



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Agenda

Tuesday, March 8, 2022

7:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Finance/Personnel Committee** of the City of De Pere will be held on **March 8, 2022 at 7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET, DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically/telephonically. Electronic or telephonic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

Call to Order

1. Roll Call
2. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance/Personnel Committee. §6-3(f) DPMC
3. Approval of the Minutes of the February 8, 2022 Regular Meeting of the Finance/Personnel Committee.
4. Consideration and Possible Action on the February 2022 Police Overtime Report
5. Fire Department Overtime and LifeQuest Services for March, 2022.
6. Consideration and possible action on copier lease for City Hall First Floor.*
7. Discussion and Possible Action on the Request of Ald. Raasch to Consider Amending City Funding for City COVID Relief Programs.*
8. Discussion and Possible Action Related to Noise Complaints and Potential Revisions to the Noise Ordinance.*
9. Consideration and Possible Action on Division of Public Health DPH Contract #47645-5 Modification*
10. Review and possible action on City of De Pere Investments and Cash Detail report for January 2022.
11. Future agenda items.
12. Adjournment

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

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Approval of the Minutes of the February 8, 2022 Regular Meeting of the Finance/Personnel Committee.

ATTACHMENTS:

- February 8, 2022 Minutes-DRAFT (PDF)



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, February 8, 2022

7:30 PM

Council Chambers and Virtual

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor James Boyd.

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Mike Eserkaln	Aldersperson	Present	
Amy Chandik Kunding	Aldersperson	Excused	
John Quigley	Aldersperson	Present	
Kelly Ruh	Aldersperson	Remote	

Also Present: City Administrator Lawrence Delo, Public Works Director Scott Thoresen, City Attorney Judith Schmidt-Lehman and members of the public.

Also Present (Remote): Video Production Specialist Justine Braun, Parks, Recreation & Forestry Director Marty Kosobucki, Fire Chief Alan Matzke, Aldersperson Jonathon Hansen, Human Resources Director Shannon Metzler, Police Chief Jeremy Muraski, Development Services Director Daniel Lindstrom, Tina Quigley of Definitely De Pere and members of the public.

2. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance/Personnel Committee. §6-3(f) DPMC

No one requested to speak in response to the Mayor's offer for public comment upon matters not on the agenda.

3. Approval of the Minutes of the January 11, 2022, Regular Meeting of the Finance/Personnel Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Aldersperson
SECONDER:	Mike Eserkaln, Aldersperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

4. Fire Department Overtime and LifeQuest Billing Services Reports for January 2022.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Mike Eserkaln, Aldersperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

5. Consideration and Possible Action on the January 2022 Police Overtime Report.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Quigley, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

6. Consideration and Possible Action to Approve Copier Lease Agreement for the Police Department.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

7. Consideration and Possible Action to Accept \$835 Donation from De Pere Walmart to the Police Department.*

Alderperson Quigley indicated that he appreciates the donation and asked Chief Muraski to give an example of situational awareness, to which the Chief indicated that this idea was taken from the Fire Department. The monitors would be placed within the station and display dispatch from the county. Calls for service would populate to the monitors to alert officers working in the office prior to accessing the system from their cars, and staff would have the ability to view calls while they are completing tasks that require them to be in the station.

Mayor Boyd added that he has seen the screens and they do save time.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Eserkaln, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

8. Consideration and Possible Action on a \$250 Sponsorship from the Kress Inn and Bemis Conference Center in support of De Pere TV.*

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Eserkaln, Alderperson
SECONDER:	John Quigley, Alderperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

9. Consideration and Possible Action on St. Norbert College Strategic Research Institute Community Survey Proposal.*

Mayor Boyd confirmed with Administrator Delo that the last Community Survey was done in 2014.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Mayor
SECONDER: Mike Eserkaln, Alderperson
AYES: James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED: Amy Chandik Kunding

10. Consideration and Possible Action on Quote from nCourt for Municipal Court Payment Processing Services.*

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Mayor
SECONDER: Mike Eserkaln, Alderperson
AYES: James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED: Amy Chandik Kunding

11. Recommendation and Possible Action to add new positions to the 2022 budget (Administrative Assistant, Building Maintenance, Sr. Pool Manager, CSO) and funding for two new cubicles on second floor of City Hall.*

Mayor Boyd indicated that these are good additions to city departments.

Upon further discussion, Alderperson Quigley asked whether the Senior Pool Manager is a year-round position, to which Parks, Recreation & Forestry Director Kosobucki advised that it is not a year-round position. The position would work 40 hours during summertime, with a part-time segment in spring and fall.

RESULT: ADOPTED [UNANIMOUS]
MOVER: John Quigley, Alderperson
SECONDER: James Boyd, Mayor
AYES: James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED: Amy Chandik Kunding

12. Consideration and Possible Action Regarding a Proposed Amendment to the Sale and Purchase Agreement with F.B.S. Investment Group LLC for the expansion at 2257 American Blvd (WD-1371).*

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Mayor
SECONDER: Mike Eserkaln, Alderperson
AYES: James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED: Amy Chandik Kunding

13. Consideration and possible action on Proposed Grant Management Policy.*

Upon further discussion, Administrator Delo advised the Committee that the City is eligible to apply for a number of grants, some that are repetitive and some from other sources, and recently with changes at the federal level, the City has had the availability to apply for more grants but has had issues with grant tracking in some departments. The current practice is each that department manages the grant process on their own with some assistance from other departments, such as Finance. The proposed policy would standardize the grant process and create an electronic spreadsheet on a shared drive to have a process in place to check status, track grants and see them to conclusion for consistency in all departments. The policy should not be much additional work for staff

and would allow the utilization of an outside firm when approved if that proposal is also approved by Council to be included in policy [Agenda Item No. 14]. In response to the Mayor, Administrator Delo indicated that he is not sure how the tracking will be structured yet, but if elected officials are not able to view the grant tracking information directly, staff can provide reports as needed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

14. Consideration and possible action on Grant Services Request For Proposals.*

Upon further discussion, Administrator Delo wanted to make it clear that the intent is not to utilize firms that only charge for services when a grant is obtained, because it is desired to have a firm that will also identify and seek out unique opportunities and not one that will only go after opportunities that they are sure will be received. He added that staff is looking at establishing a fee structure and that cost will be further investigated upon receipt of proposals. He anticipates most responses will be engineering-type firms and the cost will come from unassigned reserves, although he believes this will be money well-spent and the City will come out ahead with receipt of grants.

In response to Alderperson Eserkaln, Administrator Delo advised that the ideal firm would have expertise in various areas of grants.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Mike Eserkaln, Alderperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

15. Funding Discussion and Possible Action Regarding Options for use of ARPA Funds.*

City Administrator Delo initiated discussion regarding proposed uses of the American Rescue Plan Act (ARPA) funding approved by the federal government. The City is scheduled to receive over \$2.6 million and received the first payment of \$1.3 million on June 25, 2021 and is expected to receive the balance sometime this summer. The links to review the Final Rule of the Treasury Department at the federal level and related documentation are included in the memo in the agenda packet; there is a wide array for utilization of the funding, some targeted and some general. There is a flexible option in the Final Rule for use of the \$2.6 million, and the City can claim a revenue loss for the full amount, which is the preferred option of the League of Wisconsin Municipalities and allows it to be used for municipal operations and capital projects; other categories involve tighter ways to use money and more strict reporting requirements. He advised the Committee to consider the lost revenue standard allowance option as it allows the most flexibility and this item is to start conversation now that the Final Rule has been established.

Mayor Boyd indicated that he is in support of the revenue loss standard allowance. In response to Alderperson Quigley, Administrator Delo advised that if the standard allowance for lost revenue is claimed, specific projects can be carved out later for

municipal operations depending upon what it is; however, funds cannot be used to fund debt, for funding pension plans or gaps and cannot be put into surplus funds.

Aldersperson Quigley advised that he would like to see the City maximize opportunities for use of the funds, specifically designating money for mental health services and for the promotion of those services, as well as possible premium pay for eligible employees performing essential work, such as a program for small business owners to obtain a cash payout for their essential employees to help with their rent payments or monthly expenses.

Administrator Delo added that staff is working with City's auditors, CLA, and the City has until the end of 2024 to dedicate the money and until 2026 to expend the money and move forward with projects. He again indicated that this item is to start conversation and designation does not need to be identified in the first report.

Mayor Boyd confirmed that Aldersperson Ruh supports the lost revenue designation; Aldersperson Eserkaln indicated he does as well.

Mayor Boyd made a Motion to forward this item to Council for further discussion, with the recommendation to designate all ARPA funds to the lost revenue standard allowance; seconded by Aldersperson Ruh. Motion carried by unanimous vote.

RESULT: DISCUSSED

MOTION RESULT: ADOPTED [UNANIMOUS]

MOVER: James Boyd, Mayor

SECONDER: Kelly Ruh, Aldersperson

AYES: James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh

EXCUSED: Amy Chandik Kunding

16. Discussion and Possible Action on the Request of Ald. Raasch to Consider Amending City Funding for City COVID Relief Programs.*

Mayor Boyd did not wish to take action on this item without the input of Aldersperson Raasch, so he made a Motion to table this item to next month's Finance/Personnel meeting, which was seconded by Aldersperson Eserkaln.

RESULT: TABLED [UNANIMOUS]

Next: 3/8/2022 7:30 PM

MOVER: James Boyd, Mayor

SECONDER: Mike Eserkaln, Aldersperson

AYES: James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh

EXCUSED: Amy Chandik Kunding

17. Review and possible action on City of De Pere Investments and Cash Detail report for December 2021.

Mayor Boyd made a Motion to accept the report for December 2021 and to place it on file, seconded by Aldersperson Quigley.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	John Quigley, Alderperson
AYES:	James Boyd, Mike Eserkaln, John Quigley, Kelly Ruh
EXCUSED:	Amy Chandik Kunding

18. Future agenda items.

None (other than tabled Item No. 16 from this Agenda).

19. Adjournment.

Mayor Boyd made a Motion to Adjourn, seconded by Alderperson Eserkaln. Upon unanimous vote, the meeting adjourned at 7:59 PM.

***Items with an asterisk require City Council approval.**

Respectfully submitted,
Angela Zills



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: Police

FROM: Jeremy Muraski

SUBJECT: Consideration and Possible Action on the February 2022 Police Overtime Report

The overtime (OT) report covers the month of February 2022. February overtime was approximately the same as it was in 2021 (up 1.5 hours). There was one notable Emergency Mental Health Commitment which was a very lengthy call and required approximately 16 hours of unplanned overtime.

Officer Sick Relief OT consisted of 18.75 hours.

Staffing Level OT accounted for 126.50 hours. This may be due, in part, to one officer being absent for Air National Guard Basic Training and having one officer on a light duty injury status.

ATTACHMENTS:

- 2020 PD OT Summary (PDF)
- 2021 PD OT Report Summary (PDF)
- February 2022 PD OT Report (PDF)

**DEPARTMENT OF POLICE
OVERTIME BY REASON
2020**

REASON	JAN *	FEB **	MAR ***	APR +	MAY ++	JUN ^	JUL #	AUG ##	SEPT ^^	OCT ^^^	NOV **	DEC ***	TOTAL
OFFICER SICKLEAF	90.75	25.50	18.00		10.25	6.50	0.00	20.00	27.50	42.25	61.50	60.00	362.25
OFFICER WORKED ON HOLIDAY	92.75	12.00	12.00	25.75	48.50	8.00	69.25	4.00	108.00	18.00	53.50	96.75	548.50
OFFICER FOR COURT	60.00	4.00	7.00	5.00		3.00	8.00	5.50	7.75	4.00	4.00	2.00	110.25
OFFICER TRAINING	38.50	119.75	56.00	20.00		146.00	104.25	48.25	78.50	142.50	97.00	39.00	889.75
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTENDING		2.00	2.00								1.50	4.50	10.00
STAFFING LEVEL	285.50	107.25	99.00	54.25	42.50	154.50	225.25	279.00	243.50	304.25	94.75	142.75	2032.50
INVESTIGATION	22.50	7.50	32.25	28.25	36.25	25.50	70.75	43.25	74.25	57.25	32.50	32.50	462.75
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LABONREMBURSED	27.75	29.25	13.75					14.00	14.25	16.00	8.00	33.75	156.75
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REMBURSED	4.50	14.00								3.25	55.00		76.75
MISCELLANEOUS	15.25	14.25	24.75	5.75	48.00	58.00	2.00	5.75	12.75	27.00	11.00		224.50
MISCELLANEOUS REMBURSED	11.50	42.25	18.50	12.25	5.75	4.00	31.50	4.00	18.75	11.00	5.75	20.75	186.00
GROSS OVERTIME	649.00	377.75	283.25	151.25	191.25	405.50	511.00	423.75	585.25	625.50	424.50	432.00	5060.00
SUBTOTAL REMBURSED OVERTIME	(43.75)	(85.50)	(32.25)	(12.25)	(5.75)	(4.00)	(31.50)	(18.00)	(33.00)	(30.25)	(68.75)	(54.50)	(419.50)
NET OVERTIME	605.25	292.25	251.00	139.00	185.50	401.50	479.50	405.75	552.25	595.25	355.75	377.50	4640.50

TOTAL OVERTIME BUDGET : \$ 175,000.00

EXPENDITURES THROUGH 12/31/2020 \$ 236,439.64

PERCENT OF TOTAL BUDGET : 135%

NOTES:

* period 12/28/2019 -1/24/2020

** period 1/25/2020 -2/21/2020

*** period 2/22/2020 -4/3/2020

+ period 4/4/2020 -4/30/2020

++ period 5/1/2020 -5/31/2020

^ period 6/1/2020 -6/30/2020

period 7/1/2020 -7/31/2020

period 8/1/2020 -8/31/2020

^^ period 9/1/2020 -9/30/2020

^^^ period 10/1/2020 -10/31/2020

*^ period 11/1/2020 -11/30/2020

*+^ period 12/1/2020 -12/31/2020

Additional Notes:

Changing from Payroll period reporting to monthly reporting beginning May 1, 2020.

