall
19 be immediately terminated.
- 20 g) In the event a labor organization other than the Association is recognized by the
21 City, or is certified by the Wisconsin Employment Relations Commission, as the
22 exclusive bargaining representative for all or any portion of the employees
23 included in the collective bargaining unit referred to in Paragraph (a) above, this
24 Agreement shall be immediately terminated.

25 **Section 32.02:** The Employer agrees to deduct monthly dues from the pay of employees
26 who individually sign voluntary dues checkoff authorization forms supplied by the Association.
27 The Employer agrees to deduct the appropriate amount from each paycheck each month of each
28 employee requesting such dues deduction following receipt of the written authorizations from the
29 Association and shall remit the total of such deductions to the Treasurer of the Association
30 within ten (10) days of the date such deductions were made with a list of the names that the dues
31 have been deducted from. Any changes in the amount of dues to be deducted shall be certified to
32 the Employer by the Association at least thirty (30) days prior to the effective date of such
33 change.

ARTICLE XXXIII - JURY DUTY

Section 33.01: The employer agrees to provide the member who is summoned for jury duty, jury duty leave with pay at the base pay of the employee for those jury days that the employee is scheduled to work. Base pay of the employee is the employee's pay rate excluding any overtime or supplemental pay. Jury duty includes that period of time which the summoned employee is required to spend in the jury selection process. However, when the employee is not impaneled for extra duty, and only on call, the employee shall report back to work unless authorized by the Chief or his designee to be absent from his or her work assignment. When an employee is impaneled and dismissed with one (1) hour or more remaining on the employee's shift, the employee will be required to return to work. First or third shift employees called for jury duty will be temporarily transferred to the 8:00 a.m. to 4:00 p.m. shift for the period of jury duty.

ARTICLE XXXIV - COMPLETE CONTRACT

Section 34.01: This Agreement constitutes an entire Agreement between the parties and no verbal statement shall supersede any of its provisions.

Section 34.02: The parties acknowledge that this Agreement is the result of the unlimited right and opportunity afforded to each of the parties to make any and all requests and proposals with respect to the subject of rates of pay, hours of work, and conditions of employment and incidental matters respecting thereto.

ARTICLE XXXV - POLICE RIDE-ALONG PROGRAM

Section 35.01: Participation in the Police Ride-Along Program is purely on a voluntary basis with each individual employee. Such participation shall be for a twelve (12) consecutive month period beginning January 1. No employee shall be required to participate in the Ride-Along Program, nor shall any employee be subject to discipline for refusing or failing to participate in the program.

Section 35.02: The Employer shall continue to provide liability coverage and protection for officers who participate in the Ride-Along Program as is afforded to all police officers in carrying out their duties and responsibilities.

ARTICLE XXXVI - SUBSTANCE ABUSE

Section 36.01: The purpose of this policy is to outline the Police Department substance abuse testing program and provide all employees with notice of its provisions.

Section 36.02: An Employee Assistance Program is available to employees and family members to help them deal with problems on a voluntary basis. Employees should avail themselves of this assistance as early as possible in order to avoid more serious situations.

It is the policy of this Department that the critical mission of law enforcement justifies maintenance of a drug-free work environment through the use of a reasonable employee drug testing program. The law enforcement profession has several uniquely compelling interests that justify the use of employee drug testing. The public has a right to expect that those who are sworn to protect them are, at all times, both physically and mentally prepared to assume those duties. There is sufficient evidence to conclude that the use of controlled substances and other forms of drug abuse will seriously impair an employee's physical and mental health, and thus job performance.

Where law enforcement officers participate in illegal drug use and drug activity, the integrity of the law enforcement profession and public confidence in that integrity are destroyed. This confidence is further eroded by the potential for corruption created by drug use.

Therefore, in order to ensure the integrity of the Department and to preserve public trust and confidence in a fit and drug-free law enforcement profession, this Department shall implement a drug testing program to detect prohibited drug use by Department employees.

Section 36.03:

- A. **Sworn Employee** - Those employees who have been formally vested with full law enforcement powers and authority.
- B. **Supervisor** - Those employees assigned to a position having day-to-day responsibility for supervising subordinates, or are responsible for commanding a work element.
- C. **Drug Test** - The compulsory production and submission of urine by an employee, in accordance with Departmental procedures, for chemical analysis to detect prohibited drug usage of controlled substances: Heroin, cocaine, phencyclidine, lysergic acid diethylamide, psilocin, psilocybin, amphetamine, methamphetamine, or any form of tetrahydrocannabinol.
- D. **Reasonable Suspicion** - Exists when evidence or information which appears reliable is known to the police supervisor and is of such weight and

persuasiveness as to make the supervisor, based upon his/her personal judgment and experience reasonably suspects that a member of the department is illegally using or in possession of drugs. A reasonable suspicion that a member is illegally using or in possession of drugs must be supported by specific articulable facts from which rational inferences may be drawn. Reasonable suspicion cannot be based on mere “hunch” or solely upon poor work performance. If suspicion of drug use is based upon observation of the suspected member’s physical appearance, at least two (2) supervisors must make observations.

- E. Probationary Employee - For the purposes of this policy only, a probationary employee shall be considered to be any person who is conditionally employed with the Department as a law enforcement officer.
- F. Approved Testing Laboratory - A laboratory which meets Federal requirements and has been accredited by the National Institute of Drug Abuse (NIDA) to administer such testing.
- G. Adequately Trained - A laboratorian sufficiently trained in collection procedures by the Approved Testing Laboratory to meet the Federal guidelines for certification.
- H. Medical Review Officer (MRO) - A licensed physician knowledgeable in substance abuse and addiction, forensic toxicology and pharmacology.

Section 36.04:

- A. Prohibited Activity - The following rules shall apply to all applicants, probationary and regular employees, while on and off duty.
 - 1. No employee shall illegally possess any controlled substance.
 - 2. No employee shall ingest any controlled or other dangerous substance, unless as prescribed by a licensed medical practitioner.
 - a. An employee who is required to use a prescription medication and who has been advised by their physician not to work during such use must notify their immediate supervisor, including the prescribed period of use.
 - b. Supervisors shall document this information through the use of an internal memorandum and maintain this memorandum in the employee’s personnel file established for this purpose as required by law.

3. Any employee who unintentionally ingests, or is made to ingest, a controlled substance, shall immediately report the incident to his/her supervisor so that appropriate medical steps may be taken to ensure the employee's health and safety.
4. Any employee having reasonable suspicion that another employee is illegally using or is in possession of any controlled substance, shall immediately report the facts and circumstances to a supervisor of his/her choice who shall document said information and immediately submit the report to a lieutenant.
5. Discipline of sworn employees for violation of this policy shall be in accordance with the due process rights provided in the Department's discipline procedures.

B. Probationary Employee Drug Testing

1. All probationary employees may be required, as a condition of employment, to participate in unannounced drug tests prior to the completion of the probationary period. The frequency and timing of such testing shall be determined by the Chief or his designee.

C. Employee Drug Testing - Additional tests may be required as set forth in this policy:

1. A Supervisor may order an employee to take a drug test upon reasonable suspicion that the employee is or has been using or is in possession of controlled substance. A summary of the facts supporting the order shall be made available to the employee prior to the actual test.
2. A drug test will be administered as part of all promotional procedures. Promotion shall be contingent upon passing the drug test.
3. Any sworn officer of this Department may be required to submit to a drug test if directly involved in a serious police incident as defined by the following cases:
 - a. Discharge of a firearm at a human being or a vehicle in which human beings are contained, in this scenario. A directly involved officer is any officer who actually discharges his/her weapon.
 - b. Police vehicle auto accident in which injury is sustained by any involved officer or citizen requiring immediate medical attention

by hospital personnel may be required by the employee's supervisor to participate in a drug screening test immediately following the event, or as soon as the tactical situation allows. A directly involved officer in this scenario is the driver of the police vehicle.

c. Whenever a member is directly involved in an incident that results in death or great bodily harm as defined by Wisconsin State Statute. A directly involved officer in this scenario is an officer whose actions or inactions proximately causes a death or great bodily harm.

4. On duty/off duty arrest or indictment for the use or possession of controlled substances.

5. Any officer, who in the carrying out of police duties, ingests, either directly or indirectly, any drug or narcotic substance, is required to document, as soon as possible thereafter, such contract. Documentation shall occur in writing explaining all circumstances, and the employee's supervisor shall be notified as soon as possible. Drug tests will be administered and no disciplinary action will be taken if the tests are positive under the following conditions:

a. The officer reasonably believed he/she was in physical danger if he/she did not ingest the drug or narcotic substance.

b. Nothing in this policy should be construed as granting permission for police officers and/or narcotics agents to ingest any illegal drug, marijuana, narcotic substance, or controlled substance under any circumstance except cited in 5a.

D. Controlled Substance Testing Procedures

1. The testing procedures and safeguards provided in this policy to ensure the integrity of Department drug testing shall be adhered to by any qualified personnel administering drug tests.

2. The Chief, at his option, may require an escort to the testing site.

3. Personnel authorized to administer drug tests shall require positive identification from each employee to be tested before the employee enters the testing area. This shall consist of picture ID or Driver's License.

4. A pretest interview shall be conducted by testing personnel with each employee in order to ascertain and document the recent use of any prescription or non-prescription drugs, or any indirect exposure to drugs that may result in a false positive test result.
5. The bathroom facility of the testing area shall be private and secure.
6. Where the employee appears unable or unwilling to give a specimen at the time of the test, testing personnel shall document the circumstances on the drug test report form. The employee shall be permitted no more than eight hours to give a sample, during which time he/she shall remain in the testing area. Reasonable amounts of water may be given to the employee to encourage urination. Failure to submit a sample shall be considered a refusal to submit to a drug test. Documented medical inability to submit a sample shall not be considered a refusal.
7. Refusal of an employee to submit to a required substance abuse test will be considered as a refusal of a direct order and will be cause for discipline up to and including discharge.
8. Employees shall have their urine sample split and made available to the employee for retesting in case of a positive test result. The urine samples must be provided at the same time, identified, marked, and placed in identical specimen containers by authorized testing personnel. One sample shall be submitted for immediate drug testing at the approved testing laboratory. If the sample tests positive, the other sample shall remain at the facility in frozen storage for one year. The second sample shall be made available to the employee or the employee's attorney, should the original sample result in a legal dispute or the chain of custody be broken. If the employee desires to have his/her specimen retested because of a positive test result, he/she may do so at his/her own expense at an approved testing laboratory of his/her choice. Results of any retesting should be submitted to the Police Chief in writing within five (5) working days, excluding Saturdays, Sundays, and Holidays, after the specimen is turned over to the employee's selected laboratory.
9. Specimen samples shall be sealed in the presence of the participants, labeled, and checked against the identity of the employee to ensure the

results match the tested specimen. All collections are handled forensically, which means they are labeled, double-sealed, double-checked for accuracy and completeness, stored in a secure, locked refrigerator until testing, and accompanied by a forensic chain-of-custody.

10. Whenever there is a reason to believe that the employee may have altered or substituted the specimen to be provided, a second specimen shall be obtained immediately under direct observation of the testing personnel of the same gender.

E. Drug Testing Methodology

1. The testing or processing phase shall consist of a two-step procedure:
 - a) Initial screening test.
 - b) Confirmation test.
2. The urine sample is first tested using the initial drug screening procedure. The laboratory will not release a positive screening result to the Mequon Police Department until it has been confirmed by an alternate more specific method: gas chromatography mass spectrometer. (GC/MS).
3. A specimen testing positive will undergo an additional confirmatory test. The confirmation procedure shall be technologically different and more sensitive than the initial screening test.
4. The drug screening tests selected shall be capable of identifying marijuana, cocaine and every major drug of abuse, including heroin, amphetamines and barbiturates. Personnel utilized for testing will be adequately trained in collection procedures.
5. Concentrations of a drug at or above the following levels shall be considered a positive test result when using an EMIT immunoassay drug screening test:

Amphetamines	1000 ng/ml
Barbiturates	300 ng/ml
Cocaine	200 ng/ml
Opiates	300 ng/ml
THC	50 ng/ml
PCP	35 ng/ml
Benzodiazepines	300 ng/ml

Methadone	300 ng/ml
Methaqualone	300 ng/ml
Propoxyphene	300 ng/ml

Concentrations of a drug at or above the following levels shall be considered a positive test result when performing a confirmatory GS/MS test on a urine specimen that tested positive using a technologically different initial screening method:

Marijuana metabolite. . . 15*

Cocaine metabolite. . . 150**

Opiates:

Morphine 300

Codeine. 300

Phencyclidine 25

Amphetamines:

Amphetamine. 500

Methamphetamine. . . 500

* Delta-9 tetrahydrocannabinol-9-carboxylic acid

** Benzoylecgonine

6. The laboratory selected to conduct the analysis shall be experienced and capable of quality control, documentation, chain-of-custody, technical expertise, and demonstrated proficiency in urinalysis.

