

NOTICE OF PUBLIC MEETING

Pursuant to Wisconsin Statutes Section 19.84, notice is hereby given to the public that a regular meeting of the **FINANCE/PERSONNEL COMMITTEE** will be held **FEBRUARY 12, 2012 AT 7:30 P.M.** in the **CITY HALL COUNCIL CHAMBERS, SECOND FLOOR OF DE PERE CITY HALL, 335 SOUTH BROADWAY STREET, DE PERE, WISCONSIN.**

This meeting is rebroadcast on Time Warner Cable Channel 4 and Channel 99 U-verse throughout the week.

***Agenda item requires City Council action.**

AGENDA FOR SAID MEETING

1. Roll call.
2. Approval of the minutes of the January 8, 2013 regular meeting of the Finance/Personnel Committee.
3. Overtime report of the Fire Department for the month of January 2013.
4. Overtime report of the Police Department for the month of January 2013.
5. Overtime report of the Engineering Department for the month of January 2013.
6. Appeals of Stormwater Utility Fee:
 - A. Theresa Gage
 - B. Rodney Huth
7. Discuss request to mitigate WRS wage inequity for non-represented employees.
8. Consideration of Compensatory Time Policy for 2013.
9. Consideration of Northeast Wisconsin Technical College Healthcare Student Placement Agreement. *
10. Consider \$600 donation from Sharon Danen to be used to purchase personal protective gear for the Fire Department. *
11. Consider out of state travel request for Planning Director to attend National Planning Conference in Chicago.
12. Consider out of state travel request for City Administrator to attend International City/County Manager Association Annual Conference in Boston.
13. Fourth Quarter Investment Report.
14. Public comment and announcements.

15. Future agenda items.
16. Discuss Sliwka claim for sidewalk repair order.

PLEASE TAKE NOTICE, that pursuant to Section 19.85(1)(g), Wis. Stats., the Council may convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

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

17. Adjournment.

Lawrence Delo
City Administrator

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

Any person wishing to attend who, because of disability, requires special accommodation should contact the City Administrator's Office at 339-4044 by 4:30 p.m., February 11, 2012 so that arrangements can be made.

Agenda Sent To:

Alderspersons

Mayor

City Administrator

Department Heads

Brown County Library, De Pere Branch

De Pere Journal

Green Bay Press-Gazette

De Pere Chamber of Commerce

TV & Radio

NWTC, Attn: Dean – Health Sciences, 2740 West Mason Street, P.O. Box 19042, Green Bay, WI 54307-5482

Theresa Gage, 496 Ravine Road, De Pere, WI 54115

Rodney Huth, 1978 Little Rapids Road, De Pere, WI 54115

Donald Sliwka, 510 Acreview, De Pere, WI 54115

**FINANCE/PERSONNEL COMMITTEE
CITY OF DE PERE, WISCONSIN – January 8, 2013**

The Finance/Personnel Committee of the City of De Pere, Wisconsin, met in regular session at the Council Chambers in City Hall, on Tuesday, January 8, 2013.

Mayor Michael Walsh called the meeting to order at 7:31 p.m. Roll call was taken and the following members were present: Alderpersons Kathleen Van Vonderen, Michael Donovan, Daniel Robinson and Larry Lueck. Also present: City Administrator Lawrence Delo, Human Resources Director Shannon Metzler, Fire Chief Robert Kiser, Police Chief Derek Beiderwieden, Planning and Economic Development Director Ken Pabich, Finance Director Joe Zegers, IT Director Pete Smith, Building Inspector David Hongisto and members of the public.

Aldersperson Robinson moved, seconded by Aldersperson Donovan, to approve the minutes of the December 11, 2012 regular meeting. Upon vote, the minutes were approved unanimously.

3. Overtime report of the Fire Department for the month of December 2012. Aldersperson Van Vonderen moved, seconded by Aldersperson Donovan to approve the overtime report. Aldersperson Van Vonderen requested Fire and Police department staff provide a report each month which highlights the good things happening in the department. Upon discussion and vote, motion was approved unanimously.

4. Overtime report of the Police Department for the month of December 2012. Aldersperson Donovan moved, seconded by Mayor Walsh, to approve the overtime report. Discussion followed. Upon discussion and vote, motion was approved unanimously.

5. Overtime report of the Engineering Department for the month of December 2012. Aldersperson Robinson moved, seconded by Aldersperson Lueck, to approve the overtime report. Upon vote, motion was approved unanimously.

6. Facade Grant receipts for De Pere Auto (Lawrence Fisette) at 705 George Street. Mayor Walsh moved, seconded by Aldersperson Lueck to approve payment of the facade grant. Upon vote, motion was approved unanimously.

7. Compensation for employees covering Public Works Director duties. Aldersperson Van Vonderen moved, seconded by Aldersperson Lueck to approve the additional compensation. Upon vote, motion was approved unanimously.

8. Consider revisions to City Electrical Code. Aldersperson Robinson moved, seconded by Mayor Walsh to approve the revisions. Upon vote, motion was approved unanimously.

9. Consider public meeting management software, Minute Traq. Aldersperson Lueck moved, seconded by Aldersperson Robinson to approve the use of the software. IT Director Smith provided an overview of the software function and responded to committee member questions. Upon discussion and vote, motion was approved unanimously.

10. Discussion regarding Audit Proposal from Schenck for 2013. Finance Director Zegers provided an overview of the proposal. Discussion followed regarding the solicitation of additional proposals.

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Upon discussion, Alderperson Donovan moved, seconded by Mayor Walsh to approve the two year extension proposal from Schenck SC. Upon vote, motion was approved with 4 ayes and 1 nay. Alderperson Robinson voted nay; all others voted aye.

11. Public Comment or other Announcements. Mayor Walsh asked if there was anyone present who wished to speak during public comment and there was no one present who wished to speak so public comment was closed.

12. Future Agenda Items. None.

Upon motion by Mayor Walsh, seconded by Alderperson Van Vonderen, the Finance/Personnel Committee unanimously adjourned at 7:55 p.m.

Respectfully submitted,

Jennifer Dupont
Recording Secretary

DE PERE FIRE RESCUE
OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2012

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STANDBYS	75.25	84	57.75	66	99.5	27	20	45	76.5	54	15	57.25	677.25
EMS TRAINING	52.5	96	69	92.75	28	2.5	16.5	21.5	75.75	59.5	77.75	66.75	658.5
FIRE TRAINING	3	16	67.5	55	55.75	0	10.75	13	51.5	26.25	29.25	3	331
RESCUE CALLS	24.75	18.5	3.5	9	15.75	7	25.75	5.5	17.25	18	0	11	156
FIRE CALLS	32	24	0	11.25	3	14.25	27.75	25.25	3	34.75	0	0	175.25
OFFICER MTGS.	3	16	11.5	14	9	4	0	4.5	16	9.5	9.75	13.5	110.75
STAFFING REP.	75.75	3.75	50.25	4.5	42.75	0	108	132	90	265.5	112.5	115	1000
MAINTENANCE	11.5	27	8	0	38.25	5.25	0	0	15	0	0	0	105
PUB. ED.	0	0	2.5	13.5	0	0	0	0	6.75	45.25	0	0	68
# FIRE RUNS	20	21	24	35	28	29	43	29	29	42	27	25	352
# of EMS RUNS	147	130	127	152	161	127	143	143	159	169	116	163	1737
TOTAL HRS.	277.75	285.25	270	266	292	60	208.75	246.75	351.75	512.75	244.25	266.5	3281.75

OVERTIME BREAKDOWN BY REASON
FOR THE YEAR OF 2013

REASON	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
STANDBYS	54												54
EMS TRAINING	292.25												292.25
FIRE TRAINING	20.5												20.5
RESCUE CALLS	7.5												7.5
FIRE CALLS	2.25												2.25
OFFICER MTGS.	9												9
STAFFING REP.	0												0
MAINTENANCE	0												0
PUB. ED.	0												0
# FIRE RUNS	29												29
# of EMS RUNS	145												145
TOTAL HRS.	385.5	0	0	0	0	0	0	0	0	0	0	0	385.5

ANNUAL PERCENTAGE OF OVERTIME USED THROUGH 1/18/2013 29.05% \$27,480 used, balance left \$67,090

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

AREA	Jan.	Feb.	Mar.	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	TOTAL
LEDGEVIEW	6.4												6.4
LAWRENCE	7.2												7.2
ASHWAUBENON	2												2
CTY RESCUE	0												0
OTHER	0												0
TOTAL HRS.	15.6	0	0	0	0	0.0	0	0	0	0	0	0	15.6

