



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 14, 2023

5:45 PM

North Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Approve Meeting Minutes
Action requested: review and approve
 - a. October 10, 2023 Finance-Personnel Meeting Minutes
- 3) License Applications
Action requested: review and approve
 - a. November, 2023 Licenses
- 4) Vouchers Paid
 - a. October 2023 Vouchers Paid List
- 5) Presentation
 - a. 2023 YTD Dana Investment Advisors Presentation & YTD Cash & Investment Report as of 09/30/2023
- 6) Resolutions
Action requested: review and recommend approval
 - a. **RESOLUTION 4085** A Resolution Adopting the City of Mequon's Annual Fee Schedule for Fiscal Year 2024
 - b. **RESOLUTION 4086** A Resolution Amending the Allocation of \$2,552,000 in Funding Received through the American Rescue Plan Act
 - c. **RESOLUTION 4087** A Resolution Adopting the 2024 Pay Plan for Non-Represented Employees
 - d. **RESOLUTION 4088** A Resolution Authorizing a Development Agreement with DJS Land Management LLC for a Tax Increment District No. 5 Development Incentive (Tier 2) in the Amount of \$808,500, for the Property Located at 10404 North Port Washington Road
- 7) Information Items
 - a. 2023 YTD Budget Report as of September 30, 2023
 - b. Finance & Personnel Work Plan

8) Adjourn

Dated: November 14, 2023

/s/ Andrew Nerbun, 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 10, 2023

5:45 PM

North Conference Room

Minutes

1) Call to Order, Roll Call

Present:

Mayor Andrew Nerbun
 Alderman William Gebhardt
 Alderman Brian Parrish
 Alderman Robert Strzelczyk -- **Excused**

Also present: William Jones, City Administrator, Justin Schoenemann, Assistant City Administrator, Jennifer Engroff, Finance Director, Marie Keyser, Assistant Finance Director, Caroline Fochs, City Clerk, Patrick Pryor, Police Chief and Kristen Lundeen, DPW Director/City Engineer.

2) Approve Meeting Minutes

a. September 12, 2023 Finance-Personnel Meeting Minutes

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

MOVED BY: Alderman Parrish

SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish

DEEMED NO: Strzelczyk

3) License Applications

a. October, 2023 Licenses

Clerk Fochs explained that after the agenda packet was generated, she discovered Ozaukee Youth Hockey Association Inc. dba Ozaukee Ice Center applied for a Class C Wine License and Class B Beer License. According to state statute, the establishment has to be a restaurant in order to hold a Class C Wine License. This is a concession stand, thus would not be in compliance with the license. Alderman Parrish moved in favor of all licenses listed with the exception of the Class C Wine License to Ozaukee Ice Center. Alderman Gebhardt was the

seconder. All voted in favor "aye."

RESULT: **Approved as Amended [Unanimous]**
MOVED BY: Alderman Parrish
SECONDED BY: Alderman Gebhardt

AYES: Gebhardt, Parrish
DEEMED NO: Strzelczyk

4) Vouchers Paid

a. September 2023 Vouchers Paid List

Alderman Parrish asked Director Lundeen how the Hawthorne Road project went. She expressed it went well and all parties are happy at this time.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Gebhardt
SECONDED BY: Alderman Parrish

AYES: Gebhardt, Parrish
DEEMED NO: Strzelczyk

5) Resolutions

a. **RESOLUTION 4072** A Resolution Awarding a Contract for Fiscal Year 2023 Auditing Services to Baker Tilly US LLP, Milwaukee, Wisconsin in the Amount of \$32,750

Director Engroff told the Committee that the contract with Baker Tilly (City's auditor for the last 15 years) expired in June 2023. Staff is recommending a one year renewal of services. The Village of Thiensville and Weyenberg Library both contract with Baker Tilly for their audit services as well, and both have contracts expiring in 2024. At that time, the three jurisdictions and possibly Southern Ozaukee Fire & EMS can explore if there is any potential cost savings or synergies with a multi-year contract. The fee proposed by Baker Tilly remains flat from fiscal year 2022. There are additional fees associated with newly established GASB standards as well as additional reporting for municipalities over 25,000 in population.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Gebhardt
SECONDED BY: Alderman Parrish

AYES: Gebhardt, Parrish
DEEMED NO: Strzelczyk

6) Information Items

a. Review of Proposed Fee Adjustments for Fiscal Year 2024

Administrator Jones briefed the Committee on the fee schedule review that staff started earlier this year. Department Heads made a list of fees which were appropriate to compare to

other communities. Executive Assistant Enea gathered data from twelve municipalities which were of a population size equal to or greater than Mequon. Ms. Enea compiled the data and generated a table to calculate the average fee amount for each line item on the fee schedule. Staff reviewed the data and the Engineering, Public Works, Police and Finance Departments recommendations are included in the packet for consideration. Mr. Jones explained this is a workshop style meeting, as such all suggestions and comments are welcome.

Director Lundeen noted the Engineering Division charges an hourly rate for plan reviews, as such updated the fee schedule to reflect current staff labor rates which were calculated by the Finance Department. Also, based on other jurisdictions, the erosion control commercial permit fees were found to be lower than average. Finally, a recommendation of adding two new fees is listed in the packet documents: erosion permit extension fee and fill permit extension fee. This is for projects that do not close out in a relatively timely manner.

Director Lundeen explained to the Committee that the only Parks Division fee schedule change is to the Portable Restroom Service at Rotary to reflect the City's actual cost. Staff will recommend the Field Usage fees be adjusted after the Fall sports season wraps up later this year so they can calculate the final numbers. Finally, no changes to Lemke Park/Pavilion until the park upgrades are complete.

Director Lundeen noted six changes to the Public Works fee schedule. Those include: Staff rate for repairs after an accident, new culverts, culvert replacements, culvert replacements in conjunction with the road program, temporary culvert and culvert relay.

Director Engroff told the Committee she looked at the Real Estate Status Letter fee from a "recoup our cost" standpoint. She explained that this document goes to four different departments (Finance, Engineering, Planning and Inspections) to fill out before it gets signed and sent back to the requesting closing company. Based on the time the document is in every department, the calculation equated to \$60. Salaries and benefits were used in the calculation of that number.

Chief Pryor explained to the Committee that his only recommended fee schedule change was the finger printing fee. It takes about 30 minutes to complete a request. He said the Department completes a couple hundred per year. The professions they see a lot are educators, stockbrokers, parents looking to adopt some state employees and occasionally military personnel.

Staff will bring forward a resolution of the recommended fee schedule changes based on the last two Committee meetings to the November 14, 2023 Finance-Personnel Committee meeting.

b. Finance & Personnel Work Plan

7) Adjourn

A motion to adjourn at 6:29 PM was made by Alderman Parrish, seconded by Alderman Gebhardt. All voted in favor "aye."

Respectfully Submitted,

Marie Keyser
Assistant Finance Director



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

www.ci.mequon.wi.us

Office of City Clerk

TO: Finance-Personnel Committee
FROM: Caroline Fochs, City Clerk
DATE: November 9, 2023
SUBJECT: November, 2023 Licenses

Following are recommended approvals:

Class B Beer and Class B Liquor Reserve License - New for the period November 15, 2023 to June 30, 2024 - Contingent upon passing all inspections

First Watch Restaurants Inc. DBA
First Watch #6009
11032 N. Port Washington Rd.
Agent: Bryce Kingsbury

Class A Beer and Class A Liquor License - Change of Owner for the period November 15, 2023 to June 30, 2024

Soommnath Hospitality LLC DBA
Sybaris
10240 N. Cedarburg Rd.
Agent: Frederick Major Wahlen

Transient Merchant Class A License - New for the period of November 16, 2023 through February 16, 2024

DC Tree Company
182779 Sportsman Dr.
Biramwood, WI 54414
Request to sell Christmas trees, wreaths and related products at 10333 N. Wauwatosa Rd, Mequon, WI.
Applicant Name: David Earl Rebstock

Peddler Class A Licenses - New for the period of November 16, 2023 through February 16, 2024

Richmond Investment Services
7702 W. Mequon Rd.
Mequon, WI 53097
Request to sell financial services door-to-door
Applicant Name: Marcus John Mrugala

Secondhand Article Dealer License - Secondhand Numismatic Dealer - Renewal for the period January 1, 2024 - December 31, 2024

Paragon Numismatics, Inc.
1425 W. Mequon Rd., Suite E
Owner: Andrew Kimmel

Secondhand Jewelry Dealer License - Renewal for the period of January 1, 2024 - December 31, 2024

Paragon Numismatics, Inc.
1425 W. Mequon Rd., Suite E
Owner: Andrew Kimmel

Gun Range Premise License - Renewal for the period January 1, 2024 - December 31, 2024

Bear Arms, LLC
9653 N. Granville Rd.
Mequon, WI 53097
Owners: Mark and Cheryle Rebholz

Bear Arm's Employee List for 2024 license renewal

Steven G. Bzdusek
Cynthia L. Carter
Stephen C. DeGuire
Jake W. Fleischmann
Thomas M. Henley
Julie M. Hill
Andrea S. Rate
Rebecca J. Rebholz
Cheryle J. Rebholz
Mark A. Rebholz
Samuel C. Rogers
Brian F. Smith
Mark R. Wierzbinski

Following are recommended denials:

None.

Attachments:

First Watch Application (PDF)
Sybaris application (PDF)

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 11/1/23 ending: 6/30/24
(mm dd yyyy) (mm dd yyyy)To the Governing Body of the: ☐ Town of }
☐ Village of } Mequon
☒ City of }County of Ozaukee Aldermanic Dist. No. _____
(If required by ordinance)Check one: ☐ Individual ☐ Limited Liability Company
☐ Partnership ☒ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number 456-1031438928-02	
FELN Number 65-0543723	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$ 106.67
☐ Class C wine	\$
☐ Class A liquor	\$
☐ Class A liquor (older only)	\$ N/A
☐ Class B liquor	\$
☒ Reserve Class B liquor	\$ 10,000 + 333.33
☐ Class B (wine only) winery	\$
Publication fee	\$ 10.00
TOTAL FEE	\$ 10,410

private

Name (Individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
First Watch Restaurants, Inc.

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

President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City, State, Zip Code)
Tomassq	Christopher	Anthony	[REDACTED]
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City, State, Zip Code)
Hope, III	Henry	Melville	[REDACTED]
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City, State, Zip Code)
Wolszczak	Jay	Anthony	[REDACTED]
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City, State, Zip Code)
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Agent Last Name	(First)	(Middle Name)	Home Address (Street, City, State, Zip Code)
Kingsbury	Bryce	Jeremy	[REDACTED]
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City, State, Zip Code)
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

1. Trade Name First Watch #6009 Business Phone Number (262) 518-0028
2. Address of Premises 11032 N Port Washington Rd Post Office & Zip Code Mequon, WI 53092
3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Single story restaurant with approximately 4,030 square feet comprised of a kitchen, indoor waiting area, indoor dining room consisting of 150 seats and outdoor patio dining area with 20 seats. Alcohol to be consumed on premise in dining room and outdoor patio dining area. Alcohol will be stored in a lockable cooler in the beverage area and dry alcohol will be stored in a lockable cage in the dry storage area.

4. Legal description (omit if street address is given above): N/A
5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No
- (b) If yes, under what name was license issued? N/A

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

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No

9. (a) Corporate/limited liability company applicants only: Insert state Florida and date 10/20/1994 of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? If yes, explain ☒ Yes ☐ No
FWR Holding Corporation is 100% shareholder of First Watch Restaurants, Inc.

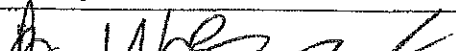
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? ☒ Yes ☐ No
If yes, explain.
First Watch Restaurants, Inc. - Greendale, Brookfield, Oak Creek, Pewaukee

10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? (phone 1-877-882-9277) ☒ Yes ☐ No

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

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

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

Content Person's Name (Last, First, M.I.) Wolszczak, Jay A.		Title/Member Secretary/Chief Legal Office		Date 10/9/2023
Signature 		Date 10/9/2023		Date 10/9/2023
TO BE COMPLETED BY CLERK				
Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk	
Date license granted	Date license issued	License number issued		

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 12/01/2023 ending: 6/30/2024
(mm dd yyyy) (mm dd yyyy)To the Governing Body of the: ☐ Town of } Mequon
☐ Village of }
☒ City of }County of Ozaukee Aldermanic Dist. No. _____
(if required by ordinance)Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-1031514871-04</u>	
FEBN Number <u>92-1589927</u>	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$ <u>108</u> 60.67
☐ Class B beer	\$
☐ Class C wine	\$
☐ Class A liquor	\$ <u>500</u> 33.33
☐ Class A liquor (older only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ <u>10</u>
TOTAL FEE	\$ <u>410.00</u>

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)

SOOMMATH HOSPITALITY LLC

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

President / Member Last Name <u>Patel</u>	(First) <u>Samir</u>	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code) <u>10240 N Cedarburg Rd, Mequon, WI 53092</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>Wahlen</u>	(First) <u>Frederick</u>	(Middle Name) <u>Major</u>	Home Address (Street, City or Post Office, & Zip Code) <u>3100 W. Milwaukee Ave, Milwaukee, WI 53233</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name Sybaris Business Phone Number 262-242-8000
2. Address of Premises 10240 N Cedarburg Rd, Mequon Post Office & Zip Code 53092

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

Office/Reception Building 1st Floor & second Floor

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☒ Yes ☐ No(b) If yes, under what name was license issued? Sybaris Clubs Int'l Inc.

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

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

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? If yes, explain ☐ Yes ☒ No

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

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

- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? If yes, explain. ☐ Yes ☒ No

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

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

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

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

Contact Person's Name (Last, First, M.I.) Patel, Samir	Title/Member President	Date 10.25.2023
Signature <i>Samir J Patel</i>		

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk 10/30/23	Date reported to council / board 11/14/23	Date provisional license issued	Signature of Clerk / Deputy Clerk <i>KMA</i>
Date license granted 11/14/23	Date license issued 11/15/23	License number issued D-2024-008	

AT-100 (R. 3-19)

Attachment: Sybaris application (8407 : November Licenses)

CITY OF MEQUON
11333 N CEDARBURG ROAD
MEQUON, WI 53092

THE FOLLOWING VOUCHERS PAID:

GENERAL FUND (0110)	474,510.15
SPECIAL REVENUE FUND (0210)	4,531.52
PARKS & OPEN SPACE (0220)	0.00
REVOLVING LOAN FUND (0230)	0.00
SPECIAL FEDERAL GRANT FUND (0250)	3,510.00
DEBT SERVICE FUND (0310)	0.00
DEBT SERVICE TIF 2 FUND (0320)	0.00
DEBT SERVICE TIF 3 FUND (0330)	0.00
CAPITAL PROJECT FUND (0410)	704,033.92
SEWER UT FUND (0610)	604,965.81
WATER UT FUND (0620)	152,443.34
TAX FIDUCIARY FUND (0810)	0.00
 TOTAL	 <u>1,943,994.74</u>

IN THE AMOUNT OF \$ 1,943,994.74 IS HEREBY CERTIFIED AS CORRECT
AND PROPERLY CHARGEABLE TO ACCOUNTS WITH FUNDS AVAILABLE THEREIN.

WILLIAM JONES
CITY ADMINISTRATOR

11/14/2023

Attachment: Voucher List (8926 : October 2023 Vouchers Paid List)

			Grand Total	\$1,943,994.74
Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
Arterial Road Projects	10363	FAHRNER ASPHALT SEALERS LLC	2023 ROAD MAINTENANCE GSB-88 - RES 4042	177,503.00
Arterial Road Projects Total				177,503.00
Building Maintenance	13057	SAINT CROIX MANAGEMENT INC	CLEANING - PUBLIC SAFETY	2,891.00
Building Maintenance	12127	DOOR MASTER GARAGE DOOR CO, LLC.	GARAGE DOOR REPAIR	2,878.60
Building Maintenance	13057	SAINT CROIX MANAGEMENT INC	CLEANING - CITY HALL	2,635.00
Building Maintenance	11468	CEDARBURG OVERHEAD DOOR LLC	REPLACE FAILED GARAGE OPENER	2,193.00
Building Maintenance	11859	DILLETT MECHANICAL SERVICES, INC	PREVENTATIVE MAINTENANCE HVAC CONTRACT	1,817.00
Building Maintenance	10115	BELL TAPE INC	JANITORIAL SUPPLIES - CITY BUILDINGS	1,365.52
Building Maintenance	13057	SAINT CROIX MANAGEMENT INC	CLEANING - DPW	1,250.00
Building Maintenance	10798	NEHER ELECTRIC SUPPLY INC	BULBS & BALLASTS	775.34
Building Maintenance	11177	UNITED DISPOSAL SERVICES LLC	DUMSPTR FEES	510.00
Building Maintenance	12124	PACKERLAND RENT-A-MAT, INC.	MAT CONTRACT	318.69
Building Maintenance	12696	AERIAL WORK PLATFORMS INC	MAN LIFT ANNUAL INSPECTION	260.00
Building Maintenance	10204	CINTAS	ANNUAL EXTINGUISHER TESTING	196.00
Building Maintenance	10073	AT&T CORP	TELEPHONE SERVICES - CITY HALL	176.30
Building Maintenance	12124	PACKERLAND RENT-A-MAT, INC.	MAT CONTRACT	133.29
Building Maintenance	10886	PEST ARREST EXTERMINATING	PEST ARREST EXTERMINATING	115.00
Building Maintenance	10074	AT & T CORP	ALARM CIRCUTS	84.30
Building Maintenance	10472	HALLMAN/LINDSAY PAINTS INC	PAINT SCR	41.07
Building Maintenance	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	35.49
Building Maintenance	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	34.93
Building Maintenance	10798	NEHER ELECTRIC SUPPLY INC	BULBS & BALLASTS	29.00
Building Maintenance	12883	PB HAHN & CO INC	SUPPLIES	5.11
Building Maintenance Total				17,744.64
City Administrator	90001	TEMP STAFF REIMB	REIMBURSEMENT ICMA ANNUAL CONFERENCE 2023	147.35
City Administrator	90001	TEMP STAFF REIMB	REIMBURSEMENT FOR LWM CONF. 2023	76.63
City Administrator	10713	MEQUON THIENSVILLE SUNRISE ROTARY CLUB	QUARTERLY RI MEMBERSHIP JONES/ZELLMANN	70.00
City Administrator	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	33.49
City Administrator	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	33.49
City Administrator	12651	AMAZON CAPITAL SERVICES, INC	ZEBRA Z-GRIP MAX BALLPOINT PENS	9.65
City Administrator Total				370.61
City Clerk	10898	PITNEY BOWES	POSTAGE ACCT 17061995	4,000.00
City Clerk	12532	GRANICUS, LLC	OCT 2023 SUBSCR FEE	1,228.50
City Clerk	11747	CIVICPLUS LLC	ONLINE CODE HOSTING ANNUAL FEE	500.00
City Clerk	10230	CONLEY PUBLISHING GROUP LTD	PUBLICATION 8/27/23-9/30/23	175.66
City Clerk	12651	AMAZON CAPITAL SERVICES, INC	2 CRATES	69.64
City Clerk Total				5,973.80
Common Council	12651	AMAZON CAPITAL SERVICES, INC	MAYORAL PROCLAMATION FOR SOFD EMPLOYEE	29.95
Common Council Total				29.95
Community Development	11978	SCOTT J. PINZER	CODE ENFORCEMENT OFFICER	1,512.00
Community Development	10230	CONLEY PUBLISHING GROUP LTD	PC PUBLIC NOTICES IN NEWSPAPER	126.82
Community Development	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	50.98
Community Development	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	50.90
Community Development Total				1,740.70
Elections	11615	CAROL E BUTZKE	7/18/23 ELECTION HELP & 6/2023 TRAINING	62.50
Elections	12713	DANA KEEGAN	7/18/23 ELECTION HELP	62.50
Elections Total				125.00
Engineering	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	3,510.49
Engineering	12322	BAXTER & WOODMAN, INC.	ENCLAVE VII SWMP REV	370.00
Engineering	13026	ODP BUSINESS SOLUTIONS LLC	OFFICE CHAIR AND SUPPLIES	329.99
Engineering	11744	MASTER GRAPHICS INC	PLOTWAVE PLOTTER LEASE	297.26
Engineering	11062	RASMITH, INC	TORREY DRIVE INSPECTIONS RES. 4020	262.50
Engineering	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	146.74
Engineering	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	145.72
Engineering	11211	VERIZON WIRELESS SERVICES LLC	IPAD DATA CHARGES	53.03
Engineering	11163	CLIFFORD J DETEMPLE	STAKING EQUIPMENT	12.95
Engineering Total				5,128.68
Finance	11701	TYLER TECHNOLOGIES INC	LANE 3000 TERMINAL PURCHASE & SERV. FEE	599.00
Finance Total				599.00
Fire / EMS	13137	FIRE SUPPRESSION SOLUTIONS LLC	FIRE SUPPRESSION TOOL & CASES	1,053.99
Fire / EMS Total				1,053.99
Fleet Services	13013	EDWARD H WOLF & SONS INC	FUEL/LUBRICANTS	25,062.17
Fleet Services	13013	EDWARD H WOLF & SONS INC	FUEL/LUBRICANTS	21,521.16
Fleet Services	10204	CINTAS	ANNUAL EXTINGUISHER TESTING	1,887.80
Fleet Services	10475	HALRON LUBRICANTS INC	LUBRICANTS	887.38

Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
Fleet Services	12400	BRAKE & EQUIPMENT CO INC	WORK SUPPLIES	622.50
Fleet Services	10965	REINDERS INC	CLUTCH PARTS FOR 444	529.97
Fleet Services	10360	JFTCO, INC	EQUIPMENT REPAIRS	390.00
Fleet Services	10362	ELLIOT AUTO SUPPLY CO INC	TRUCK/AUTO PARTS	315.06
Fleet Services	12228	GORDIE BOUCHER VILLAGE FORD	AUTO/LTRUCK PARTS	269.09
Fleet Services	11004	SAFETY-KLEEN SYSTEMS INC	OIL, FILTERS, ANTIFREEZE RECYCLING	225.00
Fleet Services	11004	SAFETY-KLEEN SYSTEMS INC	OIL, FILTERS, ANTIFREEZE RECYCLING	217.00
Fleet Services	10516	HUMPHREY SERVICE PARTS INC	FILTERS	176.24
Fleet Services	11676	TRUCK COUNTRY OF WISCONSIN	WORK SUPPLIES/PARTS	98.15
Fleet Services	10362	ELLIOT AUTO SUPPLY CO INC	TRUCK/AUTO PARTS	86.76
Fleet Services	10362	ELLIOT AUTO SUPPLY CO INC	TRUCK/AUTO PARTS	80.64
Fleet Services	12624	MATHESON TRI-GAS INC	TANK RENTAL	69.39
Fleet Services	10965	REINDERS INC	CLUTCH PARTS FOR 444	36.36
Fleet Services	12651	AMAZON CAPITAL SERVICES, INC	INVERTER FOR 337	34.86
Fleet Services	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	33.49
Fleet Services	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	33.49
Fleet Services	12542	FPR INVESTMENTS, LLC	HYDRAULIC SUPPLIES	25.97
Fleet Services	10360	JFTCO, INC	WORK SUPPLIES - EQUIPMENT	11.78
Fleet Services	11676	TRUCK COUNTRY OF WISCONSIN	WORK SUPPLIES/PARTS	7.71
Fleet Services	10475	HALRON LUBRICANTS INC	TOTE RETURN	-150.00
Fleet Services Total				52,471.97
Forestry	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	NURSERY EQUIPMENT	73.30
Forestry	11211	VERIZON WIRELESS SERVICES LLC	IPAD DATA CHARGES	30.04
Forestry	10321	EGELHOFF LAWN MOWER SERVICE INC	WORK SUPPLIES	24.99
Forestry	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	1.10
Forestry	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	0.70
Forestry Total				130.13
General Fund - General Activites	11133	THIENSVILLE, VILLAGE OF	2022 FIRE DEPT ARPA FUNDING - THIENSVILLE SHARE	15,310.00
General Fund - General Activites	90007	MISC REFUNDS	RETURN HAUL/ROAD BOND DEP. PERMIT #2022-08	5,000.00
General Fund - General Activites	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 002832L UNIT 33302 11/1/23-11/30/23	3,201.09
General Fund - General Activites	10707	MEQUON POLICE ASSOCIATION	UNION DUES 10/13/2023	2,100.00
General Fund - General Activites	11331	WIS SUPPORT COLLECTIONS TRUST	SUPPORT # 5956557 7844747 7657807 10/27/23	1,240.09
General Fund - General Activites	11331	WIS SUPPORT COLLECTIONS TRUST	SUPPORT # 5956557 7532298 7844747 7657807 10/13/23	1,240.09
General Fund - General Activites	90007	MISC REFUNDS	REFUND 2021 DELIQ PP TAX OVATION HAND INSTITUTE	873.92
General Fund - General Activites	10810	NORTH SHORE BANK FSB	DEFERRED COMP 10/13/2023	525.00
General Fund - General Activites	10810	NORTH SHORE BANK FSB	MEQUON PAYROLL 2322C PAYDATE 10/27/23	525.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND FIELD USE DEPOSIT 2023 SEASON	500.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECT SEC DEPOSIT 11048 N PORT WASHINGTON	488.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECT SEC DEPOSIT 10127 W FARMDALE EST CT	217.00
General Fund - General Activites	90007	MISC REFUNDS	REFUND 2021 DELIQ PP TAX OVATION HAND INSTITUTE	216.78
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 5300 W COUNTY LINE	212.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 1360 W MEQUON RD	207.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND RIVER BARN PARK SECURITY DEPOSIT 9/24/2023	200.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND ROTARY & RIVER BARN PARK SECURITY DEPOSITS	200.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND PARK SECURITY DEPOSIT 9/23/2023	200.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND RIVER BARN SECURITY DEPOSIT 8/19/2023	200.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND ROTARY & RIVER BARN PARK SECURITY DEPOSITS	200.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 14145 N THORNGATE RD	192.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND CANCELLED PERMIT #35394	180.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND SEC DEPOSIT PERMIT 35755, 36108, & 36130	180.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND RENNICK FIELD DEPOSIT 2023 SEASON	176.70
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 13830 N LAKE SHORE	138.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT PERMIT 35371 & 36110	120.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT PERMIT 35792 & 35793	120.00
General Fund - General Activites	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 002832L UNIT 33302 11/1/23-11/30/23	106.40
General Fund - General Activites	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 76038 ACCIDENT NOVEMBER 2023	106.12
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 9614 N JUNIPER CIR	100.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND LEMKE FIELD DEPOSIT 2023 SEASON	100.00
General Fund - General Activites	90007	MISC REFUNDS	REFUND CLASS C WINE LICENSE FEE (NOT ELIGIBLE)	75.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 7881 W HIGHLANDER DR	72.50
General Fund - General Activites	10713	MEQUON THIENSVILLE SUNRISE ROTARY CLUB	QUARTERLY RI MEMBERSHIP JONES/ZELLMANN	70.00
General Fund - General Activites	12405	TELECOM ONE, INC	PHONE BILL 10/1-10/31/2023 ACCT 10000501831	68.01
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 2336 W CHESTNUT RD	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 4914 W PARKVIEW DR	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	INSPECTION SEC DEPOSIT REFUND 9821 N SHANNON CT	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 10106 N MEADOW LN	60.00

Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 2330 W HICKORY LN	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 12449 N PILOT DR	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECT SEC DEPOSIT 12307 N FAIRWAY HEIGHTS	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 11911 N GRANVILLE RD	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 4028 CANTERBURY CT	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 8411 W HOLLY RD	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 3902 W MARSEILLES DR	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 12851 N COLONY DR	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 9815 N MELROSE CT	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 11155 N WAUWATOSA RD	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 9749 N GRANVILLE RD	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 11313 N GLENWOOD DR	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	INSPECTION SEC DEPOSIT REFUND 617 W RUSSET LN	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 3129 W PIERRE CT	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 1051 W PIONEER RD	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 13800 N LEGACY HILLS	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECTION SEC DEPOSIT 3137 W PIERRE LN	60.00
General Fund - General Activites	90006	PERMIT REFUNDS	REFUND INSPECT SEC DEPOSIT 10990 N PORT WASHINGTON	52.00
General Fund - General Activites	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	48.91
General Fund - General Activites	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	48.03
General Fund - General Activites	10610	L A W HEALTH BENEFIT TRUST	MEQUON PAYROLL 7/21/2023 GRAYCAREK	10.00
General Fund - General Activites	10610	L A W HEALTH BENEFIT TRUST	MEQUON PAYROLL 2322C PAYDATE 10/27/23	10.00
General Fund - General Activites	90002	PARK REFUNDS	REFUND FIELD USE DEPOSIT 2023 SEASON	-440.66
General Fund - General Activites				35,648.98
Highway	10797	NEENAH FOUNDRY COMPANY	TRENCH FRAMES	6,862.34
Highway	11266	WESTERN CULVERT & SUPPLY INC	CULVERTS/SUPPLIES	5,267.92
Highway	10129	BLIFFERT LUMBER & FUEL CO	SIGN POST & TREATED LUMBER	2,786.20
Highway	10625	LANNON STONE PRODUCTS, INC.	AGGREGATE	2,353.61
Highway	11230	WASTE MANAGEMENT OF WISCONSIN, INC	TIRE DISPOSAL	2,303.26
Highway	10678	MARKER SERVICE CORP	SAND BLAST & PRIME WINGS	1,560.00
Highway	10625	LANNON STONE PRODUCTS, INC.	AGGREGATE	1,081.42
Highway	10678	MARKER SERVICE CORP	PAINT SUPPLIES -ORANGE PAINT	960.00
Highway	10691	MENARDS	STREET MAINTENANCE SUPPLIES	706.35
Highway	10797	NEENAH FOUNDRY COMPANY	TRENCH FRAMES	635.48
Highway	11195	USIC LOCATING SERVICES INC	LOCATES	512.03
Highway	10625	LANNON STONE PRODUCTS, INC.	AGGREGATE	355.55
Highway	13030	ROBERT TALAJKOWSKI	CONCRETE FOR DRAIN AT CITY HALL	271.00
Highway	10172	CARLIN SALES CORP	LANDSCAPING/TOOLS	226.36
Highway	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	LANDSCAPPING SUPPLIES	223.88
Highway	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	LANDSCAPPING SUPPLIES	193.88
Highway	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	LANDSCAPPING SUPPLIES	186.02
Highway	12861	WRANGLER HOLDCO CORP	RECYCLING FEES	175.45
Highway	10691	MENARDS	STREET MAINTENANCE SUPPLIES	95.19
Highway	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	LANDSCAPPING SUPPLIES	93.01
Highway	13073	BOEHLKE HARDWARE & PLUMBING	SUPPLIES/REFILLS/INSPECTIONS	84.91
Highway	10101	BATTERY PRODUCTS INC	BATTERIES	76.15
Highway	11211	VERIZON WIRELESS SERVICES LLC	IPAD DATA CHARGES	75.10
Highway	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	67.48
Highway	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	67.48
Highway	12883	PB HAHN & CO INC	STREET MAINTENANCE SUPPLIES	59.37
Highway	12883	PB HAHN & CO INC	STREET MAINTENANCE SUPPLIES	58.74
Highway	11248	WE ENERGIES	CO. LINE & PORT RD. SIGNALS AUG & SEPT	57.88
Highway	12883	PB HAHN & CO INC	STREET MAINTENANCE SUPPLIES	43.18
Highway	12667	ETNA DISTRIBUTORS LLC	CULVERT SUPPLIES	36.80
Highway	12667	ETNA DISTRIBUTORS LLC	CULVERT SUPPLIES	35.20
Highway	10287	DIGGERS HOTLINE INC	LOCATES	31.32
Highway	12768	BONUS INC	TRAINING ROOM SUPPLIES	14.58
Highway	12883	PB HAHN & CO INC	STREET MAINTENANCE SUPPLIES	10.79
Highway	12883	PB HAHN & CO INC	STREET MAINTENANCE SUPPLIES	8.98
Highway	12883	PB HAHN & CO INC	STREET MAINTENANCE SUPPLIES	4.66
Highway	13073	BOEHLKE HARDWARE & PLUMBING	CREDIT-DOUBLE PD INV #46077	-27.98
Highway Total				27,553.59
Human Resources	10226	CONCENTRA MEDICAL CENTERS	Concentra: Random DOT Screening	360.00
Human Resources	10226	CONCENTRA MEDICAL CENTERS	Concentra: Random DOT Screening	120.00
Human Resources	12651	AMAZON CAPITAL SERVICES, INC	Amazon: HR Specific Supplies	35.99
Human Resources	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	31.06

Attachment: October 2023 AP Vendor Listing by Dept (10) (8926 : October 2023 Vouchers Paid List)

Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
Human Resources	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	26.31
Human Resources Total				573.36
Information Services	12448	THE OFFICE TECHNOLOGY GROUP	Security, Monitoring, Backup Systems, and Support	9,942.00
Information Services	12448	THE OFFICE TECHNOLOGY GROUP	Printer Contract	1,157.00
Information Services	12616	MIDWEST FIBER NETWORKS LLC	Midwest Fiber Network 3 Buildings	895.00
Information Services	12448	THE OFFICE TECHNOLOGY GROUP	Printer Contract	762.88
Information Services	12405	TELECOM ONE, INC	PHONE BILL 10/1-10/31/2023 ACCT 10000501831	340.03
Information Services	12651	AMAZON CAPITAL SERVICES, INC	Hardware, Equipment, Parts and Tools	283.68
Information Services	12616	MIDWEST FIBER NETWORKS LLC	MWF Internet Service	200.00
Information Services	12301	INTEGRATED SYSTEMS CORPORATION	Internet - ISCORP	200.00
Information Services	12616	MIDWEST FIBER NETWORKS LLC	Midwest Fiber Network 3 Buildings	150.13
Information Services	12651	AMAZON CAPITAL SERVICES, INC	Hardware, Equipment, Parts and Tools	84.90
Information Services	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	40.49
Information Services	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	40.49
Information Services	12651	AMAZON CAPITAL SERVICES, INC	Hardware, Equipment, Parts and Tools	21.69
Information Services	12651	AMAZON CAPITAL SERVICES, INC	Hardware, Equipment, Parts and Tools	7.64
Information Services Total				14,125.93
Inspections	11978	SCOTT J. PINZER	CODE ENFORCEMENT OFFICER	488.00
Inspections	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	115.41
Inspections	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	115.16
Inspections Total				718.57
Legal Counsel	12080	WESOLOWSKI REIDENBACH & SAJDAK SC	2023 LEGAL FEES	7,100.00
Legal Counsel	12080	WESOLOWSKI REIDENBACH & SAJDAK SC	2023 LEGAL FEES	6,650.00
Legal Counsel	10511	HOUSEMAN & FEIND LLP	2023 PROSECUTION LEGAL FEES	2,000.00
Legal Counsel	12754	VON BRIESEN & ROPER, S.C.	Von Briesen & Roper	787.50
Legal Counsel	10511	HOUSEMAN & FEIND LLP	2023 PROSECUTION LEGAL FEES	600.00
Legal Counsel Total				17,137.50
Library Services Grant	11133	THIENSVILLE, VILLAGE OF	4TH QTR LIBRARY SUPPORT PAYMENT 2023	276,679.00
Library Services Grant Total				276,679.00
Local Road Projects	10623	LALONDE CONTRACTORS INC	TC TIF EXPENDITURE - OIT XING	32,046.50
Local Road Projects	12667	ETNA DISTRIBUTORS LLC	ROAD PROGRAM CONNECTIONS	1,157.00
Local Road Projects Total				33,203.50
Parks	10819	NORTHERN EXPOSURE LANDSCAPING, INC	CONTRACT MEDIAN AND CITY HALL PARKING LOT-RES 3836	6,250.00
Parks	10428	FRANK GILLITZER ELECTRIC CO LTD	BROKEN ELECTRICAL STAND ROTARY PARK	352.84
Parks	11326	WIS PUMP AND SUMP INC	PUMP ROTARY PAVILIONS	330.00
Parks	10909	PORT-A-JOHN, INC.	PORTABLE TOILETS	220.00
Parks	10321	EGELHOFF LAWN MOWER SERVICE INC	MOWER/TRIMMER SUPPLIES	118.68
Parks	10909	PORT-A-JOHN, INC.	PORTABLE TOILETS	110.00
Parks	10691	MENARDS	HARDWARE AND SUPPLIES	98.94
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	70.42
Parks	90007	MISC REFUNDS	60" CHRISTMAS WREATH	65.00
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	43.17
Parks	10861	WASHINGTON OZAUKEE COUNTY PUBLIC HEALTH DEPT	WELL TEST PARKS	40.00
Parks	10861	WASHINGTON OZAUKEE COUNTY PUBLIC HEALTH DEPT	WELL TEST PARKS	40.00
Parks	10861	WASHINGTON OZAUKEE COUNTY PUBLIC HEALTH DEPT	WELL TEST PARKS	40.00
Parks	10321	EGELHOFF LAWN MOWER SERVICE INC	MOWER/TRIMMER SUPPLIES	35.99
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	34.96
Parks	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	LANDSCAPE SUPPLIES	33.81
Parks	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	33.49
Parks	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	33.49
Parks	10172	CARLIN SALES CORP	LANDSCAPE SUPPLIES	27.61
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	20.74
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	17.98
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	17.08
Parks	10569	SITEONE LANDSCAPE SUPPLY HOLDING, LLC	LANDSCAPE SUPPLIES	14.98
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	14.38
Parks	12883	PB HAHN & CO INC	HARDWARE & SUPPLIES	14.02
Parks Total				8,077.58
Police	11307	WIS DEPT OF TRANSPORT 7366	POLICE TRAINING	1,590.00
Police	12694	AT&T MOBILITY LLC	CELL PHONE SERVICES	924.57
Police	11295	WIS DEPT OF JUSTICE 2718	WI DOJ TIME SYSTEM ACCESS	677.25
Police	11236	WAUKESHA COUNTY TECHNICAL COLLEGE DISTRICT	POLICE TRAINING	550.00
Police	11211	VERIZON WIRELESS SERVICES LLC	CELL PHONE SERVICES	528.06
Police	10158	BUBRICK'S COMPLETE OFFICE OF WISCONSIN INC	OFFICE SUPPLIES	447.00
Police	11520	KIESLER'S POLICE SUPPLY, INC	POLICE EQUIPMENT	403.70
Police	10552	INTOXIMETERS INC	INTOXIMETER SUPPLIES	290.00

Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
Police	12405	TELECOM ONE, INC	PHONE BILL 10/1-10/31/2023 ACCT 10000501831	272.02
Police	11295	WIS DEPT OF JUSTICE 2718	WI DOJ RECORDS CHECK	252.00
Police	13134	T&G THIENSVILLE INC	CATERING / HOSPITALITY	250.00
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	219.99
Police	10708	MEQUON POLICE-PETTY CASH	POLICE DEPT PETTY CASH REIMBURSEMENT	199.53
Police	11137	THOMSON REUTERS - WEST	CLEAR INVESTIGATIVE SERVICES	185.44
Police	12466	LANGUAGE LINE SERVICES INC	TRANSLATION SERVICES	182.20
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT LODGING FOR TRAINING 9/26-9/28/2023	180.00
Police	10426	GIERACH'S SERVICE INC	TOWING SERVICES	160.00
Police	10408	GALLS LLC	UNIFORMS	133.39
Police	10866	WISCONSIN HUMANE SOCIETY	STRAY ANIMAL SERVICES	130.00
Police	13026	ODP BUSINESS SOLUTIONS LLC	OFFICE SUPPLIES	111.63
Police	11056	SIRCHIE FINGER PRINT LAB INC	POLICE SUPPLIES/EQUIPMENT	94.50
Police	11153	TRANS UNION LLC	CREDIT HISTORIES	89.68
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT TRAINING 9/19-9/22/2023	75.11
Police	10931	PROSHRED SECURITY	SHREDDING SERVICE	74.40
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	64.33
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT K-9 TRAINING 10/9/2023-10/13/2023	59.51
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT TRAINING 9/19-9/22/2023	56.56
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	55.95
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	45.85
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	44.42
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT TRAINING 9/25-9/29/2023	44.21
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	41.20
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT K-9 TRAINING 10/2/2023-10/6/2023	38.93
Police	13109	FROEDTERT HEALTH NEIGHBORHOOD HOSPITAL LLC	LEGAL BLOOD DRAWS	34.00
Police	90001	TEMP STAFF REIMB	REIMBUSEMENT TRAINING 9/22/23 & 9/29/23	25.87
Police	11114	T MOBILE	PHONE RECORDS	25.00
Police	90001	TEMP STAFF REIMB	REIMBURSEMENT TRAINING 9/26/23-9/28/23	20.70
Police	10708	MEQUON POLICE-PETTY CASH	POLICE DEPT PETTY CASH REIMBURSEMENT	19.18
Police	10866	WISCONSIN HUMANE SOCIETY	STRAY ANIMAL SERVICES	15.00
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	12.95
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	11.00
Police	12651	AMAZON CAPITAL SERVICES, INC	OFFICE/WORK SUPPLIES, M&R	7.99
Police	12651	AMAZON CAPITAL SERVICES, INC	COOLING FAN FOR DESKTOP	-15.95
Police Total				8,627.17
Public Safety Equipment	10408	GALLS LLC	UNIFORMS	1,229.29
Public Safety Equipment	90001	TEMP STAFF REIMB	REIMBURSEMENT FENCE PANELS & PADDING FOR K-9 AREA	358.65
Public Safety Equipment	11094	LAWRENCE F FILO	K9 TRAINING AND BOARDING	90.00
Public Safety Equipment Total				1,677.94
Public Works Other	11254	WE ENERGIES-ESSENTIAL SERVICES	LED STREETLIGHT CONVERSION WORK REQUEST #4871712	8,075.00
Public Works Other	12551	WALLACE TREE LANDSCAPE INC	ASH REMOVAL	7,900.00
Public Works Other	11254	WE ENERGIES-ESSENTIAL SERVICES	NEW STREETLIGHT HIGHLAND/HIGHGATE-WRK REQ #4880176	933.97
Public Works Other Total				16,908.97
Public Works Vehicles	10360	JFTCO, INC	REPLACEMENT COMPACT TRACK LOADER PER RESOLUTION 40	89,750.00
Public Works Vehicles	11965	DE LAGE LANDEN FINANCIAL SERVICES, INC	4TH YEAR (FINAL) LEASE PAYMENT ON 4 CHEVY MALIBUS	19,644.74
Public Works Vehicles Total				109,394.74
Sewer General Activities	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 002832L UNIT 33302 11/1/23-11/30/23	312.22
Sewer General Activities	11331	WIS SUPPORT COLLECTIONS TRUST	SUPPORT # 5956557 7532298 7844747 7657807 10/13/23	111.46
Sewer General Activities	10810	NORTH SHORE BANK FSB	MEQUON PAYROLL 2322C PAYDATE 10/27/23	60.00
Sewer General Activities	10810	NORTH SHORE BANK FSB	DEFERRED COMP 10/13/2023	60.00
Sewer General Activities	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 76038 ACCIDENT NOVEMBER 2023	13.76
Sewer General Activities	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 002832L UNIT 33302 11/1/23-11/30/23	8.80
Sewer General Activities Total				566.24
Sewer UT Operations	11547	MID CITY CORPORATION	TAMERLANE DR LS O FM (3491-22-O)	517,454.26
Sewer UT Operations	12690	APPLIED TECHNOLOGIES INC	DESIGN LS E REPLACEMENT (3616-23-E) Res#4033	36,992.00
Sewer UT Operations	12690	APPLIED TECHNOLOGIES INC	DESIGN LS E REPLACEMENT (3616-23-E) Res#4033	20,459.00
Sewer UT Operations	11062	RASMITH, INC	INSPECTION SERVICES LS F CLEAN OUTS PPII RES #4020	9,688.85
Sewer UT Operations	11556	BLOOM COMPANIES LLC	PPII INSPECTIONS (3566-22-I)-RES 3947 & 4006	5,147.00
Sewer UT Operations	11044	SHERWIN INDUSTRIES INC	MASTIC	3,378.37
Sewer UT Operations	12925	ARCHER ELECTRIC LLC	6 HOUR ELECTRICAL SAFETY TRAINING	2,425.00
Sewer UT Operations	11062	RASMITH, INC	INSPECTION SERVICES LS F CLEAN OUTS PPII RES #4020	2,345.12
Sewer UT Operations	13131	NEW RESTORATION AND RECOVERY SERVICES LLC	ABANDON SMH @SEC STH 167 & CTH W, (#3776; I-43)	1,401.25
Sewer UT Operations	12225	PRIMADATA	Q3 2023 SEWER FLAT POSTAGE	1,012.61
Sewer UT Operations	10784	MUSKEGO, CITY OF	MMSD FACILITY PLAN REVIEW	599.69
Sewer UT Operations	11062	RASMITH, INC	INSPECTION SERVICES (#3566-23-E) RES 4069	513.00

Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
Sewer UT Operations	11177	UNITED DISPOSAL SERVICES LLC	DUMSPTEER FEES	510.00
Sewer UT Operations	12225	PRIMADATA	Q3 2023 WATER/SEWER POSTAGE	501.00
Sewer UT Operations	90007	MISC REFUNDS	REIMBURSEMENT FOR SEWER LATERAL CLEANING	475.00
Sewer UT Operations	11062	RASMITH, INC	ETS MONITORING (#3780-23)	404.25
Sewer UT Operations	11062	RASMITH, INC	SEWER LATERAL WORK (3566-23-E) RES 3973	366.75
Sewer UT Operations	12232	BAYSIDE PRINTING INC.	2023 WATER & SEWER BILLS	203.80
Sewer UT Operations	12232	BAYSIDE PRINTING INC.	2023 WATER & SEWER BILLS	198.76
Sewer UT Operations	11062	RASMITH, INC	ETS MONITORING (#3780-23)	78.75
Sewer UT Operations	12482	CITY OF MILWAUKEE-DPW	Q3 2023 SEWER AGREEMENT #2531	78.00
Sewer UT Operations	11211	VERIZON WIRELESS SERVICES LLC	IPAD DATA CHARGES	60.08
Sewer UT Operations	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	56.93
Sewer UT Operations	11165	UNITED STATES CELLULAR CORPORATION	CELL PHONE MONTHLY BILLING	50.10
Sewer UT Operations Total				604,399.57
Special Events	13095	SPIELBAUER FIREWORKS COMPANY INC	REMAINING BALANCE OWED 9/9/2023 FIREWORKS DISPLAY	2,725.00
Special Events	12321	MICHAEL LANDEY	2023 WINTER WONDERLAND RENTAL	1,739.50
Special Events	10230	CONLEY PUBLISHING GROUP LTD	2X3 CELEBRATE MEQUON FULL COLOR AD	67.02
Special Events Total				4,531.52
Special Federal Grant Fund	11701	TYLER TECHNOLOGIES INC	ARPA: Munis ERP System Business Licensing Implemen	3,500.00
Special Federal Grant Fund	11615	CAROL E BUTZKE	7/18/23 ELECTION HELP & 6/2023 TRAINING	10.00
Special Federal Grant Fund Total				3,510.00
TIF 3	10623	LALONDE CONTRACTORS INC	TC TIF EXPENDITURE - OIT XING	176,319.14
TIF 3	10623	LALONDE CONTRACTORS INC	TC TIF EXPENDITURE - OIT XING	158,776.63
TIF 3	10193	CENTURY FENCE COMPANY	TC TIF EXPENDITURE	22,250.00
TIF 3	90007	MISC REFUNDS	WE ENERGIES UTILITY BURIAL-TOWN CENTER	5,000.00
TIF 3	10811	NORTH SHORE ENGINEERING INC	TC TIF EXPENDITURE	3,000.00
TIF 3 Total				365,345.77
Water general Activities	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	600.00
Water general Activities	11331	WIS SUPPORT COLLECTIONS TRUST	SUPPORT # 5956557 7532298 7844747 7657807 10/13/23	111.46
Water general Activities	10757	SECURIAN LIFE INSURANCE COMPANY	POLICY 002832L UNIT 33302 11/1/23-11/30/23	10.65
Water general Activities Total				722.11
Water UT Operations	10755	CITY OF MILWAUKEE	PURCHASED WATER	80,713.11
Water UT Operations	10815	NORTH SHORE WATER COMMISSION	PURCHASED WATER	17,796.74
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	6,710.00
Water UT Operations	11195	USIC LOCATING SERVICES INC	LOCATING	5,032.63
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	4,739.48
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	4,308.62
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	3,188.38
Water UT Operations	12377	ADVANCED ASPHALT PAVING, INC	VALVE REPLACEMENT ASPHALT PATCHING	2,950.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	2,843.69
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	2,412.83
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	2,369.74
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	2,300.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	2,100.00
Water UT Operations	12377	ADVANCED ASPHALT PAVING, INC	VALVE REPLACEMENT ASPHALT PATCHING	1,900.00
Water UT Operations	10341	ENERGENECS INC	SCADA MAINTENANCE	1,552.25
Water UT Operations	11044	SHERWIN INDUSTRIES INC	MASTIC	1,126.13
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	947.90
Water UT Operations	12667	ETNA DISTRIBUTORS LLC	SERVICE MATERIALS	782.00
Water UT Operations	13135	FIRST SUPPLY LLC	CURB KEY	719.32
Water UT Operations	10287	DIGGERS HOTLINE INC	LOCATES	713.40
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	700.00
Water UT Operations	12225	PRIMADATA	Q3 2023 SEWER FLAT POSTAGE	675.08
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	600.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	500.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	430.86
Water UT Operations	12380	BOND TRUST SERVICES CORP	WATER REFUNDING BOND 2017A PAYING AGENT FEE	400.00
Water UT Operations	10938	PUBLIC SERVICE COMMISSION OF	ANNUAL FEE	361.05
Water UT Operations	10815	NORTH SHORE WATER COMMISSION	WATER TESTING BACT	360.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	350.00
Water UT Operations	12322	BAXTER & WOODMAN, INC.	MWW FULL RATE CASE	345.50
Water UT Operations	12225	PRIMADATA	Q3 2023 WATER/SEWER POSTAGE	334.01
Water UT Operations	10105	VILLAGE OF BAYSIDE	LATERAL RESTORATION 112 E BAY POINT RD	270.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	250.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	172.34
Water UT Operations	12232	BAYSIDE PRINTING INC.	2023 WATER & SEWER BILLS	135.87
Water UT Operations	12232	BAYSIDE PRINTING INC.	2023 WATER & SEWER BILLS	132.50

Processed by Department	Vendor Number	Vendor Name	Invoice Description	Line item amount
Water UT Operations	12667	ETNA DISTRIBUTORS LLC	SERVICE MATERIALS	125.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	100.00
Water UT Operations	10206	CITY WATER LLC	MANAGEMENT & OPERATIONS SERVICES 9/2023	86.17
Water UT Operations	11245	WAYSIDE NURSERIES INC	RESTORATION	85.50
Water UT Operations	13098	HD SUPPLY INC	WATER CHEMICALS AND SAMPLING EQUIPMENT	58.24
Water UT Operations	12883	PB HAHN & CO INC	PAINTING SUPPLIES	27.87
Water UT Operations	11211	VERIZON WIRELESS SERVICES LLC	IPAD DATA CHARGES	15.02
Water UT Operations Total				151,721.23

PORTFOLIO AND ECONOMIC UPDATE



AS OF SEPTEMBER 30, 2023

Contact



Ellen Roberts

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Matthew Slowinski, CFA

Senior Vice President – Portfolio Manager

(262) 782-6091

Matt@DanalInvestment.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.

Pensions & Investments ★★ 2022 ★★
BEST PLACES TO WORK
IN MONEY MANAGEMENT

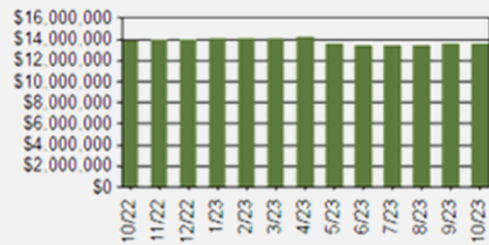
- Founded in 1980
- Employee-owned
- Equity, taxable and tax-exempt fixed income, and ESG asset manager
- \$ 6.421 billion of assets under advisement as of September 30, 2023
- Headquartered in Brookfield, Wisconsin

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

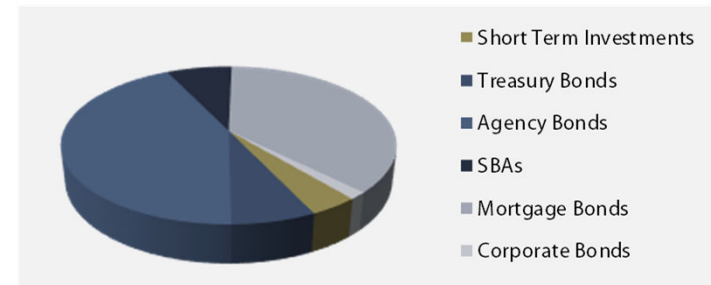
City of Mequon Activity 04/10/2019 to 10/31/2023

	@ Market	@ Cost
Portfolio Value on 04/10/2019	\$ 8,820,754	\$ 8,745,188
Contributions/Withdrawals	4,117,647	4,117,647
Investment Income	1,077,725	1,077,725
Unrealized Gain/Loss	(378,588)	0
Realized Gain/Loss	(115,176)	(143,674)
Change in Accrued Income	31,339	31,339
Portfolio Value on 10/31/2023	\$ 13,553,701	\$ 13,828,226
Total Gain after Fees	555,089	905,179

City of Mequon Value (\$) Over Last 12 Months



Portfolio Allocation (@ market) Data as of 10/31/2023	City of Mequon Market Value	% Assets	Income
Short Term Investments	545,414	4.0	2,092
Treasury Bonds	932,764	6.9	6,563
Agency Bonds	5,832,377	43.0	154,625
Small Business Administration Bonds	1,017,982	7.5	78,625
Mortgage Bonds	5,025,024	37.1	230,387
Corporate Bonds	200,141	1.5	6,600
Total Portfolio	\$13,553,701	100.0	\$478,891



Total Return Through 10/31/2023 (net of fees)

	Unannualized Oct '23	YTD	Average Annual Since Inc.
3876ma - City of Mequon Limited Volatility	0.306	3.158	1.004
3876mb - City of Mequon ARF	0.325	3.445	2.755
ICE BofA 1-3 Year Treasury Index	0.338	2.084	0.738
ICE BofA 1 Year Treasury Index	0.445	3.355	1.335

Bond Characteristics as of 09/30/2023 (gross of fees)

Credit Quality	Yield to Worst	Average Coupon	Effective Duration	Book Yield
Aaa	6.062	3.723	1.267	4.303
Aaa	5.379	4.006	0.172	3.945
Aa1	5.121	2.277	1.817	-
Aa1	5.463	4.250	0.940	-

ECONOMIC & MARKET UPDATE

MACROECONOMIC BACKGROUND

GDP Growth Remains Resilient:

- U.S. GDP growth expectations for Q3 moved significantly higher than expected just last quarter and now expected to grow 2.45%. Q4 growth forecasted to be flat at 0.2%.
- Full Year 2023 GDP has also been revised higher and now projected to grow 2.0%, 2024 is revised slightly higher and forecasted to grow 0.7%.

3rd Quarter 2023 Summary:

- U.S. stocks were down for the quarter but remain positive in the YTD period. The S&P 500 peaked for the year on July 31, then moved lower to finish the quarter down -3.3%.
- Positive economic news helped turn attention towards higher-for-longer by the Federal Reserve especially after the September meeting with lower rate cuts now expected in 2024. The Treasury yield curve remained inverted for the 6th straight quarter although the inversion narrowed after the 10-year Treasury yield rose nearly 90 bps to finish at 4.57%.
- Energy was one of two positive sectors of the S&P500 to finish the quarter up 12.2% in the quarter. Higher oil aided the sector on concerns over tight supply.

Discussions In The Market:

- Bond markets normalizing and offering the highest yields in over 15 years should bode well for fixed income investors, but are we in for another crisis? With the Federal Reserve likely near the end of this hiking cycle and with some loosening expected in 2024, better returns should be ahead.
- Does the soft landing (a slowdown but no recession) become a reality or do the long and variable interest rates hikes eventually push the economy into a recession?
- Markets will keep a focus on implications from higher oil prices, the resumption of student-loan payments, ongoing labor strikes and political uncertainty around a potential government shutdown.
- Does equity market seasonality help move the markets higher in Q4 to keep the bull market running?

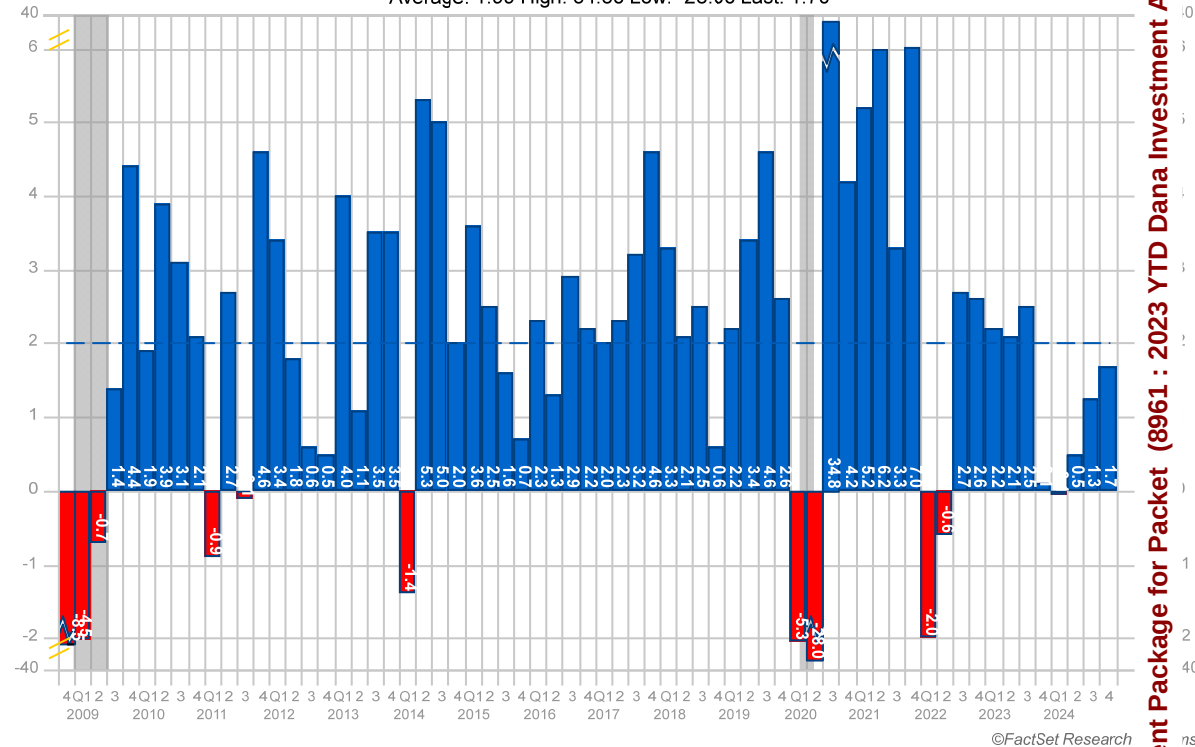
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Source: Dana Investment Advisors, IMF, FactSet Research Systems. Real gross domestic product (GDP) is GDP given in constant prices and refers to the volume level of GDP. Constant price estimates of GDP are obtained by expressing services produced in a given year, expressed in terms of a base period. Forecast is based on an assessment of the economic climate in individual countries and the world economy, using a combination of model-based analyses and expert judgement. This indicator is measured in growth rates compared to previous year (IMF). Grey areas indicate recession periods. FactSet graph/data refreshed on 10/10/2023.

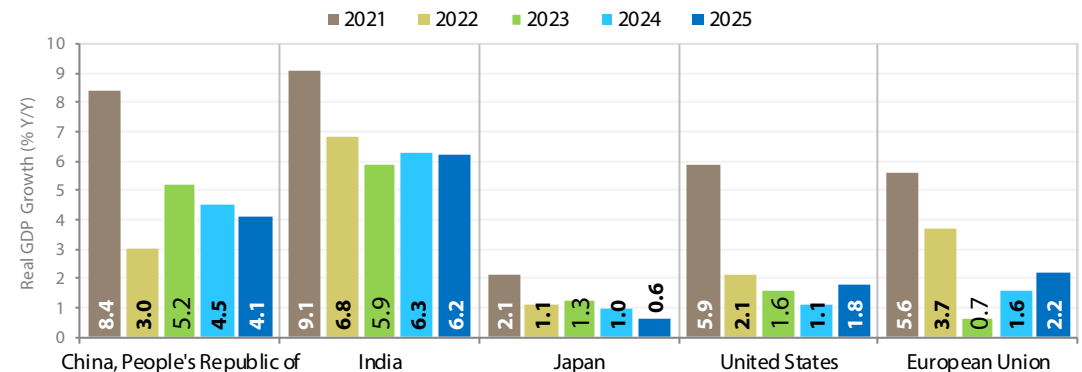
US Real GDP (q/q) Actual and Estimates

12/31/2008 through 12/31/2024

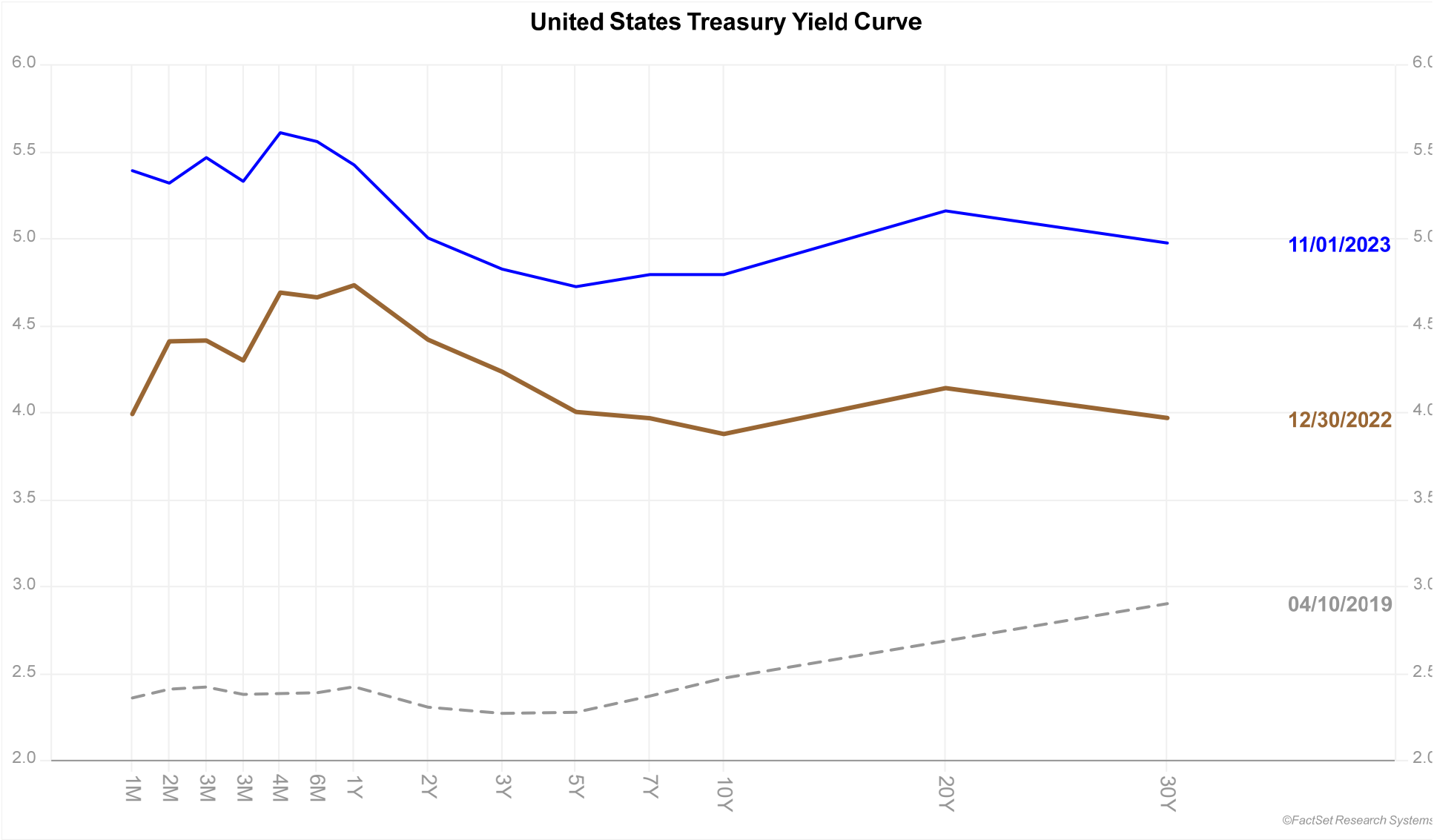
Average: 1.99 High: 34.80 Low: -28.00 Last: 1.70



Real GDP Forecast, Total, Annual Growth Rate (%), 2021 – 2025



Source: ©IMF, 2023 https://www.imf.org/external/datamapper/NGDP_RPCH@WEO/CHN/IND/JPN/USA/EU?year=2020 (accessed 10/02/2023). All data is subject to adjustments, forward looking periods are estimates.



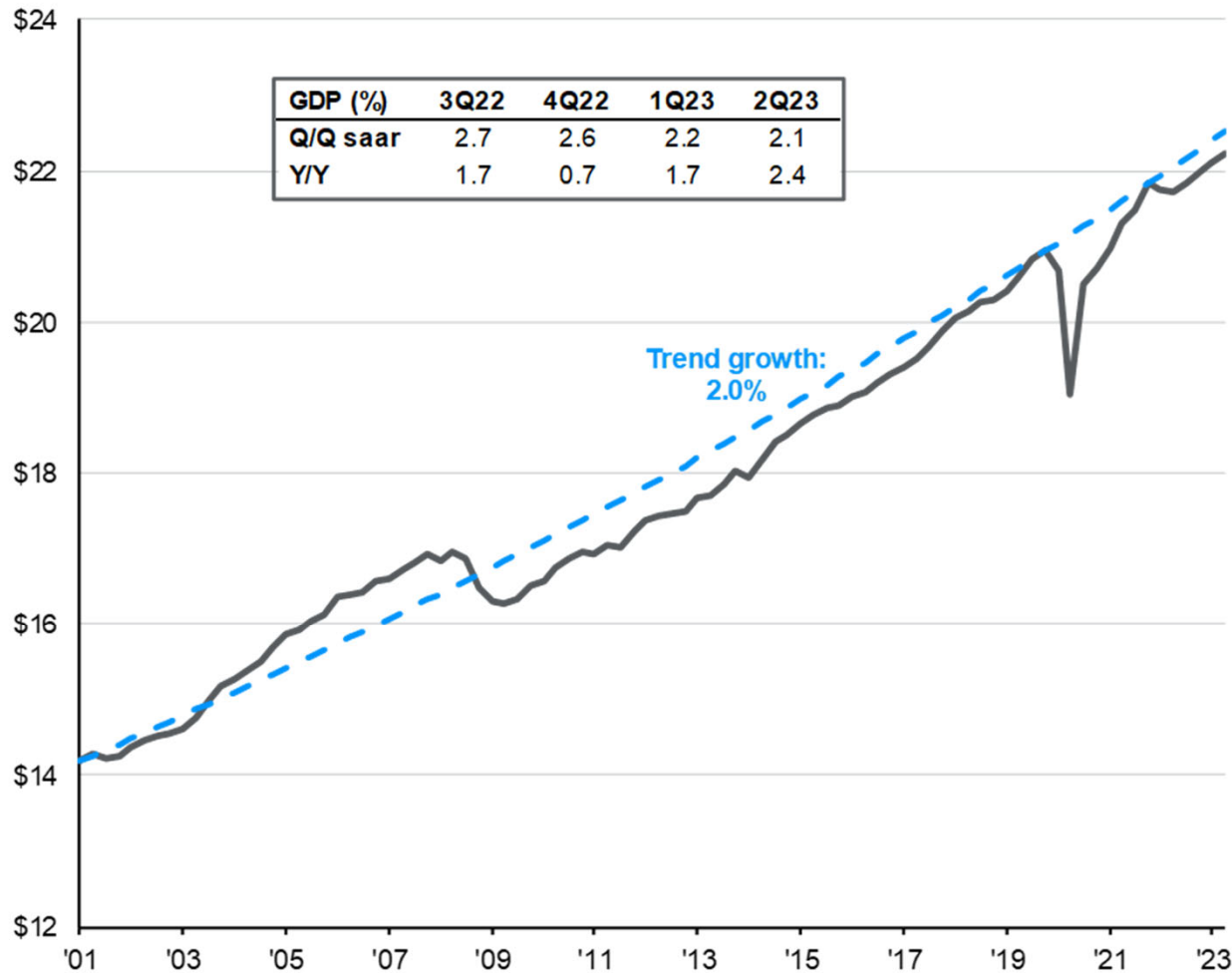
Attachment: 3rd Quarter Investment Package for Packet (8961 : 2023 YTD Dana Investment Advisors

ECONOMIC & MARKET UPDATE

ECONOMIC GROWTH AND THE COMPOSITION OF GDP

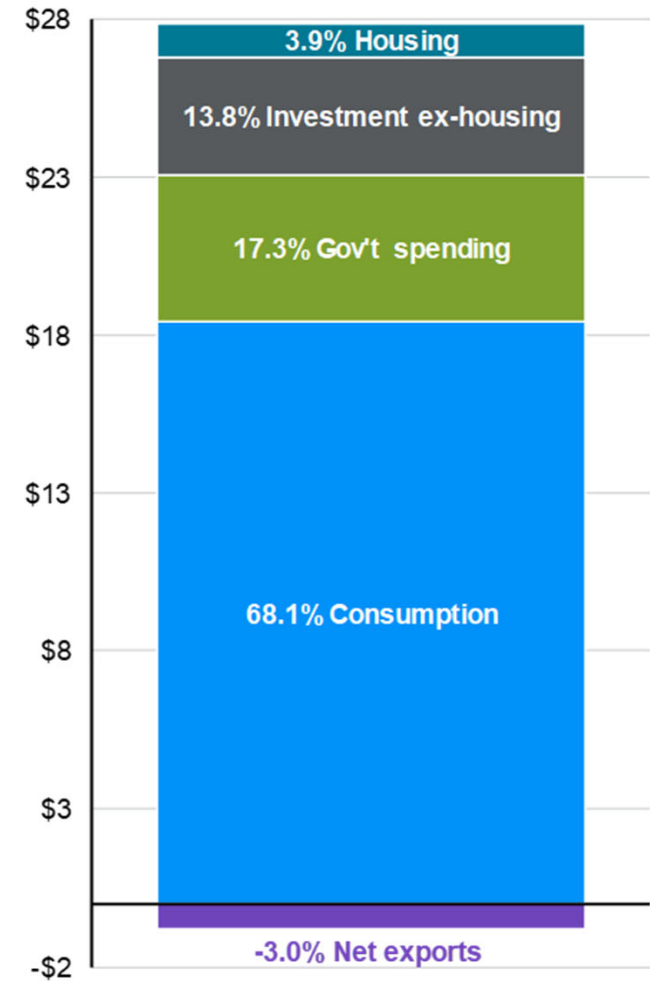
Real GDP

Trillions of chained (2017) dollars, seasonally adjusted at annual rates



Components of GDP

2Q23 nominal GDP, USD trillions



Graph Source: BEA, FactSet, J.P. Morgan Asset Management. Values may not sum to 100% due to rounding. Trend growth is measured as the average annual growth rate from business cycle peak 1Q01 to business cycle peak 4Q19.
Source: J.P. Morgan Asset Management Guide to the Markets – U.S. Data are as of September 30, 2022 (p. 16).