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2021**

REASON	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
OFFICER SICK RELIEF	24.75	11.50	21.50	39.50	11.50		21.25	15.25	3.00	16.00		37.75	202.00
OFFICER WORKED ON HOLIDAY	94.00	16.50		30.00	66.00	4.00	61.00	20.00	117.25		61.50	114.25	584.50
OFFICER FOR COURT	2.75	4.00	16.00	10.00	2.00	14.00	9.00	18.00	12.25	8.00	10.00	6.00	112.00
OFFICER TRAINING	73.00	71.25	82.50	33.25	128.25	55.25	26.75	45.50	131.50	110.50	130.25	28.25	916.25
OFFICER RELIEF FOR FUNERAL			6.75										6.75
OFFICER ATTEND MEETING		7.75		1.00	15.50	7.75	11.25	13.50			7.75		64.50
STAFFING LEVEL	144.25	96.50	124.50	124.25	275.00	256.50	265.00	229.25	137.50	124.75	88.00	167.00	2032.50
INVESTIGATION	68.50	52.50	47.00	28.50	49.75	50.25	64.75	68.25	47.75	52.00	37.75	26.00	593.00
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	28.75	21.25	11.75	42.50	25.50	22.25		18.00	63.75	82.50	9.50	26.00	351.75
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT	34.50			2.00	60.00								96.50
SPECIAL ASSIGNMENT REIMBURSED							2.00	20.50	6.00	18.00	26.50		73.00
MISCELLANEOUS	11.25	5.25	1.00	8.75	3.25	35.50		5.50	14.25	15.00	19.00	12.00	130.75
MISCELLANEOUS REIMBURSED			21.50	26.25	19.50	1.00		33.50	16.25	11.75	11.25	35.00	176.00
GROSS OFFICER OVERTIME	481.75	286.50	332.50	346.00	656.25	446.50	461.00	487.25	549.50	438.50	401.50	452.25	5339.50
SUBTOTAL REIMBURSED OVERTIME	(28.75)	(21.25)	(33.25)	(68.75)	(45.00)	(23.25)	(2.00)	(72.00)	(86.00)	(112.25)	(47.25)	(61.00)	(600.75)
NET OFFICER OVERTIME	453.00	265.25	299.25	277.25	611.25	423.25	459.00	415.25	463.50	326.25	354.25	391.25	4738.75

*TOTAL OVERTIME BUDGET: \$ 175,000.00

EXPENDITURES THROUGH 12/31/2021 \$ 202,559.08

PERCENT OF TOTAL BUDGET: 116%

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2022**

REASON	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
OFFICER SICK RELIEF	29.25	18.75											48.00
OFFICER WORKED ON HOLIDAY	58.25	9.75											68.00
OFFICER FOR COURT	8.00	12.50											20.50
OFFICER TRAINING	63.25	32.50											95.75
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTEND MEETING		21.25											21.25
STAFFING LEVEL	55.50	126.50											182.00
INVESTIGATION	31.00	34.25											65.25
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	26.25	49.50											75.75
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		9.75											9.75
MISCELLANEOUS	1.50	11.25											12.75
MISCELLANEOUS REIMBURSED	23.25	57.25											80.50
GROSS OFFICER OVERTIME	296.25	383.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	679.50
SUBTOTAL REIMBURSED OVERTIME	(49.50)	(116.50)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(166.00)
NET OFFICER OVERTIME	246.75	266.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	513.50

TOTAL OVERTIME BUDGET: \$ 175,000.00
 EXPENDITURES THROUGH 02/25/2022 \$ 24,713.87
 PERCENT OF TOTAL BUDGET: 14%



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: Fire Department

FROM: Lea Taylor

SUBJECT: Fire Department Overtime and LifeQuest Services for March, 2022.

ATTACHMENTS:

- FIRE DEPT FEB 2022 OT REPORT (PDF)

DE PERE FIRE RESCUEOVERTIME BREAKDOWN BY REASON FOR THE YEAR 2021

REASON	Jan.*	Feb.**	Mar. ***	Apr.+	May++	June+++	July^	Aug.^	Sept.^^	Oct.#	Nov.##	Dec.###	TOTAL
DUTY CREW	33.00	33.00	45.00	48.75	54.00	22.50	78.00	75.00	60.25	33.00	6.00	54.00	542.50
EMS TRAINING	81.25	108.50	123.50	67.00	8.75	25.50	0.00	0.00	94.00	143.25	104.00	113.25	869.00
FIRE TRAINING	0.00	0.00	64.75	4.50	16.25	45.00	6.00	53.00	67.50	51.50	12.75	21.50	342.75
RESCUE CALLS	1.25	17.00	6.00	1.75	5.50	7.50	5.25	4.50	6.00	6.00	7.00	3.00	70.75
FIRE CALLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.50	0.00	4.00	0.00	9.50
MEETINGS	4.50	24.00	58.00	35.50	24.00	0.00	0.00	0.75	108.00	0.00	1.50	6.75	263.00
STAFFING REP.	36.00	62.25	36.00	36.00	141.75	0.00	580.25	500.50	409.50	213.00	673.75	315.75	3,004.75
MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.50	0.00	0.00	0.00	3.50
PUB. ED.	12.25	0.00	1.50	4.50	0.00	12.25	3.50	0.00	9.00	12.75	1.50	0.00	57.25
SPECIAL EVENTS	5.50	70.50	146.75	102.25	68.50	82.25	15.00	55.25	31.25	47.75	53.25	34.50	712.75
# FIRE RUNS	33	24	30	42	21	41	32	41	21	26	23	23	357.00
# EMS RUNS	195	174	208	177	230	232	235	247	252	230	227	257	2,664.00
DISPATCH ERRORS	5	4	2	3	1	3	2	6	1	4	2	5	38.00
TOTAL HRS.	173.75	315.25	481.50	300.25	318.75	195.00	688.00	689.00	794.50	507.25	863.75	548.75	5,875.75

Special Events included in Overtime

Total Overtime Budget \$110,000, Expenditures through January 4, 2022, \$114,710, 104%

*Period: 12/26/2020-1/22/2021 +Period: 4/03/2021-4/30/2021 ^Period: 6/26/21-07/23/21 #Period: 10/2/21-10/29/21
 **Period: 1/23/2021-2/19/2021 ++Period: 5/1/2021-5/28/2021 ^^Period: 7/24/21-8/20/21 ##Period: 10/30/21-11/26/21
 ***Period: 2/20/2021-4/02/2021 +++Period: 5/29/2021-6/25/21 ^^Period: 8/21/21-10/1/21 ###Period: 11/27/21-12/24/21

OVERTIME BREAKDOWN BY REASON FOR THE YEAR 2022

REASON	Jan.*	Feb.**	Mar. ***	Apr.+	May++	June+++	July^	Aug.^	Sept.^^	Oct.#	Nov.##	Dec.###	TOTAL
DUTY CREW	66.75	29.75											96.50
EMS TRAINING	162.75	193.00											355.75
FIRE TRAINING	50.00	7.75											57.75
RESCUE CALLS	11.25	12.75											24.00
FIRE CALLS	0.00	2.00											2.00
MEETINGS	5.00	21.50											26.50
STAFFING REP.	232.50	139.75											372.25
MAINTENANCE	0.00	0.00											0.00
PUB. ED.	0.00	5.50											5.50
SPECIAL EVENTS	11.00	17.00											28.00
# FIRE RUNS	35	31											66.00
# EMS RUNS	252	199											451.00
DISPATCH ERRORS	3	1											4.00
TOTAL HRS.	539.25	429.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	968.25

Special Events included in Overtime

Total Overtime Budget \$110,000, Expenditures through March 1, 2022, \$17,757, 16%

*Period: 12/24/21-01/21/22 +Period: ^Period: #Period:
 **Period: 01/22/22-02/18/22 ++Period: ^^Period: ##Period:
 ***Period: +++Period: ^^Period: ###Period:

**DE PERE FIRE RESCUE
OVERTIME CAUSED BY SICK LEAVE
FEBRUARY, 2022**

DATE	HOURS OF SICK LEAVE	OVERTIME PAID
1/22/2022	24	36
1/29/2022	12	18
2/5/2022	13.25	20
2/8/2022	6.75	10
2/14/2022	10	15
2/16/2022	11	16.5
2/17/2022	4.25	6.25
TOTAL	81.25	121.75

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

Pay Periods: 1/22/22-02/18/22

DE PERE FIRE RESCUE

STRUCTURAL FIRE "STILL" ALARMS FOR FEBRUARY, 2022



Date	Incident Location	Reported Situation	Units Dispatched	Disposition	Mutual Aid Received
2/4/2022	1975 Ridgeway Drive	Alarm system activation, no fire, unintentional	BC111, E111	Restore fire alarm system	N/A
2/6/2022	2470 Ballyvaughan Road	Smoke detector activation, due to malfunction	E111	Restore fire alarm system	N/A
2/7/2022	824 Fort Howard Avenue	Alarm system activation, no fire, unintentional	BC111, E111	Investigate	N/A
2/7/2022	1212 Enterprise Drive	Smoke detector activation, no fire, unintentional	BC111, E111	Investigate	N/A
2/8/2022	1605 Suburban Drive	Steam, vapor, fog or dust thought to be smoke	BC111, E111	Investigate	Dispatched & Canceled En Route
2/9/2022	STH 172 Bridge WB (Village of Ashwaubenon)	Ice rescue	C102, BC111, A111	Provide apparatus	N/A
2/10/2022	405 Grant Street	Building fire	BC111, E111, E121	Extinguishment by fire service personnel, ventilate, salvage & overhaul	Ashwaubenon, County Rescue, Hobart & Lawrence
2/11/2022	222 Scout Way	Arcing, shorted electrical equipment	BC111, E111	Investigate	N/A
2/11/2022	318 Ballard Street	Gasoline or other flammable liquid spill	BC111, E111	Hazardous materials leak control & containment	N/A
2/11/2022	Swan/Dickinson Roads	Arcing, shorted electrical equipment	E111	Investigate	N/A
2/12/2022	1419 S. 7th Street	Smoke detector activation, no fire, unintentional	BC111, E121	Investigate	N/A
2/15/2022	1527 Grant Street (Town of Lawrence)	Possible kitchen fire	C102, L111	Dispatched and canceled en route	N/A
2/16/2022	1180 Grant Street	Alarm system activation, no fire, unintentional	N/A	Restore fire alarm system	N/A
2/17/2022	Fox River	Ice rescue	C102, BC111, E111, A111, A121	Rescue, remove from harm, advanced life support	Ashwaubenon
2/18/2022	861 N. Clay Street	Chimney or flue fire, confined to chimney or flue	BC111, L111, E111, E121	Investigate	Dispatched & Canceled En Route
2/18/2022	2020 American Blvd.	Alarm system sounded due to malfunction	BC111, E121	Investigate	N/A

Date	Incident Location	Reported Situation	Units Dispatched	Disposition	Mutual Aid Received
2/20/2022	2594 S. Oneida Street (Village of Ashwaubenon)	Odor of smoke	BC111, L111, E111, E121	Dispatched and canceled en route	N/A
2/21/2022	1758 Burgoyne Court	Cooking fire, confined to container	BC111, E121	Extinguishment by fire service personnel	N/A
2/22/2022	1387 S. Carrington Lane	Smoke or odor removal	E121	Investigate	N/A
2/22/2022	2605 S. Oneida Street (Village of Ashwaubenon)	Possible structure fire	BC111, L111	Dispatched and canceled en route	N/A
2/27/2022	2066 Lawrence Drive	Extinguishing system due to malfunction	E121	Investigate	N/A
2/28/2022	107 N. Broadway Street	Gas leak	E111	Investigate	N/A
2/28/2022	694 Mollies Way	Smoke or odor removal	BC111, E121	Investigate	N/A
2/28/2022	6594 Deuster Street (Greenleaf)	Garage fire	BC111, L111	Dispatched and canceled en route	N/A
2/28/2022	1333 Scheuring Road	Alarm system sounded due to malfunction	E121	Investigate	N/A
2/28/2022	1333 Scheuring Road	Alarm system sounded due to malfunction	E121	Investigate	N/A

**LIFEQUEST MEDICAL BILLING - 2022
MONTHLY REPORT**

	JAN.	FEB.	MARCH	APRIL	MAY	JUNE
CHARGES	194,947	238,610				
PAYMENTS	65,007	86,624				
CREDIT ADJUSTMENTS	71,686	112,752				

	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
CHARGES						
PAYMENTS						
CREDIT ADJUSTMENTS						

Payments to LifeQuest	
January	3,354
February	5,888
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
Total Paid	\$9,241

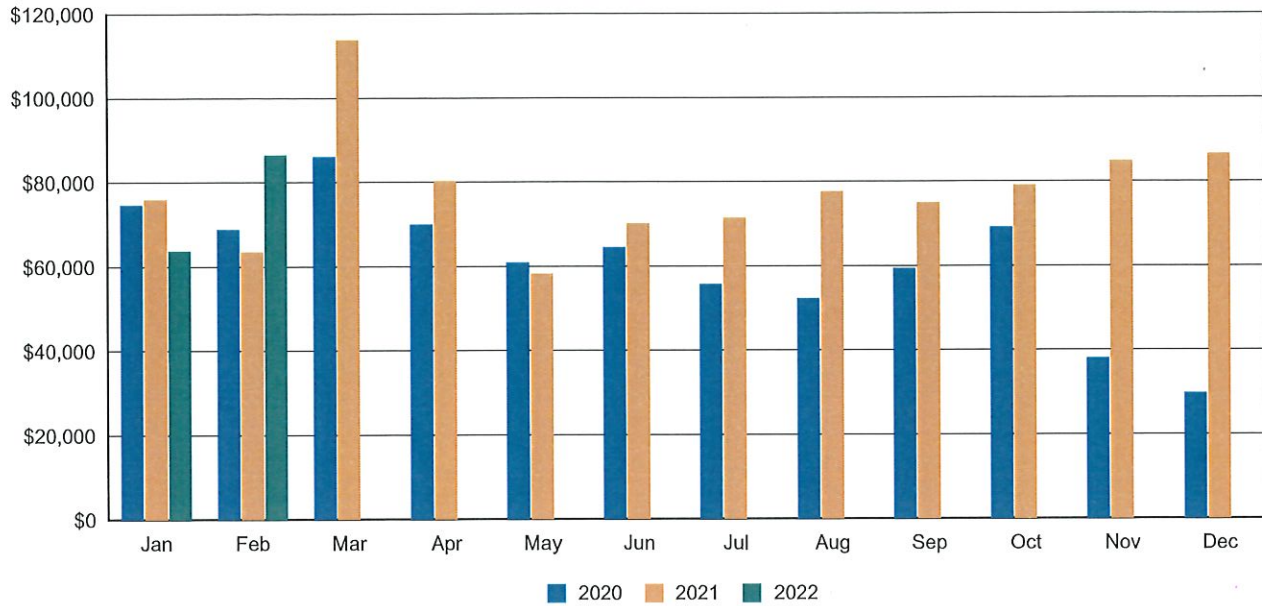
**See attached details

City Of De Pere
Income and Expenditures
February 2022
All Phases

Charges		Billing	Collection	Total
Billing Charges / Collection Placements		\$205,113.00	\$33,496.68	\$238,609.68
Other	+	\$0.00	\$0.00	\$0.00
Subtotal of Charges		\$205,113.00	\$33,496.68	\$238,609.68
Account Transfers		\$21,420.75	\$12,845.13	\$34,265.88
Credit Summary				
Total Credits		\$187,721.45	\$12,147.58	\$199,869.03
Less Adjustments	-	\$112,466.52	\$285.26	\$112,751.78
Less Delinquent Closed Accounts Reconciliation	-	\$0.00	\$492.77	\$492.77
Less Overpayments	-	\$0.00	\$0.00	\$0.00
Gross Payments Received		\$75,254.93	\$11,369.55	\$86,624.48
Plus Overpayment Returns	+	\$0.00	\$0.00	\$0.00
Net Payments Received		\$75,254.93	\$11,369.55	\$86,624.48
Less Payments Kept By Service	-	\$953.00	\$0.00	\$953.00
Total Deposits Reconciliation		\$74,301.93	\$11,369.55	\$85,671.48
Summary of Disbursement				
Total Deposits & Payments Kept By		\$75,254.93	\$11,369.55	\$86,624.48
Plus Overpayment Refunds	+	\$0.00	\$0.00	\$0.00
Gross Revenue		\$75,254.93	\$11,369.55	\$86,624.48
LifeQuest Fee		\$3,386.47	\$2,501.30	\$5,887.77
Plus Probate Fees	+	\$0.00	\$0.00	\$0.00
Other / Fees		-	-	\$0.00
Total Due LifeQuest	Check # EFT	\$3,386.47	\$2,501.30	\$5,887.77
Service Revenue		\$71,868.46	\$8,868.25	\$80,736.71
Less Payments Kept By Service	-	\$953.00	\$0.00	\$953.00
Less Service Payable	-	\$0.00	\$0.00	\$0.00
Less Probate Fees	-	\$0.00	\$0.00	\$0.00
Other / Fees		\$0.00	\$0.00	\$0.00
Total Due Service	Check # EFT	\$70,915.46	\$8,868.25	\$79,783.71