DE PERE FIRE/RESCUE MONTHLY LOG 2013

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
1	1/1/2013	06:47	CD	M	A121		X	N			0
2	1/1/2013	08:20	LE	M	A111		X	B			0
3	1/1/2013	14:43	CD	M	A121	X		V			0
4	1/1/2013	17:43	LE	M	A111	X		V			0
5	1/1/2013	23:17	LA	M	A121		X	N			0
6	1/2/2013	06:36	CD	F	E111,E121,L111						0
7	1/2/2013	07:55	CD	M	A111	X		V			0
8	1/2/2013	08:09	CD	M	A121	X		B			1
9	1/2/2013	11:34	CD	M	A121	X		M			0
10	1/2/2013	12:03	CD	F	E111,E121						0
10	1/2/2013	12:03	CD	M	A111		X	N			0
11	1/2/2013	13:25	CD	M	A121	X		V			0
12	1/2/2013	14:02	CD	M	A111		X	V			1
13	1/2/2013	23:50	CD	M	A111	X		A			0
14	1/3/2013	06:55	CD	M	A111	X		V			0
15	1/3/2013	11:07	LE	M	A111	X		V			0
16	1/3/2013	11:09	CD	M	A121	X		V			1
17	1/3/2013	12:36	CD	M	A111	X		N			0
18	1/3/2013	12:50	LE	M	A121		X	B			0
19	1/3/2013	21:48	CD	M	A121		X	N			0
20	1/3/2013	21:54	CD	M	A111		X	B			1
21	1/3/2013	22:01	LA	M	E121		X	N			0
22	1/4/2013	16:23	CD	M	A121	X		V			0
23	1/4/2013	17:07	CD	M	A111,E111	X		B			0
24	1/4/2013	18:02	LE	M	A111	X		V			0
25	1/4/2013	20:26	LA	M	A121		X	A			0
26	1/4/2013	22:22	LA	M	A121		X	N			0
27	1/4/2013	22:20	CD	M	A111	X		V			2
28	1/5/2013	10:56	CD	M	A111,E111		X	B			0
29	1/5/2013	11:11	LA	M	A121	X		V			2
30	1/5/2013	13:47	CD	M	A121		X	A			0
31	1/6/2013	02:33	CD	M	A121		X	B			0
32	1/6/2013	12:48	CD	M	A121		X	A			0
33	1/6/2013	13:20	CD	M	A111	X		V			0
34	1/6/2013	14:59	CD	M	A121		X	N			0
35	1/6/2013	15:29	CD	F	E111						0
36	1/6/2013	16:14	LA	M	A121	X		B			0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
37	1/6/2013	17:50	AS	M	A121	X		M			0
38	1/7/2013	07:42	LE	M	A111		X	B			0
39	1/7/2013	07:51	LA	M	NA		X	N		3	0
40	1/7/2013	12:54	CD	M	A121,E111		X	V			0
41	1/7/2013	16:46	CD	M	A121	X		M			0
42	1/7/2013	16:50	CD	M	A111,E121	X		V			2
43	1/7/2013	17:10	LE	M	E111		X	N		3	0
44	1/9/2013	01:16	LE	M	A111		X	N			0
45	1/9/2013	09:11	LE	M	A111		X	N			0
46	1/9/2013	10:39	CD	M	A121	X		B			0
47	1/10/2013	00:23	CD	F	E111,E121						0
48	1/10/2013	15:14	CD	M	A111	X		B			0
49	1/10/2013	14:44	CD	M	A121	X		N			0
50	1/11/2013	04:05	CD	F	E111						0
51	1/11/2013	06:27	CD	M	A121	X		B			0
52	1/11/2013	09:05	CD	M	A111	X		B			0
53	1/11/2013	16:22	CD	M	A121	X		A			0
54	1/11/2013	20:33	LA	M	A121		X	B			0
55	1/11/2013	23:24	AS	M	A121	X		N	1		0
56	1/12/2013	03:13	CD	M	A121		X	N			0
57	1/12/2013	05:08	CD	M	A121		X	N			0
58	1/12/2013	21:02	CD	M	A121		X	V			0
59	1/12/2013	22:43	LE	M	A111		X	N			0
60	1/12/2013	23:53	CD	M	A121	X		B			0
61	1/12/2013	23:53	CD	M	A111		X	N			1
62	1/13/2013	03:11	LA	M	A121		X	B			0
63	1/13/2013	04:44	CD	M	A111		X	N			0
64	1/13/2013	05:15	CD	M	A121,A111	X		V			0
65	1/13/2013	08:13	LA	M	A121	X		V			0
66	1/13/2013	10:02	CD	M	A121	X		A			0
67	1/13/2013	11:03	CD	F	E111,L111,E121,A121						0
68	1/13/2013	12:39	CD	F	E111,L111,E121,A121						0
69	1/13/2013	18:31	CD	M	A121		X	N			0
70	1/13/2013	19:50	CD	M	A111	X		V			0
71	1/14/2013	03:23	CD	M	A111	X		A			0
72	1/14/2013	10:09	CD	M	A121 A111	X		V			0
73	1/14/2013	12:40	CD	M	A111 C101	X		A			0
74	1/14/2013	19:47	CD	M	A111	X		N			0
75	1/14/2013	22:58	LA	M	A121		X	B			0
76	1/14/2013	23:35	LA	M	A111	X		M			0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
77	1/15/2013	01:32	CD	M	A121	X		B			0
78	1/15/2013	11:50	CD	F	111,E121,L111,C101,C10						0
79	1/15/2013	13:57	CD	M	A121,A111	X		V			0
80	1/15/2013	15:21	CD	M	A121		X	N			0
81	1/15/2013	15:39	CD	M	A121		X	A			0
82	1/15/2013	15:54	CD	M	A111		X	A			1
83	1/15/2013	16:44	CD	M	A121		X	A			0
84	1/15/2013	20:43	CD	M	A121	X		V			0
85	1/16/2013	04:53	CD	M	A121	X		B			0
86	1/16/2013	05:52	LE	M	A111	X		B			0
87	1/16/2013	05:54	CD	M	A121	X		N			1
88	1/16/2013	20:43	CD	M	A121	X		V			0
89	1/16/2013	21:33	CD	F	E111,E121,L111,C101						0
90	1/17/2013	00:57	LA	M	A121		X	V			0
91	1/17/2013	06:41	CD	M	A121		X	V			0
92	1/17/2013	14:38	CD	F	111,L111,E121,A121,C10						0
93	1/17/2013	16:08	CD	M	A121	X		B			0
94	1/18/2013	00:17	CD	M	A111		X	N			0
95	1/18/2013	00:21	CD	M	A121	X		N			0
96	1/18/2013	00:51	CD	M	A111	X		V			0
97	1/18/2013	03:58	CD	M	A121		X	A			0
98	1/18/2013	10:00	AS	M	A111			N	3		0
99	1/18/2013	10:52	CD	M	A121	X		A			0
100	1/18/2013	16:37	CD	M	A121	X		N			0
101	1/18/2013	23:39	CD	M	A111		X	N			0
102	1/19/2013	20:31	CD	F	E111,L111,E121,C101						0
103	1/19/2013	21:26	CD	F	E121						0
104	1/19/2013	21:38	CD	F	E121						0
105	1/19/2013	23:30	CD	F	E121,E111,L111						0
106	1/20/2013	00:28	CD	M	A121	X		V			0
107	1/20/2013	08:59	LA	M	A121		X	M			0
108	1/20/2013	20:53	CD	M	A121		X	V			0
109	1/21/2013	10:34	CD	M	A121	X		V			0
110	1/22/2013	09:06	CD	F	E121						0
111	1/22/2013	09:08	CD	M	A111	X		B			0
112	1/22/2013	12:41	CD	F	E111						0
113	1/22/2013	14:14	CD	F	E122,A121						0
114	1/22/2013	15:05	CD	M	A111,A121	X		V			0
115	1/22/2013	18:40	CD	M	A121	X		M			0
116	1/23/2013	02:34	CD	M	A111	X		B			0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
117	1/23/2013	10:07	LE	M	A111		X	V			0
118	1/23/2013	16:38	CD	M	A121		X	V			0
119	1/23/2013	21:14	AS	M	A121	X		B	3		0
120	1/24/2013	06:47	CD	M	A121	X		N			0
121	1/24/2013	11:31	CD	M	A121		X	B			0
122	1/24/2013	14:33	CD	M	A121	X		V			0
123	1/24/2013	14:41	CD	F	E111,L111,E122,C102						0
124	1/24/2013	15:36	CD	M	A111	X		V			0
125	1/24/2013	16:04	CD	F	E122						0
126	1/24/2013	19:26	CD	F	E111						0
126	1/24/2013	19:26	CD	M	A121,A111		X	N			0
127	1/25/2013	00:12	CD	M	A121	X		V			0
128	1/25/2013	11:17	CD	M	A121,E121		X	N			0
129	1/25/2013	13:23	LA	M	A121	X		B			0
130	1/25/2013	14:21	CD	F	E121						0
131	1/25/2013	17:09	LA	M	A121		X	B			0
132	1/25/2013	17:28	LE	M	A111		X	A			1
133	1/25/2013	19:17	CD	F	E111						0
134	1/25/2013	19:34	CD	M	A111		X	A			0
135	1/26/2013	01:42	CD	M	A121		X	N			0
136	1/26/2013	03:00	CD	M	A121		X	N			0
137	1/26/2013	10:29	CD	M	A121		X	N			0
138	1/26/2013	20:06	AS	M	A121	X		B			0
139	1/26/2013	23:25	CD	M	A121		X	N			0
140	1/26/2013	23:49	CD	M	A111	X		V			0
141	1/27/2013	01:59	CD	M	A121		X	V			0
142	1/27/2013	04:20	CD	F	E121,E111,A121,L111						0
143	1/27/2013	05:27	CD	M	A121		X	B			0
144	1/27/2013	09:45	CD	F	E121,E111,A121,A111						0
145	1/27/2013	21:44	CD	F	E111						1
145	1/27/2013	21:44	CD	M	A121		X	V			0
145	1/27/2013	21:44	CD	M	A111		X	V			0
146	1/27/2013	23:13	CD	M	A121		X	V			0
147	1/27/2013	23:46	CD	M	A111		X	V			0
148	1/28/2013	07:34	CD	M	A121		X	V			0
149	1/28/2013	19:21	CD	M	A121	X		B			0
150	1/29/2013	06:03	CD	M	A121		X	V			0
151	1/29/2013	08:01	CD	M	A121	X		V			0
152	1/29/2013	10:03	LE	M	A111,E122	X		A			0
153	1/29/2013	10:13	CD	F	E122,E121,A121						0

<u>RUN</u>	<u>DATE</u>	<u>TIME</u>	<u>AREA</u>	<u>TYPE</u>	<u>UNITS</u>	<u>ALS</u>	<u>BLS</u>	<u>DEST</u>	<u>MAG</u>	<u>MAR</u>	<u>STBY</u>
154	1/29/2013	13:16	CD	F	E122,E121,L111,A121						0
155	1/29/2013	15:45	LA	M	A121	X		N			0
156	1/29/2013	18:45	CD	M	A121	X		M			0
157	1/30/2013	08:07	LE	M	A111	X		V			0
158	1/30/2013	09:44	CD	M	A121	X		V			0
159	1/30/2013	10:35	CD	F	E111						0
160	1/30/2013	10:48	CD	M	A111	X		V			0
161	1/30/2013	11:46	CD	F	E121,E122,L111,						3
162	1/30/2013	18:00	CD	M	A111	X		A			0
163	1/31/2013	09:17	CD	M	A121	X		V			0
164	1/31/2013	09:30	LA	M	A111	X		B			0
165	1/31/2013	12:08	CD	M	A121		X	A			0
166	1/31/2013	13:10	CD	M	A111		X	M			0
167	1/31/2013	14:45	CD	M	A121		X	N			0
168	1/31/2013	15:00	LE	M	A111	X		B			0
169	1/31/2013	18:11	CD	M	A111	X		V			0
170	1/31/2013	20:34	CD	M	A111		X	N			0
				174		77	67	145	3	2	

DE PERE FIRE/RESCUE				
OVERTIME REPORT				
MONTH OF JANUARY, 2013				
PERSONNEL	DATE	ACTUAL HOURS	O.T. HOURS	REASON
WITT	2-Jan	1.25	3.00	EMS STANDBY
WITT	2-Jan	1.25	3.00	EMS STANDBY
HERMANS, B.	2-Jan	0.50	0.75	WORK OVER FIRE
DEVILEY	3-Jan	0.33	0.50	WORK OVER FIRE
JANSEN	3-Jan	0.33	0.50	WORK OVER FIRE
DEWEERT	3-Jan	0.33	0.50	WORK OVER FIRE
HERMANS, B.	3-Jan	0.75	1.25	EMS TRAINING
BALCER	3-Jan	1.00	3.00	EMS STANDBY
WITT	3-Jan	1.00	3.00	EMS STANDBY
PANSIER	4-Jan	1.00	3.00	EMS STANDBY
WITT	4-Jan	1.00	3.00	EMS STANDBY
BALCER	5-Jan	1.00	3.00	EMS STANDBY
PANSIER	5-Jan	1.00	3.00	EMS STANDBY
WITT	7-Jan	1.50	2.25	EMS TRAINING
HENDRICKS, TM.	7-Jan	0.33	0.50	FIRE TRAINING
WEYERS	7-Jan	0.33	0.50	FIRE TRAINING
SINKLER	7-Jan	0.33	0.50	FIRE TRAINING
BALCER	7-Jan	1.00	3.00	EMS STANDBY
PANSIER	7-Jan	1.00	3.00	EMS STANDBY
MATZKE	8-Jan	1.50	2.25	EMS TRAINING
BALCER	8-Jan	3.00	4.50	OFFICERS MEETING
HERMANS, D.	8-Jan	1.00	1.50	EMS TRAINING
HENDRICKS, TD.	8-Jan	3.00	4.50	OFFICERS MEETING
HERMANS, D.	10-Jan	1.50	2.25	EMS TRAINING
BALCER	10-Jan	2.00	3.00	FIRE TRAINING
CHESLOCK	11-Jan	0.50	0.75	WORK OVER EMS
GATZ	11-Jan	1.00	1.50	WORK OVER EMS
SINKLER	11-Jan	0.50	0.75	WORK OVER EMS
PANSIER	12-Jan	1.00	3.00	EMS STANDBY
WESSLEY	14-Jan	1.75	3.00	EMS STANDBY
CHESLOCK	14-Jan	5.67	8.50	EMS TRAINING
DE WEERT	14-Jan	6.00	9.00	EMS TRAINING
WESSLEY	14-Jan	6.00	9.00	EMS TRAINING
WITT	14-Jan	6.00	9.00	EMS TRAINING
CHESLOCK	16-Jan	6.00	9.00	EMS TRAINING
DE WEERT	15-Jan	6.00	9.00	EMS TRAINING
HERMANS, D.	15-Jan	6.00	9.00	EMS TRAINING
RIEDI	15-Jan	6.00	9.00	EMS TRAINING
TEWS	15-Jan	6.00	9.00	EMS TRAINING
WESSLEY	15-Jan	6.00	9.00	EMS TRAINING
JANSEN	15-Jan	2.00	3.00	EMS TRAINING
HENDRICKS, TD.	15-Jan	1.00	1.50	EMS TRAINING
WEYERS	16-Jan	3.00	4.50	EMS TRAINING
PANSIER	16-Jan	0.83	1.25	WORK OVER EMS
BALCER	16-Jan	1.00	3.00	EMS STANDBY
DE WEERT	16-Jan	6.00	9.00	EMS TRAINING
WESSLEY	16-Jan	6.00	9.00	EMS TRAINING
WITT	16-Jan	6.00	9.00	EMS TRAINING
ANNEN	16-Jan	2.00	3.00	EMS TRAINING
SINKLER	16-Jan	1.50	2.25	EMS TRAINING
HENDRICKS, TM.	16-Jan	1.50	2.25	EMS TRAINING
ANNEN	16-Jan	3.00	4.50	FIRE TRAINING
DE WEERT	17-Jan	6.00	9.00	EMS TRAINING

HERMANS, D.	17-Jan	6.00	9.00	EMS TRAINING
RIEDI	17-Jan	6.00	9.00	EMS TRAINING
TEWS	17-Jan	6.00	9.00	EMS TRAINING
WESSLEY	17-Jan	6.00	9.00	EMS TRAINING
THOMSON	17-Jan	1.00	1.50	WORK OVER EMS
CHESLOCK	18-Jan	3.00	4.50	EMS TRAINING
HERMANS, D.	18-Jan	3.00	4.50	EMS TRAINING
RIEDI	18-Jan	3.00	4.50	EMS TRAINING
TEWS	18-Jan	3.00	4.50	EMS TRAINING
WITT	18-Jan	3.00	4.50	EMS TRAINING
TEWS	22-Jan	1.33	2.00	FIRE TRAINING
NELSON	22-Jan	1.00	1.50	EMS TRAINING
CODY	22-Jan	1.50	2.25	EMS TRAINING
WEYERS	22-Jan	1.17	1.75	EMS TRAINING
BALCER	23-Jan	1.50	2.75	FIRE TRAINING
DEVILEY	23-Jan	2.00	3.00	EMS TRAINING
HENDRICKS, TD.	24-Jan	0.50	0.75	WORK OVER EMS
BALCER	25-Jan	1.00	3.00	EMS STANDBY
WITT	27-Jan	1.00	3.00	EMS STANDBY
BALCER	28-Jan	3.00	4.50	PARAMEDIC CME
PUETZ	28-Jan	3.00	4.50	PARAMEDIC CME
DEVILEY	28-Jan	3.00	4.50	PARAMEDIC CME
HENDRICKS, TD.	28-Jan	3.00	4.50	PARAMEDIC CME
JANSEN	28-Jan	3.00	4.50	PARAMEDIC CME
ANNEN	28-Jan	3.50	5.25	FIRE TRAINING
CHESLOCK	29-Jan	1.00	1.50	EMS TRAINING
CODY	29-Jan	0.33	0.50	WORK OVER EMS
GATZ	29-Jan	0.33	0.50	WORK OVER EMS
CODY	29-Jan	3.00	4.50	PARAMEDIC CME
PANSIER	29-Jan	3.00	4.50	PARAMEDIC CME
WEYERS	29-Jan	3.00	4.50	PARAMEDIC CME
GATZ	29-Jan	3.00	4.50	PARAMEDIC CME
HENDRICKS, TM.	29-Jan	3.00	4.50	PARAMEDIC CME
GATZ	29-Jan	1.67	2.50	EMS TRAINING
NELSON	29-Jan	1.50	2.25	EMS TRAINING
NELSON	29-Jan	3.00	4.50	PARAMEDIC CME
SINKLER	30-Jan	3.00	4.50	PARAMEDIC CME
BALCER	30-Jan	1.00	3.00	FIRE STANDBY
WESSLEY	30-Jan	1.00	3.00	FIRE STANDBY
WITT	30-Jan	1.00	3.00	FIRE STANDBY
BALCER	30-Jan	1.00	1.50	FIRE TRAINING
ANNEN	30-Jan	3.00	4.50	PARAMEDIC CME
BROWN	30-Jan	3.00	4.50	PARAMEDIC CME
HERMANS, B.	30-Jan	3.00	4.50	PARAMEDIC CME
TOTAL		239.81	385.50	