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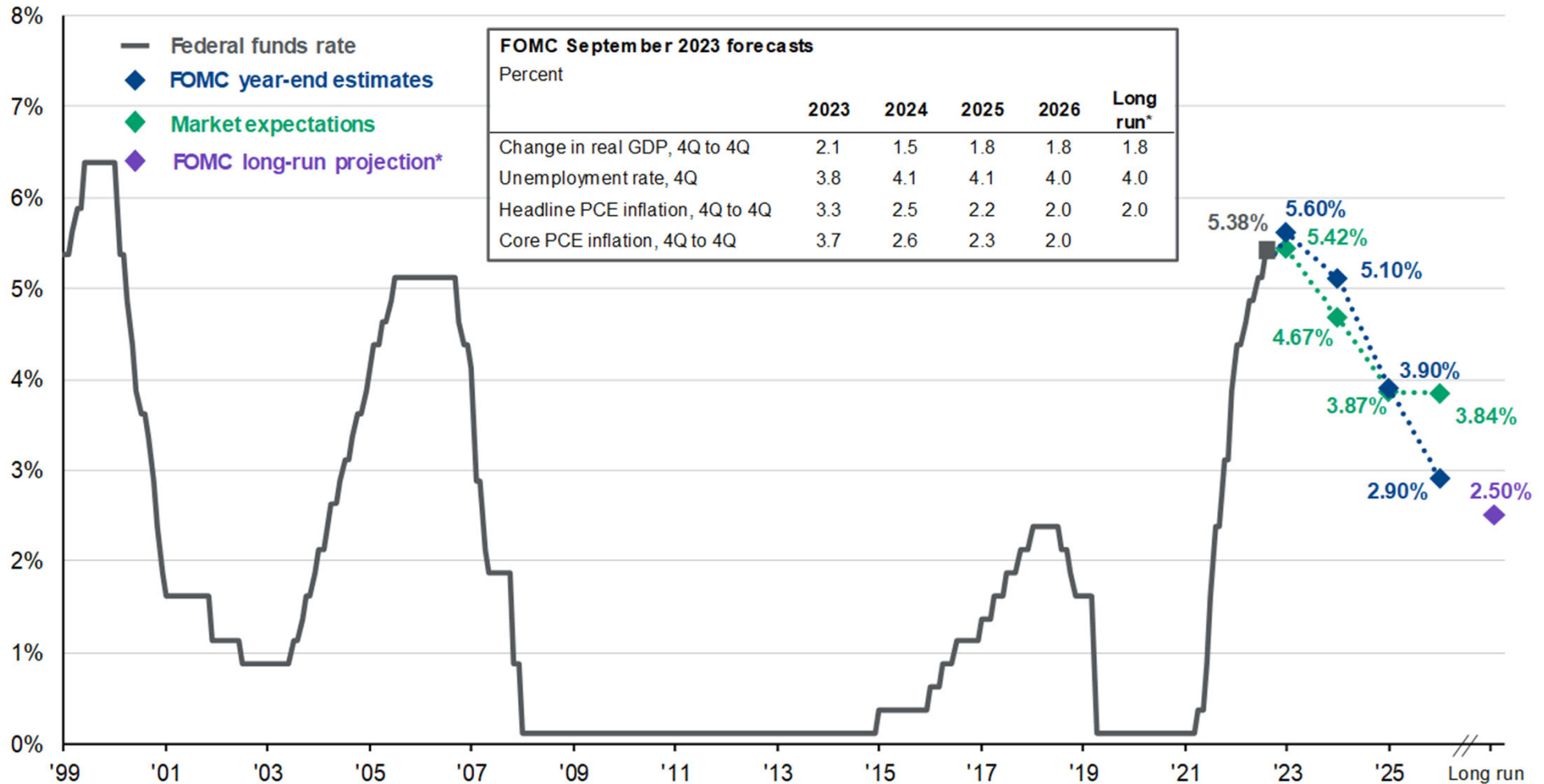
Definition: Chained dollars: A measure used to approximate the chained-type index level and is calculated by taking the current-dollar level of a series in the base period (2012) and multiplying it by the change in the index number for the series since the base period. Chained-dollar estimates correctly show growth rates for a series, but are not additive in periods other than the base period. <https://www.bea.gov/help/glossary/chained-dollar-estimate>

ECONOMIC & MARKET UPDATE

THE FED AND INTEREST RATES

Federal funds rate expectations

FOMC and market expectations for the federal funds rate



Source: Bloomberg, FactSet, Federal Reserve, J.P. Morgan Asset Management. Market expectations are based off of the respective Federal Funds Futures contracts for December expiry. *Long-run projections are the rates of growth, unemployment and inflation to which a policymaker expects the economy to converge over the next five to six years in absence of further shocks and under appropriate monetary policy. Forecasts are not a reliable indicator of future performance. Forecasts, projections and other forward-looking statements are based upon current beliefs and expectations. They are for illustrative purposes only and serve as an indication of what may occur. Given the inherent uncertainties and risks associated with forecasts, projections or other forward-looking statements, actual events, results or performance may differ materially from those reflected or contemplated. Guide to the Markets – U.S. Data are as of September 30, 2023 (p. 33).

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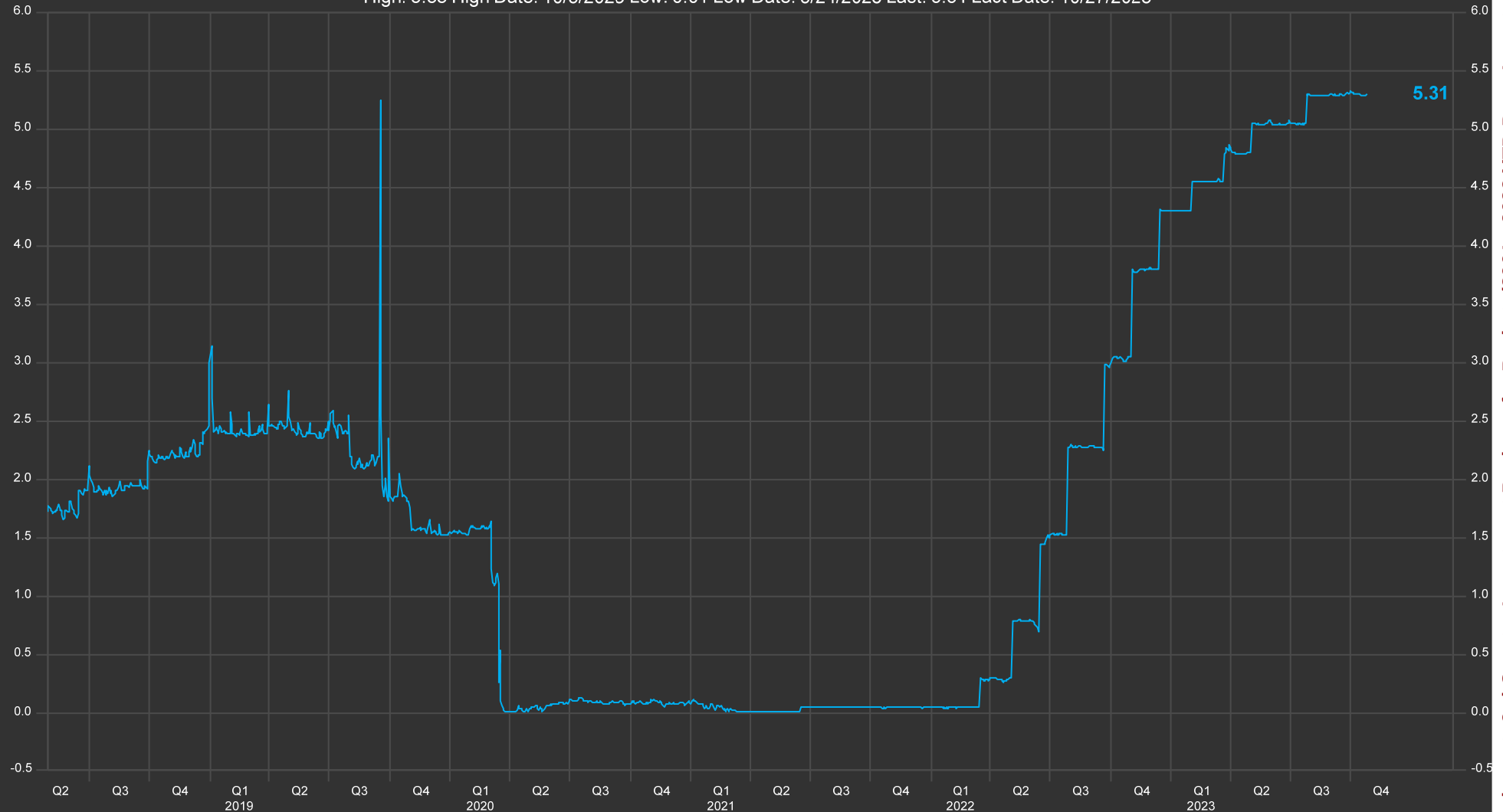
Definition: Chained dollars: A measure used to approximate the chained-type index level and is calculated by taking the current-dollar level of a series in the base period (2012) and multiplying it by the change in the index number for the series since the base period. Chained-dollar estimates correctly show growth rates for a series, but are not additive in periods other than the base period. <https://www.bea.gov/help/glossary/chained-dollar-estimate>

ECONOMIC & MARKET UPDATE

United States Secured Overnight Financing Rate (SOFR) - Yield

4/27/2018 Through 10/27/2023

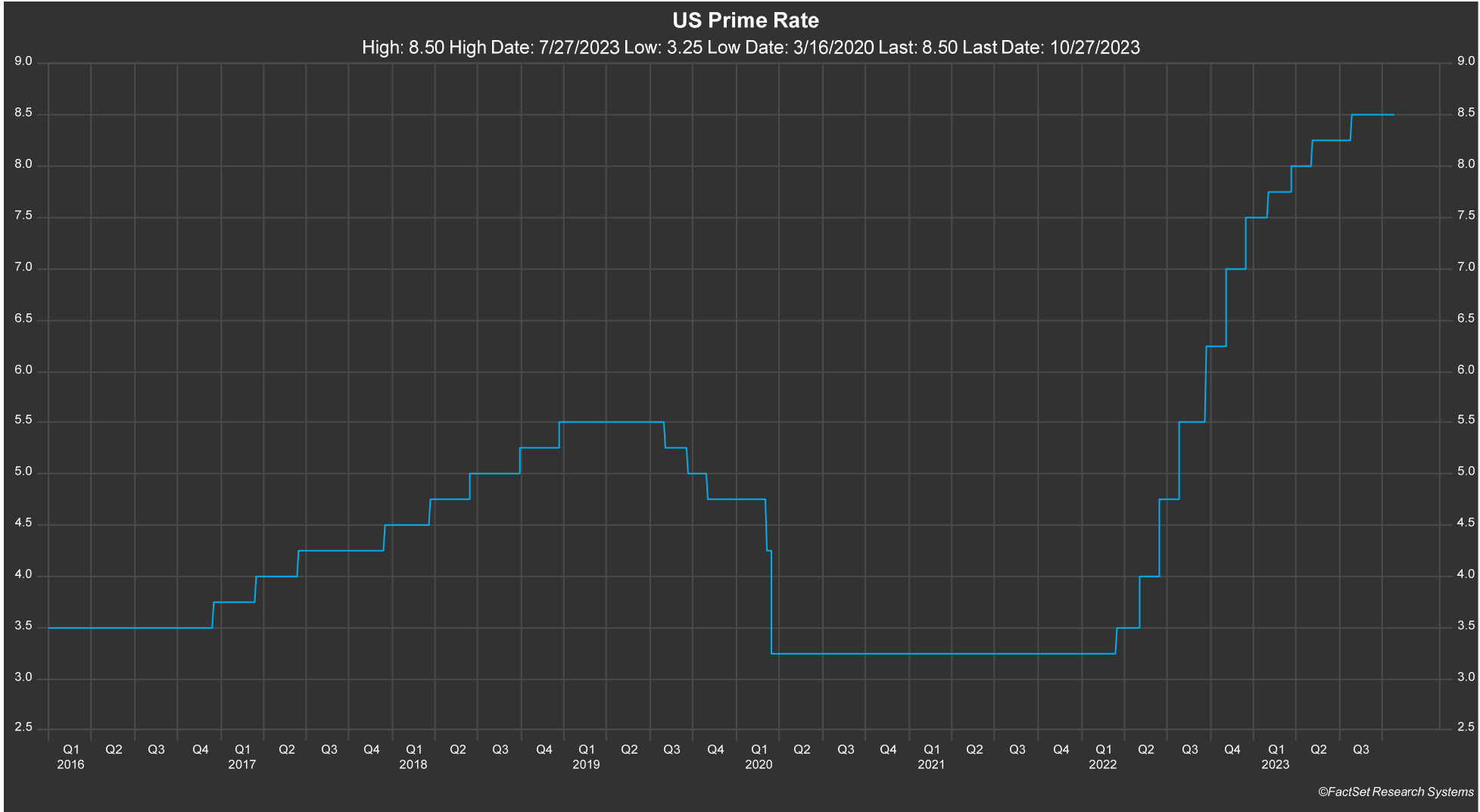
High: 5.33 High Date: 10/3/2023 Low: 0.01 Low Date: 3/24/2020 Last: 5.31 Last Date: 10/27/2023



©FactSet Research Systems

Attachment: 3rd Quarter Investment Package for Packet (8961 : 2023 YTD Dana Investment Advisors

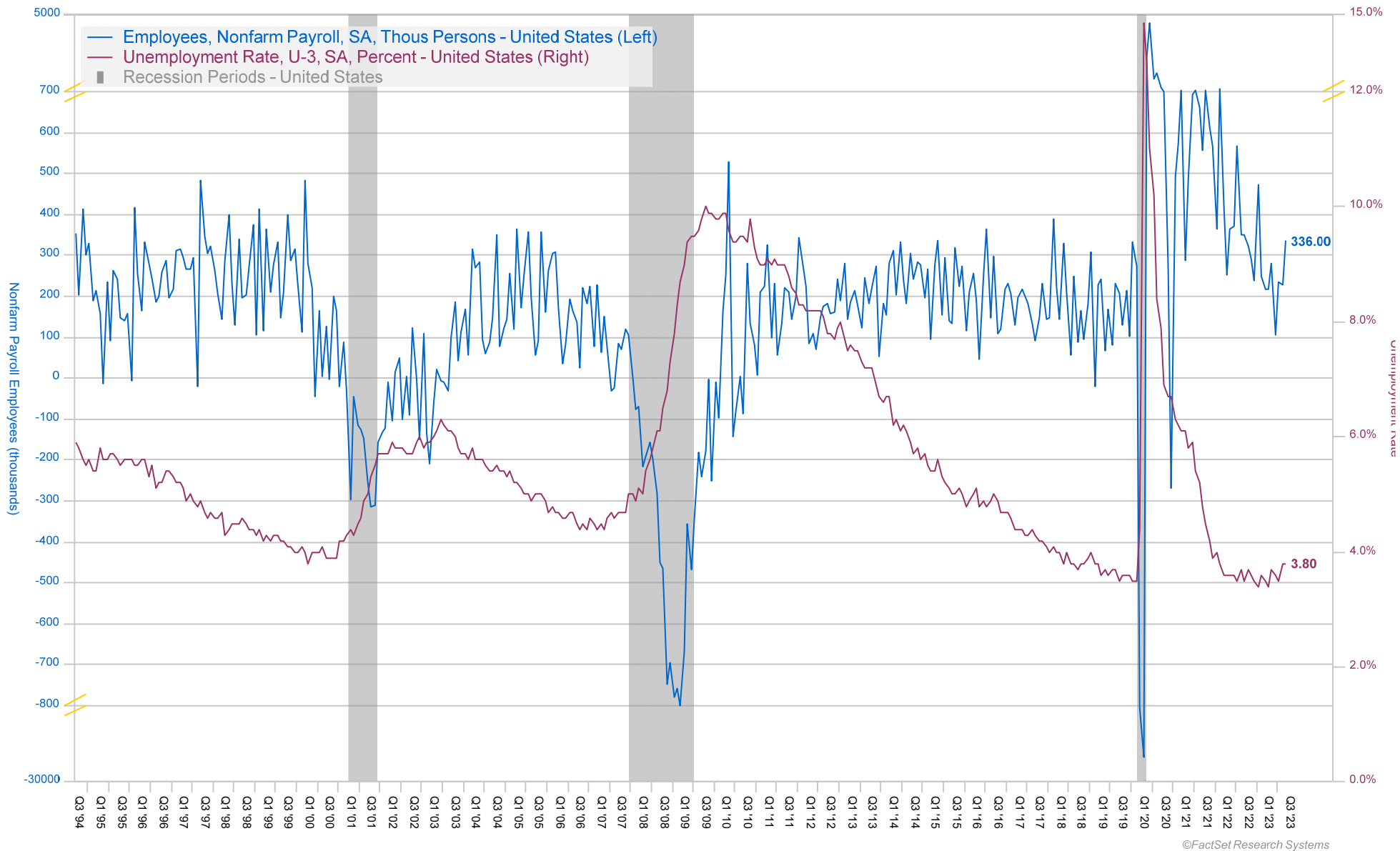
ECONOMIC & MARKET
UPDATE



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 9/29/2023



Attachment: 3rd Quarter Investment Package for Packet (8961 : 2023 YTD Dana Investment Advisors

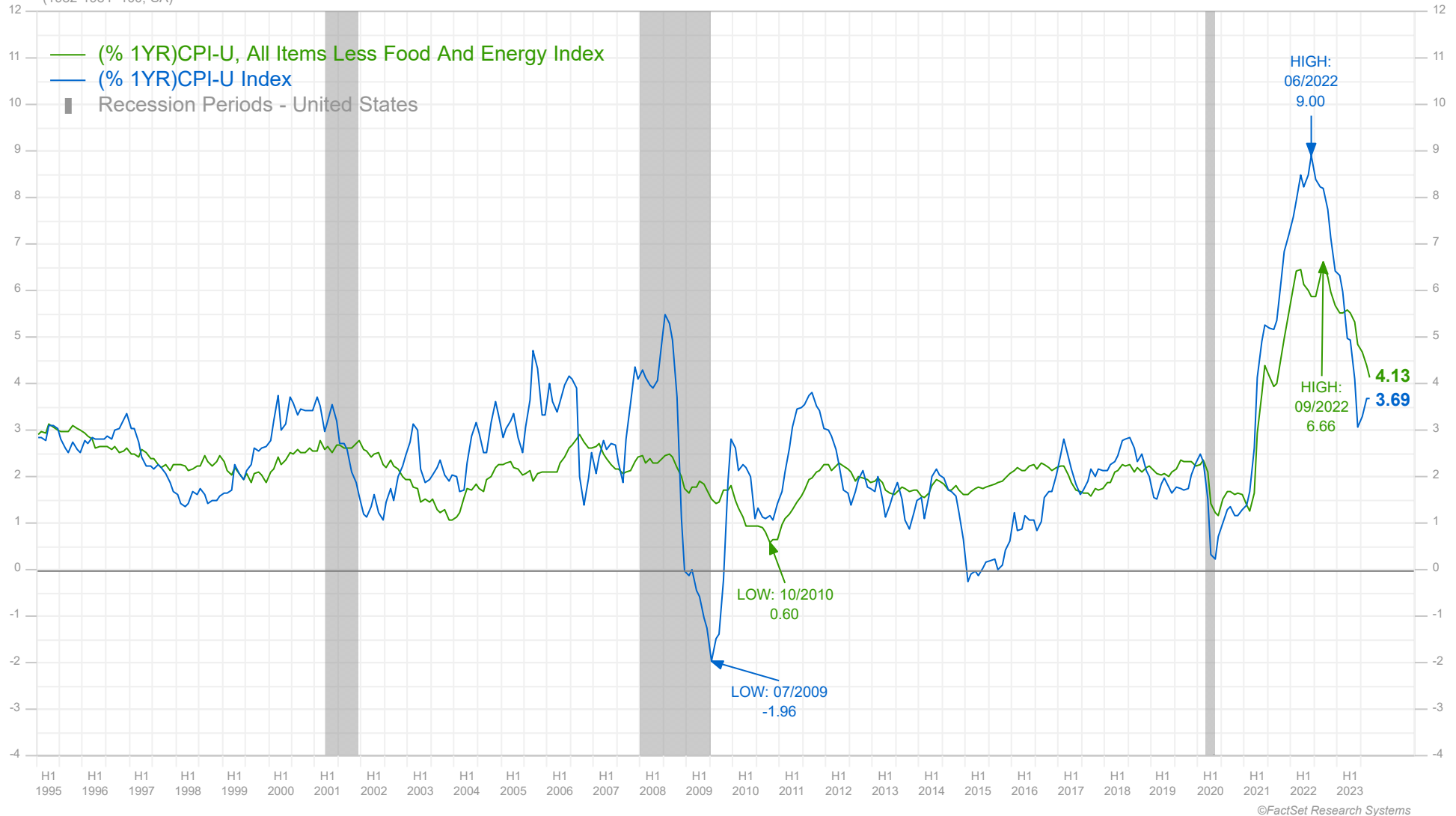
ECONOMIC & MARKET UPDATE

CPI – HEADLINE AND CORE

Inflation: Consumer Price Index (CPI-U) Index

1/31/1995 Through 9/29/2023

(1982-1984=100, SA)



Consumer Price Index (CPI) is the most widely cited indicator of U.S. inflation or deflation. CPI-U is most often simply called CPI and is the index referenced by headlines in the news. The Consumer Price Index For All Urban Consumers measures the month change in consumer prices for a representative basket of goods and services. CPI-U is the headline Consumer Price Index, which covers 93% of the U.S. population. This metric measures inflation and is an indicator of the effectiveness of government fiscal and monetary policies. The index is used in a variety of areas of finance and economics, including those in the financial markets, the Federal Reserve, business executives, and labor leaders. The prices are adjusted for changes in product quality or features, and CPI indexes for each category of product or service are calculated in a way that allows for substitution effects—the tendency of consumers to seek alternatives as prices rise.” <https://www.investopedia.com/terms/c/cpiu.asp> (accessed 01/12/2023)

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“H1” first half of year (01/01 to 06/30); “H2” second half of year (07/01 to 12/31). Update Schedule: <https://www.bls.gov/cpi/> Next Release 11/14/2023. FactSet graph/data refreshed on 10/13/2023.

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



5.a.a

Report as of: 10/31/2023

Portfolio: 3876ma - City of Mequon - Lim Vol

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash							
Short Term Investments							
	000009	Cash - Money Fund		11,508.56	.10	.00	.45
Total Short Term Investments				11,508.56	.10	.00	.45
Bonds							
Agency Bonds							
500,000	3130ASP94	FEDERAL HOME LOAN BANK 3.25% Due 11/27/2023	99.84	499,183.00	4.28	4,243.06	3.26
400,000	3135GA6D8	FANNIE MAE 0.32% Due 12/15/2023	99.38	397,509.60	3.41	483.56	.32
600,000	3130AT3H8	FEDERAL HOME LOAN BANKS 3.375% Due 03/08/2024	99.26	595,538.40	5.11	2,981.25	3.40
500,000	3130AVGY2	FEDERAL HOME LOAN BANK 5.375% Due 03/28/2024	99.90	499,501.50	4.29	2,463.54	5.38
500,000	3130ASNT2	FEDERAL HOME LOAN BANK 3.625% Due 07/25/2024	98.60	493,004.00	4.23	4,833.33	3.68
500,000	3130ASN47	FEDERAL HOME LOAN BANK 3.32% Due 07/26/2024	98.47	492,330.50	4.22	4,380.56	3.37
450,000	3130ANTP5	FEDERAL HOME LOAN BANK 0.5% Due 09/16/2024	95.72	430,743.15	3.70	281.25	.52
400,000	3130ALVJ0	FEDERAL HOME LOAN BANK 0.875% Due 10/15/2024	95.62	382,462.40	3.28	155.56	.92
400,000	3130AXDJ4	FEDERAL HOME LOAN BANK 5.43% Due 10/29/2024	99.98	399,935.20	3.43	120.67	5.43
400,000	3130ANGN4	FEDERAL HOME LOAN BANK 0.75% Due 02/18/2025	94.40	377,601.60	3.24	608.33	.79
400,000	3130AMQU9	FEDERAL HOME LOAN BANK 0.875% Due 06/16/2025	93.43	373,735.20	3.21	1,312.50	.94
450,000	3130AKV78	FEDERAL HOME LOAN BANK 0.5% Due 08/12/2025	92.23	415,047.15	3.56	493.75	.54
Total Agency Bonds				5,356,591.70	45.97	22,357.36	2.53
Corporate Bonds							
200,000	06367WHH9	BANK OF MONTREAL 3.3% Due 02/05/2024	99.28	198,564.00	1.70	1,576.67	3.32
Total Corporate Bonds				198,564.00	1.70	1,576.67	3.32
Mortgage Bonds							
34,955.62	31300L7C3	FH 848991 6.328% Due 12/01/2042	101.27	35,397.81	.30	371.96	6.25
42,399.44	31300MJE4	FH 849261 3.964% Due 02/01/2043	99.29	42,097.47	.36	280.57	3.99
69,012.61	3140JAPE2	FN BM5820 4.805% Due 03/01/2043	99.88	68,932.83	.59	278.58	4.81
65,839.50	3140JAW61	FN BM6068 5.541% Due 03/01/2044	101.72	66,974.44	.57	313.67	5.45
99,076.05	31288QEZ9	FH 841052 5.681% Due 07/01/2044	99.51	98,590.58	.85	939.56	5.71
131,383.94	3140JBCJ3	FN BM6372 4.943% Due 10/01/2044	100.75	132,365.64	1.14	585.75	4.91
61,686.98	31288QCL2	FH 840975 5.566% Due 11/01/2044	99.68	61,489.82	.53	581.81	5.58
48,484.19	31300M4X8	FH 849838 5.808% Due 10/01/2045	100.83	48,887.38	.42	454.33	5.76
72,754.44	31347A7L2	FH 840899 4.993% Due 11/01/2045	100.35	73,006.03	.63	601.05	4.98
98,481.22	3140JAWW4	FN BM6060 3.926% Due 01/01/2046	100.05	98,531.54	.85	348.21	3.92
93,559.13	3140J9TD3	FN BM5047 4.697% Due 03/01/2046	99.74	93,317.56	.80	392.87	4.71
163,827.37	3140JBQN9	FN BM6760 5.575% Due 08/01/2046	100.20	164,157.16	1.41	800.71	5.56
76,113.26	31347APT5	FH 840434 4.973% Due 10/01/2046	100.33	76,362.46	.66	530.09	4.96
44,402.93	31288QBZ2	FH 840956 5.501% Due 11/01/2046	100.57	44,657.62	.38	401.66	5.47
53,425.71	3140JAW53	FN BM6067 5.019% Due 11/01/2046	100.42	53,648.60	.46	225.77	5.00
146,066.98	31288QGA2	FH 841093 4.686% Due 01/01/2047	99.78	145,738.91	1.25	1,138.22	4.70
62,921.73	3140JAV62	FN BM6036 5.412% Due 04/01/2047	99.97	62,904.05	.54	289.65	5.41
150,995.81	31288QFZ8	FH 841084 4.386% Due 08/01/2047	100.72	152,082.98	1.31	1,070.47	4.35
93,602.73	31288QET3	FH 841046 4.362% Due 10/01/2047	100.42	93,997.54	.81	685.22	4.34
94,285.23	31288QGX2	FH 841114 2.756% Due 11/01/2047	98.48	92,855.49	.80	435.20	2.80
143,597.42	31288QJV3	FH 841176 4.889% Due 11/01/2047	100.40	144,170.66	1.24	1,144.19	4.87
182,556.57	3140JBGL4	FN BM6502 4.431% Due 09/01/2048	100.83	184,063.39	1.58	682.76	4.39
194,088.64	3140JBWW2	FN BM6960 6.768% Due 09/01/2048	100.42	194,898.18	1.67	1,099.67	6.74
94,363.61	3140JBD60	FN BM6424 4.989% Due 10/01/2048	100.65	94,975.19	.81	391.69	4.96
152,365.60	3140JBHC3	FN BM6526 3.63% Due 10/01/2048	98.03	149,357.60	1.28	460.91	3.70
500,000	31288QZN3	FH 841649 5.049% Due 01/01/2049	99.61	498,044.50	4.27	2,103.75	5.07
17,610.06	3622AAGQ1	G2 784807 3.582% Due 08/20/2049	97.05	17,090.88	.15	52.57	3.69
223,690.27	3140JBN36	FN BM6709 4.497% Due 11/01/2049	99.15	221,785.55	1.90	844.06	4.54
467,954.12	3140JCCH5	FN BM7271 2.985% Due 11/01/2049	97.99	458,551.51	3.93	1,169.11	3.05

Attachment: 3rd Quarter Investment Package for Packet (8961 : 2023 YTD Dana Investment Advisors Presentation & YTD Cash & Investment

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



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Report as of: 10/31/2023

Portfolio: 3876ma - City of Mequon - Lim Vol

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
197,913.42	3140JBSR8	FN BM6827 4.842% Due 02/01/2050	100.59	199,072.20	1.71	869.50	4.81
276,611.68	3140JBUQ7	FN BM6890 4.086% Due 03/01/2050	98.12	271,419.68	2.33	958.46	4.16
500,000	3140JCD35	FN BM7321 4.668% Due 06/01/2050	100.66	503,281.25	4.32	1,945.00	4.64
361,722.13	3140JBWU6	FN BM6958 4.162% Due 10/01/2050	99.14	358,600.83	3.08	1,269.64	4.20
Total Mortgage Bonds				5,001,307.33	42.92	23,716.66	4.61
Small Business Administration Bonds							
442,516.55	8316A8BP7	SBA 540045 8.807% Due 03/25/2032	105.94	468,802.48	4.02	6,641.65	8.31
414,758.42	8316A0H94	SBA 530255 8% Due 04/25/2033	102.71	425,985.10	3.66	5,474.67	7.79
109,690.26	83164MER6	SBA 510044 5.9% Due 08/25/2039	100.30	110,020.98	.94	1,057.46	5.88
Total Small Business Administration Bonds				1,004,808.56	8.62	13,173.78	7.82
Total Bonds				11,561,271.59	99.21	60,824.47	3.90
Total Portfolio				11,572,780.15			
Paydown Receivable				80,625.43			
Interest Accrued				60,824.47			
Dividends Accrued				0.00			
Total Portfolio with Accruals & Receivables				11,714,230.05			

Attachment: 3rd Quarter Investment Package for Packet (8961 : 2023 YTD Dana Investment Advisors Presentation & YTD Cash & Investment

Dana Investment Advisors, Inc.