All Phases Gross Revenue

City of De Pere
January 2020 to February 2022



	2020	2021	2022
January	\$74,735	\$76,068	\$63,841
February	\$68,980	\$63,602	\$86,624
March	\$86,226	\$113,896	\$0
April	\$70,107	\$80,392	\$0
May	\$61,059	\$58,325	\$0
June	\$64,610	\$70,239	\$0
July	\$55,803	\$71,566	\$0
August	\$52,414	\$77,763	\$0
September	\$59,470	\$75,107	\$0
October	\$69,260	\$79,194	\$0
November	\$38,169	\$85,024	\$0
December	\$29,842	\$86,681	\$0
Total Gross Revenue	\$730,674	\$937,858	\$150,466

City Of De Pere

Billing Summary

February 2022

Phase 1

Charges

Billing Charges		\$205,113.00	
Other	+	\$0.00	
Subtotal of Charges			\$205,113.00

Account Transfers

Billing to Collections Transfer Total			\$21,420.75
---------------------------------------	--	--	--------------------

Credit Summary

Total Credits		\$187,721.45	
Less Adjustments	-	\$112,466.52	
Less Overpayments	-	\$0.00	
Gross Payments Received			\$75,254.93
Plus Overpayment Returns	-	\$0.00	
Net Payments Received			\$75,254.93
Less Payments Kept By Service	-	\$953.00	
Total Deposits Reconciliation			\$74,301.93

Summary of Disbursement

Total Deposits & Payments Kept By		\$75,254.93	
Plus Overpayment Refunds	+	\$0.00	
Gross Revenue			\$75,254.93
LifeQuest Fee		\$3,386.47	
Plus Probate Fees	+	\$0.00	
Total Due LifeQuest	Check # EFT		\$3,386.47
Service Revenue		\$71,868.46	
Less Payment Kept By Service	-	\$953.00	
Less Service Payable	-	\$0.00	
Less Probate Fees	-	\$0.00	
Other / Fees	-	\$0.00	
Total Due Service	Check # EFT		\$70,915.46

Messages:**Legend:****Charges - Other:** Includes insurance interest, transaction fees, probate fees**Credit Summary - Less Overpayments:** Includes recoupments, refunds, returns, service payables**Credit Summary - Plus Overpayment Returns:** Includes NSF/bank returned type payments

(888) 777-4911

This Report May Contain Confidential Information or Protected Health Information.
Please Handle Accordingly.

3/1/2022

Page 2 of 4

252.2.2022.M001

Billing Reconciliation Summary

City of De Pere

For the month of February 2022

Beginning Balance of Accounts Receivables			\$256,967.41
Total Charges entered for the Month		+	\$205,113.00
Adjustments			
Intercept	\$0		
Per Contract	\$0		
Account Transfer Total	\$21,420.75		
Other	\$91,045.77		
Total Adjustments for the Month	\$112,466.52	-	\$112,466.52
Payments			
Cash	\$13,931.29		
Contract Payments	\$0		
Credit Card	\$0		
Direct Deposit	\$50,874.91		
Hospital	\$0		
Insurance	\$9,495.73		
Payment Kept By	\$953.00		
Other	\$0		
	\$75,254.93	-	\$75,254.93
Overpayment			
Recoupment	\$0		
Refunds	\$0		
Returns	\$0		
Service Payable	\$0		
Other	\$0		
	\$0	-	\$0
Total for Reconciliation Summary			\$274,358.96
Ending Balance of Accounts Receivables			\$274,358.96

Receivables Distribution Report**Receivables Cash****All Companies****All Directories**

<u>Charges</u>	<u>Mar 2021</u>	<u>Apr 2021</u>	<u>May 2021</u>	<u>Jun 2021</u>	<u>Jul 2021</u>	<u>Aug 2021</u>	<u>Sep 2021</u>	<u>Oct 2021</u>	<u>Nov 2021</u>	<u>Dec 2021</u>	<u>Jan 2022</u>	<u>Feb 2022</u>	<u>Totals</u>
Mar 2021	7661	33772	13936	7469	876	1180	491	211	359	99	915	149 \$	67117
130418	5.9	25.9	10.7	5.7	0.7	0.9	0.4	0.2	0.3	0.1	0.7	0.1 %	51.5
Apr 2021		7082	27529	15501	2954	544	401	672	236	1741	560	100 \$	57321
115290		6.1	23.9	13.4	2.6	0.5	0.3	0.6	0.2	1.5	0.5	0.1 %	49.7
May 2021			4433	35909	17506	5273	2487	300	0	0	0	0 \$	65908
125663			3.5	28.6	13.9	4.2	2	0.2	0	0	0	0 %	52.4
Jun 2021				6181	35707	14652	7508	4306	0	294	75	0 \$	68723
139070				4.4	25.7	10.5	5.4	3.1	0	0.2	0.1	0 %	49.4
Jul 2021					9919	42814	14242	4691	2516	-29	730	0 \$	74882
152022					6.5	28.2	9.4	3.1	1.7	0	0.5	0 %	49.3
Aug 2021						10656	37960	17163	7929	2229	1155	0 \$	77092
151972						7	25	11.3	5.2	1.5	0.8	0 %	50.7
Sep 2021							4774	44094	24792	9276	1717	804 \$	85456
164710							2.9	26.8	15.1	5.6	1	0.5 %	51.9
Oct 2021								1134	45646	22761	4364	3335 \$	77240
163659								0.7	27.9	13.9	2.7	2 %	47.2
Nov 2021									3959	40835	17913	3697 \$	66404
132474									3	30.8	13.5	2.8 %	50.1
Dec 2021										1414	31245	22778 \$	55437
143477										1	21.8	15.9 %	38.6
Jan 2022											2238	43253 \$	45491
187266											1.2	23.1 %	24.3
Feb 2022												1738 \$	1738
136674												1.3 %	1.3
Averages	<u>1st Mo</u>	<u>2nd Mo</u>	<u>3rd Mo</u>	<u>4th Mo</u>	<u>5th Mo</u>	<u>6th Mo</u>	<u>7th Mo</u>	<u>8th Mo</u>	<u>9th Mo</u>	<u>10th Mo</u>	<u>11th Mo</u>	<u>12th Mo</u>	
Extended	3.5	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	<NA>	
Weighted	3.5	26.1	12.8	4.2	1.6	0.4	0.3	0.1	0.4	0.2	0.4	0.1	



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Consideration and possible action on copier lease for City Hall First Floor.*

ATTACHMENTS:

- Memo to Finance-Personnel_CH Copier Lease (PDF)
- WI Document Imaging Quote (PDF)
- Complete Office Quote (PDF)
- Gordon Flesch Quote (PDF)

CITY OF DE PERE MEMO



To: Honorable Mayor James Boyd
Members of the Finance/Personnel Committee

From: Carey Danen, Clerk
Bill Boyle, GIS Manager/Project Manager
Steve Massey, IT Director

Date: March 8, 2022 (meeting date)

RE: **Copier Lease, First Floor**

The lease for City Hall's first floor copier/scanner is expiring in May. Our current machine prints in black and white, and we have a separate HP color laser printer. The HP color printer has reached the end of its useful life; parts and supplies have become difficult to obtain and the cost for toner that will work in this machine is prohibitive.

Staff is proposing to replace both pieces of equipment with an all-in-one machine with color printer capabilities. Three quotes were obtained for a new 48-month lease:

WI Document Imaging						
			Quarterly	Monthly	Annual	
Copier			\$564.00	\$188.00	\$2,256.00	
	Price Per	Estimated Prints/Month				
Black	0.0055	13000	\$214.50	\$71.50	\$858.00	
Color	0.03	2000	\$180.00	\$60.00	\$720.00	
					\$3,834.00	Year 1
					\$3,834.00	Year 2
					\$3,834.00	Year 3
					\$3,834.00	Year 4
				Install	300	
				TCO	\$15,636.00	

Complete Office						
			Quarterly	Monthly	Annual	
Copier			\$669.50	\$223.17	\$2,678.00	
	Price Per	Estimated Prints/Month				
Black	0.0045	13000	\$175.50	\$58.50	\$702.00	
Color	0.033	2000	\$198.00	\$66.00	\$792.00	
					\$4,172.00	Year 1
					\$4,172.00	Year 2
					\$4,172.00	Year 3
					\$4,172.00	Year 4
				TCO	\$16,688.00	

Gordon Flesch						
			Quarterly	Monthly	Annual	
Copier			\$574.20	\$191.40	\$2,296.80	
	Price Per	Estimated Prints/Month				
Black	0.0062	13000	\$241.80	\$80.60	\$967.20	
Color	0.042	2000	\$252.00	\$84.00	\$1,008.00	
					\$4,272.00	Year 1
					\$4,272.00	Year 2
					\$4,272.00	Year 3
					\$4,272.00	Year 4
				TCO	\$17,088.00	

While the quarterly lease payments will increase due to the addition of color printing capabilities (the current quarterly lease payment for our black-and-white printer is \$362.19), the City will actually realize a savings due to the extremely high cost of the color toner cartridges for the old color printer. The old printer requires four cartridges which can cost upwards of \$500 each.

Staff recommends signing a lease with Wisconsin Document Imaging because they offer the most competitive pricing. Please contact Carey Danen if you have any questions in advance of the meeting.



1850 Velp Ave.
Green Bay, WI 54303

Direct Line
1-920-593-1814
Toll Free Line
1-800-236-1372 Ext. 1814
Fax
1-920-593-1830
e-mail
mikes@wis-imaging.com

March 3, 2022

CITY OF DE PERE

RICOH IMC 6000 COLOR MFP COPIER PROPOSAL

MACHINE FEATURES

Network printing, color scanning and scan to email
60 Pages per minute full color and black
Single pass document feeder (capacity 220 pages)
Scan speed 240 two sided images per minute
10.1" smart operation touch panel for ease of use
3000 sheet external multi position stapling finisher
Automatic three hole punch
33.6 Fax modem included
2000 sheet large capacity paper drawer
Two 550 sheet paper drawers plus a 100 sheet bypass tray
2 GB RAM, 320 GB Hard disk drive
PDF compression for color scanning
DOSS-Data overwrite security system (overwrites hard drive) HIPAA compliant
1200X1200 DPI resolution
ID card copy (copies driver's license, insurance cards, etc. both sides on one side of the page)
Scan to / print from USB flash drive standard
15 amp surge protector / power filter

Price is based on Ricoh's municipal discount

Lease:

48 Months	No payments in advance	\$188.00 per month
-----------	------------------------	--------------------

Estimated shipping time is two to three months on average.

Optional:

Professional network installation to setup printing and scanning by one of our IT techs - \$300.00
(In the past Steve Massey in your IT dept. took care of the network setup, he is welcome to do this again to waive the optional network charge.)

Maintenance Agreement:

Includes all service calls, parts, labor and preventive maintenance. Includes all black and color toners. Black billed at .0055 per page and color billed at .03 per page. Billed in arrears based on actual usage. Black monthly minimum volume is 4,545 pages = \$25.00, no minimum for color and is billed in arrears based on usage.

Maintenance is billed at the same time as your lease on one invoice so you only need to cut one check per month.

continued

Note: All new Ricoh's come with a free feature called @ Remote/ FM Audit. This does three things for you. It will email us your monthly meter readings automatically so we get accurate readings without having to bother anyone at your office. It emails our dispatchers if a service code comes up and a call is required. It also allows our techs to do firmware upgrades remotely whenever one is available.

Mike Sevcik
Digital Imaging Specialist
Wisconsin Document Imaging

****Information herein is proprietary and confidential to Wisconsin Document Imaging (WDI) and shall not be used or disclosed without prior consent of WDI.****

Order Details

New Account:		Account App:	Purchase Order Number:
Bill To: City of De Pere Address: 333 S Broadway St City: De Pere State: WI Zip Code: 54115 Contact: Bill Boyle Phone: _____ Ext. _____ Email: bboyle@deperewi.gov		Ship To: Same Address: _____ City: _____ State: _____ Zip Code: _____ Contact: Same Phone: _____ Ext. _____ Email: _____	

Quantity	Part Number	Description	ID #	Sub #	Serial Number	Price
1	418228	Lanier IMC6000 (60 ppm color mfp)				Leased
1	418360	LCIT PB3290 (3rd tray, 2,000 sheets)				Included
1	418385	Finisher SR3280 (3,000 sheets)				Included
1	418345	Bridge Unit BU3090				Included
1	418332	Punch Unit PU3090 NA				Included
1	418600	Fax Option Type M37				Included
1	Lease Return	Return of old leased copier (ID 7809, MP5055)				Included

Lease Details

Lease ☒ GA ☐ DLL
☐ Other

Payment Amount **\$669.50 (quarterly)**

Type ☒ FMV ☐ \$1 Purchase Option

Term

☐ 12 Months	☒ 48 Months
☐ 24 Months	☐ 60 Months
☐ 36 Months	☐ 63 Months
☐ 39 Months	☐ Other

Purchase Details

Sub-Total _____ Leased _____
 Tax _____ Exempt _____
 Shipping _____ Included _____
 Total Investment **\$669.50 quarterly (4 year lease)**
 Terms: Net 10 days, Invoice to follow

Customer Signature _____ Date _____

Printed Name _____ Date _____

Sales Rep Signature _____ Date _____

Maintenance Details

Maintenance Program Requested ☒ Yes, with Supplies ☐ Yes, w/o Supplies ☐ Declined

Maintenance Billing Frequency

Base + Overage Contract*

Base Rates are billed in advance with overage billed when incurred.