Number of Standbys

18

DE PERE FIRE RESCUE REPORT

FOR THE MONTH OF JANUARY 2013

RUN LOCATION	CITY OF DE PERE	TOWN OF LEDGEVIEW	TOWN OF LAWRENCE	VILLAGE OF ASHWAUBENON	MUTUAL AID RESPONSES	TOTALS
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	MONTH	YTD	MONTH	YTD	MONTH	YTD			MONTH	YTD	MONTH	YTD
TOTAL RUNS	106	106	16	16	18	18	2	2	3	3	145	145
RUNS TRANSPORTED	79	79	12	12	13	13	2	2	1	1	107	107
ALS RUNS	59	59	7	7	6	6	2	2	1	1	75	75
%ALS OF RUNS TRANS.	75%	75%	58%	58%	46%	46%	100%	100%	100%	100%	70%	70%
%ALS/ALL RUNS	56%	56%	44%	44%	33%	33%	100%	100%	33%	33%	52%	52%

RUN DESTINATION

	MONTH	YTD
AURORA	18	18
BELLIN	32	32
ST. MARYS	8	8
ST. VINCENT	49	49
NO TRANSPORT	38	38
TOTAL	145	145

TOTALS ARE CORRECT

MUTUAL AID GIVEN

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE</u>
55	ASHWAUBENON	I PARA.
98	ASHWAUBENON	FULL SQD.
119	ASHWAUBENON	FULL SQD.

MUTUAL AID RECEIVED

<u>RUN #</u>	<u>AGENCY</u>	<u>TYPE</u>
39	ASHWAUBENON	FULL SQD.
43	GREEN BAY	FULL SQD.

DE PERE FIRE RESCUE MONTHLY REPORT

JANUARY, 2013

	CITY OF DE PERE	TOWN OF LAWRENCE	TOWN OF LEDGEVIEW	VILLAGE OF ASHWAUBENON	MUTUAL AID	TOTAL RESPONSES
FIRE INCIDENTS (other)	21	0	0	0	0	21
ACTUAL FIRE INCIDENTS	1	0	0	0	0	1
EXTRICATION	0	0	0	0	0	0
RESCUE CALLS	106	18	16	2	3	145
PUBLIC SERVICE	7	0	0	0	0	7
TOTALS	135	18	16	2	3	174

ESTIMATED TOTAL FIRE LOSS FOR MONTH \$20

NUMBER OF FF'S ON DUTY	PER DAY
8 FF'S ON DUTY	19
7 FF'S ON DUTY	10
6 FF'S ON DUTY	2

NUMBER OF PARAMEDICS ON DUTY	PER DAY
3 PARAMEDICS ON DUTY	0
4 PARAMEDICS ON DUTY	5
5 PARAMEDICS ON DUTY	10
6 PARAMEDICS ON DUTY	16

RESPONSE BY UNITS	
ENGINE 111	24
ENGINE 121	22
ENGINE 122	7
LADDER 111	12
AMBULANCE 111	59
AMBULANCE 121	97
AMBULANCE 122	0
CHIEF 101	5
CHIEF 102	2
UTILITY 111	0
BOAT	0
TOTAL	228

JANUARY, 2013

STANDBYS CALLED IN

CALL NO.	NO. ON DUTY	STANDBYS CALLED	GOT	REASON
8	8	2	1	Both ambulances out
12	8	2	1	Both ambulances out
16	8	2	1	Both ambulances out
20	8	2	1	Both ambulances out
27	7	3	2	Both ambulances out
29	8	2	2	Both ambulances out
33	8	2	0	Both ambulances out
42	8	2	2	Both ambulances out
61	7	3	1	Both ambulances out
68	6	4	0	Natural gas leak
82	7	3	1	Both ambulances out
87	7	3	1	Both ambulances out
132	8	4	1	Both ambulances out
145	8	2	1	Motor vehicle accident
161	8	4	3	Natural gas leak
164	2	3	0	Both ambulances out

JANUARY, 2013

*OVERTIME CAUSED BY SICK LEAVE

THERE WAS NOT OVERTIME CAUSED BY SICK LEAVE

DATE	HOURS OF SICK LEAVE	OVERTIME PAID

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

CITY OF DE PERE
POLICE DEPARTMENT

MEMORANDUM

To: Finance and Personnel Committee

From: Derek A. Beiderwieden, Chief of Police

Date: February 6, 2013

Subject: Overtime Report Supplement

Gross overtime was 746.75 hours, for Dec 22, 2012 through Feb 1, 2013.

This was a six-week time period that encompassed all the Christmas and New Year's holidays.

Our staffing level OT remains high due to unfilled staffing positions.

January's Miscellaneous OT of 41.25 total hours is comprised of 21.75 hours Patrol 1.5 fraction allotments (the overtime 1/8 hour amounts that don't fit neatly into the payroll system), 3.5 hours for Field Training-Daily Observation Reports, and 16 hours for ERU (SWAT) Training.

The January Reimbursed Miscellaneous OT of 156 total hours is comprised of 71.25 DTF (Drug Task Force) investigation hours, 60.75 hours for the OWI Saturation Patrol Grant, 12 hours Speed Enforcement Grant, and 12 hours for the Click it or Ticket Grant.

Net overtime was 564.5 hours for time period, but payments for FY 2013 was only 3.97% of budget.

Comparing same time period as 2012, this month's OT is down 44 hours. Cannot compare to 2011 as the same time period was only 4 weeks long.

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

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN^	JUL #	AUG ##	SEPT^^	OCT^	NOV**	DEC**	TOTAL
OFFICER SICK RELIEF	102.00												102.00
OFFICER WORKED ON HOLIDAY	178.00												178.00
OFFICER FOR COURT	15.00												15.00
OFFICER TRAINING	10.00												10.00
OFFICER RELIEF FOR FUNERAL													0.00
OFFICER ATTEND MEETING	1.50												1.50
STAFFING LEVEL	166.50												166.50
INVESTIGATION	50.25												50.25
HONOR GUARD FOR FUNERAL													0.00
SCHOOL LIAISON REIMBURSED	26.25												26.25
COMMUNITY RELATIONS													0.00
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED													0.00
MISCELLANEOUS	41.25												41.25
MISCELLANEOUS REIMBURSED	156.00												156.00
Gross OFFICER OVERTIME	746.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	746.75
SUBTOTAL REIMBURSED OVERTIME	(182.25)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(182.25)
NET OFFICER OVERTIME	564.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	564.50
Community Service Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Overtime Budget: \$130,000.00
Expenditures through 2/1/2013 \$5,160.00
Percent of Total Budget: 3.97%

NOTES:

* Period 12/22/2012 - 02/01/2013

**Period ++Period

***Period ^Period

#Period

##Period

^Period

^^Period

**Period

+*Period

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

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

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

NOTES:

* Period 12/24/2011 - 2/3/2012 * Period 3/31/2012 - 4/27/2012 #Period 6/23/2012 - 8/3/2012 ^^^Period 9/29/2012 - 10/26/2012
**Period 2/4/2012 - 3/2/2012 ++Period 4/28/2012 - 5/25/2012 ##Period 8/04/2012 - 8/31/2012 *+Period 10/27/2012 - 11/23/2012
***Period 3/3/2012 - 3/30/2012 ^Period 5/26/2012 - 6/22/2012 ^^Period 9/1/2012 - 9/28/2012 *+*Period 11/24/2012 - 12/21/2012

**DE PERE POLICE DEPARTMENT
OVERTIME BY REASON
2011**

REASON	JAN*	FEB**	MAR***	APR+	MAY++	JUN ^	JUL #	AUG ##	SEPT^^	OCT^^^	NOV*+	DEC*+	TOTAL
OFFICER SICK RELIEF	24.00	72.00	269.50	24.00	54.75	72.75	17.25	67.00	58.50	51.75	9.75	163.50	884.75
OFFICER WORKED ON HOLIDAY	154.50	12.00	15.00	35.50	5.00	92.50	72.00	10.75	123.00	4.00	56.75	4.00	585.00
OFFICER FOR COURT	12.75	9.00	21.00	15.75	43.50	4.75	31.50	12.75	6.00	31.50	15.00	9.00	212.50
OFFICER TRAINING	13.50	88.50	178.00	47.75	97.25	99.00	12.25	104.50	222.00	163.75	64.25	26.75	1117.50
OFFICER RELIEF FOR FUNERAL			5.25										5.25
OFFICER ATTEND MEETING		1.50	1.50	17.50	15.00			6.00					41.50
STAFFING LEVEL	146.25	133.00	168.00	45.00	35.50	66.25	228.25	155.25	144.75	374.50	161.00	57.00	1714.75
INVESTIGATION	79.50	61.50	137.75	57.25	41.75	67.75	66.75	104.00	79.75	73.50	50.75	105.75	926.00
HONOR GUARD FOR FUNERAL					16.00		3.00						19.00
SCHOOL LIAISON REIMBURSED	14.25	19.50	84.00	31.50	45.00	29.75	1.50	42.25	49.50	55.75	26.25	15.00	414.25
COMMUNITY RELATIONS									4.50				4.50
SPECIAL ASSIGNMENT													0.00
SPECIAL ASSIGNMENT REIMBURSED		11.25	4.50	9.00	8.00	292.50	3.00	9.00	15.00	28.50	15.00	7.50	403.25
MISCELLANEOUS	12.25	24.75	87.75	1.50	1.75	5.75	2.75	2.75	16.00	13.75	14.25	4.50	187.75
MISCELLANEOUS REIMBURSED		12.00	61.75	25.75	29.50	50.50	24.75	28.25	37.50	21.00	29.50	30.75	351.25
Gross OFFICER OVERTIME	457.00	445.00	1034.00	310.50	393.00	781.50	463.00	542.50	756.50	818.00	442.50	423.75	6867.25
SUBTOTAL REIMBURSED OVERTIME	(14.25)	(42.75)	(150.25)	(66.25)	(82.50)	(372.75)	(29.25)	(79.50)	(102.00)	(105.25)	(70.75)	(33.25)	(1153.75)
NET OFFICER OVERTIME	442.75	402.25	883.75	244.25	310.50	408.75	433.75	463.00	654.50	712.75	371.75	370.50	5698.50
SECRETARY OVERTIME					3.00								3.00

Total Overtime Budget: \$137,762.00
Expenditures through 11/25/2011 \$116,766.17
Percent of Total Budget: 84.76%

NOTES:

* Period 12/25/2010 - 1/21/2011
**Period 1/22-2011 - 2/18/2011
***Period 2/19/2011 - 4/1/2011

+Period 4/2/2011 - 4/29/2011
++Period 4/30/2011 - 5/27/2011
^Period 5/28/2011 - 6/24/2011

#Period 6/25/2011 - 7/22/2011
##Period 7/23/2011 - 9/2/2011
^^Period 9/3/2011 - 9/30/2011

^^^Period 10/1/2011 - 10/28/2011
*+Period 10/29/2011 - 11/25/2011
*+*Period 11/26/2011 - 12/23/2011

2009 ENGINEERING DEPARTMENT OVERTIME

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	9.00	18.50	68.00	61.00	58.00	57.00	76.00	79.00	37.00	55.00	11.00	0.00	529.50
PART-TIME	0.00	0.00	0.00	0.00	0.00	2.50	7.50	2.00	0.00	0.00	0.00	0.00	12.00

2010 ENGINEERING DEPARTMENT OVERTIME

[illegible]

2011 ENGINEERING DEPARTMENT OVERTIME

2022 ENGINEERING DEPT PART-TIME OFFERINGS													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	TOTAL
FULL-TIME	16.50	6.00	45.50	16.00	80.25	99.00	127.00	127.75	40.50	4.50	2.00	0.00	565.00
PART-TIME	0.00	0.00	0.00	0.00	0.00	0.00	9.50	16.00	0.00	0.00	0.00	0.00	25.50
REIMBURSABLE OT			3.50	4.00	35.00	4.00	0.00	4.50	20.50	3.00	0.00	0.00	74.50

2012 ENGINEERING DEPARTMENT OVERTIME

[illegible]

2013 ENGINEERING DEPARTMENT OVERTIME

[illegible]

**DE PERE ENGINEERING DEPARTMENT
MONTHLY OVERTIME REPORT
January 2013**

EMPLOYEE	DATE	OT HOURS	REASON
Lax, Scott	1/14/2013	3	Locates
	1/26/2013	3	Locates
	1/28/2013	3	Locates
Total Lax		9.00	
Krzewina, Bob			
Total Krzewina		0.00	
Simons, Dan	1/9/2013	0.50	Locates
Total Simons		0.50	
Stansfield, Tom	1/13/2013	3.00	Locates
	1/27/2013	3.00	Locates
Total Stansfield		6.00	
SUB-TOTAL ENG		15.50	
PART-TIME ENG.			
SUB-TOTAL PART-TIME		0.00	
Grand Total O.T.		15.50	
Year-to-Date % of Budget		2.30%	
Grand Total of Reimbursable O.T. (hrs.)			
Year to Date % of Budget Not Including Reimbursable O.T.			