PORTFOLIO HOLDINGS



5.a.a

Report as of: 10/31/2023

Portfolio: 3876mb - City of Mequon - American Rescue Funds

Shares/ PAR	Identifier	Description	Price	Market Value	Pct. Assets	Income Accrued	Cur. Yield
Cash							
Short Term Investments							
	000009	Cash - Money Fund		453,279.91	24.73	.00	.45
Total Short Term Investments				453,279.91	24.73	.00	.45
Bonds							
Agency Bonds							
250,000	3130ASP94	FEDERAL HOME LOAN BANK 3.25% Due 11/27/2023	99.84	249,591.50	13.62	2,121.53	3.26
200,000	3130AWXH8	FEDERAL HOME LOAN BANK 5.45% Due 08/21/2024	99.80	199,595.00	10.89	2,119.44	5.46
Total Agency Bonds				449,186.50	24.51	4,240.97	4.24
Treasury Bonds							
250,000	9128285U0	US TREASURY N/B 2.625% Due 12/31/2023	99.53	248,828.13	13.57	2,193.44	2.64
700,000	912797HG5	TREASURY BILL 0% Due 04/25/2024	97.39	681,742.45	37.19	.00	.00
Total Treasury Bonds				930,570.58	50.77	2,193.44	.71
Total Bonds				1,379,757.08	75.27	6,434.41	1.85
Total Portfolio				1,833,036.99			
Paydown Receivable				0.00			
Interest Accrued				6,434.41			
Dividends Accrued				0.00			
Total Portfolio with Accruals & Receivables				1,839,471.40			

Attachment: 3rd Quarter Investment Package for Packet (8961 : 2023 YTD Dana Investment Advisors Presentation & YTD Cash & Investment

DANA INVESTMENT ADVISORS

FIXED INCOME TEAM BIOGRAPHIES



J. JOSEPH VERANTH, CFA

Chief Investment Officer and Portfolio Manager

Joe joined Dana Investment Advisors in December 1994. He graduated from Northwestern University with a BA in Humanities in 1984. Joe earned an MBA in

Finance and International Business from the Stern School of Business at New York University in 1991. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.



BRIAN V. LEHKY

Senior Vice President, Portfolio Manager

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

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



MATTHEW R. SLOWINSKI, CFA

Senior Vice President, Portfolio Manager

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

2009. Matt has been in the investment industry since 2003. Prior to joining Dana, he worked for Wells Fargo Funds Management Group and Wells Capital Management. He is a CFA® charterholder and a member of the CFA Institute and the CFA Society of Milwaukee.



ROBERT LEUTY, CFA

Director of Fixed Income and Portfolio Manager

Rob joined Dana Investment Advisors in October 2002. He graduated from the University of Wisconsin-Madison with a BB 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 Advisor in June 2008 and is currently a Senior Vice President and Portfolio Manager. Noaman graduated from the University of Illinois at Urbana-Champaign with a BS and earned an

MBA in Finance from the University of Wisconsin-Milwaukee (UWM). Noaman has been in the investment industry since 2000. Prior to joining Dana, he worked for Sovereign Advisers and Credit Suisse First Boston. He serves as an adjunct professor at the Lubar College of Business at UWM where he teaches the graduate level courses Fixed Income Securities and Portfolio Management. Outside of his career and family, he spends a great deal of time serving his community by mentoring young adults, teaching, and is a present/past member of various service organizations, including Rotary International and Lions Clubs International. He currently serves on the Boards of ShelterBoxUSA Milwaukee Habitat for Humanity, Waukesha County Crimestoppers, and the Investment Management Certificate Program at UWM.

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 0.75% 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. ***Each account is unique and the signed contract should be reviewed to find the account's specific management fee rate charged for each account.***

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

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

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

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

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



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Office of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: Marie Keyser, Assistant Finance Director
DATE: November 14, 2023
SUBJECT: Quarterly Investment Report (July 1, 2023 – September 30, 2023)

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. Starting in May 2022, the City invested the 2022A G.O. Note proceeds with Ehlers Public Finance Advisors as a way to compare the two investment advisors. The primary focus is the same as Dana Investment Advisors in terms of safety and preservation of principal and liquidity but with shorter maturities.

The investments controlled by Dana saw a quarter-end market value of \$13,510,632 with \$153,012 of investment revenue in Quarter 3. The investments controlled by Ehlers saw a quarter-end market value of \$3,154,969 with \$39,803 of investment revenue. \$9,536,388 was initially invested in May 2022. \$6,555,463 has been liquidated from the portfolio since inception to fund the Highland Road Interchange project, Road Program and Town Center projects.

The three-year treasury at the end of the third quarter was 4.74%. The quarter-end weighted averages for the City's Dana portfolio are as follows:

	Qtr 4 2022	Qtr 1 2023	Qtr 2 2023	Qtr 3 2023
Average Yield to Maturity (%)	5.12	5.18	5.79	5.97
Average Maturity (Years)	2.02	1.82	1.67	1.71
Average Coupon (%)	2.65	2.96	3.16	3.76

During Quarter 3 2023, the City recognized \$437,685 of investment profit of which \$244,870 was bank account interest, \$39,803 was Ehlers investment revenue, and \$153,012 was Dana investment revenue. Year to date, investment profit totaled \$1,358,311.

It is staff's determination that for the quarter ended September 30, 2023, 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



Cash/Money Market Accounts for the Quarter Ending 09/30/23

	General Fund	Sewer Fund	Water Fund	Capital Project Fund	ARPA Fund	Revolving Loan Fund	Debt Svc/Other Funds	Total
Beg Cash 07/01/23	1,392,021	2,541,841	2,973,492	2,921,580	560,932	429,199	8,020,247	18,839,313
Receipts								
Property Tax	6,249,517	-	-	-	-	-	-	6,249,517
City Generated	767,421	1,074,203	913,779	61,711	-	19,287	47,392	2,883,793
State/Fed Funding	762,499	-	-	61,171	-	-	703	824,373
Investment	35,718	35,456	40,286	29,743	6,897	1,098	95,671	244,870
Total Receipts	7,815,155	1,109,659	954,065	152,625	6,897	20,386	143,766	10,202,553
Expenditures								
Payroll & Benefits	(2,978,201)	(182,161)	(21,137)	-	-	-	-	(3,181,499)
Accounts Payable	(1,832,755)	(783,289)	(611,134)	(2,599,427)	(109,262)	(1,060)	(40,990)	(5,977,917)
Other/Transfer	3,500	(1,493,525)	(1,495)	(20,000)	-	-	(1,131,701)	(2,643,221)
Total Expenditures	(4,807,456)	(2,458,975)	(633,765)	(2,619,427)	(109,262)	(1,060)	(1,172,692)	(11,802,637)
End Cash 09/30/23	4,399,720	1,192,524	3,293,792	454,778	458,567	448,525	6,991,322	17,239,228

Notes:

PROPERTY TAX: General Fund received remaining property tax settlement in August from Ozaukee County: \$6.25M.

CITY GENERATED: Gen-Cable TV revenue, developer escrows, court revenue, building permits, park reservations, etc. Sewer/Water-Utility bill revenue

STATE/FED FUNDING: \$363K Hwy & Transportation Aid, \$55K State Shared Revenue, \$217K Fire Dues, \$111K Computer Aids TIF & General, \$76K Video Service Provider Aid.

INVESTMENT: Money market and investment portfolio yields have increased significantly since FY 2022. \$245K Bank Interest, \$192K Investment revenue not reflected here.

PAYROLL & BENEFITS: Total has decreased since FY2022 - expected with Fire/EMS now SOFD. This Quarter closely matches Q1 in which there were seven pay periods.

ACCOUNTS PAYABLE: General Fund - Support payment to SOFD and the Library \$614K. Capital Projects - TIF 3 Expenditures \$1.9M, Road Projects \$440K, Plow Truck purchase \$108K

OTHER/TRANSFER: \$1.49M Sewer Bond P&I payment, \$1.12M TID & General Debt Service P&I payments.

Dana Investment Advisors, Inc.

PORTFOLIO SUMMARY



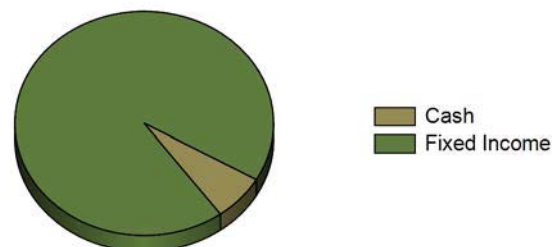
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From: December 30, 2022 to September 29, 2

Portfolio: 3876m - City of Mequon

Portfolio Allocation Summary

	Market 09/29/23	% of Assets	Estimated Income	Current Yield
Short Term Investments	893,600	6.6	3,396	.38
Treasury Bonds	249,904	1.8	6,563	2.64
Agency Bonds	6,963,874	51.6	193,975	2.79
Small Business Administration Bonds	1,074,507	7.9	79,461	7.49
Mortgage Bonds	4,129,663	30.6	177,616	4.32
Corporate Bonds	199,084	1.5	6,600	3.33
Total Portfolio	13,510,632	100.0	467,610	3.48



Account Activity Summary (Market Value Basis)

Portfolio Value on 12/30/2022	\$13,955,557.97
Contributions/Withdrawals	(\$848,198.45)
Investment Income	\$339,318.02
Unrealized Gain/Loss	\$75,690.25
Realized Gain/Loss	\$23,961.14
Change in Accrued Income	(\$35,697.07)
Portfolio Value on 09/29/2023	\$13,510,631.86
Total Gain	\$403,272.34

The equity markets retreated in the third quarter of 2023 as investors reacted to an increased probability that interest rates could remain high longer than expected. Recent economic data has not showed definitive signs of a cooling economy, and volatility has increased in reaction to the standoff in Washington over government funding. In addition, stocks that had been leading the market early in 2023 have pulled back as investors began to worry about their elevated valuations in a higher rate environment. The S&P 500 Index declined -3.27% during the quarter. The Russell 1000 Growth Index lost -3.13% during the period, while the Russell 1000 Value Index dropped -3.16%. Small Cap and international stocks fared worse during the quarter as the small cap Russell 2000 Index declined -5.14% and the international EAFE Index lost -4.11%.

Fixed income returns were mixed during the third quarter as short duration indices were positive, while intermediate and long duration indices experienced negative returns as a result of rising interest rates. In particular, yields beyond 3 years in maturity increased substantially during the quarter as investors reacted to strong economic data. The FOMC paused on further tightening in September but has repeatedly mentioned that future rate increases may be necessary. It's important to keep in mind that these developments are positive over the long term for fixed income investors as higher yields offer substantial income to a portfolio. The 1-5 Year Govt/Corp Index gained 0.29% and the 1-10 Year Govt/Corp Index lost -0.74% for the quarter.

The combination of elevated equity valuations and higher interest rates has lowered the risk appetite of equity investors in recent weeks. In addition, the continued prospect for a government shutdown and the contentious political environment in Washington has caused an increase in market volatility. While these are real headwinds and distractions in the short-term, we see tremendous value in bonds and preferred stocks with high quality yields available in the 5-7% range. Our shorter duration and adjustable coupon strategies have positive returns for the year, and the higher coupons on these strategies will provide a cushion to total return in the event rates continue to move higher. We also feel the recent equity pullback is a healthy consolidation before a broader expansion can continue. Because corporate America has shown to be adaptive and resilient and with innovative technology providing opportunities for growth and cost efficiency, we see attractive long-term investment alternatives. We will continue to monitor the markets and communicate any material developments or changes to our outlook.

Thank you for the confidence you have placed in Dana Investment Advisors, and please contact us with any questions or changes to your investment objectives.

Performance Summary-Time Weighted Returns

Portfolio Performance (%) Gross of Fees

	Quarter To Date	Year To Date	Latest 12 Months
Total	1.18	2.97	3.36

Fixed Income Characteristics as of: 9/29/2023

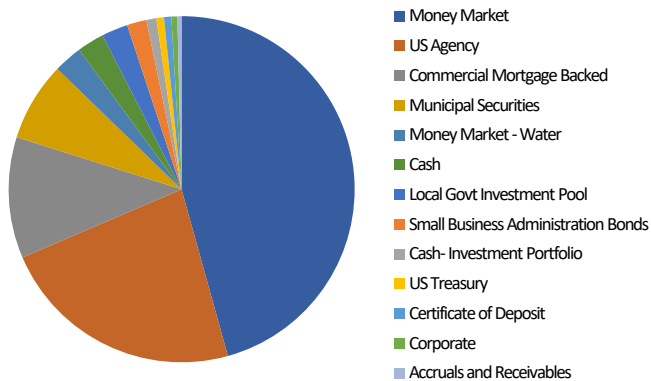
Credit Rating	Avg Maturity	Yield to Worst	Effective Duration
Aaa	1.71	5.97	1.12

City of Mequon

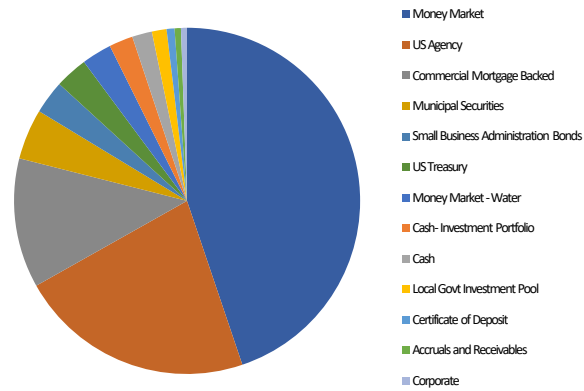
Distribution by Security Sector - Market Value

Security Sector	Market Value 6/30/2023	% of Portfolio 6/30/2023	Market Value 9/30/2023	% of Portfolio 9/30/2023
Cash - Investment Portfolio	328,996.71	0.93%	765,722.47	2.26%
Certificate of Deposit	245,518.57	0.70%	248,686.14	0.73%
Municipal Securities	2,604,750.92	7.38%	1,585,807.56	4.68%
US Agency	8,076,001.62	22.87%	7,467,969.00	22.03%
US Treasury	246,718.75	0.70%	1,030,586.98	3.04%
Corporate	196,900.00	0.56%	198,094.00	0.58%
Commercial Mortgage Backed	3,997,012.63	11.32%	4,111,699.37	12.13%
Small Business Administration Bonds	642,112.74	1.82%	1,061,211.35	3.13%
Accruals and Receivables	134,774.24	0.38%	195,824.40	0.58%
Cash	889,772.88	2.52%	622,901.12	1.84%
Money Market	16,136,100.23	45.70%	15,197,206.17	44.82%
Local Govt Investment Pool	876,576.92	2.48%	471,123.25	1.39%
Money Market - Water	936,987.51	2.65%	947,997.83	2.80%
Total	35,312,223.72	100.00%	33,904,829.64	100.00%

Portfolio Holdings as of 6/30/2023



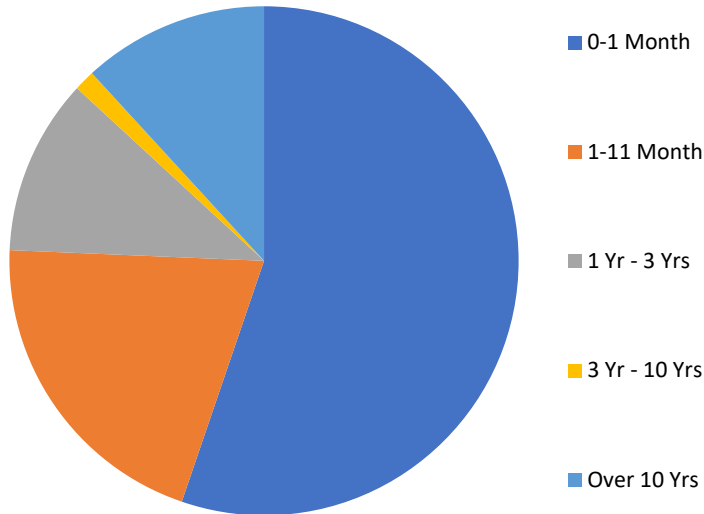
Portfolio Holdings as of 9/30/2023



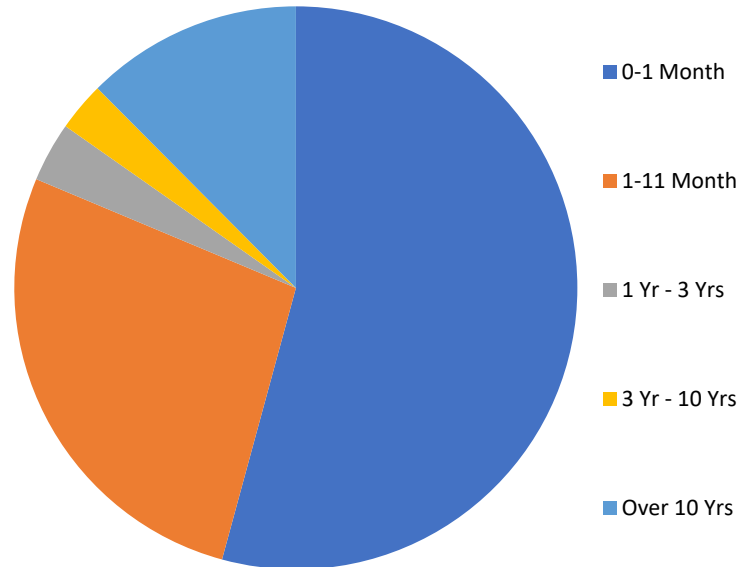
City of Mequon Distribution by Maturity - Market Value

Security Sector	Market Value 6/30/2023	% of Portfolio 6/30/2023	Market Value 9/30/2023	% of Portfolio 9/30/2023
0-1 Month	19,504,586.79	55.23%	18,386,709.82	54.23%
1-11 Month	7,217,114.30	20.44%	9,182,646.65	27.08%
1 Yr - 3 Yrs	3,951,397.26	11.19%	1,162,562.45	3.43%
3 Yr - 10 Yrs	467,076.37	1.32%	950,826.35	2.80%
Over 10 Yrs	4,172,049.00	11.81%	4,222,084.37	12.45%
Total	35,312,223.72	100.00%	33,904,829.64	100.00%

Portfolio Holdings as of 6/30/2023



Portfolio Holdings as of 9/30/2023





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

www.ci.mequon.wi.us

Office of Finance-Personnel Committee

TO: Finance-Personnel Committee
FROM: William Jones, City Administrator
DATE: November 14, 2023
SUBJECT: RESOLUTION 4085 A Resolution Adopting the City of Mequon's Annual Fee Schedule for Fiscal Year 2024

Background

In August, the Common Council convened a Budget Workshop Meeting to review and discuss key considerations that would support and/or impact formation of the City's 2024 budget. During this meeting, staff provided an overview of a process that has been underway since March, to review and update the City's Annual Fee Schedule, which was last evaluated in 2020. Following a review of fee data obtained from twelve of the twenty-one communities surveyed during a classification and compensation study completed last year, staff is recommending several adjustments, effective January 1, 2024.

Analysis

As indicated, this year's analysis of the City fee schedule began in March, whereupon the City's Senior Executive staff (i.e., Department Heads) met collectively to determine which fees were appropriate to review. Given the breadth of the City's current fee schedule, which is twelve pages in length, as well as the time that it takes both City staff and staff in other communities to identify and compare identical fees, this was a necessary first step. Accordingly, it is important to note that not all City fees were included in this year's analysis, due to a number of factors. These included the relative amount of a particular fee (e.g., \$1.00), the fact that some fees are mandated by statute and thus not eligible for adjustment (e.g., liquor licenses) and an acknowledgment that a number of fees charged in Mequon are unique to the City, thus making comparison more difficult.

In April, the City Administrator's Office commenced the process of gathering comparable fee data from the twelve identified communities. Most of the selected communities, which included Brookfield, Cedarburg, Franklin, Germantown, Grafton, Menomonee Falls, Middleton, Muskego, New Berlin, Oak Creek, Sun Prairie and Wauwatosa, are of a population size equal to or greater than Mequon, under the presumption that such jurisdictions would likely have similar fee structures for comparison purposes. Notably, the 2020 fee review included eight communities - Brookfield, Franklin, Germantown, Grafton, Muskego, Menomonee Falls, Oak Creek and Whitefish Bay, all of which were included in this year's review, except Whitefish Bay. Other communities included in last year's compensation analysis but not in this year's fee survey included Greendale, Pleasant Prairie, Brown Deer, Greenfield, Oconomowoc, Sheboygan, West Bend, Pewaukee and Whitefish Bay.

As is evident from the enclosed spreadsheet that contains proposed adjustments (shaded orange), that were reviewed by the City's Finance-Personnel Committee in August and September, a majority of the City's current fees are not recommended for any further adjustment, based on the average of like fees charged by other surveyed communities. Where adjustments are recommended, City staff has largely taken the approach of "meeting the mean", by selecting a dollar amount that is the average, or close to the average of the figures that were obtained. In a number of instances, staff has also applied a rounding factor where appropriate (either up or down), for both ease of use and comprehension by staff, businesses and the public at-large.

Following a review of the fee adjustments recommended by staff, the Finance-Personnel Committee approved a recommendation in September in favor of adopting the proposed adjustments. Thereafter, staff was directed to incorporate the modifications (roughly 16% of the City's overall fees) into the proposed fee schedule for Fiscal Year 2024, a copy of which is attached. As indicated in the document, proposed changes for appear in red, strikethrough format. Additionally, fee changes previously approved by the Southern Ozaukee Fire & EMS Board on September 13 are also reflected in the 2024 fee schedule. Notably, these changes took effect on October 1, 2023.

Also included is a schedule of Internal Staff Rates that the organization will use in 2024, when calculating fees or charges otherwise owed to the City for certain services that involve extraordinary, dedicated staff time. Examples of when such rates are charged include public record requests that require extensive search and/or compilation efforts, engineering reviews related to private development projects, and providing public safety personnel for non-City events.

Pending adoption of the proposed 2024 fee schedule, copies will be circulated to all City departments, so that appropriate forms and other pertinent documents can be amended prior to January 1. Additionally, a copy of the newly adopted fee schedule will also be posted on the Finance Department's portion of the City website, beginning next year. Additionally, and to the extent that there may be a desire to further examine any of the fees within the 2024 schedule that are not otherwise recommended for adjustment, it is important to note that the fee schedule can be amended at any time. As such, and as will likely be the case next year following expansion of the Lemke Park Pavilion, specific fee adjustments can be considered on a more individualized basis whenever necessary.

Fiscal Impact

Though it is customary for City staff to carefully review and adjust each and every source of revenue that comprises the City's General Fund budget on an annual basis, fees comprise a rather small portion (approximately 15%) of overall revenues. As such, it is difficult to pinpoint the direct impact that any of the proposed adjustments will have on overall City revenues during Fiscal Year 2024. Additionally, staff uses a number of other factors (e.g., multi-year trend analysis, interest rates, legislative changes, etc.) to determine annual revenue targets, which are irrespective of this particular analysis. Nevertheless, a periodic review of the fees and rates charged by the City helps to ensure that the amounts programmed for 2024 and beyond are appropriate - both relative to the external market, as well as to the City's internal cost for providing said services.

Recommendation

A recommendation is forthcoming from the Finance-Personnel Committee on November 14, 2023.

Attachments:

Updated 2024 Fee Schedule (DOCX)

Fee Schedule Review for All Departments (XLSX)

Internal Labor Rates - 2024 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4085

A Resolution Adopting the City of Mequon's Annual Fee Schedule for Fiscal Year 2024

A. On a periodic basis, the City of Mequon's Fee Schedule is reviewed by staff to ensure that various rates and fees charged by the City are commensurate with those charged in other similarly sized communities across southeastern Wisconsin.

B. The City Fee Schedule also includes an overhead cost model that incorporates organizational expenses (e.g., staff time) into the fee calculation methodology used by all departments, to ensure, where appropriate, that all City costs associated with providing a particular service are recovered.

C. During 2023, City staff and members of the Finance-Personnel Committee engaged in an exhaustive review of a majority of the fees contained within the City Fee Schedule, and updated various fees, along with the overhead cost model, for adoption in 2024.

D. On an annual basis, the City's Fee Schedule is recommended for adoption by the Finance-Personnel Committee, with all approved fee adjustments becoming effective on January 1 of the following fiscal year.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Mequon, Ozaukee County, Wisconsin, that the attached City Fee Schedule for Fiscal Year 2024 is authorized and implemented for use until further amended.

Approved by: Andrew Nerbun, Mayor

Date Approved: November 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on November 14, 2023.

Caroline Fochs, City Clerk



City of Mequon, Wisconsin

Fiscal Year 2024 Fee Schedule

FEE DESCRIPTION	FEE AMOUNT
CITY CLERK'S OFFICE	
Class A Beer License	\$100
Class A Liquor License	\$500
Class B Liquor License	\$100
Temporary Class B License	\$500
Class B Reserve Liquor License	\$10,000
Class C Wine License	\$100
Background Check	\$15 \$12
Tavern Operation (Bartender) – 2 Year License	\$100 \$75
Provisional Tavern Operator License	\$15
Temporary Tavern Operator License	\$10
Tobacco License	\$100
Second Hand Jewelry License	\$50
Second Hand Article License	\$50
Amusement License	\$25
Tavern Amusement License	\$250
Vending Machine Distributor License	\$80
Machine Registration License	\$25
Peddlers, Canvassers & Solicitors License	\$100 \$80
Peddlers, Canvassers & Solicitors License (Each Additional Person)	\$15 \$12
Board of Appeals Filing Fee	\$250 \$215
Fireworks Permit	\$100 \$75
Gun Range Premise License	\$250
Fee to Conduct Background Check for Gun Range Premise License	\$75
License/Permit Replacement Fee	\$10
Publication Fee	\$20 \$10
Late Application Fee	\$50
FINANCE DEPARTMENT	
Real Estate Property Status Report	\$60 \$35
Dog License Unneutered/Unspayed	\$15
Dog License Neutered/Spayed	\$10
Dog License Replacement	\$10
Dog License Late Fee	\$5
Check Returned/Insufficient Funds	\$35
Special Request – GIS Maps	Time & Materials
Photocopies & Reprinting of Existing Maps	\$1
Brush Permit	\$25

Attachment: Updated 2024 Fee Schedule (RESOLUTION 4085 : Fee Schedule)

Lost Brush Permit Replacement Fee	\$5
Interest on Delinquent Receivables	1.5% Per Month
CITY ASSESSOR'S OFFICE	
Database Sales Query	\$20
Business List Query	\$20
Database Ownership or Similar Query	\$20
Complicated Database Query	\$40
Digital Parcel Map	\$2
Database Kiosk Print	
Homeowner	\$0
Black and White (Per Page)	\$0.25
Color (Per Page)	\$0.50
Special Request – Assessor Labor per Hour	\$75
POLICE DEPARTMENT	
Weapons Discharge Fee	\$30
Lost Weapons Permit Replacement	\$5
Parking Citation	\$25
Vehicle Impound Storage Over 30 Days (Per Day)	\$15
Finger Printing	\$20 \$15
Photos (Each)	\$1.75
Water Ski	\$25
False Alarm Fee* (Per Calendar Year)	
1 st	\$0
2 nd	\$200
3 rd	\$300
4 th and Subsequent	\$400
Audio/Video Tape and Computer Media	\$25
Capital Cost of Patrol Squad Per Hour	\$2.48
Accident Report	\$3
Audio/Video Tapes & Computer Media – CD	\$15
Audio/Video Tapes & Computer Media – USB Flash Drive	\$25
FIRE & EMS	
Burning Permit	\$20
Ambulance Transport Base Rate	
Basic Life Support – Resident	\$1,200 \$1,000
Basic Life Support – Non Resident	\$1,400 \$1,100
Basic Life Support – On Scene Care, Resident	\$325
Basic Life Support – On Scene Care, Non-Resident	\$350
Advanced Life Support (1) – Resident	\$1,500 \$1,300
Advanced Life Support (1) - Non Resident	\$1,600 \$1,400
Advanced Life Support (1) - No Transport Resident	\$600
Advanced Life Support (1) – No Transport Non-Resident	\$700
Advanced Life Support (2) – Resident	\$1,700 \$1,600
Advanced Life Support (2) – Non Resident	\$1,800 \$1,700

Specialty Care Transport – Resident	\$1,900
Specialty Care Transport – Non Resident	\$2,000
Mileage Rate	\$25 \$23
Mileage Rate – Non Resident	\$26 \$24
Annual Inspection	
Under 25,000 Square Feet	\$20
25,001 – 50,000 Square Feet	\$40
50,001 – 75,000 Square Feet	\$60
75,001 – 100,000 Square Feet	\$80
100,001 – 125,000 Square Feet	\$100
125,001 – 150,000 Square Feet	\$120
Each 25,000 Square Feet Over 150,000	\$20
Community-Based Residential Facilities & Group Homes	\$80
Sprinkler, Alarm & Other Suppression Systems	
Minimum Sprinkler, Alarm & Other Suppression Systems Hourly	\$75
Plan Review (per Hour)	\$75
Underground Hydrostatic Test (per Hour)	\$75
Underground Flush Test (per Hour)	\$75
Rough-In Inspection (per Hour)	\$75
Hydrostatic Test (per Hour)	\$75
Dry Valve Drip Test (per Hour)	\$75
Alarm Test (per Hour)	\$75
Hood Test (per Hour)	\$75
Bi-Directional Amplifier (per Hour)	\$75
Variance Requests (per Hour)	\$75
Temporary Heating Source (per Hour)	\$75
Smoke Evacuation/Control Systems (per Hour)	\$75
ENGINEERING DIVISION	
Planning Commission Reviews	
Engineer	\$100 \$95/Hr
Engineering Technician	\$91 \$78/Hr
Green Infrastructure Plan Reviews	
Engineer	\$100 \$95/Hr
Engineering Technician	\$91 \$78/Hr
Erosion Control Permits – Site Grading	
Residential – Initial Fee	\$600
Residential – Per Lots or Units	\$6
Commercial/Industrial – Initial Fee	\$300 \$120
Commercial/Industrial – Per 1,000 SF Distributed Area	\$6
General Use Residential – Initial Fee	\$30
General Use Residential – Per 1,000 SF Distributed Area	\$4
<u>Permit Extension Fee</u>	<u>1/12 of Fee/Month</u>
Filling Permits	
0-250 CY	\$60

251-1,000 CY	\$120
<u>Permit Extension Fee</u>	<u>1/12 of Fee/Month</u>
Floodplain Letters	\$66
Waste Hauler Permit	\$60
Waste Hauler Additional Per Vehicle – 7 to 12 Tons	\$25
Waste Hauler Additional Per Vehicle – Over 12 Tons	\$50
Lateral Abandonment Inspection	\$100
PUBLIC WORKS DEPARTMENT	
Blue Sign	
Installation Fee (Initial or Replacement)	\$250
Annual Fee	\$100
All Other Signs (New or Accident Replacement)	Procurement Cost Plus
PARKS DIVISION	
Park Rental**	
Non-Mequon/Thiensville Resident Rental Upcharge	\$100
Outdoor Concessions (Per Tent/Table)**	\$25
Additional Setup/Cleanup (4 hours)	\$100
Lemke Park **	
Lemke Pavilion‡	\$150
Lemke Pavilion – Security Deposit	\$50
Rotary Park**	
Reuter Pavilion‡ – Under 150 People	\$475
Reuter Pavilion‡ – Corp. or Over 150 People	\$500
Reuter Pavilion‡ – Concessions Only	\$225
Reuter Pavilion – Security Deposit	\$200
Rotary Pavilion‡	\$225
Rotary Pavilion or Gazebo – Security Deposit	\$100
Gazebo Only	\$225
Gazebo with Pavilion Rental	\$100
Holding Tank Pumping Fee per 5,000 gallons**	\$135
Holding Tank Pumping Fee per 10,000 gallons**	\$270
Portable Restroom Service*†	\$115 \$90
River Barn Park**	
River Barn Pavilion‡	\$475
River Barn Security Deposit	\$200
River Barn Concessions Only	\$225
Athletic Field Use (2 Hours)**	
Non-Mequon/Thiensville User Upcharge-One Time Fee Per	\$100
Season User Fee Deposit Per Field	
0-20 Field Use Deposit	\$100
20-40 Field Use Deposit	\$200
40-60 Field Use Deposit	\$300
60-80 Field Use Deposit	\$400
80-100 Field Use Deposit	\$500

Lacrosse Field Per Use	\$80
Soccer/Football Field Per Use	\$80
River Barn Field 1 Per Use	\$47
River Barn Field 2 Per Use	\$43
River Barn Field 3 Per Use	\$43
Rotary Schmit Per Use	\$72
Rotary South Per Use	\$42
Rotary Central Per Use – With Field Maintenance (In Season)	\$55
Rotary North West	\$40
Rennicke Per Use	\$143
Lemke Orange Per Use	\$10
Lemke Blue Per Use	\$10
Mequon/Thiensville User Tournament Fee ^o	\$600
Non-Mequon/Thiensville User Tournament Fee ^o	\$975
COMMUNITY POOL	
Daily Swimming Pool Pass	
Resident – Under 3 Years	Free
Resident – 3 to 12 Years	\$5
Resident – 13 Years and Above	\$6
Thiensville – Under 3 Years	Free
Thiensville – 3 to 12 Years	\$6
Thiensville – 13 Years and Above	\$7
Non Resident – Under 3 Years	Free
Non Resident – 3 to 12 Years	\$7
Non Resident – 13 Years and Above	\$8
Seasonal Swimming Pool Pass	
Resident – Under 3 Years	Free
Resident – 3 to 12 Years	\$55
Resident – 13 Years and Above	\$75
Resident – Family	\$120
Thiensville – Under 3 Years	Free
Thiensville – 3 to 12 Years	\$70
Thiensville – 13 Years and Above	\$90
Thiensville – Family	\$150
Non Resident – Under 3 Years	Free
Non Resident – 3 to 12 Years	\$85
Non Resident – 13 Years and Above	\$110
Non Resident – Family	\$200
Super Pass	
Resident	\$30
Thiensville	\$40
Non Resident	\$45
Nanny Pass	\$35
Pool Rental Fee	

1-50 attendees (2 hours) Mequon Resident	\$210
1-50 attendees (2 hours) Thiensville Resident	\$230
1-50 attendees (2 hours) Non-Mequon/Thiensville Resident	\$310
51-99 attendees (2 hours) Mequon Resident	\$230
51-99 attendees (2 hours) Thiensville Resident	\$280
51-99 attendees (2 hours) Non-Mequon/Thiensville Resident	\$385
100+ attendees (2 hours) Mequon Resident	\$310
100+ attendees (2 hours) Thiensville Resident	\$330
100+ attendees (2 hours) Non-Mequon/Thiensville Resident	\$460
COMMUNITY DEVELOPMENT – PLANNING	
Zoning Code Text Amendment	\$1,275
Zoning Code Map Amendment***	\$1,275
Land Use Plan Map Amendment***	\$1,275
Conditional Use Petition	\$750 \$717
Building Site Plan Amendment or Approval	\$750 \$717
Consultation	\$400 \$398
Minor Request	\$350 \$199
Subdivision/Condo Concept	\$750 \$857
Subdivision/Condo Preliminary Plat	\$750 + \$50/Lot \$857
Subdivision/Condo Development Agreement	\$750 \$558
Subdivision/Condo Final Plat	\$750 \$757
Land Division	\$750 \$657
New Sign Design and Plan Approval	\$150
Special Event Banner Permit	\$30 \$25
On-Site Development Notice Sign Posting	\$5
Zoning Letter Request	\$60
Home Occupation Permit	\$60
Business Occupancy Permit	\$125 \$60
Annual Chicken Keeping Permit	\$65 \$20
Short Term Rental Permit	\$60
<i>Staff Time Over 10 Hours on Any of the Above Will be Additionally Billed Hourly.</i>	
<i>Additional Charges May Be Incurred for Subsequent Plan Review.</i>	
COMMUNITY DEVELOPMENT – INSPECTIONS (BUILDING/HEATING)	
Minimum Permit Fee (All Permits)	\$65 \$60
Residence 1 & 2 Family and Attached Garage Per SF Living Area	\$.40 \$0.35
Residence Apt. 3 Family, Row Housing, Multiple Dwellings,	\$.40 \$0.35
Residence Additions Per SF Living Area	\$.40 \$0.35
Basement Remodel/Fish Per SF	\$.40 \$0.35
Local Business, Office Building & Additions Per SF	\$.40 \$0.33
Manufacturing or Industrial Per SF (Office Areas to be Included)	\$.35 \$0.28
Permit to Start Construction of Footings & Foundations	\$350 \$265
Permit to Start Construction of Footings & Foundations (One and Two Family)	\$200
Agricultural Buildings, Detached Garages and Accessory Building	\$0.28