☐ Monthly ☐ Quarterly ☐ Yearly

Black Copies Included _____ Black Overage CPC _____
 Color Copies Included _____ Color Overage CPC _____

Cost Per Copy Contract*

Billed Monthly ONLY

Black CPC rate **0.0045**
 Color CPC rate **0.033**

* Minimum \$25.00 monthly charge (per machine) applies to ALL contracts.

Delivery Information/Details

IT Contact Name: _____	Phone: _____	E-mail: _____
Computer Program: ☐ MAC ☐ Windows	Windows OS: _____	
Delivery Contact: _____	Phone: _____	E-mail: _____
Delivery Date: <u>Early May 2022</u>	Delivery Time: _____	Trade-In / Pick-up Information
Machine Location: _____	Make	Model
Delivery Notes: _____	LAN	MP5055
	Serial Number	C338R300731
	ID#	7809

MFP SET TO ☐ BLACK ☐ AUTO COLOR ☐ COLOR

Acceptance of Delivery: _____ Title: _____ Date: _____



Letter of Introduction

We appreciate your consideration to partner with the Gordon Flesch Company (GFC) and are committed to providing you with the highest level of customer service. It is our passion to empower your people, through technology, to meet and exceed your goals and objectives.

At GFC, we assess your current technology objectives and develop strategies to decrease costs and increase efficiencies. This approach emphasizes the importance of aligning your business goals with your technology investments. The goal is to close the gap between where you are today to where you would like to be in a systematic phased approach. This process can also include right-sizing of your fleet, removal of inefficient devices, current invoice/contract analysis, technology enhancements, process optimization, and total cost of ownership considerations.

We are an independent, privately owned technology solutions provider with 60 years of experience. We are not limited to any one manufacturer nor restricted to that manufacturer's solution offerings. Our independence allows us to develop solutions that are customized to your needs. We look forward to building upon this partnership and implementing reliable solutions for your company, ensuring the success of our solutions with our un-matched service and support.

Please do not hesitate to contact me if you have any questions or desire any additional information.

Sincerely,

Scott Schumacher
Senior Account Executive & Team Leader
c: (920) 366-6208
sschumacher@gflesch.com



GFC Recommended Solution

Ricoh IM C4500 & C6000 OPTIONS

- **IM C6000 speed option - 60 images per minute Black & Color**
- **IM C4500 speed option - 60 images per minute Black & Color**
- Energy Star & EPEAT Gold Certified
- First Out Time: As fast as 4.5/3.6/ 2.9 Seconds
- **(2) 550 Sheet Standard Paper Drawers**
 - Up to 12" x 18" Size Paper and 16 lb. to 80 lb. Bond (300gsm)
- **2,000-Sheet Large Capacity Drawer (LTR Only)**
- 100 Sheet Stack Bypass (up to 11" x 49.6")
- 10.1" Android Smart Operation Panel Touch Screen
 - With Always Current Technology & Smart Scalability
 - Multiple Screen Configurations (Including Classic UI)
- **3,000 Sheet Staple Finisher (Up to 50-Sheets)**
- **2/3 Hole Punch**
- **220 Sheet Single Pass Auto Duplex Document Feeder (up to 240 ipm)**
- Advanced Color Network Scanning Features:
 - Network Color Scanning to File Folder, E-mail, & FTP
 - Scan as PDF Compact - Decreases File Size of Color Scans
 - Scan to USB & SD Drive
 - Blank-page Removal
 - Scan to Application (Scan & Copy, Basic Scan-to-SharePoint/O365/Docuware, ID Card Scanning, etc...)
- Network Printing - PCL & Post Script
 - Secure Print Via Document Server (Mailbox) and Print Driver
 - Mobile Device Printing (thru Smart Device Connector App)
 - Apple AirPrint
 - Direct Print via USB & SD Drive
- 2 GB Standard RAM + 320 GB HDD
- 1,200 x 1,200 dpi Resolution
- Intelligent Support - How-to-Videos, Remote Panel Support, Automatic Remote Firmware Updates (if desired)
- Enhanced Security Features: Data Overwrite Security Systems (DOSS), Digital Signature Authorization, HDD Encryption, & Device Firewall between Smart Operation Panel and Device HDD.



Two options for you to consider - the only difference is the speed of the devices

- At the estimated average monthly volume of 15,000 for this device, 45 ppm would be sufficient
- If your users are doing a lot of large jobs they may prefer the 60 ppm device
- If they are not outputting a lot of very large jobs the 45 ppm device will offer a cost savings with a good speed

GFC Solution Investment

Monthly Lease Investment

48 Month

Ricoh IM C6000 (60 ppm option)

\$191.40

Ricoh IM C4500 (45 ppm option)

\$163.90

imageCARE Maintenance Agreement

Black Images Billed at

\$0.0062

Color Images Billed at

\$0.042

Image pricing above includes ALL toner, parts, labor, travel time, technical updates, and onsite preventative maintenance and equipment modernization through GFC's Quality Assurance Program. Also included is unlimited access to our technical support center at NO additional cost.

Network Consultation, Installation and Support

Network connected installations include the services of a Digital Support Specialist to manage system integration, training & unlimited access to our Technology and Logistics Center (TLC).

Delivery, equipment installation, start-up supplies and training included

Pricing does not include applicable sales tax, Pricing valid for 30 days

3/1/2022

Information herein is proprietary and confidential and shall not be used or disclosed without prior written consent of the Gordon Flesch Co.



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: Administration

FROM: Lawrence Delo

SUBJECT: Discussion and Possible Action on the Request of Ald. Raasch to Consider Amending City Funding for City COVID Relief Programs.*

ATTACHMENTS:

- Ald. Raasch Request to Amend City Funding for City COVID Relief Programs Memo for Personnel and Finance 2-8-22 (PDF)

CITY OF DE PERE MEMO



To: Personnel and Finance Committee

From: Lawrence M. Delo, City Administrator

Date: February 8, 2022

RE: Ald. Raasch Request to Amend City Funding for City COVID Relief Programs

The Administration has received a request from Alderperson Raasch to amend the City's existing COVID relief programs that are funded by the City by closing programs that are no longer in demand and return the available funding to the general fund or other appropriate funds for other municipal purposes. The City currently has the following active or fully utilized COVID relief programs and fund balances for each program:

Grants:

Downtown Business Aid Grants (2020):

\$300,000 Budgeted

\$215,000 Allocated

\$85,000 available to return to Revolving Loan Fund (Special Fund)

De Pere Chamber Grant (2020):

\$50,000 Budgeted

\$50,000 Allocated

\$0 to return to Revolving Loan Fund (Special Fund)

Definitely De Pere Grant (2020):

\$50,000 Budgeted

\$50,000 Allocated

\$0 to return to Revolving Loan Fund (Special Fund)

Downtown Business Aid Grant Program – Jump Start Downtown De Pere (2021)

\$100,000 Budgeted

\$0 Allocated

\$100,000 to return to Revolving Loan Fund (Special Fund)

Loans:

Small Business Pandemic Response Loan Program as of 12/31/2021 (2020):

\$500,000 Budgeted

\$305,000 Allocated

\$118,896.29 paid back to the City

\$313,896.29 to return to Revolving Loan Fund (Special Fund)

The following total amount of unused or repaid COVID relief funds are currently available for consideration:

Grants:	\$185,000
<u>Loans:</u>	<u>\$313,896.29</u>
Total:	\$498,896.29



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: City Attorney

FROM: Kristen Johnson

SUBJECT: Discussion and Possible Action Related to Noise Complaints and Potential Revisions to the Noise Ordinance.*

ATTACHMENTS:

- Mayor & FP - Noise Complaints and Potential Ordinance Revisions (combined)(PDF)

CITY OF DE PERE MEMO



To: Mayor James G. Boyd, Chair
Finance/Personnel Committee
Common Council

From: Kristen Johnson, Assistant City Attorney

Date: March 8, 2022 (Finance/Personnel Committee meeting date)

RE: Noise Complaints and Potential Ordinance Revisions

The purpose of this memo is to provide an update on recent noise complaints within the city and discuss possible revisions to the municipal code in an effort to address these concerns. Noise issues generally fall within the jurisdiction of the Board of Health which meets quarterly. This item is being brought to Finance/Personnel to allow for a timely discussion and possible action.

Recent Complaints

Staff has received multiple complaints related to various noise issues. Most recently, the City Administrator has been contacted by a resident in the downtown district who continues to experience noise issues related to commercial use of adjacent properties into the evening hours that interrupt their residential use, but which have not been found to be violating the current city noise ordinance.

Below is a summary provided by the Health Department of noise complaints received over the past five (5) years.

Date Complaint Received	Business/Address of Noise Source	Current Status or Outcome
June 2017 (complaint reopened Jan 2022)	The Greene Room, 353 Main Ave.	Complaint not confirmed nor resolved
September 2018	De Pere Cabinet, 1745 E. Matthew Dr.	No Violation; residents moved in 2021

March/April 2019	Exact location unknown. Helicopter noise heard around De Pere dam.	No confirmed violation nor able to confirm source of noise
November 2020	Howling noise coming from “some business in East De Pere business park”. Techtron Tube (650 Heritage Rd) and Valley Cabinet (845 Prosper) were suspected as the noise source.	No violation ever observed by De Pere Police or Health.
November 2020 (ongoing through present day)	Techtron Tube (Atkore), 650 Heritage Rd.	No violation observed by De Pere Police or Health; residents still making complaints.
November 2020 (ongoing through present day)	Belmark, 1800 Commerce	De Pere Police or Health unable to observe violation. Resident still making complaints. Resident moved Jan. 2022
December 2020 (ongoing through present day)	Techtron Tube (Atkore)	No violation; Letter issued to resident 9/2021 stating no violation. Resident still making complaints.
October/November 2021	Cummins, 875 Lawrence Dr.	Violation observed. Contact made with Cummins; they were waiting for a part on their muffler. It will be corrected.
December 2021	Foxview Intermediate School	Violation observed. Order letter sent to Foxview 1/27/22
February 2022	Cummins, 875 Lawrence Dr.	De Pere Police had verbal contact with Cummins representative. Cummins stating they will comply. Periodic monitoring to be done by PD.
February 2022	KB Facilities, 1876 Commerce	Still in progress; KB industries to follow up this week (3/1/22)

Background

I am attaching a memo provided by the City Attorney to the Board of Health in 2017. This memo provides an overview of our current noise ordinance, sample noise ordinances from other Wisconsin

communities, and identifies possible action to address noise concerns. The Board of Health voted to refer the item back to staff to research hiring a sound expert who could provide information for the city's zoning code rewrite. It has not been determined where funding would come from if the city were to proceed with hiring a consultant. Additionally, the zoning code rewrite has taken longer than anticipated.

Potential Action

There are several options for the city to consider moving forward in an effort to address these concerns. The Law Department has identified some of these options below.

1. Consider hiring a consultant to analyze noise issues within the city and identify appropriate revisions to the code. A consultant could provide a variety of services or a combination of multiple services, including reviewing and making recommendations to the existing noise ordinance, conducting noise studies, attending public meetings, and making recommendations to revise the building code. A consultant could be retained prior to the completion of the zoning code update, or in conjunction with the zoning code rewrite so that upcoming revisions are considered when analyzing appropriate noise levels within zones.
2. Consider various revisions to the current noise ordinance absent the use of a consultant, including moving from a 'lot-line' measurement focus to a 'real property line' measurement or to recognize additional methods of property occupancy.
3. Determine if and how the current building code could be amended to require sound dampening/noise minimizing improvements in mixed commercial – residential structures.

This is not an exhaustive list of options. The Law Department will be happy to research any options proposed by the committee.

If you have any questions, please do not hesitate to contact me.

KKJ

CITY OF DE PERE

MEMO

To: Michael Donovan, Chair
 Members of the Board of Health
 From: Judith Schmidt-Lehman, City Attorney
 RE: Noise Ordinance Overview
 Date: March 20, 2017

The Board of Health has been asked by two city property owner/residents to amend the city's noise ordinance to incorporate lower decibel limits for noise proceeding through walls, floors and ceilings in multi-use buildings. The purpose of this memo is to briefly outline the city's current noise ordinance and provide you with information on other noise ordinances in order for you to fully evaluate the ordinance amendment request.

I. CURRENT ORDINANCE OVERVIEW

The current noise ordinance is found at Chapter 146, De Pere Municipal Code (DPMC). Attached is a copy of the noise ordinance for your convenience. The ordinance was initially adopted in 1974 when public health concerns over noise were first advanced. In recent years, there have been slight modifications to the ordinance; however the ordinance has remained remarkably intact over the past 43 +/- years.

Briefly, the ordinance provides two ways for excessive noise to be identified and controlled; namely by measurement of noise at lot lines ("lot line") [§146-8 DPMC] and by a determination that certain unreasonably loud noise is created by human behavior ("human behavior") [§146-10 DPMC]. Under the "lot line" noise regulations, maximum decibel levels are provided for noises within zoning classifications and from one zoning classification to another. "Lot line" noise levels do not apply to intra-building real property divisions by definition of "lot line" in the ordinance, namely:

Lot-line means an imaginary line along the ground surface, and its vertical extension which separates the real property owned by one person from that owned by another person, but not including intra-building real property divisions.

Under the "human behavior" provision, unreasonably loud activities and behaviors (akin to disorderly conduct type behavior) as described in the ordinance are prohibited. This method of noise regulation applies to both lot line and intra-building real property divisions.

The current ordinance also lists exemptions to lot line noise limits and the ordinance provides a method by which industrial/commercial noise sources may obtain additional time to comply with regulations.

The request of the residents is for the city to revise its noise ordinance to place "lot line" noise limits at a level lower than current limits on common wall property and intra-building real property divisions. The residents suggest they are not provided equal protection of the law. Finally, the residents provided information about a noise ordinance

in Ithaca, NY as an example of intra-property/common wall noise regulations and they request that the city adopt similar regulations.