* Cost reimbursable to City

City of De Pere

Public Works Department

Memo

To: Judy Schmidt-Lehman
City Attorney
From: Eric P. Rakers, City Engineer
Date: January 25, 2013
Subject: Storm Water Utility Charge Appeal

The City has received two requests to remove three parcels from the Equivalent Runoff Unit (ERU) charge for storm water. The purpose for this memo is to provide background on the request and identify if the request conforms with the Ordinance.

The City established the City of De Pere Stormwater Utility through Section 27 of the Municipal Code. The purpose for the utility is to acquire, construct, lease, own, operate, maintain, extend, expand, replace, clean, dredge, repair, conduct, manage and finance such facilities as are deemed by the city to be proper and reasonably necessary for its stormwater utility. Such facilities may include, without limitation by enumeration, surface and underground drainage facilities, sewers, watercourses, retaining walls and ponds and such other facilities as will support a stormwater management system. The utility is funded by the ERU which is charged against properties in the City.

Section 27.5 provides a basis of how the ERU rates and charges are calculated against properties in the City. This sections provides an exemption from the ERU charge under Section 27.5(a)(2)(h) as follow:

The charges imposed for unplatted undeveloped properties as defined herein shall be the rate of one-half of one ERU per acre where such property discharges stormwater into stormwater facilities constructed, financed or maintained by the stormwater utility. There shall be no charge for unplatted, undeveloped properties which do not discharge stormwater into facilities constructed, financed or maintained by the stormwater utility.

Section 27.8 provides a mechanism for a property owner to appeal the storm water utility charge as follows:

- a. *The stormwater utility charge may be appealed as follows:*
 - (1) *Within 30 days of payment, a written appeal to the stormwater charge must be filed with the city clerk-treasurer on behalf of the property owner, specifying the reason for challenge and the amount of the stormwater charge the property owner asserts is appropriate. Failure to file an appeal within 30 days of payment or nonpayment of the charge shall operate as a waiver of appeal by the property owner.*
 - (2) *The finance/personnel shall hear such appeal at its next regularly scheduled meeting, and determine whether the stormwater charge is fair and reasonable. All decisions of the board shall be in writing and sent to the appellant within 30 days of such decision.*

Attached is a map showing the three parcels that received an ERU charge as an unplatted undeveloped property that are appealing the charge. The three parcels meet the exemption as provided in Section 27.5(a)(2)(h) as being unplatted undeveloped parcels that do not discharge storm water to a utility facility. Parcel ED-F0080-4 is a rear lot parcel located off of Ravine Road. Storm water from this parcel discharges to the north and west, crossing Ravine Road and STH 32/57 through culverts. The utility does not own nor maintain these culverts. Parcels WD-L500-1 and WD-L505-1 are located adjacent to Lost Dauphin Road on the far south side of the City. Both parcels discharge storm water to culverts on Lost Dauphin Road, which is maintained by the County.

<Title>

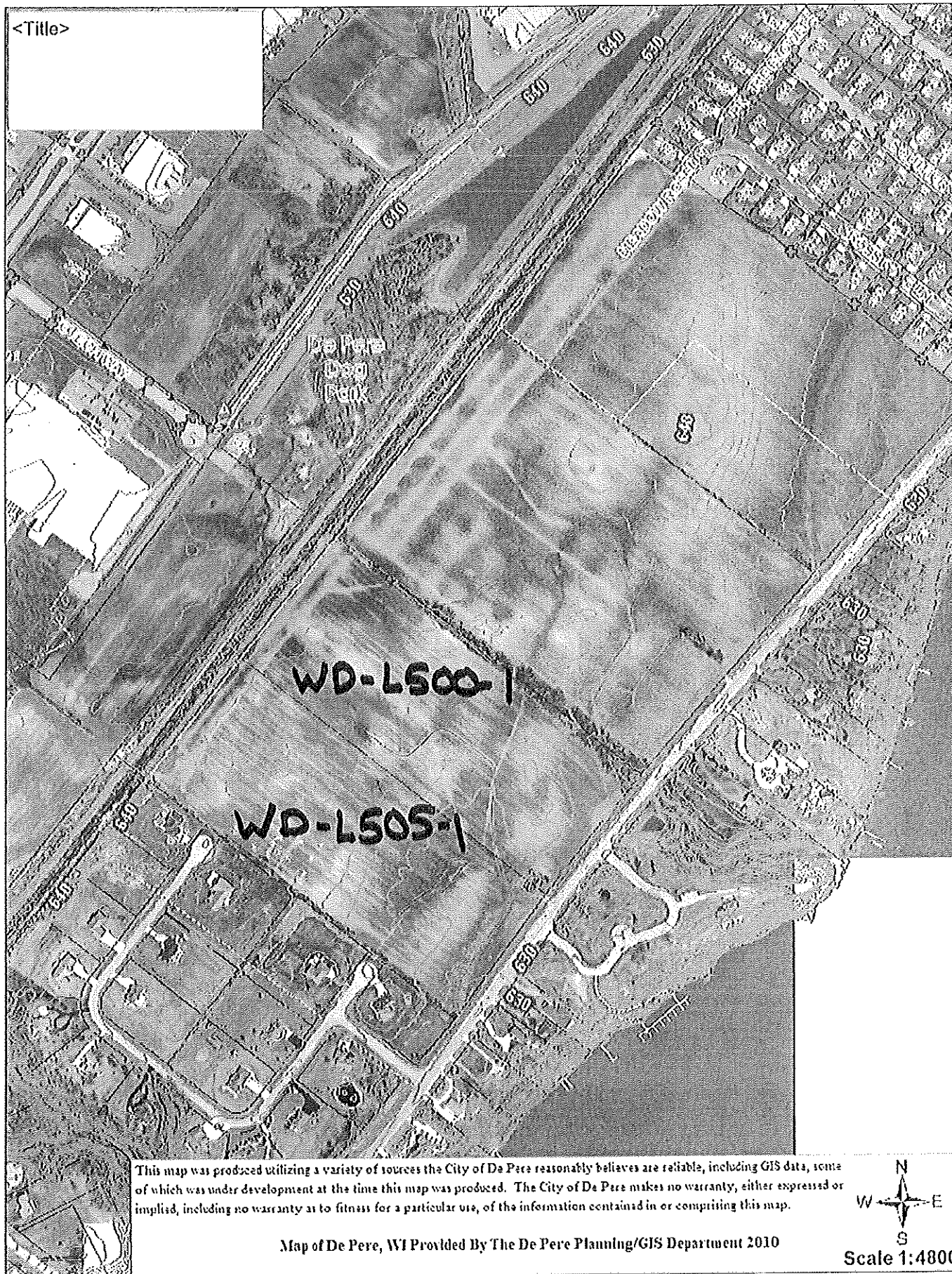


This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness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

Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010

N
W E
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Scale 1:1800

<Title>



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

Map of De Pere, WI Provided By The De Pere Planning/GIS Department 2010



Scale 1:4800

January 10, 2013



Shana Defnet
City Clerk
335 S. Broadway
De Pere, WI 54115

RE: Parcel # ED-F0080-4 – Storm Water Management Charge Appeal

Dear Ms. Defnet:

Upon review of our "Statement of Real Estate Taxes for 2012" and in speaking with Eric Rakers, please accept this letter as an appeal to request our "Storm Water Management" tax be waived for 2013 and all future years. We are also requesting our 2012 charge of \$31.00 be refunded.

This request is based upon Municipal Code Sec. 27-5(1)(2)h: "There shall be no charge for unplatted, undeveloped properties which do not discharge stormwater into facilities constructed, financed or maintained by the stormwater utility."

A copy of our 2012 tax statement is enclosed. These taxes have been paid within the past 30 days.

Your consideration of this appeal is appreciated. We look forward to your reply.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Theresa M. Gage', located below the 'Sincerely,' text.

Theresa M. Gage
496 Ravine Road
De Pere, WI 54115
920-609-7314

Enc: Statement of Real Estate Taxes for 2012 Parcel # ED-F0080-4

Cc: Eric Rakers, City Engineer

KERRY M. BLANEY
BROWN COUNTY TREASURER
P O BOX 23600
GREEN BAY WI 54305-3600

STATEMENT OF REAL ESTATE TAXES FOR 2012
OWNER: ARTHUR E & THERESA M GAGE
PROPERTY LOCATION: REAR S BROADWAY ST
STATE OF WISCONSIN

PARCEL# ED-F0080-4

CORRESPONDENCE SHOULD REFER TO THE ABOVE PARCEL #

Assessed Value Land	Assessed Value Improvements	TOTAL Assessed Value	Ave. Assmt. Ratio	Est. Fair Mkt. Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.	
5,200	0	5,200	1.0380	5,000	0	5,000	
TAXING JURISDICTION	2011 Est. State Aids Allocated Tax Dist.	2012 Est. State Aids Allocated Tax Dist.	2011 NET TAX	2012 NET TAX	% TAX CHANGE	NET PROPERTY TAX	
STATE OF WISCONSIN			.90	.90		111.50	
BROWN COUNTY	660,342	678,695	24.20	24.10	.4-	31.00	
CITY OF DEPERE	2,645,699	2,581,132	31.70	32.10	1.3+		
UNIF DIST DEPERE	10,120,924	10,299,864	49.30	46.10	6.5-		
NORTHEAST WI VTAE	429,423	426,383	8.40	8.30	1.2-		
TOTAL:	13,856,388	13,986,074	114.50	111.50	2.6-		
	First Dollar Credit		.00	.00			
	Lottery & Gaming Credit		.00	.00			
	NET PROPERTY TAX		114.50	111.50	2.6-		
SCHOOL TAXES REDUCED BY SCHOOL LEVY TAX CREDIT	9.00						
			NET ASSESSED VALUE RATE (Does NOT reflect Credits)	21.4278			

IMPORTANT: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description.

0.895 AC M/L
PART OF NE1/4 SE1/4 SEC 33
T23N R20E DESE IN J27386-41
(SEE COMMENT)

ED-F0080-4
ARTHUR E & THERESA M GAGE
496 RAVINE RD
DE PERE WI 54115-8622

Bill # 1545742

FIRST INSTALLMENT*	86.75
Pay 1st installment by Jan. 31, 2013	
SECOND INSTALLMENT**	55.75
Pay 2nd installment by July 31, 2013	

PLEASE KEEP FOR YOUR RECORDS

Tax payments can be searched by going to: www.co.brown.wi.us click on PROPERTY SEARCH under Quick Links.

HOMEOWNERS CHECK FOR LOTTERY & GAMING CREDIT DEDUCTION ON PRIMARY RESIDENCE ONLY

**A SECOND NOTICE will be sent if you pay in installments.

For online payments visit: www.co.brown.wi.us and click Pay Property Taxes Online or Toll Free at 1-877-765-4110
Point & Pay charges a fee of 2.39% for credit cards. E-check payments are charged \$1.50 per transaction.

Payments in person or mailed to: Brown County Treasurer, PO Box 23600, 305 E Walnut, Green Bay WI 54305-3600
or in person at PIONEER CREDIT UNION LOCATIONS: (LOBBY PAYMENTS ONLY)

825 Morris Ave, Ashwaubenon

406 Cardinal Ln, Howard

201 W St Joseph St, Allouez

921 S Taylor St, Green Bay

1065 Velp Ave, Green Bay

911 Huron Rd, Green Bay

108 S 5th St, De Pere

2316 Lineville Rd Howard/Suamico

1651 Main St, Green Bay

A payment drop box is located in the Adams Street entrance to the Northern Building (305 E Walnut St, Green Bay)

KERRY M. BLANEY
BROWN COUNTY
TREASURER

PARCEL# ED-F0080-4

Bill# 1545742

OWNER: ARTHUR E & THERESA M GAGE
PROPERTY LOCATION: REAR S BROADWAY ST

ARTHUR E & THERESA M GAGE
496 RAVINE RD
DE PERE WI 54115-8622

PAYMENT IN FULL	OR	FIRST INSTALLMENT*
142.50		86.75
		Pay by Jan. 31, 2013

*1st installment must be paid by due date to avoid interest charges and loss of 2nd payment option.

