



Finance/Personnel Committee

335 South Broadway

Regular Meeting

De Pere, WI 54115
<http://www.de-pere.org>

Revised Agenda

Tuesday, March 11, 2014

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a Regular Meeting of the **Finance/Personnel Committee** of the City of De Pere will be held on **March 11, 2014** at **7:30 PM** in the **De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI 54115.**

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

Call to order.

1. Roll call.
2. Approval of the minutes of the February 11, 2014 regular meeting of the Finance/Personnel Committee.
3. Consideration of Police February 2014 Overtime Report
4. Approval of the February 2014 Overtime Report for the Fire Department.
5. Consider request to amend De Pere Municipal Code regarding discharge of firearms for hunting within City limits. *
6. Out of State Travel for Administrative Assistant
7. Review the project proposal for 2014 aerial photography and planimetric mapping for the City of De Pere. *
8. Recommendation for Cleaning Contract 2014 *
9. Discussion on Performance Management Plan
10. Public comment and announcements.
11. Future agenda items.
12. Grievance submitted by the De Pere Police Benevolent Association on behalf of Officer Matthew Magno.

Judicial or quasi-judicial trial or hearing

PLEASE TAKE NOTICE that, after the Committee has heard the grievance pursuant to Wis. Stats. §19.85(1)(a), the Council may convene in closed session for the purpose of deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

The Council may then reconvene in open session to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

13. Adjournment.

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject(s) over which they have decision-making responsibility.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, the previous day so that arrangements can be made.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Robert Janssen
Matthew Magno
Brendan Matthews

City of De Pere, Wisconsin



Request For Finance/Personnel Committee Action

MEETING DATE: March 11, 2014

DEPARTMENT: City Attorney

FROM: Jeni Dupont

SUBJECT: Approval of the minutes of the February 11, 2014 regular meeting of the Finance/Personnel Committee.

ATTACHMENTS:

- February 11, 2014 DRAFT minutes (DOC)



Finance/Personnel Committee

335 South Broadway

De Pere, WI 54115

<http://www.de-pere.org>

Regular Meeting

Draft Minutes

Tuesday, February 11, 2014

7:30 PM

De Pere City Hall Council Chambers

Call to order.

Mayor Michael J. Walsh called the regular meeting of the Finance/Personnel Committee to order at 7:30 PM on February 11, 2014 at De Pere City Hall Council Chambers, 335 S. Broadway Street, De Pere, WI.

Attendee Name	Title	Status	Arrived
Scott Crevier	Alderman	Excused	
Michael Donovan	Alderman	Present	
Larry Lueck	Alderman	Excused	
Lisa Rafferty	Alderman	Present	
Michael J. Walsh	Mayor	Present	

Also present City Administrator Lawrence Delo, Police Chief Derek Beiderwieden, Interim Fire Chief Jeff Roemer, Clerk-Treasurer Shana Defnet, Public Works Director Scott Thoresen, Human Resources Director Shannon Metzler and members of the public.

2. Approval of the minutes of the January 14, 2014 regular meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderman
SECONDER:	Lisa Rafferty, Alderman
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

3. Approval of January 2014 Overtime Report for Police Department

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderman
SECONDER:	Michael Donovan, Alderman
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

4. Fire Overtime Report for the month of January.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Lisa Rafferty, Alderman
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

5. Review Facade Grant receipts for 345 Main Ave. Applicant: 345 Main LLC. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderman
SECONDER:	Lisa Rafferty, Alderman
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

6. Recommendation for Water/Sewer Bill Printing & Mailing Services.
Discussion followed with Administrator Delo responding to committee member questions. Upon discussion and vote, motion was approved unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Alderperson
SECONDER: Michael J. Walsh, Mayor
AYES: Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED: Scott Crevier, Larry Lueck

7. Consider out of State Travel For Street Superintendent

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Alderperson
SECONDER: Lisa Rafferty, Alderperson
AYES: Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED: Scott Crevier, Larry Lueck

8. Consider Out of State Travel for Director of Public Works

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Alderperson
SECONDER: Lisa Rafferty, Alderperson
AYES: Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED: Scott Crevier, Larry Lueck

9. Out of State Training

Human Resources Director Metzler explained the reason for the request is to streamline the process and avoid redundancy for travel that has already been approved in the budget. Discussion followed. Upon discussion, Alderperson Rafferty moved, seconded by Mayor Walsh to have information regarding planned out of state travel be conveyed to the committee in January of each year. More discussion followed. Upon discussion, motion was approved with 2 ayes and 1 nay.

RESULT: ADOPTED [2 TO 1]
MOVER: Lisa Rafferty, Alderperson
SECONDER: Michael J. Walsh, Mayor
AYES: Lisa Rafferty, Michael J. Walsh
NAYS: Michael Donovan
EXCUSED: Scott Crevier, Larry Lueck

10. Authorization for Funding to Purchase New Garbage & Recycling Trucks
 Public Works Director Thoresen provided an overview of the funding request and responded to committee member questions. Upon discussion, Alderperson Donovan moved, seconded by Mayor Walsh to approve funding the purchase of the trucks. Upon vote, motion was approved unanimously.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Michael Donovan, Alderperson
SECONDER: Michael J. Walsh, Mayor
AYES: Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED: Scott Crevier, Larry Lueck

11. Consider Funding Additional Single Leaf Loader
 Public Works Director Thoresen provided an overview of the funding request and responded to committee member questions. Upon discussion, Mayor Walsh moved,

seconded by Alderperson Rafferty to approve funding the purchase of the single leaf loader. Upon vote, motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

12. Consideration of Donation of Building Maintenance and Construction Labor to Police Department
Chief Beiderwieden provided an overview and responded to committee member questions. Donation is from a construction class at De Pere High School. Upon discussion, Mayor Walsh moved, seconded by Alderperson Donovan to approve donation. Upon vote, motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Michael Donovan, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

13. Recommendation from the Finance/Personnel Committee to approve Police Department reorganization request (AMENDED ITEM).
Chief Beiderwieden provided an overview and responded to committee member questions. Mayor Walsh expressed his concern with eliminating Community Resource Officer position. The reorganization was not budgeted for so funds will come from budget overage if funds allow, otherwise will come from unassigned reserves. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Rafferty to accept request for reorganization and forward to council. Upon vote, motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

14. Community Survey Proposal.
Administrator Delo provided an overview and responded to committee member questions regarding the survey and proposals. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Rafferty to approve the proposal from St. Norbert College Strategic Research Institute. Upon vote, motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

15. Approval of First Floor Copier Lease.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Michael Donovan, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

16. WI Act 190 - Distribution of Lottery Tax Credit and School Tax Credit

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Michael Donovan, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

17. Summary of Compensation Appeals
Human Resources Director Metzler provided overview. Item was for discussion purposes only; no action was taken.

18. Updates on 2014 Policy Manual (Hours of Work, Compensatory Time)
Human Resources Director Metzler noted the policy manual change for summer hours will include MSC hours to match City Hall hours of 7:30 -5:00 Monday-Thursday and 7:30 a.m. to 11:30 p.m. on Friday and Community Center hours to change to 7:30-4:30 Monday-Thursday and 7:30-1:30 on Friday. Other policy manual change is to remove the cap for compensatory time. Upon discussion, Alderperson Rafferty moved, seconded by Mayor Walsh to approve the recommended policy manual changes. Upon vote, motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Lisa Rafferty, Alderperson
SECONDER:	Michael J. Walsh, Mayor
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

19. Approval of 2014 Compensatory/Administrative Time
Human Resources Director Metzler provided an overview of the recommended policy changes. Upon discussion, Alderperson Donovan moved, seconded by Alderperson Rafferty to approve the policy and changes as recommended. Upon vote, motion was approved unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael Donovan, Alderperson
SECONDER:	Lisa Rafferty, Alderperson
AYES:	Michael Donovan, Lisa Rafferty, Michael J. Walsh
EXCUSED:	Scott Crevier, Larry Lueck

20. End of Year Report on Health Insurance Plan
Human Resources Director Metzler stated this discussion is for information purposes only. The plan is to bring this item to the March Finance/Personnel Committee meeting for a decision.

Alderperson Donovan moved, seconded by Mayor Walsh to open the meeting. Upon vote, motion carried unanimously.

Paul Minten, retiree, expressed concern over paying more than 102%; paying more is not fair.

Mayor Walsh moved, seconded by Alderperson Rafferty to return to regular order. Upon vote, motion carried unanimously.

Discussion followed. Jeff Prickette of the McClone Agency discussed how exchanges work. Human Resources Director Metzler asked committee members what information they would like in March. Committee would like to see information regarding the number of employee's affected and net dollar impact of each option.

21. Public comment and announcements.

None.

22. Future agenda items.
None.

23. Adjournment.

Upon motion by Mayor Walsh, seconded Alderperson Rafferty, the Finance/Personnel Committee unanimously adjourned at 9:26 p.m.

Respectfully submitted,
Jennifer Dupont

City of De Pere, Wisconsin

**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Police

FROM: Derek Beiderwieden

SUBJECT: Consideration of Police February 2014 Overtime Report

Please see attached report for February 2014. Also attached are the summary reports from 2013 and 2012 for comparison.

Please contact me at 339-4075 at your convenience if you have any questions.