Two points of clarification are necessary. First, the residents relate that their property shares a 'common wall' with the property owner to the east and also shares a common wall with the property owner on the west. A 'common wall', also known as a 'party wall', is a wall built on the boundary line of adjoining properties and shared by both owners. While these two walls of resident's building are common with the adjoining properties, the resident's building itself is not a common building with its adjoining neighbors. As such, the "lot line" regulations of the noise ordinance are applicable to the resident's property under the definition of "lot line".

Second, it is suggested that the city's noise ordinance does not provide "equal protection" to the residents under the law. "Equal protection" in the legal and constitutional sense, does not mean treating everyone or every circumstance the same. The legal underpinnings of equal protection arise under the 14th Amendment to the Constitution, with the basic premise being that government cannot treat different classifications of similarly situated persons differently without certain rationale. What that rationale is will depend on the classifications created and rights involved; not every classification is unconstitutional. In my opinion, it is unlikely that the city's noise ordinance would be found unconstitutional if challenged.

II. ORDINANCE ALTERNATIVES

In addition to contacting the City Attorney of Ithaca, NY and obtaining information on that ordinance, the law department surveyed Wisconsin and conducted an internet search of other communities to determine alternative language provisions that address the concern of the residents. By far, most Wisconsin communities use an ordinance similar to De Pere's current noise ordinance. Below is a summary of ordinances the law department located that address interior building noise in a manner differently than De Pere.

Traverse City, MI

- Has decibel level noise limits of:

MAXIMUM SOUND LEVELS TABLE

<u>Receiving Land Category</u>	<u>Time</u>	<u>A-weighted Sound Level Limit (dBA)</u>
Residential area and Multi-Family area	10:00 p.m. to 7:00 a.m.	60
	7:00 a.m. to 10:00 p.m.	65
Commercial area	10:00 p.m. to 7:00 a.m.	65
	7:00 a.m. to 10:00 p.m.	70
Industrial area	10:00 p.m. to 7:00 a.m.	70
	7:00 a.m. to 10:00 p.m.	75
Noise sensitive areas	10:00 p.m. to 7:00 a.m.	Established by
Noise sensitive areas	7:00 a.m. to 10:00 p.m.	Resolution

- Mixed use properties zoning classification determined by the primary use of the ground floor.
- Uses “real property boundary” rather than “lot line;” “real property boundary” defined as: “the imaginary line which represents the legal limits of property (including apartment, condominium, room or other dwelling unit) owned, leased, or otherwise occupied by a person, business, corporation or institution.” In cases involving sound from an activity on a public street or other public right-of-way, the “real property boundary” shall be the nearest boundary of the public right-of-way.
- Allows for variances.

Minneapolis, MN

- Dispenses with sound level limits per zoning classification.
- Prohibits activities generating sound that is 10 dB(C) (C-weighted scale) or more above the ambient noise level during the daytime or 5 dB(C) or more above the ambient noise level during the nighttime; measurements to be taken indoors with doors and windows closed and within the unit occupied by the complainant.

ITHACA, NY

- Uses “real property line” rather than “lot line;” “real property line” defined as: “Means either (a) the vertical boundary that separates one parcel of property (i.e., lot and block) from another residential or commercial property; (b) the vertical and horizontal boundaries of a dwelling unit that is part of a multi-dwelling unit building; or (c) on a multi-use property as defined herein, the vertical and horizontal boundaries between the two portions of the properties on which different categories of activity are being performed.”
- Has decibel level noise limits of:

Maximum Permissible Sound Level Limits By Receiving Land Use dBA

<u>Residential¹</u>	<u>Residential</u>	<u>Commercial²</u>	<u>Commercial</u>	<u>Industrial</u>
<u>7:30 a.m.-</u>	<u>10:00 p.m.-</u>	<u>7:30 a.m.-</u>	<u>12:00 a.m.-</u>	<u>24 hours</u>
<u>10:00 p.m.</u>	<u>7:30 a.m.</u>	<u>12:00 a.m.</u>	<u>7:30 a.m.</u>	
		Outdoors		
60	50	65	55	75
		Indoors ³		
50	40	55	40	

¹ Property receptor located within an area that's zoned residential.

² Property receptor located within an area that's zoned commercial, including but not limited to those zones designated CBD, Waterfront, B, WDEZ, and MU (Collegetown Mixed-Use District).

³ The indoor permissible sound level limits will only apply if the sound source is on or within the same property as the receiving property, as in the case of a multi-dwelling unit building or a multi-use property (e.g., sound generated within a commercial unit of a multi-use property building and received within a residential unit of the same building). In addition, indoor measurements shall be taken if the property line between the receiving property and the source property is a common wall, floor or ceiling.

- Has variance language, including sustained duration variances.
- It is important to note that Ithaca officials pointed out the importance of using a noise consultant to conduct research into what the acceptable noise levels of a community are in order for the ordinance to work. As compared to other communities still using the lot-line ranges, Ithaca's 40 decibel limit during evening hours is by far the most restrictive.

LaCrosse, WI

- Prohibits sound that exceeds the ambient noise level by six decibels at the property line, or if a condominium or apartment, within any adjoining apartment.
- Rather than traditional noise level table, expresses prohibited level of noise by decibel and duration of noise:
 - a. All districts, 7:00 a.m. to 6:00 p.m. duration of sound:
 1. Less than ten minutes, 75 dB;
 2. Between ten minutes and two hours, 60 dB;
 3. In excess of two hours, 50 db.
 - b. Residential districts, 6:00 p.m. to 10:00 p.m. and all other districts 6:00 p.m. to 7:00 a.m., duration of sound:
 1. Less than ten minutes, 70 dB;
 2. Between ten minutes and two hours, 60 dB;
 3. In excess of two hours, 50 db.
 - c. Residential districts, 10:00 p.m. to 7:00 a.m., duration of sound:
 1. Less than ten minutes, 60 dB;
 2. Between ten minutes and two hours, 50 dB;
 3. In excess of two hours, 40 db.

West Allis, WI

- Maintains traditional "lot line" definition (calls it real property boundary however)
- Has decibel limits of:

Sound Pressure Level

Zone	Time	Decibel (dB(A)) Level
Residential, Park District	10:00 p.m. to 6:59 a.m.	55 dB(A)
	7:00 a.m. to 9:59 p.m.	65 dB(A)
Commercial, Manufacturing	10:00 p.m. to 6:59 a.m.	60 dB(A)
	7:00 a.m. to 9:59 p.m.	70 dB(A)

- Adds the following prohibition for multifamily dwellings: "No person shall make, continue, or cause to be made or continued any noise disturbance at night that is plainly audible in another occupied space within any multifamily dwelling within the real property boundary."

Other

- Introduce building code requirements for sound insulation for residential use in commercial zoning districts
- Work with zoning code re-write (2 year process slated to begin mid-2017) to address unique needs of mixed-use districts in the downtown
- Additionally, municipalities can take enforcement action under a different ordinance, such as public nuisance, for noise related concerns. Attached to this memo is an article from the Wisconsin State Journal regarding a business in a multi-use building that was creating a public nuisance to the extent of multiple citations being written by the Madison Police Department. A recent check with the Circuit Court Access website shows that no legal action has been commenced as of the date of this memo.

III. SUMMARY

Although De Pere's noise ordinance has been in effect since the mid-1970s, its provisions are very similar to most other municipalities in Wisconsin and elsewhere. This does not mean improvements are not needed or possible. As the city moves forward with updating its zoning code, opportunities will exist to enhance noise and other regulations city-wide to address the unique commercial and residential needs of a vibrant downtown. Additionally, other enforcement action can be considered if appropriate under the circumstances. In the interim, the police and health departments should continue to work with the property owners and other stakeholders in the downtown.

If you have any questions regarding this issue in advance of the March 20, 2017 Board of Health meeting, please feel free to call me at 339-4042.

JSL:amz
Attachment

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Chapter 146 - NOISE ORDINANCE^[1]*Footnotes:**--- (1) ---*

Editor's note— Ord. No. 10-06, § 1, adopted Apr. 7, 2010, repealed Ch. 146 and supplied provisions to recreate Ch. 146 to read as set out herein. Former Ch. 146 pertained to similar subject matter and derived from Code 1974, §§ 42.01—42.20; Ord. No. 06-07, § 1, 4-5-2006; and Ord. No. 09-22, § 1, adopted Oct. 6, 2009.

Cross reference— Noise, § 8-10; building code, ch. 54; nuisances, ch. 78.

Sec. 146-1. - Declaration of findings and policy.

- (a) Excessive sound is a serious hazard to the public health and welfare, safety and the quality of life. A substantial body of science and technology exists by which excessive sound may be substantially abated, and the people have a right to and should be ensured an environment free from excessive sound that may jeopardize their health or welfare or safety or degrade the quality of life.
- (b) It is declared to be the policy of the city to prevent excessive sound which may jeopardize the health and welfare or safety of its citizens or degrade the quality of life.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-2. - Scope of article.

This article shall apply to the control of all noise within the city.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-3. - Definitions and terminology.

- (a) *Terminology.* All terminology used in this article, not defined in subsection (b) of this section, shall be in conformance with applicable publications of the American National Standards Institute (ANSI) or its successor body.
- (b) *Definitions.* The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:
ANSI means American National Standards Institute or its successor bodies.

A bank level means the total sound level of all sound as measured with a sound level meter using the A-weighted network. The unit of measurement is the dB(A).

Ambient noise means the all-encompassing noise associated with a given environment, being usually a composite of sounds from many sources, near and far.

Construction means any safe preparation, assembly, erection, substantial repair, alteration or similar action, but excluding demolition, for or of public or private rights-of-way, structures, utilities or similar property.

Cycle means a complete sequence of values of a periodic quantity that occur during a period.

Day or daytime means the hours between 7:00 a.m. and 10:00 p.m.

Decibel means a standard unit for measuring sound pressure levels that is equal to one-tenth of a bel and is a unit of level when the base of the logarithm is the tenth root of ten, and the quantities concerned are proportional to power; abbreviated "dB."

Demolition means any dismantling, intentional destruction or removal of structures, utilities, public or private right-of-way surfaces or similar property.

Emergency means any occurrence or set of circumstances involving actual or imminent physical trauma or property damage which demands immediate action.

Emergency work means any work performed for the purpose of preventing or alleviating the physical trauma or property damage threatened or caused by an emergency.

Fluctuating sound means a sound whose sound pressure level varies significantly but does not equal the ambient environmental level more than once during the period of observation.

Frequency means the reciprocal of the primitive period of a function periodic in time. The unit is the cycle per unit time and must be specified; typically this unit will be Hertz (Hz) i.e. cycles per second.

Impulsive sound means an impulsive sound is characterized by brief excursions of sound pressure (acoustic impulses) which significantly exceed the ambient environmental sound pressure. The duration of a single impulse is usually less than one second.

Intermittent sound means an intermittent sound is a sound which sound pressure level equals the ambient environmental level two or more times during the period of observations. The period of time during which the level of the sound remains at an essentially constant value different from that of the ambient is on the order of one second or more.

Lot-line means an imaginary line along the ground surface, and its vertical extension which separates the real property owned by one person from that owned by another person, but not including intra-building real property divisions.

Microbar means a unit of pressure commonly used in acoustics that is equal to one dyne per square centimeter.

Nonsteady sound means a sound whose level shifts significantly during the period of observation.

Period means the smallest increment of time for which a function repeats itself in a periodic quantity.

Period of observation means the period of observation is the time interval during which acoustical data are obtained. The term "period of observation" is determined by the characteristics of the sound being measured and should also be at least ten times as long as the response time of the instrumentation. The greater the variance in indicated sound level, the longer must be the observation time for a given expected accuracy of the measurement.

Periodic quantity means an oscillating quantity, the values of which recur for equal increments of time.

Person means any person, person's firm, association, copartnership, joint venture, corporation or any entity public or private in nature.

Public right-of-way means any street, avenue, boulevard, highway, sidewalk or alley or similar place which is owned or controlled by a governmental entity.

Pure tone means a sound having a single frequency.

Sound means an oscillation in pressure, particle displacement, particle velocity or other physical parameter, in a medium with internal forces that causes compression and rarefaction of that medium. The description of sound may include any characteristic of such sound, including duration, intensity and frequency.

Sound analyzer means a device for measuring the band pressure level or pressure spectrum level of a sound as a function of frequency.

Sound level meter means an instrument including a microphone, an amplifier, an output meter, and frequency weighing networks for the measurement of noise and sound levels in a specified manner.

Sound pressure level means the sound pressure level, in decibels of sound, is 20 times the logarithm to the base ten of the ratio of the pressure of this sound to the reference pressure, which reference pressure must be explicitly stated.

Spectrum means a spectrum is a function of time and is a description of its resolution into components, each of different frequency and usually of different amplitude and phase and is also used to signify a continuous range of components each of different frequency and usually of different amplitude and phase. A spectrum is used to signify a continuous range of components usually wide in extent within which waves have some specified characteristics such as audio-frequency spectrum and is also applied to functions of variables other than time.

Steady sound means a sound whose level remains essentially constant (i.e., fluctuations are negligibly small) during the period of observation.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-4. - Enforcement of article provisions.

It shall be the duty of the health department, inspection department and the police department to enforce the provisions of this article.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-5. - Excessive noise declared a nuisance.

Excessive noise as prohibited in this article is hereby declared to be a public nuisance and may be subject to summary abatement procedures as described in section 78-3 of this Code. Such abatement may be in addition to administrative proceedings, fines and penalties as provided in this article. It shall be the duty of the health department, inspection department or the police department, upon complaint of a nuisance, to determine if excessive noise exists as defined in this section and to take the appropriate action as specified therein. Conditions of excessive noise which are specifically exempted or for which a variance permit has been issued in conformity with provisions of this section, shall be exempt from the application of the provisions of this section.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-6. - Exemptions.

The following activities are exempted from regulation under section 146-8.