7. Employees having negative drug test results shall receive a memorandum stating that no illegal drugs were found. A copy of the memorandum will be placed in a separate file established for this purpose as required by law.

F. Chain of Evidence - Storage

1. Each step in the collecting and processing of the urine specimens shall be documented to establish procedural integrity and the chain of custody.

2. Where a positive result is confirmed, urine specimens shall be maintained in secured, refrigerated storage for one year.

G. Drug Test Results

1. The MRO shall review laboratory reports and chain-of-custody forms for accuracy and integrity; contact the employee who tests positive and discuss the test results prior to notification of the Department.

2. All records pertaining to department-required drug tests shall remain confidential. Copies of test results reported by number will be provided only to the Police Chief or his designee. Drug test results shall not be provided to other employers or agencies without the written permission of the person whose records are sought. Drug test results and records shall be retained in a separate confidential file for an indefinite period.

H. Compensation. Whenever possible, all department ordered testing, under the provision of this policy, shall take place during the officer's scheduled work hours. Officers shall be paid according to their usual rate for all time devoted to testing. If testing cannot be done during the officer's regular work hours, the officer shall be paid at the appropriate rate for all time accrued for test purposes.

Section 36.05:

- A. If an employee tests positive, and the tests identify cocaine, heroin, amphetamines, barbiturates, or any major drugs as defined in this policy (III C), or any other controlled drug listed in Schedules I or II or State Code; Wisconsin State Statute, Chapter 161 (Uniform Controlled Substances Act), the employer may pursue termination of the employee. The exceptions shall be:
 1. Forced use as defined in Section IV.D.5a
 2. Medications prescribed by a physician.
 3. Innocuous and/or "legal" (uncontrolled) substances giving "false positives".
- B. A member, who has been ordered to take and has taken, a drug test based on either reasonable suspicion, or the requirements of paragraph IV.D, hereof, shall not be subject to disciplinary action until the test results are received by the department. During that period the member may be required to surrender his/her weapon, badge, I.D. card, cap shield, and keys, and may be suspended with pay. This action shall be accomplished whenever possible without advising other personnel of the reasons.
- C. All discipline involving a member who has a confirmed positive test for illegal drug use shall be administered in accordance with 62.13, Wis. Stats.; such discipline may include dismissal from the department. The department's position is that any member proven to have illegally used or possessed controlled

substances shall be dismissed for such use, subject only to the discretion of the Police Chief and review by the Board of Police and Fire Commissioners.

ARTICLE XXXVII - MEMBER INTERVIEW PROCEDURAL RIGHTS

Section 37.01: If a member is under investigation for a non-criminal matter and is being interviewed for any reason which could lead to disciplinary action other than an oral warning for minor infractions, the interview shall comply with the following requirements:

- a) The member under investigation shall be informed of the nature of the investigation, as it is known to the investigator, prior to any interview.
- b) At the request of the member under investigation, he or she may be represented by a representative of his or her choice whom he or she may consult at all reasonable times during the interview. The representative shall not be a person subject to the same investigation. This investigation shall be non-adversarial. This section shall not apply to any interrogation of a member in the normal course of duty, counseling, instruction or informal verbal admonishment by a superior or other routine or unplanned contact with a supervisor.
- c) The member under investigation shall receive a copy of any Matter Of Report he or she personally wrote relative to the incident under investigation and at no cost to said member.
- d) The investigator shall make a reasonable good faith effort to conduct these interviews during the member's regular working hours unless the seriousness of the investigation requires otherwise. Such interview should take place at the Public Safety Building, or elsewhere if mutually agreed, unless an emergency exists which requires the interview to be conducted elsewhere and promptly.
- e) Interviews shall be done under circumstances devoid of intimidation, abuse or coercion. An employee refusing to respond to questions or submit to interrogation shall be informed that failure to answer questions directly related to the investigation or interrogation may result in disciplinary action. The member also shall be informed that the employee's responses to questions cannot be used in any criminal investigation or prosecution of that employee.
- f) All interviews and investigations shall be limited to activities, circumstances, events, conduct or acts which pertain to the incident which is the subject of the investigation of the event which occurred during the employees course of duty,

1 unless the employee's off-duty conduct is reasonably believed to affect the
2 employee's ability to perform on duty.

3 g) Interviews and investigations shall be concluded with no unreasonable delays,
4 provided the departmental workload permits and all the underlying facts are
5 known to the investigator.

6 h) The member shall be advised of the results of the investigation and of any future
7 action to be taken on the incident.

8 i) No member shall be subject to retaliation, either in connection with an
9 investigation and discipline (if any) or in connection with the member's
10 employment, because the member exercises the rights provided in this article and
11 under state and federal laws.

12 **ARTICLE XXXVIII - AMENDMENTS AND SAVING CLAUSE**

13 **Section 38.01:** This Agreement may not be amended except by the mutual consent of the
14 parties in writing.

15 **Section 38.02:** If any provisions of this Agreement shall be held invalid, the validity of
16 the remaining portions of this Agreement shall not be affected and the parties shall immediately
17 meet to re-negotiate such invalid provisions.

18 **ARTICLE XXXIX - CANINE HANDLER**

19 **Section 39.01:** The Department has created a canine-handler position in the Mequon
20 Police Department. The Department intends to comply with the requirements of the Fair Labor
21 Standards Act in compensating the canine handler for canine-related work including but not
22 limited to training, daily care, and other related activities. The Police Chief or his designee may
23 adjust the handler's regular work schedule to accommodate the time needed to train the canine,
24 provide veterinary care for the canine, and transport the canine to and from work. Any canine-
25 related work time spent in excess of the handler's regular hours of work shall be compensated
26 with either compensatory time or pay at time and one half the handler's regular rate of pay. Both
27 parties understand and agree that the long-term viability of the canine program is enhanced by
28 the judicious expenditure of overtime.

29 **Section 39.02:** The Police Chief may create a shift other than the four current regular
30 shifts for the canine handler position only and that the creation of a special shift for the canine
31 handler shall not violate the terms of the collective bargaining agreement including but not
32
33

1 limited to Section 25.07 in effect between the parties. In the event the canine handler position is
2 eliminated, any special shift created for that position will also be eliminated.

3 **Section 39.03:** The canine handler will be compensated in the following manner for the
4 daily/routine care, feeding, and grooming of the canine:

- 5 a) The canine handler will be allowed to dedicate the last one-half hour of his his/her
6 shift solely to the daily/routine care, feeding, and grooming of the canine. These
7 tasks can be performed either at the Public Safety Building or at the canine
8 handler's personal residence. If the handler is diverted to other non-canine-
9 specific assignments during this final one-half hour of the regular shift (or any
10 portion thereof), the canine handler shall earn compensatory time or paid overtime
11 for the actual amount of time spent caring for the canine in excess of the handler's
12 8.5 hour shift, not to exceed one-half hour.
- 13 b) The canine handler will receive one hour compensatory time or pay at the
14 appropriate overtime rate on his/her regularly scheduled off-days for the
15 daily/routine care, feeding, and grooming of the canine. The handler will not
16 receive any additional compensation for time spent in the daily/routine care,
17 feeding and grooming of the canine on days when the handler is off work
18 including sick days, holidays, compensatory time off, or vacation days.
- 19 c) Veterinarian visits are not considered daily/routine care. The canine handler shall
20 make every attempt to schedule non-emergency veterinary visits during his/her
21 scheduled working hours.
- 22 d) The canine handler will also be assigned a "take-home squad" to facilitate to off-
23 duty requests for the canine unit. The handler will be compensated in accordance
24 with the terms of the collective bargaining agreement in effect between the parties
25 for any time spent responding to off-duty requests for the canine unit.

26 Except as stated above, the handler will receive no additional compensation for time spent with
27 the canine assigned to him/her.

28
29
30
31

ARTICLE XXXX - DURATION

Section 40.01: This Agreement shall be effective January 1, 202~~12~~¹⁴, and shall remain in effect through December 31, 202~~14~~¹⁹. In the event a new agreement is not reached by this date, all benefits and conditions of this agreement shall carry on until a successor agreement is negotiated, provided that it does not exceed three (3) calendar years in duration. In the event the new agreement is desired to take effect after the termination of this agreement, the Association shall give written notice of its desire to commence negotiations on or about **July 1** in the year in which the contract terminates. Thereafter the parties shall mutually agree to a date to exchange proposals and commence bargaining.

Signed this _____ day of _____, 202~~19~~¹⁰.

CITY OF MEQUON

MEQUON POLICE ASSOCIATION, INC.

John Wirth, Mayor

Charles O'Connell, President

Caroline Fochs
City Clerk

~~Benjamin Heinen~~^{Austin Boinski}, Secretary

William R. Rettko, Labor Attorney for
Mequon Police Association, Inc.

Attachment: Redline Mequon Police CBA 2022 - 2024 (RESOLUTION 3897 : MPA CBA 22-24)

1

APPENDIX “A” - SALARY RATESEffective 1/1/2021

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
2 <u>Patrolman (1.75%)</u>	<u>\$62,643.01</u>	<u>\$69,942.11</u>	<u>\$73,842.53</u>	<u>\$80,202.88</u>	<u>\$83,979.29</u>
3 <u>Detective (1.0%)</u>	<u>\$86,471.45</u>	<u>\$90,259.73</u>	<u>\$94,047.47</u>		
4 <u>Sergeant (1.5%)</u>	<u>\$86,899.53</u>	<u>\$90,706.56</u>	<u>\$94,513.05</u>		

Effective first payroll in July, 2021

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
5 <u>Patrolman (.25%)</u>	<u>\$62,799.62</u>	<u>\$70,116.97</u>	<u>\$74,027.14</u>	<u>\$80,403.39</u>	<u>\$84,189.24</u>

2.5% Effective 1/1/2022

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
<u>Patrolman</u> <u>Officer</u>	<u>\$64,369.61</u>	<u>\$71,869.90</u>	<u>\$75,877.82</u>	<u>\$82,413.48</u>	<u>\$86,293.98</u>
<u>Detective</u>	<u>\$88,633.24</u>	<u>\$92,516.23</u>	<u>\$96,398.66</u>		
<u>Sergeant</u>	<u>\$89,072.02</u>	<u>\$92,974.23</u>	<u>\$96,875.88</u>		

2.5% Effective 1/1/2023

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
<u>Patrolman</u> <u>Officer</u>	<u>\$65,978.85</u>	<u>\$73,666.65</u>	<u>\$77,774.77</u>	<u>\$84,473.82</u>	<u>\$88,451.33</u>
<u>Detective</u>	<u>\$90,849.08</u>	<u>\$94,829.14</u>	<u>\$98,808.63</u>		
<u>Sergeant</u>	<u>\$91,298.82</u>	<u>\$95,298.59</u>	<u>\$99,297.78</u>		

2.75% Effective 1/1/2024

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>
<u>Patrolman</u> <u>Officer</u>	<u>\$67,793.27</u>	<u>\$75,692.49</u>	<u>\$79,913.58</u>	<u>\$86,796.85</u>	<u>\$90,883.75</u>

Attachment: Redline Mequon Police CBA 2022 - 2024 (RESOLUTION 3897 : MPA CBA 22-24)

<u>Detective</u>	<u>\$93,347.43</u>	<u>\$97,436.95</u>	<u>\$101,525.87</u>
<u>Sergeant</u>	<u>\$93,809.54</u>	<u>\$97,919.31</u>	<u>\$102,028.47</u>

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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: Marie Keyser, Assistant to the Finance Director
DATE: November 9, 2021
SUBJECT: 2021 YTD Investment Report as of 9/30/2021

Background

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

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

The investments controlled by Dana, saw a quarterly end market value of \$9,252,866. After three quarters, this is an increase of \$32,250 from the 2020 year-end balance. This 0.35% increase is related to a change in unrecognized gains/losses. For comparison, the portfolio realized an increase of \$185,986 during the third quarter of 2020. The three-year treasury at the end of the first quarter was 0.53%. The quarter-end weighted averages for the City's portfolio are:

	Qtr 4 2020	Qtr 1 2021	Qtr 2 2021	Qtr 3 2021
Average Yield to Maturity (%)	0.82	0.82	0.67	0.83
Average Maturity (Years)	4.03	3.90	3.51	3.86
Average Coupon (%)	2.28	2.01	1.88	1.74

The report also includes the City's cash position at the end of the second quarter. The City recognized \$1,882 of interest revenue in the three months ending September 30, 2021. Interest revenue saw a decrease of 28% from revenue recognized during the second quarter of 2021 due to a decrease in interest rates paid on the City's bank accounts.