Make check payable and mail to:
BROWN COUNTY TREASURER
305 E WALNUT ST
P O BOX 23600
GREEN BAY WI 54305-3600

☐ Check box to receive a receipt.

Tear off this stub and include with your payment.

Taxes can be paid at Pioneer Credit Union locations(see above).
For online & credit card payments visit: www.co.brown.wi.us

DEPERE CITY CLERK

I AM FILING AN APPEAL FOR THE RETURN
OF STORM WATER MGMT. MONEY SENT TO
BROWN COUNTY. THE TWO PARCELS
CONCERNED ARE UNPLATTED & UNDEVELOPED
& DOES NOT DRAIN INTO DEPERE'S STORM
DRAIN FACILITIES, THIS LAND IS
USED JUST FOR FARMING.

PARCEL# WD-LS00-1	\$530.10
PARCEL# WD-LS05-1	\$533.20

I TALKED WITH ERIC AT DEPER CITY HALL
PERTAINING THIS MATTER

RODNEY HUTH
1978 LITTLE RAPIDS RD
DEPERE WI 54115
TEL# 920-660-7343

Thank You

Rodney Huth



ERRY M. BLANEY
TOWN COUNTY TREASURER
O BOX 23600
REEN BAY WI 54305-3600

STATEMENT OF REAL ESTATE TAXES FOR 2012
OWNER: RODNEY C & GRACE M HUTH ETAL
PROPERTY LOCATION: LOST DAUPHIN RD

PARCEL# WD-L500-1

STATE OF WISCONSIN

CORRESPONDENCE SHOULD REFER TO THE ABOVE PARCEL #

Assessed Value Land	Assessed Value Improvements	TOTAL Assessed Value	Avg. Assmt. Ratio	Est. Fair Mkt. Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.
3,300	0	3,300	1.0380	SEE REVERSE-USE VALUE ASSESSMENT		
XING JURISDICTION		2011 Est. State Aids Allocated Tax Dist.	2012 Est. State Aids Allocated Tax Dist.	2011 NET TAX	2012 NET TAX	% TAX CHANGE
ATE OF WISCONSIN		660,342	678,695	.60	.50	16.7-
OWN COUNTY		2,645,699	2,581,132	15.30	15.30	
TY OF DEPERE		6,717,997	7,310,117	20.10	20.40	1.5+
ST DEPERE SCH		429,423	426,383	32.40	31.10	4.0-
RTHEAST WI VTAE				5.30	5.30	
TOTAL:		10,453,461	10,996,327	73.70	72.60	1.5-
		First Dollar Credit		.00	.00	
		Lottery & Gaming Credit		.00	.00	
		NET PROPERTY TAX		73.70	72.60	1.5-
SCHOOL TAXES REDUCED BY		SCHOOL LEVY TAX CREDIT		NET ASSESSED VALUE RATE (Does NOT reflect Credits)		21.9994
		5.70				

IMPORTANT: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description.

.114 AC M/L
BD OF WILLIAMS GRANT PART
LOT 118 LYG ELY OF RR &
G WLY OF HWY D

WD-L500-1
RODNEY & PATRICIA HUTH
& GRACE M HUTH
1978 LITTLE RAPIDS RD
DE PERE WI 54115

Bill # 1550405

FIRST INSTALLMENT*	602.70
Pay 1st installment by Jan. 31, 2013	
SECOND INSTALLMENT**	.00
Pay 2nd installment by July 31, 2013	

PLEASE KEEP FOR YOUR RECORDS

Tax payments can be searched by going to: www.co.brown.wi.us click on PROPERTY SEARCH under Quick Links.

ERRY M. BLANEY
TOWN COUNTY TREASURER
O BOX 23600
REEN BAY WI 54305-3600

STATEMENT OF REAL ESTATE TAXES FOR 2012
OWNER: RODNEY C & GRACE M HUTH ETAL
PROPERTY LOCATION: LOST DAUPHIN RD

PARCEL# WD-L505-1

STATE OF WISCONSIN

CORRESPONDENCE SHOULD REFER TO THE ABOVE PARCEL #

Assessed Value Land	Assessed Value Improvements	TOTAL Assessed Value	Avg. Assmt. Ratio	Est. Fair Mkt. Land	Est. Fair Mkt. Improvements	Total Est. Fair Mkt.
3,200	0	3,200	1.0380	SEE REVERSE-USE VALUE ASSESSMENT		
XING JURISDICTION		2011 Est. State Aids Allocated Tax Dist.	2012 Est. State Aids Allocated Tax Dist.	2011 NET TAX	2012 NET TAX	% TAX CHANGE
ATE OF WISCONSIN		660,342	678,695	.60	.50	16.7-
OWN COUNTY		2,645,699	2,581,132	15.30	14.80	3.3-
TY OF DEPERE		6,717,997	7,310,117	20.10	19.70	2.0-
ST DEPERE SCH		429,423	426,383	32.40	30.20	6.8-
RTHEAST WI VTAE				5.30	5.10	3.8-
TOTAL:		10,453,461	10,996,327	73.70	70.30	4.6-
		First Dollar Credit		.00	.00	
		Lottery & Gaming Credit		.00	.00	
		NET PROPERTY TAX		73.70	70.30	4.6-
SCHOOL TAXES REDUCED BY		SCHOOL LEVY TAX CREDIT		NET ASSESSED VALUE RATE (Does NOT reflect Credits)		21.9994
		5.50				

IMPORTANT: Be sure this description covers your property. Note that this description is for tax bill only and may not be a full legal description.

.279 AC M/L
BD OF WILLIAMS GRANT PART
LOT 119 LYG ELY OF RR
& WLY OF HWY D

WD-L505-1
RODNEY & PATRICIA HUTH
& GRACE M HUTH
1978 LITTLE RAPIDS RD
DE PERE WI 54115

Bill # 1550406

FIRST INSTALLMENT*	603.50
Pay 1st installment by Jan. 31, 2013	
SECOND INSTALLMENT**	.00
Pay 2nd installment by July 31, 2013	

PLEASE KEEP FOR YOUR RECORDS

Tax payments can be searched by going to: www.co.brown.wi.us click on PROPERTY SEARCH under Quick Links.

MemoCity of De Pere

To: Members of the Finance/Personnel Committee
From: Shannon Metzler, Human Resources Director 
Lawrence Delo, City Administrator
RE: Mitigate WRS wage inequity for non-represented employees with additional paid leave
Date: February 7, 2013

As you are aware, the Governor's Budget Repair Bill requires all WRS eligible employees not covered by a current contract to contribute the employee required WRS contribution rate. For 2013, that rate is 6.65% of an employee's salary. The City's four collective bargaining agreements are valid until December 31, 2013. Therefore, the WRS mandatory employee contribution is not effective until 2014 for our represented employees. Police and Fire represented and non-represented employees are excluded from the mandate of having to pay the full employee required contribution.

In 2013 the employee required contribution is greater than the max that the City is required to pay as stated in the collective bargaining agreements. Therefore, most represented employees will pay some amount towards their WRS. For example, the MEA contract states the City will pay up to 6.5% for the employee required contribution. This year the employee required contribution is 6.65% and therefore MEA employees will pay the remaining .15% of the 6.65%. The Police contract states the City will pay up to \$140 per pay period. Therefore, employees with a higher income will pay more towards the WRS versus those at a lower salary. The top Patrol Officer (Sergeant) will pay 1.63% (excluding overtime) of the 6.65%.

In 2011 a survey was conducted which showed many communities were looking into ways to try and maintain equity between employees required to contribute to WRS and those that were not. There were only a few communities around the state that were similar to the City of De Pere where most non-represented employees were paying WRS contributions for 2-1/2 years before other employees begin paying. The attached survey was updated in 2012 which shows many communities have done offsets by awarding additional pay to those employees that are paying into WRS. A few communities have awarded their employees permanent wage increases to completely offset the WRS payment.

In addition to the inequity created by the differences in WRS contributions, represented employees received a larger % wage increase in 2013 than the non-represented employees (a 3% increase for represented employees vs. a 2% increase for the non-represented employees). This is the second time in the past three years that represented employees have received a larger % wage increase than non-represented employees.

To maintain some equity between employees, we are recommending two options for your consideration: 1) Provide 15 additional days of paid leave to non-represented employees contributing to WRS in 2013. 2) Provide 10 additional days of paid leave to non-represented employees contributing to WRS in 2013 and include a one-time bonus to all non-represented employees equivalent to 1% of their annual base wage. The WRS contribution by non-represented employees in 2013 is equivalent to a 17.29 day furlough. The 1% difference in pay is equivalent to a 2.06 day furlough. The amount would be pro-rated for part-time employees and public safety

non-represented employees being that they are contributing anywhere from 30-47% of the employee required contribution.

Approving either option one or option two, helps mitigate the gap between those that are paying the full employee required contribution and those that are not. There would not be any budgetary impact for option one as this recommendation provides additional one time paid leave instead of a monetary payment. Option two would include a combination of one-time additional paid leave and a bonus that would require an appropriation of \$21,835 from the undesignated reserve fund. These options only impact approximately 18% of the workforce.

Option 1

	Non-Represented Employees		Represented Employees
WRS Payment Equivalent	-17.29 days	WRS Payment Equivalent	*-.39 days up to *-6.32 days
1% Difference in Increase	-2.06 days		
Paid Time off	15 days		
Effect	-4.35 days	Effect	*-.39 days up to *-6.32 days (amount varies by contract and employee pay)

*Based on 8 hour days

Option 2

	Non-Represented Employees		Represented Employees
WRS Payment Equivalent	-17.29 days	WRS Payment Equivalent	*-.39 days up to *-6.32 days
Paid Time off	10 days		
Effect	-7.29 days	Effect	*-.39 days up to *-6.32 days (amount varies by contract and employee pay)

*Based on 8 hour days

If you have any questions, feel free to contact Larry or Shannon. Otherwise, we look forward to discussing this with you at the Finance/Personnel Committee meeting.

MEMO

CITY OF DE PERE

To: Members of the Finance/Personnel Committee

From: Shannon Metzler, Human Resources Director 

Date: February 4, 2013

Re: Consideration of 2013 Compensatory Time Policy

The compensatory time policy was adopted in 1990. It applies to management exempt employees, whose attendance is required at meetings of the Council, committee meetings, etc., and/or who work hours in excess of a 40-hour workweek as required by their job responsibilities. It provides that a set number of hours be granted to a position based upon the duties of the position. The policy is reviewed annually and, if there are unusual conditions that occur during the year that is also considered. The maximum number of hours granted to a position is 40 hours per year. There is no carryover, and unused time is not paid out.

The administration of the policy requires an annual review of individual management supervisory personnel timesheets; and a discretionary determination of the time to be allotted to each employee based upon the duties of the position.

We have reviewed the positions in the City, and we do not believe any changes are necessary at this time.

Attached, please find the proposed 2013 policy. We ask that you approve the policy.

If you have any questions in advance of the meeting, please contact me at 339-4045.

Thank you.

Attachment

Compensatory Time Policy
January 1, 2013

<u>Position</u>	<u>Compensatory Time Per Calendar Year</u>
Assistant City Engineer	40 Hours
Assistant Fire Chief.....	40 Hours
Building Inspector	24 Hours
City Administrator	40 Hours
City Attorney	40 Hours
City Engineer	40 Hours
City Forester	40 Hours
Clerk-Treasurer	40 Hours
Community Center Manager	24 Hours
Director of Parks, Recreation and Forestry.....	40 Hours
Director of Planning and Economic Development	40 Hours
Director of Public Works	40 Hours
Finance Director.....	40 Hours
Fire Chief	40 Hours
Health Officer/Director	40 Hours
Human Resources Director	40 Hours
Information Technology Administrator.....	40 Hours
Park and Recreation Supervisor.....	40 Hours
Police Lieutenant	40 Hours
Police Captain	40 Hours
Police Chief	40 Hours
Police Business Manager	24 Hours
Public Health Sanitarian	24 Hours
Street Superintendent	40 Hours

CITY OF DE PEREMEMO

To: Michael J. Walsh, Mayor
Members of the Finance/Personnel Committee
From: Judith Schmidt-Lehman, City Attorney *JSL*
Robert Kiser, Fire Chief *R Kiser*
RE: NWTC Healthcare Student Placement Agreement
Date: February 6, 2013

The City and NWTC currently have two existing Student Placement Agreements in place; one for Nursing Students and the other for EMT/Paramedic Students. The Paramedic Student Agreement needed to be revised to cover ride-alongs on city ambulances. In order to streamline matters and to avoid having several different agreements to look through if issues arise, one master agreement covering all activities has been drafted. Once approved, this agreement will supersede the other agreements.

If you have any questions, please contact Chief Kiser at 339-4085 or Judy at 339-4042

JSL:jld

Attachment

cc: Lawrence Delo, City Administrator
Shannon Metzler, Human Resources Director
Alderspersons Boyd, Kneiszel, Crevier and Bauer

H:\jdupont\Memos\2013\Mayor & F-P-NWTC agreement-2-6-13-133-001-10.docx

NORTHEAST WISCONSIN TECHNICAL COLLEGE HEALTHCARE STUDENT PLACEMENT AGREEMENT

THIS HEALTHCARE STUDENT PLACEMENT AGREEMENT, is made and entered into as of the February 1, 2013 (the "Agreement"), by and between the NORTHEAST WISCONSIN TECHNICAL COLLEGE DISTRICT, a Wisconsin statutory technical college district ("NWTC"), and the healthcare facility whose full legal name and principal business address appear below opposite the parties' signatures (the "Facility").