ATTACHMENTS:

- PD OT February 2014 (PDF)
- 2013 PD OT Report Summary (PDF)
- 2012 PD OT Summary (PDF)

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2014**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC*+*	TOTAL
OFFICER SICK RELIEF	35.25	82.50											117.75
OFFICER WORKED ON HOLIDAY	4.00	4.00											8.00
OFFICER FOR COURT	36.00	12.00											48.00
OFFICER TRAINING		13.00											13.00
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTEND MEETING	40.50												40.50
STAFFING LEVEL	27.75	16.50											44.25
INVESTIGATION	34.75	22.25											57.00
HONOR GUARD FOR FUNERAL	0.00	0.00											0.00
SCHOOL LIAISON REIMBURSED	24.00	49.50											73.50
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		15.00											15.00
MISCELLANEOUS	14.00	25.25											39.25
MISCELLANEOUS REIMBURSED	107.25	102.00											209.25
Gross OFFICER OVERTIME	323.50	342.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	665.50
SUBTOTAL REIMBURSED OVERTIME	(131.25)	(166.50)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(297.75)
NET OFFICER OVERTIME	192.25	175.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	367.75
SECRETARY OVERTIME					3.00								3.00
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$133,357.00

Expenditures through 03/03/2014 \$19,479.38

Percent of Total Budget: 14.61%

NOTES:

* Period 1/4/2014 - 1/31/2014

+Period

#Period

^^Period

Period 2/1/2014 - 2/28/2014

++Period

##Period

*+Period

Period

^Period

^^Period

*+*Period

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2013**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC**	TOTAL
OFFICER SICK RELIEF	102.00	75.00	69.75	106.50	178.00	26.25	90.00	25.50	77.25	53.25	22.50	65.25	891.25
OFFICER WORKED ON HOLIDAY	178.00	12.00	34.25	13.50	10.50	65.00	65.00	4.00	118.50	12.00	4.00	244.00	760.75
OFFICER FOR COURT	15.00	15.00	21.00	3.00	15.00	12.00	28.50	10.50	45.50	18.00	12.00	18.00	213.50
OFFICER TRAINING	10.00	62.50	36.00	75.75	221.00	63.25	111.50	3.00	77.50	175.25	156.75	14.75	1007.25
OFFICER RELIEF FOR FUNERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			27.75		27.75
OFFICER ATTEND MEETING	1.50	6.25	0.00	0.00	0.00	7.50	16.50	3.00	15.00	22.50	15.00	14.00	101.25
STAFFING LEVEL	166.50	57.75	157.50	118.50	210.00	186.00	400.75	375.25	215.75	136.50	106.50	195.75	2326.75
INVESTIGATION	50.25	54.00	51.75	27.75	123.50	59.75	87.00	51.75	105.25	41.75	54.25	58.00	765.00
HONOR GUARD FOR FUNERAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SCHOOL LIAISON REIMBURSED	26.25	74.25	40.50	22.50	47.00	25.50	0.00	18.75	58.50	48.00	18.00	33.00	412.25
COMMUNITY RELATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SPECIAL ASSIGNMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00						0.00
SPECIAL ASSIGNMENT REIMBURSED	0.00	15.25	0.00	10.50	9.00	299.75	6.00	20.25	15.75	11.50		69.50	457.50
MISCELLANEOUS	41.25	23.00	87.00	21.75	16.00	29.25	31.75	39.75	30.75	25.50	25.25	36.75	408.00
MISCELLANEOUS REIMBURSED	156.00	98.25	113.25	117.25	183.75	168.00	68.25	67.50	55.50	94.50	72.75	105.75	1300.75
Gross OFFICER OVERTIME	746.75	493.25	611.00	517.00	1013.75	942.25	905.25	619.25	815.25	638.75	514.75	854.75	8672.00
SUBTOTAL REIMBURSED OVERTIME	(182.25)	(187.75)	(153.75)	(150.25)	(239.75)	(493.25)	(74.25)	(106.50)	(129.75)	(154.00)	(90.75)	(208.25)	(2170.50)
NET OFFICER OVERTIME	564.50	305.50	457.25	366.75	774.00	449.00	831.00	512.75	685.50	484.75	424.00	646.50	6501.50
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 09/27/2013 \$167,529.00
Percent of Total Budget: 128.87%

NOTES:

* Period 12/22/2012 - 02/01/2013
**Period 2/2/2013 - 3/1/2013
***Period 3/2/2013 - 3/29/2013

+Period 3/30/2013 - 4/26/2013
++Period 4/27/2013 - 5/24/2013
^Period 5/25/2013 - 6/21/2013

#Period 6/22/2013 - 8/2/2013
##Period 8/3/2013 - 8/30/2013
^^Period 8/31/2013 - 9/27/2013

^^^Period 9/28/2013 - 10/25/2013
*+Period 10/26/2013 - 11/22/2013
**+Period 11/23/2013 - 1/3/2014

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2012**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC*+*	TOTAL
OFFICER SICK RELIEF	111.00	69.00	49.50	59.25	89.25	36.00	87.00	57.75	70.50	46.50	81.00	55.50	812.25
OFFICER WORKED ON HOLIDAY	169.75	10.00	12.00	32.50	4.00	81.00	63.75	26.50	121.00	12.00	58.00		590.50
OFFICER FOR COURT	15.00	18.00	6.00	20.25	7.50	14.00	9.00	15.00	25.50	6.00	10.50	9.50	156.25
OFFICER TRAINING	31.00	13.00	40.25	120.50	50.00	50.00	8.00	107.00	13.75	70.25	73.75	29.00	606.50
OFFICER RELIEF FOR FUNERAL							13.50						13.50
OFFICER ATTEND MEETING		8.25						15.00				1.25	24.50
STAFFING LEVEL	133.50	79.50	23.25	53.25	136.75	162.00	189.00	243.00	192.75	183.75	252.00	73.50	1722.25
INVESTIGATION	142.25	68.75	38.25	56.50	77.50	36.75	61.50	135.00	90.00	61.00	42.75	60.75	871.00
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	31.50	43.00	56.25	27.00	31.25	25.50		33.00	48.75	78.00	28.50	27.00	429.75
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		11.25		10.50	11.25	301.00	49.75	7.50	9.00	33.50	69.00	11.75	514.50
MISCELLANEOUS	5.75	16.50	4.00	11.50	9.50	4.25	7.50	7.00	7.00	4.50	11.25	20.75	109.50
MISCELLANEOUS REIMBURSED	72.75	95.50	63.25	127.50	77.25	143.75	93.00	110.25	113.25	58.50	60.00	108.25	1123.25
Gross OFFICER OVERTIME	712.50	432.75	292.75	518.75	494.25	854.25	582.00	757.00	691.50	554.00	686.75	397.25	6973.75
SUBTOTAL REIMBURSED OVERTIME	(104.25)	(149.75)	(119.50)	(165.00)	(119.75)	(470.25)	(142.75)	(150.75)	(171.00)	(170.00)	(157.50)	(147.00)	(2067.50)
NET OFFICER OVERTIME	608.25	283.00	173.25	353.75	374.50	384.00	439.25	606.25	520.50	384.00	529.25	250.25	4906.25
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 01/03/2013 \$137,720.00
Percent of Total Budget: 105.94%

NOTES:

* Period 12/24/2011 - 2/3/2012
**Period 2/4/2012 - 3/2/2012
***Period 3/3/2012 - 3/30/2012

+Period 3/31/2012 - 4/27/2012
++Period 4/28/2012 - 5/25/2012
^Period 5/26/2012 - 6/22/2012

#Period 6/23/2012 - 8/3/2012
##Period 8/04/2012 - 8/31/2012
^^Period 9/1/2012 - 9/28/2012

^^Period 9/29/2012 - 10/26/2012
*+Period 10/27/2012 - 11/23/2012
*+*Period 11/24/2012 - 12/21/2012

S:MONTHLY/Overtime by reason.xlsx

City of De Pere, Wisconsin



Request For Finance/Personnel Committee Action

MEETING DATE: March 11, 2014

DEPARTMENT: Fire Department

FROM: Diane Yashinsky

SUBJECT: Approval of the February 2014 Overtime Report for the Fire Department.

ATTACHMENTS:

- ot (PDF)

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2013

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STBYS/DUTY CREW	54	55.25	27	33	24.25	36	51	90	139.5	153	105.75	144.5	913.2
EMS TRAINING	292.25	81	93	69.75	9	9.75	10.25	8.75	131.75	79.5	67.5	64.5	917
FIRE TRAINING	20.5	42.25	78	20.25	30	4.5	9	0	22	7.5	26.5	19	279.5
RESCUE CALLS	7.5	7	5	9.5	38.5	14.75	4.75	19.5	3.5	23	6.25	14	153.2
FIRE CALLS	2.25	3.75	9.75	1	41.25	12.5	7.75	0.75	0	0.75	0	3.25	83
OFFICER MTGS.	9	9	9	21	18	8.25	18	24	18	5.5	12	4.5	156.2
STAFFING REP.	0	40.5	57	566.75	117	317	86.25	47.25	83.75	147.75	108	36	1607.5
MAINTENANCE	0	0	0	0	10.5	0	8.5	0	0	169.5	51.75	2.5	242.7
PUB. ED.	0	0	0	0	0	0	0	1.25	0	73.75	6	0	81
SPECIAL EVENTS	0	0	0	0	0	25	0	27	0	0	0	0	52
# FIRE RUNS	28	31	18	13	42	32	26	28	27	30	25	40	340
# of EMS RUNS	146	153	160	132	139	143	123	170	142	147	152	152	1759
TOTAL HRS.	385.5	238.75	278.75	721.25	288.5	402.75	195.5	191.5	398.5	660.25	383.75	288.25	4485.5

OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2014

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
DUTY CREW	73.5	147											220.5
EMS TRAINING	70.5	83											153.5
FIRE TRAINING	11	5.5											16.5
RESCUE CALLS	15.5	17											32.5
FIRE CALLS	0	0											0
OFFICER MTGS.	15	16.5											31.5
STAFFING REP.	0	41.25											41.25
MAINTENANCE	0	3.5											3.5
PUB. ED.	0	0											0
SPECIAL EVENTS	0	20											20
# FIRE RUNS	30	31											61
# of EMS RUNS	147	145											292
DISPATCH ERRORS	6	1											7
TOTAL HRS.	185.5	333.75	0	0	0	0	0	0	398.5	0	0	0	519.25