It is staff's determination that for the quarter ended September 30, 2021, the City's individual portfolios and the combined portfolio continue to comply with both the City's investment policy and Wisconsin State Statue 66.0603.

Recommendation

None

Attachments:
Quarterly Investment Report 09-30-21 (PDF)

Dana Presentation 09.30.21 (PDF)

Cash/Money Market Accounts Quarter Ending 9/30/2021													
	Beg Balance	July				August				September			
		<u>Interest</u>	<u>Deposits</u>	<u>Withdrawls</u>	<u>Ending Balance</u>	<u>Interest</u>	<u>Deposits</u>	<u>Withdrawls</u>	<u>Ending Balance</u>	<u>Interest</u>	<u>Deposits</u>	<u>Withdrawls</u>	<u>Ending Balance</u>
General Bank Accounts													
Gen Check	3,211,492.10	-	2,121,783.73	2,608,926.44	2,724,349.39	-	8,341,729.99	3,237,897.97	7,828,181.41	-	347,694.74	3,444,952.39	4,730,923.54
Payroll	1,000.00	-	475,893.97	475,893.97	1,000.00	-	480,126.29	480,126.29	1,000.00	-	699,095.01	471,937.48	228,157.51
EMS	331,042.22	-	57,746.66	-	388,788.88	-	35,678.99	-	424,467.87	-	42,179.63	-	466,647.50
Revolving Loan	421,020.76	10.22	21,848.82	70.00	442,809.80	19.58	8,175.07	-	451,004.45	18.61	5,782.51	-	456,805.56
Total Gen Bank Accts	3,964,555.08	10.22	2,677,273.18	3,084,890.41	3,556,948.07	19.58	8,865,710.34	3,718,024.26	8,704,653.73	18.61	1,094,751.89	3,916,889.87	5,882,534.41
Money Markets													
Money Market	11,956,945.56	561.71	-	1,000,000.00	10,957,507.27	576.39	-	-	10,958,083.66	540.40	-	-	10,958,624.06
Property Tax	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Money Market	11,956,945.56	561.71	-	1,000,000.00	10,957,507.27	576.39	-	-	10,958,083.66	540.40	-	-	10,958,624.06
Other Accounts													
LGIP	103,554.40	22.41	818,353.05	-	921,929.86	14.34	-	870,000.00	51,944.20	2.28	-	-	51,946.48
Money Market - Water	1,250,369.49	463.10	-	-	1,250,832.59	(115.77)	-	-	1,250,716.82	(231.55)	-	-	1,250,485.27
	-												
Total Other	1,353,923.89	485.51	818,353.05	-	2,172,762.45	(101.43)	-	870,000.00	1,302,661.02	(229.27)	-	-	1,302,431.75
Grand Total	17,275,424.53	1,057.44	3,495,626.23	4,084,890.41	16,687,217.79	494.54	8,865,710.34	4,588,024.26	20,965,398.41	329.74	1,094,751.89	3,916,889.87	18,143,590.11

2021 YTD Investment Report as of 9/30/2021

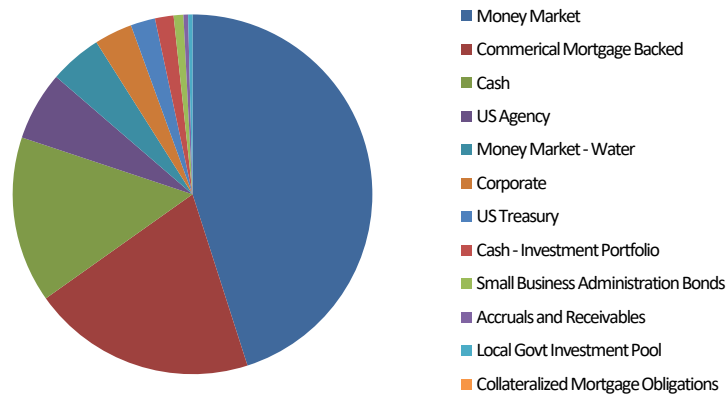
Attachment: Quarterly Investment Report 09-30-21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

City of Mequon

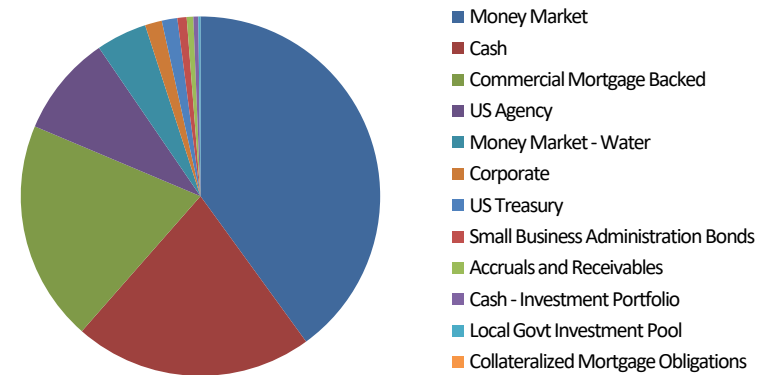
Distribution by Security Sector - Market Value

Security Sector	Market Value 6/30/2021	% of Portfolio 6/30/2021	Market Value 9/30/2021	% of Portfolio 9/30/2021
Cash - Investment Portfolio	443,000.97	1.67%	121,277.79	0.44%
US Agency	1,645,848.00	6.20%	2,494,467.00	9.11%
US Treasury	585,553.78	2.21%	383,305.50	1.40%
Corporate	905,471.85	3.41%	416,904.00	1.52%
Commercial Mortgage Backed	5,340,151.71	20.12%	5,445,588.05	19.88%
Collateralized Mortgage Obligations	-	0.00%	-	0.00%
Small Business Administration Bonds	231,188.12	0.87%	228,145.98	0.83%
Accruals and Receivables	111,950.96	0.42%	163,178.17	0.60%
Cash	3,964,555.08	14.94%	5,882,534.36	21.47%
Money Market	11,956,945.56	45.05%	10,958,624.06	40.00%
Local Govt Investment Pool	103,554.40	0.39%	51,946.48	0.19%
Money Market - Water	1,250,369.49	4.71%	1,250,485.27	4.56%
Total	26,538,589.92	100.00%	27,396,456.66	100.00%

Portfolio Holdings as of 6/30/21



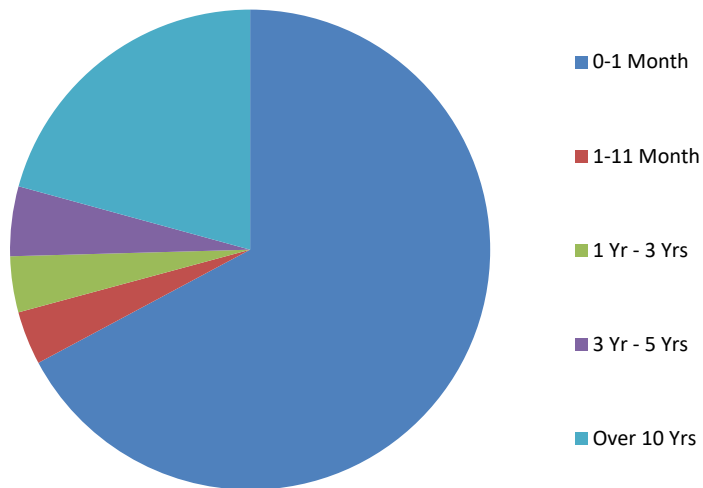
Portfolio Holdings as of 9/30/2021



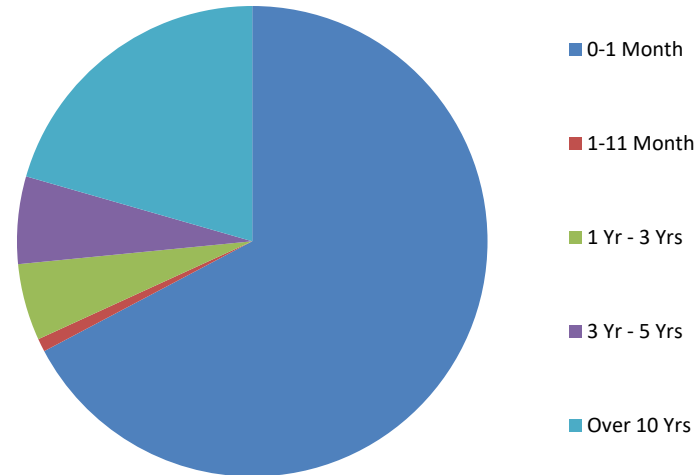
City of Mequon Distribution by Maturity - Market Value

Security Sector	Market Value 6/30/2021	% of Portfolio 6/30/2021	Market Value 9/30/2021	% of Portfolio 9/30/2021
0-1 Month	17,830,376.46	67.19%	18,428,046.13	67.26%
1-11 Month	957,863.80	3.61%	248,147.08	0.91%
1 Yr - 3 Yrs	999,198.38	3.77%	1,445,445.00	5.28%
3 Yr - 5 Yrs	1,245,568.00	4.69%	1,644,969.50	6.00%
Over 10 Yrs	5,505,583.28	20.75%	5,629,848.95	20.55%
Total	26,538,589.92	100.00%	27,396,456.66	100.00%

Portfolio Holdings as of 6/30/21



Portfolio Holdings as of 9/30/21



PORTFOLIO AND ECONOMIC UPDATE



AS OF SEPTEMBER 30, 2021

Contact



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



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

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



- Founded in 1980
- Employee-owned
- Equity, taxable and tax-exempt fixed income, and ESG asset manager
- \$7.296 billion of assets under advisement as of September 30, 2021
- Headquartered in Brookfield, Wisconsin

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

- ✓ As of September 30, 2021, the total return since inception for the portfolio was 1.90[†]; ICE BofAML 1 Year Treasury Index 1.61.
- ✓ Estimated dollar return^{†‡} of the portfolio over Wisconsin LGIP since inception through 09/30/2021 = \$ 232,816.
- ✓ As of September 30, 2021 the yield to worst of the portfolio was 0.83 versus the Wisconsin LGIP of 0.05; the portfolio's effective duration was 1.05.