All Other Buildings, Structures, Alteration, and Repairs Where SF Cannot be Calculated	\$14 \$11.75 Per \$1,000 Valuation
Foundation Repair (\$100 Min.)	\$11.75 Per \$100 Valuation
Residing Per Building	\$60
Kitchen Remodel	\$160
Bathroom Remodel	\$120
Heating & Incinerator Initial Fee Per Unit	\$55
Each 50,000 BTU over 150,00 BTU (\$750.00 Max. Per Unit)	\$18
Comm./Ind. Exhaust Hoods & Systems Per Unit	\$170
Heating & A/C Distribution Systems Per 100 SF of Cond. Area	\$2
A/C Per Unit 3 Tons or 36,000 BTU	\$55
A/C Additional Fee Per each Ton Over 3 Tons or 12,000 BTU	\$18
A/C Permanently Installed Wall Units	\$12
Wrecking, Razing, or Interior Demolition Flat Fee (May be Waived at Inspector Discretion)	\$80
Moving Buildings Over Public Ways Initial Fee	\$215
Moving Buildings Over Public Ways Per SF	\$0.10
Accessory Building	\$60
Fuel Tanks – Per 1,000 Gal. Per Install	\$24
Min. Per Fuel Tank Installation	\$43
Tank Removal, Repairs or Alterations 1,000 Gal. or Less	\$49
Tank Removal More than 1,000 Gal.	\$73
Re-Inspection Per Inspection (Applies after 2 nd Inspection)	\$60
Plan Examination	
One and Two Family Residence	\$235
Apartments, Three Family Residence, Row Housing, Multiple Family	\$285
Apartments, Three Family, Row Housing, Multiple Family Per Unit	\$25
Commercial, Industrial and Additions	\$285
Commercial Additions & Alternations	\$285
Residential/Commercial Small Project (At Plan Reviewer Discretion/May be Reduced to \$20.00)	\$24
Addition/Alterations to 1 & 2 Family	\$80
Accessory Bldg. 300 150 SF or More	\$65 \$60
Accessory Bldg. under 300 150 SF	\$65 \$30
Decks & Above Ground Swimming Pools	\$65 \$50
Heating Plans, Lighting & Energy Calculations (Submitted Separately)	\$60
WI Uniform Building Permit Seal (State Fee)	\$60
Occupancy Permit – Residential Per Unit	\$55
Temporary Occupancy Permit - Residential	\$100 \$80
Occupancy Permit - Commercial & Industrial Per Unit	\$205
Temporary Occupancy Permit – Commercial & Industrial Per Unit	\$150 \$80
Occupancy Permit - Commercial Additions & Alterations	\$60

Attachment: Updated 2024 Fee Schedule (RESOLUTION 4085 : Fee Schedule)

Tenant Finish	\$60
Change of Occupancy Commercial & Industrial Per Unit	\$195
Pools – In Ground/Above/Spas	\$14/\$1,000 Value or
Fences	\$65\$60
Decks & Sheds	\$65\$60
Solar Panels (\$60.00 Building; \$122.00 Electrical)	\$182
Erosion Control Fee – Single Family	\$183
Reinstate Building Permit (New)	35% Of Original Cost
Amount Retained for Permits Refunded	\$65\$60
Security Deposit for Final Inspection, 10% of Permit Fee	\$65\$60.00 Min.
After Hours Inspection (2 Hour Min.)	\$116
Architectural Board/Review	
1 & 2 Family New Construction	\$100\$55
Additions/Alternations to 1 & 2 Family	\$75\$43
Accessory Building	\$65\$43
Tree Inspection/Zoning Review	\$60
Double Permit Fees Will be Charged Upon Failure to Obtain Permit Before Work, Except in Emergency Cases (\$500.00 Min. Fee)	
Note 1: Additional Fee for Plan Review May be Assessed at the Time of Application for Renewal of the Permit.	
Note 2: Application Fees are Paid For Any Item Requiring Architectural Board Approval. Fees Waived for Subsequent Appearances if Requested by Board. Resubmittal at Applicants Request Will Require New Application Fee.	
Note 3: SF Area Shall Be Defined as Follows: The Living Area of the Building Enclosed by the Interior Surface of the Exterior Walls Excluding the Basement Area, Unless the Basement Area Complies with the Building Code, Permitting Human Habitation.	
Note 4: In Determining Cost, All Construction Shall Be Included with the Exception of Heating, A/C, Electrical, and Plumbing Work.	
Note 5: State of Wisconsin, Uniform Dwelling Code Section ILHR 21.125 supersedes Chapter 3, Section 3.17 of the Zoning Code.	
COMMUNITY DEVELOPMENT – INSPECTIONS (ELECTRICAL)	
Re-Inspection (Per Inspection After 2 nd Inspection)	\$65\$60
Failure to Call for Final Inspection (Double Initial Fee)	\$120 Min.
Refund Retained	\$60
Work Started Prior to Taking Permit	Double Fee
Minimum Fee for Permit	\$150\$60
After Hours Inspection (2 Hour Min.) (\$75/HR)	\$116
Fixtures – Incandescent	\$1\$0.72
Tubular Lamps – Fluorescent, Cold Cathode, Lumiline and Mercury	\$1
Lights – Arc, Search, Flood, Mercury, Including Transformers	\$12
Yard Light and Standard	\$18
Fuel Dispensing Pumps	\$60
Stage Pockets, Spotlights and Apparatus	\$7
Outlets for Fixtures, Switches, Receptacles, and Similar Devices	\$1\$0.72
Low Voltage Devices	\$1\$2
Vent Fans, Paddle Fans	\$6

Electrical Range, Garbage Disposal, Dishwasher, Water Heater, Dryer, 30 & 50 Amp Outlet	\$12
Automatic Central Heating – Residential	\$20 \$18
Automatic Central Heating – Commercial	\$36
Electrical Heating Device (Per KW) or Outlet	\$7
Central A/C Unit, Refrigeration, Air Cooling or Similar – Residential	\$20 \$18
Central A/C Unit, Refrigeration, Air Cooling or Similar – Commercial	\$42 \$36
Central A/C Unit, Refrigeration, Air Cooling or Similar – Combo	\$60
Generators, Rectifiers, Reactors, Welders, Capacitors, Converters,	\$36
Dimmer , GFCI Devices	\$4 \$6
Machines – Moving Picture, X-Rays, Stereopticon, High Frequency, and like Apparatus	\$36
Motor (Per HP or Fraction of For EA. Motor)	\$1
Water Pumps	\$18
Residential Whirlpool, Jetted Tub	\$24
Signs, Incandescent, Fluorescent & Neon	\$48
Signals or Communication Devices – Audible or Visual	\$1
Plug In Strip, Trole-E-Duct, Wireways, Busways, Raceways or Auxiliary Gutter (per Foot or Fraction of)	\$1
Swimming Pool Grounding	\$72
Spas and Hot Tubs (Indoor or Outdoor)	\$60
Feeders or Sub-Feeder-Sub Panel	\$18
Temp. Service/Install Period of 90 Days	\$60
Fire Alarm Panel	\$60
Overhauling Condemned Work	\$72
Service Switched	
0- 200 100 Amperes	\$50 \$30
101-200 Amperes	\$42
201-400 Amperes	\$60
401-600 Amperes	\$80 \$72
601-1,000 Amperes	\$90
Per 100 Amperes Over 1,000	\$15 \$12
COMMUNITY DEVELOPMENT – INSPECTIONS (PLUMBING)	
Minimum Permit Fee	\$65 \$60
Well Abandonment	\$60
Well Operations Permit (5 Years)	\$122
Starting Work Without Permit	Double Fee
Failure to Order Final Inspection Before House is Occupied	\$120
Each Re-Inspection	\$60
Fire Protection Sprinkler New or Remodeled – Commercial or Residential, Full or Combined System	\$60
After Hours Inspection (2 Hours)(\$75/Hr.)	\$150 \$116
Sewer for First 100'	\$60
Sewer Over 100' Per Foot Surcharge	\$0.50

Outside Sanitary Sewer	\$60
Outside Storm Sewer	\$60
Inside Sanitary Sewer	\$60
Inside Storm Sewer	\$60
Water Service Minimum	\$60
All Over 100' Per Foot	\$29
Storm/Sanitary	\$60
Catch Basin Exterior	\$30
Catch Basin Interior	\$20 \$12
Manholes Exterior	\$30
Manholes Interior	\$12
Plumbing Fixtures – Each	\$12
Refund Retained	\$60
Suppression System of Exhausted Hoods – Commercial	\$116
Water BPD fees - scaled up to 3/4" Main = \$50.00 / 1" Main = \$90.00 / 1.5" Main = \$140.00 / 2" Main = \$230.00 / 3" Main = \$440.00 / 4" Main = \$730.00 / 6" Main = \$1250.00	
MEQUON WATER UTILITY	
Late Payment Charge	1% per month
Reconnection Charges	
Normal Business Hours ^{††}	\$50
After Normal Business Hours ^{††}	\$75
Standard Street Lateral Costs ^{##}	
1 ¼ inch	\$5,000
1 ½ inch	\$5,500
2 inch	\$6,000
4 inch	\$7,500
6 inch	\$10,500
Standard Local Delivery Main Costs (per Residential Equivalent Unit)	\$2,398.95
Standard System Costs (per Residential Equivalent Unit)	\$1,080.48
Standard Revenue Credit (per Residential Equivalent Unit)	Equals Standard System Costs
Standard Local Delivery Main Extension and Connecting Main Costs (applies to non-developer main extensions of 1,000 feet or less)	Cost per foot or each Low/Med/High
Water main – spoil backfill	
8 inch	\$80/\$95/\$115
12 inch	\$90/\$110/\$135
16 inch	\$120/\$140/\$160
Water main – granular backfill	
8 inch	\$105/\$135/\$160
12 inch	\$115/\$145/\$180
16 inch	\$120/\$160/\$200
Water main – slurry backfill	
8 inch	\$135/\$155/\$175
12 inch	\$150/\$165/\$200

16 inch	\$225/\$250/\$275
Water main – directional drilled	
8 inch	\$170/\$190/\$225
12 inch	\$200/\$225/\$270
16 inch	\$220/\$270/\$324
Water main – bore and jack	
8 inch	\$500/\$600/\$700
12 inch	\$600/\$700/\$800
16 inch	\$700/\$800/\$900
Restoration (based on 6 foot wide trench)	
Turf	\$10/\$15/\$20
Asphalt Roadway	\$40/\$45/\$55
Asphalt Driveway	\$30/\$45/\$55
Concrete Roadway	\$37/\$45/\$53
Concrete Driveway	\$18/\$20/\$30
Sidewalk	\$20/\$25/\$30
Gravel Shoulder	\$5/\$10/\$15
Concrete Curb & Gutter	\$30/\$35/\$40
Erosion Mat	\$1.50/\$3/\$4
Heavy Duty Erosion Mat	\$3/\$4/\$5
Erosion Control	
Silt Fence	\$2.40/\$3/\$4
Rock Bag Ditch Check	\$92/\$115/\$138
Sediment Logs	\$240/\$300/\$360
Hay Bales	\$12/\$15/\$18
Hydrant Assembly	\$5,600/\$7,000/\$8,400
Valve & Valve Box	
8 inch	\$1,750/\$2,000/\$2,500
12 inch	\$2,150/\$2,700/\$3,250
16 inch	\$3,000/\$3,500/\$4,200
Connection to Existing Main	
6 inch	\$5,000/\$5,400/\$6,500
8 inch	\$5,000/\$5,400/\$6,500
10 inch	\$6,000/\$6,500/\$7,800
12 inch	\$7,000/\$7,500/\$9,000
16 inch	\$8,000/\$8,750/\$10,500
Public Fire Protection	
5/8 inch	\$30.29
3/4 inch	\$45.47
1 inch	\$75.88
1 ½ inch	\$151.47
2 inch	\$242.51
3 inch	\$454.38
4 inch	\$757.30

6 inch	\$1,514.59
8 inch	\$2,423.05
10 inch	\$3,634.73
12 inch	\$4,846.11
Service Charge	
5/8 inch	\$31.31
3/4 inch	\$41.15
1 inch	\$64.70
1 ½ inch	\$119.27
2 inch	\$178.90
3 inch	\$274.31
4 inch	\$393.59
6 inch	\$629.14
8 inch	\$980.97
10 inch	\$1,469.97
12 inch	\$1,958.96
Quarterly Volume Charges	
First 150,000 gallons each quarter	\$5.17/1,000 gallons
Next 350,000 gallons each quarter	\$4.87/1,000 gallons
Over 500,000 gallons each quarter	\$4.37/1,000 gallons
Quarterly Private Fire Protection Charges	
2 inch	\$34.08
3 inch	\$63.90
4 inch	\$106.50
6 inch	\$213.00
8 inch	\$340.80
10 inch	\$511.20
12 inch	\$681.60
14 inch	\$852.00
16 inch	\$1,022.40
MEQUON SEWER UTILITY	
Connection Fees	
City installed sanitary sewer; lateral available to property line	\$600
City installed sanitary sewer; no lateral available to property line	\$400
If paid by the Developer at Final Plat	\$0
Residential User Charge (Quarterly)	\$83 \$78
Non-Residential User Charge Rate	\$8.04 \$7.55 /1,000gal
Key:	
*Multiple False Alarms within 48 Hour Period Due to a Security System Failure/Defect will Count as Single Event.	
**Plus applicable taxes for non-exempt groups	
†Required for Events with over 200 people	
‡Per Rental Agreement, Pavilion Rentals Include 2-hour Setup and 1-Hour Cleanup	
°Tournaments at Rotary Park require Holding Tank Pumping in addition to the Tournament Fee	

***If doing a Zoning Code Map and Land Use Plan Amendment at the same time, only one fee applies

††Normal business hours are Monday through Friday from 8 a.m. to 4:30 p.m., excluding the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve Day, Christmas Day, New Year's Eve Day (1/2 day)

‡‡Costs are based on 30 feet average

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

FEE DESCRIPTION	MEQUON	BKFLD	CDRBG	FRNKN	GTOWN	GRFTN	MNFLS	MDLTN	MSKGO	NBRLN	OKCRK	SNPRE	WTOSA	AVG.	PROPOSED
CITY CLERK															
Class B Reserve Liquor	\$10,000	\$10,000	\$10,500	\$10,000	\$10,000	\$10,000	\$10,500	\$10,500	\$10,000	\$10,500	\$10,600	\$10,500	\$10,000	\$10,258.33	
Background Check	\$12	\$12			\$7				\$12	\$10		\$7	\$15	\$10.50	\$15
Tavern Operation (Bartender) – 2 Year	\$75	\$60	\$90	\$40	\$100	\$50	\$50	\$50	\$40	\$60	\$100	\$70	\$140	\$70.83	\$100
Peddlers, Canvassers & Solicitors	\$80		\$100	\$60	\$60	\$100	\$50	\$50	\$100	\$100		\$300		\$91.11	\$100
Peddlers, Canvassers & Solicitors (Each Additional Person)	\$12		\$10	\$10			\$10		\$12	\$10				\$10.40	\$15
Board of Appeals Filing Fee	\$215						\$100						\$120	\$110	\$250
Fireworks Permit	\$75	\$100			\$100		\$100	\$250	\$50			\$0	\$110	\$118.33	\$100
Publication Fee	\$10	\$20	\$20	\$10	\$20			N/A		\$15	\$10-\$20	\$20	\$8	\$16	\$20
COMMUNITY DEVELOPMENT - INSPECTIONS (BUILDING/HEATING)															
Minimum Permit Fee (All Permits)	\$60	\$66	\$50	\$65	\$65	\$55	\$65	\$150	\$60	\$65	\$55	\$75	\$55	\$68.83	\$65
RES 1 & 2 Fam and Attached GAR per SF Living Area	\$0.35	\$0.39	\$0.35	\$0.41	\$0.40	\$0.39	\$0.35			\$0.44			\$0.30	\$0.38	\$0.40
RES Apt. 3 Fam, Row Housing, Multi DUS, Inst. Per SF	\$0.35	\$0.39	\$0.35	\$0.43	\$0.40	\$0.39	\$0.35			\$0.46			\$0.30	\$0.38	\$0.40
Residence Additions Per SF Living Area	\$0.35	\$0.39	\$0.35	\$0.41	\$0.40	A	\$0.35		\$0.3	\$0.44	\$0.35			\$0.37	\$0.40
Basement Remodel/Fish Per SF	\$0.35	\$0.39		\$0.41	\$.25-\$.35	A	\$0.35		\$0.3					\$0.35	\$0.40
Local Business, Office Building & Additions Per SF	\$0.33	\$0.37	\$0.35	\$0.39		A	\$0.33			\$0.42				\$0.37	\$0.40
Mfg. or Industrial Per SF (Office Areas Under Local Bus.)	\$0.28	\$0.33	\$0.35	\$0.31		\$0.37	\$0.27			\$0.36				\$0.33	\$0.35
Permit to Start Constr. of Footings/Foundtns.(Comm/Mfg.)	\$265	\$303		\$555		\$280	\$500	\$500		\$330			\$500	\$424	\$350
Permit to Start Constr. of Footings/Foundtns. (1 & 2 Fam)	\$200	\$185		\$225		\$210		\$250		\$250			\$175	\$215.83	
All Other Buildings, Structures, Alteration, & Repairs Where SF Cannot be Calculated-Where Square Footage Cannot Be Determined	\$11.75														\$14
Residing Per Building	\$60	\$69												\$69	
Kitchen Remodel	\$160				\$.25-\$.35										
Bathroom Remodel	\$120				\$.25-\$.35										
Heating & Incinerator Initial Fee Per Unit	\$55	\$77	\$55	\$55	\$50	\$55	\$60	\$50		\$65	\$55			\$58	
Each 50,000 BTU over 150,00 BTU (\$750 Max. Per Unit)	\$18	\$18	\$15	\$19	\$15	\$18	\$16			\$22	\$10			\$16.68	
Comm./Ind. Exhaust Hoods & Systems Per Unit	\$170	\$147		\$190	\$100	\$180	\$140	\$100		\$210		\$150		\$152.13	
Heating & A/C Distrib. Systems Per 100 SF of Cond. Area	\$2	\$2.1	\$1.5	\$2.1	\$1	\$2								\$1.74	
Wrecking, Razing, or Interior Demolition Flat Fee	\$80	\$89	\$100-\$500	\$90		\$85+ .12/sqft	\$80	\$100	B	\$102	\$95	\$75	\$50	\$86.60	
Moving Buildings Over Public Ways Initial Fee	\$215	\$238	\$100			\$230	\$220	\$250		\$270		\$75	\$175	\$194.75	
Moving Buildings Over Public Ways Per SF	\$0.10	\$0.14				\$0.12	\$0.12						\$0.06	\$0.11	
Plan Examination:															
One and Two Family Residence	\$235	\$250	\$200	\$280	\$225	\$250	\$225	C		\$300			\$200	\$236.67	
Apts, 3 Fam Residence, Row Housing, Multiple Family	\$285	\$292			\$200	\$300	\$250			D			\$250	\$274.50	
Apts, 3 Family, Row Housing, Multiple Family Per Unit	\$25	\$25			\$30	\$27							\$25	\$26.75	
Commercial, Industrial and Additions	\$285	\$310	\$225	E	\$300	\$300		\$350		\$355			\$200	\$296.88	
Commercial Additions & Alternations	\$285	\$310			\$300	\$300							F	\$277.50	

Attachment: Fee Schedule Review for All Departments (RESOLUTION 4085 : Fee Schedule)

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

Residential/Commercial Small Project (At Plan Reviewer Discretion/May be Reduced to \$20)	\$24														
Addition/Alterations to 1 & 2 Family	\$80	\$119	\$60	G	\$75	H			\$90	I			\$80	\$89.88	
Accessory Bldg. 150 300 SF or More	\$60	\$71		\$67>240	\$15	\$65			\$90	\$85			J	\$63.29	\$65
Accessory Bldg. under 150 300 SF	\$30			\$65<120	\$15				\$15				J	\$36.25	\$65
Decks & Above Ground Swimming Pools	\$50	\$42	\$35	\$55	\$40	\$55	\$50		\$20	\$65				\$45.25	\$65
Heating Plans, Lighting & Energy Calculations	\$60	\$71				\$75		\$250		\$81				\$119.25	
WI Uniform Building Permit Seal (State Fee)	\$60	\$35				\$65				\$65		\$33		\$49.50	
Occupancy Permit – Residential Per Unit	\$55	\$60	\$50	\$55	\$65	\$55	\$60			\$65	\$55	\$50		\$57.22	
Temporary Occupancy Permit - Residential	\$80					\$85				\$102			\$100	\$95.67	\$100
Occupancy Permit - Commercial & Industrial Per Unit	\$205	\$173	\$160	\$225	\$200	\$215	\$180			\$255	\$100			\$188.50	
Temp Occupancy Permit – Comm. & Industrial Per Unit	\$80			\$225		\$85	\$200							\$170	\$150
Occupancy Permit - Commercial Additions & Alterations	\$60			\$55											
Tenant Finish	\$60			\$55											
Change of Occupancy Commercial & Industrial Per Unit	\$195					\$50									
Pools – In Ground/Above/Spas	\$195	K	\$75	\$55	L	A	\$100		M	N	\$60	\$150	\$50		or \$1,200
Fences	\$60	\$70		\$65	\$65			\$30	\$20		\$60	\$75	\$50	\$54.38	\$65
Decks & Sheds	\$60	\$66		O	\$65	A	\$85	\$30		P	\$150 shed	Q	\$80		\$65
Solar Panels (\$60.00 Building; \$122.00 Electrical)	\$182	S		\$13/1000	\$150		\$100			R	\$55				
Erosion Control Fee – Single Family	\$183	\$220		\$185	\$175	\$175		\$250	150	\$205		\$170		\$191.25	
Reinstate Building Permit (New)	35% Of Orig. Cost									\$65					
Amount Retained for Permits Refunded	\$60														\$65
Security Deposit for Final Inspection, 10% of Permit Fee	\$60 Min.														\$65
After Hours Inspection (2 Hour Min.) (\$75/HR)	\$116														\$150
Architectural Board/Review:															
1 & 2 Family New Construction	\$55		\$110	\$55		\$50	\$150	\$250						\$123	\$100
Additions/Alternations to 1 & 2 Family	\$43			T			\$150	\$50-\$250							\$75
Accessory Building	\$43		\$100	\$67>240			\$150	\$25-\$100							\$65
Tree Inspection/Zoning Review	\$60						\$150								
COMMUNITY DEVELOPMENT - INSPECTIONS (ELECTRICAL)															
Minimum Fee for Permit	\$60	\$80	\$50	\$95	\$65	\$40	\$60	\$50	\$60	\$60	\$50	\$75	\$70	\$62.92	\$65
After Hours Inspection (2 Hour Min.) (\$75/HR)	\$116												\$150/hr		\$150
Fixtures – Incandescent	\$0.72	\$1.3	\$0.55	\$1.4		\$0.75	\$0.7	*	\$0.5	\$1	\$1			\$0.90	\$1
Tubular Lamps – Fluorescent, Cold Cathode, Lumiline and Me	\$1	\$0.95		\$3.35	\$0.5	\$2.5	\$0.75	*	\$0.5					\$1.43	
Lights – Arc, Search, Flood, Mercury, Including Transformers	\$12	\$5.45			\$3.5	\$5		*						\$1.43	
Yard Light and Standard	\$18	\$11		U	\$20	\$25	V	*	\$9	\$20	\$5	\$75		\$13.38	
Fuel Dispensing Pumps	\$60	\$25	\$10	\$11	\$10	\$50	10	*					\$40	\$22.29	
Stage Pockets, Spotlights and Apparatus	\$7				\$0.4		\$4.5	*						\$2.45	
Outlets for Fixtures, Switches, Receptacles, and Similar Devic	\$0.72	\$1.3	\$0.7	\$1.1	\$0.75		\$0.8	*	\$0.6	\$1	\$1	\$75	\$1	\$0.92	\$1

Attachment: Fee Schedule Review for All Departments (RESOLUTION 4085 : Fee Schedule)

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

Low Voltage Devices	\$2				\$1	\$2	\$1	*			\$1			\$1.25	\$1
Vent Fans, Paddle Fans	\$6	\$4.9		\$6	\$5		\$6	*		\$5	\$4			\$5.15	
Electrical Range, Garbage Disposal, Dishwasher, Water Heater	\$12	\$12.5	W	\$11	\$10	\$12	X	*	Y	\$10	\$10	Z	\$10	\$9.95	
Automatic Central Heating – Residential	\$18	\$22.15	\$9	\$35	\$20	\$18	\$11.25	*	\$30	\$20	\$20	\$75		\$20.60	\$20
Automatic Central Heating – Commercial	\$36		\$18		\$40			*				\$150	\$50	\$36.00	
Electrical Heating Device (Per KW) or Outlet	\$7	\$9.8	\$5	\$11	\$4	\$5	\$10	*						\$7.47	
Central A/C Unit, Refrigeration, Air Cooling or Similar – Residential	\$18		\$12	\$35	\$9		\$15	*	\$30	\$25	\$20	\$75		\$20.86	\$20
Central A/C Unit, Refrigeration, Air Cooling or Similar – Commercial	\$36		\$24		\$18	\$75		*				\$150	\$50	\$41.75	\$42
Central A/C Unit, Refrigeration, Air Cooling or Similar – Combined	\$60					\$55		*				\$75			
Generators, Rectifiers, Reactors, Welders, Capacitors, Converters	\$36	\$2.5/kw	\$0.5/kw	\$35	\$1/kw	AA	\$1.0/kw	*	\$0.60	\$1/kw	\$1/kw	\$150	BB		
Dimmer, GFCI Devices	\$6	\$4.7			\$4	\$6		*	\$3			\$75		\$4.43	\$4
Machines – Moving Picture, X-Rays, Stereopticon, High Frequency	\$36	\$50.5	\$10	\$35		\$50	\$15	*						\$32.10	
Motor (Per HP or Fraction of For EA. Motor)	\$1	\$0.5	\$0.5	CC	\$1	\$3	\$0.7	*		\$5 + \$1hp	\$1			\$1.20	
Water Pumps	\$18			\$11	\$20			*				\$75		\$15.50	
Residential Whirlpool, Jetted Tub	\$24				\$30	\$12	\$25	*		\$40	\$50	\$75		\$31.40	
Signs, Incandescent, Fluorescent & Neon	\$48	\$80	\$15	\$35	\$25	\$30	\$40	*						\$37.50	
Signals or Communication Devices – Audible or Visual	\$1	\$1.25		\$1.1				*						\$1.18	
Plug In Strip, Trole-E-Duct, Wireways, Busways, Raceways or Conduits	\$1	\$1	\$0.5	\$1.1	\$0.5		\$0.75	*	\$0.5	\$1	\$1			\$0.79	
Swimming Pool Grounding	\$72	\$75	\$50	\$70	\$100	DD	EE	FF	\$60	GG	\$50	\$75		\$68.18	
Spas and Hot Tubs (Indoor or Outdoor)	\$60	\$55.9	\$18	\$35	\$50				\$60	\$75	\$50	\$75		\$52.36	
Feeders or Sub-Feeder-Sub Panel	\$18		\$10	\$22	\$25	25-30		HH		\$25	\$40	\$75	\$20	\$31	
Temp. Service/Install Period of 90 Days	\$60			\$50	\$50		\$100	II		\$40				\$60	
Overhauling Condemned Work	\$72											\$75			
Service Switched:															
0-100 200 Amperes	\$30	\$25	\$40	\$40		\$40	\$50			\$20	\$65			\$40	\$50
101-200 Amperes	\$42	\$49.35	\$50	\$80	\$50	\$50	\$50			\$40	\$65			\$54.29	
201-400 Amperes	\$60	\$61.85	\$60	\$120-\$160	\$60-\$70	\$75	JJ			\$60-\$80	\$85				
401-600 Amperes	\$72	\$91.8	\$60	\$200-\$240	\$80-\$90	\$75				\$100-\$120	\$85				\$80
601-1,000 Amperes	\$90	\$98.8	\$60-\$100	\$280-\$400	\$100-\$130	\$125				\$140-\$200	\$85				
Per 100 Amperes Over 1,000	\$12		\$10	\$40	\$10					\$20				\$20	\$15
COMMUNITY DEVELOPMENT - INSPECTIONS (PLUMBING)															
Minimum Permit Fee	\$60	\$62.5	\$35	\$70	\$65	\$40	\$60	\$50	\$60		\$50	\$75	\$55	\$56.59	\$65
Well Abandonment	\$60			\$85	\$40	\$100	\$100	\$60	\$60				\$50	\$70.71	
Well Operations Permit (5 Years)	\$122	\$62.5		\$85			\$35				\$25		\$150	\$71.50	
Failure to Order Final Inspection Before House is Occupied	\$120			\$110			\$70			\$60	\$50		\$75	\$73.00	
After Hours Inspection (2 Hours) (\$75/HR)	\$116			\$100			\$150						\$300	\$183.33	\$150
Sewer for First 100'	\$60	\$62.5	\$50	\$85	\$50	\$50	\$55	\$100	\$60	\$60	\$50	\$50	\$50	\$60.21	
Sewer Over 100' Per Foot Surcharge	\$1	\$0.5			\$0.45	\$0.5	\$0.35		\$0.2	\$0.5	\$0.5		\$0.55	\$0.44	
Outside Sanitary Sewer	\$60	\$62.5	\$50	\$85	\$50	\$50	\$55		\$60	\$60		\$50	\$50	\$57.25	

Attachment: Fee Schedule Review for All Departments (RESOLUTION 4085 : Fee Schedule)

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

Outside Storm Sewer	\$60	\$62.5	\$50		\$50	\$50	\$55		\$60	\$60	\$50	\$50	\$50	\$53.75	
Inside Sanitary Sewer	\$60	\$62.5	\$50	\$85	\$50	\$50	\$55		\$60	\$60			\$50	\$58.06	
Inside Storm Sewer	\$60	\$62.5	\$50	\$85	\$50	\$50	\$55		\$60	\$60			\$50	\$58.06	
Water Service Minimum	\$60	\$62.5	\$50	\$70	\$50		\$55	\$100	\$60	\$60	\$50		\$50	\$60.75	
All Over 100' Per Foot	\$29	\$0.5			\$0.45	\$0.5	\$0.35			\$0.5	\$0.5			\$0.47	
Storm/Sanitary	\$60	\$62.5	\$50	\$85	\$50	\$50	\$55		\$60	\$60		\$50	\$50	\$57.25	
Catch Basin Exterior	\$30		\$30	\$55	\$30	\$40	\$12		\$30	\$12	\$20			\$28.63	
Catch Basin Interior	\$12		\$30		\$30	\$40	\$12			\$12	\$20			\$24.00	\$20
Manholes Exterior	\$30				\$30	\$40	\$12			\$12	\$20			\$22.80	
Manholes Interior	\$12				\$30	\$40	\$12			\$12	\$20			\$22.80	
Plumbing Fixtures – Each	\$12	\$15.8	\$10	\$17	\$10	\$12	\$12	\$6	\$10	\$12	\$10		\$10	\$11.34	
Refund Retained	\$60														
Suppression System of Exhausted Hoods – Commercial	\$116														
Water BPD fees - scaled up to 3/4" Main = \$50.00 / 1" Main = \$90.00 / 1.5" Main = \$140.00 / 2" Main = \$230.00 / 3" Main = \$440.00 / 4" Main = \$730.00 / 6" Main = \$1250.00															
COMMUNITY DEVELOPMENT - PLANNING															
Zoning Code Text Amendment	\$1,275	\$1,120	\$200	\$200	\$1,115	\$200	\$1,000	\$200			\$1,000	\$400	\$600	\$603.50	
Zoning Code Map Amendment*	\$1,275	\$1,120	\$250		\$1,085	\$200	\$1,000				\$1,000	\$600	\$900	\$769.38	
Land Use Plan Map Amendment*	\$1,275	\$1,120			\$1,165	\$200								\$828.33	
Conditional Use Petition	\$717	\$340	\$300	\$1,500	\$1,460	\$200	\$1,000	\$300	\$600		\$1,250	\$600	\$500	\$731.82	\$750
Building Site Plan Amendment or Approval	\$717	\$1,640	\$100									\$250		\$663.33	\$750
Consultation	\$398										\$400				\$400
Minor Request	\$199	\$390			\$700						\$275	\$100		\$366.25	\$350
Subdivision/Condo Concept	\$857	\$455	\$100	\$250		\$150	\$100	\$50	\$100	\$50 + \$50/lot		\$150		\$169.38	\$750
Subdivision/Condo Preliminary Plat	\$857	\$1,560	KK	\$5,000	LL	150 + \$5/lot	\$1,000	MM		\$50 +\$100/lot	\$750	NN	\$1,000	\$1,862	\$750 + \$50/LOT
Subdivision/Condo Development Agreement	\$558	OO								\$300		\$500		\$400	\$750
Subdivision/Condo Final Plat	\$757	\$390	PP	\$1,000		100 + \$3/lot	\$500	QQ		RR	\$875	SS	\$1,000	\$753	\$750
Land Division	\$657	\$300	\$150									TT	\$200	\$216.67	\$750
New Sign Design and Plan Approval	\$150	UU	\$75	VV		\$150	\$100	\$50 + \$1/ft	\$60		\$550	\$50 + \$1/ft		\$187	
Special Event Banner Permit	\$25	\$25	\$20		\$30-\$150	\$50	\$25	\$25			\$30		\$50	\$32.14	\$30
On-Site Development Notice Sign Posting	\$5														
Zoning Letter Request	\$60	\$50		\$75	\$60			\$40				\$50	\$150	\$70.83	
Home Occupation Permit	\$60	\$60	\$27.5				\$60				\$55	\$50		\$50.50	
Business Occupancy Permit	\$60	\$173					\$180				\$100	\$50		\$125.75	\$125
Annual Chicken Keeping Permit	\$20		\$25	\$75		\$25		\$65	\$20			\$35	\$20	\$37.86	\$65
Short Term Rental Permit	\$60														
PUD FEE															\$1,500
ENGINEERING															
Planning Commission Reviews															
Engineer	\$95														\$100