Special Events = Critical Incident Stress Debriefing and Car Seat Installation Training

Total Overtime Budget \$94,570 Expenditures through February 14 \$6,271 6.6%

DE PERE FIRE RESCUE
STANDBY OVERTIME BREAKDOWN BY AREA
FOR THE YEAR OF 2014

AREA	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
LEDGEVIEW	6.5	12											18.5
LAWRENCE	11.5	18											29.5
ASHWAUBENON	2	8											10
CTY RESCUE	0.5	1											1.5
OTHER	0.5	1											1.5
TOTAL HRS.	21	40	0	0	0	0.0	0	0	0	0	0	0	

MONTHLY SUMMARY OF CALLS
JANUARY THROUGH FEBRUARY

INCIDENT TYPE	2014 # OF CALLS	PERCENTAGE OF CALLS	2013 # OF CALLS	PERCENTAGE OF CALLS
FIRE	4	1.11%	2	0.56%
ENGINE RESPONSE TO RESCUE CALL	7	1.94%	12	3.35%
OVERPRESSURE, RUPTURE, EXPLOSION, OVERHEATING (NO FIRE)	2	0.56%	0	0.00%
EMS	292	81.11%	299	83.52%
HAZARDOUS CONDITIONS (NO FIRE)	12	3.33%	7	1.96%
SERVICE	8	2.22%	4	1.12%
GOOD INTENT	9	2.50%	5	1.40%
FALSE ALARM	18	5.00%	29	8.10%
SPECIAL INCIDENT TYPE	1	0.28%	0	0.00%
DISPATCH ERROR CALLS	7	1.94%	0	0.00%
TOTAL CALLS	360	100.00%	358	100.00%

Attachment: ot (1900 : Fire OT Report)

Ambulance Run Data Report
De Pere Fire Rescue
From 01/01/14 To 02/28/14
Total Number of Runs Based on Search Criteria: 299

Runs by Dispatch Reason

Dispatch Reason	# of Times	% of Times
Abdominal Pain	9	3.01%
Allergic Reaction	2	0.67%
Altered Mental Status	13	4.35%
Anaphylactic Reaction	1	0.33%
Assault	2	0.67%
Back Pain (Non-Traumatic/Non-Recent Trauma)	6	2.01%
Breathing Problem	34	11.37%
Cardiac Arrest	2	0.67%
Cardiac Etiology	5	1.67%
Chest Pain	19	6.35%
Choking	5	1.67%
CO Poisoning/Hazmat	6	2.01%
Diabetic Problem	5	1.67%
Fall Victim	61	20.40%
Headache	4	1.34%
Heat/Cold Exposure	2	0.67%
Hemorrhage/Laceration	6	2.01%
Medical Alarm	3	1.00%
Medical Transport	3	1.00%
Other	6	2.01%
Overdose	6	2.01%
Pain	12	4.01%
Psychiatric Problems	4	1.34%
Seizure/Convulsions	8	2.68%
Sick Person	11	3.68%
Standby	1	0.33%
Stroke/CVA	11	3.68%
Suicidal	4	1.34%
Traffic/Transportation Accident	15	5.02%
Transfer/Interfacility/Palliative Care	1	0.33%
Traumatic Injury	5	1.67%
Unconscious/Fainting	13	4.35%
Unknown Problem/Man Down	5	1.67%
Unknown	9	3.01%
Total	299	100%

Attachment: ot (1900 : Fire OT Report)

Incident Type Report (Summary)
From 01/01/14 To 02/28/14
Report Printed On: 03/03/2014

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Loss
1 Fire						
Fire, other (100)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Building fire (111)	2	3.28%	\$0.00	\$0.00	\$0.00	0.00
Cooking fire, confined to container (113)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	4	6.56%	\$0.00	\$0.00	\$0.00	0.00
2 Overpressure Rupture, Explosion, Overheat(no fire)						
Overpressure rupture, explosion, overheat other (200)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Excessive heat, scorch burns with no ignition (251)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	2	3.28%	\$0.00	\$0.00	\$0.00	0.00
3 Rescue & Emergency Medical Service Incident						
Motor vehicle accident with injuries (322)	3	4.92%	\$0.00	\$0.00	\$0.00	0.00
Motor vehicle accident with no injuries. (324)	2	3.28%	\$0.00	\$0.00	\$0.00	0.00
High-angle rescue (356)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Ice rescue (362)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	7	11.48%	\$0.00	\$0.00	\$0.00	0.00
4 Hazardous Condition (No Fire)						
Combustible/flammable gas/liquid condition, other (410)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Carbon monoxide incident (424)	7	11.48%	\$0.00	\$0.00	\$0.00	0.00
Electrical wiring/equipment problem, other (440)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Overheated motor (442)	2	3.28%	\$0.00	\$0.00	\$0.00	0.00
Power line down (444)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	12	19.68%	\$0.00	\$0.00	\$0.00	0.00
5 Service Call						
Service Call, other (500)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Lock-out (511)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Water problem, other (520)	4	6.56%	\$0.00	\$0.00	\$0.00	0.00
Water or steam leak (522)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Smoke or odor removal (531)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	8	13.12%	\$0.00	\$0.00	\$0.00	0.00
6 Good Intent Call						
Dispatched and cancelled en route (611)	5	8.20%	\$0.00	\$0.00	\$0.00	0.00
No incident found on arrival at dispatch address (622)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Steam, other gas mistaken for smoke, other (650)	2	3.28%	\$0.00	\$0.00	\$0.00	0.00
Smoke scare, odor of smoke (651)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	9	14.76%	\$0.00	\$0.00	\$0.00	0.00
7 False Alarm & False Call						
False alarm or false call, other (700)	5	8.20%	\$0.00	\$0.00	\$0.00	0.00
Extinguishing system activation due to malfunction (732)	2	3.28%	\$0.00	\$0.00	\$0.00	0.00
Alarm system sounded due to malfunction (735)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
CO detector activation due to malfunction (736)	8	13.11%	\$0.00	\$0.00	\$0.00	0.00
Smoke detector activation, no fire - unintentional (743)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Alarm system activation, no fire - unintentional (745)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	18	29.51%	\$0.00	\$0.00	\$0.00	0.00
9 Special Incident Type						
Citizen complaint (911)	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
	1	1.64%	\$0.00	\$0.00	\$0.00	0.00
Total Incident Count:	61			Total Est. Loss:	\$0.00	

Attachment: ot (1900 : Fire OT Report)

DE PERE FIRE/RESCUE				
OVERTIME REPORT				
MONTH OF FEBRUARY, 2014				
PERSONNEL	DATE	ACTUAL HOURS	O.T. HOURS	REASON
BALCER	1-Feb	2.67	4.00	DUTY CREW
CORROY	1-Feb	2.67	4.00	DUTY CREW
JANSEN	1-Feb	2.67	4.00	DUTY CREW
BALCER	3-Feb	1.00	3.00	DUTY CREW
BALCER	3-Feb	3.50	5.25	STAFFING REPLACEMENT
CHESLOCK	4-Feb	2.67	4.00	OFFICERS MEETING
HENDRICKS, TM.	4-Feb	2.67	4.00	OFFICERS MEETING
MATZKE	4-Feb	2.67	4.00	OFFICERS MEETING
THOMSON	4-Feb	3.00	4.50	OFFICERS MEETING
HENDRICKS, TM.	4-Feb	1.50	3.00	DUTY CREW
HERMANS, D.	4-Feb	1.50	3.00	DUTY CREW
LINSSSEN	4-Feb	1.50	3.00	DUTY CREW
WITT	4-Feb	1.50	3.00	DUTY CREW
BALCER	5-Feb	1.00	3.00	SPECIAL EVENTS
DE WEERT	5-Feb	1.25	3.00	SPECIAL EVENTS
PANSIER	5-Feb	1.25	3.00	SPECIAL EVENTS
WESSLEY	5-Feb	1.25	3.00	SPECIAL EVENTS
BALCER	5-Feb	1.00	3.00	DUTY CREW
DE WEERT	5-Feb	1.00	3.00	DUTY CREW
JANSEN	5-Feb	1.00	3.00	DUTY CREW
WESSLEY	5-Feb	1.00	3.00	DUTY CREW
HENDRICKS, TM.	7-Feb	1.50	2.75	FIRE TRAINING
BROWN	7-Feb	2.33	3.50	MAINTENANCE
BALCER	8-Feb	1.00	3.00	DUTY CREW
WITT	8-Feb	1.00	3.00	DUTY CREW
BALCER	8-Feb	2.50	3.75	DUTY CREW
CORROY	8-Feb	2.50	3.75	DUTY CREW
CODY	9-Feb	1.00	1.50	WORK OVER EMS
WITT	9-Feb	0.75	1.25	WORK OVER EMS
YOUNG	9-Feb	0.75	1.25	WORK OVER EMS
BALCER	9-Feb	1.00	3.00	DUTY CREW
BALCER	10-Feb	3.00	4.50	PARAMEDIC CME
CORROY	10-Feb	3.00	4.50	PARAMEDIC CME
HENDRICKS, TD.	10-Feb	3.00	4.50	PARAMEDIC CME
JANSEN	10-Feb	3.00	4.50	PARAMEDIC CME
NELSON	10-Feb	3.00	4.50	PARAMEDIC CME
PANSIER	10-Feb	3.00	4.50	PARAMEDIC CME
SCHWEINER	10-Feb	3.00	4.50	PARAMEDIC CME
DEVILEY	10-Feb	3.00	4.50	PARAMEDIC CME
LINSSSEN	11-Feb	1.00	3.00	DUTY CREW
SINKLER	11-Feb	0.50	0.75	WORK OVER EMS
HENDRICKS, TM.	11-Feb	0.50	0.75	WORK OVER EMS
GATZ	11-Feb	0.50	0.75	WORK OVER EMS
BROWN	11-Feb	3.00	4.50	PARAMEDIC CME
HENDRICKS, TM.	11-Feb	3.00	4.50	PARAMEDIC CME
LINSSSEN	11-Feb	3.00	4.50	PARAMEDIC CME