Account Activity 12/31/2021 to 09/30/2021

Portfolio Value on 12/31/2021 **\$9,220,616**

Contributions/Withdrawals -8,473

Investment Income 138,669

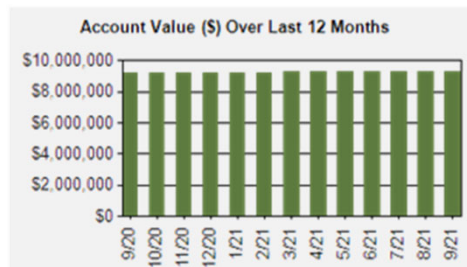
Unrealized Gain/Loss -907

Realized Gain/Loss -85,912

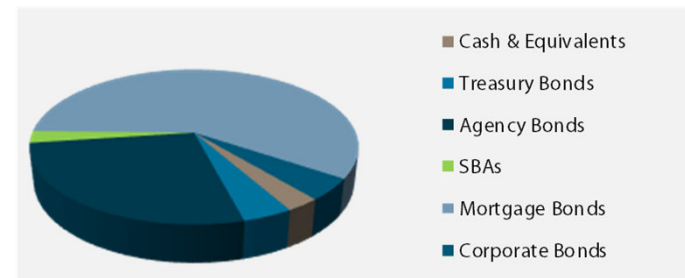
Change in Accrued Income -11,127

Portfolio Value on 09/30/2021 **\$9,252,866**

Total Gain after fees 32,401

Portfolio Allocation
Data as of 09/30/2021

	Market Value	% Assets	Income
Cash & Equivalents	262,033	2.8	12
Treasury Bonds	385,806	4.2	7,500
Agency Bonds	2,496,133	27.0	8,555
Small Business Administration Bonds (SBAs)	228,386	2.5	1,461
Mortgage Bonds	5,460,366	59.0	127,712
Corporate Bonds	420,144	4.5	13,350
Total Portfolio	\$9,252,866	100.0	\$158,591



Data Through September 30, 2021	Total Return (net of fees)				Bond Characteristics (gross of fees)				
	Unannualized Q3 2021	Year-to-Date	Last 12-Months	Average Annual Since Inception	Credit Quality	Yield to Worst	Average Coupon	Effective Duration	Book Yield
City of Mequon (3876)	-0.11	0.35	0.26	1.90	Aaa	0.825	1.743	1.045	1.189
ICE BofAML 1 Year Treasury Index	0.02	0.11	0.16	1.61	Aaa	0.105	0.125	0.999	-
ICE BofAML 1-3 Year Treasury Index	0.06	-0.02	0.03	2.26	Aaa	0.286	1.286	1.899	-
Wisconsin LGIP	0.01	0.04	0.07	0.87	-	0.050	-	-	-
City of Mequon \$ over LGIP ‡				\$ 232,816					

ECONOMIC & MARKET UPDATE

MACROECONOMIC BACKGROUND

GDP Growth Remains Robust:

- U.S. GDP growth forecasts for Q3 have come down over the last 2 months as economic data has been a downside surprise, estimates for Q3 stand around 5%.
- Full Year 2021 GDP projected to grow 6.0% down from previous forecast of 6.5%.

Discussions In The Market:

- Are inflation concerns and supply issues going to last longer than first thought?
- Interest rates on the rise could be a problem for long-duration growth assets especially with elevated valuations.
- The fate of two recent fiscal infrastructure bills remains to be seen, will the debt limit be increased in time?

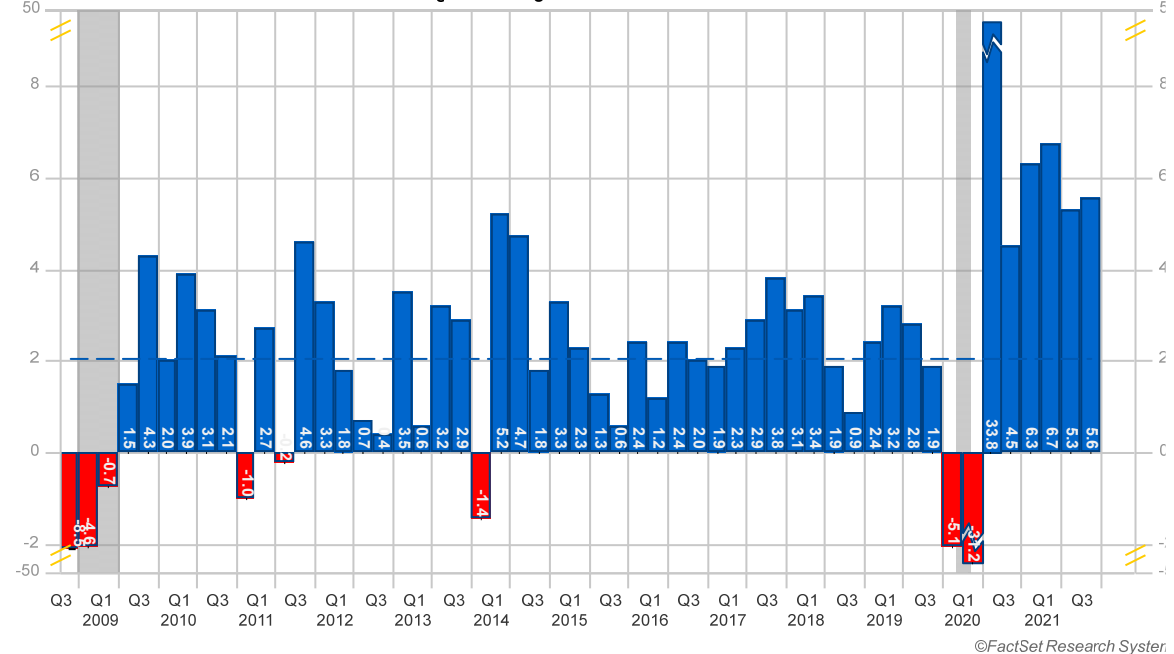
3rd quarter 2021 Summary

- U.S. equities were somewhat mixed for the quarter, however the S&P 500 Index did gain for a sixth straight quarter and had 54 recorded highs thus far this year.
- The quarter ended somewhat on a sour note as the S&P 500 saw its September performance decline, its worst month since September 2020, as rising interest rates, concerns over inflation, supply chain issues, U.S. policy fog, and worries from China pressured the markets.
- The Fed set the stage for tapering in November indicating the process could end in the middle of next year, opening the door for potentially higher rates if needed.

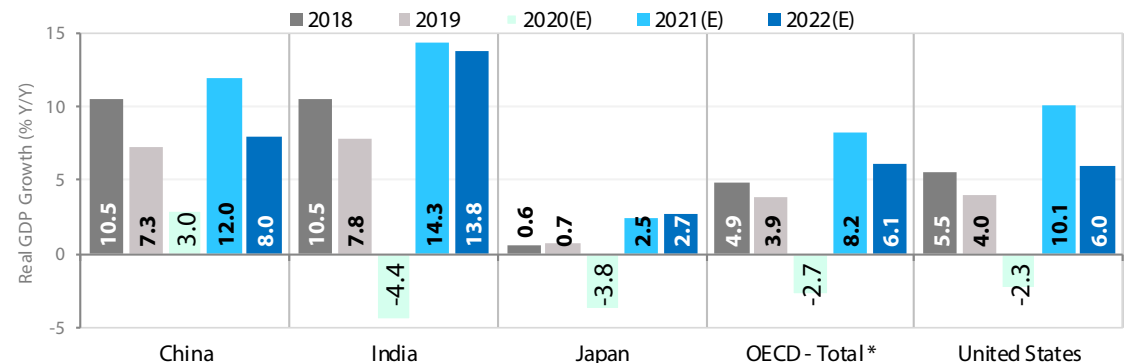
US Real GDP (q/q) Actual and Estimates

12/31/2008 through 12/31/2021

Average: 2.03 High: 33.80 Low: -31.20 Last: 5.55



Real GDP Forecast, Total, Annual Growth Rate (%), 2018 – 2022 (E)



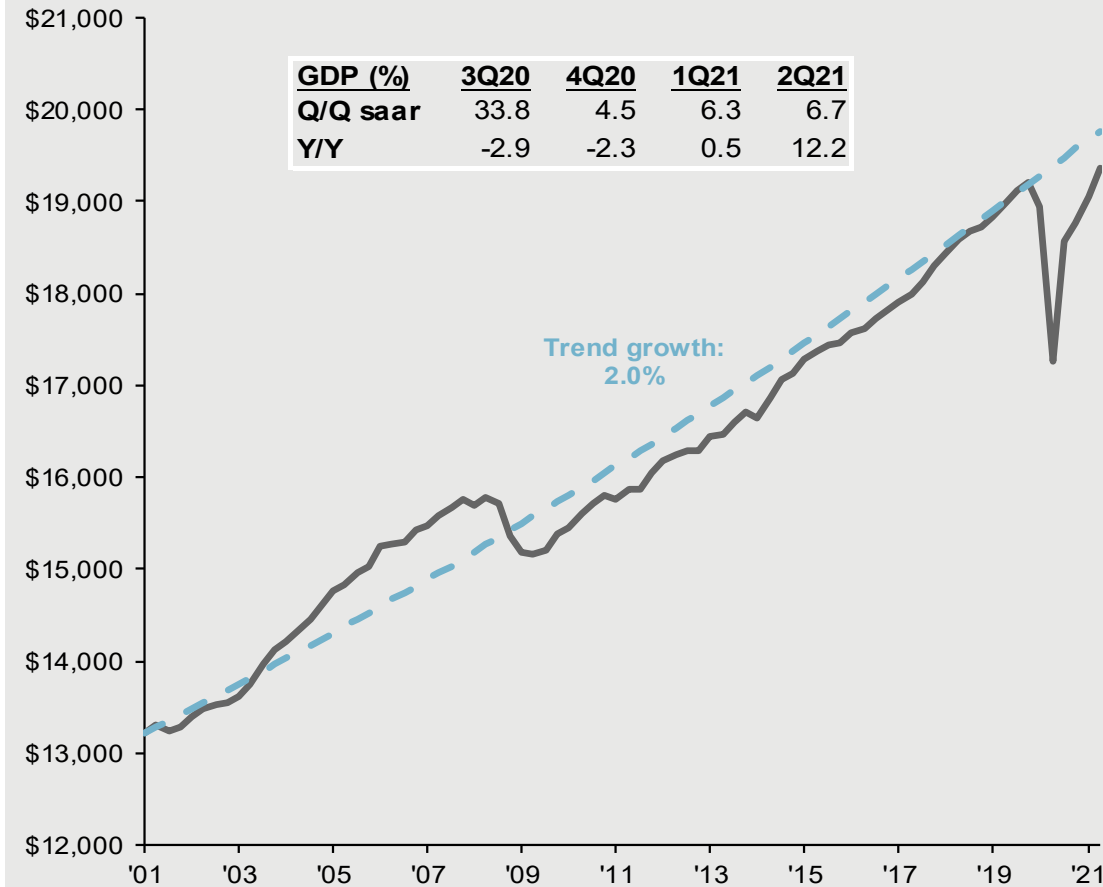
Source: OECD (2021), Nominal GDP forecast (indicator). doi: 10.1787/dad11be4-en (Accessed on 12 October 2021)