WHEREAS, NWTC is a Wisconsin technical college district engaged in the education and training of students enrolled in allied health and health care-related instructional programs, which programs necessarily rely on and include practical, clinical observation and participation in healthcare facilities as a material component of the relevant curriculum;

WHEREAS, the Facility recognizes a need for an available workforce of well-trained graduates of allied health and healthcare programs who have obtained clinical observation and practical experience within healthcare facilities actively engaged in delivering healthcare services;

WHEREAS, NWTC maintains allied health and healthcare programs that include placement of students in healthcare facilities for purposes of observation and practical experience;

WHEREAS, the Facility maintains and operates certain clinical facilities suitable for and engaged in providing healthcare services which are valuable to NWTC's curriculum, the Facility desires to make such facilities and staff available to NWTC for instructional purposes, and NWTC desires to place its students with the facilities to be provided by Facility on the terms and conditions set forth herein, as well as provide opportunities for occasional occupational competency training for the faculty of NWTC.

NOW, THEREFORE, in consideration of the agreements and covenants made herein, and other good and valuable consideration which the parties deem sufficient, NWTC and the Facility agree as follows:

A. INTRODUCTION

1. NWTC Instructional Program. This Student Placement Agreement shall apply to, and govern the placement of, those NWTC students enrolled in, and seeking clinical placements regarding, the instructional program designated in attached Exhibit A (the "Program").

2. The Facility. With regard to the Program, the Facility shall make its hospital, clinic, or other healthcare facility(ies) identified in attached Exhibit B (the "Site") available to NWTC for the education, training and temporary clinical placement of Program students.
3. The Clinical Rotation. The clinical rotation of NWTC students through the Site and the implementation of a clinical curriculum regarding the Program generally shall be conducted pursuant to the written Program plan and curriculum documents attached as Exhibit C.
4. Program Contacts. The principal contact for NWTC regarding the Program students placed at the site hereunder and the principal contact for the Facility regarding the students placed at the site hereunder are designated on attached Exhibit D.

B. OBLIGATIONS OF NWTC.

1. Compliance With Accreditation Standards. NWTC shall be solely responsible for developing, offering and implementing an educational curriculum in the Program, which shall be approved by the Wisconsin Technical College System Board and shall provide basic required classroom and clinical instruction consistent with (i) the standards of all applicable professional accrediting bodies and (ii) applicable federal, state and/or local laws and regulations.
2. Basic Classroom and Clinical Instruction. All Program students placed at the Site shall first have satisfactorily completed all prerequisite classroom instruction. NWTC shall develop and implement the Program students' curriculum in its sole discretion, and shall have exclusive responsibility for developing the Program objectives, admitting (or rejecting) qualified students to the Program, providing instructional faculty, scheduling and monitoring clinical rotations by students, maintaining all permanent student records, assessing student performance and grading, and generally providing basic Program oversight and management.
3. NWTC Faculty. NWTC shall provide at the Site, such faculty, adjunct faculty, instructional staff and/or supervisory personnel as the Facility and NWTC may agree upon from time to time. Faculty who are participating with approval of the Facility in occupational competency training at the Site shall be subject to the provisions in Paragraph C. 1. HIPAA and ADA/ADAA Compliance, E.2. Insurance, and E.3. Indemnification.

C. OBLIGATIONS OF NWTC REGARDING PROGRAM STUDENTS.

1. HIPAA and ADA/ADAA Compliance
NWTC and the Facility agree that the conduct of NWTC instructors/students, when instructors/students are placed with the Facility and engaged in the performance of duties for the Facility, is under the direct control of the Facility, and these instructors/students are members of the Facility's workforce for HIPAA purposes, as defined in 45 C.F.R. § 160.103, under these circumstances. NWTC

shall comply with applicable provisions of the Americans with Disabilities Act and the American with Disabilities Amendment Act. NWTC instructors/students will comply with all Facility policies, procedures, laws, and regulations which have been communicated to the instructor/student.

2. Student Health Screening. Prior to assigning any Program student to a clinical placement at the Site, NWTC shall determine that such students have been tested and passed all necessary health screening measures reasonably required by the Facility, consistent with the Facility's own health screening requirements of its own staff and employees, according to information provided to NWTC by the Facility. Program students shall have received all vaccinations, immunizations and/or other preventative measures reasonably required by the Facility, or under applicable law.
3. Caregiver Background Checks. Prior to assigning any Program student or Program instructional staff to a clinical placement at the Site (involving patient contact or which requires a "Caregiver Background Check" under Wisconsin law, including Wis. Admin. Code Chapter HFS 12), NWTC, itself or by a contractor or agent hired by it shall perform a Caregiver Background Check which shall include (i) obtaining a completed State of Wisconsin "Background Information Disclosure" form and (ii) conducting Criminal Records Check. If such background check indicates a criminal conviction or pending criminal charges constituting a "permanent bar" or "bar pending rehabilitation," NWTC shall not place such student, faculty and/or staff member subject to bar at the Site. If the background check reveals a conviction or pending charges of a crime which is not a "permanent bar" or "bar pending rehabilitation," NWTC shall inform the Facility thereof, which shall determine in its sole discretion whether the conviction or pending charges(s) are substantially related to the care of the Facility's patients or clients. Written records regarding Caregiver Background checks shall be (i) maintained at all times by NWTC, (ii) provided, upon request to the Facility, and (iii) carried by each NWTC student, faculty or staff member while at the Site. The Caregiver Background Check shall be conducted at NWTC's or the student's cost. Caregiver Background checks completed by NWTC or its students for participation in other instructional programs within 3 months before the date the student would be assigned to the Program shall be recognized by the Facility and sufficient hereunder. NWTC shall immediately notify the Facility in writing if NWTC determines with reasonable certainty that any NWTC student, faculty or staff member at the Site pursuant to this Agreement may be or becomes subject to a "bar."
4. Student Discipline: Withdrawal. NWTC shall be responsible for maintaining the discipline, demeanor, and academic and professional conduct of students in the Program at the Site. Failure to observe the Facility's or Site's written policies, rules and regulations which have been previously communicated to NWTC (in writing) and its students (in writing or orally) may constitute grounds for termination for a student's clinical placement privileges, and NWTC may be

requested by the Facility to terminate such student(s). The following may be grounds for student withdrawal from the Site: (i) repeated failure to maintain Caregiver Background Check documentation, (ii) repeated failure to follow Site policies and procedures which have been communicated to the student, (iii) the existence of health conditions which pose a material risk (in the judgment of the Facility medical staff) to Site patients with whom the student may have contact, and (iv) repeated failure to maintain adequate performance in the clinical placement. The foregoing are examples only, and do not limit NWTC's right to terminate student participation at the Site, or the Facility's right to request the same.

5. Student Status. NWTC students participating in clinical rotation at the Site shall not be deemed employees of the Facility, and shall receive no compensation for services they may provide. NWTC students may from time to time provide economically valuable services, but are engaged exclusively in an educational Program, solely for educational purposes, and the Facility shall not substitute students for, or support regular Site staffing requirements with, students.
6. Resolution of Conflicts in Favor of Patient Care. The Facility may in its sole discretion limit educational access to the Site or any part thereof to any NWTC students who do not meet the Facility's standards generally applicable to its employees for safety, health screening, professional conduct or ethical behavior. The Facility may resolve any conflict involving a student or the Program in favor of the Facility's patients' welfare, and restrict student involvement to observation.

D. OBLIGATIONS OF THE FACILITY.

1. Patient Care. The Facility maintains full responsibility and authority for patient care at all times.
2. Provide Clinical Experiences. The Facility shall provide reasonable access to practical clinical experiences at the Site for the Program students, in a supervised and controlled setting. Facility shall comply with applicable provisions of the Americans with Disabilities Act and the Americans with Disabilities Amendment Act. The clinical experiences shall be substantially related to the Program curriculum described at Exhibit C, and shall supplement and enhance the students' basic classroom instruction. Clinical experiences may include without limitation, access and exposure to (i) sources of relevant information for educational purposes; (ii) the Site's procedure guides, policy manuals and physical facilities (including instrumentation, diagnostic and therapeutic equipment, patient treatment facilities, etc.); (iii) standard clinical references; (iv) the Facility's practicing staff, subject to staff availability; and (v) under appropriate circumstances, patients' records, care plans and references.
3. Educational Support Facilities. Subject to availability, the Facility shall make available for educational purposes, meeting or conference rooms or other appropriate areas where groups of Program students may hold discussions, small

group instructional sessions, and shall permit use of such supplies and equipment as are commonly available for patient care at the Site.

4. Facility Staff Involvement. Subject to their availability, and as the Facility and NWTC's faculty and instructional staff assigned to the Program and the Site may agree from time to time, the Facility shall make its staff available to Program students for (i) educational question/answer sessions with students and NWTC faculty, (ii) giving verbal feedback as appropriate regarding student clinical performance, (iii) providing direct supervision of students in conjunction with NWTC faculty, and (iv) providing appropriate clinical experiences for students to gain practical healthcare experiences consistent with the Program curriculum and instructional plans set forth by NWTC.
5. Facility Accreditation. At all times during the term of this Agreement, the Facility shall maintain the highest appropriate professional standards of care, maintain properly licensed and trained medical or other clinical staff, maintain the Site as a clinical facility for instruction regarding an accredited Program, and integrate the students where appropriate into the healthcare services being provided by the Facility at the Site.
6. Disclosure of Policies, Rules and Regulations. Prior to student placement at the Site, the Facility shall provide NWTC faculty in charge of the Program with written copies (or precise references to standard clinical references) of, and generally inform NWTC regarding, applicable (i) Facility and Site policies and procedures, (ii) applicable federal, state, and /or local laws and governmental regulations, and (iii) Facility and Site rules and regulations, which in each case may affect the Program students during their clinical placement.
7. Orientation. The Facility shall provide Program students a general orientation, overview, and introduction to the Site, and to the conditions of patients generally treated therein in order to safeguard patient welfare and assist the students in gaining practical skills and confidence.

E. GENERAL PROVISIONS.

1. Term and Termination. The initial term of this Agreement shall be a two year term, commencing on February 1, 2013 and ending on February 1, 2015. This Agreement shall automatically renew for successive terms of two (2) years unless either party shall elect to not renew, and shall serve written notice upon the other party no less than ninety (90) days prior to the end of a term. Either party may terminate this agreement upon a material breach of this Agreement which continues, uncured for a period of thirty (30) days following the non-breaching party's delivery of written notice to the breaching party; provided, however, that if cure cannot be practically accomplished with such 30 day period and the breaching party has promptly commenced cure with such 30 day period and diligently pursue cure thereafter, such 30 day period shall be extended for an

additional period of up to 30 days. Notwithstanding anything in the Paragraph or the Agreement to the contrary, upon any termination of this Agreement, NWTC shall be permitted to maintain and complete the then effective Program student placements through the applicable current academic term, and the Facility shall cooperate with and permit existing clinical rotations for Program students already placed sufficiently at the Site.

2. Insurance. At all times during the term of this Agreement, each party shall maintain in full force and effect, general and professional liability insurance covering each of its employees and agents against general and professional liability claims. Such coverage shall be in the minimum amount of \$1,000,000 per occurrence. Facility agrees to list NWTC as an additional insured on all policies maintained for this purpose. Upon written request, each party shall provide the requesting party with documentary proof of insurance coverage, and compliance hereunder.

3. Indemnification.

- (a) Facility shall and hereby does agree to indemnify, defend and hold harmless NWTC, including without limitation its trustees, faculty, administrators, employees, instructors, students, agents, and their respective successors and assigns, from and against any loss, liability, claim, obligation, damage, deficiency, cost or expense (including reasonable actual attorneys' fees) resulting from, arising out of or in any way connected with (i) Facility's (including without limitation its administrators', medical staffs', employees' and/or agents') negligent act(s) or omission(s) or intentional wrongdoing occurring in the course of Facility's performance hereunder, or (ii) Facility's material breach of any term, condition or provision of this Agreement.
- (b) NWTC shall and hereby does agree to indemnify, defend and hold harmless Facility, including without limitation its officers, administrators, employees, agents, and their respective successors and assigns, from and against any loss, liability, claim, obligation, damage, deficiency, cost or expense (including reasonable actual attorneys' fees) resulting from, arising out of or in any way connected with (i) NWTC's (including without limitation its administrators', faculty's, employees' and/or agents') negligent act(s) or omission(s) or intentional wrongdoing occurring in the course of NWTC's performance hereunder, or (ii) NWTC's material breach of any term, condition or provision of this Agreement.

4. Dispute Resolution: Mediation; Arbitration.

- (a) Any dispute, controversy or claim arising out of or relating to this Agreement, or the breach, termination or invalidity thereof first shall be submitted to mediation between the parties, facilitated by a professional mediator mutually acceptable to the parties. (If the parties cannot agree upon a mediator within

30 days of initial notice of a dispute subject to this paragraph, each party shall nominate a proposed mediator, who shall in consultation with the other party's proposed mediator, select a third mediator to alone hear the dispute as soon as possible thereafter).