Attachment: ot (1900 : Fire OT Report)

HENDRICKS, TM.	11-Feb	1.50	2.75	FIRE TRAINING
SINKLER	11-Feb	3.00	4.50	PARAMEDIC CME
SCHWEINER	12-Feb	0.67	1.00	WORK OVER EMS
PUETZ	12-Feb	3.00	4.50	PARAMEDIC CME
YOUNG	12-Feb	3.00	4.50	PARAMEDIC CME
LINSSEN	13-Feb	1.00	3.00	DUTY CREW
WITT	13-Feb	1.25	3.00	DUTY CREW
MATZKE	13-Feb	1.00	3.00	DUTY CREW
NELSON	13-Feb	1.00	3.00	DUTY CREW
LINSSEN	13-Feb	1.00	3.00	DUTY CREW
WITT	13-Feb	1.25	3.00	DUTY CREW
SCHWEINER	14-Feb	0.50	0.75	WORK OVER EMS
BALCER	14-Feb	1.00	3.00	DUTY CREW
PUETZ	14-Feb	1.00	3.00	DUTY CREW
WESSLEY	14-Feb	1.00	3.00	DUTY CREW
WITT	14-Feb	1.00	3.00	DUTY CREW
BALCER	15-Feb	1.50	3.00	DUTY CREW
BALCER	16-Feb	1.00	3.00	DUTY CREW
BALCER	16-Feb	1.00	3.00	DUTY CREW
BALCER	17-Feb	3.00	4.50	DUTY CREW
BALCER	17-Feb	1.00	3.00	DUTY CREW
HERMANS, D.	17-Feb	1.00	3.00	DUTY CREW
WESSLEY	17-Feb	1.00	3.00	DUTY CREW
MATZKE	18-Feb	1.00	3.00	DUTY CREW
YOUNG	18-Feb	1.00	3.00	DUTY CREW
MATZKE	18-Feb	1.00	3.00	DUTY CREW
HERMANS, D.	18-Feb	1.00	3.00	DUTY CREW
HERMANS, D.	18-Feb	1.00	3.00	DUTY CREW
MATZKE	18-Feb	1.50	3.00	DUTY CREW
HERMANS, B.	22-Feb	0.50	0.75	WORK OVER EMS
HERMANS, D.	22-Feb	0.50	0.75	WORK OVER EMS
BROWN	25-Feb	1.00	1.50	WORK OVER EMS
YOUNG	25-Feb	1.00	1.50	WORK OVER EMS
BALCER	25-Feb	1.00	3.00	DUTY CREW
HERMANS, B.	25-Feb	3.00	4.50	PARAMEDIC CME
CODY	25-Feb	3.00	4.50	PARAMEDIC CME
CODY	25-Feb	11.00	11.00	EMS TRAINING
LINSSEN	26-Feb	1.00	1.50	WORK OVER EMS
THOMSON	26-Feb	1.00	1.50	WORK OVER EMS
HERMANS, D.	26-Feb	1.00	1.50	WORK OVER EMS
CODY	27-Feb	8.00	8.00	EMS TRAINING
LINSSEN	28-Feb	12.00	18.00	STAFFING REPLACEMENT
HERMANS, B.	28-Feb	12.00	18.00	STAFFING REPLACEMENT
CORROY	28-Feb	1.00	3.00	DUTY CREW
BALCER	28-Feb	1.00	3.00	DUTY CREW
DE WEERT	28-Feb	1.00	3.00	DUTY CREW
BALCER	28-Feb	1.00	3.00	DUTY CREW
WESSLEY	28-Feb	1.00	3.00	DUTY CREW
		187.27	333.75	

Number of Standbys

47

Attachment: ot (1900 : Fire OT Report)

DE PERE FIRE RESCUE
MUTUAL AID REPORT
FEBRUARY, 2014

MUTUAL AID GIVEN

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE OF CALL</u>
181	GREENLEAF	FIRE & EMS
260	ASHWAUBENON	FIRE
261	ASHWAUBENON	EMS
255	COUNTY RESCUE	EMS
276	ASHWAUBENON	EMS
338	ASHWAUBENON	EMS

MUTUAL AID RECEIVED

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE OF CALL</u>
249	GREEN BAY	EMS

Attachment: ot (1900 : Fire OT Report)

FEBRUARY, 2014

*OVERTIME CAUSED BY SICK LEAVE

DATE	HOURS OF SICK LEAVE	OVERTIME PAID
2/3	3.5	5.25
2/28	24	36
TOTAL	27.5	41.25

*Overtime generated when staffing levels fall below minimum as a result of sick leave.

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Finance/Personnel Committee

FROM: Lawrence Delo

SUBJECT: Consider request to amend De Pere Municipal Code regarding discharge of firearms for hunting within City limits. *

ATTACHMENTS:

- Mayor & F-P - discharge of weapons within city limits memo (PDF)
- Discharge of Weapons - request to allow rifle hunting in city limits (PDF)
- Range of Shotgun Rifle and Handgun (PDF)
- FirearmDischargeMap (PDF)

CITY OF DE PERE

MEMO

To: Michael J. Walsh, Mayor
Members of the Finance/Personnel Committee

From: Judith Schmidt-Lehman, City Attorney

RE: Request to Allow Discharge of Firearms for Hunting within City Limits

Date: March 4, 2014

Attached is a letter received by City Administrator Larry Delo requesting a change in city ordinance to allow the discharge of weapons within city limits for hunting purposes. Department heads from Parks, Recreation & Forestry, Planning, Legal, and Police met with Administrator Delo to discuss this request. It was the consensus of this group that a recommendation be forwarded to the Finance/Personnel Committee to not allow the discharge of firearms for hunting purposes within city limits. This recommendation is discussed in detail below.

Generally speaking, the regulation of hunting is within purview of the state and municipalities are prohibited from regulating hunting. Local governments may adopt a regulation that "...has an incidental effect on hunting, fishing or trapping, but only if the primary purpose is to further public health or safety." Wis. Stats. §29.038(3)(a).

The City currently prohibits the discharge of all weapons with certain exceptions under §8-2, De Pere Municipal Code. The group consensus to recommend no change in the City's current ordinance took into consideration the following:

1. Health and safety concerns exist with allowing firearms to be discharged within city limits based upon the distance most ammunition carries being incompatible with urban areas (see attached DNR information);
2. The discharge of bow and arrow or crossbow for hunting purposes is mandatorily allowed under state law; and
3. The lack of general public consensus to allow the discharge of as demonstrated by the response to the Parks & Recreation Department survey indicating a majority of responders not in favor of allowing hunting by bow and arrow or crossbow within the City unless tied to mitigating deer overpopulation issues.

If the Committee/Common Council wishes however to permit the discharge of firearms for hunting purposes within the City, it was also the consensus of the group that, to better ensure the public health and safety, the following requirements be imposed:

1. The property upon which the discharge is to occur is contiguous and adjacent to property in a neighboring community upon which the discharge of firearms is permitted;
2. The property upon which discharge is to occur is not platted and located in a R-1, Single Family Residence District or Conservancy District;
3. Written permission of the property owner must be obtained;
4. Shotguns only are allowed to be discharged; slugs as ammunition are prohibited; and
5. Discharge less than 100 yards from any structure, public park or trail and less than 50 yards from the centerline of any roadway is prohibited.

Attached is a map prepared by Bill Boyle showing the areas within the City where shotgun discharge in conjunction with hunting would be permitted using the above criteria.

If you have any questions or concerns regarding this matter prior to the March 11, 2014 Finance/Personnel Committee meeting, please feel free to call any of the above mentioned department heads at your convenience.

JSL:jld

Attachments

cc: Lawrence Delo, City Administrator
Marty Kosobucki, Director of Parks, Recreation & Forestry
Ken Pabich, Director of Planning & Economic Development
Derek Beiderwieden, Chief of Police
Alderpersons Boyd, Kneiszel, Heuvelmans and Bauer

H:\jdupont\Memos\2014\Mayor & F-P - discharge of weapons 3-4-14-148-002-14.docx

Attachment: Mayor & F-P - discharge of weapons within city limits memo (1933 : Consider request to amend DPMC regarding discharge of

February 12, 2014

Larry Delo
De Pere City Hall
335 S. Broadway
De Pere, WI 54115

Dear Mr. Delo,

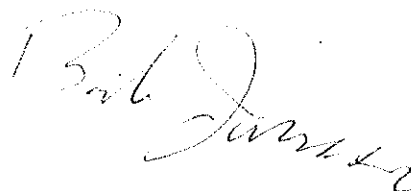
Several years ago we annexed our 120 acre family farm to the city of De Pere from Rockland township. Unfortunately when we did so, we unknowingly gave up the right to hunt with firearms on our property. Because of our family heritage of hunting and the need to hunt on this property to help control deer, geese, turkey, squirrels, rabbits, and coyotes we are approaching the City of De Pere to amend the ordinance that prohibits the discharge of firearms within city limits.

Our farm is bordered on the east, south and west by the Town of Rockland, which permits firearms discharge and hunting. To the north of our farm the nearest neighbor (which is only one house) is one quarter of a mile away. Any other residencies are one half mile away. Our farm lies south of Old Janssen Trail (north boundary), east of Highway 57 (west boundary) north of Old Martin Road (south boundary) and on the east boundary is land belonging to residents of the Town of Rockland. (Please see enclosed map.)