ECONOMIC & MARKET UPDATE

ECONOMIC GROWTH AND THE COMPOSITION OF GDP

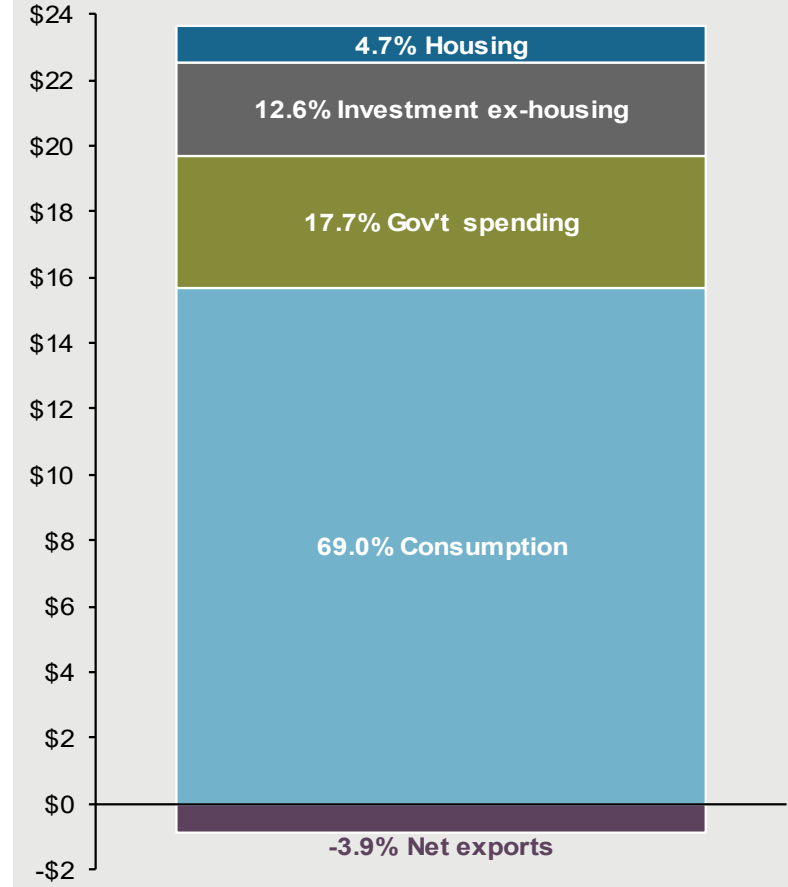
Real GDP

Billions of chained (2012) dollars, seasonally adjusted at annual rates



Components of GDP

2Q21 nominal GDP, USD trillions



Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

ECONOMIC & MARKET UPDATE

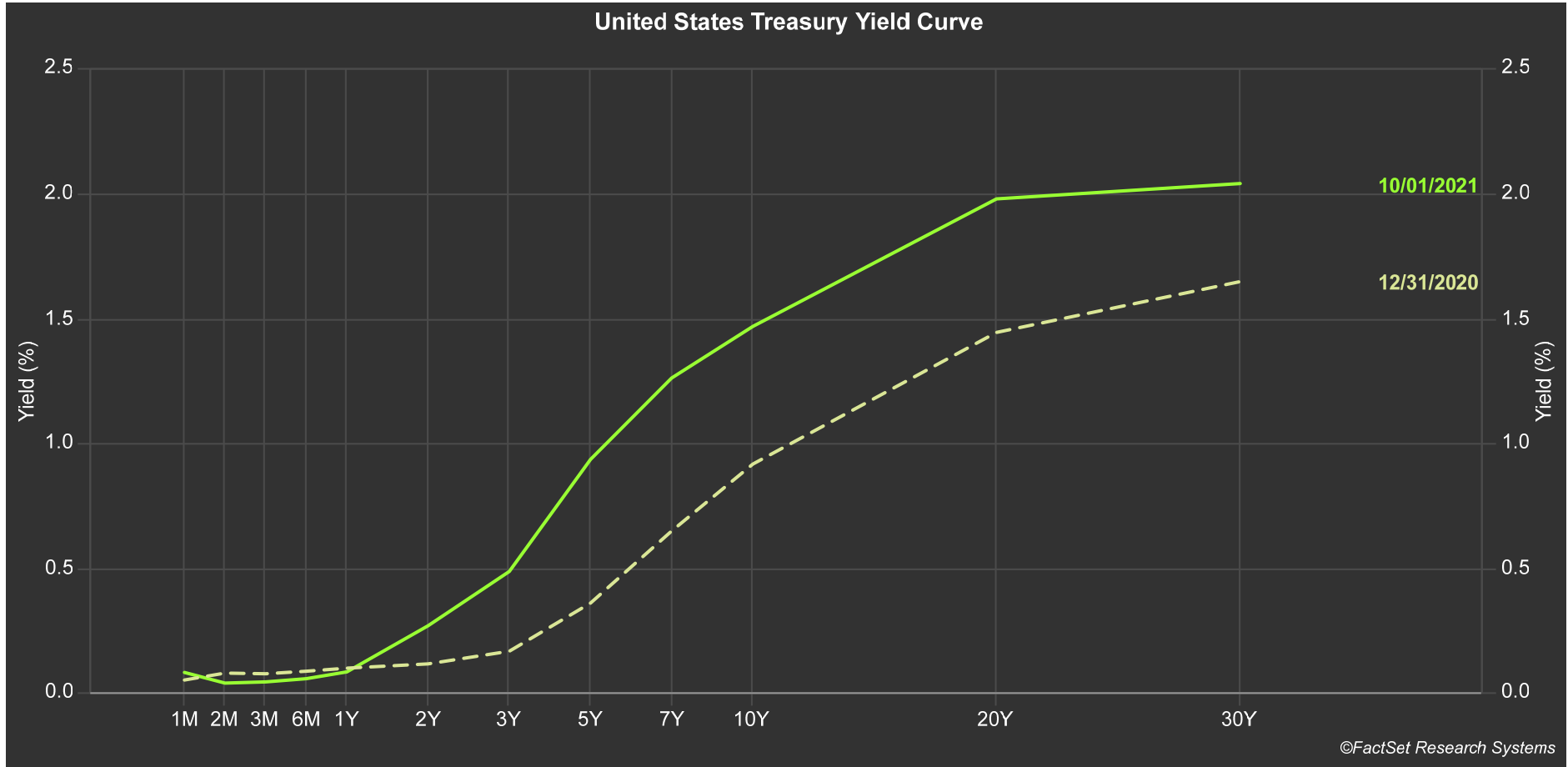
CENTRAL BANK AND EUROPEAN CENTRAL BANK POLICY RATES AND YIELDS

Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

	Policy Rate ‡	Data as of October 01, 2021 †							
		6M	1Y	2Y	3Y	5Y	7Y	10Y	30Y
United States	0.25	0.05	0.08	0.27	0.49	0.93	1.26	1.47	2.04
New Zealand	0.25	0.65	n/a	1.03	1.21	1.50	1.76	1.98	2.81
Australia	0.10	n/a	0.03	0.03	0.33	0.78	1.13	1.49	2.36
Canada	0.25	0.17	n/a	0.50	n/a	1.07	1.20	1.47	1.95
United Kingdom	0.10	0.02	0.18	0.39	0.49	0.62	0.71	1.00	1.37
Italy	(0.50)	(0.53)	(0.45)	(0.47)	(0.29)	0.04	0.37	0.82	1.78
Spain	(0.50)	n/a	n/a	(0.58)	(0.49)	(0.32)	(0.05)	0.42	1.30
Sweden	0.00	n/a	n/a	(0.31)	n/a	0.00	0.14	0.35	n/a
Portugal	(0.50)	(0.67)	(0.68)	(0.71)	n/a	(0.43)	(0.12)	0.32	1.27
Ireland	(0.50)	(0.64)	(0.64)	(0.68)	(0.64)	(0.46)	(0.13)	0.15	0.87
France	(0.50)	(0.67)	(0.70)	(0.69)	(0.64)	(0.35)	(0.20)	0.13	0.91
Belgium	(0.50)	n/a	(0.69)	(0.72)	(0.68)	(0.50)	(0.29)	0.10	0.87
Japan	(0.10)	(0.11)	(0.12)	(0.12)	(0.13)	(0.10)	(0.07)	0.04	0.65
Denmark	0.05	n/a	n/a	(0.65)	(0.64)	(0.49)	n/a	0.03	n/a
Finland	(0.50)	(0.70)	(0.71)	(0.73)	(0.66)	(0.47)	(0.17)	0.01	0.55
Austria	(0.50)	(0.56)	(0.64)	(0.74)	(0.68)	(0.48)	(0.20)	0.00	0.62
Netherlands	(0.50)	n/a	(0.70)	(0.75)	(0.70)	(0.55)	(0.37)	(0.10)	0.34
Switzerland	(0.75)	n/a	(0.73)	n/a	(0.66)	(0.51)	(0.40)	(0.19)	0.02
Germany	(0.50)	(0.71)	(0.73)	(0.71)	(0.72)	(0.59)	(0.42)	(0.23)	0.25

ECONOMIC & MARKET UPDATE

TREASURY YIELD CURVE



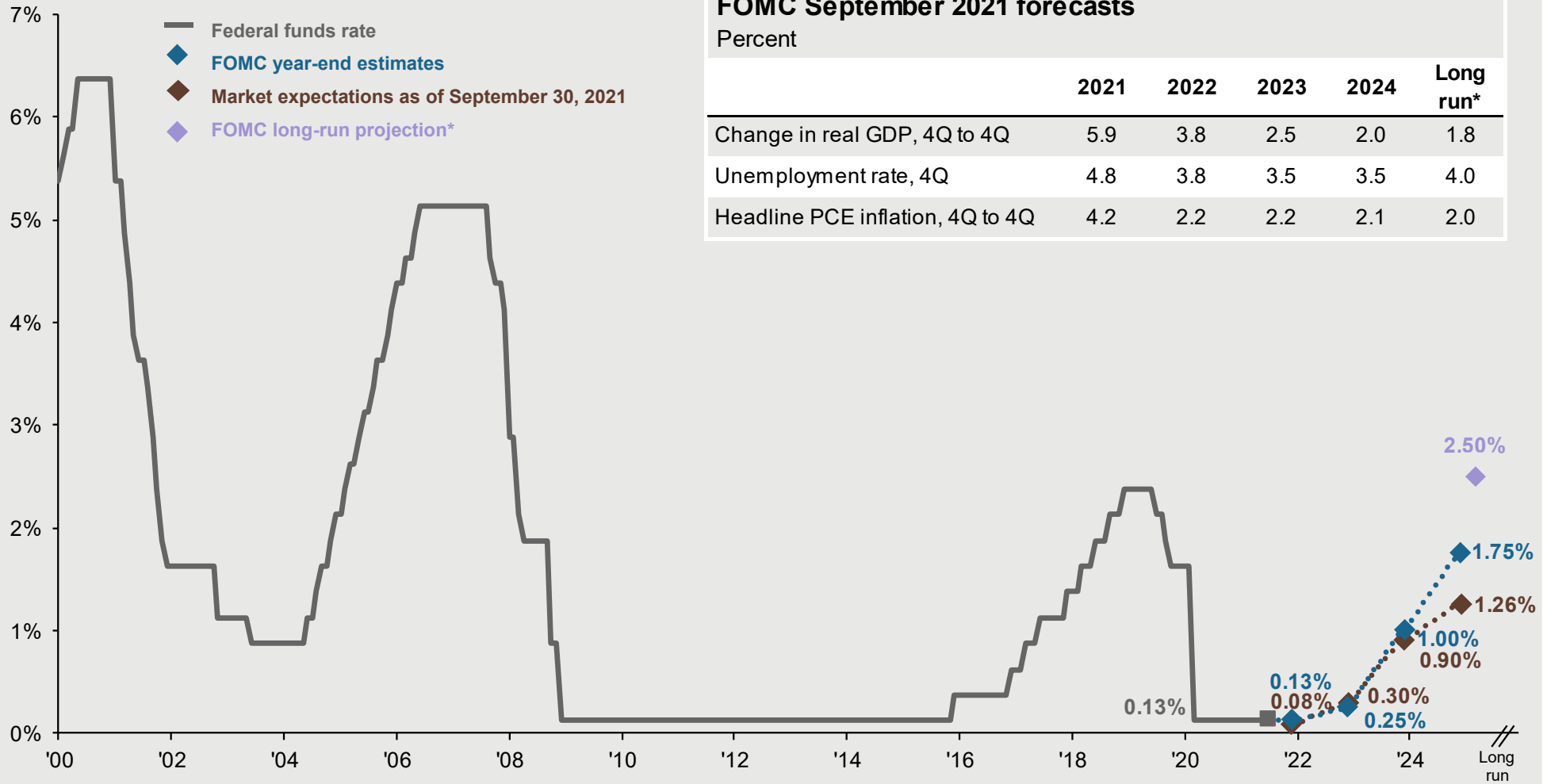
Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

ECONOMIC & MARKET UPDATE

FED FUNDS AND INTEREST RATES

Federal funds rate expectations

FOMC and market expectations for the federal funds rate



Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

ECONOMIC & MARKET UPDATE

OIL MARKET

WTI Crude Oil (\$/bbl): 10/22/2001 Through 10/22/2021

High: 145.31 on 7/3/2008; Low: -36.98 on 4/20/2020



Change in production and consumption of liquid fuels†

Production, consumption and inventories, millions of barrels per day

Production	2018	2019	2020	2021†	2022†	Growth since '18
U.S.	17.9	19.5	18.6	18.6	20.0	11.9%
OPEC	36.7	34.7	30.7	31.8	33.9	-7.8%
Russia	11.4	11.5	10.5	10.8	11.6	1.6%
Global	100.7	100.7	94.2	96.1	101.5	0.7%
Consumption						
U.S.	20.5	20.5	18.2	19.7	20.6	0.6%
China	13.9	14.8	14.4	15.2	15.9	14.2%
Global	100.0	101.2	92.4	97.4	101.0	1.0%
Inventory Change						
	0.7	-0.5	1.8	-1.2	0.4	