Attachment: Fee Schedule Review for All Departments (RESOLUTION 4085 : Fee Schedule)

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

Engineering Technician	\$78														\$91
Green Infrastructure Plan Reviews															
Engineer	\$95														\$100
Engineering Technician	\$78														\$91
Erosion Control Permits – Site Grading:															
Residential – Initial Fee	\$600		\$190		\$1,250	\$315	\$120	\$250	\$150				\$125	\$342.86	
Residential – Per Lots or Units	\$6		\$160		\$25	GGG									
Commercial/Industrial – Initial Fee	\$120		\$225		\$500	\$315	\$150		\$300	\$240				\$288.33	\$300
Commercial/Industrial – Per 1,000 SF Distributed Area	\$6		\$6		\$10	\$5			\$8	\$6.5			\$8	\$7.25	
General Use Residential – Initial Fee	\$30										FFF				
General Use Residential – Per 1,000 SF Distributed Area	\$4										\$4		\$8	\$6	
Permit Extension Fee															CCC
Filling Permits:															
0-250 CY	\$60			DDD							\$300				
251-1,000 CY	\$120			EEE											
Permit Extension Fee															CCC
Floodplain Letters	\$66				\$180		\$50						\$180		
Waste Hauler Permit	\$60	\$100							\$40					\$70	
Waste Hauler Additional Per Vehicle – 7 to 12 Tons	\$25	\$25							\$40					\$33	
Waste Hauler Additional Per Vehicle – Over 12 Tons	\$50								\$40						
Lateral Abandonment Inspection	\$100														
PARKS															
Park Rental*															
Non-Mequon/Thiensville Resident Rental Upcharge	\$100														
Outdoor Concessions (Per Tent/Table)*	\$25														
Additional Setup/Cleanup (4 hours)	\$100														
Lemke Park*															
Lemke Pavilion‡	\$150														
Lemke Pavilion – Security Deposit	\$50														
Rotary Park*															
Reuter Pavilion‡ – Under 150 People	\$475														
Reuter Pavilion‡ – Corp. or Over 150 People	\$500														
Reuter Pavilion‡ – Concessions Only	\$225														
Reuter Pavilion – Security Deposit	\$200														
Rotary Pavilion‡	\$225														
Rotary Pavilion or Gazebo – Security Deposit	\$100														
Gazebo Only	\$225														
Gazebo with Pavilion Rental	\$100														
Holding Tank Pumping Fee per 5,000 gallons*	\$135														

Attachment: Fee Schedule Review for All Departments (RESOLUTION 4085 : Fee Schedule)

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

Holding Tank Pumping Fee per 10,000 gallons*	\$270														
Portable Restroom Service*†	\$90														\$115
PUBLIC WORKS															
DPW Staff Rate	\$87														\$86
New Culvert – 24' Long, Up to 24" Diameter	\$1,960														\$2,350
Culvert Replacement	\$3,525														\$3,955
Culvert Replacement – Road Program	\$550														\$1,190
Temporary Culvert (Max. 12 Months)	\$1,960														\$2,350
Culvert Relay	\$1,960														\$2,350
FINANCE															
Brush Permit	\$25		\$30/Life			\$30	\$0						\$0-\$30	\$20	
Real Estate Property Status Report (5-7 Business Days)	\$35	\$50	\$50			\$35									\$60
Real Estate Property Status Report Rush Fee (1-3 Business D	\$35	\$50	\$15			\$60									\$35
POLICE															
Finger Printing	\$15				\$10									\$15	\$20
False Alarm Fee* (Per Calendar Year):															
1 st False Alarm Fee	\$0	\$0		\$0	\$0	\$0			\$0		\$0		\$0	\$0	
2 nd False Alarm Fee	\$200	\$115		\$0	\$0	\$0			\$0		\$0		\$75		
3 rd False Alarm Fee	\$300	\$115		\$0	\$0	\$50			\$0		\$0		\$75		
4 th False Alarm Fee and Subsequent	\$400	\$150/\$230		XX	YY	ZZ			AAA		BBB		\$150		
Accident Report	\$3	.15/pg			2										

Legend:
Proposed Fee Change
Used this figure, when multiple figures listed
Not used in Avg.
* Based on quantity & amp size
New Fee
Matrix Key:
A=12.50/1000 valuation
B=\$100+.05/sqft
C=\$150(one)\$200(two)
D=\$355 +\$32/unit
E= \$335<100,000,\$ 555>100,000
F= \$200 add/\$150alt
G=\$55 Alt/\$90 Add
H= \$55 Alt/\$85 Add
I=\$70 Alt/\$120 Add
J=\$50 (garage)

Attachment: Fee Schedule Review for All Departments (RESOLUTION 4085 : Fee Schedule)

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

K=\$66 min- \$13/1,000 valuation
L=\$11/\$1000 or \$65min
M=\$55 + \$9/1,000
N=15/1000, \$65 min
O=\$85<100, \$170>100
P=\$65 shed, \$100<100, \$190>100 for deck
Q=\$150deck/\$75shed
R=\$62 res, \$162 comm
S=\$10.25/\$1,000 valuation
T=\$90 Add, \$55 Alt
U=\$7 res/\$11 comm
V=\$10 res/\$18 comm
W=\$6(\$7 dishwasher, \$10 water heater)
X=\$9, \$10 water heater
Y=\$9, \$30 water heater
Z=\$75 water heater
AA=12.50/1000 valuation
BB=\$50 or \$1/kw(comm)
CC=\$6 + \$1.10/hp
DD=\$30/above, \$25/in
EE=\$50/above, \$75/in
FF=\$60/above,\$80/in
GG=\$75/above, \$90/in
HH=\$3-\$14 depening on AMP
II=\$50 res/\$100 comm
JJ=>200amp, \$50+10/100
KK=\$150 + \$6/unit
LL=\$4,575-\$7,650(combined w/ final)
MM=400 + \$50/acre
NN=\$600 + \$30/lot
OO=\$210/hr-attorney, \$130/hr-eng
PP=\$100 + \$3/unit
QQ=400 +\$50/lot
RR=\$50 + \$150/acre
SS=600 + \$30/lot
TT=\$250 + \$100/lot
UU=\$50-\$125 dep on sq ft
VV=\$50 + \$40-\$150 dep. on size
XX=\$25, \$50 @ 6, \$100 @ 10

City of Mequon Fee Schedule Analysis - Fiscal Year 2023

YY=25/+25 each after
ZZ=\$50 (\$75-6th, \$100-8th)
AAA=\$50, \$200 @ 7
BBB=\$50, \$200 @ 8
CCC=1/12 of total orig. permit fee per month of extension
DDD=25-100 CY \$50/100-500CY \$100
EEE=\$500+CY \$250
FFF=\$60 + \$5admin
GGG=\$1,500(1-20acres)

CITY OF MEQUON
MASTER HOURLY BILLING RATE CALCULATOR
2024

Admin Staff - City Hall/DPW

Staff rate	\$ 25.40
Fica / WRS	\$ 3.70
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 81.13
Use this Rate:	\$ 81.00

Inspections

Inspector rates	\$ 36.74
Fica / WRS	\$ 5.35
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 94.12
Use this Rate:	\$ 94.00

Community Development

Staff Average	\$ 47.27
Fica / WRS	\$ 6.88
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 106.18
Use this Rate:	\$ 106.00

Assessor staff rate

Staff rate	\$ 23.51
Fica / WRS	\$ 3.42
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 78.97
Use this Rate:	\$ 79.00

DPW staff rate

Staff rate	\$ 29.89
Fica / WRS	\$ 4.35
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 86.27
Use this Rate:	\$ 86.00

City Engineer

Engineer rate	\$ 66.28
Fica / WRS	\$ 9.64
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 127.96
Use this Rate:	\$ 128.00

Assistant City Engineer

Engineer rate	\$ 41.98
Fica / WRS	\$ 6.11
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 100.12
Use this Rate:	\$ 100.00

Assistant Utilities Director

Engineer rate	\$ 43.65
Fica / WRS	\$ 6.35
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 102.03
Use this Rate:	\$ 102.00

Engineering - Field Coordinator

Engineer rate	\$ 37.03
Fica / WRS	\$ 5.39
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 94.46
Use this Rate:	\$ 94.00

Engineering - Technician

Engineer rate	\$ 34.19
Fica / WRS	\$ 4.97
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 91.20
Use this Rate:	\$ 91.00

Police - Represented

Patrol/Detective	\$ 41.47
Fica / WRS	\$ 9.11
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 102.61
Use this Rate:	\$ 103.00
Dept. Overtime Rate	\$ 127.90
Use this Rate:	\$ 128.00

Police - Mangement

Management Staff	\$ 51.35
Fica / WRS	\$ 11.28
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 114.67
Use this Rate:	\$ 115.00

Police - Admin

Staff rate	\$ 27.53
Fica / WRS	\$ 6.05
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 85.62
Use this Rate:	\$ 86.00

Clerk

Staff rate	\$ 50.05
Fica / WRS	\$ 11.00
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 113.09
Use this Rate:	\$ 113.00

Clerk - Admin

Staff rate	\$ 23.87
Fica / WRS	\$ 5.24
Medical Benefits	\$ 12.34
Allocated Overhead	\$ 39.70
Dept. Hourly Rate	\$ 81.15
Use this Rate:	\$ 81.00

Attachment: Internal Labor Rates - 2024 (RESOLUTION 4085 : Fee Schedule)



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Office of Administration

TO: Finance-Personnel Committee
FROM: William Jones, City Administrator
DATE: November 9, 2023
SUBJECT: RESOLUTION 4086 A Resolution Amending the Allocation of \$2,552,000 in Funding Received through the American Rescue Plan Act

Background

On March 11, 2021, President Biden signed into law the American Rescue Plan Act (ARPA), a \$1.9 trillion economic stimulus bill that provided \$350 billion for states, municipalities, counties, tribes and territories, including \$130 billion for local governments split evenly between municipalities and counties. Since passage of this bill, the City has received a total of \$2.55 million in two equal payments that were delivered in mid-2021 and again in mid-2022.

Originally, these one-time proceeds were to be used to offset unforeseen expenses attributable to COVID-19, or spending directly related to water, sewer or broadband infrastructure projects. In follow-up guidance provided by the U.S. Treasury Department in early 2022, a 'Standard Deduction' was established in the amount of \$10 million. This allows governments of any size, to forego the process of calculating COVID-related revenue losses below \$10 million, and to more freely utilize ARPA proceeds to fund general government services and/or projects.

Accordingly, City staff worked during 2022 to develop a proposed spending plan for the use of Mequon's ARPA proceeds over the next few years. The plan, which was approved by the Common Council last November in connection with adoption of the 2023 budget, contains funding for a number of one-time projects intended to further the City's pursuit of five key focus areas identified during a strategic planning process conducted in early 2022.

Analysis

As part of this year's process to develop the City's budget for Fiscal Year 2024, two adjustments to the plan have been recommended by the Appropriations Committee. These include allocating \$40,000 in undesignated funds to complete a five-year update to the City's Park & Open Space Plan, and \$20,000 in undesignated funds to support further efforts aimed at deterring vehicular speeding within the community. Per the table below, the City's \$2.55 million has been adjusted accordingly, amongst four of the City's five key focus areas.

Item	Amount
Key Focus Area: Capital/Infrastructure	
County Line/Port Washington Roads - New Traffic Signal	\$325,000
Space Needs Planning - City Facilities	\$25,000
Sub-Total:	\$350,000

Key Focus Area: Information Technology/Customer Service	
On-line Inspections & Permitting (Land Management System)	\$425,000
• Centralized Database Development	\$100,000
Implementation of 4 Financial System Modules & Training	\$150,000
Electronic Poll Books	\$90,000
Police Department - Recording Equipment	\$15,000
Sub-Total:	\$780,000
Key Focus Area: Financial Stewardship	
Fiscal Year 2022 Budget Allocation	\$200,000
Fiscal Year 2023 Budget Allocation	\$200,000
Fiscal Year 2024 Budget Allocation	\$65,000
Weyenberg Library (Including \$37,217 Spent on COVID-19)	\$150,000
COVID-19, Compensation Analysis, Ergonomic Upgrades, Other	\$72,000
Sub-Total:	\$687,000
Key Focus Area: Quality of Life	
Lemke Park Pavilion Expansion	\$350,000
City Brush City Automation	\$250,000
Civic Campus Master Planning	\$75,000
Parks Plan Update	\$40,000
Speed Deterrence	\$20,000
Sub-Total:	\$735,000
TOTAL:	\$2,552,000

Fiscal Impact

The accompanying resolution approves these updated allocations amongst various projects and spending categories, in the total amount of \$2,552,000. Any future expenditure of these funds that exceeds the \$25,000 threshold will require additional, or subsequent approval by the Common Council. Additionally, Finance Department staff will also be responsible for filing annual reports with the U.S. Treasury Department, detailing how available monies were spent.

Pursuant to the Act's provisions, all funds received must be formally allocated by December 31, 2024, and utilized, or spent by no later than December 31, 2026. To date, approximately \$30,000 in available proceeds remains unallocated, and will remain on-hand as a small contingency for projects that may otherwise exceed their original allotment.

Recommendation

A recommendation is forthcoming from the Finance-Personnel Committee on November 14, 2023.

Attachments:

ARPA 8.0 (PPTX)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4086

A Resolution Amending the Allocation of \$2,552,000 in Funding Received through the
American Rescue Plan Act

RECITALS

A. In connection with passage of the American Rescue Plan Act (ARPA) in 2021, the City of Mequon received a total of \$2,552,000 in available funds.

B. The available funds, which were originally designated to assist in offsetting the economic impacts associated with the COVID-19 pandemic (e.g., COVID-related expenses, lost revenue, etc.) are now available for other uses by units of government receiving less than \$10 million.

C. In accordance with further guidance from the U.S. Treasury Department, the City's total of \$2,552,000 must be allocated by December 31, 2024, and spent by December 31, 2026.

D. In connection with development of the City's 2024 Operating and Capital budgets, an updated City of Mequon ARPA Spending Plan (Exhibit A) has been prepared by City staff and was subsequently recommended for approval by the Mequon Common Council, in its role as the City's Appropriations Committee.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that the attached City of Mequon ARPA Spending Plan is hereby adopted, and the Finance Director is authorized to distribute the available funds as necessary, in accordance with the corresponding allocations contained therein.

Approved by: Andrew Nerbun, Mayor

Date Approved: November 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on November 14, 2023.

Caroline Fochs, City Clerk

CAPITAL/ INFRASTRUCTURE		IT/CUSTOMER SERVICE		FINANCIAL STEWARDSHIP		QUALITY OF LIFE	
ITEM	COST	ITEM	COST	ITEM	COST	ITEM	COST
County Line Traffic Light	\$325K	Land Mgmt. System	\$425K	2022 Budget	\$200K	Lemke Park Pavilion	\$350K
Space Needs Assessment	\$25K	Central Database	\$100K	2023 Budget	\$200K	Brush Site	\$250K
		MUNIS Modules (4)	\$100K	2024 Budget	\$65K	Civic Campus Plan	\$75K
		MUNIS Training	\$50K	Library	\$150K	Parks Plan Update	\$40K
		Police Phone Recorder	\$15K	Covid/Staffing /Other	\$72K	Speed Deterrence	\$20K
		E-Poll Books	\$90K				
TOTAL	\$350K	TOTAL	\$780K	TOTAL	\$687K	TOTAL	\$735K
GRAND TOTAL: \$2,552,000							

Attachment: ARPA 8.0 (RESOLUTION 4086 : A Resolution Amending the Allocation of \$2,552,000 in



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Office of Administration

TO: Finance-Personnel Committee
FROM: Justin Schoenemann, Assistant City Administrator
DATE: November 14, 2023
SUBJECT: RESOLUTION 4087 A Resolution Adopting the 2024 Pay Plan for Non-Represented Employees

Background

The 2024 General Fund Budget to be adopted by the Common Council at its November 14 meeting provides for a 2.75% cost-of-living wage adjustment for non-represented employees. This is commensurate with a planned 2.75% cost-of-living adjustment for members of both the Mequon Police Association and the Southern Ozaukee Fire & EMS Department in 2024. Notably, these figures are commensurate with forecasts for next year, which predict inflation to average 2.7% in 2024 (source: *The Kiplinger Letter*).

Additionally, a Classification and Compensation Study completed in 2022 recommends that annual adjustments be applied to the City's Compensation Plan, so that employee wage rates do not outpace the authorized plan. Accordingly, the 2024 Compensation Plan adjusts all classified pay ranges by a factor of 2%. As such, all non-represented staff covered under the plan will receive a "base" adjustment of 2%, starting on January 1, 2024. Further, non-represented employees who successfully complete a 2023 performance review in December will receive an "additional" adjustment of 0.75%, also effective January 1.

It should be noted that the proposed 2024 budget also includes a one-time salary adjustment of between 1-3% for non-represented employees who will have worked for the City for at least three years, as of January 1, 2024. This was included as a recommendation within the Classification and Compensation Study and follows the adoption of revised salary ranges and corresponding salary adjustments earlier this year.

In 2024, it is anticipated that discussions will continue regarding implementation of a system to periodically advance employees through their respective pay grades. This will be coupled with re-introduction of a merit-based performance evaluation system that was introduced in 2017, and subsequently suspended at the outset of the COVID-19 pandemic.

Fiscal Impact

The fiscal impact of a 2.75% wage adjustment will result in an overall increase in personnel wages and associated payroll taxes equivalent to that amount. There is no other financial impact associated with the 2.75% cost-of-living adjustment.

Recommendation

A recommendation is forthcoming from the Finance-Personnel Committee on November 14,

2023.

Attachments:

2024 Compensation Plan (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4087

A Resolution Adopting the 2024 Pay Plan for Non-Represented Employees

RECITALS

A. The Finance-Personnel Committee has reviewed and recommended to the Common Council the 2024 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.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED, by the Common Council of the City of Mequon, Wisconsin, that the 2024 Compensation Plan for non-represented employees is approved.

Approved by: Andrew Nerbun, Mayor

Date Approved: November 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on November 14, 2023.

Caroline Fochs, City Clerk

Exhibit A
CITY OF MEQUON, WISCONSIN
FY2024 EMPLOYEE COMPENSATION PLAN

Pay Grades	2024 Pay Ranges					JOB POSITION
	Minimum	Q1	Midpoint	Q3	Maximum	
1	\$44,125	\$47,554	\$51,847	\$55,708	\$59,569	
2	\$48,538	\$52,309	\$57,032	\$61,279	\$65,526	Accounts Receivable Specialist Administrative Assistant Administrative Specialist Assessment Technician Deputy Clerk Records Specialist
3	\$53,391	\$57,540	\$62,735	\$67,407	\$72,079	Accounting Specialist Buildings Maintenance Worker Equipment Operator Forestry Worker Highway Worker Human Resource Coordinator Parks Worker Permit Coordinator Sewer Maintenance Worker
4	\$59,884	\$64,537	\$70,364	\$75,604	\$80,844	Administrative Coordinator Engineering Field Coordinator Engineering Technician Executive Assistant - Communications Highway Section Foreman Mechanic Sewer Section Foreman
5	\$64,675	\$69,700	\$75,993	\$81,652	\$87,311	Planner I Building Inspector Public Safety IT Specialist
6	\$69,849	\$75,276	\$82,072	\$88,184	\$94,296	Assistant Finance Director Fleet Superintendent
7	\$75,437	\$81,298	\$88,638	\$95,239	\$101,840	Buildings Superintendent Highway Superintendent Inspections Supervisor Parks & Forestry Superintendent Sewer Superintendent
8	\$86,675	\$94,492	\$104,009	\$112,677	\$121,344	Assistant City Engineer Assistant Community Development Director City Clerk Deputy Director of Public Works Deputy Director of Utilities IT Manager Police Captain
9	\$104,009	\$113,391	\$124,811	\$135,212	\$145,613	Assistant City Administrator Director of Community Development Director of Public Works/City Engineer Finance Director Police Chief
10	Established by Contract					City Administrator

Attachment: 2024 Compensation Plan (RESOLUTION 4087 : 2024 Comp Plan)



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Office of Community Development

TO: Finance-Personnel Committee
FROM: Kim Tollefson, Director of Community Development
DATE: November 14, 2023
SUBJECT: RESOLUTION 4088 A Resolution Authorizing a Development Agreement with DJS Land Management LLC for a Tax Increment District No. 5 Development Incentive (Tier 2) in the Amount of \$808,500, for the Property Located at 10404 North Port Washington Road

Background:

DJS Land Management LLC is requesting a Tax Increment Financing District No. 5 incentive under the Fast Track Formula, which is a pay-as-you-go reimbursement of expenditures associated with demolition. This request runs concurrent with a redevelopment proposal for the property located at 10404 North Port Washington Road, which is the former Ferrante's restaurant site. Refresh Aesthetic Center, a 4,382 square foot, two-story, new construction Medi Spa is proposed. The project is scheduled for action (building and site plan approval) by the Planning Commission on December 4, 2023. The following outlines the criteria of the Fast Track incentive formula for Tier 2:

- Tier 2 incentives are designated for a project that combines multiple parcels or is located within a high priority area as determined by EDB. A 15% incentive is authorized for such high priority sites.
- The payback period may extend for the duration of the subject TID's life cycle.
- The maximum incentive allowed is the "gap", which is defined as the removal of the property's base improvement value, plus the cost of site demolition and a 15% incentive.

Analysis:

DJS Land Management application shows the following:

- A total new construction value estimated at \$4.8M, which is a net value of \$4.26M beyond the current improvement value of \$237,000.
- A total eligible incentive under the Fast Track Formula of \$1,021,450.
- A payback period, based on estimated annual tax revenue, that would occur over 17 years, which is beyond the life of TID. Accordingly, the application is eligible for a payback period of 13 years because TID #5 has a statutory closure date of 2039, and the

proposed project will not be completed until March of 2025. Under this project completion date, the estimated total eligible incentive thus computes to \$808,500.

Fiscal Impact:

Included for review are the estimated costs for demolition and site repair and the Fast Track Formula under the City's TID Incentive Policy for Districts #4 & #5, as it applies to the subject redevelopment site.

Tier 2	
Base Improvement Value	\$ 237,000.00
Site Repair and Demo	\$ 100,000.00
Gap	\$ 337,000.00
New Building Value	\$ 4,800,000.00
15 % incentive	\$ 684,450.00
Total incentive	\$ 1,021,450.00
Annual Tax Amount	\$ 62,192.32
Payback length*	17.42405335
Max at TIF closure (currently 17 years)	\$ 1,057,269.46

Recommendation:

Staff recommends approval of the incentive request as it meets the standards to qualify for TID funds under the approved Fast Track Formula. In addition, the project will generate a net financial benefit to TID #5 and redevelop a high priority site. The approval is subject to a development agreement outlining expectations of the project and financial standards, a copy of which is attached.

On October 31, 2023, the Economic Development Board approved a recommendation in favor of approving the proposed incentive amount of \$808,500 by a vote of 8-0.

A recommendation regarding approval of the proposed development agreement is forthcoming from the Finance-Personnel Committee on November 14, 2023.

Attachments:

Refresh Incentive DA (DOCX)

Refresh TID Application (PDF)

Refresh Landscape Plan (PDF)

BUILDING ELEVATIONS (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4088

A Resolution Authorizing a Development Agreement with DJS Land Management LLC for a Tax Increment District No. 5 Development Incentive (Tier 2) in the Amount of \$808,500, for the Property Located at 10404 North Port Washington Road

RECITALS

A. Tax Increment District No. 5 offers redevelopment incentives for projects including demolition and site repairs.

B. Tax Increment District No. 5 encourages redevelopment of parcels located within the district boundary through the combination of lands, new land uses and removal of underutilized or undervalued structures.

C. The proposal by DJS Land Management LLC complies with the standards of the City's Fast-Track Formula for a Tier 2 Incentive, in the estimated amount of \$808,500 related to a proposed redevelopment project located at 10404 N. Port Washington Road with an estimated value of \$4.8M and a payback period of 13 years.

D. Adequate funds are available in TID No. 5 for the incentive. Adequate time remains in the life of TID No. 5 for a partial repayment of the total eligible incentive prior to closure of the TID.

E. The Economic Development Board, at its meeting on October 31, 2023, approved staff's recommendation to authorize the incentive.

F. The Finance and Personnel Committee, at its meeting on November 14, 2023, approved authorization of the incentive.

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

1. The Development Agreement between the City and DJS Land Management, LLC, for an estimated incentive in the amount of \$808,500, in the form as attached is approved.

2. The Mayor, City Clerk, and other appropriate City staff are directed and authorized to execute the Development Agreement as well as any necessary ancillary contractual documents which are subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney, and then to deliver the same.

Approved by: Andrew Nerbun, Mayor

Date Approved: November 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on November 14, 2023.

Caroline Fochs, City Clerk

DEVELOPMENT AGREEMENT

This Development Agreement is made as of the ____ day of _____, 2023, by and among the City of Mequon, Wisconsin, a Wisconsin municipal corporation (“City”) and DJS Land Management LLC, a Wisconsin Limited Liability Company (“Owner/Developer”).

RECITALS

- (i) Owner/Developer has acquired the land described on Exhibit A attached hereto (“Property”) for the purpose of redevelopment/development in strict accordance with this Agreement and the development plans approved by the City of Mequon, which are listed on Exhibit B (the “Approved Plans”) and all other plans as approved and on file with the Department of Community Development (the “Development”).
- (ii) Owner/Developer will own and will be responsible for management and operation of the Development.
- (iii) It is the desire of the City to foster and promote economic development in the City so as to expand the tax base and create new jobs, all in furtherance and compliance with the Port Washington Road TID No. 5 Project Plan, as defined below. The proposed Development of the Property in accordance with the terms and conditions of this Development Agreement will be in the public interest and will serve a public purpose.
- (iv) The Development will increase the taxable value of the City of Mequon, as well as its commercial vitality, providing a substantial benefit to the City and the public, and the Development is and will be consistent with the TID No. 5 Project Plan.
- (v) Certain financial incentives including, but not limited to, the TID No. 5 Fast Track Incentive are herein provided, and the Development will not occur in their absence.
- (vi) The parties to this Agreement have caused to be created this Development Agreement for the purpose of setting forth certain rights, duties and obligations of the parties with respect to the development of the Property and have approved its terms, and authorized their respective officers, directors and managers to execute it on their behalf.

Now, Therefore, in consideration of the recitals and mutual agreements herein set forth, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Definitions. As used in this Agreement, the following terms shall have the following meanings:

- (a) “Acceptable to the City” means, in varying applications of that term in this Agreement, that the matter under review and scrutiny by the City and Ehlers and Associates, its financial consultant, complies with this Agreement in all respects, and/or adheres to applicable laws, ordinances, building codes, rules, and regulations, and/or generally practiced and prudent underwriting and financial evaluation principles, standards

and practices as relates to pro forma projections for the Development, cost estimates, bids and prices, terms of construction contracts and permanent financing, and the financial statements of Owner/Developer as well as amounts and terms for the investment of equity capital in the Development, as will reasonably lead to the good faith conclusion that the risks to the public herein contracted are reasonable and manageable under the circumstances, and in relation to the public benefit of this Development Agreement. Materials submitted to the City for such review shall be objected to within ten (10) business days, or shall be deemed acceptable to the City, except wherein review by the Planning Commission shall be required, in which case the review period shall be twenty (20) days, or by the Common Council, in which case the review period shall be thirty (30) days. The foregoing is not intended to impose additional requirement for review by the Planning Commission or the Common Council except in such circumstance in which such review shall be otherwise required by law. Any item included within Exhibit B as part of the definition of "Approved Plans" shall be deemed to be Acceptable to the City.

(b) "Affiliate" means: (i) a person or an entity that directly or indirectly controls, or is controlled by, or is under common control with, Owner/Developer, or (ii) a person or entity that directly or indirectly beneficially owns or holds any ownership interest in Owner/Developer unless that person or entity has no authority or right of management or control of Owner/Developer; or (iii) any person or entity in which Owner/Developer has an ownership interest unless that person or entity has no authority or right of management or control of Owner/Developer; or (iv) any person or entity that is an officer or director, general partner or managing member of Owner/Developer. As used in this definition, the term "control" means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, by operation of law, or otherwise.

(c) "Available Tax Increment" means Tax Increment actually collected by the City with respect to the Property (including Tax Increment on Personal Property) for the TID No. 5 Special Fund.

(d) "Building and Site Improvements" shall mean the construction and installation of building and site improvements on the Property, in accordance with the Approved Plans, and also in compliance with all applicable requirements of federal, state and local construction, erosion control, fire, building, electrical, plumbing, HVAC, storm water, grading, and landscaping ordinances, laws, regulations, and codes, and all additions and/or alterations to these initially constructed building and site improvements on the Property.

(e) "Completion Value" means the actual total assessed valuation of the Project (real and personal property) as of January 1, the year following completion of the Development.

(f) "Fast Track Improvements" means the improvements defined in Section 4(d) below.

(g) "Fast Track Improvements Cost Breakdown" means the current complete cost breakdown of construction and non-construction cost items (i.e., a line-item budget), clearly identifying the Fast Track Improvements Costs shown on Exhibit D.

(h) "Fast Track Incentive" means the money to be paid by the City, out of TID District No. 5 Tax Increment resulting from the Development, to Owner/Developer, defined in Section 4(d) below, as estimated on Exhibit D, and subject to adjustment after completion of the Fast Track Improvement and the limitations thereon, as provided herein.

(i) "General Contractor" means: The general contractor or general contractors hired by Owner/Developer to construct the Development or components of the Development under one or more contracts. General Contractor may include Owner/Developer to the extent it makes direct contracts for construction, furnishing or fixturing of parts of the Development.

(j) "Owner/Developer" means: DJS Land Management LLC, and permitted successors and assigns as approved by the City, which shall have the exclusive management of the Project.

(k) "Project" means a development as referred to and described in the Approved Plans listed on Exhibit B. and including:

- Demolition of existing structures;
- Removal of underground oil tank;
- Removal of asbestos;
- Utility disconnection;
- Excavation;
- Fill and rough grading of demolition areas;
- Filling, grading, removal and installation of utility services, installation of roads, sidewalks, driveways, walkways, curbs and gutters, parking lot(s); and all other site work as may be required in connection with the development and associated parking, and alterations to public rights of way;
- Construction and installation of all other improvements as may be required in order to comply with the Approved Plans which incorporate the zoning ordinances, building codes, and any other applicable rules and regulations identified in Exhibit B;

(l) "Project Completion Date" means the date of completion of the Project, which shall be no later than March 1, 2025.

(m) "Project Plan" means the Project Plan for the City of Mequon Tax Incremental District No. 5, as may be amended from time to time.

(n) "Tax Increment" means the amount of tax collected from the Property and the Building and Site Improvements to be constructed on the Property by Owner/Developer, and the personal property installed or located on the Property which is subject to personal property tax (the "Personal Property"), less the Tax Increment Base, as

calculated with reference to and in accordance with the provisions of Section 66.1105 (2)(i) through (m) of the Wisconsin Statutes.

(o) "Tax Increment Base" means the amount of tax collected on the equalized value determined as of January 1, 2023, of the Property.

(p) "TIF District" or "TID No. 5" means City of Mequon Tax Increment District No. 5.

2. Conditions Precedent: Owner/Developer's Obligations. In addition to all other conditions and requirements set forth in this Agreement, the obligations of the City under this Development Agreement are conditioned upon the satisfaction of each and every one of the following conditions:

(a) At its cost, Owner/Developer has provided Fast Track Improvements Cost Breakdown estimates to the City, in the form as shown on Exhibit D, certified by Owner/Developer and the General Contractor as presenting the then most accurate and complete Fast Track Improvements Cost Breakdown available, and which will demonstrate that estimated Fast Track Improvements Costs are \$100,000.00.

(b) Owner/Developer has, at its cost, provided the City with a timetable for completion of the Project.

(c) Prior to the execution of this Agreement, Owner/Developer shall provide the City with evidence satisfactory to the City that Owner/Developer is authorized to enter into this Agreement and that the persons signing this Agreement on behalf of Owner/Developer are authorized to sign this Agreement. Prior to the execution of this Agreement, Owner/Developer, at its cost, shall provide a certified copy of its articles of organization, operating agreement and its resolutions and a certificate of status issued by the Wisconsin Department of Financial Institutions. Such formation documents and resolutions must be acceptable to the City and must show a state of facts as to ownership, management and control acceptable to the City.

(d) Prior to the execution of this Agreement, Owner/Developer shall provide a certificate of incumbency and resolutions or consents of its board, all of which resolutions and consents shall show that Owner/Developer has been duly authorized to enter into this Agreement and all other agreements, documents and contracts required to be executed by it in connection with the transactions which are the subject of this Agreement.

(e) No uncured default, or event which with the giving of notice or lapse of time or both would be a default, shall exist under this Agreement.

If all conditions contained in this Section are satisfied within the time periods for satisfaction of such conditions as set forth above or if such conditions are waived in writing by the City within the time periods for satisfaction of such conditions as set forth above, or if the City fails to disapprove or object to any of the deliverables furnished by or performance of Owner/Developer as to such conditions within ten (10) business days of receipt by the City, then the above conditions shall be deemed satisfied. The City shall issue a certificate (the "Certificate") confirming that all

of the above Conditions Precedent have been satisfied or waived, which can be relied on to confirm that the obligations in this Section have been satisfied. If the City shall timely disapprove or object to the deliverables or performance of Owner/Developer specifying the reason(s) for which the matter is not satisfactory to the City, Owner/Developer shall have ten (10) business days to cure by resubmission of satisfactory deliverables or performance. In the event Owner/Developer does not timely resubmit or the resubmission is unsatisfactory to the City, the City, at its option, exercised in its reasonable discretion, may terminate this Agreement, by providing written notice to the Owner/Developer as provided herein, in which event, none of the parties to this Agreement shall have any further liability or obligation to the other parties; provided, however, Owner/Developer shall pay all costs and expenses incurred by the City, up to a total amount of \$10,000, in connection with the Project and the preparation and negotiation of this Development Agreement, including without limitation, attorneys' fees and the fees of the City's outside financial consultant.