Once again we are asking the City of De Pere to consider amending the city ordinance to allow hunting on our farm.

Thank you.

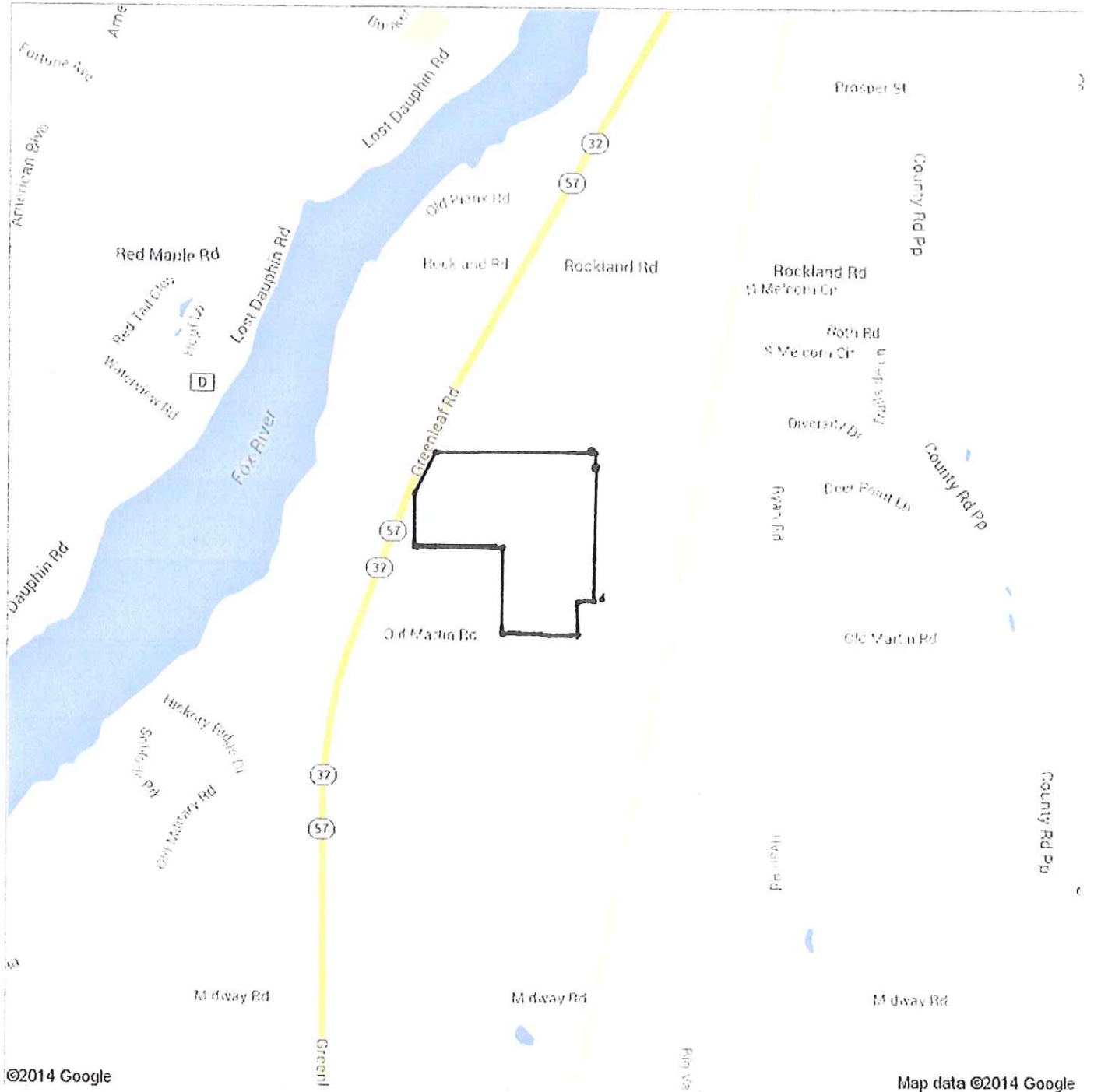
Robert Janssen



3234 Old Janssen Trail
De Pere, WI 54115
920-336-4448

cc: Ken Pabich





Rifle: Maximum Projectile Range with Lead

Caliber	Miles	Feet	Acres
.22 short	<1	3960	6
.22 long	<2	6336	9.6
.22 win mag	<2	7920	12
222 round	<3	11,088	16.8
.243 round	<3	13,200	20
.270 round	<3	13,728	20.8
7mm mag	<4	18,480	28
30-30	<2	9,240	14
30-06	<4	17,424	26.4
300 savage	<3	13,200	20
300 H and H	<3	13,728	20.8
308	<3	12,144	18.4
338	<3	14,784	22.4
35 Rem	<2	7920	12
45-47	<2	9,240	14

5,280 feet in 1 miles
 2,640 feet in 1/2 mile
 1,320 feet in 1/4 mile
 660 feet in 1/8 mile

Shotgun: Maximum Projectile Range with Lead

Shotsize	Miles	Feet	Acres
#9	<1/8	600	0.9
#7.5	<1/4	700	1.06
#6	<1/4	800	1.21
#5	<1/4	900	1.36
#4	<1/4	950	1.43
#2	<1/4	1100	1.66
#0	<1/2	1800	2.7
#00	<1/2	1900	2.8
Slug Distances			
1 oz Slug	<1	3700	5.6
410 slug	<1	2800	4.2

5,280 feet in 1 miles
 2,640 feet in 1/2 mile
 1,320 feet in 1/4 mile
 660 feet in 1/8 mile

Handgun: Maximim Projectilve Range with Lead

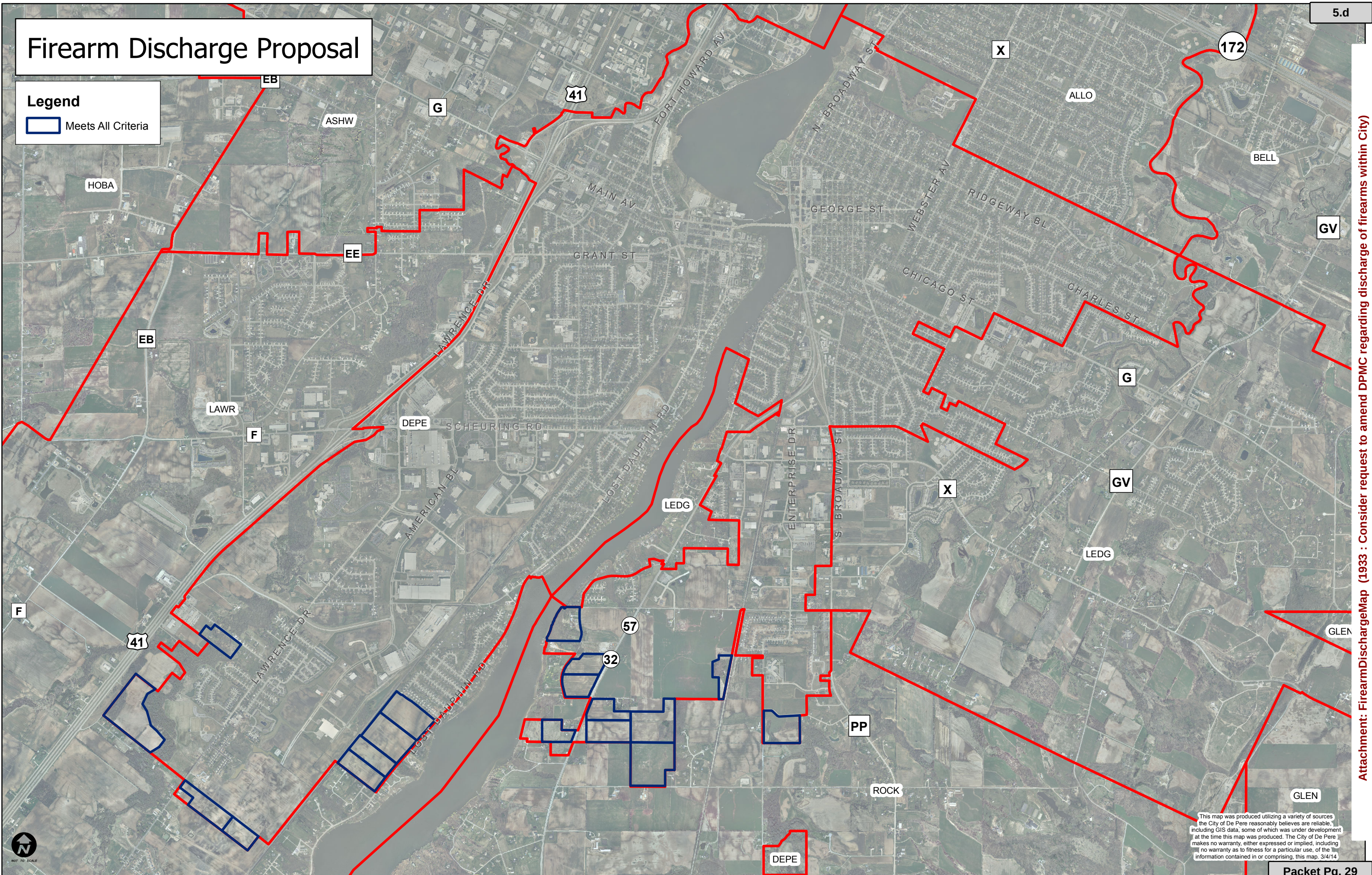
Caliber	Miles	Feet	Acres
.25 ACP	<1	3300	5
.45 ACP	<2	5350	8.1
.38 SPL	<2	5750	8.7
.357 Mag	<2	6600	10
.40 S&W	<2	6600	10
9x19 mm para	<2	6600	10
.44 Mag	<2	7000	10.6

5,280 feet in 1 miles
 2,640 feet in 1/2 mile
 1,320 feet in 1/4 mile
 660 feet in 1/8 mile

Firearm Discharge Proposal

Legend

 Meets All Criteria



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map. 3/4/14

Attachment: FirearmDischargeMap (1933 : Consider request to amend DPMC regarding discharge of firearms within City)

City of De Pere, Wisconsin

**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Fire Department

FROM: Jeffrey Roemer

SUBJECT: Out of State Travel for Administrative Assistant

The 2014 Image Trend EDS Conference is being held in Bloomington, MN from July 16-18 this year.