(1) *Construction sites; public utility projects; public works.*

- a. *Construction sites; public utility projects.* The criteria, as set forth in section 146-8, shall not apply to construction sites and public utilities projects during the daytime hours from Monday through Saturday, inclusive; provided, however, that noise production shall be minimized through proper equipment operation, maintenance or modifications thereto. Stationary equipment on construction projects lasting more than ten days within residential districts shall be shielded or located so as not to cause unnecessary noise.
- b. *Variance for certain construction sites and utility projects.* A construction site or utility project may seek a variance exempting such site/project from the noise limitations set forth in section 146-8 if public convenience so requires or if the site/project operations by its nature, extends beyond the time and day limitations of subsection 146-6(1)a., according to the following process:
 1. Written application shall be made to the director of public works, or designee, at least ten calendar days prior to site/project start; and
 2. The director of public works shall, in consultation with the health director, review the site/project location and the probable noise impact on residential areas; and

3. Applicant shall ensure noise production is minimized through proper equipment operation, maintenance or modifications thereto as required by the director of public works or health director; and
 4. The director of public works and/or health director shall place such terms and conditions upon any variance approval as will protect the health and welfare of the public. Failure to abide by such terms and conditions shall result in revocation of the variance; [and]
 5. Approval and denial of any application shall be in writing; and
 6. If the variance is granted, applicant shall notify all property owners as identified by the health director prior to commencement of the site/project; and
 7. Application denials may be appealed to the board of public works within ten days of the date of denial.
- c. *Public works operation.* City public works maintenance and operations projects shall be exempt from the criteria set forth in section 146-8; provided, however, that noise production shall be minimized through proper equipment operation and maintenance.
- d. *Brown County US 41 Project.* The criteria set forth in section 146-8 shall not apply to construction activities that are a part of the State of Wisconsin Department of Transportation Brown County US 41 project. This exemption shall terminate upon the final completion of said project.
- (2) *Emergency operations.* Emergency short term operations which are necessary to protect the health and welfare of the citizens, such as emergency utility and street repair, fallen tree removal, snow removal or emergency fuel oil delivery, shall be exempt from the criteria as set forth in section 146-8, provided that reasonable steps shall be taken by those in charge of such operations to minimize noise emanating from such operations.
- (3) *Noises required by law.* The provisions of section 146-8 shall not apply to any noise required specifically by law for the protection, health, welfare or safety of people or property.
- (4) *Lawn mowers; garden tools; powered equipment.* Powered equipment such as lawn mowers, small lawn and garden tools, riding tractors and snow removal equipment which is necessary for the maintenance of property, is kept in good repair and maintenance, and which equipment, when new, would not comply with the standards set forth in this article, shall be exempted from the provisions of section 146-8. No person shall operate such equipment, with the exception of snow removal equipment, during the hours of 10:00 p.m. through 7:00 a.m. inclusive.
- (5) *Outdoor religious, educational or recreational activities.* Reasonable activities conducted on public or private grounds, which are conducted in accordance with the manner in which such spaces are generally used, including but not limited to, religious, educational or recreational activities or events.
- (6)

Other outdoor events. Outdoor gatherings, public dances, shows and sporting events, and other similar outdoor events, provided that a permit has been obtained from the appropriate permitting authority.

- (7) *Airplanes.* Aircraft operations which are controlled specifically by federal law and enforcement shall be exempted from the provisions of this article.
- (8) *Bells and chimes.* Bells, chimes and similar devices which signal the time of day and operate during the daytime hours for a duration of no longer than 15 minutes in any given one-hour period shall be exempt from the noise limitations.

(Ord. No. 10-06, § 1, 4-7-2010; Ord. No. 11-05, § 1, 2-16-2011; Ord. No. 12-16, §§ 1, 2, 8-7-2012)

Sec. 146-7. - Variances for time to comply.

Time to comply.

- (1) It is recognized that it may not be technically or economically feasible for certain commercial or industrial sources of sound to be modified in such a manner as to comply in a timely manner with the standards set forth in this article. Therefore, the board of health may issue a variance permit on existing or potential commercial or industrial sources of sound which produce excessive noise.
- (2) At least 60 days prior to commencement of sound producing operations, or upon a complaint which cannot be resolved to the satisfaction of health officer, the owner, or authorized agent of any commercial or industrial source or potential source of sound may apply to the board of health for a variance in time to comply with the noise level requirements of this article. The board of health shall have the authority, consistent with this section, to grant a variance, not to exceed 18 months from the effective date of such variance permit.
- (3) Any person seeking a variance as allowed herein shall file an application with the health officer. The application shall contain information which demonstrates that bringing the source of sound or activity for which the variance is sought into compliance with this article would constitute an unreasonable hardship on the applicant, on the community, or on other persons. A public hearing shall be held, preceded by a Class 1 notice of such hearing. Notice of the public hearing on the variance request shall be given to all property owners within a 300-foot radius of the property for which the variance is sought. At the public hearing, any party may appear in person or by agent or attorney.
- (4) In determining whether to grant or deny the application, the board of health shall balance the hardship to the applicant, the community, and other persons of not granting the variance against the adverse impact on health, safety and welfare of persons affected, the adverse impact on property affected, and any other adverse impacts of granting the variance. Applicants for variances and persons contesting the variances may be required to submit any information the board of

health may reasonably require. In granting or denying an application, the board of health shall place on public file a copy of the decision and the reasons for denying or granting the variance in time to comply.

- (5) Variances shall be granted to the applicant containing all necessary conditions, including a schedule for achieving compliance. The variance shall not become effective until all conditions are agreed to by the applicant. Noncompliance with any condition of the variance shall terminate the variance and subject the person holding it to those provisions of this article for which the variance was granted.
- (6) Application for extension of the variance or for modification of other substantial conditions shall be treated like applications for initial variances under this subsection, except that the board of health must find that the need for the extension or modification clearly outweighs any adverse impacts of granting the extension or modification.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-8. - Lot line noise regulation.

- (a) The following noise limitations are established for any premises, measured at the lot line:
 - (1) *Maximum levels within zones.* No person shall operate or cause to be operated on private or public property any source of sound in such a manner as to create a sound level which exceeds the limits set for the zone categories in tables I and II.

Table I

Maximum Permissible Sound Pressure - 7:00 AM - 10:00 PM

	Residential	Commercial	Industrial
A-scale Level	57 dB(A)	63 dB(A)	72 dB(A)
(Levels in Decibels re .0002 Microbars)			

Table II

Maximum Permissible Sound Pressure - 10:00 PM - 7:00 AM

	Residential	Commercial	Industrial

A-scale Level	52 dB(A)	<u>58</u> dB(A)	67 dB(A)
(Levels in Decibels re .0002 Microbars)			

- (2) *Maximum levels between zones.* No person shall operate or cause to be operated on private or public property any source of sound from an industrial zone into a residential zone or commercial zone, or from a commercial zone into a residential zone which exceeds the limits set for the zone categories in tables III and IV.

Table III

Maximum Permissible Sound Pressure - 7:00 AM - 10:00 PM

	Industrial into Commercial	Industrial into Residential	Commercial into Residential
A-scale Level	<u>66</u> dB(A)	64 dB(A)	61 dB(A)
(Levels in Decibels re .0002 Microbars)			

Table IV

Maximum Permissible Sound Pressure - 10:00 PM - 7:00 AM

	Industrial into Commercial	Industrial into Residential	Commercial into Residential
A-scale Level	61 dB(A)	60 dB(A)	55 dB(A)
(Levels in Decibels re .0002 Microbars)			

- (b) *Definitions of zone categories.* The following zones are included in the zone categories:

- (1) *Residential*: R-1, R-2, R-3 and R-4 zoning classifications;
- (2) *Commercial*: B-1, B-2, B-3, Highway 41 Business Corridor Districts A and B, and C-EO Districts zoning classifications;
- (3) *Industrial*: I-1, I-2, I-3, I-B-1 and I-B-2 zoning classifications.

Regulation will be according to the underlying zones. Conservancy zones that are not publicly owned shall be regulated according to the adjacent zone. If the neighboring zones are different, they shall be extended to the center of the conservancy for the purposes of this article.

- (c) *Measurements*. The measurement shall be made at or beyond the property line of the property on which such noise is generated or at or within the property line of the property on which such noise is perceived, as appropriate. Measurement shall be done at a minimum height of four feet above the ground. The measurement of sound shall be made either with a sound level meter that meets or exceeds the ANSI requirements of the American Standard Specification for sound level meters, Type I or Type II (ANSI S1.4 - 1971) or with an octave band analyzer that meets or exceeds the requirements of (ANSI S1.6 - 1960) or any subsequent nationally adopted standards superseding the above standards. In both cases, the instruments should be maintained in calibration and good working order. When a sound level meter is used, it shall be set to the A-weighted scale and in the FAST response mode. A windscreen shall be mounted on the microphone and the noise limitations shall be the A-scale levels set forth above. An octave band analyzer may be employed when there is a concentration of sound energy within a limited number of bands, but its use shall not be restricted to such situations.
- (d) *Residential air conditioners*. Noise emitted by residential air conditioners shall be judged by the criteria set forth above.
- (e) *Ambient noise is a factor*. The subject noise must exceed the ambient noise by five dB or more, in any octave band, to be declared excessive.
- (f) *Exemptions*. The provisions of this section shall not apply to:
 - (1) Activities covered by the variance and exemption sections of this article;
 - (2) The activities expressly covered under other provisions of this chapter;
 - (3) Nonstationary farming equipment.

(Ord. No. 10-06, § 1, 4-7-2010; Ord. No. 15-04, § 1, 1-20-2015)

Sec. 146-9. - Vibrations.

The use of any property or portion of such property zoned in any industrial district zoning classification which causes earth-shaking vibrations such as are created by uses including, but not limited to, drop forges and hydraulic surges, shall be controlled in such a manner as to prevent transmission beyond the lot line of earth-shaking vibrations perceptible without the aid of instruments.

(Ord. No. 10-06, § 1, 4-7-2010)

Sec. 146-10. - Noises created by human behavior.

- (a) No person may create, assist in creating, permit, continue or permit the continuance of any unreasonably loud, disturbing, or unnecessary noise as may tend to annoy, inconvenience, disturb or cause discomfort to any person, or to the comfortable enjoyment of property.
- (b) No person occupying or having charge of any building or premises shall cause, suffer or allow any loud, excessive or unusual noise in the operation or use of any sound making or reproducing device so that such loud, excessive or unusual noise disturbs the comfort, quiet or repose of persons therein or in the vicinity.
- (c) No person shall use or operate in any public street or place, or in front of or outside of any building, place or premises, or in or through any window, doorway or opening of any building adjacent to any public street or place any device for the amplification of the human voice or sound or noise or other sound making or sound reproducing device. No person shall make for the purpose of advertising any immoderate or excessive use of the voice of any bell, gong, horn, instrument, article or device.
- (d) As used in this section, the word "person" shall extend and be applied to the lessor or landlord of any land, building or premises, his or her agent, the lessee, the occupant or person in charge of such building or premises, as well as the individuals.
- (e) The landlord or lessor shall be given notice on at least two occasions of violations of this section by the tenant(s) or occupant(s) and, upon the second and subsequent violation by the tenant, occupant or group of tenants at the same dwelling unit within a one-year period, the landlord or lessor may be cited for permitting or allowing a nuisance, defined herein as allowing continuous loud noises, music or parties, which tend to disrupt the common welfare of a neighborhood or community. The landlord or lessor shall be notified of all citations issued to their tenants or occupants for noise violations and shall only be subject to a penalty if such tenant(s) or occupant(s) has been convicted of violations of this section occurring within a one-year period nor shall the landlord or lessor be subject to a penalty if the landlord or lessor shows that all reasonable means have been taken and a sincere effort made to prevent continuous noise violations by their tenants or occupants.

(Ord. No. 10-06, § 1, 4-7-2010; Ord. No. 13-17, § 15, 8-20-2013)

Sec. 146-11. - Neighborhood quiet zones.

- (a) It shall be unlawful for any person to create, assist in creating, permit, or continue to permit the continuation of any unreasonably loud, disturbing or unnecessary noise emanating from within residential neighborhood quiet zones, as established by the common council, between the hours of 11:00 p.m. and 6:00 a.m., such as produces annoyance, inconvenience, discomfort, or hurt to any person, or to the enjoyment of property or comfort of any person, or affects the safety, health or morals of the public.
- (b)

As used in this subsection, the phrase "neighborhood quiet zones" shall be defined as a residential area wherein not less than 51 percent of the property owners in a nonbusiness zoned area have successfully petitioned the common council to request such status. In arriving at the requisite percentage, each parcel of property or tax parcel shall be counted as one. The majority of record title holders to each property must sign the petition in order to constitute one parcel toward the requisite number of residents. Posting of such zones shall be in accordance with the procedures as established by the common council. The area shall not be less than one block in length on both sides of the street provided, however, smaller residential areas may be included within an existing contiguous quiet zone. A separate petition shall be filed for each block, or portion thereof, or, in the case of a lawfully established neighborhood association, the boundaries of such association. When the petition is filed with the city clerk-treasurer, it shall contain the requisite percentage of owners and no signatures can be added or subtracted after it is filed with the city clerk-treasurer. All signatures on the petition shall be obtained within three months from the date of the first signature or such petition shall be void. The common council shall not grant such status to any area less than that as prescribed above. Such status shall remain in effect for a period of at least one year, after which time, utilizing the same guidelines as for the establishment of such status, it may be repealed by petition of the residents or owners subject to approval of the common council. Notice of public hearings to establish or repeal any residential neighborhood quiet zone shall be given to all record owners within the zone. A fee as determined by resolution of the common council shall accompany each petition.

(Ord. No. 10-06, § 1, 4-7-2010; Ord. No. 13-17, § 12, 8-20-2013)

Sec. 146-12. - Penalty for violation of article.

Anyone violating any of the provisions of this article, unless otherwise provided, shall, upon conviction, forfeit such amount as determined by the common council by resolution. Each violation and each day a violation continues or occurs shall constitute a separate offense. This section shall not preclude the city from maintaining any appropriate action to prevent or to remove a violation of any of such sections.

(Ord. No. 10-06, § 1(146-82), 4-7-2010)

http://host.madison.com/wsj/news/local/govt-and-politics/city-prepares-public-nuisance-action-against-noisy-downtown-indoor-cycling/article_63cb1541-7c2e-5f9e-891c-b22170d95182.html

EDITOR'S PICK

City prepares public nuisance action against noisy Downtown indoor cycling business

DEAN MOSIMAN and LOGAN WROGE Wisconsin State Journal 1 hr ago



JOHN HART, STATE JOURNAL

CYC Fitness on University Avenue.

Madison officials are preparing a legal action most commonly used on drug houses against a Downtown indoor cycling business they believe is making too much noise.

But Cyc Fitness, located at 773 University Ave., on the second floor of the massive University Square building that holds the Lucky apartments above, is promising changes.

A memo dated Tuesday from City Attorney Michael May to Mayor Paul Soglin and City Council members says Cyc Fitness has received 53 noise complaints since January and claims the business has “disregarded concerns” brought by police and ignored citations while its landlord hasn’t been quick enough to respond.

Cyc Fitness says it offers a “high-energy, music-driven indoor cycling experience.” Residents living above have complained about the noise to Steve Brown Apartments, the housing operator and owner, the memo says.

The noise has resulted in \$20,000 in rent rebates and adjustments because of resident complaints, the memo says.

The memo gives Soglin or council members a 15-day notice that the city attorney’s office intends to file a public nuisance action in Dane County Circuit Court against Cyc Fitness and University Square owner Gregory Rice. The mayor or any council member has 15 days to raise the matter in a city resolution. If no resolution is sought, the city attorney’s office will proceed with nuisance action.