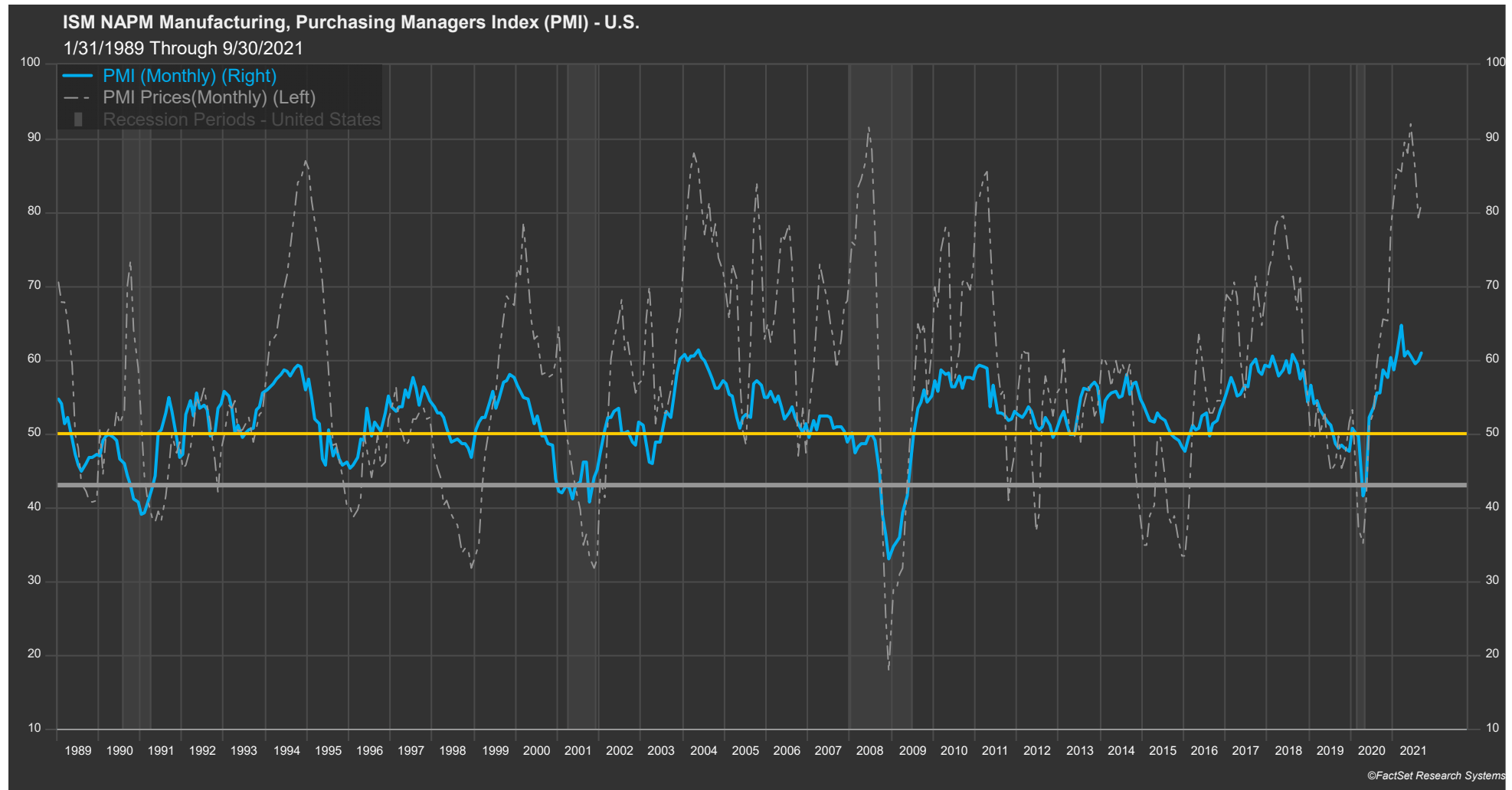
Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

ECONOMIC & MARKET UPDATE

ISM MANUFACTURING PURCHASING MANAGERS INDEX (PMI®)

- September 2021 PMI® registered 61.1 percent, an increase of 1.2 percentage points from August's 59.9 percent. ⁽¹⁾
- September 2021 New Orders Index was 66.7 percent, unchanged from August's 66.7 percent. ⁽¹⁾
- September 2021 Prices Index was 81.2 percent, an increase of 1.8 percentage points from August's 79.4 percent. ⁽¹⁾

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



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

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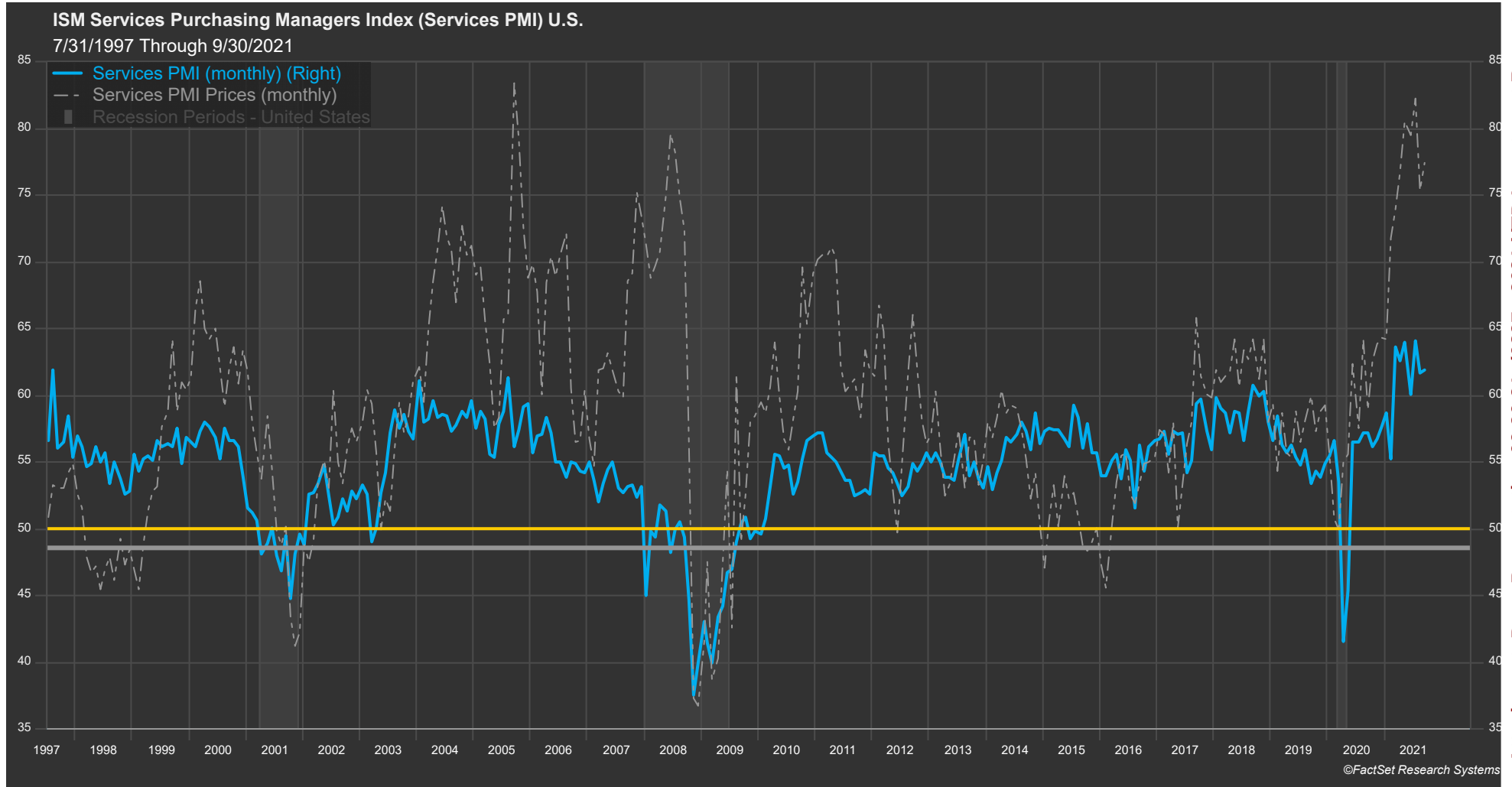
Source: (1) Manufacturing ISM® Report On Business® <https://www.ismworld.org/supply-management-news-and-reports/reports/ism-report-on-business/> Manufacturing ISM® Report On Business® next release 11/0
FactSet graph refreshed with most recent data on 10/03/2021.

ECONOMIC & MARKET UPDATE

ISM SERVICES PURCHASING MANAGERS INDEX (SERVICES PMI™)

The September 2021 Services PMI™ registered 61.9 percent, a decrease of 0.2 percent from the previous month.⁽¹⁾ This reading represents 16 consecutive months of growth (138 of last 140 months) in the services sector.⁽¹⁾ A Services PMI™ above 48.5 percent, over time, generally indicates an expansion of the overall economy.

Though prices are increasing they are doing so at a slower rate: the Price Index for September was 77.5 percent, a increase of 2.1 percentage points from previous month showing that ⁽¹⁾



*A Services PMI™ reading above 50 percent indicates that the non-manufacturing economy is generally expanding; below 50 percent indicates that it is generally declining. A Services PMI™ above 48.6 percent over time, indicates that the overall economy, or gross domestic product (GDP), is generally expanding; below 48.6 percent, it is generally declining⁽¹⁾.

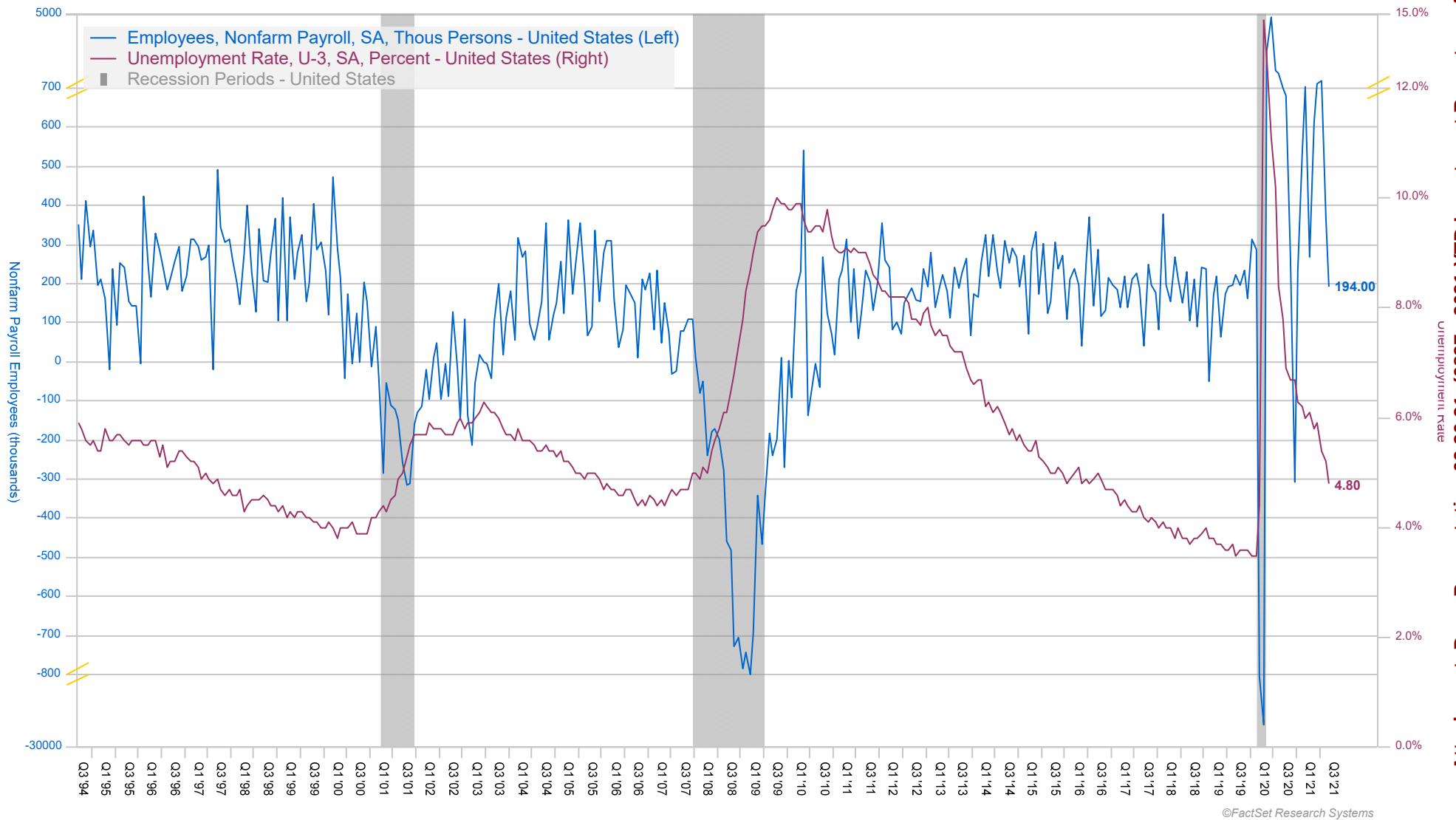
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Source: (1) Services PMI™ (formerly Non-Manufacturing ISM®) <https://www.ismworld.org/supply-management-news-and-reports/reports/ism-report-on-business/>
Services ISM® Report On Business® next release 11/03/2021. FactSet graph refreshed with most recent data on 10/11/2021.