I am requesting approval for Diane Yashinsky to attend this conference. We have implemented Image Trend the latter part of 2013 and Diane has been the go to person for this software. It would be a great advantage to have Diane attend this conference and improve her knowledge of all the different modules our department is working with, such as EMS Reporting, Fire Reporting, Occupancies, Inspections, Inventory, Training, Activities, and Scheduling.

The 2014 Fire Training budget has sufficient monies to support this training.

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Planning

FROM: Ken Pabich

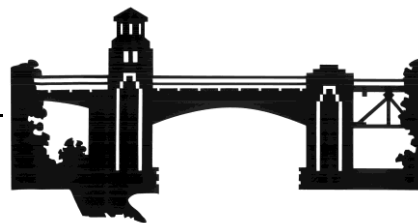
SUBJECT: Review the project proposal for 2014 aerial photography and planimetric mapping for the City of De Pere. *

ATTACHMENTS:

- Fin_March_Aerial (PDF)
- De Pere Impervious Mapping Project draft contract 2_28_14 (PDF)

CITY OF DE PERE

335 South Broadway
De Pere, WI 54115
Fax No.: 920/339-4049
Web: <http://www.de-pere.org>



March 11, 2014

To: Finance Committee

From: Ken Pabich, Director of Planning and Economic Development

RE: Aerial Acquisition for City of De Pere

The City worked with Brown County for the acquisition of new data. This project is part of a larger 6 county consortium that worked together to obtain new aerial photography. By working together, the City was able to save on the overall project cost. For the City of De Pere, we had planned to acquire new 3" photography and planimetric mapping for the entire City.

This information is most commonly used on the City mapping website DIME. The photography along with the planimetric data is used throughout the entire organization. This data is also critical for our stormwater utility for generating stormwater utility fees.

For the project we had budgeted \$23,362 and the proposal came in at \$15,618. (Please note that \$4,000 dollars of the total project budget will be used for projected related items needed to work with the data and will not be purchased until the 3rd or 4th quarter).

Recommendation

Staff is recommending that the Finance Committee approve the project and that the contract be forwarded to the City Council for approval.

Attachment: Fin_March_Aerial (1939 : Aerial Mapping)

28-Feb-14



PROPOSAL

FOR PHOTOGRAMMETRIC SERVICES

CITY OF DE PERE

Date: February 28, 2014

To

Client Contact:	Bill Boyle
Company:	City of De Pere
Business Address:	335 S Broadway De Pere, WI 54115
Phone:	(920) 339-4072 ext1256
Email:	bboyle@mail.de-pere.org

By

Name of Firm:	Surdex Corporation (SURDEX)
Business Address:	520 Spirit of St. Louis Blvd. Chesterfield, MO 63005
Website:	www.surdex.com
Phone / Fax:	636-368-4424 / 636-368-4401
Proposal Contact:	Tim Donze
Email:	timd@surdex.com
Type Ownership:	S-Corporation
FEIN:	43-0690641
Year Established:	Est. 1954

Bill:

Thank you for your support and leadership regarding the Northeast Wisconsin Ortho Imagery Consortium. The following documentation describes Surdex's understanding of the project and its proposed Scope of Services.

PROJECT AREA

The 3" resolution Ortho Imagery will include ~20.25 square miles which will cover the entire City. The Impervious Mapping of the downtown area includes ~11.6 square miles.

DIGITAL AERIAL PHOTOGRAPHY

Aerial photography will be captured of the area of interest using Surdex aircraft equipped with high precision direct digital aerial mapping sensors. The acquisition plan will be designed to achieve photogrammetric accuracies based on the known accuracy requirements requested by {the City of De Pere} and generally accepted photogrammetric practice. The digital image sensors are equipped with digital forward motion compensation and gyro-mount sensor leveling technology. To supplement the required photogrammetric ground control, all aircraft and sensors are equipped with Global Positioning System (GPS) Navigation, Airborne Global Positioning System (ABGPS) survey and Inertial Measurement Unit (IMU) technology. Surdex's direct

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digital sensors capture Panchromatic (PAN), Red, Green, Blue (RGB) and near Infrared (IR) bands simultaneously. Processing and delivery of supplemental image bands is available upon request for an additional charge.

Conditions: Suredex will take vertical aerial photographs using a precision aerial mapping camera, free of clouds, cloud shadows and atmospheric haze, generally between 10:00 a.m. and 2:00 p.m., or when the sun angle is greater than 30 degrees.

DIGITAL MAPPING

ORTHO PHOTO MAPPING

Digital Orthophotography: Suredex will produce orthorectified digital aerial image tiles consistent with the shapefile area of interest (AOI) and tile layout provided by {the City of De Pere}. The orthoimage tiles will be provided at a horizontal scale of 1"=50' at a ground resolution of .25'. Unless specifically requested in writing, Suredex reserves the right to utilize, if available, any existing elevation model deemed suitable for orthorectification to meet the contractual accuracy requirements as stated. If suitable elevation data is not available, Suredex will generate a new elevation model using manual and automated photogrammetric techniques. If requested, Suredex will deliver the elevation model used in the orthorectification process. To improve efficiency of client acceptance, Suredex may provide, at its discretion, seamline data for reference. Standard image format shall be tiff and tiff world (.tif/.tfw) and will be delivered on external hard drive. Additional image formats are available. An additional charge may be required for additional formatting or processing.

Suredex will blend the 3" ortho imagery with the 6" imagery that is being produced for the rest of the County to create a seamless imagery layer.

PLANIMETRIC - IMPERVIOUS SURFACE MAPPING

Suredex technicians will collect visible and identifiable impervious features that are 10' x 10' and larger from the aerial photography that are generally shown on maps at 1"=100'. Field data collection of planimetric features is not included in this proposal.

Impervious surface features include buildings 10' x 10' or larger, paved roads, paved driveways, paved sidewalks, paved parking lots, concrete pads & patios, in ground pools, recreational areas, paved trails, tanks, and airports features.

We will also collect the building heights at their highest identifiable point.

Attachment: De Pere Impervious Mapping Project draft contract 2_28_14 (1939 : Aerial Mapping)

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MAPPING ACCURACY

Unless otherwise requested, the photogrammetric mapping provided under this proposal will meet or exceed American Society for Photogrammetry and Remote Sensing (ASPRS) Accuracy Standards for Large Scale Maps, **Class 1** horizontal and/or vertical accuracies as listed below. Photogrammetric mapping meeting alternate accuracies (Class 2 or 3) is available upon request. Table accuracy values below are RMSE in feet.

Map Scale	Class 1 Accuracy RMSE	Class 2 Accuracy RMSE	Class 3 Accuracy RMSE
1"=20'	0.2	0.4	0.6
1"=40'	0.4	0.8	1.2
1"=50'	0.5	1	1.5
1"=100'	1	2	3
1"=200'	2	4	6
1"=400'	4	8	12

In areas where the ground is obscured on the photographs, such as areas of dense foliage or coniferous growth, contours may not meet the previously defined map accuracies and no warranty is expressed or implied concerning such areas. Wherever possible, however, spot elevations will be shown to provide the most complete and accurate vertical information available from the photography used for this project.

MAP TESTING PROCEDURES

Standard procedure requires that photogrammetric maps be field-checked prior to use. Obtaining field survey information for map check purposes will be the sole responsibility of the City. Failure to perform field tests and notify Surdex of non-compliance with the map accuracy standards previously stated within 90 days of delivery shall be deemed an acceptance of the maps and any claims whatsoever as a result of such non-compliance are waived. In the event of timely notice of any deficiencies, Surdex's liability extends only to correcting Surdex related deficiencies and will in no case exceed the original fee or include any subsequent costs incurred by the client or others; said warranty does not extend to services, data, or control information provided by the client.

Surdex recommends map testing follow FGDC-STD-007.3-1998, Geospatial Positioning Accuracy Standards, Part 3: National Standard for Spatial Data Accuracy (NSSDA) guidelines.

<http://www.fgdc.gov/standards/projects/FGDC-standards-projects/accuracy/part3/chapter3>

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SCHEDULE

The aerial photography will be scheduled immediately upon your authorization to proceed. A Project Manager will be assigned to coordinate the production and scheduling of this project. Services will be provided on a mutually agreeable schedule after receipt of the signed copy of this proposal / contract. Both seasonal and daily weather conditions dictate when acceptable data can be captured. Our Flight Control Manager will consider these factors when planning the schedule.

FEE SCHEDULE

SERVICES	SCALE AND PRODUCT	PRICE
DIGITAL TOPOGRAPHIC MAPPING	3" Resolution orthos of 20.25 sq miles	\$7,837
	Blending of the 3" orthos with the 6" orthos	\$900
	1"=100' Impervious Mapping with building heights	\$6,881
	Total	\$15,618

DELIVERY ITEMS included in above fees:

- Digital Imagery files in .tif/tfw & MrSID
- Digital vector data in AutoCAD (or desired format)

We look forward to working with you and your staff on this project.