3. Representations and Warranties and Covenants of Owner/Developer. Owner/Developer represents and warrants to the City to the best of its knowledge, and covenants with the City as follows:

(a) All copies of preliminary cost estimates, and final costs of the Fast Track Improvements and agreements related to them, which Owner/Developer has furnished to the City are true and correct in all material respects. There has been no material adverse change in the cost estimates of the Fast Track Improvements since the date of the last cost estimate furnished by Owner/Developer to the City.

(b) Owner/Developer has paid, and will pay when due, all property taxes on the Property prior to any such taxes becoming delinquent.

(c) Owner/Developer will pay for all work performed and materials furnished for the Required Offsite Improvements, which upon completion, final inspection and acceptance by the City, shall be dedicated to the City, or State of Wisconsin, as applicable. City confirms this Required Offsite Improvements work is not subject to any public bidding requirements, but that Owner/Developer's contractor shall provide notice to the City 3 days prior to commencement of that work, in order to allow the City to inspect the work.

(d) No statement of fact by Owner/Developer contained in this Agreement and no statement of fact furnished or to be furnished by Owner/Developer to the City pursuant to this Agreement contains or will contain any untrue statement of a material fact or omits or will omit to state a material fact necessary in order to make the statements herein or therein contained not misleading at the time when made.

(e) Owner/Developer is a duly organized Wisconsin limited liability company and is duly formed and validly existing and has the power and has or will have all necessary licenses and permits to own the Property and to carry on its business at the Property.

(f) The execution, delivery and performance of this Agreement have been duly authorized by all necessary board action of Owner/Developer and constitute the valid and binding obligations of Owner/Developer enforceable in accordance with their terms,

subject only to applicable bankruptcy, insolvency, reorganization, moratorium, general principles of equity, and other similar laws of general application affecting the enforceability of creditors' rights generally.

(g) The execution, delivery, and performance of Owner/Developer's obligations pursuant to this Agreement will not violate or conflict with Owner/Developer's formation documents nor will the execution, delivery, or performance of Owner/Developer's obligations pursuant to this Agreement violate or conflict with any law applicable to Owner/Developer or the Project.

(h) There is no litigation or proceeding pending or threatened against or affecting the Project or Owner/Developer's interest in the Development.

(i) No default, or event which with the giving of notice or lapse of time or both would be a default, exists under this Agreement.

(j) Prior to completion of the Project Owner/Developer will not sell, transfer or convey the Property except to an Affiliate who shall take title subject to this Agreement. This shall not prevent the mortgaging of the Property.

(k) Construction of Project shall commence not later than the date required by the Planning Commission or permitting listed in the Approved Plans. The building on the Property will be deemed completed upon occurrence of all of the following: a certificate of occupancy is issued by the appropriate governmental authorities for all spaces intended to be occupied in the building.

(l) Owner/Developer will cause the Project to be completed in conformance and compliance with all applicable federal, state, local and other laws, rules, regulations and ordinances, including without limitation, all zoning and land division laws, rules, regulations and ordinances, all building codes and ordinances of the City and County, all environmental laws, rules, regulations and ordinances, and all terms and conditions of this Agreement.

(m) The Owner/Developer understands that the permitted uses for the Development are as enumerated in the designated zoning district of the City of Mequon for the Property, and agrees to use the Development in compliance with this zoning and the Planned Unit Development ordinance.

(n) The representations and warranties contained herein shall be true and correct at all times during the term of this Agreement.

4. Covenants of City. The City covenants with the Owner/Developer as follows:

(a) City will expeditiously provide to Owner/Developer and its lenders such information as is reasonably requested by them. City will provide Owner/Developer's lender(s) such estoppel certificates and other assurances as may be reasonably requested of City.

(b) The City shall cooperate with Owner/Developer throughout the development of the Project and shall promptly review and/or process all submissions and applications as expeditiously as possible, taking into account applicable laws, rules, regulations and ordinances.

(c) Subject to the verification of the costs incurred by Developer/Owner for the Fast Track Improvements (as defined herein) in accordance with section 4(d)(vii) below, the City, through TID No. 5 shall provide the Fast Tract Incentive to the Owner/Developer to offset part or all of the site repair and demolition costs (the "Fast Track Improvements"), as indicated and described in the Fast Track Improvements Cost Breakdown appended to this Agreement as Exhibit D, in the manner provided herein, and subject to the following terms, conditions and procedures.

i. In the event Owner/Developer completes construction of the Project in the time and manner required herein, the City agrees that this Agreement shall constitute a Municipal Revenue Obligation under the terms contained herein (the "MRO"), in the amount of the Fast Track Incentive. The total amount of the Fast Track Incentive shall be calculated using the total project gap, defined to be the "Base Improvement Value" (as shown on Exhibit D) plus the Owner/Developer's actual costs of completing the Fast Track Improvements. The total Fast Track Incentive currently available is \$808,500 based upon an estimated Completion Value and Completion Date of the Development being \$4,800,000.00. The total Fast Track Incentive shall be paid from Available Tax Increment in annual installments equal to 100% of the Available Tax Increment in accordance with the payment schedule attached hereto as Exhibit H (the "MRO Repayment Schedule"). The obligation to make such payments shall terminate as provided in section 4(d)(vi) and (viii) below, or at the earlier of the end of the currently remaining life of TID No. 5, the date the full Fast Track Incentive has been paid to Owner/Developer, or as provided in Section 12 below. The Municipal Revenue Obligation shall not bear interest, and shall be a project cost of TID No. 5.

ii. In addition to the logs and reports to be provided to the City pursuant to section 2(h), Owner/ Developer will provide notice to the City when the Project site excavation is complete and before the excavation is refilled, to allow the City to verify the amount of excavation and condition of the soils.

iii. Payments on the Municipal Revenue Obligation shall be payable solely from the TID No. 5 Special Fund, and only to the extent that the City shall have received as of such payment date Available Tax Increment generated by the Property and the Personal Property, and no MRO Default shall have occurred, and shall not be an obligation of or a charge against the City's general credit or taxing power.

iv. After the Project Completion Date, for Available Tax Increment paid by Owner/Developer and collected by the City in the year in which the tax bill is generated or by the following July 31st, the payment date for the Municipal Revenue Obligation shall be September 1st. By way of example, if the Project shall be completed and the Personal Property fixtures and equipment installed and fully assessable on or before January 1, 2024, then the tax bill generated in December 2024 and paid by

Owner/Developer on or before July 31, 2025, will result in a Fast Track Incentive payment to Owner/Developer on September 1, 2024. All obligations for payment of the Municipal Revenue Obligation shall terminate with the end of the final year of TID No. 5 as provided in Section 66.1105, Wisconsin Statutes, or may be sooner terminated as provided in accordance with this section 4 or Section 12 below.

v. Owner/Developer understands and agrees that the Municipal Revenue Obligation of City hereunder will be payable only to the extent that there exists Available Tax Increment as defined herein and generated pursuant to Section 66.1105, Wisconsin Statutes with respect to the Property and Personal Property, and no MRO Default has occurred under this Agreement, and will never represent or constitute general obligation debt or bonded indebtedness of the City, the State of Wisconsin or any political subdivision, all pursuant to the provisions of Section 66.1105, Wisconsin Statutes.

vi. To satisfy in full the City's obligations under the Municipal Revenue Obligation, the City shall have the right to prepay the outstanding balance of the Municipal Revenue Obligation at any time. The prepayment option is available to provide the City the option of early termination of TID No. 5.

vii. Upon completion of the Fast Track Improvements, Owner/Developer will provide to the City's independent financial consultant under a confidentiality agreement all contracts, costs, books and records pertaining to the Project as a whole, and for the Fast Track Improvements to verify actual Project and Fast Track Improvements costs incurred. City assumes no obligation to Owner/Developer for the sufficiency or adequacy of such reviews, it being acknowledged that such reviews are made for the sole and separate benefit of City. Any and all notes and copies of records made by or on behalf of the City related to such reviews shall be treated as confidential to the full extent permitted by law. The fact that City may make construction reviews shall in no way relieve Owner/Developer from its duty to independently ascertain that the construction of the Project is being completed substantially in accordance with the approved Plans.

viii. If the total Project costs actually incurred by Owner/Developer for the Project taken as a whole, including the Personal Property, are less than \$4,760,000, then the Owner/Developer shall not qualify for the Fast Track Incentive, In such case, City and TID No. 5 shall be under no obligation to provide the Fast Track Incentive to Owner/Developer, City shall provide Owner/Developer notice of the termination of this obligation, the Guaranteed Tax Increment obligation in section 12 below shall terminate, and the Tax-Exempt Covenant in section 11 below shall terminate.

ix. Notwithstanding this above, and as illustrated in the MRO Payment Schedule, with the exception of the final annual payment, no annual payment of the Fast Track Incentive (a "Scheduled Payment") may exceed 100% of the Available Tax Increment generated by the Property and the Personal Property, charged on the real and personal property tax bill issued in the prior year (the "100% Limit"). Therefore, if there is insufficient Available Tax Increment in any year to pay the Scheduled Payment out of 100% of the Available Tax Increment, the deficiency shall be deemed a "Shortfall". If in a later year, 100% of the Available Tax Increment is greater than the regularly Scheduled

Payment, the amount in excess of the Scheduled Payment but not exceeding the 100% Limit, shall be paid to Owner/Developer for the oldest Shortfall first, to the extent such amounts are available and until all Shortfalls are paid. The final year payment shall be a balloon payment equal to the total amount outstanding amount of the Fast Track Incentive less any payments made pursuant to the terms of this Agreement, provided that the total Available Tax Increment collected over the term of this Agreement is sufficient to cover the amount of the Fast Track Incentive. Under no circumstance shall the City pay more to the Owner/Developer than the total amount of Available Tax Increment generated by the Project and collected by the City during the term of this Agreement.

5. Default. The occurrence of any one or more of the following events shall constitute a default ("Default") hereunder.

(a) Owner/Developer shall fail to pay any amounts due from it under this Agreement on or before thirty (30) days following notice of nonpayment when due; or

(b) Any representation or warranty made by Owner/Developer in this Agreement, or any document or financial statement delivered by Owner/Developer pursuant to this Agreement, shall prove to have been false in any material respect as of the time when made or given and not curable; or

(c) Owner/Developer shall breach or fail to perform timely or observe timely any of its covenants or obligations under this Agreement, and such failure shall continue for thirty (30) days following notice thereof from City to Owner/Developer (or such longer period of time as is necessary to cure the default as long as Owner/Developer has commenced the cure of the default within the 30-day period, is diligently pursuing the cure of the default and as long as the default is cured not later than 120 days following the notice thereof from the City); or

(d) Owner/Developer shall: (i) become insolvent or generally not pay, or be unable to pay, or admit in writing its/his inability to pay, its/his debts as they mature; or (ii) make a general assignment for the benefit of creditors or to an agent authorized to liquidate any substantial amount of its/his assets; or (iii) become the subject of an "order for relief" within the meaning of the United States Bankruptcy Code, or file a petition in bankruptcy, for reorganization or to effect a plan or other arrangement with creditors; or (iv) have a petition or application filed against it/him in bankruptcy or any similar proceeding, or have such a proceeding commenced against it/him, and such petition, application or proceeding shall remain undismissed for a period of ninety (90) days or Owner/Developer shall file an answer to such a petition or application, admitting the material allegations thereof; or (v) apply to a court for the appointment of a receiver or custodian for any of its/his assets or properties, or have a receiver or custodian appointed for any of its/his assets or properties, with or without consent, and such receiver shall not be discharged within ninety (90) days after his appointment; or (vi) adopt a plan of complete liquidation of its/his assets; or

(e) If Owner/Developer shall cease to exist; or

(f) A default shall occur under any other documents executed with and delivered to the City in connection with the Project, and remain uncured within 60 days following notice thereof from the City.

6. Remedies.

(a) Upon the occurrence of any Default by Owner/Developer, without further notice, demand or action of any kind by the City, the City may, at its option, pursue any or all of the rights and remedies available to the City at law and/or in equity against Owner/Developer and/or the Project, except that, as provided in Paragraph 6(b) below, the City shall only have the right to suspend performance of any of its obligations or covenants under this Agreement and/or to terminate this Agreement, as stated therein. Except as may be otherwise specifically set forth herein, no remedy herein conferred upon the City is intended to be exclusive of any other remedy and each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement, and/or now or hereafter existing at law or in equity. No failure or delay on the part of the City in exercising any right or remedy shall operate as a waiver thereof nor shall any single or partial exercise of any right preclude other or further exercise thereof or the exercise of any other right or remedy. Notwithstanding any of the foregoing authorizations, the City shall have no duty or obligation whatsoever with respect to any of the matters so authorized.

(b) Notwithstanding anything contained herein to the contrary, acknowledging that the remedy of stopping payment to Owner/Developer or its permitted assigns, of amounts otherwise due it under the MRO is a heavy penalty which should not be invoked for a small and immaterial default, or a material, but curable default provided Owner/Developer is diligently pursuing a cure of the default, the parties hereto agree that no default hereunder shall result in the termination of the City's obligations to pay the Fast Track Incentive under the MRO except for a MRO Default, which shall be defined as a default under the provisions of Paragraph 6(a) above regarding warranties or representations which are not curable, or a default of the Tax-Exempt Covenant or under the Guaranteed Tax Increment below, which are not paid within 30 days after notice from the City. Except for an MRO Default, no default shall cause the termination or postponement of the City's obligation to perform any one or more of its obligations under the MRO including, but not limited to, any payment obligations on the MRO. In the event of an MRO Default, the City may immediately with only concurrent, but not prior notice to Owner/Developer, suspend its obligation to make any further payments on the MRO. Further, the termination of City's obligation to make payments under the MRO shall not terminate City's obligation to reimburse Owner/Developer for the City Owned Improvements provided that Owner/Developer satisfies all requirements with respect to same.

7. Costs. All reasonable fees, costs and expenses incurred by the City, including that for City staff time and attorneys and consultant's fees, expended and incurred in connection with the negotiation, preparation and drafting of this Agreement, and all documents and agreements executed in connection therewith, as well as the inspection and approval of all deliverables relating to authority, and any other considerations necessary to creation of this Development Agreement, which are required to be provided the City, shall be paid by Owner/Developer in an amount not to

exceed \$10,000. Said amount shall not include, and shall be in addition to amounts which Owner/Developer shall be obligated to pay for plan reviews, permitting, and inspections which shall be separately charged by the City at the usual and customary rates. The Owner/Developer shall pay all costs and expenses associated with the enforcement of the City's rights against Owner/Developer under this Agreement, including without limitation the enforcement of such rights in any bankruptcy, reorganization or insolvency proceeding involving Owner/Developer. Any and all such fees, costs and expenses incurred by the City which are to be paid by the Owner/Developer, shall be paid by Owner/Developer to the City within 30 days of demand by the City.

8. City's Right to Cure Default. In case of failure by Owner/Developer to pay any fees, assessments, charges or taxes arising with respect to the Project or to comply with the terms and conditions of this Agreement or any other document, contract or agreement affecting the Project, the City shall have the right, but shall not be obligated, to pay such fees, assessments, charges or taxes or take such action as is necessary to remedy the failure of Owner/Developer to comply with the documents, contracts or agreements affecting the Project, and, in that event, the cost thereof shall be payable by Owner/Developer to the City.

9. Parking. Owner/Developer understands and agrees that it shall be Owner/Developer's obligation to provide adequate parking for the Project complying with all applicable laws, rules, regulations and ordinances, and in conformity with the site plan which is included within the Approved Plans.

10. Signage. All signage installed at the Project, both during construction and after completion of the Project, must comply with all applicable laws, rules, regulations and ordinances, and shall conform to the sign plan included in the Approved Plans. All signage shall be maintained, repaired and replaced as necessary to ensure it remains in good order by Owner/Developer at its expense.

11. Real Estate Taxes and Assessments.

(a) Owner/Developer agrees to pay before delinquent all generally applicable real and personal property taxes assessed and levied against the Property and the Personal Property by the City under its applicable property tax laws, rules, rates, regulations and ordinances in effect from time to time. Nothing in this Agreement shall impair any statutory rights of the City with respect to the assessment, levy, priority, collection and/or enforcement of real estate and personal property taxes.

(b) In addition, Owner/Developer agrees to pay timely to the City all special assessments as may be assessed or levied in connection with the Project under the applicable special assessment laws, rules, regulations, ordinances and rates in effect at the time said special assessments are assessed or levied, but any special assessments or charges to be paid in connection with the initial construction of the Project are as shown on Exhibit E.

(c) Owner/Developer agrees that it will not sell, lease, assign or otherwise transfer or convey any interest in the Property to a person or entity exempt from general

property taxation or in a manner which would cause all or any portion of the Property to be exempt from general property taxation (the "Tax-Exempt Covenant"). The provisions of the Tax-Exempt Covenant shall be included in the Memorandum of Development Agreement which is attached hereto as Exhibit F, which Tax-Exempt Covenant will run with the land and will be binding upon the Owner/Developer and the Property and/or lessee and/or mortgagee of all or any portions of the Property, and their successors and assigns, but only until the earlier of the expiration of the currently remaining term of TID No. 5, or the date on which the full Fast Track Incentive amount has been paid to Owner/Developer. In the event a court finds this Tax-Exempt Covenant is not valid or enforceable or if for any reason the Tax-Exempt Covenant is terminated, then Owner/Developer and its successors and assigns shall make a payment in lieu of taxes to the City, equal to the amount of taxes that would be due if the Property or owner was not tax exempt, but if Owner/Developer pays the Differential Payment required in Paragraph 12 below, no amount shall be due hereunder.

12. Guaranteed Tax Increment. Owner/Developer guarantees that the equalized value of the Property plus Personal Property will be not less than the Completion Value in and for tax year 2026 and each subsequent year thereafter, such guaranty ending with the earlier of (i) the expiration of the currently remaining term of the TID No. 5, (ii) the date on which the full Fast Track Incentive amount has been paid to Owner/Developer, or (iii) the termination of this Agreement. In the event the equalized value of the Property and the Personal Property fails to meet the Completion Value in any year following the Completion Date during the term of this Agreement, as a result of an Unrepaired Casualty as defined below, or in the event the equalized value falls below the minimum eligibility for the Fast Track Incentive program for any reason other than Unrepaired Casualty, then this Agreement shall terminate if the Owner/Developer fails to make any Differential Payment required below. An "Unrepaired Casualty" shall be defined to exist if the Property and Personal Property are damaged in a material amount by a casualty, and Owner/Developer has not rebuilt the improvements and restored the personal property to a combined equalized value of at least the Completion Value, within 12 months after the date of loss. Owner/Developer covenants to keep the Property and Personal Property insured under commercially reasonable policy or policies of insurance in amounts adequate to pay for the rebuilding in the event of a total loss of the insured improvements and personal property. However, if Owner/Developer does build the improvements with an equalized value of at least the Completion Value as of the Project Completion Date, and, other than in the case of an Unrepaired Casualty, the equalized value in any subsequent year covered by this Agreement shall be less than the Completion Value in any given tax year, City shall submit a bill to Owner/Developer, for the differential in such tax year ("Differential Payment"). The Differential Payment shall be equal to the amount the City would have billed Owner for real and personal property taxes assessed and levied against the Property and the Personal Property in a given year had the Completion Value been achieved less the actual property taxes assessed and levied against the Property and the Personal Property for the year. Such a billing shall be submitted to Owner/Developer by the City Treasurer by December 31st of the relevant tax year and shall be paid in full by Owner/Developer, without interest thereon, by March 31st of the following year. If not fully paid when due, the amount remaining unpaid on and after April 1st of the following year shall accrue interest at the statutory rate prescribed for delinquent real and personal property taxes until fully paid.

13. Indemnification. Owner/Developer hereby indemnifies, defends, covenants not to sue and holds the City (which for the purposes of this paragraph includes the persons/entities referenced in Paragraph 18 below) harmless from and against all loss, liability, damage and expense, including attorneys' fees, suffered or incurred by the City in any way in connection with the Project, including without limitation: (a) the failure of Owner/Developer or its contractors, subcontractors, agents, employees, or invitees to comply with any environmental law, rule, regulation or ordinance, or any order of any regulatory or administrative authority with respect thereto; (b) any release by Owner/Developer or its contractors, subcontractors, agents, employees, or invitees of petroleum products or hazardous materials or hazardous substances on, upon or into the Project; (c) any and all damage to natural resources or real property or harm or injury to persons resulting or alleged to have resulted from any failure by the Owner/Developer and/or its contractors, subcontractors and/or agents to comply with any law, rule, regulation or ordinance or any release of petroleum products or hazardous materials or hazardous substances as described in clauses (a) and (b) above; (d) any material violation by Owner/Developer at the Project or on the Property of any environmental law, rule, regulation or ordinance; (e) claims arising under the Americans With Disabilities Act, and any other laws, rules, regulations or ordinances; (f) the failure by Owner/Developer to comply with any term or condition of this Agreement; (g) injury to or death of any person at the Project; injury to any property caused by or at the Project; and (h) the failure of Owner/Developer to maintain, repair or replace, as needed, any portion of the Project. The terms "hazardous substances" means any flammable explosives, radioactive materials, hazardous wastes, toxic substances, or related materials, including without limitation, any substances defined as or included in the definition of "hazardous substances," "hazardous wastes," "hazardous materials," "toxic substances" under any applicable federal or state or local laws or regulations.

14. Fire and Safety Hazards. Owner/Developer agrees to construct the Project in conformance with all fire and safety standards specified by applicable law.

15. Nondiscrimination. The City and Owner/Developer agree that Owner/Developer shall not use the Project in a manner to permit discrimination or restriction on the basis of race, creed, ethnic origin or identity, color, gender, religion, marital status, familial status, age, handicap or national origin, and that the construction and operation of the Project shall be in compliance with all federal, state, and local laws, rules, regulations and ordinances relating to discrimination or any of the foregoing, and any lease for any portion of the Project will include this obligation.

16. No Personal Liability. Under no circumstances shall the City, or any officer, official, director, attorney, employee or agent of the City have any personal liability arising out of this Agreement, and no party shall seek or claim any such personal liability.

17. City Authorization. The execution of this Agreement by the City was authorized by Resolution No. **INSERT** of the Mequon Common Council adopted on November 14, 2023, which also authorized the City Attorney and City Director of Community Development to finalize the wording of this Agreement, the exhibits hereto, and the documents required herein, and authorized the parties signing below to sign the Agreement and related agreements, on behalf of the City.

18. Miscellaneous.

(a) Except as otherwise specifically set forth herein, the respective rights and liabilities of City and Owner/Developer under this Agreement are not assignable or delegable, in whole or in part, without the prior written consent of the other party. The provisions of this Agreement shall inure to the benefit of and be binding upon the successors and assigns of the parties.

(b) No waiver, amendment, or variation in the terms of this Agreement shall be valid unless in writing and signed by the City and Owner/Developer, and then only to the extent specifically set forth in writing, but the City Attorney and City Director of Community Development are authorized to approve non-substantive and non-material changes to this Agreement, the exhibits and the agreements required herein, without further City Council Action.

(c) All agreements, representations, warranties, covenants, liabilities and obligations made in this Agreement and in any document delivered pursuant to this Agreement shall survive the execution and delivery of this Agreement.

(d) All communications or notices required or permitted by this Agreement shall be in writing and shall be deemed to have been given (i) upon delivery to an officer of the person entitled to such notice, if hand delivered, or (ii) two business days following deposit in the United States mail, postage prepaid, or with a nationally recognized overnight commercial carrier that will certify as to the date and time of delivery, airbill prepaid, or (iii) upon transmission if by facsimile, and each such communication or notice shall be addressed as follows, unless and until any of such parties notifies the other in accordance with this Paragraph of a change of address:

If to the City:

City of Mequon, Wisconsin
11133 North Cedarburg Road
Mequon, WI 53092
Attention: City Administrator

With a copy to:

City Attorney
Community Development Director
Public Works Director

If to the Owner/Developer:

DJS Land Management, LLC
10404 North Pine Ridge Circle
Mequon, WI 53092

(e) This Agreement and the documents executed pursuant to this Agreement contain the entire understanding of the parties with respect to the subject matter hereof.

There are no restrictions, promises, warranties, covenants or undertakings other than those expressly set forth in this Agreement and the documents executed in connection with this Agreement. This Agreement and the documents executed in connection herewith supersede all prior negotiations, agreements and undertakings between the parties with respect to the subject matter hereof. All Exhibits referenced herein are attached hereto and incorporated herein by this reference. The City Attorney and City Director of Community Development have the authority to replace exhibits to this Agreement with updated exhibits initialed by the Owner/Developer and the City, as updated versions of those exhibits are approved by both parties. It is intended that Exhibit B, the List of Approved Plans, will be modified by City staff to add to the list other Plans as they are approved by the City.

(f) This Agreement is intended solely for the benefit of Owner/Developer and the City, and no third party (other than successors and permitted assigns) shall have any rights or interest in any provision of this Agreement, or as a result of any action or inaction of the City in connection therewith. Without limiting the foregoing, no approvals given pursuant to this Agreement by Owner/Developer or the City, or any person acting on behalf of any of them, shall be available for use by any contractor or other person in any dispute relating to construction of the Project.

(g) This Agreement shall be governed by, and construed and interpreted in accordance with, the laws of the State of Wisconsin applicable to contracts made and wholly performed within such state.

(h) This Agreement may be executed in several counterparts, each of which shall be deemed an original, but such counterparts shall together constitute but one and the same agreement. Facsimile signatures shall be deemed original signatures for all purposes of this Agreement.

(i) Any provision of this Agreement which is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement in such jurisdiction or affecting the validity or enforceability of any provision in any other jurisdiction.

(j) Nothing contained in this Agreement or any other documents executed pursuant to this Agreement, shall be deemed or construed as creating a partnership or joint venture between the City and Owner/Developer or between the City and any other person, or cause the City to be responsible in any way for the debts or obligations of Owner/Developer or any other person. Owner/Developer further represents, warrants and agrees, for itself and its successors and permitted assigns, not to make any assertion inconsistent with their acknowledgment and agreement contained in the preceding sentence in the event of any action, suit or proceeding, at law or in equity, with respect to the transactions which are the subject of this Agreement and this paragraph may be pleaded and construed as a complete bar and estoppel against any assertion by or for Owner/Developer and its successors and permitted assigns, that is inconsistent with its acknowledgment and agreement contained in the preceding sentence.

(k) Time is of the essence of each and every obligation or agreement contained in this Agreement.

(l) If any party is delayed or prevented from timely completing construction of the Project, by reason of fire, earthquake, war, flood, riot, strikes, labor disputes, governmental restrictions, judicial order, public emergency, or other causes beyond the control of the party obligated to perform, performance of such act shall be excused for the period of such delay and the time for the performance of any such act shall be extended for a period equivalent to such delay.

(m) This Development Agreement shall terminate upon the latest to occur of the following: (i) the conveyance of the City Owned Improvements to the City; (ii) the completion of the Project as described above; (iii) receipt by the City of all payments it is entitled to pursuant to this Development Agreement; (iv) the receipt by Owner/Developer of all payments it is entitled to pursuant to this Development Agreement and the MRO.

(n) This Agreement shall be recorded in the office of the Register of Deeds of Ozaukee County, Wisconsin, prior to the recording of any other mortgage on the Project, it being understood by the parties that until termination of this Agreement as set forth above, this Agreement will run with the land and will be binding upon the Property and the Project and any Owner/Developer and/or lessee and/or mortgagee of all or any portions of the Property and the Project and their successors and assigns.

(o) Nothing contained in this Agreement is intended to or has the effect of releasing Owner/Developer from compliance with all applicable laws, rules, regulations and ordinances in addition to compliance with all terms, conditions and covenants contained in this Agreement.

(p) All financial reports and information required to be provided by Owner/Developer to the City under this Agreement shall be provided to the City's outside financial consultant for review on behalf of the City.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

Dated at Mequon, Wisconsin this ____ Day of November, 2023.

CITY OF MEQUON

Andrew Nerbun, Mayor

Caroline Fochs, Clerk

STATE OF WISCONSIN)
)SS
OZAUKEE COUNTY)

Personally came before me, this ____ day of November, 2023, the above named Andrew Nerbun, Mayor and Caroline Fochs, City Clerk, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

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

Approved as to form:

Brian C. Sajdak, City Attorney

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

OWNER/DEVELOPER:

DJS Land Management, LLC

By: DJS Land Management, LLC

By: _____
 _____, its Managing Member

STATE OF WISCONSIN)
)SS
 COUNTY)

Personally came before me, this _____ day of November 2023, the above named
 _____, as the managing member of DJS Land Management, LLC, to me known
 to be the persons who executed the foregoing instrument and acknowledged the same.

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

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

EXHIBIT A: Property Location

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

EXHIBIT B: Approved Plan Set

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

EXHIBIT C: INTENTIONALLY BLANK

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

EXHIBIT D: Fast Track Improvement Costs & Formula

EXHIBIT E: Special Assessments

None Contemplated at this time.

EXHIBIT F: MOU of Development Agreement

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

EXHIBIT G: INTENTIONALLY BLANK

Attachment: Refresh Incentive DA (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

EXHIBIT H: MRO Repayment ScheduleSeries 2023 Initial Payment Schedule

September 1, 2026	The Scheduled Payment (100% of the Available Tax Increment)
September 1, 2027	The Scheduled Payment (100% of the Available Tax Increment)
September 1, 2028	The Scheduled Payment (100% of the Available Tax Increment)
September 1, 2029	The Scheduled Payment (100% of the Available Tax Increment)
September 1, 2030	The Scheduled Payment (100% of the Available Tax Increment)
September 1, 2031	The Scheduled Payment (100% of the Available Tax Increment)
September 1, 2032	The eligible unpaid balance of the Fast Track Incentive (Not to exceed \$808,500 in total payments)

TIF Incentive Application**Contact Information for Applicant for TIF Incentive:**

Company Name: DJS Land Mgt LLC
 Principal / Agent Name: Jon Sagrillo
 Address: 10404 N Pine Ridge Circle, Mequon state: WI zip: 53092
 Agent
 Signature: [Signature]

(provide proof of authorization to sign on behalf of company) - Applicant must show control of proposed sites or owner authorization to apply

State status of partnership between company and property owner: _____

Contact Information for Property Owner:

Project Property Location: 10404 N Port Washington RD, Mequon WI 53092
 Project Property Name: Refresh Aesthetic Center
 Property Owner Name: Jon & Dawn Sagrillo
 Address: 10404 N Port Washington RD state: WI zip: 53092

Property Owner Signature: [Signature]
 (provide proof of authorization to sign on behalf of company)

Provide Detailed project plan:

- Site and building design or development and operational plan, expected completion date 3/1/25
- Is the project proposed to be phased? If so, describe.
- Property Assessments of Improvements (provide copies)
- Project Pro Forma/value with detailed costs - Overall Budget
- Three competitive bids on authorized eligible improvements reimbursable by TIF
- Use attached TIF Incentive Calculation to demonstrate compliance and provide detailed documentation of values/costs shown in formula
- Provide documentation from lending firms regarding availability of funds - Personal Fin Statement

Please schedule a meeting with staff for submission of your application. An agreement will be drafted, signed and recorded to detail payment structure and timing for project completion. Contact us at 262.2362902.

Application Fee: NA

Packet Pg. 109

Tier 2	
Base Improvement Value	\$ 237,000
Site Repair and Demo	\$ 100,000
Gap	\$ 337,000
New Building Value	\$ 4,800,000
15% Incentive	\$ 720,000
Total Incentive	\$ 1,057,000
Annual Tax Amount Est.	\$ 40,000
Payback Length	26.43



DESIGN 2 CONSTRUCT DEVELOPMENT CORP.