- (b) If a dispute cannot be resolved or settled within 60 days following submission of the dispute to mediation, it shall be settled by arbitration in accordance with the rules of the Commercial Arbitration Rules of the American Arbitration Association then in effect on the date of this Agreement. Any arbitration proceeding held pursuant to this paragraph shall be held in Green Bay, Wisconsin, unless another site is agreed upon by the parties hereto. The arbitration shall be the sole and exclusive forum for resolution of the dispute or controversy, and the award shall be final and binding. The fees and costs of the arbitration shall be borne by the losing party, or as otherwise directed by the arbitrator. Failure to timely pay required arbitration fees, if any, shall constitute default by the non-paying party. The parties shall promptly negotiate in good faith to appoint a single arbitrator who shall be disinterested in the dispute or controversy and shall have no connection to either party. If the parties are unable to agree on an arbitrator within 10 days of the demand for arbitration or the date the mediation fails, whichever is sooner, they shall each select an arbitrator who shall select a third arbitrator and the third arbitrator shall serve as sole arbitrator of the dispute. The arbitration proceeding shall proceed to a final award within not more than 180 days following submission of the dispute to the arbitrator so selected.
- (c) The arbitrator shall arbitrate the dispute and interpret this contract in accordance with the domestic laws of the State of Wisconsin, without regard to the principles of conflicts of laws there under. Judgment upon the award of the arbitrator may be entered in any court having jurisdiction over the parties hereto. The awards shall be made and shall be payable in United States dollars free from any tax or any other deduction.

- 5. Force Majeure. No failure or delay in the performance of the obligations of NWTC or Facility under this Agreement shall be deemed a breach of this Agreement or create any liability therefore if the failure or delay in performance is due to any cause or causes beyond the control of the parties, including, without limitation, strikes, work stoppages, accidents, shut down or delay of suppliers, governmental orders, fires, explosions or other acts of God, theft, embargoes, loss or delay in transit, inability to secure transportation facilities or contingencies arising out of or due to national defense activities, war or emergency conditions. In the event of any such failure or delay or other nonperformance on the part of the parties, they shall have the right to cancel or defer performance under this Agreement in their complete discretion without liability, and such cancellation and/or deferral shall not affect the right of the party to recover amounts due hereunder for services provided except that, in all events hereunder the Fee shall

be reduced in accordance with the loss of services. This paragraph shall not be construed to extend any cure period set forth in Section E1.

6. Notices. Any notice required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been given and received in all respects on the date it is personally delivered or one (1) day after being sent by reputable overnight courier or two (2) business days after deposit in the United States mail, certified mail, postage prepaid, return receipt requested, to the appropriate party at the address set forth below or as otherwise designated by such party to the other in writing:

If to NWTC:

Northeast Wisconsin Technical College
Attn: Dean – Health Sciences
2740 West Mason Street
P.O. Box 19042
Green Bay, WI 54307-9042
Tel.: 920-498-5482

If to Facility:

Notices to the Facility shall be given at the address/telephone/facsimile indicated below opposite the parties' signatures.

City Clerk - Treas

7. Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto relating to the subject matter herein, and all prior agreements and understandings, whether written or oral, are merged herein and made a part hereof. No amendment, waiver or modification hereof shall be valid or given effect unless in writing, signed by both parties. All Exhibits, Schedules, Annexes or other documents referenced herein shall be incorporated into this Student Placement Agreement as if set forth fully herein.
8. Assignment. This Agreement shall not be assigned by either party without the prior written consent of the other.
9. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect or limit the validity or enforceability of any other provision hereof which shall remain valid and enforceable to the fullest extent permitted by law.
10. Waiver of Breach. The waiver by either party of the breach by the other party of any provisions of this Agreement shall not be deemed a waiver of any subsequent breach.
11. Section Headings. The headings in the Agreement are for purposes of convenience and ease of reference only and shall not be construed to limit or otherwise affect the meaning of any part of this Agreement.
12. Counterparts and Facsimile Signatures. This Agreement may be executed in one or more counterparts, all of which shall bind each party hereto at such time as the

same or a different counterpart has been signed by the other party for whom a signature space is hereafter provided even though both parties shall not have executed the same counterpart. This Agreement may be executed by facsimile. Each of the individuals executing this Agreement on behalf of a party, respectively, represents and warrants to the other that the individual has all power and authority necessary to bind the party hereto.

13. Independent Contractors. The parties are independent contractors, each acting as an independent entity with the ability to direct and control the performance of their respective obligations hereunder, subject to the terms and conditions of this Agreement. Nothing in this Agreement, or in the course of dealing between the parties hereunder, shall be construed to constitute the parties as partners, joint ventures or agents for one another; or as authorizing either party to obligate the other in any manner. Neither party shall represent itself, directly or by implication, to (i) be an employee, agent, partner or joint venture of the other, or (ii) in any manner to have power or authority to create any obligation on behalf of the other.

IN WITNESS WHEREOF, the parties have caused this Healthcare Student Placement Agreement to be executed as of the day, month and year written above.

"FACILITY"

City of De Pere
Attn: Chief Robert Kiser
335 S. Broadway
De Pere, WI 54115

"NWTC"

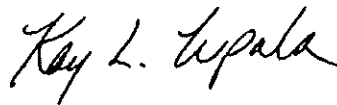
NORTHEAST WISCONSIN
TECHNICAL COLLEGE

By: _____

Its: _____

Date: _____

By:



Kay Tupala, RN, MSN
Dean, Health Sciences

By:



Elizabeth Paape
Dean, Public Safety

Date: February 1, 2013

Tel.: 920-339-4085

Fax:

E-mail: rkiser@mail.de-pere.org

Tel.: 920-498-5482

Fax: 920-491-2660

E-mail: kay.tupala@nwtc.edu

INCORPORATED EXHIBITS TO BE ATTACHED:

- Exhibit A: Program
- Exhibit B: Facility
- Exhibit C: Curriculum Outline/Instructional Materials
- Exhibit D: Principal NWTC and Facility Contacts

**NORTHEAST WISCONSIN TECHNICAL COLLEGE
HEALTHCARE STUDENT
PLACEMENT AGREEMENT**

Exhibit A: The NWTC instructional Program(s) subject to this Student Placement Agreement are:

Associate Degree Nursing
Emergency Medical Technician - Basic
Emergency Medical Technician - Intermediate
Paramedic – Emergency Medical Technician

Exhibit B: The address (or other specifically identifying information) regarding the healthcare facility(ies) (clinics, hospitals, nursing homes, etc.) at which Program students will be placed are:

City of De Pere
335 S. Broadway
De Pere, WI 54115

Affiliated Sites:

De Pere Community Center
Contact: JoAnn Janus
600 Grant St.
DePere, WI 54115
Phone: 920- 339-4072 ext. 2229

De Pere Fire Department
Contact: Chief Robert Kiser
400 Lewis Street
De Pere, WI 54115

Exhibit C: Click below link for program curriculum.

Website Link
<u>Associate Degree Nursing</u>
<u>Central Service Technician Certificate</u>
<u>Certified Medication Assistant</u>
<u>Dental Assistant</u>
<u>Dental Hygiene</u>
<u>Diagnostic Medical Sonography</u>
<u>Electronics</u>
<u>Emergency Medical Technician - Intermediate</u>
<u>Emergency Medical Technician - Basic</u>
<u>Gerontology</u>
<u>Health Care Business Services</u>
<u>Health Information Technology</u>
<u>Medical Assistant</u>
<u>Medical Coding Specialist</u>
<u>Medical Laboratory Technician</u>
<u>Network Specialist - IT</u>
<u>Nursing Assistant</u>
<u>Paramedic</u>
<u>Phlebotomy Certificate</u>
<u>Physical Therapist Assistant</u>
<u>Practical Nursing</u>
<u>Radiography</u>
<u>Respiratory Therapist</u>
<u>Surgical Technologist</u>

Exhibit D:

Principal NWTC contact:

KAY TUPALA, DEAN
920-498-5482

Principal Facility contact:

Name (Please print clearly)

Phone Number

CITY OF DE PERE

Fire Rescue Department

400 Lewis Street
De Pere, WI 54115-2717
(920) 339-4087
Fax No.: (920) 403-7883
e-mail: dpfire@mail.de-pere.org



February 5, 2013

City of De Pere
Finance Committee

Dear Committee Members,

The De Pere Fire Department received a \$600.00 donation from Mrs. Sharon Danen in memory of her husband Denny. Our personnel were there in their family's time of need and this donation is in appreciation of that service.

This donation will be used for the purchase of fire protection equipment, specifically fire department helmets.

I recommend the finance committee accept this generous donation.

Sincerely,
Robert Kiser
Fire Chief
De Pere Fire Rescue
rkiser@mail.de-pere.org

920-339-4085

Attachement: Letter

To Devere Rescue Squad -

I'm making this donation in memory of my husband Penny Hansen who passed away here at home on Oct. 1, 2012.

Your EMT's worked so hard to save him, and though he passed away I will always be grateful for their efforts.

Your entire department provided a wonderful service for our Community.

Sincerely,

Sharon Hansen

CITY OF DE PERE

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



February 12, 2013

To: Members of the Finance Committee

From: Ken Pabich, Director of Planning and Economic Development

RE: Out of State Travel Request

The Nation Planning Conference for the American Planning Association is being held in Chicago from April 13-17, 2013. The national conference usually rotates from large cities through the country and it has not been in Chicago in over 10 years.

In lieu of attending that state planning conference, I would like to request attending the national conference. The cost of the conference and lodging is higher than what was planned for the state conference; however I can work to ensure to stay within the overall department budget. The national conference will provide more educational material and planning concepts. Given the proximity for 2013, I believe it is worth the extra cost associated with the conference.

MEMORANDUM

TO: Finance & Personnel Committee

FROM: Larry Delo, City Administrator



DATE: February 7, 2013

SUBJECT: Out of State Training Request

I am requesting authorization to attend the annual International City/County Manager Association 2013 conference located in Boston Massachusetts, September 22nd-25th. The conference includes keynote sessions, educational and solutions track sessions, roundtable discussions, university workshops and forums, field demonstrations, technology demonstrations and networking opportunities. The specific program schedule for this year's conference has not been distributed to date. Therefore, I have attached a few pages from the 2012 conference program to give you an idea about the type of educational programs that are typically provided. The last time I attended out-of State training was in 2010 to attend the ICMA annual conference in San Jose, CA.

The City Administrator 2013 Budget includes funding in the seminars/conferences line account to attend the ICMA annual conference.

example program From 2012 Conference
pages 54-63 of 125 page document.

Research and Public Safety Programs, ICMA,
Washington, D.C.

Panelists: *Rod Gould*, City Manager, Santa Monica, California; *Mike McLenagan*, Vice President, The Pittman McLenagan Group, L.C., Bethesda, Maryland; *Neil Reichenberg*, Executive Director, International Public Management Association for Human Resources, Alexandria, Virginia

Managing Your Council-Manager Relationship

CM [2, 14] [1 AICP-CM Credit]

Meeting Room 224AB, 200 level, North Building

We all come across people who are difficult to deal with. But what if that person is your boss? This session will give you tips on how to negotiate managing "upwards" to facilitate working with your council and make your life easier in the process.

Session Leader: *Eric Ellwanger*, Strategic Services Manager, Colleyville, Texas

Panelists: *Anthony Romanello*, County Administrator, Stafford County, Virginia; *Michael Willis*, General Manager, Shellharbour City Council, New South Wales, Australia

Passion and Patience, Competence and

Confidence **P2** **V** [18] [1 AICP-CM Credit]

Meeting Room 124AB, Street level, North Building

Are you ready to move up? What are the competencies that councils are seeking? How can you develop your skills and expertise? Find out what you need to know before making the leap to the manager's office. Maybe you want to stay, but you need to be revitalized. This session will also discuss how to keep your passion ignited and stay motivated when things are moving slower than you'd like.

Session Leader: *Matt Bronson*, Assistant City Manager, San Mateo, California

Panelist: *Ron Holifield*, CEO, SGR Executive Search, Keller, Texas; *Amy McEwan*, Deputy County Administrator, Lake County, Illinois

The Game of Life: Play It Right

Meeting Room 129AB, Street level, North Building

Your health and finances are critical to living right. This interactive and engaging session will provide valuable tips and ideas on how to maxi-

mize the way you live and save for your future. Subject matter experts from ICMA-RC and Cigna will provide information that we all need to know as we work, play, and live the Game of Life.

Session Leader: *Gregory Dyson*, Senior Vice President, Chief Operations and Marketing Officer, ICMA-RC, Washington, D.C.

Panelists: *Sarah Gentry*, Health Promotion Manager, Cigna, Phoenix, Arizona; *Kathryn Kurre*, CFP®, Director, Personal Planning Solutions Team, ICMA-RC, Washington, D.C.

Film

9:45-11 a.m.

Home

Meeting Room 131A, Street level, North Building
In York, Pennsylvania, municipal, county, and area business leaders unveiled a plan to redevelop a low-income, residential neighborhood and build a minor league stadium, heralding it as the vital heart of a comprehensive, city-wide redevelopment vision. Who could argue against baseball? But what happens to the people and families who had to leave their homes? This is the story of an American urban space and its complex transformation.

Field Demonstrations

Buses depart from the ICMA bus stop outside the 3rd Street entrance of the North Building.

9:45 a.m.-12:15 p.m.