Sincerely,

SURDEX CORPORATION

Tim Donze

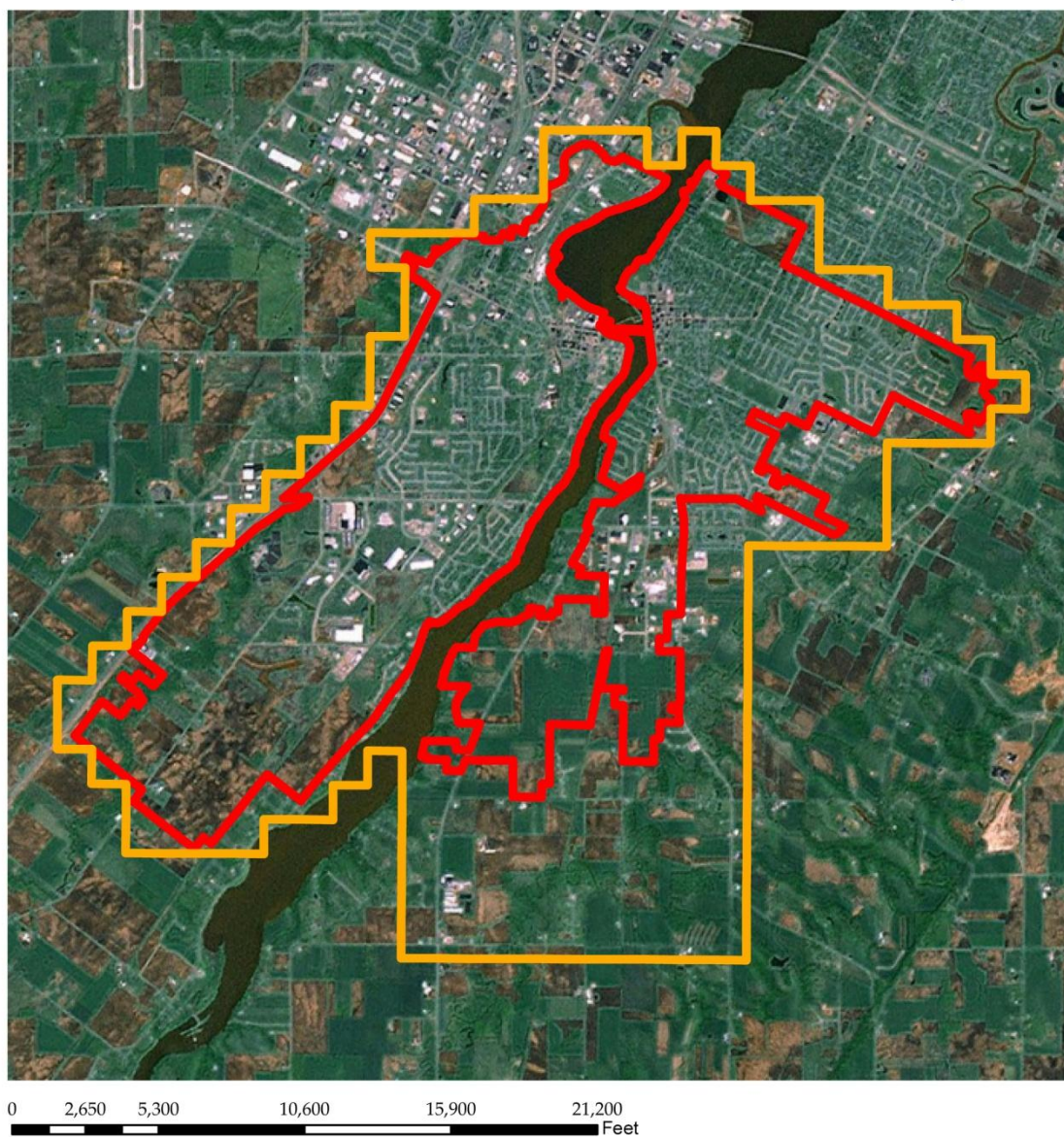
Surdex Corporation Signature

ACCEPTANCE BY CLIENT

VILLAGE OF DE PERE

Client Signature

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-  Image Boundary (20.23 sq. mi.)
-  Impervious Surface Boundary (11.60 sq. mi.)

City of De Pere, WI
2014 Mapping Project
Proposed Boundary Diagram

CAUTION: This diagram for estimating purposes only. Final number of points and positions may vary.

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TERMS AND CONDITIONS

The following terms and conditions are incorporated in and become a part of the proposal between Client and Surdex Corporation ("Surdex"). Client and Surdex agree as follows:

ACCESS

Client shall arrange for access to and make all provisions for Surdex to enter upon all public and private lands as required for Surdex to perform its services.

INVOICES

Client shall be invoiced on a monthly or phased basis as set forth in the proposal. Payment shall be due within 30 days after Client's receipt of an invoice. Client is solely responsible for payment of services. Payment will in no way be conditional upon Client receipt of payment for Client accepted services provided by Surdex. Interest shall accrue on past due invoices at the rate of 1 ½ percent per month (18% per annum), or the maximum rate allowed by law, whichever is less, from the date that payment was first due. Payments shall be applied first to accrued interest and then to unpaid principal. Client agrees to pay Surdex's fees, costs, and other reasonable expenses, including attorney's fees, incurred in any efforts to enforce any provision of this Agreement, including efforts to compel payment of past due amounts. If a project is inactive for more than 45 days, Surdex may suspend the services and bill Client for all services performed to date. If Client does not provide evidence of tax exempt status prior to commencement of any services by Surdex then Client shall be responsible for all taxes in connection with such services.

SURDEX'S INSURANCE REQUIREMENTS

Surdex shall maintain in force throughout the term of this Agreement insurance of the types and in the minimum amounts set forth below.

- 1) WORKERS COMPENSATION: Statutory Coverage, including Employer's Liability with minimum limits of \$1,000,000.
- 2) COMMERCIAL GENERAL LIABILITY: \$1,000,000 Combined Single Limit per occurrence for Bodily Injury, Personal Injury, and Property Damages,

including Contractual Liability covering Surdex's indemnification obligations in this Agreement.

- 3) COMPREHENSIVE AUTOMOBILE LIABILITY: \$1,000,000 Combined Single Limit per accident including any auto, all owned autos, hired autos and non-owned autos.
- 4) PROFESSIONAL LIABILITY: \$2,000,000.00
- 5) AIRCRAFT LIABILITY: \$10,000,000.00
- 6) VALUABLE PAPERS: \$150,000.00

INDEMNITY

Surdex agrees to indemnify, defend and hold Client harmless from and against any and all claims, demands, suits, damages, and costs (including attorney's fees and cost of defense) due to bodily injury or property damages arising directly out of Surdex's negligence, but only to the extent that such indemnity is covered by Surdex's CGL or Professional Liability insurance.

As a material part of the consideration to Surdex, Surdex assumes all risk of damage to its property or injury to persons, including its agents, contractors and employees in performance of Services hereunder, and Surdex hereby waives all claims in respect thereof against Client, except for any claim arising out of Client's negligence or willful misconduct. As used in this Section, the term "Client" shall include Client's employees, agents and contractors, if applicable, and "Surdex" shall include Surdex's employees, agents and contractors, if applicable. Client agrees to indemnify, defend and hold Surdex harmless from and against any and all claims, demands, suits, damages, and costs (including attorney's fees and cost of defense) due to bodily injury or property damages arising directly out of Client's negligence.

TESTING

Client shall independently verify the accuracy of Surdex's services prior to using or relying on the same (or providing the same to others for any reason), and in an event no later than six (6) months after completion of the services (the "Claim Period"). If Client fails to take commercially reasonable efforts to verify the accuracy of Surdex's services as required herein then Client shall be deemed to have waived all claims and rights of recovery against Surdex, regardless of legal theory.

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RIGHT TO CURE

If Client discovers errors in the services within the Claim Period, Client shall promptly notify Suredex and Suredex shall have the right for ninety (90) days after receipt of Client's notice (or such longer period if 90 days is insufficient) to correct such defects at Suredex's sole cost.

LIMITATION OF LIABILITY

To the fullest extent permitted by law, Suredex's total aggregate liability to the Client arising out of this Agreement, whether arising in contract, warranty, tort (including negligence), strict liability, or otherwise, is limited to the Total Price paid to Suredex.

NOTWITHSTANDING ANYTHING TO THE CONTRARY, NEITHER CLIENT NOR SUREDEX SHALL BE LIABLE TO THE OTHER FOR, AND EACH EXPRESSLY WAIVES THE RIGHT TO RECOVER, CONSEQUENTIAL, INDIRECT, PUNITIVE, SPECIAL OR EXEMPLARY LOSSES OR DAMAGES, WHETHER ARISING IN CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, INCLUDING BUT NOT LIMITED TO LOSSES OF USE, PROFITS, BUSINESS, REPUTATION OR FINANCING.

OTHER

Any services being provided to Client by Suredex may be terminated by either party upon ten (10) days prior written notice, and in such event Suredex shall be paid by Client for all services performed up to and including the termination date, including reimbursable expenses.

Neither Client nor Suredex shall be liable to the other for damages or delay in performance caused by acts of God, strikes, labor disputes, accidents or any other event beyond the control of the other or its employee's and agents.

All disputes arising out of or relating to this Agreement shall be decided by arbitration, in accordance with the rules of the American Arbitration Association. The prevailing party shall be awarded attorneys' fees and costs.

Suredex agrees that all materials, reports, drawings, studies, specifications, estimates, maps, computer data tapes, computations and other materials prepared by or for Client under the terms of this Agreement shall upon proper payment by Client to Suredex be the property of the Client. However, any processes, procedures, programs, software, or

similar practices of Suredex, whether developed prior to or during the project, shall remain the property of Suredex until sold or licensed to Client for its use or use by others for separate compensation. Client shall not alter the same in any manner and shall waive any claim against Suredex and shall, to the fullest extent permitted by law, indemnify, defend, and hold Suredex harmless from any claim or liability for injury or loss arising from unauthorized alteration of Suredex's work product.