ECONOMIC & MARKET UPDATE

NET NEW JOB FORMATION AND THE UNEMPLOYMENT RATE

U.S. Change in Nonfarm Employment (thous) and Unemployment Rate (%): 9/30/1994 through 9/30/2021



©FactSet Research Systems

Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

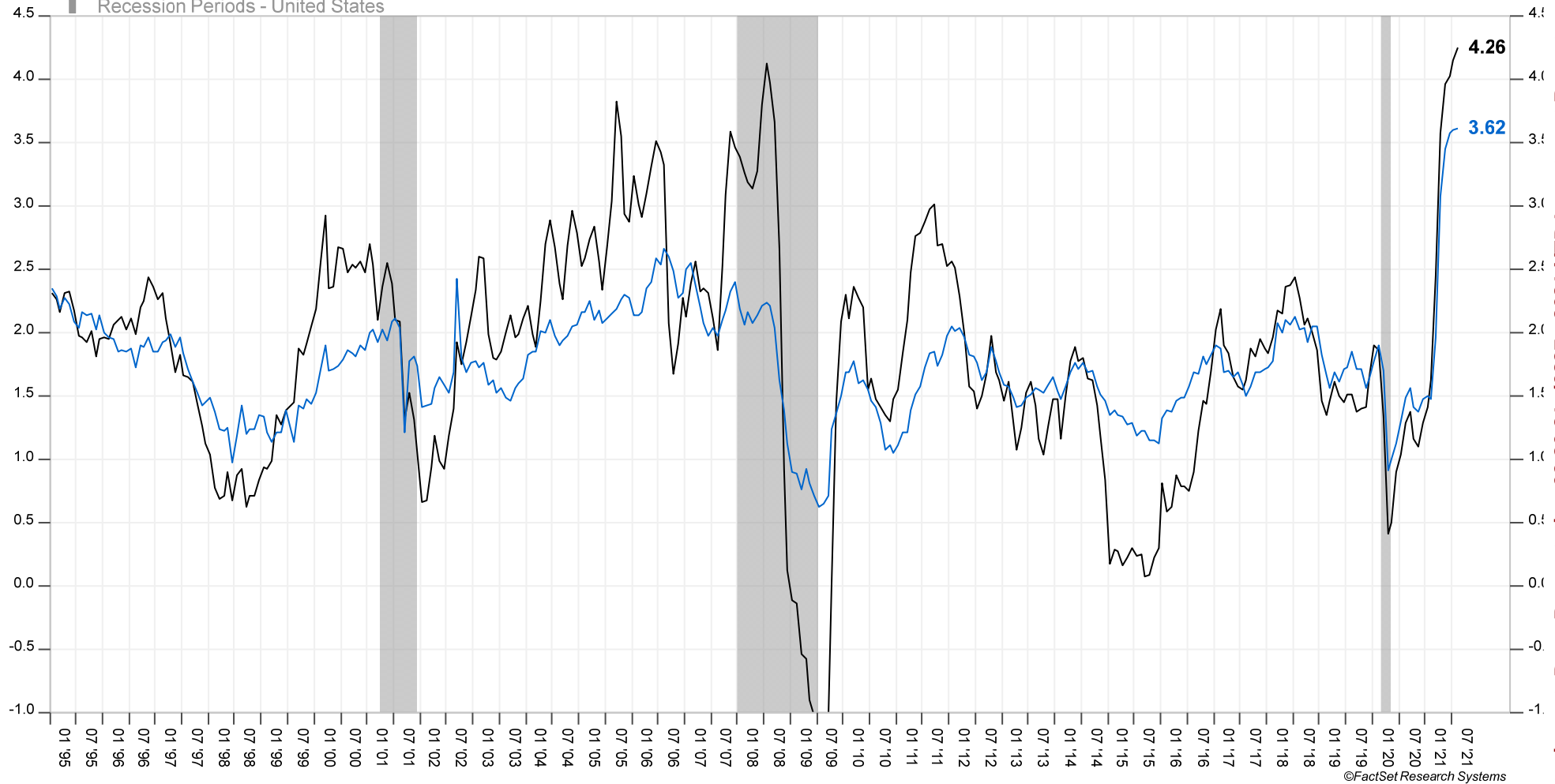
ECONOMIC & MARKET UPDATE

PCE – HEADLINE AND CORE

Inflation: Personal Consumption Expenditure (PCE) Index

1/31/1995 Through 8/31/2021

— PCE, Price Index, 2009=100, SA, Index - U.S. (8/31/2021)
 — PCE, Excl. Food And Energy, Price Index, 2009=100, SA, Index - U.S. (8/31/2021)
 ■ Recession Periods - United States



Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

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

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

Next Release 10/29/2021. FactSet graph refreshed with most recent data on 10/03/2021.

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



DANA
THE WISE CHOICE

5.1.b

Report as of: 09/30/2021

Portfolio: 3876 - City of Mequon

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash							
Short Term Investments							
	000009	Cash - Money Fund		98,361.80	1.07	.00	.01
22,915.99	SNVXX	Schwab Govt Money Fund	1.00	22,915.99	.25	.00	.01
Total Short Term Investments				121,277.79	1.31	.00	.01
Total Cash				121,277.79	1.31	.00	.01
Bonds							
Agency Bonds							
400,000	3135GA6D8	FANNIE MAE 0.32% Due 12/15/2023	99.93	399,700.00	4.33	373.33	.32
450,000	3130ANTP5	FEDERAL HOME LOAN BANK 0.5% Due 09/16/2024	99.96	449,797.50	4.87	87.50	.50
400,000	3130ALVJ0	FEDERAL HOME LOAN BANK 0.25% Due 10/15/2024	99.95	399,788.00	4.33	458.33	.25
400,000	3130ANGN4	FEDERAL HOME LOAN BANK 0.35% Due 02/18/2025	99.86	399,432.00	4.33	163.33	.35
400,000	3130AMQU9	FEDERAL HOME LOAN BANK 0.375% Due 06/16/2025	99.80	399,192.00	4.32	433.33	.38
450,000	3130AKV78	FEDERAL HOME LOAN BANK 0.25% Due 08/12/2025	99.24	446,557.50	4.84	150.00	.25
Total Agency Bonds				2,494,467.00	27.02	1,665.82	.34
Corporate Bonds							
200,000	09247XAJ0	BLACKROCK INC 3.375% Due 06/01/2022	102.13	204,262.00	2.21	2,231.25	3.30
200,000	06367WHH9	BANK OF MONTREAL 3.3% Due 02/05/2024	106.32	212,642.00	2.30	1,008.33	3.10
Total Corporate Bonds				416,904.00	4.52	3,239.58	3.20
Mortgage Bonds							
43,885.08	3138EHX49	FN AL1598 3.164% Due 03/01/2022	100.00	43,885.08	.48	.00	3.16
126,349.62	31300L7C3	FH 848991 2.384% Due 12/01/2042	105.55	133,358.10	1.44	504.50	2.26
80,601.00	31300MJE4	FH 849261 2.02% Due 02/01/2043	104.91	84,557.06	.92	278.33	1.93
120,669.42	3140JAPE2	FN BM5820 1.992% Due 03/01/2043	104.57	126,187.88	1.37	193.63	1.90
215,415.24	3140JAW61	FN BM6068 3.147% Due 03/01/2044	105.66	227,605.80	2.47	546.10	2.98
164,751.65	31288QEZ9	FH 841052 1.814% Due 07/01/2044	104.30	171,841.08	1.86	513.99	1.74
262,411.28	3140JBCJ3	FN BM6372 1.945% Due 10/01/2044	104.15	273,301.87	2.96	411.15	1.87
116,535.49	31288QCL2	FH 840975 1.902% Due 11/01/2044	104.82	122,151.22	1.32	378.73	1.81
98,426.06	31300M4X8	FH 849838 1.926% Due 10/01/2045	104.27	102,633.19	1.11	334.28	1.85
144,140.41	31347A7L2	FH 840899 2.421% Due 11/01/2045	103.99	149,890.03	1.62	585.44	2.33
139,488.38	3140JAWW4	FN BM6060 1.991% Due 01/01/2046	103.88	144,895.93	1.57	223.72	1.92
176,741.51	3140J9TD3	FN BM5047 2.573% Due 03/01/2046	104.24	184,234.82	2.00	366.33	2.47
365,832.20	3140JBQN9	FN BM6760 2.678% Due 08/01/2046	105.95	387,615.68	4.20	789.20	2.53
215,266.71	31347APT5	FH 840434 2.429% Due 10/01/2046	103.30	222,362.76	2.41	881.01	2.35
91,879.10	31288QBZ2	FH 840956 2.026% Due 11/01/2046	105.10	96,566.04	1.05	310.37	1.93
136,854.00	3140JAW53	FN BM6067 1.966% Due 11/01/2046	103.91	142,203.89	1.54	216.74	1.89
243,994.13	31288QGA2	FH 841093 2.004% Due 01/01/2047	103.90	253,517.46	2.75	861.06	1.93
121,480.26	3140JAV62	FN BM6036 1.955% Due 04/01/2047	104.57	127,028.87	1.38	191.31	1.87
344,595.29	31288QFZ8	FH 841084 2.479% Due 08/01/2047	103.40	356,294.99	3.86	1,433.14	2.40
160,373.08	31288QET3	FH 841046 2.174% Due 10/01/2047	103.97	166,737.65	1.81	586.32	2.09
158,913.84	31288QGX2	FH 841114 2.799% Due 11/01/2047	103.45	164,391.76	1.78	786.50	2.71
287,228.32	31288QJV3	FH 841176 2.636% Due 11/01/2047	103.84	298,246.11	3.23	1,277.30	2.54
323,658.20	3140JBGL4	FN BM6502 2.873% Due 09/01/2048	104.97	339,744.34	3.68	749.06	2.74
246,457.57	3140JBD60	FN BM6424 2.803% Due 10/01/2048	103.52	255,144.70	2.76	556.49	2.71
251,850.00	3140JBHC3	FN BM6526 2.686% Due 10/01/2048	103.40	260,401.56	2.82	544.93	2.60
133,140.02	3622AAGQ1	G2 784807 1.981% Due 08/20/2049	103.53	137,840.80	1.49	212.47	1.91
456,461.10	3140JBN36	FN BM6709 2.844% Due 11/01/2049	103.61	472,949.38	5.12	1,045.75	2.74
Total Mortgage Bonds				5,445,588.05	59.00	14,777.85	2.35
Small Business Administration Bonds							
224,834.62	83164MER6	SBA 510044 0.65% Due 08/25/2039	101.47	228,145.98	2.47	240.05	.64
Total Small Business Administration Bonds				228,145.98	2.47	240.05	.64

Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



5.1.b

Report as of: 09/30/2021

Portfolio: 3876 - City of Mequon

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Treasury Bonds							
375,000	912828M80	US TREASURY N/B 2% Due 11/30/2022	102.21	383,305.50	4.15	2,500.00	1.96
		Total Treasury Bonds		383,305.50	4.15	2,500.00	1.96
		Total Bonds		8,968,410.53	97.16	22,423.30	1.77
				Total Portfolio	9,089,688.32		
				Paydown Receivable	140,754.87		
				Interest Accrued	22,423.30		
				Dividends Accrued	0.00		
				Total Portfolio with Accruals & Receivables	9,252,866.49		

Attachment: Dana Presentation 09.30.21 (6837 : 2021 YTD Investment Report as of 9/30/2021)

DANA INVESTMENT ADVISORS

FIXED INCOME TEAM BIOGRAPHIES



J. JOSEPH VERANTH, CFA

Chief Investment Officer and Portfolio Manager

Joe joined Dana Investment Advisors in December 1994. He graduated from Northwestern University with a BA in Humanities in 1984. Joe earned an MBA in Finance and International Business from the Stern School of Business at New York University in 1991. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.