Cyc Fitness, on the second floor of University Square, has drawn dozens of noise complaints from residents living in the surrounding apartments.

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JOHN HART, STATE JOURNAL

Despite repeated contacts, the business hasn't made any changes, so "I do intend to file the public nuisance action," assistant city attorney Jennifer Zilavy said Wednesday.

The nuisance action would seek a temporary injunction seeking remedies, from adjusting insulation and amplification to ceasing business operations, Zilavy said, adding that the city attorney's office hasn't decided on its exact request.

“We are taking the noise complaints very seriously,” studio director Jenny DeMain said in a statement. “In addition to lowering and continuing to monitor the volume during the classes at our studio, we have a plan in motion to make additional, and more substantial, modifications that will ensure our volume levels no longer disrupt the surrounding community.”

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Since March, Cyc Fitness has received 12 citations from the Madison Police Department — the latest of which came Tuesday — and none has been paid, the memo says. Officers have repeatedly asked the business to turn down the volume of the music and instructors’ microphones, but Cyc Fitness has been “flippant” to police concerns, the memo says.

In July, Zilavy sent a letter to Rice asking for help with the dispute but he did not respond, the memo says.

City officials, Steve Brown Apartments director of operations Alyssa Hellenbrand-Best, and Rice met in October to discuss solutions, the memo says. After the meeting, Rice sent a letter to Cyc Fitness saying the loud noise was in violation of its lease and asking it to work toward a solution, it says.

But “the excessive noise continues to this date and to the detriment of the residents and management of the Lucky building and the continued drain on Downtown MPD resources,” the memo says.

Rice and Hellenbrand-Best could not be reached for comment.

The city rarely files public nuisance actions, a tool typically used to shut down drug houses. The city also used a nuisance action in 2010 to close a troubled bar on the South Side and more recently against a landlord who had many building code violations.



Map data ©2016 Google

More information



14 of Ray Peterson's rental properties have sold for a total price of more than \$2.4 million

Landlord's properties declared a nuisance; judge orders professional management

City files nuisance petition against Madison landlord

Logan Wroge | Wisconsin State Journal

Logan Wroge has been a general assignment reporter for the Wisconsin State Journal since 2015. He earned a degree in journalism from the University of Minnesota while minoring in communication studies.

Dean Mosiman | Wisconsin State Journal

Dean Mosiman covers Madison city government for the Wisconsin State Journal.

Latest video news



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: Health Department

FROM: Deborah Armbruster

SUBJECT: Consideration and Possible Action on Division of Public Health DPH Contract #47645-5 Modification*

ATTACHMENTS:

- DPH Contract 47645-5 (PDF)

**Wisconsin Department of Health Services
Contract Centralization Legal Review**

Agreement Number: **47645-5**

Bureau of Procurement and Contracting (BPC) Review:

☒ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language.

☐ This agreement uses intergovernmental cooperative purchasing.

OLC Review Required:

☐ This agreement does not use a BPC template with Office of Legal Counsel (OLC) approved language or uses a BPC template with requested language changes.

Description:

N/A

Office of Legal Counsel (OLC) Review and Approval:

☒ This agreement has been reviewed and approved by the Wisconsin Department of Health Services Office of Legal Counsel.

DocuSigned by:

Cody Wagner

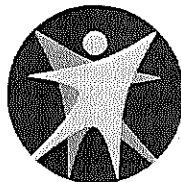
31F480248CEC484
Name: Cody Wagner

Title: Office of Legal Counsel

2/14/2022

Date Signed

Revision: 12/2/2020 (previous versions obsolete)



GRANT AGREEMENT MODIFICATION
between the
STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES
And
DEPERE DPH
for
2021 DPH Consolidated Contract

DPH Contract No.: 47645-5

Agreement Amount: \$4,300

Agreement Term Period: 10/1/2020 to 12/31/2024

CARS Pre-Packet No: 20263

DHS Division: Division of Public Health

DHS Grant Administrator: Anna Benton

DHS Telephone: 608-266-9780

DHS Email: Anna.Benton@dhs.wisconsin.gov

Grantee Grant Administrator: Ms Debbie Armbruster

Grantee Address: 335 S BROADWAY, DE PERE, WI,
54115

Grantee Email: darmbruster@mail.de-pere.org

Modification Description: We are adding funding for Prevention (Profile 159220). Please see attached Scopes of Work. Final reports are due 45 days from the end of the designated contract period for any included profiles.

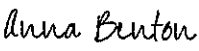
This is a Modification of an existing Agreement, as specified above. This Modification of Agreement encompasses both Amendments and Addendums to an existing Grant Agreement. This Modification is entered into by and between the State of Wisconsin Department of Health Services (DHS) and the Grantee listed above. With the exception of the terms being modified by this Grant Agreement Modification, ALL OTHER TERMS AND CONDITIONS OF THE EXISTING AGREEMENT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Modification, including any and all attachments herein and the existing agreement, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. DHS and the Grantee acknowledge that they have read the Modification and understand and agree to be bound by the terms and conditions of the existing agreement as modified by this action. This Modification becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

State of Wisconsin
Department of Health Services

Authorized Representative

Name: Anna Benton

Title: Assistant Administrator, Division of Public Health

Signature: 
AF2CECD4F36A431...

Date: 2/14/2022

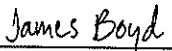
Grantee

Entity Name: De Pere Health

Authorized Representative

Name: James Boyd

Title: Mayor

Signature: 
50C8D1E932AB49A...

Date: 2/14/2022

CARS PAYMENT INFORMATION***DHS CARS STAFF INTERNAL USE ONLY*****CARS PAYMENT INFORMATION**

The information below is used by the DHS Bureau of Fiscal Services, CARS Unit, to facilitate the processing and recording of payments made under this Agreement.

Agency #:	Agency Name:	Agency Type:	CARS Contract Start Date	CARS Contract End Date	Program Total Contract:
472779	DEPERE DPH	260	10/1/2020	9/30/2022	\$4,300

Profile ID#	Profile Name	Profile Note	Profile Current Amount	Profile Change Amount	Profile Total Amount	Funding Controls
159220	CONS CONTRAC TS PHHS		-	\$4,300	\$4,300	N/A
					\$4,300	

CARS FEDERAL AWARD INFORMATION

DHS Profile Number	159220
FAIN	NB01OT009427
Federal Award Date	8/30/2021
Sub-award period of Performance Start Date	10/1/2020
Sub-award period of Performance End Date	9/30/2022
Amount of Federal Funds obligated (committed) by this action	\$4,300
Total Amount of Federal Funds obligated (committed)	\$4,300
Federal Award Project Description	Preventive Health and Health Services Block Grant 2021
Federal Awarding Agency Name (Department)	Centers for Disease Control and Prevention
DHS Awarding Official Name	Debra K. Standridge
DHS Awarding Official Contact Information	608-266-9622
Assistance Listing (formerly CFDA) Number	93.991
Assistance Listing (formerly CFDA) Name	Preventive Health and Health Services Block Grant
Total made available under each Federal award at the time of disbursement	\$3,005,592
R&D?	No
Indirect Cost Rate	0.07

Federal Fiscal Year 2021 (FFY21)
Preventive Health and Health Services (PHHS) Block Grant
Consolidated Contract Scope of Work

Data was obtained through the **PHHS Block Grant FY20 Check-In and FY21 Objective Selection Survey** sent to all local and tribal health departments on April 27, 2021 and finalized with the **PHHS Block Grant FY20 End of Year Report and FY21 Contract Finalization Survey** sent to all local and tribal health departments on October 04, 2021.

Health Department Name: De Pere Department of Public Health

Name of Staff Completing Survey: Sara Lornson

2021 Consolidated Contract Number: 47645

FFY21 PHHS Block Grant Allocation: \$4300

FFY21 PHHS Block Grant Objectives:

Objective 1: Community Health Improvement Processes and Plans

Objective 4: National Public Health Performance Standards

Agency has read the PHHS Block Grant Boundary Statement and Quality Criteria and agrees to implement evidence-based intervention(s) with FFY21 PHHS Block Grant funds.

**Federal Fiscal Year 2021
Preventive Health and Health Services Block Grant Program
(October 1, 2021-September 30, 2022)**

Quality Criteria

Generally high program quality criteria for the delivery of quality and cost-effective administration of health care programs have been, and will continue to be, required in each public health program to be operated under the terms of this contract. Contractors should indicate the manner in which they will assure each criterion is met for this program. Those criteria include:

Public health assessment and surveillance that identify community needs, and supports systematic, competent program planning and sound policy development with activities focused at both the individual and jurisdictional levels.

- a) Involvement of key policymakers and the general public in the development of comprehensive public health plans.
- b) Development and implementation of a plan to address issues related to access to high priority public health services for every member of the community.
- c) Identification of the scientific basis (evidence base) for the intervention.

Delivery of public health services to citizens by qualified health professionals in a manner that is family centered, culturally competent, where the scientific basis for the intervention can be documented (evidence-based practice), as well as delivery of public health programs for communities for the improvement of health status.

- a) There is no separate sub-criterion to this Quality Criteria Category.

Record keeping for individual-focused services that assures documentation and tracking of client health care needs, response to known health care problems on a timely basis, and confidentiality of client information.

- a) There is no separate sub-criterion to this Quality Criteria Category.

Information, education, and outreach programs intended to address known health risks in the general and certain target populations to encourage appropriate decision-making by those at risk and to affect policy and environmental changes at the community level.

Provision of public information and education, and/or outreach activities focused on high-risk populations that increase awareness of disease risks, environmental health risks, and appropriate preventive activities.

- a) Provision of public information and education and/or outreach activities should utilize strategies that have a scientific basis (best-practices) for delivery methods to assure maximum impact on the selected population.
- b) All materials produced with PHHS Block Grant funds must state either:
 - a. If NOT funded with other non-governmental sources:
This [project/publication/program/website, etc.] [is/was] supported by the Centers for Disease Control and Prevention of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$XX with 100 percent funded by CDC/HHS. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by CDC/HHS, or the U.S. Government.
 - b. If partially funded with other non-governmental sources:

This [project/publication/program/website, etc.] [is/was] supported by the Centers for Disease Control and Prevention of the U.S. Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$XX with XX percentage funded by CDC/HHS and \$XX amount and XX percentage funded by non-government source(s). The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by CDC/HHS, or the U.S. Government.

- c) If a conference/meeting/seminar is funded by the contract, the recipient must include the following statement on conference materials, including promotional materials, agenda, and internet sites:

Funding for this conference was made possible (in part) by the Centers for Disease Control and Prevention. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services, nor does the mention of trade names, commercial practices, or organizations imply endorsement by the U.S. Government.

Coordination with related programs to assure that identified public health needs are addressed in a comprehensive, cost-effective manner across programs and throughout the community.

- a) There is no separate sub-criterion to this Quality Criteria Category.

A referral network sufficient to assure the accessibility and timely provision of services to address identified public health care needs.

- a) There is no separate sub-criterion to this Quality Criteria Category.

Provision of guidance to staff through program and policy manuals and other means sufficient to assure quality health care and cost-effective program administration.

- a) Provision of written policy and program information about the current guidelines, standards, and recommendations for community and/or clinical preventive care.

Financial management practices sufficient to assure accurate eligibility determination, appropriate use of state and federal funds, prompt and accurate billing and payment for services provided and purchased, accurate expenditure reporting, and, when required, pursuit of third party insurance and Medical Assistance Program coverage of services provided.

- a) Program-specific data collection, analysis, and reporting to assure program outcome goals are met or to identify program management problems that need to be addressed.

Data collection, analysis, and reporting to assure program outcome goals are met or to identify program management problems that need to be addressed.

- a) There is no separate sub-criterion to this Quality Criteria Category.

Federal Fiscal Year 2021 Preventive Health and Health Services Block Grant (October 1, 2021-September 30, 2022)

Program Boundary Statement

The Preventive Health and Health Services (PHHS) Block Grant is a federal program to allocate funds to states to improve the health of the general population.

For each consolidated contract program, the Division of Public Health has identified a boundary statement. The boundary statement sets the parameters of the program within which the local and tribal public health agency will need to set its objectives. The boundaries are intentionally as broad as federal and state law permit to provide maximum flexibility, however if there are objectives or program directions that the program is not willing to consider or specific programmatic parameters, those are included in the boundary statement. Agencies are encouraged to leverage resources across categorical funding to achieve common program goals.

Acceptable Uses of Funding

The PHHS Block Grant gives grantees the flexibility to prioritize the use of funds to:

- Address emerging health issues and gaps.
- Decrease premature death and disabilities by focusing on the leading preventable risk factors.
- Work to achieve health equity and eliminate health disparities by addressing the social determinants of health.
- Support local programs to achieve healthy communities.
- Establish data and surveillance systems to monitor the health status of targeted populations.
- Improve agency operations, build capacity, and achieve accreditation through implementation of effective programmatic and administrative areas central to the health department's objectives
- Support agency efforts to attain or maintain PHAB accreditation.
- Supplement or expand grantee services or efforts.
- Increase hours of part-time staff to increase capacity.

Success is achieved by:

- Using evidence-based methods and interventions.
- Reducing risk factors.
- Establishing policy, social, and environmental changes.
- Leveraging other funds.
- Continuing to monitor progress towards selected outcomes and re-evaluate funded activities.
- Reflecting Healthy People and Healthy Wisconsin objectives in project objectives.

Unacceptable Uses of Funding

While the PHHS Block Grant allows for flexibility in usage in order to address local priorities, there are some activities and usage of funds that are not allowed. According to PHHS Block Grant guidance, non-allowable uses for these funds include:

- Purchasing of naloxone
- Purchasing of syringes and distributing sterile needles or syringes for the hypodermic injection of any illegal drug.

- Drug disposal programs (drop-boxes, bags or other devices, and/or take-back events) are not permissible under this funding opportunity.
- Clinical care (except as allowed by law)
- Providing financial assistance to any entity other than a public or non-profit private entity.
- Providing inpatient services. Offering cash payment to recipients of health services.
- Purchasing or improving land; purchasing, constructing, or permanently improving a building or facility; or purchasing major medical equipment.
- Using as a match requirement for Federal funds.
- Advocating for or promoting gun control.
- Paying the salary of an individual, through a grant or other extramural mechanism, at a rate in excess of Executive Level II.
- Paying indirect or administrative costs in excess of 10%.
- Preparing, distributing, or using any media or material designed to support or defeat the enactment of legislation at the federal, state, or local legislature or legislative body, or for the salary or expenses of any grant or contract recipient or agent related to any lobbying activity.
- Maintaining or establishing a computer network unless it blocks the viewing, downloading, and exchanging of pornography.
- Procuring, obtaining or contracting for equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Pub. L. 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities); Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities); telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise, connected to the government of a covered foreign country.
- Supplanting grantee funds by replacing or releasing available local grantee funds for alternative uses.