TASER: The Role of Public Safety Technology and Risk Management

TASER's high-tech manufacturing facility makes electronic control devices that are distributed worldwide. Best known for its proprietary technology that is used to incapacitate subjects, the company also produces a new on-officer video and audio recording device for digital evidence capture. TASER representatives and local officials will discuss the role of public safety technology in modern police work and the use of this technology in reducing workers' compensation claims. The bus trip takes 40 minutes. \$20.

MONDAY

The McDowell Sonoran Preserve Partnership

In 1990, Scottsdale residents formed a land trust to preserve, protect, and ensure access to 54 square miles of the McDowell Mountains and Sonoran Desert. Over 60 percent of this land has been protected to date, maintained by the McDowell Sonoran Conservancy. This tour of the Gateway to the Preserve trailhead showcases a LEED Platinum design, which minimizes environmental impact while maximizing visitor access. Participants will experience the desert while hiking briefly on an ADA-accessible, interpretive trail. Comfortable walking shoes are strongly suggested. The bus trip takes 40 minutes. \$20.

Special Meeting

9:45 a.m.-1:45 p.m.

NASPAA Site Visitors' Training

Meeting Room 121A, Street level, North Building

Partners' Program

10 a.m.-12:30 p.m.

Partners' Roundtables on Hot Topics

Meeting Room 101AC, Street level, West Building

Enjoy a light brunch and engage in roundtable discussions of issues facing the partners and families of local government managers. This is an excellent opportunity to make new friends and get reacquainted with old ones.

Tour

10 a.m.-3 p.m.

Shopping in the Valley of the Sun

Buses depart from the ICMA bus stop outside the 3rd Street entrance of the North Building.

Adults/youth, \$36

Educational Exhibits

11 a.m.

Exhibit Hall 5/6, Lower level, North Building

Complimentary lunch will be served.

Tour

11 a.m.-4 p.m.

Flat Water River Float

Buses depart from the ICMA bus stop outside the 3rd Street entrance of the North Building.
Adults/youth (7 and over only), \$105

Assistants' Luncheon

11:15 a.m.-12:30 p.m.

Meeting Room 106AC, Street level, West Building
Enjoy lunch with your colleagues and a presentation by ICMA president-elect Bonnie Svrcek and her city manager, Kimball (Kim) Payne, entitled "How We Manage or How DO We Manage!" Hear about a true co-managing partnership between two successful professionals and take notes for your own community—or just have fun. \$40.
Presenters: *Kimball (Kim) Payne*, City Manager, and *Bonnie Svrcek*, Deputy City Manager, Lynchburg, Virginia

Special Meetings

11:15 a.m.-12:30 p.m.

ICMA Press Advisory Board

Meeting Room 128A, Street level, North Building

Members in Transition Brown Bag

Meeting Room 127C, Street level, North Building

Special Sessions

11:15 a.m.-12:30 p.m.

Applying ICMA's Code of Ethics to Council-Manager Relationships: MPA Student Session

Meeting Room 121BC, Street level, North Building

In this special session, MPA students will have the opportunity to discuss ethical issues in local government with veteran professionals and to network with their peers. Highlighting ethical problems resulting from budgetary retrenchment, the session will use case studies and breakout sessions to maximize interaction. After the session, plan to continue discussions and networking over lunch.

MONDAY

Speakers: *James Banovetz*, Professor Emeritus, Northern Illinois University, Dekalb, Illinois; *David Limardi*, Midwest Regional Director, ICMA, Washington, D.C.

Building Digital Communities

Meeting Room 120BC, Street level, North Building

Without access to digital technology, full citizen participation in nearly every aspect of society is compromised. As community anchor institutions, libraries provide the opportunity to: understand the benefits of advanced information and communication technologies; have equitable and affordable access to high-speed Internet-connected devices and online content; and take advantage of the educational, economic, and social opportunities available through these technologies. Panelists will share resources and funding opportunities that can help communities improve digital inclusiveness efforts so as to expand the economic and social opportunities to all citizens.

Panelists: *Susan Benton*, Chief Executive Officer, Urban Libraries Council, Chicago, Illinois; *Ron Carlee*, Chief Operating Officer, ICMA, Washington, D.C.; *Susan Hildreth*, Director, Institute of Museum and Library Services, Washington, D.C.

From Football to Frat Houses: Effective Policies for Your College Town

Meeting Room 124AB, Street level, North Building

In college and university towns, the dynamic between residents and students can be tense. The Center for Performance Measurement™ created a College-Town Consortium to address this issue. This presentation will share adopted policies focused on jurisdiction and university collaboration, as well as case studies from the International Town & Gown Association that illustrate how managers have effectively worked with local universities to resolve community tension and develop creative solutions.

Panelists: *Darin Atteberry*, City Manager, Fort Collins, Colorado; *Kevin Burke*, City Manager, Flagstaff, Arizona; *Jackson C. Tuttle II*, City Manager, Williamsburg, Virginia

Health Care Fundamentals: Maximizing Results while Minimizing Costs

Meeting Room 122AC, Street level, North Building

This panel of industry experts will focus on health care benefits: funding, alternative and effective plan designs, on-site health clinics, contribution distribution, incentives/disincentives, and more. Learn the fundamentals of health care to better inform your city leaders on recommendations, including successful strategies that can reduce costs while improving the health of your covered population.

Session Leader: *Brent McFall*, City Manager, Westminster, Colorado

Panelists: *Jim Burrell, MD*, Chief Medical Officer, Cigna Medical Group, Phoenix, Arizona; *Sarah Gentry*, Health Promotion Manager, Cigna, Phoenix, Arizona; *Reggie White*, Regional Vice President, Cigna Government and Education, Atlanta, Georgia

Investing for Retirement: Just the Basics

Meeting Room 129AB, Street level, North Building

Whether you're just starting out in your career or need a refresher, this seminar will serve as a discussion point for your retirement portfolio and help you understand your retirement plan statement. Led by ICMA-RC Certified Financial Planners, it will introduce basic investing concepts, such as risk, fund categories, asset allocation, as well as diversification, rebalancing, and other investment strategies.

Session Leader: *Michael Hermanson*, Pension and Benefits Administrator, Tucson, Arizona

Panelists: *Jared Martin*, Certified Financial Planner™, ICMA-RC, Washington, D.C.; *Jason Scharp*, Manager, Financial Planning, ICMA-RC, Washington, D.C.

Local Government Customer Service and 311/CRM Systems

Meeting Room 132AB, 200 level, North Building

Centralized customer service systems, such as 311 contact centers and constituent relationship management (CRM) applications, help improve the customer service experience for citizens

MONDAY

when they need information or request a service. During this session, participants will learn more about what 311/CRM systems are and what benefits they can offer local governments.

Speakers: *Cory Fleming*, Project Director, National Study of 311 and Customer Service Technology, ICMA, Washington, D.C.; *Rose Minton*, Staff Support, CS Week's 311 Synergy Group, and Founder and President, Heights Consulting, Albuquerque, New Mexico

Roundtable Discussions

11:30 a.m.-12:30 p.m.

Marketplace of Ideas & Solutions

This popular series of roundtable discussions offers conference attendees the opportunity to share ideas, opinions, and solutions face-to-face on a variety of issues important to professional managers. Each discussion is facilitated by an ICMA member or other expert with a strong interest in that topic.

Drafting for High Staff Octane

Meeting Room 125A, Street level, North Building

The engine stubbornly sputters, denying any road trip despite a full gas tank. A check under the hood reveals motor oil thick as molasses. Like the oil in an engine, the staff of a local government is found in all operations of a community. However, flat lined pay, longer working hours, and a barebones workforce can easily seize up staff and stall morale. Local government managers, as the drivers of their communities, need to concentrate on reenergizing their employees even in troublesome times. Motor into this roundtable conversation and learn some nitrous ideas for humming staffs.

Economy: The Other "E" of Sustainability

Meeting Room 126B, Street level, North Building

The summer of our discontent turned into the year of our discontent, and now we're four years into a financial downturn that is still making life hard for local government managers. Some local governments have used sustainability as

the framework for new approaches intended to save money and create the conditions for new kinds of economic activity. Yeah, we'll talk about environmental and equity issues as well, but the main purpose of this roundtable is to talk about the other "E" of sustainability: economy.

Managing under Millions of Microscopes

Meeting Room 126C, Street level, North Building

When tragedies strike, media cameras descend and the public loudly voices its opinions. Citizens pick sides of the situation, thrusting the community into turmoil and unwelcomed attention. Tragedies involving children tend to elicit the strongest reactions. A shooter takes the life of 17-year-old; with perceived inaction from the police. A child is killed after a motorist hits her bicycle. The media, public, and elected officials will scrutinize every action taken by local government professionals as the situation unfolds. Working in a fishbowl has never been so true. Attend this roundtable discussion on how to manage during media-explosive tragedies as Norton Bonaparte, city manager of Sanford, Florida, shares his experience.

Municipal Facilities and Energy Security

Meeting Room 125B, Street level, North Building

In times of natural disaster and similar extreme events that can disrupt the electric power grid, residents and businesses often turn to their municipalities for help and lifeline services. As evidenced by the storms last fall and earlier this summer, power outages can stretch from hours to days and sometimes weeks. How is your municipality preparing for such disasters? Most cities and towns have plans to open shelters and provide emergency services, but what if these facilities are out of power as well? Are there cost-effective means to ensure energy security for critical locations that do not incur undue costs that residents are likely unwilling to accept? Facilitated by ICMA Strategic Partner **Honeywell**.

On a Budget Safari

Meeting Room 127B, Street level, North Building

Local governments have hiked hundreds of miles

MONDAY

through the thick jungle of budget woes over the last few years. A clearing becomes visible in each cycle, but they aren't out of the woods just yet. Therefore, local governments need to take advantage of each revenue source available and enact creative measures to balance revenues with expenditures. Have you applied for and received an unheralded grant or discovered an income source that people would be surprised existed? Hunt for ideas around the bonfire of budget stories.

Taking a Gamble on Casinos

Meeting Room 123, Street level, North Building

The lights brightly illuminate as the bells and whistles sound the alarm signaling a jackpot winner! Local governments have gambled on allowing casinos in their jurisdictions as a way to increase revenues. However, the strut to the cashier often comes at the cost of traffic congestion, crime, and noise. Go all-in during this roundtable to find out how to avoid snake eyes with casinos in or near your community.

The Federal Budget Squeeze

Meeting Room 127A, Street level, North Building

Federal government policy changes affect local governments nearly every day, especially in a cutback environment. This roundtable offers the opportunity to discuss likely reductions in federal grants to local governments, the implications of tax reform, and other federal policy shifts that are on the horizon.

The True Cost of Slashing Training Budgets

Meeting Room 126A, Street level, North Building

It is critical that local governments employ trained professionals in order to maintain superior organizational management and supervision. However, during times of budget tightening, funding for training, even for those who desperately need such training, can be nonexistent. This discussion will address the ramifications of cuts in training budgets and explore cost-effective alternatives. Facilitated by ICMA Strategic Partner Wilson Elser Moskowitz Edelman & Dicker LLP.

Solutions Track

11:30 a.m.-12:30 p.m.

Growing a Grant-Writing Team from the Inside: A Tale of Loudoun County [1 AICP-CM Credit]

Theater A, Exhibit Hall 5/6, Lower level, North Building

When demand for county programs grew and put a strain on human and financial resources, Loudoun County, Virginia, contacted eCivis for professional grants training to help implement the Loudoun County Grant Initiative. With the help of eCivis's grants management system, the county was able to centralize its grants management process by using a grants research database, tracking and reporting software, and grants resources. Presented by ICMA Strategic Partner **eCivis**.

Speaker: *Angel Wright-Lanier*, Director of Governmental Solutions, eCivis, Pasadena, California

Water Partnerships for Investment Capital and Debt Relief [1 AICP-CM Credit]

Theater B, Exhibit Hall 5/6, Lower level, North Building

Many cities want to limit water and sewer tariff increases while new regulatory requirements and crumbling infrastructure fuel ever-increasing demands for funding. Learn how to unlock the value in existing water and wastewater assets to reduce outstanding indebtedness and/or fund new projects. Presented by ICMA Strategic Partner **United Water**.

Speaker: *Dan Sugarman*, Vice President Strategic Marketing, United Water, Harrington Park, New Jersey

Special Meeting

Noon-1 p.m.

Future Conference Host Committees

Meeting Room 228AB, 200 level, North Building

MONDAY

To: Mayor Michael J. Walsh
Lawrence Delo, City Administrator
Finance/Personnel Committee Members
From: Joe Zegers, Finance Director
RE: Investment Results- 2012
Date: February 7, 2013

I have attached a worksheet which details the investment balances at December 31, 2012 as well as the percentage returns over the last 10 plus years. I will provide this report to the Finance/Personnel Committee on a quarterly basis. As can be seen from the worksheet, the results can vary from year to year and are probably best reviewed over a longer term such as 3-10 years. The December 31, 2012 percentage return results are considered in the 3-10 year analysis and as you can see because of it's short term of one year indicate volatility which would flatten out over a longer period of time. We have currently earned \$102,466 in investment earnings in the general fund account through December 31, 2012 while our budgeted amount is \$275,000. Our 2013 budgeted general fund interest revenue is \$150,000. Please feel free to contact me prior to the meeting should you have any questions on this matter.

[illegible]