Suredex shall keep confidential all information obtained from and designated as confidential by Client and shall not divulge any confidential information concerning the Project to any person or entity (other than Suredex's subcontractors, employees or other persons or entities to the extent necessary to complete the services) unless written approval is granted by the Client or as ordered by a court of competent jurisdiction.

This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri, without regard to its conflicts of laws rules. Should a conflict of terms arise from agreed to flow down provisions, the terms of this agreement shall prevail.

This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation for Cleaning Contract 2014 *

Staff is recommending continuing our current agreements with Pro One to clean the Municipal Service Center and Cleaning Service Solutions for the Community Center, City Hall and Police Facilities.

ATTACHMENTS:

- RFP 2014 MK(DOC)
- Cleaning Services Summary (DOCX)



Memorandum

To: Cleaning Contractor

From: Marty J. Kosobucki, Director of Parks, Recreation and Forestry

Re: Request for Quote (Cleaning Service)

Date: December

The City of De Pere, Wisconsin (City) is issuing this Request for Quotes for the purpose of providing full cleaning services for City of De Pere buildings. The City is looking to award a three year contract with the ability for two additional years.

Proposals must be submitted at the Municipal Service Center, 925 S. Sixth Street, De Pere, WI 54115 by 2:00 P.M., January 13, 2014.

Bidding Instructions:

- Contractor shall fill all information on bid sheet and submit.
- The City will provide a walkthrough of each facility, based on the following schedule:
 - Municipal Service Center, January 7 at 9 am, 925 S. Sixth Street
 - Community Center, January 7 at 11 am, 600 Grant Street
 - City Hall/Police, January 7 at 1:30 pm, 335 S. Broadway (meet in lobby)
- Please read each facility description and notes carefully. Each facility has different criteria and needs, as outlined in the facility notes.
- A map of each facility has been provided for your information.
- Any incomplete or late bid shall be rejected.

Contractor Responsibilities

- The successful contractor will provide a Certificate of Insurance before any work may begin (minimum of \$1 million General Liability).
- The successful contractor shall provide all the cleaning supplies and equipment necessary to complete each buildings list of requirements.
- The successful contractor shall provide each building with a logbook for City staff to communicate concerns or special needs with the cleaning staff. The logbook shall be referenced daily by the cleaning staff.

City Information

- The City shall provide all hand soap and paper product supplies for each building.
- The City reserves the right to reject or deny any proposal that is felt to not be in the best interest of the City.
- The City will pay on a monthly basis.
- The City reserves the right to accept all or parts of the bid based on each building.

**Request for Quotes
City of De Pere cleaning services**

CONTACT INFORMATION:

Contractor Name	
Contractor Address	
Contractor Phone Number	
Contact Name	
Phone Numbers (Work/Cell)	
E-mail	

REFERENCES:

List a minimum of three references that your business has cleaned for a minimum of 2 years and is not the City of De Pere.

Client Name: _____ Phone: _____

Contact Name: _____ Number of years served: _____

Client Name: _____ Phone: _____

Contact Name: _____ Number of years served: _____

Client Name: _____ Phone: _____

Contact Name: _____ Number of years served: _____

**Request for Quotes
City of De Pere cleaning services**

SCHEDULE OF PRICES:

2014

Building	Price	Discount provided if all buildings are approved with your company
MSC		xxxxxx
Community Center		xxxxxx
City Hall		xxxxxx
Police Department/Probation Office		xxxxxx
Total		

2015

Building	Price	Discount provided if all buildings are approved with your company
MSC		xxxxxx
Community Center		xxxxxx
City Hall		xxxxxx
Police Department/Probation Office		xxxxxx
Total		

2016

Building	Price	Discount provided if all buildings are approved with your company
MSC		xxxxxx
Community Center		xxxxxx
City Hall		xxxxxx
Police Department/Probation Office		xxxxxx
Total		

If agreed upon by both parties, the City intends to extend the agreement up to an additional two years. Please complete the below information identifying the applicable increase from the 2016 fees.

2017 _____ % increase from 2016 fees
2018 _____ % increase from 2017 fees

--The City reserves the right to award a contract based on parts or all of the proposed bid.--

Cleaning Services Summary

The City requested bids for cleaning of the Municipal Service Center, City Hall, Community Center, Police Station, and Parole Offices. A walk through was conducted on January 7 for interested companies. We received three bids to clean the Municipal Service Center and two bids for the rest of the buildings. A summary of the fees are listed below.

Municipal Service Center

Company	2014	2015	2016
Cleaning Services Solutions	\$1250	\$1270	\$1290
Pro-One Janitorial	\$979	\$1014	\$1044.42
Renew Cleaning and Services	\$890	\$900	\$910

City Hall

Company	2014	2015	2016
Cleaning Services Solutions	\$1375	\$1396	\$1417
Pro-One Janitorial	\$1379	\$1379	\$1420.37

Community Center

Company	2014	2015	2016
Cleaning Services Solutions	\$1732	\$1732	\$1783.96
Pro-One Janitorial	\$1732	\$1732	\$1783.96

Police/Parole

Company	2014	2015	2016
Cleaning Services Solutions	\$1067/\$198	\$1084/\$201	\$1100/\$204
Pro-One Janitorial	\$1120/\$290	\$1120/\$290	\$1153.60/\$298.70

Proposed Percent Increase in years 2017-2018

Company	2017	2018
Cleaning Services Solutions	1.5%	1.5%
Pro-One Janitorial	0%	3%
Renew Cleaning and Services		

Below is a summary of the totals compared for 2014.

2014

Company	MSC	City Hall	Community Center	Police/Parole	Total
CSS	\$1250	\$1375	\$1325	\$1265	\$5215
Pro One	\$1014	\$1379	\$1732	\$1120/\$290	\$5535
Renew	\$890	NA	NA	NA	NA

City of De Pere, Wisconsin

**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Human Resources

FROM: Shannon Metzler

SUBJECT: Discussion on Performance Management Plan

When the classification and compensation plan was approved, we informed the City Council that we would come back for approval with a performance management system which included pay for performance.

To do that we put together a performance management team comprised of a cross section of employees from the various department. We had four meetings and worked together to develop a draft of a performance management plan. The last meeting took place on Tuesday, March 4th. It was briefly discussed with department heads at a staff meeting on Wednesday, March 5th. At that meeting some concerns and questions were raised. We plan to hold a meeting on Monday, March 10th with department heads to discuss the draft in more detail.

We will update you at the meeting where things are at with the performance management plan and may have a draft plan to discuss with you.

If you have any questions prior to the meeting, please feel free to contact me at 339-4045.

Thank you.

City of De Pere, Wisconsin**Request For Finance/Personnel Committee Action**

MEETING DATE: March 11, 2014

DEPARTMENT: Finance/Personnel Committee

FROM: Lisa Renier

SUBJECT: Grievance submitted by the De Pere Police Benevolent Association
on behalf of Officer Matthew Magno.

ATTACHMENTS:

- Email from Brendan Matthews(PDF)

Lisa Renier

To: Judy Schmidt-Lehman
Subject: RE: Magno Grievance Appeal (Police Department)

From: Judy Schmidt-Lehman
Sent: Monday, March 10, 2014 11:52 AM
To: Lisa Renier
Subject: FW: Magno Grievance Appeal (Police Department)

From: Brendan P. Matthews [mailto:brendan@cermelelaw.com]
Sent: Monday, March 10, 2014 11:42 AM
To: Shana Defnet
Cc: Judy Schmidt-Lehman
Subject: FW: Magno Grievance Appeal (Police Department)

Dear Clerk-

Please forward the information below to the members of the Finance Committee.

Thank you.

-Brendan

From: Brendan P. Matthews [mailto:brendan@cermelelaw.com]
Sent: Friday, March 7, 2014 4:03 PM
To: 'screvier@mail.de-pere.org'; 'mdonovan@mail.de-pere.org'; 'llueck@mail.de-pere.org'; 'lrafferty@mail.de-pere.org'; 'mwalsh@mail.de-pere.org'; Derek Beiderwieden; 'ldelo@mail.de-pere.org'
Cc: Jake Nowak (nowak032@yahoo.com)
Subject: Magno Grievance Appeal (Police Department)

Members of the Finance Committee-

My name is Brendan Matthews and I am counsel for the DPPBA.

As I have not met most of you, I used the City's website to gather your emails, so I apologize if anyone was omitted from this email.

Please forward it to anyone unintentionally omitted.

The purpose of this email is to advise the committee, pursuant to Article 35, Section 1 (Step 2) of the DPPBA's CBA w/ the City that we wish to appeal the denial of the grievance filed by the DPPBA on behalf of Officer Magno on 2/28/14.

Said grievance was denied by the Chief in a letter dated 3/5/14, but received by my office today (3/7/14).

A courtesy copy of that denial, as well as the grievance itself is attached in PDF to this email.

It is my understanding that under the terms of the CBA, the Chief must now submit a full report about the incident to this committee, and that the committee must then render a decision on the issue within 10 days of receipt of the Chief's full report.

The Chief has been cc'd on this email for purposes of informing him of the appeal.

If my understanding of the process is incorrect, or if there are any concerns as to form or procedure, please advise.

Thank you.

-Brendan

Brendan P. Matthews
CERMELE & MATTHEWS, S.C.
6310 West Bluemound Road
Suite 200
Milwaukee, WI 53213
W: (414) 276-8750
C: (414) 526-9201
F: (414) 276-8906
brendan@cermelelaw.com