BRIAN V. LEHKY

Senior Vice President, Portfolio Manager

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

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



MATTHEW R. SLOWINSKI, CFA

Senior Vice President, Portfolio Manager

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

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



ROBERT LEUTY, CFA

Director of Fixed Income and Portfolio Manager

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

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



NOAMAN SHARIEF

Senior Vice President, Portfolio Manager

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

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

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

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

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

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

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

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



20700 Swenson Drive
Suite 400
Waukesha, Wisconsin 53186

Mailing Address:
P.O. Box 1067
Brookfield, Wisconsin 53008-1067

800-765-0157

www.DanaInvestment.com



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: Marie Keyser, Assistant to the Finance Director
DATE: November 9, 2021
SUBJECT: 2021 YTD Budget Report as of September 30, 2021

Attached please find a year to date General Fund Budget/Actual Summary report for the nine months ending September 30, 2021. The values shown are unaudited. Staff will continue to monitor the budget throughout the remainder of the year and explore opportunities for additional revenues and cost savings.

Attachments:

09.2021 Revenues (PDF)
09.2021 Expenditures (PDF)



FY 2021 - Quarter 3

REVENUES	FY 2021 - Quarter 3					PRIOR YRS COMPARISON		
	Original Budget	Amended Budget	Actual	YTD %	% of Total	FY 20 ACTUALS	FY 19 ACTUALS	FY 18 ACTUALS
Taxes	11,744,633	11,744,633	11,744,636	100.00%	76.9%	10,907,975	10,795,326	9,969,088
State Shared Revenue	536,335	536,335	242,079	45.14%	1.6%	235,500	232,910	217,425
Intergovernmental	1,660,394	1,660,394	1,273,912	76.72%	8.3%	1,335,162	1,258,478	1,150,677
Licenses	60,400	60,400	56,807	94.05%	0.4%	16,257	67,457	49,384
Permits - Inspection	758,250	758,250	721,705	95.18%	4.7%	488,359	690,986	784,520
Permits - Other	58,200	58,200	57,480	98.76%	0.4%	55,490	53,555	56,018
General Fees	87,000	87,000	141,807	163.00%	0.9%	86,698	71,272	76,708
Public Safety Fees	1,016,500	1,016,500	393,789	38.74%	2.6%	383,698	583,959	561,013
DPW Fees	82,250	82,250	82,861	100.74%	0.5%	56,101	74,411	121,429
Pool & Park Fees	111,200	111,200	132,189	118.88%	0.9%	47,916	109,648	119,458
Development Fees	64,500	64,500	51,449	79.77%	0.3%	42,873	56,830	61,573
Special Assessments	3,500	3,500	4,518	129.08%	0.0%	3,129	4,206	1,462
Internal Service Fees	334,749	334,749	-	0.00%	0.0%	-	-	-
Other Revenue	858,435	858,435	351,819	40.98%	2.3%	543,716	327,043	334,367
Investment Revenue	135,000	135,000	14,057	10.41%	0.1%	107,528	154,769	58,166
Total General Fund Revs	17,511,346	17,511,346	15,269,108	87.20%	100.0%	14,310,402	14,480,852	13,561,289

Key:

	Postive variance vs. year-to-date budget, or timing difference not anticipated to result in a year-end variance
	Negative variance of .01% to 4.99% vs. year-to-date budget
	Negative variance ≥ 5% vs. year-to-date budget

- Notes:
- State Shared and Intergovernmental Revenues expected in October and November.
 - Ambulance Revenues lag several months and receive accruals at the end of year, however Public Safety Fees are down as a whole.
 - Internal Service Fees recognized as part of year-end process.
 - Other Revenue includes: Cell Tower Leases, Cable TV Fees, Annual Workers Compensation Dividend & Fund Balance Transfers. Many categories in "Other Revenue" recongized as year-end process.
 - Investment Revenue is way down this year.

EXPENDITURES	Original	Amended	Actual	YTD %	% of Total	FY 20	FY 19	FY 18
	Budget	Budget				ACTUALS	ACTUALS	ACTUALS
Common Council	77,582	77,582	57,997	74.76%	0.5%	67,752	104,258	76,365
City Administrator	277,432	277,432	205,509	74.08%	1.6%	189,022	196,273	190,971
City Clerk	331,321	331,321	224,539	67.77%	1.8%	234,579	199,021	194,256
Elections	37,753	37,753	27,482	72.79%	0.2%	78,780	33,209	44,833
Information Technology	334,767	334,767	309,110	92.34%	2.5%	253,856	236,243	203,030
Finance	451,813	451,813	385,432	85.31%	3.1%	435,437	423,179	448,831
Assessor	345,166	345,166	246,666	71.46%	2.0%	229,097	170,056	163,836
Human Resources	187,783	187,783	151,071	80.45%	1.2%	128,808	124,411	119,043
Legal Counsel	100,307	100,307	29,332	29.24%	0.2%	(3,080)	10,199	31,193
Police	5,749,036	5,749,036	3,791,533	65.95%	30.4%	3,638,137	3,679,550	3,684,303
Fire/EMS	2,287,392	2,197,392	1,413,962	64.35%	11.4%	1,247,270	1,170,971	992,001
Communications	690,002	690,002	436,239	63.22%	3.5%	463,819	471,863	444,412
Police Reserve	4,861	4,861	1,030	21.20%	0.0%	133	2,533	2,573
Inspections	525,305	525,305	352,231	67.05%	2.8%	364,058	393,443	341,022
Building Maintenance	636,038	726,038	568,602	78.32%	4.6%	470,792	479,579	433,793
Fleet Services	517,278	517,278	377,966	73.07%	3.0%	360,674	418,066	403,689
Engineering	581,150	581,150	432,764	74.47%	3.5%	368,097	471,461	471,774
Highway	1,999,217	1,999,217	1,359,966	68.02%	10.9%	1,290,200	1,358,575	1,337,362
Forestry	172,652	172,652	114,277	66.19%	0.9%	72,756	-	-
Recycling	27,946	27,946	12,508	44.76%	0.1%	18,072	14,394	11,837
Library Grant	1,058,000	1,058,000	1,058,000	100.00%	8.5%	1,075,000	1,050,000	1,049,000
Swimming Pool	101,363	101,363	101,843	100.47%	0.8%	101,666	88,914	112,025
Parks	543,032	543,032	424,690	78.21%	3.4%	412,552	463,594	446,731
Planning	474,150	474,150	373,954	78.87%	3.0%	329,130	306,725	299,205
Total General Fund Exp	17,511,346	17,511,346	12,456,702	71.14%	100.0%	11,826,607	11,866,517	11,502,082
Net Surplus (Loss)	-	-	2,812,406			2,483,795	2,614,334	2,059,208
Fund Balance - Beginning of Year	2,486,438	2,486,438	2,486,438					
Fund Balance - End of Year	2,486,438	2,486,438	5,298,844					

The two anticipated elections for 2021 occurred already. The November election is being paid for by the School District. They will be reimbursing the City for staff Overtime and supplies.

IT's budget is projected to be overdue due to unbudgeted internet bills, an increase in the printer service contract and failed equipment requiring replacement.

Finance will receive chargeback for insurance costs from the Sewer and Water Utilities, however may be over at year end due to unbudgeted staff turnover.

Human Resources has recruited for several positions this year, and that in turn increases pre-employment screening costs.

All four quarters of library grant payments have been made as of September 30, 2021.

Swimming Pool season has ended.



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: Jennifer Engroff, Finance Director
DATE: November 5, 2021
SUBJECT: Finance & Personnel Work Plan

Attachments:

Nov 2021 F&P Work Plan (PDF)

2021 Finance-Personnel Monthly Work Plan

Current Agenda Topics

Month	Agenda Topics
November	• Dana Investments Portfolio Review Presentation • 2021 YTD Investment Report as of 9/30/2021 • 2021 YTD Budget Report as of 9/30/2021 • Resolution Approving the Allocation of \$37,217 of Federal ARPA Funds to the Frank L. Weyenberg Library • Resolution Approving Various transfers within the City of Mequon's Capital Projects Fund in the Aggregate Amount of \$512,923 • Resolution Approving the 2022 Compensation Plan for Non-Represented Employees • Resolution Approving a Collective Bargaining Agreement Between the City of Mequon and the Mequon Police Association for the Period January 1, 2022 – December 31, 2024 • Resolution Approving a Development Agreement for The Woods at Highland Park Phase 2 Consisting of 10 Dwelling Units Located at the Corner of Green Bay Road and Woods Court • Resolution Releasing a Stormwater Facilities Maintenance Easement for the Property Located at 11900 N. Port Washington Road

Future Agenda Topics

• Financial Policy and City Ordinance Reconciliation • Compensation Plan Analysis • Credit Card Processing Discussion	• User Fee Financial Policy • Life Insurance Review • 2022 Insurance Proposal Review
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2021 Completed Items

• Approved a Conservation Easement Agreement Between the City of Mequon and MMSD for Approximately 66 Acres of Land Located Along Trinity Creek North of County Line Road and East of Wauwatosa • Approved a Budget Amendment for FY2020 • Amended Revolving Loan Fund Agreement with the Bartolotta Restaurant Group • Investment Portfolio Review by DANA • Approved a Contract with Waukesha County for Delinquent Personal Property Tax Account Collection Services • Approved the Final Dedication and Reimbursement for Public Improvements in the Tax Increment District for Foxtown Center LLC • Personal Property Tax Repeal Letter to State Representative Knodl • Amended Resolution Regarding Industrial Revenue Bond Financing for Cops Industries, Inc. • Acceptance of FY2020 Comprehensive Annual Financial Report	• 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 Final Resolution Regarding Industrial Development Revenue Bond Financing for Cops Industries, Inc. • Awarded Port Washington State Bank the contract for banking services • Resolution Authorizing Execution of a Professional Services Agreement for the Completion of an Information Technology Assessment and Strategic Plan with Avèro Advisors, Maryville, Tennessee, in an Amount Not-to-Exceed \$54,720
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• Acceptance of FY2020 Popular Annual Financial Report • Resolution Approving a Revolving Loan Fund Application for Aleksa Learning Center • Resolution Increasing Mayoral Compensation • Resolution Appointing Jennifer Engroff as Finance Director/City Treasurer • Resolution Awarding a Contract for Development of an Organizational Strategic Plan with Better Dash Faster Consulting • Approved a Resolution Authorizing an Amendment to the 2021 Employee Compensation Plan, in Connection to Recasting the Human Resources Assistant to Human Resources Coordinator • Approved a Resolution Authorizing the Engagement of Attorney William Cole of Axley Brynelson, LLP for the Purpose of Reviewing and revising the City of Mequon Sign Code • Approved a Resolution Authorizing Staff to Exceed \$25,000 for the Financial Consulting Services of Tom Watson, Prior City of Mequon Finance Director	• Resolution Authorizing a Development Agreement for a Tax Increment District (TID) No. 5 Development Incentive to Blue Ribbon Self Storage III, LLC in the Amount of \$462,000 for the Property Located at 10448 North Port Washington Road • Resolution Appointing Marie A. Keyser to the Position of Acting Finance Director/City Treasurer • Resolution Authorizing the Collateral Assignment of the Development Agreement with Blue Ribbon Self Storage III LLC to First Midwest Bank • Resolution Approving a Waiver of Repurchase Rights for Copps Industries, Inc. • Approved a Resolution Authorizing Jennifer Engroff, Finance Director, to be a Signatory on all PWSB depository accounts • Approved a Resolution Approving the Award of a Contract for Development of an Organizational Strategic Plan with SBrand Solutions of Fort Collins, Colorado
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