Acceptable Redirection of Funds for Pandemic Relief (FY2021)

Due to the ongoing COVID-19 pandemic and public health emergency, the Department of Health Services, Division of Public Health has identified opportunities for local and tribal health departments to utilize PHHS Block Grant funding in their response efforts connected to the National Public Health Performance Standards (NPHPS)/Public Health Accreditation Board (PHAB) voluntary accreditation efforts.

Health department emergency response efforts have inherent connections to all 12 of the PHAB Domains, and DHS has identified essential functions of an accredited health department with urgent emergency response needs.

Therefore, activities that align with the PHAB Domain standards and meet the needs of the community may be funded through FY2021 PHHS Block Grant funds provided:

- Funded activities are unduplicated efforts by the health department and align with the allowable uses of PHHS Block Grant funds as described above, and
- Local, state, or other federal funds are not displaced or supplanted for other uses.
- Descriptions of examples of allowable activities and PHAB Domains are contained within the prior 2019-2021 PHHS Template Objectives located on the Preventive Health and Health Services Block Grant SharePoint site

References

- Centers for Disease Control and Prevention, Preventive Health and Health Services Block Grant, <http://www.cdc.gov/phhsblockgrant/index.htm>
- National Center for Chronic Disease Prevention and Health Promotion: and <https://www.cdc.gov/chronicdisease/index.htm>
- Healthy People 2030: <https://health.gov/healthypeople>
- Healthy Wisconsin: <https://healthy.wisconsin.gov/>
- 10 Essential Public Health Services: <https://www.cdc.gov/publichealthgateway/publichealthservices/essentialhealthservices.html>

Additional Resources

Several links are provided below to assist grantees in strategic planning for their PHHS Block Grant. Please note that these resources are simply suggestions, and should not be considered comprehensive or finite.

Cross-cutting Interventions

The links below provide interventions that apply to all of the template objectives.

- UW What Works for Health: <http://whatworksforhealth.wisc.edu>
- County Health Rankings What Works for Health: <https://www.countyhealthrankings.org/take-action-to-improve-health/what-works-for-health>
- Healthy Wisconsin: <https://healthy.wisconsin.gov/>
- Healthy People 2030 Objectives: <https://health.gov/healthypeople/objectives-and-data>
- Healthy People 2030 Evidence-Based Resources: <https://health.gov/healthypeople/tools-action/browse-evidence-based-resources>
- Healthy Wisconsin Evidence-based Practices: <https://www.dhs.wisconsin.gov/healthywi/index.htm>

**Federal Fiscal Year 2021
Preventive Health and Health Services Block Grant Program
(October 1, 2021-September 30, 2022)**

Local and Tribal Health Department Objectives

These are the four objective options to allocate Federal Fiscal Year (FFY) 2021 PHHS Block Grant funding. These activities are to be implemented between October 1, 2020 - September 30, 2022.

Objective 1: Community Health Improvement Processes and Plans

National Healthy People 2030 Objective PHI-05: Increase the proportion of local jurisdictions that have a health improvement plan.

Usage: Select this objective if your health department plans to utilize FFY21 PHHS Block Grant funding to develop or update a community health assessment (CHA) to identify community health needs and/or to develop or update a community health improvement plan (CHIP) with community stakeholders and partners.

Why CHA/CHIP? Local health departments are required by State Statute and Administrative Rule to develop a written CHIP at least every 5 years by assessing applicable data, developing measurable health outcomes, and partnering with others to cultivate community ownership of the development and implementation of the plan.

Objective 2: Implement Community-Based Interventions

National Healthy People 2030 Objective ECBP-D07: Increase the number of community organizations that provide prevention services.

Usage: Select this objective if your health department plans to utilize FFY21 PHHS Block Grant funding to implement an evidence-based or promising practice strategy to improve health in a selected priority area, based on community health assessments or community health needs assessments.

Why Prevention Interventions? All communities in Wisconsin have localized and unique needs related to prevention services. While some health priorities are universal and covered under the state's health plan, jurisdictions have also identified and prioritized health issues of greatest need for their communities. The adaptability of the PHHS Block Grant to address local needs makes this a good fit for the myriad of community-based interventions implemented in Wisconsin.

Objective 3: National Public Health Accreditation

National Healthy People 2030 Objective PHI-02: Increase the proportion of local public health agencies that are accredited.

Usage: Select this objective if your health department plans to utilize FFY21 PHHS Block Grant funding to implement an activity to help achieve or maintain voluntary national public health accreditation or reaccreditation.

Why Accreditation? Everyone in Wisconsin should have access to a basic level of public health services. The Public Health Accreditation Board (PHAB) has developed standards and performance measures related to the provision of these essential services. Through voluntary PHAB accreditation, public health agencies in Wisconsin receive external verification that they have implemented performance management, developed leadership, and established relationships with the community.

Objective 4: National Public Health Performance Standards

National Healthy People 2030 Objective PHI-02: Increase the proportion of local public health agencies that are accredited.

Usage: Select this objective if your health department plans to utilize FFY21 PHHS Block Grant funding to implement an activity to conform to the National Public Health Performance Standards (NPHPS) or assess conformity with NPHPS. Also this objective is for agencies that do not plan to apply for accreditation and are working on activities such as strategic planning, performance management, quality improvement, workforce development, etc.

Why NPHPS? While not every local and tribal health department will pursue voluntary accreditation, all should be working towards full implementation of NPHPS. NPHPS describe the optimal level of performance of a health department in delivering the essential public health services. This helps improve the quality of public health practice, strength of partnerships, and performance of public health systems for responding effectively to day-to-day public health issues and public health emergencies.



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: March 8, 2022

DEPARTMENT: Finance Department

FROM: Joe Zegers

SUBJECT: Review and possible action on City of De Pere Investments and Cash Detail report for January 2022.

ATTACHMENTS:

- January 2022 Cash and Investments Memo 3.8.22 (PDF)
- January 2022 Investment Schedule 3.8.22 (PDF)

To: Honorable Mayor and Members of the Finance Committee
Larry Delo, Administrator
From: Joe Zegers, Finance Director
Date: March 1, 2022
Subject: Cash and Investments Report for January 31st, 2022

I have attached a summary of the City's Cash and Investments for your information and review as of January 31st, 2022. I have also attached last year's monthly summary of the accounts from January 1 to December 31, 2021 so you can see comparable activity throughout the course of the year for all accounts. As you can see, the City investments investment return decreased **\$68,752** for the year through January 31st, 2022. For your information, our budgeted annual amount for general fund investment income for 2022 is \$100,000. The LGIP investment account increased \$367,677 in **January** of 2022 due to receipt of state transportation aids. Our Associated Money Market increased over \$4 million in **January** of 2022 due to tax collections of \$19 million offset by tax settlements to the other taxing jurisdictions of \$15 million. Feel free to contact me should you have any questions on this.

DE PERE CASH AND INVESTMENTS SUMMARY

JANUARY 31, 2022

CASH ACCOUNTS	
CHECKING ACCOUNTS	BALANCE
CITY CHECKING	\$ 1,882,432.25
HEALTH CHECKING	\$ 2,055,650.69
DENTAL CHECKING	\$ 76,478.58
SUBTOTAL	\$ 4,014,561.52
RESTRICTED	BALANCE
WATER BOND MM	\$ -
SUBTOTAL	\$ -
TOTAL CASH	\$ 4,014,561.52

INVESTMENTS			
	BALANCE	INTERST AND APPRECIATION	RATE OF RETURN
LGIP	\$ 8,036,518.10	\$ 460.48	0.07%
ASSOCIATED BANK TRUST	\$ 5,035,698.64	\$ (42,331.43)	-10.00%
CHARLES SCHWAB INVESTMENTS	\$ 6,330,928.23	\$ (28,454.22)	-5.37%
MONEY MARKET	\$ 18,842,507.70	\$ 1,573.40	0.12%
TOTAL INVESTMENTS	\$ 38,245,652.67	\$ (68,751.77)	
TOTAL CASH AND INVESTMENTS	\$ 42,260,214.19		

NOTE: The City budgeted \$100,000 for general fund revenues in the 2022 Adopted Budget.

DE PERE CASH AND INVESTMENT YEARLY SUMMARY
January 31, 2022

	31-Jan-2022	28-Feb-2022	31-Mar-2022	30-Apr-2022	31-May-2022	30-Jun-2022
CHECKING ACCOUNTS						
CITY CHECKING	1,882,432.25	-	-	-	-	-
HEALTH CHECKING	2,055,650.69	-	-	-	-	-
DENTAL CHECKING	76,478.58	-	-	-	-	-
SUBTOTAL	\$ 4,014,561.52	\$ -	\$ -	\$ -	\$ -	\$ -
RESTRICTED						
WATER BOND MM	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CASH	\$ 4,014,561.52	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENTS						
LGIP	8,036,518.10	-	-	-	-	-
ASSOCIATED BANK TRUST	5,035,698.64	-	-	-	-	-
CHARLES SCHWAB INVESTMENTS	6,330,928.23	-	-	-	-	-
MONEY MARKET	18,842,507.70	-	-	-	-	-
TOTAL INVESTMENTS	\$ 38,245,652.67	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CASH AND INVESTMENTS	\$ 42,260,214.19	\$ -	\$ -	\$ -	\$ -	\$ -

	31-Jul-2022	31-Aug-2022	30-Sep-2022	31-Oct-2022	30-Nov-2022	31-Dec-2022
CHECKING ACCOUNTS						
CITY CHECKING	-	-	-	-	-	-
HEALTH CHECKING	-	-	-	-	-	-
DENTAL CHECKING	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RESTRICTED						
WATER BOND MM	-	-	-	-	-	-
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CASH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
INVESTMENTS						
LGIP	-	-	-	-	-	-
ASSOCIATED BANK TRUST	-	-	-	-	-	-
CHARLES SCHWAB INVESTMENTS	-	-	-	-	-	-
MONEY MARKET	-	-	-	-	-	-
TOTAL INVESTMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CASH AND INVESTMENTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DE PERE CASH AND INVESTMENT YEARLY SUMMARY
December 31, 2021

	31-Jan-2021	28-Feb-2021	31-Mar-2021	30-Apr-2021	31-May-2021	30-Jun-2021
CHECKING ACCOUNTS						
CITY CHECKING	2,331,022.04	622,001.07	1,751,077.31	1,053,658.55	823,811.66	159,026.31
HEALTH CHECKING	2,381,833.73	2,382,587.48	2,266,097.52	2,513,911.76	2,442,426.74	2,257,079.41
DENTAL CHECKING	61,720.12	65,793.24	55,511.60	72,493.72	71,018.59	71,572.27
SUBTOTAL	\$ 4,774,575.89	\$ 3,070,381.79	\$ 4,072,686.43	\$ 3,640,064.03	\$ 3,337,256.99	\$ 2,487,677.99
RESTRICTED						
WATER BOND MM	212,746.68	212,771.16	212,798.27	212,824.50	212,847.24	212,868.23
SUBTOTAL	\$ 212,746.68	\$ 212,771.16	\$ 212,798.27	\$ 212,824.50	\$ 212,847.24	\$ 212,868.23
TOTAL CASH	\$ 4,987,322.57	\$ 3,283,152.95	\$ 4,285,484.70	\$ 3,852,888.53	\$ 3,550,104.23	\$ 2,700,546.22
INVESTMENTS						
LGIP	14,005,155.49	14,932,003.97	13,684,325.96	8,532,120.21	7,691,508.67	8,998,581.68
ASSOCIATED BANK TRUST	5,090,384.50	5,092,253.12	5,091,028.45	5,101,344.27	5,107,360.65	5,103,518.76
CHARLES SCHWAB INVESTMENTS	6,376,185.39	6,364,936.76	6,372,504.48	6,384,748.23	6,385,186.86	6,378,376.40
MONEY MARKET	27,440.86	27,444.02	27,447.52	27,450.90	27,453.83	27,456.54
TOTAL INVESTMENTS	\$ 25,499,166.24	\$ 26,416,637.87	\$ 25,175,306.41	\$ 20,045,663.61	\$ 19,211,510.01	\$ 20,507,933.38
TOTAL CASH AND INVESTMENTS	\$ 30,486,488.81	\$ 29,699,790.82	\$ 29,460,791.11	\$ 23,898,552.14	\$ 22,761,614.24	\$ 23,208,479.60

	31-Jul-2021	31-Aug-2021	30-Sep-2021	31-Oct-2021	30-Nov-2021	31-Dec-2021
CHECKING ACCOUNTS						
CITY CHECKING	669,513.93	5,185,089.85	767,962.29	1,177,465.91	1,121,443.34	698,333.09
HEALTH CHECKING	2,137,820.32	2,201,756.16	74,134.00	2,180,493.68	2,212,728.37	2,188,211.99
DENTAL CHECKING	71,327.28	71,277.13	2,169,637.44	76,145.39	78,237.64	72,478.76
SUBTOTAL	\$ 2,878,661.53	\$ 7,458,123.14	\$ 3,011,733.73	\$ 3,434,104.98	\$ 3,412,409.35	\$ 2,959,023.84
RESTRICTED						
WATER BOND MM	212,889.92	212,911.62	212,932.62	212,954.32	212,971.82	-
SUBTOTAL	\$ 212,889.92	\$ 212,911.62	\$ 212,932.62	\$ 212,954.32	\$ 212,971.82	\$ -
TOTAL CASH	\$ 3,091,551.45	\$ 7,671,034.76	\$ 3,224,666.35	\$ 3,647,059.30	\$ 3,625,381.17	\$ 2,959,023.84
INVESTMENTS						
LGIP	12,313,429.27	5,959,824.53	3,960,047.45	13,277,053.10	9,667,924.32	7,668,380.45
ASSOCIATED BANK TRUST	5,102,473.14	5,104,975.54	5,098,389.98	5,086,792.43	5,085,108.03	5,078,030.07
CHARLES SCHWAB INVESTMENTS	6,389,315.23	6,380,939.85	6,378,209.02	6,372,888.06	6,359,382.45	6,359,382.45
MONEY MARKET	27,459.34	27,462.14	27,464.85	27,467.65	27,470.36	14,814,830.53
TOTAL INVESTMENTS	\$ 23,832,676.98	\$ 17,473,202.06	\$ 15,464,111.30	\$ 24,764,201.24	\$ 21,139,885.16	\$ 33,920,623.50
TOTAL CASH AND INVESTMENTS	\$ 26,924,228.43	\$ 25,144,236.82	\$ 18,688,777.65	\$ 28,411,260.54	\$ 24,765,266.33	\$ 36,879,647.34