ESTIMATE

Project Name:	Refresh Aesthetic			
Project Location:	Mequon WI			
Date:	Wednesday, October 18, 2023			
Estimator:	JBH			
Square Footage:	8,764			
Weeks:	52			
Div. #	Job Code	Division & Sub-Division	10/17/2023	Notes
2		SITE CONSTRUCTION	\$ 386,346	
	2130	Asbestos (& Lead) Testing	\$ 2,580	
	2220	Building & Site Demolition	\$ 88,000	Includes Tree & Brush Removal
	2230	Tree Clearing & Grubbing	\$ -	
	2310	Site Grading	\$ 60,250	
	2315	Excavating & Backfilling	\$ 29,000	
	2510	Site Water	\$ 60,490	
	2530	Site Sanitary Sewer	\$ 11,000	
	2630	Site Storm Sewer	\$ 34,516	
	2741	Paving & Surfacing	\$ 42,365	
	2770	Concrete Curb & Gutter	\$ 23,450	
	2775	Site Concrete	\$ -	
	2810	Irrigation System	\$ -	Not Included
	2820	Fences & Gates	\$ 5,925	
	2905	Landscaping	\$ 28,770	
3		CONCRETE	\$ 198,275	
	3300	Cast in Place Concrete	\$ 198,275	
4		MASONRY	\$ 386,226	
	4200	Block, Modular Brick & Thin Veneer Stone	\$ 386,226	
5		METALS	\$ 363,000	
	5100	Structural Steel	\$ 363,000	
6		WOOD & PLASTICS	\$ 293,172	
	6060	Lumber	\$ 5,263	
	6100	Rough Carpentry	\$ 32,992	
	6200	Finish Carpentry	\$ 62,335	
	6220	Millwork / Crown Molding	\$ 800	
	6240	Casework and Countertops	\$ 191,782	
	6416	Granite Tops	\$ -	Included above
7		ROOFING, THERMAL & MOISTURE PROTECTION	\$ 113,718	
	7100	Waterproofing	\$ 2,849	
	7210	Building Insulation	\$ -	In Steel Stud Framing
	7400	Corrugated Metal Siding	\$ -	
	7430	Aluminum Composite Panel Siding	\$ -	
	7450	Longboard Siding, Soffit, Fascia	\$ 44,694	
	7500	Rubber Roofing	\$ 58,675	
	7900	Joint Sealers / Caulking	\$ 7,500	
8		DOORS & WINDOWS	\$ 310,924	
	8100	Hollow Metal Frames, Wood Doors, Hardware	\$ 55,709	
	8415	Aluminum Entrances, Windows, Glass, & Storefronts	\$ 255,215	
9		FINISHES	\$ 595,287	
	9110	Steel Stud Framing & Drywall	\$ 393,690	
	9250	Gypsum Board	\$ -	
	9310	Ceramic Tile	\$ 18,825	
	9510	Acoustical Ceiling Tile	\$ 40,139	
	9620	Stained / Polished Concrete Floors	\$ -	Not Included
	9640	Wood Flooring / Rubber Flooring/ Turf	\$ -	
	9650	Resilient Flooring	\$ 43,202	
	9653	Resilient Base	\$ 6,400	
	9672	Special Flooring- Decorative Quartz	\$ -	Not Included

Attachment: Refresh TID Application (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)



DESIGN 2 CONSTRUCT DEVELOPMENT CORP.
ESTIMATE

Div. #	Job Code	Division & Sub-Division	10/17/2023	Notes
	9680	Carpeting	\$ 18,300	
	9700	Wall Finishes	\$ -	
	9720	Wall Covering (Allowance)	\$ 5,000	
	9770	FRP Board	\$ 130	
	9910	Painting	\$ 69,600	
10		SPECIALTIES	\$ 4,116	
	10120	Tackboard & Visual Aid Boards	\$ -	Not Included
	10160	Toilet Partitions	\$ -	
	10262	Wall & Corner Guards	\$ -	Not Included
	10321	Fireplaces & Stoves	\$ -	Not Included
	10350	Flag Poles	\$ -	Not Included
	10430	Exterior Signage	\$ -	Not Included
	10505	Lockers	\$ -	Not Included
	10522	Fire Extinguishers	\$ 686	
	10525	Knox Box	\$ 550	
	10536	Awnings	\$ -	Not Included
	10552	Mailboxes	\$ -	Not Included
	10810	Toilet & Bath Accessories	\$ 2,880	
11		EQUIPMENT	\$ -	
	11010	Central Vacuum System	\$ -	Not Included
	11425	Hood & Ventilation Equipment	\$ -	
	11160	Loading Dock Equipment	\$ -	
12		FURNISHINGS	\$ -	
	12485	Floor Mats	\$ -	By Owner
	12490	Window Shades	\$ -	By Owner
13		SPECIAL CONSTRUCTION	\$ -	
	13121	Metal Building	\$ -	
	13700	Security Access & Surveillance	\$ -	By Owner
	13851	Fire Alarm System (Allowance)	\$ -	Included in Electrical
14		CONVEYING SYSTEMS	\$ 115,000	
	14200	Elevators	\$ 115,000	
	14600	Cranes & Hoists	\$ -	
15		MECHANICAL	\$ 344,637	
	15400	Plumbing	\$ 211,900	
	15500	Fire Protection	\$ 49,000	
	15600	H.V.A.C.	\$ 83,737	
16		ELECTRICAL (no WE Energies included)	\$ 216,989	
	16001	Electrical	\$ 216,989	
	17001	ARCHITECTURAL COSTS	\$ 90,000	
	17002	ENGINEERING: GEOTECHNICAL, STRUCTURAL, CIVIL, etc.	\$ 63,060	
	17003	PERMITS, LOCAL FEES & WE ENERGIES ALLOWANCE	\$ 20,200	
1		GENERAL CONDITIONS	\$ 252,138	
		SUB TOTAL	\$ 3,753,088	
	5%	Contractor Fee	\$ 187,654	
	0.85%	General Liability Insurance	\$ 31,901	
	5%	Contingency	\$ 187,654	
		GRAND TOTAL	\$ 4,160,298	
PARTIAL LIST OF OWNER DIRECT COST ITEMS				

Attachment: Refresh TID Application (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)



DESIGN 2 CONSTRUCT DEVELOPMENT CORP.

ESTIMATE

Div. #	Job Code	Division & Sub-Division	10/17/2023	Notes
	1	Phone, Internet & Data Systems / Audio Visual System / Security System / Access Systems		
	2	WE Energies costs		
	3	Furniture and furnishings design, fees, cost and installation.		
	4	Relocation or moving costs		
	5	Signage design, cost and installation.		
	6	Municipal impact fees, bonds, etc.		
	7	Approvals from a licensing authority including but not limited to Health Department and DNR		
	8	Builder's risk insurance.		
	9	Work related to unsuitable or wet soil remediation		
	10	De-watering and pumping (To be performed on T&M)		

Attachment: Refresh TID Application (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)



October 12, 2023

Dawn & Jon Sagrillo
DJS Management LLC
10404 N PINE RIDGE CIR
Mequon WI 53092

Dear Dawn and Jon,

It has been an absolute joy working with you as the plans to build your new location in Mequon is quickly making its way to becoming a reality in 2024.

As your trusted financial partner, we have diligently been reviewing your plans and financials. Over the last year, our credit and real estate teams have had several meetings regarding this project and are confident in our ability to provide our expertise and monitoring of the project.

We have been waiting on just a few items for the project, which is required to complete the underwriting package. However, based on our initial review of the financials, of which we have a complete package at this time, our initial review does not give us any concern as to your financial health, your strength in your leadership in operating the business, or give us pause as to your expansion goals.

I do need to note that underwriting must provide the final adjudication of this request, which we anticipate receiving within the next 30-45 days, depending on how quickly I can obtain some necessary information on the building, given recent updates.

We are confident in our partnership as your local bank and if the City of Mequon has any questions as to our commitment, please feel free to reach out to me and I'm happy to share my excitement with them.

Sincerely,

Heather Nill
Vice President – Healthcare Business Banking
414-530-1925
Heather.Nill@PNC.com

Attachment: Refresh TID Application (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

kapurinc.com

PROJECT:
REFRESH
AESTHETIC
CENTER - MEQUON

LOCATION:
1040 N. PORT
WASHINGTON
ROAD
MEQUON, WI 53092

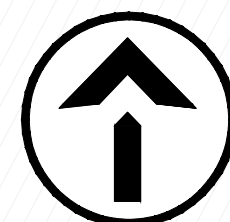
CLIENT:

RELEASE:
PLAN COMMISSION
SUBMITTAL

REVISIONS

[illegible]

NORTH ARROW:



SCALE: 1" = 20'



SEAL

all in

SHEET:
SITE LANDSCAPE
PLAN

PROJECT MANAGER:	BB
PROJECT NUMBER:	230622.01
DATE:	08/09/2023

SHEET NUMBER:

L101

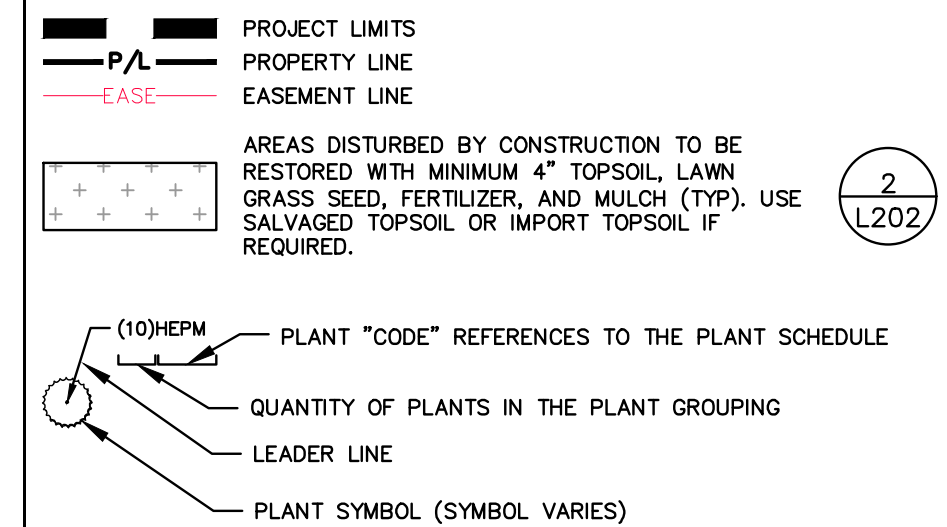
ABBREVIATIONS	
ABBREVIATION	FULL WORDS
B&B	Balled and burlapped
CAL.	Caliper
DBH	Diameter at breast height (Tree trunk diameter measured 4' above finish grade)
DIA.	Diameter
EX.	Existing
HTT	Height to tip
O.C.	On center
SQ. FT. —or— SF	Square feet
TR	Tree
VF	Verify in the field

DIGGERS HOTLINE

Dial  or (800)242-8511

www.DiggersHotline.com

HATCH LEGEND



KEY INDEX

1	SHREDDED HARDWOOD MULCH	6 L201
2	ALUMINUM EDGING AT PLANTING BED	7 L201
3	DUMPSTER ENCLOSURE (SEE ARCHITECTURAL PLANS)	
4	EXISTING VEGETATION (TO REMAIN)	
5	EXISTING 24" DBH BOXELDER (TO BE REMOVED)	
6	EXISTING 12" DBH BOXELDER (TO BE REMOVED)	
7	EXISTING 6" DBH BOXELDER (TO BE REMOVED)	
8	EXISTING 12" DBH BOXELDER (TO BE REMOVED)	
9	EXISTING 12" DBH ROYAL RED MAPLE (TO BE REMOVED)	
10	EXISTING 6" DBH BOXELDER (TO BE REMOVED)	
11	EXISTING 24" DBH BOXELDER (TO REMAIN)	
12	EXISTING 10' TALL MUGO PINE (TO REMAIN)	
13	EXISTING 24" DBH BOXELDER (TO REMAIN)	
14	EXISTING 5' TALL MUGO PINE (TO REMAIN)	
15	EXISTING 6' TALL MUGO PINE (TO REMAIN)	
16	EXISTING 8' TALL MUGO PINE (TO REMAIN)	
17	MONUMENT SIGN	
18	BOLLARD LIGHT (SEE SITE LIGHTING PLAN FOR OFFICIAL LOCATIONS)	
19	LIGHT POLE (SEE SITE LIGHTING PLAN FOR OFFICIAL LOCATIONS)	
20	EXISTING 6" DBH ARBORVITAE (TO BE REMOVED)	

INFORMATION SHOWN ON THIS DRAWING IS BASED ON THE ARCHITECTURAL SITE PLAN COMPLETED BY OTHERS. THE LANDSCAPE ARCHITECT MAKES NO WARRANTIES OR REPRESENTATIONS AS TO THE ACCURACY AND COMPLETENESS OF THE BASE INFORMATION. THE LOCATION OF EXISTING SITE UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR IN THE FIELD. NOTIFY THE ARCHITECT WHEN THERE ARE CONFLICTS BETWEEN EXISTING UTILITIES AND PROPOSED LANDSCAPE, PLANTING, AND PERENNIAL PLANT MATERIALS. TO AVOID EXISTING UTILITIES AS DIRECTED BY THE ARCHITECT. ALL INFORMATION SHOWN ON THE DRAWINGS SHALL BE FIELD VERIFIED BY THE CONTRACTOR.

LANDSCAPE SHEET INDEX

L101 SITE LANDSCAPE PLAN
L201 PLANT SCHEDULE, CALCULATIONS & LANDSCAPE DETAILS
L202 SITE LANDSCAPE NOTES

EXTERIOR MATERIALS:

- 1

MODULAR FACE BRICK.
GLEN GERY "EBONITE SMOOTH"
- 2

THIN VENEER STONE
HALQUIST STONE "MIDDLETON"
- 3

NOT USED
- 4

LONGBOARD ALUMINUM WOOD LOOK SIDING
"TABLE WALNUT"
- 5

STONE SILL / HEADER
TO MATCH "MIDDLETON"
- 6

ANNODIZED ALUMINUM WINDOW W/ TINTED
INSULATED GLAZING
FINISH "BLACK"
- 7

ANNODIZED ALUMINUM ENTRY W/ TINTED
INSULATED GLAZING
FINISH: BLACK
- 8

DECORATIVE METAL CANOPY
FINISH "BLACK"
- 9

ELECTRIC PANEL
- 10

GAS METER
- 11

DECORATIVE LIGHT FIXTURE
UP DOWN ACCENT
- 12

LANDSCAPE WALL WASH LIGHT FIXTURE

DESIGN
2
CONSTRUCT
DEVELOPMENT CORPORATION

N173 W21010
NORTHWEST PASSAGE WAY
JACKSON, WI 53037



PHONE 262.677.9933
FAX 262.677.9934



info@design2construct.com

BUILDING DESIGN FOR:
REFRESH AESTHETIC CENTER

10404 N. PORT WASHINGTON RD.
MEQUON, WI 53092

Attachment: BUILDING ELEVATIONS (RESOLUTION 4088 : Refresh Aesthetic TID No 5 Incentive)

SHEET TITLE

EXTERIOR ELEVATIONS

REVISIONS

PROJECT DATA

DATE

09.29.2023

JOB NO.

23-00101

SET USE

PLAN COMMISSION

FILE NAME

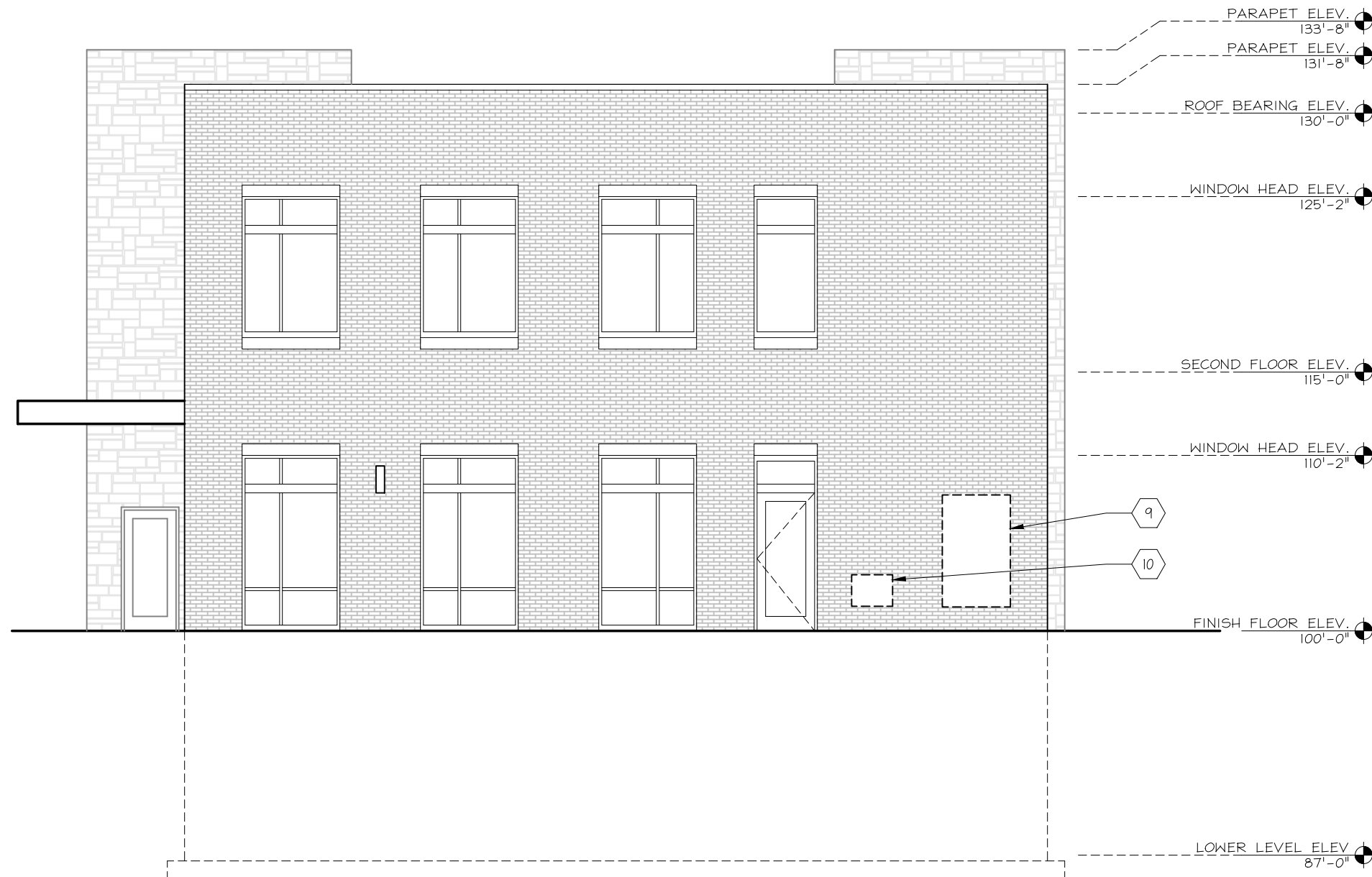
H1-A4.0

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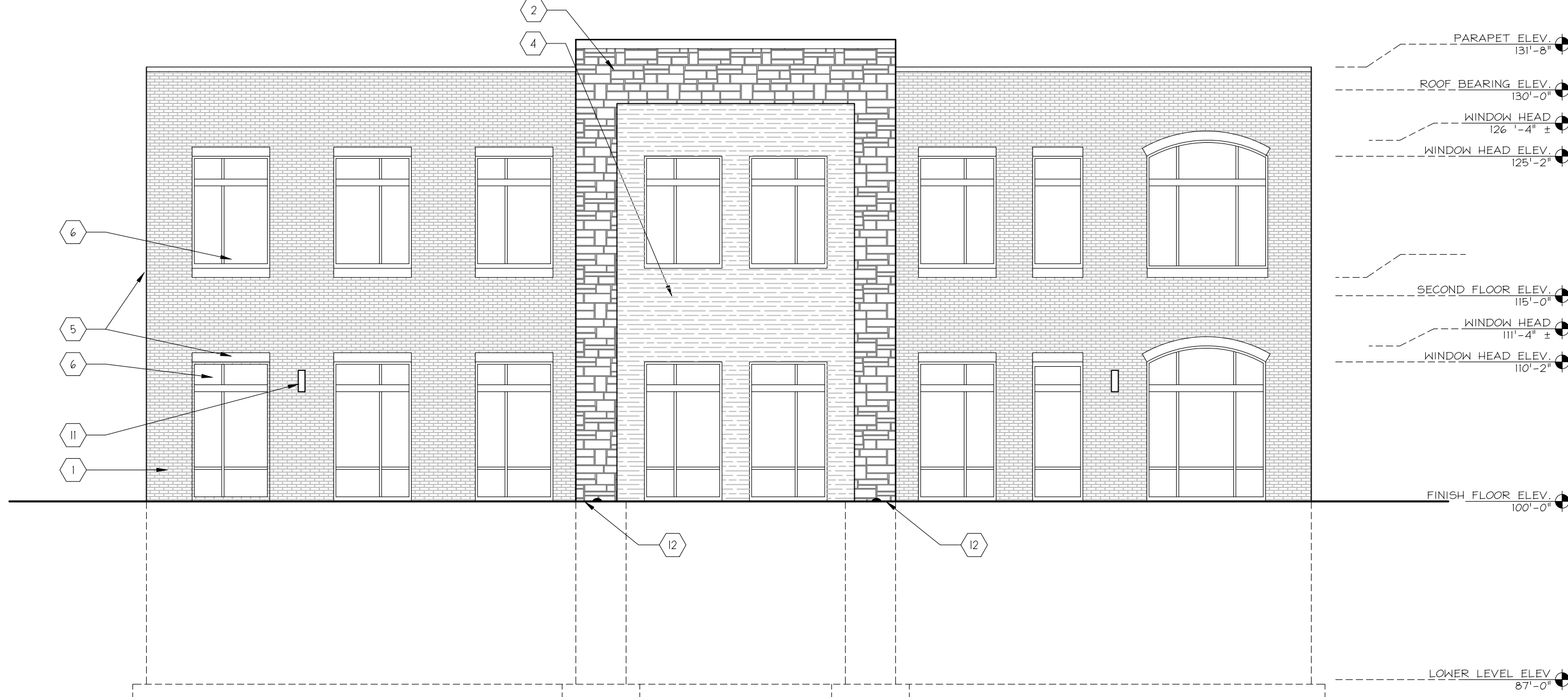
MVH

SHEET NO.

A4.0



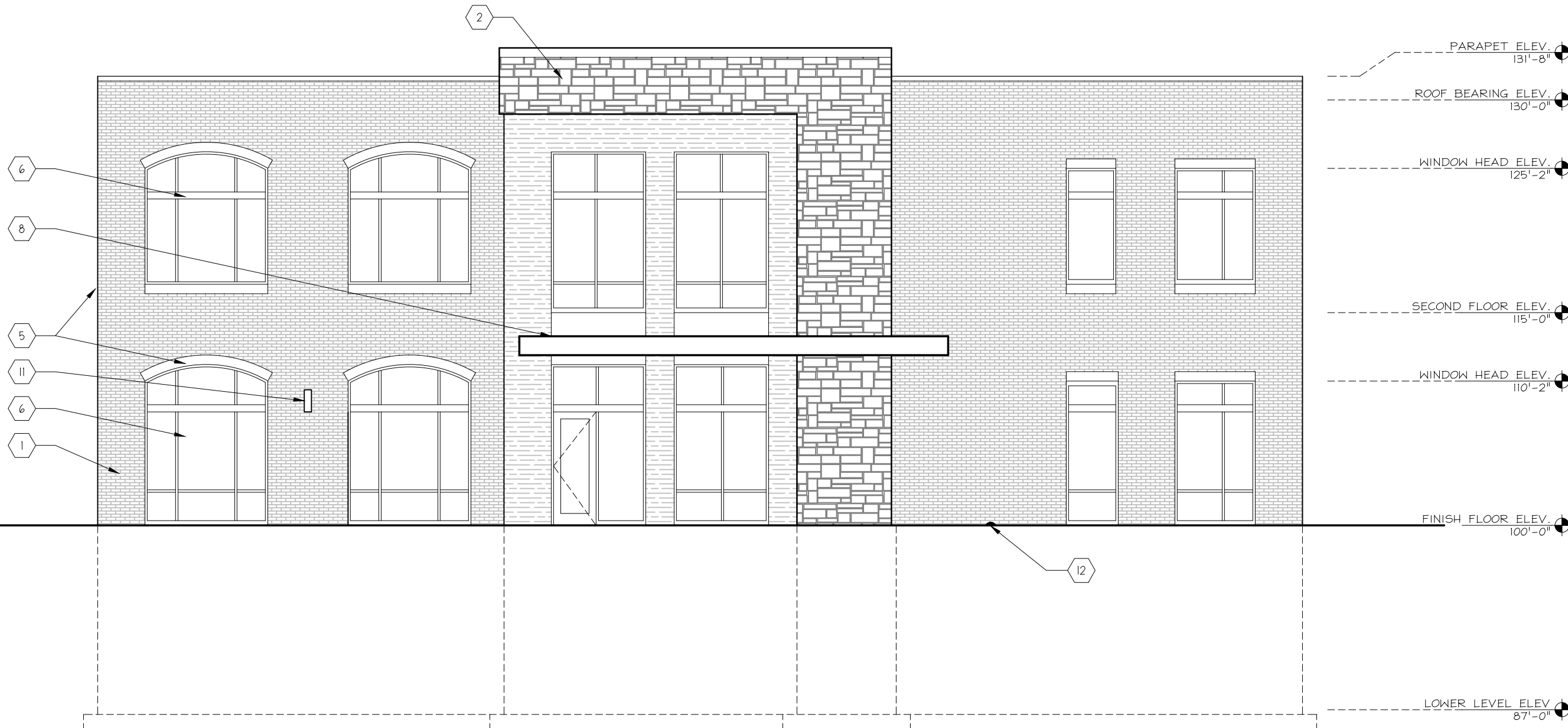
4 EAST ELEVATION
SCALE: 1/8" = 1'-0"



2 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



3 WEST ELEVATION
SCALE: 1/8" = 1'-0"



1 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



11333 N. Cedarburg Road
Mequon, WI 53092-1930
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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 27, 2023
SUBJECT: 2023 YTD Budget Report as of September 30, 2023

Attached please find a year to date General Fund Budget to Actual Report for the nine months ending September 30, 2023. The values shown are unaudited. Commentary is included in the report to provide explanations regarding expenditure overages or revenue shortfalls. Most departmental budgets are tracking at or below the seventy-five percent benchmark. Revenue that is represented as being under budget is largely due to revenue streams that are recorded only at the end of the year or are recorded unevenly throughout the year. The Amended Budget column reflects the Inspections Contractor Budget Amendment Ordinance which was approved by Common Council in Q2 as well as the Department of Public Works Budget Amendment Ordinance approved in Q3. Staff will continue to monitor the budget throughout the remainder of the year and explore opportunities for additional revenues and cost savings.

Attachments:
2023 Q3 YTD Budget Report (Unaudited) (PDF)



REVENUES	FY 2023 - Quarter 3					PRIOR YRS COMPARISON		
	Original	Amended	Actual	YTD %	% of Total	FY 22	FY 21	FY 20
	Budget	Budget				ACTUALS	ACTUALS	ACTUALS
Taxes	12,388,047	12,388,047	12,387,012	99.99%	80.3%	11,939,400	11,744,636	10,907,975
State Shared Revenue	367,128	367,128	55,069	15.00%	0.4%	244,831	242,079	235,500
Intergovernmental	1,792,946	1,792,946	1,228,985	68.55%	8.0%	1,256,000	1,273,912	1,335,162
Licenses	60,700	60,700	52,011	85.69%	0.3%	58,842	56,807	16,257
Permits - Inspection	881,000	881,000	484,757	55.02%	3.1%	656,663	721,705	488,359
Permits - Other	51,000	51,000	51,585	101.15%	0.3%	57,110	57,480	55,490
General Fees	132,500	132,500	128,942	97.32%	0.8%	98,869	141,807	86,698
Public Safety Fees	179,000	179,000	82,271	45.96%	0.5%	479,727	393,789	383,698
DPW Fees	65,250	65,250	89,131	136.60%	0.6%	29,761	82,861	56,101
Pool & Park Fees	172,200	172,200	167,837	97.47%	1.1%	170,046	132,189	47,916
Development Fees	74,400	74,400	51,201	68.82%	0.3%	67,218	51,449	42,873
Special Assessments	5,000	5,000	1,910	38.19%	0.0%	1,372	4,518	3,129
Internal Service Fees	420,000	420,000	-	0.00%	0.0%	-	-	-
Other Revenue	640,472	768,568	354,734	46.16%	2.3%	295,637	351,819	543,716
Investment Revenue	115,456	115,456	281,914	244.17%	1.8%	(67,869)	14,057	107,528
Total General Fund Revs	17,345,099	17,473,195	15,417,360	88.23%	100.0%	15,287,607	15,269,108	14,310,402

Key:

	Positive 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: **Over Budget**

TAXES: Full tax allocation received for FY 2023
 LICENSES: Liquor, Tavern, Business, Cigarette and Amusement all tracking over 75%
 PERMITS - OTHER: Brush permits (majority of this category) tracking above 100%
 GENERAL FEES: Dog licensing, copier fees & misc. fees tracking over 80%
 DPW FEES: Many are pass through (if revenue is low, so is expense, therefore net zero impact)
 POOL & PARK FEES: Pool fees are over 100% and park fees are over 80%
 INVESTMENT REVENUE: Investments are recorded at fair market value and has seen a significant increase since FY 2022

Under Budget

STATE SHARED REVENUE/INTERGOVERNMENTAL: Revenue is recognized unevenly throughout the year
 PERMITS - INSPECTION: Building, Plumbing and HVAC permits lagging
 PUBLIC SAFETY FEES: Ambulance fees lag several months and Police lags a month, so the YTD % is much higher
 DEVELOPMENT FEES: Zoning fees (majority of this category) is tracking at 70%
 SPECIAL ASSESSMENTS: Delinquent Personal Property Tax interest booked here
 INTERNAL SERVICE FEES: Recognized as part of year-end process
 OTHER REVENUE: Inspections Contractor and DPW Budget Amendments don't get recognized and most other revenue is recorded annually



EXPENDITURES	FY 2023 - Quarter 3					PRIOR YRS COMPARISON		
	Original	Amended	Actual	YTD %	% of Total	FY 22	FY 21	FY 20
	Budget	Budget				ACTUALS	ACTUALS	ACTUALS
Common Council	107,082	107,082	84,409	78.83%	0.7%	95,285	57,997	67,752
City Administrator	360,971	323,779	243,785	75.29%	1.9%	228,062	205,509	189,022
City Clerk	293,522	295,428	214,807	72.71%	1.7%	206,942	224,539	234,579
Elections	47,110	47,110	48,098	102.10%	0.4%	62,989	27,482	78,780
Information Services	457,411	457,411	348,156	76.11%	2.7%	292,969	309,110	253,856
Finance	554,679	555,645	409,028	73.61%	3.2%	463,369	385,432	435,437
Assessor	243,788	247,568	174,994	70.69%	1.4%	221,335	246,666	229,097
Human Resources	259,048	261,084	185,174	70.92%	1.5%	199,683	151,071	128,808
Legal Counsel	117,982	117,982	(12,302)	-10.43%	-0.1%	(30,278)	29,332	(3,080)
Police	6,142,069	6,142,069	4,219,416	68.70%	33.2%	4,273,480	3,792,563	3,638,270
Fire/EMS	1,352,374	1,352,374	1,368,752	101.21%	10.8%	1,680,508	1,413,962	1,247,270
Communications	382,103	382,103	205,736	53.84%	1.6%	433,998	436,239	463,819
Inspections	537,516	629,036	402,024	63.91%	3.2%	361,753	352,231	364,058
Building Maintenance	711,109	713,356	539,033	75.56%	4.2%	510,154	568,602	470,792
Fleet Services	560,867	588,867	425,388	72.24%	3.3%	474,004	377,966	360,674
Engineering	597,348	582,026	499,764	85.87%	3.9%	429,137	432,764	368,097
Highway	2,051,377	2,060,755	1,396,395	67.76%	11.0%	1,369,810	1,359,966	1,290,200
Forestry	201,318	201,318	134,331	66.73%	1.1%	124,323	126,785	90,828
Library Grant	1,106,716	1,106,716	830,037	75.00%	6.5%	1,061,000	1,058,000	1,075,000
Swimming Pool	125,496	150,496	147,347	97.91%	1.2%	135,756	101,843	101,666
Parks	613,429	629,205	495,571	78.76%	3.9%	418,454	424,690	412,552
Planning	521,785	521,785	351,648	67.39%	2.8%	333,951	373,954	329,130
Total General Fund Exp	17,345,099	17,473,194	12,711,591	72.75%	100.0%	13,346,686	12,456,702	11,826,607
Net Surplus (Loss)			2,705,769			1,940,921	2,812,406	2,483,795
Fund Balance - Beginning of Year			2,269,709					
Fund Balance - End of Year			4,975,478					

Notes: **Over Budget**
 ELECTIONS: Election number four of four total took place in July - Only three budgeted for in 2023
 FIRE/EMS: Fourth quarterly support payment was sent to SOFD in July
 ENGINEERING: Purchased Services over budget, however many of these expenses are billed back to developers
 SWIMMING POOL: Brief pool season not following calendar year
Under Budget
 LEGAL COUNSEL: Timing issue due to not receiving invoices fo services rendered
 COMMUNICATIONS: Salaries/benefits tracking below budget
 INSPECTIONS: Purchased services tracking below revised budget

2023 Finance-Personnel Monthly Work Plan

Current Agenda Topics

Month	Agenda Topics
November	• 2023 YTD Investment Report & Review Presentation by DANA Investments • Resolution Adopting the City of Mequon's Annual Fee Schedule for the Period of January 1 – December 31, 2024 • Resolution Amending the Allocation of \$2,552,000 in Proceeds Received through the American Rescue Plan Act • Resolution Adopting the 2024 Pay Plan for Non-Represented Employees • Resolution Authorizing a Development Agreement with DJS Land Management LLC for a Tax Increment District No. 5 Development Incentive (Tier 2) in the Amount of \$808,500, for the Property Located at 10404 North Port Washington Road • 2023 Q3 YTD Budget Report

Future Agenda Topics

• Life Insurance Review • Library Review • Financial Policy Review	• City Ordinance Reconciliation • Payment in Lieu of Tax (PILOT) Agreements
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2023 Completed Items

- | | |
|--|---|
| <ul style="list-style-type: none"> • Resolution Authorizing a Transfer of \$36,661 from the Information Technology Division's 2022 Budget to the Division's Capital Account, in Connection with the Completion of Planned City Network Upgrades in 2023 • Resolution Clearing the Personal Property Tax Roll of Delinquent Accounts Deemed Uncollectible for Tax Roll Year 2021 • Resolution Approving an Amendment to a Development Agreement with P2 Development, in Connection with Completion of a Planned Unit Development Project Located at 11040 and 11110 North Buntrock Avenue • Ordinance Amending the City of Mequon Operating Budget for Fiscal Year 2023 to Provide Supplemental Building Inspection services, in an Amount Not-to-Exceed \$91,520 • Resolution Authorizing Contract Inspection Services with Bella Consulting, LLC through December 31, 2023, at an Annual Estimated Cost of \$91,520 • Ordinance Amending Chapter 2 of the Mequon Municipal Code, Adjusting the Per Diem for Employee Travel & Training to \$60 per Day • Resolution Approving Revisions to the City's Family Medical Leave Act Policy • Resolution Amending the City of Mequon Policies and Procedures Manual Regarding City Sponsored Cell Phone Usage • Ordinance Amending the City of Mequon Operating Budget for Fiscal Year 2023 to Adjust Budgeted Amounts within the Department of Public Works Due to Unanticipated Repairs and Material Cost Increases, in a Net Amount Not-to-Exceed \$36,57 • Ordinance Amending Chapter 2 of the Mequon Municipal Code, Eliminating | <ul style="list-style-type: none"> • Resolution Authorizing the Purchase and Implementation of Electronic Poll Books, Supplies and Training in an Amount not to Exceed \$90,000 • Resolution Authorizing a Town Center Business Loan for Tamatito's, a Restaurant, Located at 6400 West Mequon Road, the Public Market at Spur 16 • Resolution Approving a Professional Services Agreement for Commercial Plan Review and Consultation Services with E Plan Exam, Brookfield, Wisconsin • Resolution Approving Amendments to the City of Mequon Fee Schedule for Fiscal Year 2023, Related to State of Wisconsin Commercial Plan Review Fees • Resolution Adopting a New Compensation Plan for Non-Represented Employees During Fiscal Year 2023, and Allocating \$49,215 to Adjust Various Salaries to Align with the New Pay Grade Contained Therein • Resolution Approving an Agreement for Commercial Building Fire Alarm and Fire Suppression Plan Review Services Between the City of Mequon and the Southern Ozaukee Fire and Emergency Medical Services Department • Acceptance of the FY2022 Annual Comprehensive Financial Report and Report on Internal Control • Resolution Authorizing a Second Amendment to the Development Agreement for P2 Development Town Center Townhomes Located at 11110-11112 and 11040 N Buntrock Avenue for an Extension of Project Completion to October 27, 2023 • Resolution Awarding a Contract for Auditing Services to Baker Tilly US LLP, Milwaukee, Wisconsin for Fiscal Year 2023 in the Amount of \$32,750 |
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the Bond Requirement for Certain City
Officers